

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

Thursday, 9:00 a.m.  
May 1, 2025

A Regular Board Meeting and Board of Adjustment Public Hearing was convened in the Boardroom, Level 4 of SkyCenter ONE, Tampa, Florida, on Thursday, May 1, 2025.

Members present were: Chairman Diehl, Robert Watkins, Commissioner Cohen and Mayor Castor. Gary Harrod was not in attendance.

Aviation Authority staff members present were CEO Michael Stephens, Assistant General Counsel Scott Knight, Chris Minner, Damian Brooke, John Tiliacos, Smitha Radhakrishnan, Veronica Cintron, Elita McMillon, Jeff Siddle, Violet Cummins, Rob Porter, Tony Conza, Michael Kamprath, Beau Zimmer, Josh Gillin, Laurie Noyes, James Tarro, Kristopher Allen, Gina Dew, Paul Horst, Melissa Solberg, Matt Bauer, Analisa Whiteside, Brett Fay, Alex Heiter, John Mallory, Doug Wycoff, Randy Forister, Chris Vergamini, Derek Wood, Felicia Carlee, Tara Camp, Silvana Muro, Nancy Duggan, Dan Johnson, Tony Mantegna, Ben Robins, Marcus Session, Steve McDonald and Dan Seeley.

Chairman Diehl welcomed everyone to the Regular Board Meeting and Board of Adjustment Public Hearing of the Aviation Authority. He 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 Diehl 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 April 9, 2025. No comments from the public were received.

Chairman Diehl swore in Tony Mantegna, Authority Senior Manager of Planning and Development and Petitioner, Jerry Britt.

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

## Item C1

Airport Study No. 2025-07, Baker Barrios Architects, requesting a variance to construct a 27-story mixed-use tower containing 322 residential units, with 32,518 square feet of ground level retail and commercial space, with a maximum height of 310' AMSL, located at 1101 East Harrison Street, Tampa, FL, Resolution No. 2025-65, presented by Tony Mantegna.

Baker Barrios Architects (Petitioner) is seeking to construct a 27-story mixed-use tower containing 322 residential units, with 32,518 square feet of ground level retail and commercial space, with a maximum height of 310' AMSL, located at 1101 East Harrison Street, Tampa, FL. The nearest airport is Peter O. Knight Airport.

Notice of this Hearing before the Board of Adjustment was provided on April 9, 2025.

Petitioner is requesting a variance to construct a 27-story mixed-used tower containing 322 residential units, with 32,518 square feet of ground level retail and commercial space.

The Petition was presented to the Airport Hearing Officer on March 13, 2025 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 study found that the Petitioner's request would not be a hazard to air navigation provided certain conditions are met.

FDOT was provided the opportunity to review the Petition and found it to be consistent with Florida Statutes.

The Airport Hearing Officer recommended that the Board of Adjustment approve the variance to Airport Zoning Regulations requested by Petitioner with the following conditions: (1) Red Obstruction lighting is required in accordance with FAA Advisory Circular 70/7460-1M; (2) E-File FAA Form 7460-2 with the FAA if the project is abandoned or at least 10 days prior to construction and within five (5) days after the construction reaches its greatest height; (3) Since the structure considered under the study lies within close proximity to an airport and may be subjected to aircraft overflight, it is recommended a noise reduction level of at least 25 dB be incorporated into design; (4) Notify the Airport at least five (5) days prior to starting construction at 813-870-7863; (5) Petitioner will be required to follow all conditions specified in the FAA Determination of No Hazard to remain in compliance; (6) Installation equipment (Crane) exceeding 310' AMSL will require a separate permit by the Authority; and (7) Any glint or glare issues identified from the project must be mitigated by the Petitioner to the satisfaction of the Authority to avoid adverse impacts to aviation.

The variance will be valid until the FAA Determination of No Hazard to Air Navigation expires August 27, 2025, but if the FAA Determination of No Hazard is 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 structure 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 Harry Cohen, seconded by Mayor Castor, Airport Study No. 2025-07, Baker Barrios Architects, requesting a variance to construct a 27-story mixed-use tower containing 322 residential units, with 32,518 square feet of ground level retail and commercial space, with a maximum height of 310' AMSL, located at 1101 East Harrison Street, 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. 2025-65.

#### Item C2

Airport Study No. 2025-14, Jerry Britt, requesting a variance to rebuild and expand an existing single-family home, with a maximum height of 31' AMSL, located at 618 Columbia Dr., Tampa, FL, Resolution No. 2025-66, presented by Tony Mantegna.

Jerry Britt (Petitioner) is seeking to rebuild and expand an existing single-family home, with a maximum height of 31' AMSL, located at 618 Columbia Dr., Tampa, FL. The nearest airport is Peter O. Knight Airport.

Notice of this Hearing before the Board of Adjustment was provided on April 9, 2025.

Petitioner is requesting a variance to rebuild and expand an existing single-family home.

The Petition was presented to the Airport Hearing Officer on March 27, 2025 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 study found that the Petitioner's request would not be a hazard to air navigation provided certain conditions are met.

FDOT was provided the opportunity to review the Petition and found it to be consistent with Florida Statutes.

The Airport Hearing Officer recommended that the Board of Adjustment approve the variance to Airport Zoning Regulations requested by Petitioner with the following conditions: (1) Notify the Airport at least five (5) days prior to starting construction at 813-870-7863 and provide Airport Study Number; (2) Red Obstruction lighting is required in accordance with FAA Advisory Circular 70/7460-1M; (3) E-File FAA Form 7460-2 with the FAA if the project is abandoned or within five (5) days after the construction reaches its greatest height; (4) The project is subject to requirements listed in the Federal Aviation Administration Aeronautical Studies attached to the Recommended Order with the exception that height limits are restricted to the heights shown on the point data sheet attached as Exhibit A and in accordance with elevation plans submitted; (5) The Petitioner will be required to follow all conditions specified in the FAA Determination of No Hazard to remain in compliance; (6) Installation equipment (Crane) exceeding 31' AMSL will require a separate permit by the Authority; (7) Any glint or glare issues identified from the project must be mitigated by the Petitioner to the satisfaction of the Authority to avoid adverse impacts to aviation; (8) Occupants and/or owners of the new home understand that the location of the structure lies in the approach and departure path of Peter O. Knight Airport and occupants may be subjected to aircraft overflight, noise, and/or light from aircraft; (9) The property falls outside of the 65 DNL noise contour around Peter O. Knight Airport and is a compatible use but the Authority suggests a noise reduction level of at least 25 dB be incorporated into design; and (10) Exhibit B, pertaining to Part 77 of the Approach Transitional, identifies controlling surfaces that must be maintained to remain in compliance with the Permit. The property owner will be responsible for maintaining airspace clearances on all new development and objects of natural growth not covered under the variance request.

The variance will be valid until the FAA Determination of No Hazard to Air Navigation expires October 5, 2026, but if the FAA Determination of No Hazard is extended by the FAA for no more that 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 structure 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 Harry Cohen, Airport Study No. 2025-14, Jerry Britt, requesting a variance to rebuild and expand an existing single-family home, with a maximum height of 31' AMSL, located at 618 Columbia Dr., 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. 2025-66.

The Public Hearing of the Board of Adjustment was closed.

Chairman Diehl called the Regular Board Meeting to Order.

Mr. Stephens announced that there would be no Attorney Client Closed Session at this meeting.

Chairman Diehl 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.

There were no Public Comments.

Chairman Diehl asked Assistant General Counsel Knight if there were any abstentions from the Regular Board Meeting held on April 3, 2025 that needed to be read into the record. General Counsel Knight replied that there were no abstentions from the April 3, 2025 Board Meeting and none were anticipated at this meeting.

Chairman Diehl asked if there were any additions or corrections to the Minutes of the Regular Board Meeting held on April 3, 2025.

Upon motion of Commissioner Cohen, seconded by Robert Watkins, the Minutes of the Regular Board Meeting held on April 3, 2025 were unanimously approved by all Board Members present.

Chairman Diehl then proceeded to the Management Report.

Chris Minner began with the Performance Assessment Report. In March, Tampa International Airport saw nearly 2.5 million passengers, a decrease of 4.9% compared to the previous year. While total airline seat capacity increased by 2.6%, passenger numbers fell, partly due to hurricane recovery and macroeconomic factors, leading to an 8.6% year-to-date decline in passenger activity.

Despite these challenges, international travel had a year-over-year increase of 18.4% in March. Looking ahead to summer, the Authority expects a significant rise in seat capacity, positioning it as the fastest growing among Florida's major airports. Mr. Minner also celebrated milestones for British Airways and Air Canada, highlighting their long-term service to the Authority.

Additionally, the Authority hosted International Flamingo Day, enhancing social media engagement, resulting in substantial media coverage and increased followers.

John Tiliacos provided an overview of Spring Break operations at Tampa International Airport, which ran from March 3<sup>rd</sup> – April 6<sup>th</sup>, 2025. During this five-week period, nearly 2.8 million passengers were served, with the busiest day being March 15, when almost 99,000 passengers traveled. Although passenger volume was down 5% compared to last year due to decreased travel demand, four of the ten busiest days in Tampa International Airport's history occurred during this time.

TSA maintained efficient operations, with average wait times of seven minutes for standard screening and two minutes for pre-check. A record was also set at the remote bag check facility, with over 3,400 bags checked on March 30<sup>th</sup>. However, airline reliability suffered, with over 500 cancellations reported, a 42% increase from the previous year, mainly due to severe weather and air traffic delays.

Smitha Radhakrishnan, Chief Development Officer, presented updates on infrastructure and community engagement at Tampa International Airport. She highlighted the completion of the guideway rehabilitation and shuttle car replacement project, marking the removal of old blue shuttle cars that had been in use since the 1990s. New third-generation shuttles have been installed, offering smoother, energy-efficient rides with upgraded features, and they are expected to be operational by year-end.

Additionally, Mrs. Radhakrishnan announced the opening of a new checkpoint at Airside A on April 7, 2025 which expands the screening area and adds more lanes. She also mentioned the successful Earth Day event held on April 22, 2025 which featured over 30 local participants focused on sustainability efforts.

Damian Brooke presented the 2025 Fiscal Year six-month financial update, covering October to March. He noted that passenger traffic was significantly impacted by challenges such as hurricanes and a weakening economy, leading to a total of over 12.1 million passengers which was 1.1 million short of the budget and 4.3% lower than the previous year. Despite the decline in passenger numbers, revenue reached \$238 million, closely aligning with the budget, primarily due to strong performance in non-passenger-driven revenues, which offset shortfalls from passenger-related income.

Mr. Brooke detailed revenue sources, highlighting that airline revenues, parking, and interest income were the largest contributors. However, all passenger-generated revenues missed budget targets due to lower traffic levels. The investment portfolio performed well, generating \$26.4 million, which is \$5.8 million above budget.

On the expense side, operating and maintenance costs totaled just under \$97 million, coming in about 4.3% under budget, largely due to lower personnel costs and reduced expenditures in other categories following the hurricanes. An increase in expenses related to recovery from Hurricane Milton was noted, totaling approximately \$1.8 million.

Overall, the financial performance was positive despite the challenges, with revenues flat to budget, lower expenses, and a pre-capital bottom line of just under \$93 million, exceeding budget expectations by about \$5.8 million.

This concluded the Management Report.

Chairman Diehl then moved on to the Consent Agenda.

Upon motion of Robert 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 I1

Use and Lease Agreement for Fuel Facilities and Pipeline, Frontier Airlines, Inc., Tampa International Airport, Resolution No. 2025-56.

In 1970, the Authority entered into a lease and pipeline license agreement with several of the signatory airlines then serving Tampa International Airport for the construction of a jet fuel storage facility and pipeline distribution system to the airside buildings. The airlines collectively financed and operated the fuel system. The agreement had a thirty-year Term that ended on September 30, 1999. At the end of the Term, the fuel system became the property of the Authority.

On November 4, 1999, the Authority entered into a Use and Lease Agreement for Fuel Facilities and Pipeline (Agreement) with multiple airlines (Tampa Fuel Committee) for the operation and maintenance of the fuel system for a 40-year Term beginning October 1, 1999 and ending September 30, 2039.

Frontier Airlines, Inc. (Frontier) wishes to utilize the Authority's fuel facilities provided at Tampa International Airport.

Staff recommends entering into an Agreement with Frontier for the Term of May 1, 2025 to September 30, 2039. Under the terms of the Agreement, the Ground Rent for Demised Premises, Fuel Storage Facilities Rent, and initial Improvements Payments Rent (Rents) are comprised of the following:

<b>Description of Rents</b>	<b>Initial Annual Rents</b>	<b>Initial Monthly Rents</b>
Ground Rent for Demised Premises	\$199,763.81	\$16,646.98
Fuel Storage Facilities Rent	\$394,042.82	\$32,836.90
Improvements Payments Rent		
Expansion of System – East Cargo to Emery	\$334,776.24	\$27,898.02
Expansion of System – East Cargo to FedEx	\$53,989.32	\$4,499.11
Secondary Containment for Fuel Storage Tanks	\$445,400.88	\$37,116.74
Bulk Fuel Storage Facility Upgrades	\$777,331.32	\$64,777.61
EFSO Project	\$202,164.36	\$16,847.03
Truck Rack Project	\$166,129.32	\$13,844.11
FY23 Fuel Farm Projects - Group 1	\$323,756.88	\$26,979.74
FY23 Fuel Farm Projects - Group 2	\$195,582.81	\$16,298.57

<b>TOTAL</b>	<b>\$3,092,937.76</b>	<b>\$257,744.81</b>
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Management recommended adoption of Resolution No. 2025-56.

Resolution No. 2025-56 approved and authorized execution of Use and Lease Agreement for Fuel Facilities and Pipeline at Tampa International Airport with Frontier Airlines, Inc.; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

Item 12

Amendment No. 2 to Use and Lease Agreement for Fuel Facilities and Pipeline, Spirit Airlines, Inc., Tampa International Airport, Resolution No. 2025-69.

In 1970, the Authority entered into a lease and pipeline license agreement with several of the signatory airlines then serving Tampa International Airport for the construction of a jet fuel storage facility and pipeline distribution system to the airside buildings. The airlines collectively financed and operated the fuel system. The agreement had a 30-year Term that ended on September 30, 1999. At the end of the Term, the fuel system became the property of the Authority.

On November 4, 1999, the Authority entered into a Use and Lease Agreement for Fuel Facilities and Pipeline (Agreement) with multiple airlines (Tampa Fuel Committee) for the operation and maintenance of the fuel system for a 20-year Term beginning October 1, 1999 and ending September 30, 2019.

Amendment No. 1 to the Agreement was executed in 2019 and extended the termination date to September 30, 2024, updated the Demised Premises, and included Authority required contractual language.

Staff recommends the Authority enter into Amendment No. 2 to the Agreement with Spirit Airlines, Inc. to affirm and ratify the terms and conditions of Amendment No. 1 and extend the Term of the Agreement an additional fifteen (15) years for a final termination date of September 30, 2039.

Under the terms of Amendment No. 2, the Ground Rent for Demised Premises, Fuel Storage Facilities Rent, and initial Improvements Payments Rent (Rents) will be billed retroactive to October 1, 2024, with such Rents being comprised of the following:

<b>Description of Rents</b>	<b>Initial Annual Rents</b>	<b>Initial Monthly Rents</b>
Ground Rent for Demised Premises	\$199,763.81	\$16,646.98
Fuel Storage Facilities Rent	\$394,042.82	\$32,836.90
Improvements Payments Rent		

Expansion of System – East Cargo to Emery	\$334,776.24	\$27,898.02
Expansion of System – East Cargo to FedEx	\$53,989.32	\$4,499.11
Secondary Containment for Fuel Storage Tanks	\$445,400.88	\$37,116.74
Bulk Fuel Storage Facility Upgrades	\$777,331.32	\$64,777.61
EFSO Project	\$202,164.36	\$16,847.03
Truck Rack Project	\$166,129.32	\$13,844.11
FY23 Fuel Farm Projects - Group 1	\$323,756.88	\$26,979.74
FY23 Fuel Farm Projects - Group 2	\$195,582.81	\$16,298.57
<b>TOTAL</b>	<b>\$3,092,937.76</b>	<b>\$257,744.81</b>

Management recommended adoption of Resolution No. 2025-69.

Resolution No. 2025-69 approved and authorized execution of Amendment No. 2 to Use and Lease Agreement for Fuel Facilities and Pipeline at Tampa International Airport with Spirit Airlines, Inc.; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

**Item 13**

North Cargo Building Space Rental Agreement, Quantem Aviation Services, LLC, Tampa International Airport, Resolution No. 2025-57.

Quantem Aviation Services, LLC (Quantem) desires to lease Suite E of the North Cargo Building to conduct cargo handling related business operations.

The North Cargo Building Space Rental Agreement (Agreement) is effective October 1, 2025 and terminates September 30, 2027. Either party may terminate the Agreement upon 60 days’ written notice. Under the Agreement, Quantem will lease Cargo Building Space at \$7.84 per square foot and pay an annual O&M Rent at \$0.35 per square foot. The Initial Rents under the Agreement are as follows:

Description	Sq. Ft.	Rate	Annual	Monthly
Suite E - Warehouse Space Rent	5,040	\$7.84	\$39,513.60	\$3,292.80
Suite E - O&M Rent	5,040	\$0.35	\$1,764.00	\$147.00
<b>TOTAL</b>	<b>5,040</b>		<b>\$41,277.60</b>	<b>\$3,439.80</b>

Management recommended adoption of Resolution No. 2025-57.

Resolution No. 2025-57 approved and authorized execution of North Cargo Building Space Rental Agreement at Tampa International Airport with Quantem Aviation Services, LLC; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

#### Item I4

Ground Lease Agreement, Tampa J Automotive Management, LLC, Tampa International Airport, Resolution No. 2025-58.

In 2015, the Authority entered into a Ground Lease with Jerry Ulm Dodge, Inc. The Ground Lease was assigned in 2017 to Tampa J Automotive Management, LLC (Tampa J) for vehicle parking and access to Tampa J's auto shop business. The Term is for 10 years, terminating on July 31, 2025. Tampa J desires to enter into a new Ground Lease Agreement.

Staff recommended approval of a Ground Lease Agreement with Tampa J for approximately 21,349 square feet of land located at 4855 West Hillsborough Avenue. The Ground Lease Agreement will begin on August 1, 2025 and terminate on July 31, 2030. Tampa J will have one, five-year renewal option upon written request to and acceptance by the Authority Chief Executive Officer. Either party may terminate the Ground Lease Agreement with 90 days' written notice. The first-year Rents under the Ground Lease Agreement are \$18,787.12 paid in monthly installments of \$1,565.59 plus applicable taxes. Rents will increase 3.09% annually thereafter.

Management recommended adoption of Resolution No 2025-58.

Resolution No. 2025-58 approved and authorized execution of Ground Lease Agreement at Tampa International Airport with Tampa J Automotive Management, LLC; and authorized the Chief Executive Officer or designee to execute all other ancillary documents.

#### Item I5

Increase to Authorization, Facility Security Systems, Equipment, and Software with Related Services utilizing Sourcewell Contract No. 030421-JHN, Johnson Controls Fire Protection LP, Tampa International Airport, Peter O. Knight Airport, Tampa Executive Airport, and Plant City Airport.

On May 5, 2022, the Board authorized the issuance of Purchase Orders to Johnson Controls Fire Protection LP for the inspection and certification of fire alarm system devices utilizing Sourcewell Contract No. 030421-JHN. The Authority's O&M Budget provides for the inspection and certification of fire alarm system devices throughout the Authority. The Term of the Purchase Orders is May 5, 2022 through April 22, 2025, with one discrete, one-year renewal option at the discretion of the Chief Executive Officer, in a maximum purchase authorization amount of \$322,000. The Chief Executive Officer exercised the one-year renewal option on January 30, 2025.

The addition of SkyCenter One and the Blue Express Curbsides increased the number of fire alarm inspection and certification locations, which locations included horns/strobes, heat detectors, and tamper switches.

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 requests an increase of \$100,000 to the previously approved maximum purchase authorization amount of \$322,000 for facility security systems, equipment, and software with related services, for a new maximum purchase authorization amount of \$422,000.

This item is included in the O&M Budget.

The Chief Executive Officer recommended that the Board authorize an increase of \$100,000 to the previously approved maximum purchase authorization amount of \$322,000 for facility security systems, equipment, and software and related services for a new maximum purchase authorization amount of \$422,000 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 16

Purchase Order, General Aviation Facilities Rehabilitation utilizing Omnia Contract No. R230404, HCAA Project No. 6765 22, Weather Proofing Technologies, Inc., Peter O. Knight Airport.

HCAA Project No. 6765 22 replaces the roof and stucco of the Administration Building 2800 (Building) located at Peter O. Knight Airport. The 2,900 square foot single-story Building was initially constructed in 2001 as an annex to Peter O. Knight's main FBO building. The original roof is still on the Building, exceeding its 20-year life expectancy and necessitating regular repairs. The Building's stucco is experiencing noticeable deterioration and rust due to metal trim and accessories at Building corners, control joints, and openings.

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 Weather Proofing Technologies, Inc. to replace the Building roof and stucco utilizing Omnia Contract No. R230404 in a maximum purchase authorization amount of \$275,000.

This item is included in the Capital Budget.

The Chief Executive Officer recommended the Board authorize the issuance of Purchase Orders to Weather Proofing Technologies, Inc. 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 17

Purchase Orders, Records Management System utilizing NASPO Agreement No. 23012, International Business Machines Corporation, Tampa International Airport.

The Authority has been using FileNet records management software to store, search, and retrieve electronic records since 1999. The Authority requires continued support of its records management system to stay in compliance with State of Florida records retention requirements for electronic records management systems.

International Business Machines Corporation provides software licenses, annual software maintenance, and consulting services for FileNet utilizing NASPO Agreement No. 23012.

Execution of purchase documents including, but not limited to, statements of work outlining requirements, service orders, and service level agreements for support and maintenance are often required to complete purchase transactions for these 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.

This item authorizes the issuance of Purchase Orders to International Business Machines Corporation utilizing NASPO Agreement No. 23012 for the continued support of the Authority's document management software for the period of May 1, 2025 through June 30, 2025, with one, one-year renewal option at the discretion of the Chief Executive Officer, in a maximum purchase authorization amount of \$200,000.

In addition, this item requests authorization for the Chief Executive Officer or designee to execute all ancillary documents required to complete purchases including, but not limited to, statements of work outlining requirements, service orders, and service level agreements.

This item is included in the O&M Budget.

The Chief Executive Officer recommended the Board authorize the issuance of Purchase Orders to International Business Machines Corporation 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 18

Increase in Authorization, Telecommunications Infrastructure Project Services 2 (TIPS 2) utilizing State of Florida Contract No. DMS-18/19-045E, COMCO Communication Installation and Service Company, Inc., Peter O. Knight, Tampa Executive and Plant City Airports.

On February 6, 2020, the Board authorized the issuance of Purchase Orders to COMCO Communication Installation and Service Company, Inc. (COMCO) for telecommunications infrastructure project-related services on an as-needed basis, utilizing State of Florida Contract No. DMS-18/19-045E in a maximum purchase authorization amount of \$5,000,000 for the Term of February 6, 2020 through December 2, 2022, with three, one-year renewal options at the discretion of the Chief Executive Officer.

On December 13, 2022, the Chief Executive Officer authorized the three, one-year renewal options at the same terms and conditions for the renewal period of December 3, 2022 through December 2, 2025.

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 requests an increase of \$1,400,000 to the previously approved maximum purchase authorization amount of \$5,000,000 for Telecommunications Infrastructure Project Services 2 (TIPS 2), for a new maximum purchase authorization amount of \$6,400,000. This increase will enable the Authority to complete work including, but not limited to, normal hard stand lot for cameras, roadway fiber upgrades, common use conversions, and smoke and fire cabling for the Short Term Parking Garage.

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

The Chief Executive Officer recommended that the Board authorize an increase of \$1,400,000 to the previously approved maximum purchase authorization amount for Telecommunications Infrastructure Project Services 2 (TIPS 2) for a new maximum purchase authorization amount of \$6,400,000 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 Diehl proceeded to Policies or Rules for Consideration or Action which included the following item.

### Item J1

Update to Policy Manual, Revisions to Policy for Approval: Section 400, Policy P410, Procurement, presented by Matt Bauer.

Policy P410, Procurement, establishes guidelines for the procurement of construction, improvements, repairs, or work of any nature, as well as equipment, materials, supplies, and services.

Staff recommended revising Policy P410 to clarify when staff will bring emergency purchases to the Board for ratification, to state commercial advertising is exempt from Board approval, and to further define memberships of professional organizations to include aviation-related, business development, and tourism related and professional organizations.

The Chief Executive Officer recommended approval of the revisions to Policy P410, Procurement.

Upon motion of Robert Watkins, seconded by Harry Cohen, revisions to Policy P410, Procurement were unanimously approved by all Board Members present. No resolution was required.

The Audit Committee Report was next.

### Item K1

Report of Audit Committee Meeting held on April 3, 2025 in the Authority Boardroom, presented by Chairman Diehl.

The Audit Committee met on April 3, 2025 in the Authority Boardroom with all members in attendance. The minutes of the September 5, 2024 Audit Committee Meeting were approved. The Audit Committee heard presentations from the Vice President of Internal Audit and the Plante Moran Outsourcing Partner regarding the status of the Fiscal Year 2025 Audit Plan. The Authority's external auditors, RSM US, presented the results of the Fiscal Year 2024 external financial audit. RSM US issued unmodified opinions on the financial statements and compliance reports.

Chairman Diehl proceeded to Unfinished Business.

The following item was contained in Unfinished Business.

### Item L1

Amendment No. 3 to Part 1 Contract for Design-Build Services, Airside D Development Program & Westside Checked Baggage Screening System Relocation and Upgrades, HCAA Project Nos. 8500 23 & 8515 24, Hensel Phelps Construction Co., Tampa International Airport, Resolution No. 2025-68, presented by Jeff Siddle.

On August 3, 2023, the Authority awarded a Part 1 Contract for Design-Build Services to Hensel Phelps Construction Co. (Hensel Phelps) for the Airside D Development Program & Westside Checked Baggage Screening System Relocation and Upgrades Project in the maximum purchase authorization amount of \$74,149,546 for basic services and reimbursable expenses. A DBE Goal of 20.5% of the dollar amount earned on the design phase of the Project was incorporated into the Part 1 Contract for Design-Build Services.

On September 5, 2024, the Board approved and authorized Amendment No. 1 to the Part 1 Contract for Design-Build Services with Hensel Phelps in the amount of \$3,994,740, bringing the total Part 1 Contract for Design-Build Services amount to \$78,144,286. The DBE Goal also changed from 20.5% to 19.7%.

On March 19, 2025, the Chief Executive Officer approved and authorized Amendment No. 2 to the Part 1 Contract for Design-Build Services with Hensel Phelps in the amount of \$3,610,162, bringing the total Part 1 Contract for Design-Build Services amount to \$81,754,448. The DBE Goal also changed from 19.7% to 17.3%.

Amendment No. 3 to the Part 1 Contract for Design-Build Services provides for additional design related to the Westside Checked Baggage Screening System to upgrade the Airside E Baggage handling system components that have reached the end of their useful life. The amount of this change totals \$559,943. Staff also recommends an additional \$500,000 be authorized by Work Order for any future changes related to the Airside D Development Program & Westside Checked Baggage Screening System Relocation and Upgrades. The total amount for Amendment No. 3 is \$1,059,943, bringing the total Part 1 Contract for Design-Build Services amount to \$82,814,391.

The DBE Goal of 17.3% remains the same.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2025-68.

Upon motion of Robert Watkins, seconded by Harry Cohen, Amendment No. 3 to Part 1 Contract for Design-Build Services, Airside D Development Program & Westside Checked Baggage Screening System Relocation and Upgrades, HCAA Project Nos. 8500 23 & 8515 24 at Tampa International Airport with Hensel Phelps Construction Co. in the amount of \$1,059,943 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. 2025-68.

Chairman Diehl proceeded to New Business.

The following items were contained in New Business.

## Item L1

Maintenance Contract, Metasys Building Management System Maintenance and Support, Johnson Controls Inc., Tampa International Airport, Resolution No. 2025-63, presented by Paul Horst.

On March 5, 2015, the Board authorized the execution of a sole source Maintenance Contract for Metasys Building Management System (System) with Johnson Controls Inc. for the Term of April 1, 2015 through March 31, 2020, with one, five-year renewal option, in a total Board approved amount of \$870,000.

On January 8, 2025, a Notice of Intent to Sole Source with Johnson Controls Inc. for continued maintenance and support of the System was publicly advertised. No Responses were received. The System's equipment, parts, and services are proprietary and can only be provided by Johnson Controls Inc.

Authority Policy 410 authorizes sole source purchases when no other authorized vendor can supply the required equipment, materials, supplies or services.

This item authorizes execution of a Maintenance Contract for Metasys Building Management System Maintenance and Support (Contract) with Johnson Controls Inc. for a five-year period beginning May 1, 2025 through April 30, 2030, with one, five-year renewal option to be exercised at the discretion of the Chief Executive Officer or designee. The annual cost to provide services and maintenance of the System under the Contract will be \$112,707.89 with annual adjustments based on changes in the Employment Cost Index of the U.S. Bureau of Labor Statistics. The total not-to-exceed amount for the Contract, including the renewal option, is \$2,036,433.25.

This item is included in the O&M Budget.

Management recommended adoption of Resolution No. 2025-63.

Upon motion of Harry Cohen, seconded by Robert Watkins, Maintenance Contract for Metasys Building Management System Maintenance and Support at Tampa International Airport with Johnson Controls Inc. 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. 2025-63.

## Item L2

Selection of Firm and Award of Revolving Credit Facility Agreement, Truist Bank and Truist Commercial Equity, Inc., Tampa International Airport, Resolution No. 2025-64, presented by Tony Conza.

The Authority currently has a Revolving Credit Facility with Truist Bank and STI Institutional & Government, Inc. (Truist Bank serving as Agent) dated April 20, 2020, as amended on July 2, 2020, June 3, 2021, and April 6, 2023, with a current maximum commitment amount of \$100,000,000. Both tax-exempt and taxable borrowings are permitted under that Revolving Credit Facility. The current Revolving Credit Facility is scheduled to expire May 11, 2025.

On January 8, 2025, an Invitation to Negotiate for Revolving Credit Facility at Tampa International Airport was issued.

On February 17, 2025, three (3) Responses were received and evaluated by staff as follows:

1. Bank of America, N.A.
2. Barclays Capital Inc.
3. Truist Bank and Truist Commercial Equity, Inc. (Truist)

After review of the three (3) qualified Responses against the evaluation criteria in the Invitation to Negotiate, the technical evaluation committee recommended concurrent negotiations with Bank of America, N.A. and Truist. After concluding negotiations, the negotiation committee recommended award to Truist as the firm providing the overall best value to the Authority.

The Revolving Credit Facility Agreement (Agreement) will provide the Authority with a maximum commitment amount of \$150,000,000, which amount may be reduced or increased. The Authority may decrease the maximum commitment amount in increments of not less than \$20,000,000 upon thirty (30) days advance written notice to Truist. At the written request of the Authority, the parties may also agree to increase the maximum commitment amount from time to time by written amendment to the Agreement, duly signed by each party, and if required, an amendment to or restatement and reissuance of the Notes, in any such case at the sole discretion of Truist. The Chief Executive Officer may execute the amendments, restatements and reissuance of the Notes. The Term of the Agreement will be 5 years, effective May 12, 2025.

No specific expectancy for W/MBE participation was established.

Management recommended adoption of Resolution No. 2025-64.

Resolution No. 2025-64 approved the ranking; authorized a credit facility in the aggregate principal amount of not to exceed at any one time of \$150,000,000 to finance or refinance certain extensions, improvements and betterments to the Airport System as more particularly therein described, and to pay the costs associated therewith; approved the forms of the Tampa International Airport tax-exempt subordinated revenue note, Series 2025A and the taxable subordinated revenue note, Series 2025B and a Revolving Credit Agreement with Truist Commercial Equity, Inc. and Truist Bank, with Truist Bank as Agent, and delegated to authorized officers named therein the authority to approve changes and modifications to such agreements; ratified the execution and delivery of the Revolving

Credit Agreement and authorizes the execution and delivery of other documents required in the consummation of the transactions therein contemplated; established project accounts and a subordinated revenues fund, and a debt service account therein with respect to the Revolving Credit Agreement and notes; provided other details with respect thereto; waived conflicts of interest; and provided an effective date.

Robert Watkins moved the motion and it was seconded by Harry Cohen.

Mayor Castor raised concern about a federal proposal to remove the tax-free status of municipal bonds, warning it could severely harm local governments and agencies. Damian Brooke acknowledged the issue, noting the Authority is working with financial advisors and investment banks, and the consensus is that the proposal is unlikely to pass. Michael Stephens added that the Authority's government relations team is actively advocating against the proposal in Washington, D.C.

The Selection of Firm and Award of Revolving Credit Facility Agreement, Truist Bank and Truist Commercial Equity, Inc., Tampa International Airport was unanimously approved by all Board Members present and Resolution No. 2025-64 was adopted.

### Item L3

Purchase Orders, Audiovisual Equipment, Accessories, and Services utilizing Omnia Partners Contract No. R201201, AVI-SPL, LLC, utilizing Omnia Contract No. 01-145, Howard Technology Solutions a division of Howard Industries Inc., and utilizing TIPS-US Contract No. 230105, The ProMedia Group of Tampa Corp., Tampa International Airport, presented by Marcus Session.

The Authority's Information Technology Services (ITS) Department manages Tampa International Airport's (Airport) audiovisual infrastructure, including cameras, LCD flat screens, and SMART interactive boards, and regularly purchases equipment, software and related services to support the Authority's technology needs.

On June 3, 2021, the Board authorized Purchase Orders to AVI-SPL, LLC for audiovisual equipment, accessories, and services on an as-needed basis through March 31, 2024, with two, one-year renewal options in a maximum purchase authorization amount of \$5,750,000. This amount did not include funding for the infrastructure requirements of Phase III of the Master Plan. On November 9, 2023, the Board approved an increase of \$7,000,000, increasing the maximum purchase authorization amount to \$12,750,000 to cover the Master Plan projects. Both renewal options have been exercised and the Authority continues to need audiovisual equipment, accessories, and services for various Authority Master Plan and non-Master Plan projects.

The ITS Department has identified AVI-SPL, LLC utilizing Omnia Partners Contract No. R201201, Howard Technology Solutions a division of Howard Industries Inc. utilizing Omnia Contract No. 01-145, and The ProMedia Group of Tampa Corp. utilizing TIPS-US Contract No. 230105 for the

provision of audiovisual equipment, installation, support, and other professional services on an as needed basis. Such requirements include, but are not limited to, the continued expansion of self-service bag drops and dual-lane eGates, as well as support upgrades to Airport conference rooms, replacement of wall displays, and audiovisual infrastructure related to Authority projects.

Execution of purchase documents including, but not limited to, statements of work outlining requirements, end user license agreements for the rights to use software, and service level agreements for support and maintenance are often required to complete purchase transactions for these 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.

This item authorizes the issuance of Purchase Orders to AVI-SPL, LLC utilizing Omnia Partners Contract No. R201201, Howard Technology Solutions a division of Howard Industries Inc. utilizing Omnia Contract No. 01-145, and The ProMedia Group of Tampa Corp. utilizing TIPS-US Contract No. 230105 for the purchase of audiovisual equipment, installation, support and other professional services on an as-needed basis for the period of May 1, 2025 through March 31, 2026, in an aggregate maximum purchase authorization amount of \$3,500,000.

In addition, this item requests authorization for the Chief Executive Officer or designee to execute all ancillary documents required to complete purchases including, but not limited to, statements of work, end user license agreements, and service level agreements.

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 AVI-SPL, LLC, Howard Technology Solutions a division of Howard Industries Inc., and The ProMedia Group of Tampa Corp.; authorize the Chief Executive Officer or designee to execute all purchase documents; and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

Upon motion of Robert Watkins, seconded by Harry Cohen, the issuance of Purchase Orders for Audiovisual Equipment, Accessories, and Services utilizing Omnia Partners Contract No. R201201 to AVI-SPL, LLC, utilizing Omnia Contract No. 01-145 to Howard Technology Solutions, a division of Howard Industries Inc., and utilizing TIPS-US Contract No. 230105 to The ProMedia Group of Tampa Corp. was unanimously approved by all Board Members present. No resolution was required.

Chairman Diehl proceeded to Staff Reports.

Jeff Siddle provided an update on the Red Side Express Curb project, stating that substantial progress is being made, with interior finishes, escalators, flooring, ceilings, and art installations underway. The

project now targets a phased completion, with Phase 1 (Redside Express curbs) expected by July 31, 2025, although the official contract completion date with Hensel Phelps remains June 11, 2025, extended due to hurricane delays. Phases 2 and 3 involve less critical areas. A seven-week extension was needed due to unforeseen floor leveling work across 27,000 square feet. Financially, the project remains on track, with \$574 million spent so far which is within the \$583 million approved budget.

Before adjourning the meeting, Assistant General Counsel Knight requested an Attorney-Client Closed Session be held at the June 2025 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 Diehl adjourned the meeting.

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Arthur F. Diehl III, Chairman

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Harry Cohen, Assistant Secretary/Assistant Treasurer