



Tampa International Airport

AVIATION AUTHORITY

REGULAR BOARD MEETING

Thursday, September 4, 2025

9:00 A.M.

Boardroom

Level 4 at SkyCenter ONE

AGENDA

Any person who desires to appeal any decisions made at this meeting will need a record of the proceedings and for that purpose may need to ensure that a verbatim record of the proceeding is made which includes the testimony and evidence upon which the appeal is based. Any person requiring reasonable accommodations to attend any public meeting because of a disability or physical impairment must submit a written request to Violet Cummins, Board Services Administrator, Hillsborough County Aviation Authority, Post Office Box 22287, Tampa, FL 33622 or via email at vcummins@TampaAirport.com. Such request must be received at least 48 hours before the meeting. If you have any questions, please call (813) 870-7869.



**Thursday, September 4, 2025
Aviation Authority Regular Board Meeting**

**AGENDA
9:00 A.M.
Level 4 at SkyCenter ONE
Boardroom**

A. PLEDGE OF ALLEGIANCE

1. Pledge of Allegiance

B. CALL TO ORDER

1. Call to Order

C. APPROVAL OF THE AGENDA

1. Approval of the Agenda

D. PUBLIC COMMENTS

1. Public Comments

E. APPROVAL OF THE MINUTES

1. Approval of the Minutes

F. MANAGEMENT REPORT

1. Management Report

G. APPROVAL OF THE CONSENT AGENDA

1. Interlocal Agreement, Relocation of Gopher Tortoises, HCAA Project No. 8505 23, Hillsborough County, Tampa International Airport, Resolution No. 2025-107
2. Construction Contract, Aircraft Rescue Fire Fighting (ARFF) Dorm Room Conversion and Restroom Renovation, HCAA Project No. 7340 25, Trias Construction LLC, Tampa International Airport, Resolution No. 2025-115
3. Authorization for Expenditure of Federal Forfeiture Funds, Tampa International Airport
4. Authorization to Dispose of Surplus Property, Tampa International Airport
5. Supplemental Contract and Issuance of Purchase Orders, HVAC Systems with Related Products and Services utilizing Sourcewell Contract No. 080824, Carrier Global Corporation, Tampa International, Peter O. Knight, Tampa Executive, and Plant City Airports, Resolution No. 2025-108
6. Use and Permit Agreement for Fixed Based Operator Rental Car Concession, Gitibin and Associates, Inc. d/b/a Go Rentals, Tampa International Airport, Resolution No. 2025-118

7. 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

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

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

H. POLICIES OR RULES FOR CONSIDERATION OR ACTION

1. Hillsborough County Aviation Authority Small Business Enterprise (SBE) Policy and Program for Non-Federally Funded Projects, Tampa International Airport, Resolution No. 2025-111

2. Update to Policy Manual, Revisions to Policy for Approval: Section 400, Policy P460, Internal Audits

I. COMMITTEE REPORTS

1. Committee Reports

J. UNFINISHED BUSINESS

1. Capital and Operating Budget for Fiscal Year 2026, Tampa International Airport, Resolution No. 2025-112

2. Contract for Design Professional Services, General Aviation Apron Rehabilitation and Airside E Passenger Boarding Bridge (PBB) Replacement, Mead & Hunt, Inc., HCAA Project Nos. 7385 25 & 7460 26, Tampa International Airport, Resolution No. 2025-113

K. NEW BUSINESS

1. Selection of Design Professional, Runway 1R-19L and Taxiway C Reconstruction & Rehabilitate Runway 1L-19R and Associated Taxiways, HCAA Project Nos. 8650 26 & 8660 26, Tampa International Airport

2. Ratification of Purchase Orders, On-call Emergency, Disaster, Biohazard Clean Up and Restoration Services, Belfor USA Group, Inc., Tampa International Airport, Peter O. Knight Airport, Tampa Executive Airport, and Plant City Airport

L. STAFF REPORTS

1. Staff Reports

M. SECTION 119.0725

N. ADJOURNMENT

1. Adjournment



**Thursday, September 4, 2025
Aviation Authority Regular Board Meeting**

**AGENDA
9:00 A.M.
Level 4 at SkyCenter ONE
Boardroom**

A. PLEDGE OF ALLEGIANCE

Subject	1. Pledge of Allegiance
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Procedural

B. CALL TO ORDER

Subject	1. Call to Order
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Procedural

C. APPROVAL OF THE AGENDA

Subject	1. Approval of the Agenda
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Action

D. PUBLIC COMMENTS

Subject	1. Public Comments
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Information

Speakers are allowed 3 minutes total to comment on propositions before the Board. Speakers designated to speak on behalf of a group of 2 or more individuals are allowed 5 minutes total to comment on propositions before the Board.

E. APPROVAL OF THE MINUTES

Subject	1. Approval of the Minutes
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Action

F. MANAGEMENT REPORT

Subject	1. Management Report
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Information

G. APPROVAL OF THE CONSENT AGENDA

Subject	1. Interlocal Agreement, Relocation of Gopher Tortoises, HCAA Project No. 8505 23, Hillsborough County, Tampa International Airport, Resolution No. 2025-107
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Action (Consent)

Background:

As part of the Capital Improvement Project to reduce wildlife hazards within the limits of the Aircraft Operating Area (AOA) at Tampa International Airport, it is necessary to relocate gopher tortoises in compliance with Florida Administrative Code Rule 68A-27.003, Florida Endangered and Threatened Species List; Prohibitions. HCAA Project No. 8505 23, Wildlife Management Program Phase 2, will remove all forest habitat located within the AOA. Prior to the removal of the forest habitat, all gopher tortoises will be relocated to a permitted recipient site that will be managed by the Hillsborough County Environmental Lands Acquisition Program. The relocation and maintenance of the recipient site costs are included in HCAA Project No. 8505 23.

Proposal:

This item authorizes execution of an Interlocal Agreement with Hillsborough County for the relocation of gopher tortoises from Tampa International Airport to the Balm Scrub recipient site in a maximum purchase authorization amount of \$140,140 for a period not to exceed five (5) years.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2025-107.

Resolution:

Resolution No. 2025-107 approves and authorizes execution of Interlocal Agreement at Tampa International Airport with Hillsborough County; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	2. Construction Contract, Aircraft Rescue Fire Fighting (ARFF) Dorm Room Conversion and Restroom Renovation, HCAA Project No. 7340 25, Trias Construction LLC, Tampa International Airport, Resolution No. 2025-115
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Action (Consent)

Background:

The purpose of HCAA Project No. 7340 25 is to provide two additional dorm rooms in Tampa Fire and Rescue Station 2, increasing the total number of dorm rooms from fourteen (14) to sixteen (16), to meet operational needs at peak times, along with renovation of the existing main and shared restroom facilities. The scope of work will be completed in a phased approach and will include the installation of temporary restroom-shower trailers and a covered access pathway for ARFF personnel during construction, as well as modification to the SIDA security line to provide direct access from the new dorm rooms to the vehicle bay.

Proposal:

An Invitation to Bid was issued on May 22, 2025. On July 24, 2025, four (4) Bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
Trias Construction LLC	\$1,144,919
Envision-CS, Inc.*	\$1,151,958
Balfour Beatty Construction, LLC*	\$1,197,777
Johnson-Laux Construction, LLC	\$1,644,785

*Envision-CS, Inc. and Balfour Beatty Construction, LLC were deemed non-responsive for including exceptions with their Bids.

The lowest responsive and responsible Bidder is Trias Construction LLC.

Per Authority Policy P410, staff may authorize use of the Owner's Direct Purchase Program for construction materials and supplies, as appropriate.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2025-115.

Resolution:

Resolution No. 2025-115 approves and authorizes award and execution of Construction Contract for Aircraft Rescue Fire Fighting (ARFF) Dorm Room Conversion and Restroom Renovation, HCAA Project No. 7340 25, at Tampa International Airport with Trias Construction LLC in the amount of \$1,144,919; approves rejection of Bids received from

Balfour Beatty Construction, LLC and Envision-CS, Inc. as non-responsive; authorizes staff to use Owner's Direct Purchase Program, as appropriate; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	3. Authorization for Expenditure of Federal Forfeiture Funds, Tampa International Airport
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Action (Consent)

Background:

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. The Florida Contraband Forfeiture Act (FCFA) authorizes law enforcement agencies to use the proceeds collected under the FCFA for authorized law enforcement purposes as well.

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.

Proposal:

This item authorizes the expenditure of Federal Forfeiture Funds to be used by the Tampa International Airport Police Department for one civilian personnel member to attend Peak Credibility Training Center to complete the Polygraph and Background Investigators training course in a maximum purchase authorization amount of \$6,300.

Funding:

This item is included in the Federal Forfeiture Funds Budget.

Recommendation:

The Chief Executive Officer recommends 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 may act on this by motion; no resolution is required.

G. APPROVAL OF THE CONSENT AGENDA

Subject	4. Authorization to Dispose of Surplus Property, Tampa International Airport
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Action (Consent)

Background:

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
2011 Ford E250 Cargo Van	1	11/29/2010	123347
2011 Ford Ranger PU Truck	1	1/31/2011	123386
2017 Chevy Tahoe Police Pursuit Vehicle	1	3/23/2017	704627
2017 Ford F150 PU	1	5/16/2017	704633
2014 Ford F250 PU	1	8/16/2013	126869
2019 Chevy Tahoe Police Pursuit Vehicle	1	4/18/2019	702767
2014 Chevy Tahoe SUV	1	1/10/2014	127397
Runway X Sign	1	5/31/2014	127553
Golf Cart	1	4/1/2019	707151
Golf Cart	1	4/1/2019	UNKNOWN
Golf Cart	1	12/13/2016	703026
Oshkosh T-3000 Fire Truck (ARFF 90)	1	1996	101310, 101310B

Proposal:

Designate the above property as surplus and authorize disposal in accordance with Chapter 274, Florida Statutes.

Funding:

N/A

Recommendation:

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

The Board may act on this by motion; no resolution is required.

G. APPROVAL OF THE CONSENT AGENDA

Subject	5. Supplemental Contract and Issuance of Purchase Orders, HVAC Systems with Related Products and Services utilizing Sourcewell Contract No. 080824, Carrier Global Corporation, Tampa International, Peter O. Knight, Tampa Executive, and Plant City Airports, Resolution No. 2025-108
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Action (Consent)

Background:

The Real Estate and General Aviation Departments require preventative maintenance and repairs for the HVAC system at SkyCenter and the General Aviation airports. The Maintenance Department will also utilize these services for major and/or emergency repairs beyond the capabilities of in-house technicians at the Main Terminal, Airsides, Fire Station, and Concessions Warehouse.

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.

Proposal:

This item authorizes execution of a Supplemental Contract with and issuance of Purchase Orders to Carrier Global Corporation for HVAC systems and related products and services utilizing Sourcewell Contract No. 080824 for the period of October 1, 2025 to November 1, 2028, with three (3), one-year renewal options, in a maximum purchase authorization amount of \$1,050,000.

Funding:

This item is included in the O&M Budget. A portion of the expense is reimbursed by SkyCenter tenants through the collection of Common Area Maintenance (CAM) charges.

Recommendation:

Management recommends adoption of Resolution No. 2025-108.

Resolution:

Resolution No. 2025-108 approves and authorizes execution of Supplemental Contract with and issuance of Purchase Orders to Carrier Global Corporation; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	6. Use and Permit Agreement for Fixed Based Operator Rental Car Concession, Gitibin and Associates, Inc. d/b/a Go Rentals, Tampa International Airport, Resolution No. 2025-118
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Action (Consent)

Background:

On April 5, 2022, the Board approved a Use and Permit Agreement for Fixed Based Operator Rental Car Concession at Tampa International Airport (Agreement) with Gitibin and Associates, Inc. d/b/a Go Rentals (Go Rentals) which expires on September 30, 2025.

Go Rentals provides luxury rental vehicles primarily to customers at airport Fixed Based Operators (FBOs) and leases space at Sheltair Aviation at Tampa International Airport. Go Rentals desires to execute a new Agreement to continue operating its rental car business.

Go Rentals currently operates at airports and other locations in Arizona, California, Colorado, Florida, Georgia, Massachusetts, Montana, North Carolina, New Jersey, Nevada, New York, South Carolina, Texas, Utah, Virginia, and Washington.

Proposal:

This item approves and authorizes an Agreement with Go Rentals to continue to operate a rental car concession at Tampa International Airport. The Term of the Agreement is October 1, 2025 through September 30, 2028. The Authority may terminate the Agreement, with or without cause, upon thirty (30) days written notice. In accordance with Authority Policy P821, Go Rentals will pay a fee of ten percent (10%) of gross receipts from the business generated at the FBO location, commensurate with all other on-airport rental car companies. Go Rentals does not operate in the Rental Car Center and therefore is not subject to paying Customer Facility Charges.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2025-118.

Resolution:

Resolution No. 2025-118 approves and authorizes execution of Use and Permit Agreement for Fixed Base Operator Rental Car Concession at Tampa International Airport with Gitibin and Associates, Inc. d/b/a Go Rentals; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

G. APPROVAL OF THE CONSENT AGENDA

Subject	7. 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
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Action

Background:

The Authority's current Workers' Compensation and Employer's Liability policy expires on October 1, 2025.

Arthur J. Gallagher Risk Management Services, LLC (Gallagher), the Authority's Workers' Compensation Broker, approached five (5) 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, 2025 to October 1, 2026.

Proposal:

The following premium quotation was received:

Florida Municipal Insurance Trust	\$1,006,122
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Four (4) carriers declined to quote due to adverse loss experience. The Authority's experience modification factor has increased by 47% resulting in the significant increase in the renewal premium. The experience modification factor increase is due primarily to one good year of losses falling out of the annual computation formula. Additionally, the Authority payroll increased by 3.61%, further contributing to the proposed premium increase. FMIT, as a governmental trust, continues to provide flexibility in its rates and can propose lower premiums and deductibles than standard insurance companies.

Gallagher and Siver Insurance Consultants, the Authority's insurance consulting firm, recommend accepting the quote of FMIT's proposed premium of \$1,006,122 for a fully insured, non-deductible program. The proposed premium represents a \$99,706 or 11% increase from the expiring policy premium of \$906,416.

Funding:

This item is included in the O&M Budget.

Recommendation:

The Chief Executive Officer recommends the Board authorize the issuance of a Purchase Order to Arthur J. Gallagher Risk Management Services, LLC for the purchase of the 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.

The Board may act on this by motion; no resolution is required.

G. APPROVAL OF THE CONSENT AGENDA

Subject	8. Purchase Order, Airport Liability Insurance, Arthur J. Gallagher Risk Management Services, LLC, Tampa Executive, Peter O. Knight, Plant City, and Tampa International Airports
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Action

Background:

The Authority's current Airport Liability Insurance policy expires on October 1, 2025.

Arthur J. Gallagher Risk Management Services, LLC (Gallagher), the Authority's liability insurance broker, approached four (4) insurance companies, including the incumbent primary carrier, Global Aerospace, Inc. (Global), American International Group (AIG), Chubb, and the 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, 2025 to October 1, 2026. 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. Due to claims activity, Global requested to amend their participation in the primary policy from 100% of the first \$300 million per occurrence to 50% of the first \$500 million per occurrence, with AIG taking the remaining 50% of the first \$500 million layer. As a result, the war coverage will increase to \$250 million from \$150 million.

Proposal:

The following premium quote was received:

Global Aerospace, Inc./AIG \$500 million	\$498,806
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Chubb and AXA XL provided indications 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. and AIG for \$498,806. The proposed total premium of \$498,806 for primary coverage from Global Aerospace, Inc. and AIG is \$17,881 or 3.72% more than the expiring premium of \$480,925. This premium increase is primarily due to the Authority's loss history and a 1.59% increase in Authority enplanements.

Funding:

This item is included in the O&M Budget.

Recommendation:

The Chief Executive Officer recommends the Board authorize the issuance of a Purchase Order to Arthur J. Gallagher Risk Management Services, LLC for the purchase of the Airport Liability policy with Global Aerospace, Inc. and AIG, and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

The Board may act on this by motion; no resolution is required.

G. APPROVAL OF THE CONSENT AGENDA

Subject	9. Purchase Order, Business Automobile Insurance, Arthur J. Gallagher Risk Management Services, LLC, Tampa Executive, Peter O. Knight, Plant City, and Tampa International Airports
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Action

Background:

The Authority's current Business Automobile policy expires on October 1, 2025.

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, 2025 to October 1, 2026. 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.

Proposal:

The following premium quotation was received:

American Southern Insurance Company	\$402,028
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The other three (3) carriers approached declined to quote due to pricing, coverage limits, or deductible structures of the incumbent carrier.

Gallagher and Siver Insurance Consultants, the Authority's insurance consulting firm, recommend accepting the quote of \$402,028 from American Southern Insurance Company at the current coverage level. The proposed premium of \$402,028 received from American Southern Insurance Company is a decrease of \$12,997 or 3.13% less than the expiring premium of \$415,025. The annualized premium includes all mid-term changes. This premium decrease is due to current market conditions and favorable loss history. The Term of the policy is one year. Additional premiums may be paid or refunded during the policy Term as vehicles are added or deleted from the Authority's fleet.

Funding:

This item is included in the O&M Budget.

Recommendation:

The Chief Executive Officer recommends 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.

The Board may act on this by motion; no resolution is required.

H. POLICIES OR RULES FOR CONSIDERATION OR ACTION

Subject	1. Hillsborough County Aviation Authority Small Business Enterprise (SBE) Policy and Program for Non-Federally Funded Projects, Tampa International Airport, Resolution No. 2025-111
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Action

Background:

The Authority has maintained a Woman and Minority Business Enterprise (W/MBE) Policy and Program for projects not funded by the United States Department of Transportation (USDOT). The proposed new Policy and Program amends the W/MBE Policy and Program to a Small Business Enterprise (SBE) Policy and Program.

Proposal:

This item amends the existing Authority W/MBE Policy and Program to a SBE Policy and Program. The SBE Policy and Program is not subject to Federal Aviation Administration approval.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2025-111.

Resolution:

Resolution No. 2025-111 amends the Authority's W/MBE Policy and Program to a SBE Policy and Program; and authorizes the Chief Executive Officer or designee to authorize all other ancillary documents.

H. POLICIES OR RULES FOR CONSIDERATION OR ACTION

Subject	2. Update to Policy Manual, Revisions to Policy for Approval: Section 400, Policy P460, Internal Audits
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Action

Background:

Policy P460, Internal Audits, establishes guidelines regarding the Authority's Internal Audit (IA) function.

The Authority's IA function currently adheres to the old standards for internal auditing, previously known as the International Standards for the Professional Practice of Internal Auditing (also referred to as the 2017 Standards or Red Book). In 2025, the old standards were replaced by the Global Internal Audit Standards (Standards) issued by the Institute of Internal Auditors.

Proposal:

To align Policy P460 with the new Standards, management recommends revising Policy P460 to:

- Include the requirement to adhere to the mandatory elements of the new Standards, which include the topical requirements. Topical requirements are a new, mandatory component that provide a minimum baseline and relevant criteria for a consistent, comprehensive approach to assessing the design and implementation of governance, risk management, and control processes in particular risk areas.
- Update the Quality Assurance and Improvement Program (QAIP) to require both internal and external assessments of IA's conformance with the requirements of the Standards, as well as performance measurement to assess IA's progress toward the achievement of IA's objectives and promotion of continuous improvement.
- Include a requirement that the Vice President of IA report annually on IA's QAIP.
- Include a statement that IA is accountable for confidentiality and safeguarding records and information.

Funding:

N/A

Recommendation:

The Chief Executive Officer recommends the Board approve the revisions to Policy P460, Internal Audits.

The Board may act on this by motion; no resolution is required.

I. COMMITTEE REPORTS

Subject	1. Committee Reports
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Reports

J. UNFINISHED BUSINESS

Subject	1. Capital and Operating Budget for Fiscal Year 2026, Tampa International Airport, Resolution No. 2025-112
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Action

Background:

Fiscal Year (FY) 2026 will usher in a new era for the Authority as it enters a period of large capital development amid a changing funding landscape. The Authority enters this new era from a position of strength, with some of the highest credit ratings in the airport industry, and reserve levels which are projected to total greater than \$470 million at the end of FY 2025.

The Authority projects it will finish FY 2025 with operating revenues of approximately \$483.7 million, which is \$13.0 million or 2.8% higher than the FY 2025 Budget. Operating expenses are projected to total approximately \$212.0 million, finishing the year \$1.4 million or 0.7% lower than the FY 2025 Budget. Funds available for capital improvement & reserves are projected to total approximately \$170.3 million, which is \$13.1 million or 8.4% better than the FY 2025 Budget.

The Authority projects it will generate more than \$170.3 million on its pre-capital bottom line for FY 2025 and \$171.7 million in FY 2026. As a result, unrestricted cash reserves will total approximately \$473.0 million at the end of FY 2025. The Authority is expected to generate an additional \$20.1 million in reserves from operations in FY 2026. The Authority's FY 2026 end-of-year unrestricted reserve balance is expected to total \$478.6 million.

On July 23, 2025, the Authority met with representative of the airlines serving Tampa International Airport to review the proposed FY 2026 Capital and Operating Budget. In accordance with the terms of the Authority's revenue bond trust indenture, the proposed FY 2026 Capital and Operating Budget has also been reviewed and approved by Ricondo & Associates, the Authority's Airport Consultant.

Proposal:

For FY 2026, passenger traffic is projected to reach 25.7 million passengers, albeit at a slower rate than in years past due to a softening economy and residual impacts from last year's hurricanes.

Operating revenues are expected to total \$493.0 million for FY 2026, an increase of approximately \$9.2 million or 1.9% compared to projected FY 2025 levels. Operating expenses are expected to total \$221.7 million for FY 2026, an increase of \$9.7 million or 4.6% compared to projected FY 2025 levels.

After revenue sharing back to airlines of \$563,958 and annual debt service of \$105.8 million, the proposed FY 2026 Capital and Operating Budget projects the Authority will generate \$174.6 million towards capital improvements, the annual air service incentive plan, and reserves. The Authority will utilize \$149.7 million of those funds towards the FY 2026 Capital Improvement Program, which consists of 34 separate projects totaling more than \$835.5 million, \$2.0 million towards capital equipment, and the remainder will be transferred to reserves.

Non-Signatory & Signatory Proposed Fiscal Year 2026 Fees & Charges October 1, 2025-September 30, 2026		
	NON-SIGNATORY RATE	SIGNATORY RATE
LANDING FEES:	\$2.885/1000 lbs. CMGLW	\$2.745/1000 lbs. CMGLW
JOINT USE FEES:		
Terminal:	\$3.22 per enplanement	\$3.06 per enplanement
Airside:	\$1.23 per enplanement	\$1.17 per enplanement
AVERAGE TERMINAL BUILDING RENTAL RATES:	\$339.26 per sq. ft./year	\$323.10 per sq. ft./year
AIRSIDE BUILDINGS RENTAL RATE:	\$151.35 per sq. ft./year	\$144.14 per sq. ft./year
PER USE TICKET COUNTER FEE (HCAA) (PER POSITION):	\$49.90	\$47.50
PASSENGER TRANSFER SYSTEM (PTS) FEE:	\$1.68 per enplanement	\$1.60 per enplanement
PER USE GATE FEE (HCAA):		
Commuter:	\$124.50	\$118.60
Narrow Body:	\$249.00	\$237.20
Wide Body:	\$373.60	\$355.80
AIRCRAFT PARKING FEES BY CLASSIFICATION (Per 24-hour period):		
Commuter:	\$29.20	\$27.80
Narrow Body:	\$105.40	\$100.30
Wide Body:	\$158.10	\$150.45
CARGO AIRCRAFT PARKING APRON FEE (Per 24-hour period):		
Up to 12,500 lbs. CMGLW	\$13.23	\$12.60
12,501 lbs. to 220,000 lbs. CMGLW	\$66.15	\$63.00
Over 220,000 lbs. CMGLW	\$132.30	\$126.00
BAG HANDLING SYSTEM FEE	\$0.74 per enplanement	\$0.70 per enplanement
TERMINAL SUPPORT FEE (HCAA)	\$0.1458 per enplanement	\$0.1388 per enplanement
OTHER PER USE FEES (HCAA)	FEE	
FIS (Federal Inspection Service Facility):	\$6.00 per deplaned post-cleared international passenger	
Curbside per use:	\$39.90 per position per flight	\$38.00 per position per flight
HCAA International Club Room:	\$105.00/4-hour period	\$100.00/4-hour period
	\$26.25/Additional hour	\$25.00/additional hour
	\$210.00 – Maximum Daily Fee	\$200.00 – Maximum Daily Fee
SERVICE	FEE	
PFC (Passenger Facility Charge)	\$4.50 less \$0.11 collection compensation per enplaned passenger	

The Authority seeks approval of the FY 2026 Capital and Operating Budget in accordance with Authority Policy P430, Annual Budget.

Funding:

N/A

Recommendation:

Management recommends adoption of Resolution No. 2025-112.

Resolution:

Resolution No. 2025-112 adopts the Capital and Operating Budget for Fiscal Year 2026 and establishes the estimated airline rates and charges.

J. UNFINISHED BUSINESS

Subject	2. Contract for Design Professional Services, General Aviation Apron Rehabilitation and Airside E Passenger Boarding Bridge (PBB) Replacement, Mead & Hunt, Inc., HCAA Project Nos. 7385 25 & 7460 26, Tampa International Airport, Resolution No. 2025-113
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Action

Background:

A design professional is needed for HCAA Project No. 7385 25, General Aviation Apron Rehabilitation, which includes the rehabilitation of the asphalt apron adjacent to the Sheltair Aviation Services and Signature Flight Support Fixed Base Operators, and HCAA Project No. 7460 26, Airside E Passenger Boarding Bridge (PBB) Replacement, which includes the replacement of thirteen (13) PBBs at Airside E.

On February 5, 2025, a Request for Qualifications entitled General Aviation Apron Rehabilitation and Airside E Passenger Boarding Bridge (PBB) Replacement at Tampa International Airport was issued.

On June 5, 2025, the Board approved negotiations with the number one ranked firm, Mead & Hunt, Inc.

Proposal:

The Contract for Design Professional Services (Contract) will commence on September 4, 2025 and will remain in effect until one (1) year after the final acceptance of the constructed Projects. The Contract provides for design professional services, including construction administration services and direct and reimbursable expenses, in the not-to-exceed amount of \$2,859,519.

Funding:

This item is included in the Capital Budget.

Recommendation:

Management recommends adoption of Resolution No. 2025-113.

Resolution:

Resolution No. 2025-113 approves and authorizes execution of Contract for Design Professional Services, HCAA Project Nos. 7385 25 and 7460 26, at Tampa International Airport with Mead & Hunt, Inc.; and authorizes the Chief Executive Officer or designee to execute all other ancillary documents.

K. NEW BUSINESS

Subject	1. Selection of Design Professional, Runway 1R-19L and Taxiway C Reconstruction & Rehabilitate Runway 1L-19R and Associated Taxiways, HCAA Project Nos. 8650 26 & 8660 26, Tampa International Airport
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Action

Background:

HCAA Project No. 8650 26, Runway 1R-19L and Taxiway C Reconstruction, will reconstruct Runway 1R-19L, Taxiway C, and all connecting taxiways.

HCAA Project No. 8660 26, Rehabilitate Runway 1L-19R and Associated Taxiways, will rehabilitate Runway 1L-19R, Taxiways W and V, and all connecting taxiways.

A new Remain Overnight (RON) Aircraft Parking Apron with taxiway connectivity including all typical necessary infrastructure supporting the RON operations may also be included.

Proposal:

On May 7, 2025, a Request for Qualifications entitled Runway 1R-19L and Taxiway C Reconstruction & Rehabilitate Runway 1L-19R and Associated Taxiways at Tampa International Airport was issued.

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

The order of technical ranking is as follows:

1. AECOM Technical Services, Inc.
2. Kimley-Horn and Associates, Inc.

Funding:

This item is included in the Capital Budget.

Recommendation:

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

The Board may request presentations from the firms prior to the vote and may vote by motion to rank firms in order of preference and authorize staff to negotiate a contract; no resolution is required.

K. NEW BUSINESS

Subject	2. Ratification of Purchase Orders, On-call Emergency, Disaster, Biohazard Clean Up and Restoration Services, Belfor USA Group, Inc., Tampa International Airport, Peter O. Knight Airport, Tampa Executive Airport, and Plant City Airport
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Action

Background:

During and following Hurricane Helene and Hurricane Milton in September and October of 2024, the Authority experienced significant damage across all Authority airports.

In order to mitigate, evaluate, and restore safe operations at the airports, Belfor USA Group, Inc. provided services under the direction of the Chief Operations Officer in accordance with Authority Policy P410, which allows an emergency purchase to be made for situations threatening the safety of employees or passengers, the operations of the airport, or loss of airport property.

The Authority utilized the pricing from Jacksonville Aviation Authority Contract Number ITB No. 23-06-45133 for the services.

Proposal:

This item ratifies the previously issued Purchase Orders to Belfor USA Group, Inc. in the amount of \$2,343,947.30 for on-call emergency, disaster, biohazard clean up and restoration services.

Funding:

This item is funded by the O&M Budget. It may also be covered by insurance proceeds.

Recommendation:

The Chief Executive Officer recommends that the Board ratify the previously issued Purchase Orders in the amount of \$2,343,947.30 to Belfor USA Group, Inc., and authorize the Chief Executive Officer or designee to execute all other ancillary documents.

The Board may act on this by motion; no resolution is required.

L. STAFF REPORTS

Subject	1. Staff Reports
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Information

N. ADJOURNMENT

Subject	1. Adjournment
Meeting	Sep 4, 2025 - Aviation Authority Regular Board Meeting
Type	Procedural
