

Hillsborough County Aviation Authority
Regular Board Meeting

Thursday, 9:00 a.m.
May 7, 2020

A Regular Board of the Hillsborough County Aviation Authority was held electronically by means of communication media technology, pursuant to Executive Order Number 20-69 issued by Governor DeSantis on March 20, 2020 and Section 120.54, Florida Statutes.

Mr. Harrod asked that the Board Members and Staff identify themselves before speaking and mute their microphones when not speaking.

Mr. Harrod started the meeting with a roll call of each Board Member.

Members present were: Gary Harrod (attended in person), Robert I. Watkins, General Diehl, Mayor Jane Castor and Commissioner Lesley "Les" Miller, Jr (all attended electronically).

Aviation Authority staff members physically present were Chief Executive Officer Joseph W. Lopano, General Counsel Michael Stephens, Damian Brooke, Chris Minner, John Tiliacos, Al Illustrato, Michael Kamprath, Scott Knight, Brett Fay, Violet Cummins, Thomas Johnson, James Tarro, and Teresa Howell. Aviation Authority staff members that appeared electronically were Dan Johnson, Randy Forister, Rob Porter, Laurie Noyes, Bruce Sather, Kelly DeForest, Chief Charlie Vazquez, Beth Zurenko, Kendra Thomas, Tom Thalheimer, Laura Lemon, Paul Ridgeway, Kate Webb, Joel Feldman, Danny Glennon, Tony Conza, Gina Evans, Elita McMillon, Barbara Grilli, Ed Haines, Chris Reyes, Carol Marino, Cheryl Hawkins, Laura Tatem, John Fiore, Marcus Session, Brian Miles, Venonica Cintron, Stephanie Pierce, Jon Vaden, Adam Bouchard, Kelly Figley, Tony Mantegna, Sara Behnke, Trudy Brandvold, Ann Davis, Roop Johal, Emily Nipps, Mary Baltzell, Jeff Siddle, David Potter and Paul Ridgeway.

Chairman Harrod began with the Ratification of Revisions to Policy for Approval: Section 100, Policy P135, Quorum, presented by General Counsel Stephens.

Policy P135, Quorum, establishes a policy to provide for a quorum required for official action by the Board. Under current Policy P135, no less than three Board members must be present at a Board meeting where action is to be taken. In addition, in emergency situations only and when necessary to carry out the business of the Authority, a Board member may attend a Board meeting via telephone, and be considered present, when physical attendance is not possible. However, telephonic appearances will not be considered to establish a quorum.

On March 20, 2020, as a result of the Covid-19 Pandemic, the Governor of the State of Florida issued Executive Order Number 20-69 which allowed for public meetings by means of communications media technology. The April 9, 2020 Board Meeting was subsequently canceled in response to the

Covid-19 Pandemic. However, in order for the Board to conduct future Board meetings by means of communications media technology in accordance with Executive Order Number 20-69, on April 20, 2020, the Chairman, with individual consent from the remaining Board members, approved revisions to Policy P135 that allowed for Board members, in emergency situations, to also attend a Board meeting via electronic means. Additionally, in such emergency situations only, appearances via telephone and electronic means will now be considered in establishing a quorum.

Staff recommended revising Policy P135 to allow Board members, in emergency situations, to attend a Board meeting via electronic means and, in such emergency situations only, allow for Board member appearance by telephone and electronic means to be considered in establishing a quorum.

The Chief Executive Officer recommended the Board ratify revisions to Policy P135, Quorum.

Upon motion of Robert Watkins, seconded by Commissioner Miller, the Ratification of Revisions to Policy for Approval: Section 100, Policy P135, Quorum was unanimously approved by all Board Members in a roll call vote. No resolution was required.

In accordance with provisions to Policy P135 and based on the roll call, Chairman Harrod confirmed that all Board members were present and a quorum was established.

The Pledge of Allegiance was recited.

Chairman Harrod called the meeting to order.

General Counsel Stephens discussed the procedural rules for the electronic meeting.

Chairman Harrod then called for a motion to approve the Agenda for the meeting.

Upon motion of Commissioner Miller, seconded by General Diehl, the Agenda was unanimously approved by all Board members in a roll call vote.

Chairman Harrod then moved to Public Comments. He reminded the public that provisions were made for any member of the public desiring to participate in the public comments portion of the meeting to have access to the meeting. Anyone wishing to be heard was instructed on the public notice for this meeting and on the Tampa International Airport website to email the Board Services Administrator at publiccomments@tampaairport.com. The deadline for receiving public comments was at 8 a.m. on May 7, 2020. Any comments that were received by that deadline would be read by Legal Affairs. Emailed public comments would be afforded equal consideration as if the public comments were offered in person.

Scott Knight, Assistant General Counsel then read the Public Comments in the order they were received.

The first Public Comment was from Louis Minardi with West Coast Transportation dba Yellow Cab. He is the President with an address of 4413 North Hesperides St, Tampa, Florida 33614.

Mr. Minardi began his letter stating that there is virtually no business for his company at TIA due to the state of emergency and the stay at home order. His business has lost over one hundred vehicles and drivers in less than a month, reduced leases to their drivers that have stayed, cut staff, and applied for loans. His industry is devastated.

West Coast Transportation has requested all monthly minimum payments of \$16,238.97 be waived by the Authority indefinitely because of the current circumstances.

Mr. Minardi requested that the taxi cab and shuttle transportation providers be prioritized in the Airport's decisions. Other airports have already abated payments or slashed minimums for their concessionaires. Yellow Cab, United Cab and Transafe Transportation Inc., their ACDBE partner, are all in the same situation and they would suggest continuing to pay only on a per trip basis of \$5 for each passenger pickup. As the passenger traffic increases, so would their base payments.

West Coast Transportation provides transportation to the heart plus program and health care providers by taking wheelchair and ambulatory clients to health care centers, nutritional sites and dialysis for people that do not have transportation. If they are required to pay the minimum monthly payment of \$16,238.97 for the next 10 months it would jeopardize their ability to remain open.

The second Public Comment was from Brook Negusei with Transafe Transportation Inc. with an address of 4810 N. Hale Ave., Tampa, FL 33614.

Transafe Transportation, Inc. signed a two year contract to provide shared ride airport shuttle services to Airport customers which commenced on February 4, 2020. Transafe Transportation had also recently signed a lease to occupy offices and counters on both sides of the baggage claim area, including Blue 1, Blue 2 and Red 2.

When local, state and federal authorities started mandating six foot distancing rules due to COVID-19, the company's shared ride mode of transportation experienced a 98% loss of business. In the three months since they began operations at the Airport, their out-of-pocket losses include the \$4.50 per trip fees with a minimum monthly trip fee of \$10,416, plus \$1,239.00 office lease fees per month.

They cannot afford these fees and if this continues it may put them out of business entirely. They believe the public sentiment of "sharing a ride" has drastically changed and "shared ride" mode of transportation will not be visible anytime soon. They are asking the Hillsborough County Aviation

Authority to consider waiving all monthly minimum fees indefinitely and just charge the \$4.50 per trip fees.

The third comment received was from Justin Morgaman, President of Golf Coast Transportation Inc., at 813-253-2424.

Gulf Coast Transportation Inc. (GCT) has been a concessionaire at the Airport for more than a generation. The current state of emergency and the related crisis has had a devastating impact on the company's operations at both the Airport and in the community.

Mr. Morgaman stated that GCT is operating at approximately 37% of the shift levels it had as of the first week of March which is a direct result of the Coronavirus. GCT provides transportation to individuals traveling to dialysis, doctors, grocery stores and pharmacies. GCT has had to curtail cash expenditures which include payroll reductions, accounts payable reductions, renegotiate insurance obligations, and take other steps. GCT has also applied for available federal assistance. At the current levels of operations, even with federal assistance, there will be an operating cash drain in excess of \$50,000 per month. The federal assistance will enable the company to continue operations throughout 2020 until business begins to improve.

Airport pickups have essentially been eliminated due to the pandemic. GTC cannot afford the minimum fees for March and April. GTC is aware that the FAA has allowed airports to fashion individual remedies and that there is federal funding for both airport operations as well as relief for contractors and concessionaires. GTC's current contract term ends on February 28, 2021 so there is no time for the company to earn back losses at the Airport. GTC would propose the Airport fees be waived for the balance of the current contract term, or GTC would like to propose that the current contract terms be extended for five years commencing May 1, 2020 and that the minimal annual guarantee be deferred until January 1, 2021. During this deferral time the company would pay only actual fees not the MAPF. Any referral balance owed with then be divided among the four years and four months remaining on the extended term and paid monthly.

The fourth and final public comment was received from Joanne Pistorius, Executive Director with Gasparilla Concours d'Elegance (GCDE) at 813-714-1019.

The board of directors have designated her to speak on behalf of GCDE including but not limited to Rick Ivester, The Vault 813-767-4400, Brando Pistorius, Odessa 2 LLC 813 917-9205, and Fred Molis, retired 904-571-7204. They are a 501 c3 non-profit organization with an annual automotive charity event whose beneficiaries are the kids in need at Shriners Hospital for Children in Tampa. They hope the ban on events will be lifted and they can hold their event in November at Peter O. Knight. They are asking if there is a benchmark that HCAA will use to determine which event rental contracts may be written again at Peter O. Knight and, if the ban is lifted by August or September, are there criteria under consideration for the restrictions the events may have to impose. They would consult with the

Hillsborough County Emergency Management and listed the steps they would take to make it a COVID-19 safe event.

That concluded the Public Comments.

Chairman Harrod asked if there were any additions or corrections to the Minutes of the Regular Board Meeting held on March 5, 2020.

Upon motion of Robert Watkins and seconded by Commissioner Miller, the Minutes of the Regular Board Meeting held on March 5, 2020 were unanimously approved by all Board members in a roll call vote.

General Counsel Stephens advised the Board that there were no abstentions from the March 5, 2020 Board Meeting but he did anticipate one abstention during this meeting.

Mr. Lopano's Management Report was next and would include an update on the Authority's performance during COVID-19.

Chris Minner began the Management Report with the Performance Assessment Report.

Total passenger traffic for the month of March was down 46.5% with most airlines down somewhere between 40% and 60% for the month of March. The month began with Spring Break but by the end of the month passenger activities had come to a complete halt. April traffic is trending about 97% below 2019 passenger levels for the month. International traffic was also down 44.9% in the month of March and by the end of March all international operations had ceased at the Airport.

Total operations for the month were down 12.7% which reflects the airlines' inability to just immediately stand down aircraft. Going forward operations will significantly be down.

Mr. Minner reported on how COVID impacted air travel as an industry and explained occupancy rates on flights.

Mr. Minner reported on TPAReady, which is a program for all of the necessary steps that Tampa International Airport is taking to remain a leader in safety, readiness and economic recovery. The program includes 5 key steps.

The first is safe and clean facilities for the Authority team and travelers. This includes Authority employees wearing face masks whenever in public or while working within 6 feet of individuals in non-public spaces. As of May 11th all of the tenants will be required to wear face masks and travelers are encouraged to wear them when coming to the Airport and traveling. The second step is clear communication. The third step is organizational resilience, which includes staggered work shifts of critical employees and remote working for all employees that can be effective in working remotely.

Fourth step is strengthening the business by reevaluating the operations and maintenance budgets. Then fifth and final step is being an engine for economic recovery. The Authority is a key economic driver for the region and it will move forward with about \$150 million worth of projects that can be accelerated because of reduced traffic levels. This creates jobs and supports the recovery of our entire region.

Mr. Minner also reported on what passengers will see at Tampa International Airport which included plastic shields in key high traffic areas, employees wearing face masks, blocked off seating and gate hold areas, social distancing ground markings, and additional cleaning crews and hand sanitizing stations.

There have been 43 stories published on the TPAREady program in the first 24 hours. Nationally it surpassed 10 million hits due to an NBC Nightly News travel industry story this week featuring Joe Lopano highlighting all of the facets of the TPAREady program.

Chairman Harrod had some additional questions on what a traveler will see coming in for a flight as well as questions on why JetBlue would petition to abandon service. Mr. Minner stated that JetBlue's Tampa operation was being served by other carriers and that they were not attracting enough passengers to be economically viable with those flights. JetBlue applied to put Tampa and 15 other markets across the country on a temporary hold to not operate through September and the federal government approved their request.

This concluded Chris Minner's report and Damian Brooke was up next.

Damian Brooke reported on the 6 month financial update for the Authority. Mr. Brooke explained that there are two different halves, one was a pre-COVID period which covers October 2019 to February 2020 and the second was a post-COVID period which began in March and will extend to the end of the fiscal year.

During the first five months of the FY 2020 fiscal year the Authority saw a very strong performance, exceeding its revenue expense and bottom line targets. The Authority began to see the initial financial impacts of COVID in March with the lowering of traffic figures, which ended with the Authority missing its revenue target for the month by almost \$6 million dollars.

For the six month period, revenues totaled a little over a \$134 million dollars and the target revenue was missed by just under \$2 million or 1.5%. Expense total was just under \$69 million dollars for the six month period. The Authority came in about \$4.1 million dollars or 5.7% below budget. The Authority team was requested to look at O&M reductions.

The greater reduction in expenses resulted in revenue sharing to the airlines being \$630,000 higher than budget. Overall the Authority sees the bottom line for the first six months being just over \$1 million dollars or about 3.5%.

The Authority is projecting a very gradual recovery in passenger traffic beginning in the July timeframe and extending through at least the next fiscal year and potentially through FY 2020. Over the next six month period the Authority is projecting that significant traffic revenues are going to total a little over \$92 million dollars, which is about \$41 million dollars below budget for the six month period. Expenses are being projected at 5% below budget again due to the expense reduction undertaken by the staff. Revenue sharing back to the carriers over the next six months is projected to be negative and that will be subtracted from the initial number that that was generated during the first six months of the year. Overall for the next six months the Authority is projected to miss its bottom line operating budget for the period by almost \$31 million dollars and will have a pre-capital operating loss for the second half of the year just under \$5 million.

Revenues for the full fiscal year are projected to total a little over \$226 million dollars and miss the full year revenue budget by almost \$43 million dollars or about 16.2%. Operating expenses for the full year are projected to total just under \$138 million dollars, or about 5.5% of budget with expenses coming in almost \$8 million dollars under budget. Debt service for the year is projected to be flat.

Revenue sharing for the full year is projected just under \$7 million dollars, which is 52% lower than expected. Despite the significant impact of COVID during the second half of the year the Authority is projected to generate about \$25 million from operations this year. That is a full \$30 million dollars or 54% percent lower than budget.

From an operations perspective the Authority is projected to show the \$25 million dollar positive results on the operating bottom line. But, once Authority funded capital expenses are added in, the Authority will end up needing to draw approximately \$25 million dollars from reserves this year. The fiscal year started with a little more than a \$106 million in unrestricted cash reserves so the \$25 million dollar draw, while substantial, will not cause any short term issues. What is not included in any of the projections is any of the \$81.2 in additional grant funding that was allocated to Tampa International Airport as part of the \$10 billion Cares Act. The Authority is currently working with the FAA on eligible uses and may begin drawing on that allocation as early as next week once final paperwork is received from the FAA.

This concluded Mr. Lopano's Management Report.

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

Upon motion or Robert Watkins, seconded by Commissioner Miller, the Consent Agenda was unanimously approved by all Board members in a roll call vote.

The following items were contained in the Consent Agenda.

Item H1

Use and Lease Agreement for Fuel Facilities and Pipeline, UPS, Co. D/B/A United Parcel Service, Co., Tampa International Airport, Resolution No. 2020-44.

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 Board directed the Authority to enter into Use and Lease Agreements for Fuel Facilities and Pipeline directly with the airlines for the operation and maintenance of the fuel system for a twenty-year term from October 1, 1999 to September 30, 2019. The agreements include provisions for the storage, sale and distribution of aviation fuels and facilities for refueling aircraft on the ramps and airplane loading aprons. Airlines that have executed the agreements include JetBlue, Air Canada, American, British Airways, Continental, Delta, Lufthansa, Northwest, Southwest, Spirit, United, US Airways, Edelweiss, and Lufthansa. The airlines who executed the agreements are members of the Tampa Fuel Committee.

This Use and Lease Agreement for Fuel Facilities and Pipeline (Agreement) is for a term retroactively commencing on October 1, 1999 and ending September 30, 2024. The Demised Premises under the Agreement consist of 226,076 square feet underlying the Fuel Storage Facilities, 124,206 square feet of Pipeline Right of Way, the Fuel or Fueling Facilities, and Common Use Roadway.

Under the terms of this Agreement, the airlines will pay to the Authority total annual payments of \$2,179,916.98, payable in monthly installments of \$181,659.75, comprised of the following:

Description of Rent	Annual Payment	Monthly Payment
Demised Premises	\$174,376.40	\$14,531.37
Fuel Storage Facilities Rent	\$394,042.82	\$32,836.90
Expansion of System – East Cargo to Emery	\$334,776.24	\$27,898.02
Expansion of System – East Cargo to Federal Express	\$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
TOTAL	\$2,179,916.98	\$181,659.75

Management recommended adoption of Resolution No. 2020-44.

Resolution No. 2020-44 approved and authorized execution of Use and Lease Agreement for Fuel Facilities and Pipeline at Tampa International Airport with UPS, Co. D/B/A United Parcel Service, Co.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Item H2

Amendment No. 1 to Use and Lease Agreement for Fuel Facilities and Pipeline, Deutsche Lufthansa AG, Tampa International Airport, Resolution No. 2020-46; Amendment No. 1 to Use and Lease Agreement for Fuel Facilities and Pipeline, Edelweiss Air A.G. Co., Tampa International Airport, Resolution No. 2020-45.

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 Board directed the Authority to enter into Use and Lease Agreements for Fuel Facilities and Pipeline directly with the airlines for the operation and maintenance of the fuel system for a twenty-year term from October 1, 1999 to September 30, 2019. The agreements include provisions for the storage, sale and distribution of aviation fuels and facilities for refueling aircraft on the ramps and airplane loading aprons. Airlines that have executed the agreements include JetBlue, Air Canada, American, British Airways, Continental, Delta, Lufthansa, Northwest, Southwest, Spirit, United, US Airways, Edelweiss, and Lufthansa. The airlines who executed the agreements are members of the Tampa Fuel Committee.

These Amendments to Use and Lease Agreement for Fuel Facilities and Pipeline (Agreement) are identical to the Amendment No. 1 to Use and Lease Agreement for Fuel Facilities and Pipeline with Southwest Airlines Co. that the Board approved on October 3, 2019.

These Amendments extend the terms of the Agreements to September 30, 2024. The Demised Premises under the Agreements will consist of 226,076 square feet underlying the Fuel Storage Facilities, 124,206 square feet of Pipeline Right of Way, the Fuel or Fueling Facilities, and Common Use Roadway.

Under the terms of these Agreements, the airlines pay to the Authority total annual payments of \$2,179,916.98, payable in monthly installments of \$181,659.75, comprised of the following:

Description of Rent	Annual Payment	Monthly Payment
Demised Premises	\$174,376.40	\$14,531.37
Fuel Storage Facilities Rent	\$394,042.82	\$32,836.90
Expansion of System – East Cargo to Emery	\$334,776.24	\$27,898.02
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Secondary Containment for Fuel Storage Tanks	\$445,400.88	\$37,116.74
Bulk Fuel Storage Facility Upgrades	\$777,331.32	\$64,777.61
TOTAL	\$2,179,916.98	\$181,659.75

Management recommended adoption of Resolution Nos. 2020-46 and 2020-45.

Resolution No. 2020-46 approved and authorized execution of Amendment No. 1 to Use and Lease Agreement for Fuel Facilities and Pipeline at Tampa International Airport with Deutsche Lufthansa AG; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-45 approved and authorized execution of Amendment No. 1 to Use and Lease Agreement for Fuel Facilities and Pipeline at Tampa International Airport with Edelweiss Air A.G. Co.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Item H3

Amendment No. 3 to Cargo Building Space Rental Agreement, Air General, Inc., Tampa International Airport, Resolution No. 2020-90; Amendment No. 3 to Cargo Building Space Rental Agreement, Ground Services International Incorporated, d/b/a dnata Aviation USA, Inc., Tampa International Airport, Resolution No. 2020-91.

On September 2, 2010, the Authority and Air General, Inc. (Air General) entered into a Cargo Building Space Rental Agreement (Cargo Agreement) for Suite 1600 and other operating space around the Authority's Cargo Building at Tampa International Airport (Airport). Air General also has an Operating Agreement for Ground Handlers at the Airport which supports Air General's ground handling business operations.

On March 7, 2013, the Authority and Ground Services International Incorporated, d/b/a dnata Aviation USA, Inc. (dnata) entered into a Cargo Building Space Rental Agreement for Suite 1300 and other operating space around the Authority's Cargo Building at the Airport (Cargo Agreement). dnata

has an Operating Agreement for Ground Handlers (Limited Service) at Tampa International Airport which supports dnata's ground handling business operations.

Both Cargo Agreements terminate September 30, 2020.

These Amendments extend the term of each Cargo Agreement for a period of one year to September 30, 2021, increase the O&M Rent, and update certain administration provisions in each Cargo Agreement. All other terms and conditions in the Cargo Agreements remain unchanged.

Management recommended adoption of Resolution Nos. 2020-90 and 2020-91.

Resolution No. 2020-90 approved and authorized execution of Amendment No. 3 to Cargo Building Space Rental Agreement at Tampa International Airport with Air General, Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-91 approved and authorized execution of Amendment No. 3 to Cargo Building Space Rental Agreement at Tampa International Airport with Ground Services International Incorporated, d/b/a dnata Aviation USA, Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Item H4

Amendment No. 1 to North Cargo Building Space Rental Agreement, United Parcel Service, Inc., Tampa International Airport, Resolution No. 2020-47.

On August 3, 2017, the Authority and United Parcel Service, Inc. (UPS) entered into North Cargo Building Space Rental Agreement for Suite S and other operating space around the Authority's North Cargo Building at Tampa International Airport (Agreement). UPS is a signatory cargo carrier at Tampa International Airport. The Agreement supports UPS' air cargo operations. The Agreement will terminate September 30, 2020.

This Amendment No. 1 extends the term of the Agreement for a period of two years to September 30, 2022, increases the O&M Rent, provides the Authority a 60-day written termination, and updates certain administration provisions. All other terms and conditions remain unchanged.

Management recommended adoption of Resolution No. 2020-47.

Resolution No. 2020-47 approved and authorized execution of Amendment No. 1 to North Cargo Building Space Rental Agreement at Tampa International Airport with United Parcel Service, Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Item H5

Amendment No. 2 to Space Rental Agreement (Radio Base Stations), Aeronautical Radio, Inc., Tampa International Airport, Resolution No. 2020-58; Amendment No. 1 to Space Rental Agreement (Radio Base Station), Global Aviation Services USA, Inc., Tampa International Airport, Resolution No. 2020-92; Amendment No. 1 to Space Rental Agreement (Radio Base Station), Triangle Services of Florida, Inc., Tampa International Airport, Resolution No. 2020-59.

Aeronautical Radio, Inc. (Aeronautical) leases space from the Authority for its radio base stations through a Space Rental Agreement (Radio Base Stations) (RBS Agreement). Aeronautical entered into its current RBS Agreement with the Authority on December 5, 2013 and the term expires September 30, 2020.

Global Aviation Services USA, Inc. (Global) leases space from the Authority for its radio base station through an RBS Agreement. Global entered into its current RBS Agreement with the Authority on November 1, 2018 and the term expires on September 30, 2020.

Triangle Services of Florida, Inc. (Triangle) leases space from the Authority for its radio base station through an RBS Agreement. Triangle entered into its current RBS Agreement with the Authority on September 4, 2014 and the term expires on September 30, 2020.

These Amendments amend certain administrative provisions and extend the respective RBS Agreement terms by one year, for a final termination date of September 30, 2021. All other terms and conditions remain the same.

Management recommended adoption of Resolution Nos. 2020-58, 2020-92, and 2020-59.

Resolution No. 2020-58 approved and authorized execution of Amendment No. 2 to Space Rental Agreement (Radio Base Stations) at Tampa International Airport with Aeronautical Radio, Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-92 approved and authorized execution of Amendment No. 1 to Space Rental Agreement (Radio Base Station) at Tampa International Airport with Global Aviation Services USA, Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-59 approved and authorized execution of Amendment No. 1 to Space Rental Agreement (Radio Base Station) at Tampa International Airport with Triangle Services of Florida, Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Item H6

Operating Agreement for Non-Signatory Cargo Air Carriers, Sun Country, Inc., d/b/a Sun Country Airlines, Tampa International Airport, Resolution No. 2020-48.

Cargo air carriers providing regularly scheduled service at Tampa International Airport (Airport) that have not executed an Airline-Airport Use and Lease Agreement with the Authority must have, at a minimum, an Operating Agreement for Non-Signatory Cargo Air Carriers (Operating Agreement) prior to commencing operations.

This Operating Agreement is for a term commencing May 7, 2020 and ending September 30, 2021. Either party may terminate the Operating Agreement with 30 days' written notice, without cause. Sun Country, Inc., d/b/a Sun Country Airlines will pay landing fees for FY20 at the rate of \$1.649 per thousand pounds of gross landing weight, adjusted at least annually in accordance with the terms of the Operating Agreement. All fees and charges may be adjusted without amendment to the Operating Agreement. A security payment of \$5,000.00 is required. All charges for use of the Airport's facilities will be on a per use basis.

Management recommended adoption of Resolution No. 2020-48.

Resolution No. 2020-48 approved and authorized execution of Operating Agreement for Non-Signatory Cargo Air Carriers at Tampa International Airport with Sun Country, Inc., d/b/a Sun Country Airlines; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Item H7

Amendment No. 1 to Operating Agreement for Non-Signatory Cargo Air Carriers, ABX Air, Inc., Tampa International Airport, Resolution No. 2020-56; Amendment No. 1 to Operating Agreement for Non-Signatory Cargo Air Carriers, Air Transport International Inc., Tampa International Airport, Resolution No. 2020-93; Amendment No. 1 to Operating Agreement for Non-Signatory Cargo Air Carriers, Southern Air, Inc., Tampa International Airport, Resolution No. 2020-72.

Cargo air carriers providing regularly scheduled service at Tampa International Airport that have not executed an Airline-Airport Use and Lease Agreement with the Authority must have, at a minimum, an Operating Agreement for Non-Signatory Cargo Air Carriers (Agreement) prior to commencing operations.

ABX Air, Inc. entered into an Agreement with the Authority on September 3, 2015, which expires on September 30, 2020.

Air Transport International Inc. entered into an Agreement with the Authority on September 3, 2015, which expires on September 30, 2020.

Southern Air, Inc. entered into an Agreement with the Authority on May 2, 2019, which expires on September 30, 2020.

These Amendments extend the term of each Agreement for one year, for a final termination date of September 30, 2021, and update certain administrative provisions. All other terms and conditions remain the same.

Management recommended adoption of Resolution Nos. 2020-56, 2020-93, and 2020-72.

Resolution No. 2020-56 approved and authorized execution of Amendment No. 1 to Operating Agreement for Non-Signatory Cargo Air Carriers at Tampa International Airport with ABX Air, Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-93 approved and authorized execution of Amendment No. 1 to Operating Agreement for Non-Signatory Cargo Air Carriers at Tampa International Airport with Air Transport International Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-72 approved and authorized execution of Amendment No. 1 to Operating Agreement for Non-Signatory Cargo Air Carriers at Tampa International Airport with Southern Air, Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Item H8

Amendment No. 2 to Operating Agreement for Non-Signatory Passenger Air Carriers, Edelweiss Air, Tampa International Airport, Resolution No. 2020-94; Amendment No. 2 to Operating Agreement for Non-Signatory Passenger Air Carriers, Skywest Airlines, Inc., Tampa International Airport, Resolution No. 2020-57.

Passenger air carriers providing regularly scheduled service at Tampa International Airport that have not executed an Airline-Airport Use and Lease Agreement with the Authority must have, at a minimum, an Operating Agreement for Non-Signatory Passenger Air Carriers (Agreement) prior to commencing operations.

Edelweiss Air entered into an Agreement with the Authority on May 3, 2012, which expires on September 30, 2020.

Skywest Airlines, Inc. entered into an Agreement with the Authority on October 3, 2013, which expires on September 30, 2020.

These Amendments extend the term of the Agreements for a period of one year, for a final expiration date of September 30, 2021, and amend certain administrative provisions. All other terms and conditions remain the same.

Management recommended adoption of Resolution Nos. 2020-94 and 2020-57.

Resolution No. 2020-94 approved and authorized execution of Amendment No. 2 to Operating Agreement for Non-Signatory Passenger Air Carriers at Tampa International Airport with Edelweiss Air; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-57 approved and authorized execution of Amendment No. 2 to Operating Agreement for Non-Signatory Passenger Air Carriers at Tampa International Airport with Skywest Airlines, Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Item H9

Amendment No. 1 to Space Rental Agreement, G2 Secure Staff, LLC, Tampa International Airport, Resolution No. 2020-96; Amendment No. 1 to Space Rental Agreement, Idemia Identity & Security USA LLC F/K/A Morphotrust USA, LLC, Tampa International Airport, Resolution No. 2020-73; Amendment No. 1 to Space Rental Agreement, Primeflight Aviation Services, Inc. d/b/a Primeflight of DE, Inc., Tampa International Airport, Resolution No. 2020-55.

G2 Secure Staff, LLC (G2) leases office space from the Authority through an SRA in support of its ground handling operations at the Airport. G2 entered into the SRA with the Authority on September 7, 2017 and the term expires September 30, 2020.

Idemia Identity & Security USA LLC F/K/A Morphotrust USA, LLC (Idemia) leases office space from the Authority through an SRA pursuant to which it operates a TSA Pre-Check Office. Idemia entered into the SRA with the Authority on November 6, 2014 and the term expires September 30, 2020.

Primeflight Aviation Services, Inc. d/b/a Primeflight of DE, Inc. (Primeflight) leases office space from the Authority through an SRA in support of its ground handling operations at the Airport. Primeflight entered into the SRA with the Authority on July 15, 2018 and the term expires September 30, 2020. Primeflight's SRA is contingent upon maintaining its Operating Agreement for Ground Handlers.

Utilizing Fiscal Year 2020 rates, the Companies' lease baggage claim, services, and office space at \$216.07 per square foot; ticket counter and ticket counter office space at \$254.20 per square foot;

and airside building (ramp operations) space at \$108.94 per square foot. The SRAs provide for an annual rental rate adjustment.

	Baggage Claim, Services, and Office Space	Ticket Counter, Offices, Other	Airside Building (Ramp Operations)	Total Annual	Total Monthly
G2		98 SF		\$24,911.64	\$2,075.64
Idemia	181 SF			\$39,108.67	\$3,259.06
Primeflight			272 SF	\$29,631.72	\$2,469.31

These Amendments extend the term of the SRAs for one year, for a final termination date of September 30, 2021, and update certain administrative provisions. All other terms and conditions remain the same.

Management recommended adoption of Resolution Nos. 2020-96, 2020-73, and 2020-55.

Resolution No. 2020-96 approved and authorized execution of Amendment No. 1 to Space Rental Agreement at Tampa International Airport with G2 Secure Staff, LLC; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-73 approved and authorized execution of Amendment No. 1 to Space Rental Agreement at Tampa International Airport with Idemia Identity & Security USA LLC F/K/A Morphotrust USA, LLC; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-55 approved and authorized execution of Amendment No. 1 to Space Rental Agreement at Tampa International Airport with Primeflight Aviation Services, Inc. d/b/a Primeflight of DE, Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Item H10

Ratification of Operating Agreement for Ground Handlers, Airport Terminal Services, Inc., Tampa International Airport, Resolution No. 2020-43.

Ground handling operators providing service at Tampa International Airport (Airport) must have, at a minimum, a ground handling operating agreement prior to commencing operations. Airport Terminal Services, Inc. (ATS) has requested to provide ground handling services to include cargo and ramp service, passenger service, sanitary disposal service, and aircraft cleaning for ATS' customers. ATS desired to begin providing ground handling services on April 9, 2020. However, the April 9, 2020 Board Meeting was canceled as a result of the Covid-19 Pandemic. In order for ATS to begin providing

services, the Operating Agreement for Ground Handlers (Agreement) was executed on April 20, 2020, with an effective date of April 9, 2020.

This item ratifies the previous execution of the Agreement with ATS, providing ATS with the non-exclusive right to provide ground handling services to air carriers at the Airport for the term of April 9, 2020 through September 30, 2021.

For the privilege of providing services at the Airport, ATS will pay Authority the greater of a minimum annual privilege fee of \$12,000 or a percentage privilege fee (PPF) of five percent (5%) of gross receipts, payable in equal monthly installments. For the privilege of providing services to signatory air carriers at the Airport, no privilege fee will be remitted, per the Authority's signatory airline agreement. For the privilege of providing services to any non-signatory air carrier and non-airline customers at the Airport, ATS will pay Authority a PPF of five percent (5%) of gross receipts, payable in equal monthly installments. Gross receipts include the gross revenues from all sales made and services performed for cash, credit or otherwise, pursuant to ATS' ground handling operations at the Airport. Gross receipts exclude the retail value of fuel and oil and the related fuel service fee, gross revenues that ATS receives for all services provided to signatory air carriers, certain catering sales, and ferrying and diverted landings. Either party may terminate the Agreement upon 30 days' written notice.

Management recommended adoption of Resolution No. 2020-43.

Resolution No. 2020-43 ratified previous execution on April 20, 2020 of Operating Agreement for Ground Handlers at Tampa International Airport with Airport Terminal Services, Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Item H11

Amendment No. 3 to Operating Agreement for Ground Handlers (Limited Service), American Sales and Management Organization, LLC, Tampa International Airport, Resolution No. 2020-97; Amendment No. 3 to Operating Agreement for Ground Handlers (Limited Service), Castle Aviation Services Corp, Tampa International Airport, Resolution No. 2020-49; Amendment No. 3 to Operating Agreement for Ground Handlers (Limited Service), Ground Services International Incorporated, Tampa International Airport, Resolution No. 2020-52; Amendment No. 2 to Operating Agreement for Ground Handlers (Limited Service), National Aviation Services, LLC, Tampa International Airport, Resolution No. 2020-98; Amendment No. 2 to Operating Agreement for Ground Handlers (Limited Service), Triangle Services of Florida, Inc., Tampa International Airport, Resolution No. 2020-54.

Ground handling operators providing service at Tampa International Airport must have, at a minimum, a ground handling operating agreement prior to commencing operations.

American Sales and Management Organization, LLC (Eulen) entered into its Operating Agreement for Ground Handlers (Limited Service) (Agreement) with the Authority on September 10, 2010 and the term expires September 30, 2020.

Castle Aviation Services Corp (Castle) entered into its Agreement with the Authority on October 3, 2013 and the term expires September 30, 2020.

Ground Services International Incorporated (GSI) entered into its Agreement with the Authority on March 7, 2013 and the term expires September 30, 2020.

National Aviation Services, LLC (NAS) entered into its Agreement with the Authority on August 1, 2013 and the term expires September 30, 2020.

Triangle Services of Florida, Inc. (Triangle) entered into its Agreement with the Authority on November 7, 2013 and the term expires September 30, 2020.

These amendments extend the term of the Agreements one year, for a final termination date of September 30, 2021, and update certain administrative provisions. All other terms and conditions remain the same.

Management recommended adoption of Resolution Nos. 2020-97, 2020-49, 2020-52, 2020-98 and 2020-54.

Resolution No. 2020-97 approved and authorized execution of Amendment No. 3 to Operating Agreement for Ground Handlers (Limited Service) at Tampa International Airport with American Sales and Management Organization, LLC; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-49 approved and authorized execution of Amendment No. 3 to Operating Agreement for Ground Handlers (Limited Service) at Tampa International Airport with Castle Aviation Services Corp; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-52 approved and authorized execution of Amendment No. 3 to Operating Agreement for Ground Handlers (Limited Service) at Tampa International Airport with Ground Services International Incorporated; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-98 approved and authorized execution of Amendment No. 2 to Operating Agreement for Ground Handlers (Limited Service) at Tampa International Airport with National Aviation Services, LLC; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-54 approved and authorized execution of Amendment No. 2 to Operating Agreement for Ground Handlers (Limited Service) at Tampa International Airport with Triangle Services of Florida, Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Item H12

Amendment No. 1 to Operating Agreement for Ground Handlers, Air General, Inc., Tampa International Airport, Resolution No. 2020-99; Amendment No. 1 to Operating Agreement for Ground Handlers, F&E Aircraft Maintenance LLC now known as F&E Aircraft Maintenance (Miami), LLC, Tampa International Airport, Resolution No. 2020-50; Amendment No. 1 to Operating Agreement for Ground Handlers, G2 Secure Staff, LLC, Tampa International Airport, Resolution No. 2020-51; Amendment No. 1 to Operating Agreement for Ground Handlers, Global Aviation Services USA, Inc., Tampa International Airport, Resolution No. 2020-100; Amendment No. 3 to Operating Agreement for Ground Handlers, Primeflight Aviation Services, Inc. d/b/a Primeflight of DE, Inc., Tampa International Airport, Resolution No. 2020-53.

Ground handling operators providing service at Tampa International Airport must have, at a minimum, a ground handling operating agreement prior to commencing operations.

Air General, Inc. (Air General) entered into an Operating Agreement for Ground Handlers (Agreement) with the Authority on September 10, 2010 and the term expires September 30, 2020.

F & E Aircraft Maintenance LLC, now known as F & E Aircraft Maintenance (Miami), LLC, (F&E) entered into an Agreement with the Authority on June 1, 2017 and the term expires September 30, 2020.

Global Aviation Services USA, Inc. (Global USA) entered into an Agreement with the Authority on July 1, 2018 and the term expires September 30, 2020.

G2 Secure Staff, LLC (G2) entered into an Agreement with the Authority on May 1, 2016 and the term expires September 30, 2020.

Primeflight Aviation Services, Inc. d/b/a Primeflight of DE, Inc. (Primeflight) entered into an OA with the Authority on January 1, 2018 and the term expires September 30, 2020.

These amendments extend the term of the Agreements one year, for a final termination date of September 30, 2021, and update certain administrative provisions. All other terms and conditions of the Agreements remain the same.

Management recommended adoption of Resolution Nos. 2020-99, 2020-50, 2020-51, 2020-100 and 2020-53.

Resolution No. 2020-99 approved and authorized execution of Amendment No. 1 to Operating Agreement for Ground Handlers at Tampa International Airport with Air General, Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-50 approved and authorized execution of Amendment No. 1 to Operating Agreement for Ground Handlers at Tampa International Airport with F&E Aircraft Maintenance LLC now known as F&E Aircraft Maintenance (Miami), LLC; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-51 approved and authorized execution of Amendment No. 1 to Operating Agreement for Ground Handlers at Tampa International Airport with G2 Secure Staff, LLC; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-100 approved and authorized execution of Amendment No. 1 to Operating Agreement for Ground Handlers at Tampa International Airport with Global Aviation Services USA, Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Resolution No. 2020-53 approved and authorized execution of Amendment No. 3 to Operating Agreement for Ground Handlers at Tampa International Airport with Primeflight Aviation Services, Inc. d/b/a Primeflight of DE, Inc.; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Item H13

Appointment of Authority Alternate Representative to Hillsborough County Metropolitan Planning Organization Board – Gina Evans.

The Authority is a member of the Hillsborough County Metropolitan Planning Organization (MPO) and as such is responsible for designating a representative to serve as a voting member on the MPO Board. On November 7, 2019, the Authority Board re-appointed Joseph W. Lopano, Authority Chief Executive Officer, to serve as a voting member to represent the Authority on the MPO Board. Additionally, the Authority Board appointed Janet Zink, n/k/a Janet Scherberger, to serve as an alternate member to represent the Authority as a voting member at any MPO Board meeting she attended in place of Mr. Lopano, the regular voting member of the Authority. Ms. Scherberger recently retired from the Authority and it is necessary to appoint a new alternate member.

Staff recommended that Gina Evans be appointed as an alternate member to represent the Authority as a voting member at any MPO Board meeting that she attends in place of Mr. Lopano, the regular voting member of the Authority.

Management recommended that Gina Evans be appointed to the Hillsborough County Metropolitan Planning Organization as the alternate member to represent the Hillsborough County Aviation Authority on the Metropolitan Planning Organization Board.

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

Item H14

Reappointment of Authority Representative to the Hillsborough County Metropolitan Planning Organization's Citizens Advisory Committee - Bill Roberts.

The Authority is a member of the Hillsborough County Metropolitan Planning Organization (MPO) and is responsible for designating a representative to serve on the MPO's Citizens Advisory Committee (CAC). The CAC provides valuable input to the MPO during the review and implementation of transportation projects throughout Hillsborough County. The Chief Executive Officer currently serves as the Authority's voting member on the MPO Board. On June 6, 2016, Bill Roberts was appointed by the Board as the designated Authority representative on the CAC. He was subsequently reappointed on May 3, 2018. Mr. Roberts currently serves as the Chair of the CAC.

Staff recommended the Board reappoint Bill Roberts as the Authority's representative on the CAC.

Management recommended that Bill Roberts be reappointed to serve on the Hillsborough County Metropolitan Planning Organization's Citizens Advisory Committee to represent the Authority.

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

Item H15

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

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

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

Authorize the expenditure of Federal forfeiture funds to be used by the Tampa International Airport Police Department for a maximum purchase authorization of \$12,505.00 for the purchase of the Crossmatch Fingerprinting System.

This item is included in the Federal Forfeiture Funds Budget.

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

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

Item H16

Ratification of Contract for Special Legal Services, Hill, Ward & Henderson, PA, Tampa International Airport, Resolution No. 2020-60.

The Legal Affairs Department is in need of legal services with regard to Ad Valorem Tax Exemption law and related legal matters for Tampa International Airport. The April 9, 2020 Board meeting was canceled as a result of the Cov-19 Pandemic. In order for Hill, Ward & Henderson, PA to begin providing services, the Contract for Special Legal Services (Contract) was executed on April 20, 2020, with an effective date of April 9, 2020.

Authority Policy P500 authorizes the utilization of non-Authority attorneys without obtaining three quotes or advertisement based upon such factors as needed services, experience, qualifications, geographic location, length of services, and efficiencies.

This item ratifies the previously executed Contract with Hill, Ward & Henderson, PA for a two-year period beginning April 9, 2020 and continuing through April 8, 2022, with one, one-year renewal option at the discretion of Authority General Counsel or Assistant General Counsel. The total maximum purchase authorization amount for the term of the Contract, including the renewal option, is \$250,000.

This item is included in the O&M Budget.

Management recommended adoption of Resolution No. 2020-60.

Resolution No. 2020-60 ratified previous execution on April 20, 2020 of Contract for Special Legal Services at Tampa International Airport with Hill, Ward & Henderson, PA; and authorized the General Counsel or designee to execute all other ancillary documents.

Item H17

Ratification of Amendment No. 1 to Contract for Special Legal Services, Greenberg Traurig, P.A., Tampa International Airport, Resolution No. 2020-61.

On December 5, 2019, the Board approved a Special Legal Services Contract (Contract) with Greenberg Traurig, P.A. for legal services with regard to commercial law and related legal matters in a total not-to-exceed amount of \$150,000. The initial term of the Contract is December 5, 2019 through December 4, 2020 with one, two-year renewal option at the discretion of Authority General Counsel or Assistant General Counsel. The April 9, 2020 Board meeting was canceled as a result of the Covid-19 Pandemic. In order for Greenberg Traurig, P.A. to continue providing services, Amendment No.1 was executed on April 20, 2020.

This item ratifies the previous execution on April 20, 2020 of Amendment No. 1 which authorized an increase of \$200,000 to the Contract for a new total maximum purchase authorization amount of \$350,000. Greenberg Traurig, P.A. will continue to represent the Authority with regard to commercial law and related legal matters.

This item is included in the O&M Budget.

Management recommended adoption of Resolution No. 2020-61.

Resolution No. 2020-61 ratified previous execution on April 20, 2020 of Amendment No. 1 to Contract for Special Legal Services at Tampa International Airport with Greenberg Traurig, P.A.; and authorized the General Counsel or designee to execute all other ancillary documents.

Item H18

Ratification of Contract for Special Legal Services, The Phipps Firm, Tampa International Airport, Resolution No. 2020-62.

The Legal Affairs Department is in need of legal services with regard to tax law and related legal matters for Tampa International Airport. The Phipps Firm has previously provided advice and counsel in the area of tax and other related matters for Tampa International Airport. The April 9, 2020 Board meeting was canceled as a result of the Covid-19 Pandemic. In order for The Phipps Firm to begin providing services, the Contract for Special Legal Services (Contract) was executed on April 20, 2020, with an effective date of April 9, 2020.

Authority Policy P500 authorizes the utilization of non-Authority attorneys without obtaining three quotes or advertisement based upon such factors as needed services, experience, qualifications, geographic location, length of services, and efficiencies.

This item ratifies the previously executed Contract with The Phipps Firm for a one-year period beginning April 9, 2020 and continuing through April 8, 2021, with one, one-year renewal option at the discretion of Authority General Counsel or Assistant General Counsel. The total maximum purchase authorization amount for the term of the Contract, including the renewal option, is \$200,000.

This item is included in the O&M Budget.

Management recommended adoption of Resolution No. 2020-62.

Resolution No. 2020-62 ratified previous execution on April 20, 2020 of Contract for Special Legal Services at Tampa International Airport with The Phipps Firm; and authorized the General Counsel or designee to execute all other ancillary documents.

Item H19

Amendment No. 3 to Contract for Special Legal Services, Baker, Donelson, Bearman, Caldwell & Berkowitz, PC, Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2020-68.

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

On May 2, 2018, a Contract for Special Legal Services (Contract) was executed with Baker, Donelson, Bearman, Caldwell & Berkowitz, PC for special legal services related to environmental law and other related legal matters in a total not-to-exceed amount of \$50,000 for the period of May 2, 2018 through May 1, 2021. The Authority may cancel the Contract with 30 days advance written notice.

The Contract has previously been amended twice to increase the total maximum purchase authorization to \$250,000.

Authority Policy P500 authorizes the utilization of non-Authority attorneys without obtaining three quotes or advertisement based upon such factors as needed services, experience, qualifications, geographic location, length of services, and efficiencies.

This Amendment No. 3 authorizes an increase of \$150,000 to the Contract for a new total maximum purchase authorization amount of \$400,000, updates statutorily required language, and extends the Contract through September 30, 2021. Baker, Donelson, Bearman, Caldwell, & Berkowitz, PC will continue to represent the Authority with regard to ongoing legal matters related to environmental law and other related legal matters.

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

Management recommended adoption of Resolution No. 2020-68.

Resolution No. 2020-68 approved and authorized execution of Amendment No. 3 to Contract for Special Legal Services at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports with Baker, Donelson, Bearman, Caldwell & Berkowitz, PC; and authorized the Chief Executive Officer or his designee to execute all other ancillary documents.

Item H20

Purchase Order(s), Elevators, Escalators, and Moving Walks with Related Equipment, Services, Accessories, and Supplies utilizing NJPA Contract No. 100516-SCH, HCAA Project No. 6710 20, Schindler Elevator Corporation, Tampa Executive Airport.

In 1999 an elevator was installed in the Tampa Executive Airport Terminal Building. The controller parts and door operator are over 20 years old and are now obsolete. Elevator services, equipment, preventative maintenance, and repair services for the elevator are currently being provided by Schindler Elevator Corporation utilizing a National Joint Powers Alliance (NJPA) Contract. These services are required in order to ensure proper elevator functionality and to maintain ADA, building and safety code compliance.

The elevator is in need of modernization due to its age and parts that are becoming obsolete. This modernization will help guarantee availability of the elevator and ensure the Terminal Building remains ADA compliant.

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

Authorize the issuance of purchase orders to Schindler Elevator Corporation for the purchase of elevator services, equipment, preventative maintenance, repair services and the upgrade of the elevator at Tampa Executive Airport utilizing NJPA Contract No. 100516-SCH, for the period of May 7, 2020 through November 2, 2021. The maximum purchase authorization amount is \$190,000.

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

The Chief Executive Officer recommended the Board award and authorize the issuance of purchase orders to Schindler Elevator Corporation and authorize the Chief Executive Officer or his designee to execute all other ancillary documents.

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

Chairman Harrod then moved on to Policies or Rules for Consideration or Action.

Item I1

Retroactive Suspension of Policy Requirements, Section 100, Policy P130, Types of Meetings, Resolution No. 2020-115, presented by Michael Stephens.

Policy P130, Types of Meetings, establishes a policy relating to the location, schedules, and types of Board meetings. Under Policy P130, the Authority is required to conduct at least ten (10) regular meetings per calendar year.

In light of the uncertainty and safety concerns resulting from the new Covid-19 pandemic, the Authority Board cancelled the April 2020 regular Board Meeting.

This item retroactively suspends the requirements of Policy P130 with respect to the April 2020 regular Board meeting. All the items that were to be brought before the Board for consideration at the April 2020 regular Board meeting are before the Board at today's May 2020 regular Board meeting.

The Chief Executive Officer recommended the Board approve the retroactive suspension of the requirements of Policy P130, Types of Meetings, with respect to the April 2020 regular Board meeting.

Upon motion of Commissioner Miller and seconded by General Diehl, the retroactive suspension of the requirements of Policy P130, Types of Meetings, with respect to the April 2020 regular Board meeting was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-115.

Chairman Harrod then asked General Diehl to present the Audit Committee Report.

General Diehl reported that the Audit Committee met on March 9, 2020. Gary Harrod joined the now three member Audit Committee.

The Audit Committee Meeting began with the Director of Internal Audit, Laura Tatum, who gave an overview of 2019 activity and the plan for the current fiscal year 2020.

Ed Haines, Vice President of Procurement, then explained the new external audit solicitation process.

Representatives from the Authority's external audit firm RSM presented the results of the fiscal year 2019 external finance audit. They issued an unmodified clean opinion of the financial statements and reports related to the federal as well as state compliance audits.

There was no items in Unfinished Business so Chairman Harrod proceeded to New Business.

Item L1

Airline Rates and Charges Adjustment Program Agreement, American Airlines, Inc., Tampa International Airport, Resolution No. 2020-102; Delta Air Lines, Inc., Tampa International Airport, Resolution No. 2020-109; Federal Express Corporation, Tampa International Airport, Resolution No. 2020-110; Southwest Airlines Co., Tampa International Airport, Resolution No. 2020-111; Spirit Airlines, Inc., Tampa International Airport, Resolution No. 2020-104; United Airlines, Inc., Tampa International Airport, Resolution No. 2020-112; United Parcel Service Co., Tampa International Airport, Resolution No. 2020-113, presented by Chris Minner.

American Airlines, Inc. (AA), Delta Air Lines, Inc. (Delta), Federal Express Corporation (FedEx), Southwest Airlines Co. (Southwest), Spirit Airlines, Inc. (Spirit), United Airlines, Inc. (United), and United Parcel Service Co. (UPS) (collectively, Airlines) are air carriers that currently operate at Tampa International Airport (Airport) under an Airline-Airport Use and Lease Agreement (AAULA).

AA is a passenger airline currently operating at the Airport under an AAULA dated September 29, 2010. Through its AAULA, AA currently leases fixed space in the Main Terminal and Airside F at the Airport and is current with its payments to the Authority through March 2020.

Delta is a passenger airline currently operating at the Airport under an AAULA dated July 22, 2010. Through its AAULA, Delta currently leases fixed space in the Main Terminal and Airside E at the Airport and is current with its payments to the Authority through March 2020.

FedEx is a cargo airline currently operating at the Airport under an AAULA dated July 22, 2010. FedEx currently leases air cargo facilities at the Airport through a General Ground Lease with Planned Improvements dated December 7, 2000 (Cargo Lease) and is current with its payments to the Authority through March 2020.

Southwest is a passenger airline currently operating at the Airport under an AAULA dated July 22, 2010. Through its AAULA, Southwest currently leases fixed space in the Main Terminal and Airside C at the Airport and is current with its payments to the Authority through March 2020.

Spirit is a passenger airline currently operating at the Airport under an AAULA dated July 30, 2010. Through its AAULA, Spirit currently leases fixed space in the Main Terminal and Airside A at the Airport and is current with its payments to the Authority through March 2020.

United is a passenger airline currently operating at the Airport under an AAULA dated September 24, 2010. Through its AAULA, United currently leases fixed space in the Main Terminal and Airside A at the Airport and is current with its payments to the Authority through March 2020.

UPS is a cargo airline currently operating at the Airport under an AAULA dated August 3, 2017. UPS currently leases air cargo facilities at the Airport through a North Cargo Building Space Rental

Agreement dated August 3, 2017 (Cargo Lease) and is current with its payments to the Authority through March 2020.

Under their respective AAULAs and Cargo Leases, Airlines owe certain fixed and variable fees to Authority.

Airlines have seen a significant disruption to domestic and international air travel, including both passenger and cargo operations, due to the worldwide COVID-19 pandemic. All commercial and passenger air carriers operating at the Airport have experienced severe reductions in revenue, which have resulted in near-term cashflow challenges for Airlines. Airlines requested the Authority provide relief from the fixed and variable fees due to Authority under the AAULA. Although financial relief programs including the U.S. CARES Act may provide opportunity for financial relief to Airlines, it will take time for Airlines to realize the distribution of any funds.

After conducting industry benchmarking and careful analysis and consideration, the Authority determined that the Airlines Rates and Charges Adjustment Program Agreement (Agreement) is the best way to achieve the goals of maintaining the Airport's financial self-sustainability and assisting Airlines in maintaining service at the Airport.

This Agreement has been offered to all commercial passenger and cargo air carriers that have a current AAULA, lease space at the Airport, and that are current on their payments through March 2020.

Under this Agreement, the Authority agrees that it will not exercise its rights under the AAULA to bill for either fixed charges (e.g., ticketing areas, breakroom, hold room, storage space, etc.) or variable charges (e.g., terminal common area use charges, landing fees, etc.) incurred by the Airlines for the month of April 2020 (Accommodation Period). With respect to air cargo carriers, only landing fees are being waived under the terms of this Agreement. Due to the Authority's not exercising its rights to bill for fixed or variable charges incurred by the Airlines during the Accommodation Period, there will be a shortfall in revenues into the respective airline cost centers. This shortfall of revenues will be made up via the use of certain Authority unrestricted funds that are not within the Authority's Trust Agreements.

After June 1, 2020, but before September 30, 2020, the Authority funds transferred during the Accommodation Period will be recovered through an adjustment to the applicable rates and charges paid by Airlines.

All other terms and conditions of the AAULA and Cargo Lease will remain the same. This Agreement does not apply to remittance of Passenger Facility Charges.

In order to be eligible, each Airline must continue to operate at the Airport.

This item will be funded with Authority unrestricted reserves during Fiscal Year 2020.

Management recommended adoption of Resolution Nos. 2020-102, 2020-109, 2020-110, 2020-111, 2020-104, 2020-112, and 2020-113.

Upon motion of Commissioner Miller and seconded by Robert Watkins, the Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with American Airlines, Inc. was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-102.

Upon motion of Commissioner Miller and seconded by Robert Watkins, the Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with Delta Air Lines, Inc. was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-109.

Upon motion of Commissioner Miller and seconded by Robert Watkins, the Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with Federal Express Corporation was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-110.

Upon motion of Commissioner Miller and seconded by Robert Watkins, the Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with Southwest Airlines Co. was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-111.

Upon motion of Commissioner Miller and seconded by Robert Watkins, the Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with Spirit Airlines, Inc. was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-104.

Upon motion of Commissioner Miller and seconded by Robert Watkins, the Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with United Airlines, Inc. was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-112.

Upon motion of Commissioner Miller and seconded by Robert Watkins, the Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with United Parcel Service Co. was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-113.

Item L2

Airline Rates and Charges Adjustment Program Agreement, Air Canada, Tampa International Airport, Resolution No. 2020-105; American Airlines, Inc., Tampa International Airport, Resolution No. 2020-103; Deutsche Lufthansa AG, Tampa International Airport, Resolution No. 2020-106; United Airlines, Inc., Tampa International Airport, Resolution No. 2020-114, presented by Chris Minner.

Air Canada, American Airlines, Inc. (AA), Deutsche Lufthansa AG (Lufthansa), and United Airlines, Inc. (United) (collectively, Airlines) are passenger air carriers that currently operate at Tampa International Airport (Airport).

AA operates at the Airport under an Airline-Airport Use and Lease Agreement (Signatory Operating Agreement) dated September 29, 2010. As successor-by-merger, AA currently leases space from the Authority under an Airline-Airport Use and Lease Agreement between the Authority and US Airways, Inc. dated April 1, 2010 (collectively, Signatory Operating Agreements). AA is current with its payments to the Authority under the Signatory Operating Agreements through March 2020.

Air Canada is not currently operating at the Airport due to the restrictions placed on international air carriers by the United States government. Air Canada has an active Operating Agreement for Non-Signatory Passenger Air Carriers (Non-Signatory Operating Agreement) dated December 14, 2010 with the Authority. Air Canada currently leases space from the Authority under a Space Rental Agreement dated January 6, 2011. Air Canada is current with its payments to the Authority through March 2020.

Lufthansa is not currently operating at the Airport due to the restrictions placed on international air carriers by the United States government. Lufthansa has an active Non-Signatory Operating Agreement dated May 7, 2015 with the Authority. Lufthansa currently leases space from the Authority under a Space Rental Agreement dated May 7, 2015. Lufthansa is current with its payments to the Authority through March 2020.

United operates at the Airport under a Signatory Operating Agreement dated September 24, 2010. United currently leases space from the Authority under a Space Rental Agreement dated February 2, 2017. United is current with its payments to the Authority through March 2020.

Under their respective Signatory Operating Agreements, Non-Signatory Operating Agreements, and Space Rental Agreements (collectively, Agreements), Airlines owe certain fixed and variable fees to Authority.

Airlines have seen a significant disruption to domestic and international air travel, including both passenger and cargo operations, due to the worldwide COVID-19 pandemic. All commercial and passenger air carriers operating at the Airport have experienced severe reductions in revenue, which have resulted in near-term cashflow challenges for Airlines. Airlines requested the Authority provide relief from the fixed and variable fees due to Authority under the Agreements. Although financial relief programs including the U.S. CARES Act may provide opportunity for financial relief to Airlines, it will take time for Airlines to realize the distribution of any funds.

After careful analysis and consideration, the Authority determined that the Airlines Rates and Charges Adjustment Program Agreement (Adjustment Agreement) is the best way to achieve the goals of maintaining the Airport's financial self-sustainability and assisting Airlines in maintaining service at the Airport.

This Adjustment Agreement has been offered to all commercial passenger and cargo air carriers that have current Signatory Operating Agreements or Non-Signatory Operating Agreements, lease space at the Airport, and that are current on their payments through March 2020.

Under this Adjustment Agreement, the Authority agrees that it will not exercise its rights under the Agreements to bill for either fixed charges (e.g., ticketing areas, breakroom, hold room, storage space, etc.) or variable charges (e.g., terminal common area use charges, landing fees, etc.) incurred by the Airlines for the month of April 2020 (Accommodation Period). Due to the Authority's not exercising its rights to bill for fixed or variable charges incurred by the Airlines during the Accommodation Period, there will be a shortfall in revenues into the respective airline cost centers. This shortfall of revenues will be made up via the use of certain Authority unrestricted funds that are not within the Authority's Trust Agreements.

After June 1, 2020, but before September 30, 2020, the Authority funds transferred during the Accommodation Period will be recovered through an adjustment to the applicable rates and charges paid by Airlines.

All other terms and conditions of the Agreements will remain the same. This Adjustment Agreement does not apply to remittance of Passenger Facility Charges.

An airline must be currently operating at the Airport unless it is an international carrier unable to currently operate at the Airport due to restrictions placed on international air carriers by the United States government (Federal Restrictions). If an airline is not currently operating at the Airport due to Federal Restrictions, the airline must commence operations to the Airport within ninety (90) days after the United States government lifts the Federal Restrictions.

This item will be funded with Authority unrestricted reserves during Fiscal Year 2020.

Management recommended adoption of Resolution Nos. 2020-105, 2020-103, 2020-106, and 2020-114.

Upon motion of Commissioner Miller and seconded by Robert Watkins, the Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with Air Canada was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-105.

Upon motion of Commissioner Miller and seconded by Robert Watkins, the Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with American Airlines, Inc. was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-103.

Upon motion of Commissioner Miller and seconded by Robert Watkins, the Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with Deutsche Lufthansa AG was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-106.

Upon motion of Commissioner Miller and seconded by Robert Watkins, the Airline Rates and Charges Adjustment Program Agreement at Tampa International Airport with United Airlines, Inc. was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-114.

Item L3

Concessions Rent and Fee Accommodation Agreement, Host International, Inc., Tampa International Airport, Resolution No. 2020-75; TPA Hospitality Partners, LLC, Tampa International Airport, Resolution No. 2020-77; HBF Tampa Partners JV, LLC, Tampa International Airport, Resolution No. 2020-78; Paradies-TPA 2014, LLC, Tampa International Airport, Resolution No. 2020-79; Stellar Partners Tampa, LLC, Tampa International Airport, Resolution No. 2020-81, presented by John Tiliacos.

Host International, Inc., TPA Hospitality Partners, LLC, HBF Tampa Partners JV, LLC, Paradies-TPA 2014, LLC, and Stellar Partners Tampa, LLC (collectively, Concessionaires) operate at Tampa International Airport (Airport) under separate Lease and Concessions Contracts (Lease). Under their respective Leases, Concessionaires owe certain monthly fixed and variable fees to Authority.

Concessionaires have seen a significant disruption to business due to the worldwide COVID-19 pandemic. Concessionaires operating at the Airport have requested the Authority provide relief from the monthly fixed and variable fees due to Authority under the Lease.

After careful analysis and consideration, the Authority determined that the Concessions Rent and Fee Accommodation Agreements (Agreement) is the best way to achieve the goals of maintaining the Airport's financial self-sustainability and assisting Concessionaires in maintaining passenger service at the Airport.

This Agreement has been offered to all Concessionaires that have a current Lease and that are current on their payments through March 2020. In order to be eligible, each Concessionaire must continue to operate at the Airport.

Under this Agreement, the Authority agrees that it will not exercise its rights under the Lease to bill for premises rent, minimum annual privilege fees, concessions services fee, and promotions fees incurred by the Concessionaires for the month of April 2020 and the percentage fee for the month of March 2020 (billed in April 2020). The shortfall in funds shall be made up via the use of certain unrestricted funds held by the Authority outside of its various Trust Agreements (Temporary Concessions Cost Center Relief Funds).

Beginning July 1, 2020, and for each of the three months of July, August, and September 2020, the Temporary Concessions Cost Center Relief Funds transferred during the Accommodation Period will be recovered through a repayment by each Concessionaire.

All other terms and conditions of the Leases remain the same.

This item will be funded with Authority unrestricted reserves during Fiscal Year 2020.

Management recommended adoption of Resolution Nos. 2020-75, 2020-77, 2020-78, 2020-79, and 2020-81.

Upon motion of Mayor Castor and seconded by General Diehl, the Concessions Rent and Fee Accommodation Agreement at Tampa International Airport with Host International, Inc. was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-75.

Upon motion of Mayor Castor and seconded by General Diehl, the Concessions Rent and Fee Accommodation Agreement at Tampa International Airport with TPA Hospitality Partners, LLC was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-77.

Upon motion of Mayor Castor and seconded by General Diehl, the Concessions Rent and Fee Accommodation Agreement at Tampa International Airport with HBF Tampa Partners JV, LLC was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-78.

Upon motion of Mayor Castor and seconded by General Diehl, the Concessions Rent and Fee Accommodation Agreement at Tampa International Airport with Paradies-TPA 2014, LLC was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-79.

Upon motion of Mayor Castor and seconded by General Diehl, the Concessions Rent and Fee Accommodation Agreement at Tampa International Airport with Stellar Partners Tampa, LLC was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-81.

Item L4

Rental Car Rent and Fee Accommodation Agreement, Ciskon, LLC d/b/a Ace Rent A Car of Tampa, Tampa International Airport, Resolution No. 2020-84; Enterprise Leasing Company of Florida, LLC, Tampa International Airport, Resolution No. 2020-85; Executive Car Rental, Inc., Tampa International Airport, Resolution No. 2020-86; Fox Rent A Car, Inc., Tampa International Airport, Resolution No. 2020-87; The Hertz Corporation, Tampa International Airport, Resolution No. 2020-88, presented by John Tiliacos.

Ciskon, LLC d/b/a Ace Rent A Car of Tampa, Enterprise Leasing Company of Florida, LLC, Executive Car Rental, Inc., Fox Rent A Car, Inc., and The Hertz Corporation (collectively, Rental Car Concessionaires) currently operate at Tampa International Airport (Airport) pursuant to separate Lease and Concessions Contracts (Lease). Under their respective Leases, Rental Car Concessionaires owe certain monthly fixed and variable fees to Authority.

Rental Car Concessionaires have seen a significant disruption to business due to the worldwide COVID-19 pandemic and have requested the Authority provide relief from the monthly fixed and variable fees due to Authority under the Lease.

After careful analysis and consideration, the Authority determined that a Rental Car Rent and Fee Accommodation Agreement (Agreement) is the best way to achieve the goals of maintaining the Airport's financial self-sustainability and assisting Rental Car Concessionaires in maintaining service at the Airport.

This Agreement has been offered to all Rental Car Concessionaires that have a current Lease and that are current on their payments through March 2020. In order to be eligible, each Concessionaire must continue to operate at the Airport.

Under this Agreement, the Authority agrees that it will not exercise its rights under the Lease to bill for ground rent, minimum annual privilege fees, or parking fees incurred by the Concessionaires for the month of April 2020 and percentage fee for the month of March 2020 (billed in April 2020). The shortfall in funds will be made up via the use of certain unrestricted funds held by the Authority outside of its various Trust Agreements (Temporary Concessions Cost Center Relief Funds).

Beginning July 1, 2020, and for each of the three months of July, August, and September 2020, the Temporary Concessions Cost Center Relief Funds transferred during the Accommodation Period will be recovered through a repayment by each Concessionaire.

All other terms and conditions of the Lease remain the same.

This item will be funded with Authority unrestricted reserves during Fiscal Year 2020.

Management recommended adoption of Resolution Nos. 2020-84, 2020-85, 2020-86, 2020-87, and 2020-88.

Upon motion of Commissioner Miller and seconded by General Diehl, the Rental Car Rent and Fee Accommodation Agreement at Tampa International Airport with Ciskon, LLC d/b/a Ace Rent A Car of Tampa was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-84.

Upon motion of Commissioner Miller and seconded by General Diehl, the Rental Car Rent and Fee Accommodation Agreement at Tampa International Airport with Enterprise Leasing Company of Florida, LLC was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-85.

Upon motion of Commissioner Miller and seconded by General Diehl, the Rental Car Rent and Fee Accommodation Agreement at Tampa International Airport with Executive Car Rental, Inc. was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-86.

Upon motion of Commissioner Miller and seconded by General Diehl, the Rental Car Rent and Fee Accommodation Agreement at Tampa International Airport with Fox Rent a Car, Inc. was unanimously

approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-87.

Upon motion of Commissioner Miller and seconded by General Diehl, the Rental Car Rent and Fee Accommodation Agreement at Tampa International Airport with The Hertz Corporation was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-88.

Item L5

Amendment No. 1 to Lease and License Agreement for Commercial Fixed Base Operation, Atlas Aviation Tampa, Inc., Peter O. Knight Airport and Plant City Airport, Resolution No. 2020-108, presented by John Tiliacos.

On February 14, 2019, the Authority and Atlas Aviation Tampa, Inc. (Atlas) entered into Lease and License Agreement for Commercial Fixed Base Operation (Agreement) at Peter O. Knight Airport (TPF) and Plant City Airport (PCM). The Agreement included the lease of certain spaces within the terminal building at PCM.

The general aviation industry has seen a significant disruption in business due to the worldwide COVID-19 pandemic and Atlas has requested the Authority provide relief from monthly rents due to the Authority under the Agreement. In addition, a recent review of space determined that Atlas requires a minor adjustment in rentable space at PCM. The space that Atlas is currently renting at PCM will be adjusted to accommodate those needs.

For the period of April 1, 2020 through September 30, 2020, the Authority will reduce the percentage of monthly Hangar and Tie-Down Space Rent at TPF due from Atlas to Authority from sixty percent (60%) of Gross Hangar and Tie-Down Rental Receipts to fifty percent (50%) of Gross Hangar and Tie-Down Rental Receipts, and the Authority will reduce the percentage of monthly Hangar and Tie-Down Space Rent at PCM due from Atlas to Authority from fifty percent (50%) of Gross Hangar and Tie-Down Rental Receipts to forty percent (40%) of Gross Hangar and Tie-Down Rental Receipts. On October 1, 2020, the percentage of Hangar and Tie-Down Space Rent at TPF and at PCM will return to the original Agreement levels, sixty percent (60%) at TPF and fifty percent (50%) at PCM, for the remainder of the term of the Agreement, including the renewal option.

Additionally, pursuant to this Amendment No. 1, Atlas will lease 392 square feet of additional space at PCM, to include the Quiet Room 104 (96 square feet), Lounge Room 103 (210 square feet) and Flight Planning Room 111 (86 square feet) and vacate Closet 121, allowing the Authority to reroute networking cable and install a cabinet and gear.

Management recommended adoption of Resolution No. 2020-108.

Upon motion of Robert Watkins and seconded by Commissioner Miller, Amendment No. 1 to Lease and License Agreement for Commercial Fixed Base Operation at Peter O. Knight Airport and Plant City Airport with Atlas Aviation Tampa, LLC was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-108.

Item L6

Amendment No. 19 to Amendment and Restatement of Lease and License Agreement for Commercial Fixed Base Operation, Skyport Holdings Tampa, LLC, Tampa Executive Airport, Resolution No. 2020-107, presented by John Tiliacos.

Skyport Holdings Tampa, LLC is party to an Amendment and Restatement of Lease and License Agreement for Commercial Fixed Base Operation (Agreement) at Tampa Executive Airport (VDF). The Agreement has been amended previously to reflect various changes in the facilities and operation of VDF.

The general aviation industry has seen a significant disruption in business due to the worldwide COVID-19 pandemic and Skyport has requested the Authority provide relief from monthly rents due to the Authority under the Agreement.

For the period of April 1, 2020 through September 30, 2020, the Authority will reduce the percentage of Gross Rental Receipts collected on Hangars A, B and C; Hangar Building Numbers 4, 5, 7, 8, 9, 10, 11, 12, 13, 14; and T-Hangars 2, 3, and N at VDF due from Skyport to Authority from sixty percent (60%) of Gross Hangar Rental Receipts to fifty percent (50%) of Gross Hangar Rental Receipts. On October 1, 2020, the percentage of Gross Rental Receipts at VDF will return to sixty percent (60%).

Management recommended adoption of Resolution No. 2020-107.

Upon motion with Robert Watkins and seconded by Commissioner Miller, Amendment No. 19 to Amendment and Restatement of Lease and License Agreement for Commercial Fixed Base Operation at Tampa Executive Airport with Skyport Holdings Tampa, LLC was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-107.

Item L7

Construction Contract, Hangar 4000/E Rehabilitation, HCAA Project No. 6645 19, Odyssey International, Inc. d/b/a Odyssey Global, Peter O. Knight Airport, Resolution No. 2020-63, presented by Al Illustrato.

This Project includes the rehabilitation of a T-hangar at Peter O. Knight Airport. Work includes the repair of cracks in the concrete hangar slabs, cleaning, priming, painting and repair of wall panels, removal of existing gypsum wallboard in the storage rooms, replacement of existing doors, replacement of all electrical light fixtures, outlets and conduits, and installation of new electrical fixtures and outlets in the open hangar. Also included is the replacement of approximately 19,000 square feet of metal roof panels and the removal, reinstallation, and certification of the lightning protection system. A low bid solicitation was advertised on January 22, 2020.

On March 2, 2020, bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
Odyssey International, Inc. d/b/a Odyssey Global	\$699,000.00
D&M Construction Group, Inc. d/b/a/ Foresight Construction Group, Inc.	\$725,000.00
George G. Solar & Company, Inc.	\$944,734.00
Trias Construction LLC	\$992,943.45
Mule Engineering, Inc.	\$1,024,827.00
L. Cobb Construction, Inc.	\$1,066,265.36

The lowest responsive and responsible bidder is Odyssey International, Inc. d/b/a Odyssey Global.

A W/MBE Goal participation rate of 15% was prescribed and a W/MBE Goal participation rate of at least 26.3% is incorporated into this Contract.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2020-63.

Upon motion of Mr. Miller and seconded by General Diehl, the Construction Contract for Hangar 4000/E Rehabilitation at Peter O. Knight Airport with Odyssey International, Inc. d/b/a Odyssey Global in the amount of \$699,000.00 was unanimously approved by all Board members in a roll call vote; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-63.

Item L8

Construction Contract, South Ditch Rehabilitation, HCAA Project No. 6435 17, Bun Construction Company, Inc., Tampa Executive Airport, Resolution No. 2020-64, presented by Al Illustrato.

This Project includes the rehabilitation of an existing ditch at Tampa Executive Airport. Also included is the installation of revetment mat, six pipe outlet improvements, installation of reinforced concrete pipe (RCP) with mitered end sections, and installation of fence ditch crossing at Tampa Executive Airport. A low bid solicitation was advertised on January 8, 2020.

On February 6, 2020, bids were publicly opened and read aloud as follows:

<u>Company Name</u>	<u>Bid Amount</u>
*Blacktip Services, Incorporated	\$151,316.00
Bun Construction Company, Inc.	\$248,875.00
Kamminga & Roodvoets, Inc.	\$254,200.00
McKenzie Contracting, LLC	\$273,000.00
Douglas N. Higgins, Inc.	\$295,900.00

*Blacktip Services, Incorporated was deemed non-responsive for failing to provide Financial Statements as requested in the solicitation.

The lowest responsive and responsible bidder is Bun Construction Company, Inc., a certified W/MBE firm.

A W/MBE Goal participation rate of 10% was prescribed and a W/MBE Goal participation rate of at least 96.5% is incorporated into this Contract.

This item is included in the Capital Budget.

Management recommended adoption of Resolution No. 2020-64.

Upon motion of Commissioner Miller and seconded by General Diehl, Construction Contract for South Ditch Rehabilitation at Tampa Executive Airport with Bun Construction Company, Inc. in the amount of \$248,875.00 was unanimously approved by all Board members in a roll call vote; rejection of bid received from Blacktip Services, Incorporated was approved as non-responsive; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-64.

Item L9

Selection of Continuing General Consultant, Tampa International, Peter O. Knight, Tampa Executive, and Plant City Airports, presented by Al Illustrato.

The Continuing General Consultant will provide comprehensive design services for specific projects to support the Capital Improvement Program consistent with all Federal, State and local regulations to include, but not be limited to, projects in which the estimated construction cost of the individual project does not exceed \$2 million and for study activity if the fee for services for the individual study does not exceed \$200,000. Pending the Governor's signature on legislation passed this session, these amounts will increase to \$4 million and \$500,000 on July 1, 2020. In addition, O&M related services will be required.

On November 6, 2019, a request for qualifications entitled Continuing General Consulting Services at Tampa International, Peter O. Knight, Tampa Executive, and Plant City Airports was issued.

Two responses were received and evaluated by staff.

The order of technical ranking is as follows:

1. RS&H, Inc.
2. Mead & Hunt, Inc.

A D/W/MBE expectancy of at least 12% of the dollar amount earned on the Contract was prescribed. A D/W/MBE goal of at least 12% will be incorporated into this Contract.

The anticipated term of the negotiated Contract is June 4, 2020 through June 3, 2025.

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

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

Upon motion of Commissioner Miller and seconded by Robert Watkins, the firms ranking in order of preference was unanimously approved by all Board Members in a roll call vote; and staff was authorized to negotiate a contract. No resolution was required.

Item L10

Authorization of a Credit Facility In An Aggregate Amount Not-To-Exceed \$100,000,000, Truist and STI Institutional & Government, Inc., Tampa International Airport, Resolution No. 2020-67, presented by Damian Brooke.

On December 19, 2017, the Authority extended the Commitment Termination Date on the existing revolving credit agreement with SunTrust Bank from June 1, 2018 to October 1, 2020. In addition, the Authority reduced the line of credit amount to \$100,000,000 and clarified that the loan notes drawn from the line of credit do not have to be repaid from proceeds of the next succeeding issuance of Authority indebtedness unless the intent is to repay the notes. There is no outstanding balance on the existing revolving credit agreement.

The Authority seeks a qualified financial institution to provide a Revolving Credit Facility, on the best terms and at the lowest overall borrowing cost.

On November 26, 2019, an Invitation to Negotiate was issued for Revolving Credit Facility at Tampa International Airport. The resulting Agreement for Revolving Credit Agreement (Agreement) will provide a \$100,000,000 line of credit for the Authority.

Three responses were received on January 8, 2020. All responses were responsive and evaluated by staff. The responding firms are listed below:

1. Bank of America, N.A. or Affiliate
2. Citibank N.A.
3. Truist and STI Institutional & Government, Inc.

After review of the three responses against the evaluation criteria in the Invitation to Negotiate, the technical evaluation committee recommended concurrent negotiations with Bank of America, N.A. or Affiliate and Truist and STI Institutional & Government, Inc. (Truist), with award to the Respondent providing the overall best value to the Authority.

No specific goal for W/MBE participation was established.

The April 9, 2020 Board meeting was canceled as a result of the Covid-19 Pandemic. In order to provide access to the line of credit rates at the earliest opportunity, this Agreement with Truist was executed on April 20, 2020. This item ratifies the previously executed Agreement with Truist. The term of the Agreement is April 20, 2020 to May 11, 2025. The following pricing formulas apply to determine the indicative rates:

	Truist
Pricing Formula – Tax Exempt – 5 year	79% times the sum of 1 Month LIBOR + 46 bps
Pricing Formula – Taxable – 5 year	1 Month LIBOR + 46 bps
Indicative Rate – Tax Exempt – 5 year	0.711% - using LIBOR as of 4/24/2020
Indicative Rate – Taxable – 5 year	0.900% - using LIBOR as of 4/24/2020
Outside Counsel Fees	NTE \$25,000
Default Rate Cap	12%

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

Management recommended adoption of Resolution No. 2020-67.

Upon motion of Robert Watkins and seconded by Commissioner Miller, a credit facility was authorized and approved in the aggregate principal amount not-to-exceed at any one time \$100,000,000 to finance or refinance certain extensions, improvements and betterments to the Airport System, and to pay the costs associated therewith by a roll call vote of 4 Board members, with an abstention of General Diehl; approve the forms of the Tampa International Airport tax-exempt subordinated tax-exempt subordinated revenue note, Series 2020A and the taxable subordinated revenue note, Series 2020B and a Revolving Credit agreement with STI Institutional & Government, Inc. and Truist bank, with Truist bank as agent, and delegating to authorized officers the authority to approve changes and modifications to such agreements; ratified the execution and delivery of the credit agreement and authorized the execution and delivery of other documents required in the

consummation of the transactions herein 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 conflict of interest; and provided an effective date by the adoption of Resolution No. 2020-67.

Item L11

Purchase Order, Information Technology Equipment, Software and Services utilizing GSA Contract No. GS-35F-0426R, Level 3 Telecom Holdings, LLC, Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, presented by Michael Stephens.

On May 2, 2016, the Board authorized the issuance of a purchase order for a maximum authorization amount of \$1,300,000 to Level 3 Telecom Holdings, LLC utilizing GSA Contract No. GS-35F-0426R for local and long distance services and data services, including Wi-Fi, used by Authority staff and airport tenants participating in the Shared Tenant Services Program at Tampa International Airport. The Shared Tenant Services program was designed to utilize advanced telecommunications technology enabling the Authority to procure and provide high level voice and data services at a lower cost.

Recently, GSA modified the term of GSA Contract No. GS-35F-0426R extending it through March 17, 2025. Going forward, these services will also be utilized at the three General Aviation airports.

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 advertising.

Authorize the continued issuance of purchase orders to Level 3 Telecom Holdings, LLC utilizing GSA Contract No. GS-35F-0426R for local and long distance services and data services, including Wi-Fi, at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports for the period of May 7, 2020 through March 17, 2025 in the maximum purchase authorization amount of \$3,000,000.

This item is included in the O&M Budget.

The Chief Executive Officer recommended the Board authorize the issuance of purchase orders to Level 3 Telecom Holdings, LLC and authorize the Chief Executive Officer or his designee to execute all other ancillary documents.

Upon motion of Commissioner Miller and seconded by Mayor Castor, issuance of Purchase Order, Information Technology Equipment, Software and Services utilizing GSA Contract No. GS-35F-0426R, Level 3 Telecom Holdings, LLC, Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports was unanimously approved by Board members in a roll call vote. No resolution was required.

Item L12

Selection of Firm and Award of Contract, Property and Liability Insurance Broker Services, Arthur J. Gallagher Risk Management Services, Inc., Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports, Resolution No. 2020-71, presented by Michael Stephens.

The Authority has an ongoing need for property and liability insurance broker services at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports.

The Authority currently contracts with Arthur J. Gallagher Risk Management Services, Inc. for property insurance broker services and Willis of Florida, Inc for liability insurance broker services at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports. The current contracts for these services expire September 30, 2020.

On January 10, 2020, a Request for Proposals was issued for Property and Liability Insurance Broker Services at Tampa International, Peter O. Knight, Tampa Executive and Plant City Airports. The scope of work includes placing the insurance coverages with qualified insurers, assisting Authority staff with insurance related issues, and providing detailed, written insurance coverage recommendations.

Four responses were received on March 4, 2020 and two qualified responses were evaluated by staff. The response from The Gehring Group, Inc. was deemed non-responsive for failing to meet qualifications. The response from Willis Towers Watson Southeast, Inc. was deemed non-responsive for including exceptions to the Contract terms and conditions.

Following are the firms in order of technical ranking:

1. Arthur J. Gallagher Risk Management Services, Inc.
2. Alliant Insurance Services, Inc.

No specific goal for W/MBE participation was established.

The term of the resulting Contract for Property and Liability Insurance Broker Services (Contract) is for the period of May 7, 2020 through September 30, 2023 with one (1), two (2) year renewal option at the discretion of the Chief Executive Officer. The Contract value, including the two (2) year renewal option, is \$487,500; however, the Contract provides that the annual fixed fee may increase or decrease by up to 10% annually. The maximum purchase authorization for the term of the Contract is \$536,250, including the renewal option. The Authority may cancel the Contract with thirty (30) days written notice.

This item will be included in the O&M Budget.

Management recommended adoption of Resolution No. 2020-71.

Upon motion of Robert Watkins and seconded by General Diehl, the Contract for Property and Liability Insurance Broker Services at Tampa International, Peter O. Knight, Plant City and Tampa Executive Airports with Arthur J. Gallagher Risk Management Services, Inc. was unanimously approved by all Board members in a roll call vote; rejection of the responses from The Gehring Group, Inc. and Willis Towers Watson Southeast, Inc. was approved as non-responsive; and the Chief Executive Officer or his designee was authorized to execute all other ancillary documents by adoption of Resolution No. 2020-71.

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

Al Illustrato began his Staff Report with a discussion on the overall capital program status as the Authority navigates through COVID 19.

A review was done of the capital program and as a result, there will be approximately \$44 million worth of projects deferred and approximately \$150 million worth of projects will move forward. A good number of our projects that are moving forward are already in progress and tied to our master plan program. The rest are smaller non-master plan projects.

By moving these projects forward the TPAREady initiative is to be an engine for economic recovery to help our local community through these challenging times. The Authority's internal team contractors have worked hard to accelerate certain elements of work due to fewer passengers in our terminal and fewer vehicles on our roads and curbs.

The SkyCenter will have delays to the project by several months due to some design changes that need to be made. The Authority team is working with the design consultants and contractors to mitigate the schedule delay as much as possible.

JE Dunn topped out garage construction, started steel framing and continued vertical wall construction and underground utilities

GLF is doing continued work on the bridge foundations, bridge deck, embankment, signage and electrical installation as well as continued taxiway pavement construction.

Cone and Graham is doing continued work on roadway widening, drainage and drilled shafts for overhead signage and continued work on the new inbound parkway bridge.

Hensel Phelps is submitting their 100% plans for the red side and curbs and loading dock.

The overall budget remains the same. Committed costs are \$385.95 million and costs to date are at \$135.5 million.

This concluded the Staff Report.

Mr. Lopano thanked the frontline workers that are at the Airport everyday and keep it running.

Before adjourning the meeting, Mr. Stephens requested an Attorney-Client Closed Session be held at the June 4, 2020 Board Meeting to discuss pending litigation and to seek the Board's direction in terms of settlement and strategy.

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

Gary W. Harrod, Chairman

Jane Castor, Secretary

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, ARTHUR F. DIEHL, III, hereby disclose that on MAY 7, 20 20 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____ ;
- inured to the special gain or loss of my relative, _____ ;
- inured to the special gain or loss of Truist _____, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I abstain from voting on the attached Authorization of a Credit Facility In An Aggregate Amount Not-To-Exceed \$100,000,000, Truist and STI Institutional & Government, Inc., Tampa International Airport, Resolution No. 2020-67 because I am a member of the Community Advisory Board for Truist.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

7 MAY 2020
Date Filed

[Signature]
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

West Coast TRANSPORTATION

April 23, 2020

Dear Board Members,

As you are aware, there is virtually no business for us at TIA due to the State of Emergency and the Stay at Home Order. We have lost over 100 vehicles and drivers in less than a month, reduced our leases to drivers that have stayed, cut staff, applied for loans and on the heels of the introduction of the ridesharing classification our industry is devastated.

West Coast Transportation has requested that all monthly minimum (\$16,238.97) payments be waived indefinitely because of the current circumstances. We understand the gravity of the situation and would like to work with the Aviation Authority to structure an equitable solution for both parties. Neither party could have imaged this scenario playing out in our lifetime, when this contract began.

In the CARES ACT there is \$10 billion for US airports to help local concessioners to stay in business. FAA states, "that decisions on rent relief or deferrals are local decisions for US airport" and should consider the "changed circumstances created by the public health emergency" among other factors, when renegotiating terms with tenants. We are requesting that the taxicab and shuttle transportation providers be prioritized in your decisions.

Airports around the country are acknowledging a very slow return to air traffic as the economy tries to return to normal while still keeping social distancing in place. Other airports have already abated payments/minimums to their concessioners. Yellow Cab, United Cab and Transafe Transportation Inc., our ACDBE partner are all in the same situation and we would suggest that we continue paying only on the per trip bases of \$5.00 for each passenger pickup, as we have for the previous months. As the passenger traffic increases so would our base payments. Simply deferring the monthly minimum payments will just add unwarranted debt and increase the chances that our industry will never recover.

Yellow Cab understands that many companies are in the same position. However, we are not a national franchise, so we do not have the ability to draw income from other markets in other geographic areas. We are a family owned company that has serviced the airport since it was Drew Field.

West Coast Transportation is trying to survive by providing transportation to the Hart Plus Program and healthcare providers by taking wheelchair and ambulatory clients to healthcare centers, nutritional sites and dialysis for people that do not have transportation. However, if we are tasked with the monthly minimum payments of \$16,238.97 for the next 10 months of this contract, it will jeopardize our ability to remain open and provide this essential transportation that we are currently offering to the least fortunate residents of Hillsborough County.

Again, please consider allowing us to pay for passengers that actually are transported. I believe it addresses the short fall of customers at TIA with the ability for the transportation companies to resume service as the market returns and to fairly adjust payments going forward in these uncertain times.

If there are questions that we can answer please contact me at 813 917-7946.

Thank you in advance,

Louis Minardi
West Coast Transportation dba Yellow Cab
President

Transafe Transportation inc

DbA Alora Transportation

4810 N Hale ave Tampa, Fl 33614

813-314-0000

Dear HCAA Board Members,

I appreciate the time you took to read my letter.

Transafe Transportation just signed a 2-year contract to provide a “shared Ride” Airport Shuttle services to the Airport customers commencing on this past February 4th, 2020. Subsequently we signed a lease to occupy (offices and counters) on both side of the baggage claim area including BLU 1, Blue 2 and Red 2.

Mainly we serve (the elderly and retirees) the demographic that is very vulnerable to the COVID-19 and whom collectively are 70% of our Tampa international Airport customers and the rest are business travelers, conventioners, and cruise terminal passengers.

As you are all aware, with Local/state/federal Authority mandating and enforcing 6ft distancing rules, basically our “shared Ride” mode of Transportation abruptly came to a halt and we lost 98% of our business.

Since we began operations at the Airport, just for the last Three months our out of pocket losses were enormous which includes the \$4.50 per trip fees with a minimum monthly trip fees of \$10,416.00 plus \$1,239.00 office lease fee per month which we no longer can afford and if this continues it will definitely put us out of business entirely.

We believe the public sentiment of “Sharing a Ride” has drastically changed and “shared Ride” mode of Transportation will not be visible anytime soon and going forward we are asking the Hillsborough Aviation Authority to consider waving all monthly minimum fees indefinitely and just charge the \$4.50 per trip fees.

We welcome your undivided attention on this urgent matter, and we appreciate the opportunity to be part of the best Airport in the Nation.

If you have any questions, please do not hesitate to contact me at any time.

Thank you!

Brook Negusei

Transafe Transportation inc.

813-966-6462

brookn@transaferide.com

Violet Cummins

From: Justin Morgaman <jdmorgaman@gmail.com>
Sent: Wednesday, May 6, 2020 5:04 PM
To: morgaman; Public Comments
Subject: Fwd: Taxi Cab Concession Agreements

[External Email]

See revised comments below. Please disregard previous email.

Pls see the public comments for the Aviation Authority Board Meeting May 7, 2020

The Chair and Board Members of the
Hillsborough County Aviation Authority

RE: Taxicab Concessionaire Agreements

Dear Board Members

Gulf Coast Transportation, Inc. (GCT) has been a concessionaire at the Airport for more than a generation. Unfortunately, the current State of Emergency and the related crisis has had a devastating impact on our company's operations at both the airport and in the community. Below you will find our current status and a brief summary of the situation at the airport and our request to address that constructively.

Current Status:

- 1) GCT is currently operating at approximately 37% of the shift levels it had as of the first week of March. This is a direct result of the coronavirus including the evaporation of airport pick ups, hotel, bar, restaurant, conventions and other cash business. GCT continues to provide transportation pursuant to contracts for individuals traveling to dialysis and other medical treatment, hospitals, doctors, grocery stores and pharmacies providing life-sustaining access to critical services.
- 2) GCT has enacted a series of steps to curtail cash expenditures including payroll reductions, accounts payable reductions, renegotiated insurance obligation and other steps.
- 3) GCT has applied for available federal assistance in the form of both payroll protection loans and limited economic injury disaster loans. When received, these will help the company to continue to operate during the current state of emergency.
- 4) at the current levels of operation, even with federal assistance, there will be an operating cash drain in excess of \$50,000 per month. The federal assistance will enable the company to continue operations throughout 2020 until business begins to improve.

Airport Operations:

- 1) The current emergency has all but eliminated airport pickups and the combination of airport fees and starter expenses make the current situation untenable. We are being billed a minimum fee for March and April that we cannot afford to pay. These minimums were meant for seasonality, not something like this.
- 2) We are aware that the FAA has allowed airports to fashion individual remedies and that there is federal funding for both airport operations as well as relief for contractors and concessionaires.
- 3) we ask that the airport work together with the industry constructively to get through this crisis in a manner that meets the needs of the airport, the company and the realities on the ground.

May 7, 2020

Please accept the following as our questions and public comments for discussion for the May 7, 2020, meeting of the HCAA.

My name is Joanne Pistorius and I am the Executive Director of the Gasparilla Concours d'Elegance Inc. My phone is 813-714-1019. The Board of Directors have designated me to speak on behalf of the GCDE, including but not limited to Rick Ivester, The Vault (813-767-4400) and Brando Pistorius, Odessa 2 LLC (813-917-9205), Fred Molis, Retired (904-571-7204). We are a 501c3 Non-Profit Organization with an annual automotive charity event whose beneficiaries are the kids in need at Shriners Hospital for Children in Tampa. We have hopes that the ban on events will be lifted in the coming months so that we can hold our event in November at Peter O. Knight Airport.

We have 2 questions:

1. Is there a benchmark that HCAA will be using to determine when event rental contracts may be written again at Peter O. Knight Airport? (i.e. will it be coinciding with the City of Tampa/ Hillsborough County lifting their ban on public events or otherwise?)
2. Assuming the ban on public events is lifted by August/September, are there any criteria under consideration for the restrictions the events may have imposed? We would be happy to consult with Hillsborough County Emergency Management on a Covid19 safe event criteria.

Our topics for Public Comment & Discussion are:

We would anticipate and be prepared for restrictions to upcoming events to include:

1. The number of attendees to coincide with the sq' of the event space, allowing for 6' distancing.
2. All event workers and volunteers to be masked and gloved
3. Enough quantity of event workers/volunteers available to allow for dedicated supervision of attendees, in an effort to remind and encourage social distancing (i.e. minimum 1 volunteer per 100 people)
4. Enough quantity of event workers/volunteers available dedicated to encouraging attendees to adhere to a 6' interval within the line for entrance. (i.e. minimum 1 volunteer per 100 people)
5. Provisions to distribute face masks or shields upon request to attendees and participants.
6. Hand sanitizing stations set up at entrances and exits
7. Encourage pre-purchasing of tickets on-line to avoid lines at entrance
8. Allow for ticket purchases from the cars as they park to avoid lines at the entrance
9. Allow for and encourage forehead temperature reading at entrance

Joanne Pistorius

www.GasparillaConcours.com

4) We therefore propose the following potential solutions in order to provide a framework that accomplishes this for all concerned.

a) given that the current contract term ends on February 28, 2021, and therefore is no time for the company to earn back losses at the airport, we propose that the airport waive all airport fees for the balance of the current contract Term, or

b) in the alternative, we propose that the current contract terms be extended for 5 years commencing May 1, 2020 and that the MAPF be deferred until January 1, 2021. During this deferral time the company would pay only actual fees not the MAPF. Any referral balance owed with them be divided among the four years and four months remaining on extended term and paid monthly. This will enable the airport to both accrue and ultimately collect the full amount due under the contract but will allow the company to earn it back as things begin to return to normal.

In any event, we request that the airport negotiate relief for the balance of the contract term and refrain from issuing any notice of default during the pendency of said negotiations. To the extent that the airport is able to access federal funds to assist concessionaires, we also request that the current transportation contractors be included in the allocation of those funds.

As stated above, we again wish to remind all concerned that GCT has a decades long history of working constructively with the airport and we request that that be kept in mind as we all attempt to work this out consistent with the needs of all concerned.

Sincerely yours,

Justin D. Morgaman
President

Gulf Coast Transportation, Inc.
813 253 2424