

**PORT TAMPA BAY
MONTHLY BUSINESS MEETING
AUGUST 19, 2014 - 9:30 AM**

| | |
|---|----------|
| A. Invocation - Pledge | 3 |
| Public Comment | |
| B. Minutes and Financial Statement | |
| 1. Approval of Minutes of July 15, 2014 Board Meeting | 4 |
| 2. Presentation of Cargo and Cruise Quarterly Report | 24 |
| 3. Presentation and Approval of Financial Statement for Ten Months Ending July 31, 2014 | 26 |
| C. Consent Agenda | |
| 1. Approval of Office Space Lease Agreement with Jeffrey W. Brown, LLC, d/b/a Transportation Security Associates, LLC | 27 |
| 2. Approval of Office Space Lease Agreement with Multi-Family Construction, LLC | 29 |
| 3. Approval of Lease Amendment with HCP Associates, Inc. | 31 |
| 4. Approval of Contract Renewal with Public Financial Management (PFM) for Provider of Financial Advisory Services | 33 |
| 5. Approval of Contract Renewal with Hugh Wood, Inc. for Insurance Broker Services | 34 |
| 6. Approval of Contract Renewal with Cherry Bekaert LLP - Provider of Financial Audit and Related Services | 35 |
| 7. Approval of Site Improvements Permit - Yara North America Proposed De-Ionized (DI) Water System and Diesel Exhaust Fluid (DEF) Dilution System | 36 |
| 8. Approval of Site Improvements Permit - TransMontaigne Operating Company LP Proposed Butane Injection System | 38 |
| 9. Approval of Contract Renewals with Advocacy Group and Ballard Partners for State Legislative Services | |
| 10. Approval of Amendment No. 1 to the County Incentive Grant Program Agreement, RPN 433583 1 58, with FDOT and Hillsborough County | |
| 11. Approval of Titan Florida, LLC Marine Terminal Operator License Application | |
| 12. Approval of Titan Florida, LLC Stevedore License Application | |
| D. Regular Agenda | |
| 1. Approval of Contract Extension for Navigational Improvements (Dredging) Services with Orion Dredge Services, LLC, Contract No. 11-02811 | |
| 2. Approval of the Amendment to Janitorial Services Agreement to Authorize Increase in Contractor Fees | |
| 3. Approval to Authorize Container Gantry Cranes Contract Negotiations with Shanghai Zhenhua Heavy Industries Co., LTD (ZPMC) | |
| 4. Approval of the Amendment to Video Production Services Contract with Shooting Stars Post, Inc. | |
| 5. Approval of the Extension of Parking Access Revenue Control System Maintenance Contract with Scheidt & Bachman USA, Inc. | |
| 6. Approval of Break-Bulk Operator Agreement with Ports America Florida, Inc. | |

- E. **Receipt of Reports**
 - 1. **Report of Legal Fees by Project**
 - 2. **Report of Aged Account Receivables**
 - 3. **Report of Contract Status**
 - 4. **Report of Work Permits**
 - 5. **Report of Expenditures Between \$50,000 and \$100,000**
- F. **Executive Director Report**
- G. **Presentations**
- H. **New Business/Commissioners' Comments**
- I. **Future Proposed Projects**

J. **Calendar of Events**

Thursday, August 28, 2014, 10:00 am - 12:00 noon - FY 2015 Budget Workshop

Friday, September 12, 2014, 5:01 pm - FY 2015 Tentative Millage Rate and Budget Public Hearing

Monday, September 22, 2014, 5:01 pm - FY 2015 Final Millage Rate and Budget Public Hearing

K. **Date of Next Meeting**

Tuesday, September 16, 2014, 9:30 am

L. **Adjournment**

A. INVOCATION AND PLEDGE

PUBLIC COMMENT

B. APPROVAL OF MINUTES

**PRESENTATION OF CARGO AND CRUISE
QUARTERLY REPORT**

**PRESENTATION AND APPROVAL OF
FINANCIAL STATEMENT**

C. APPROVAL OF CONSENT AGENDA

**PORT TAMPA BAY
Business Meeting
July 15, 2014**

The Port Tampa Bay (PTB) Business Meeting was called to order at 9:31 a.m. with the following Board members present: Mr. Stephen W. Swindal, Chairman; Mr. Carl Lindell, Jr., Vice Chairman; Ms. Sandra Murman, Commissioner; Mr. Gregory Celestan, Commissioner; and Mr. John B. Grandoff III, Commissioner. Mr. Patrick H. Allman, Secretary/Treasurer and Mayor Bob Buckhorn, Commissioner were absent.

The following PTB senior management staff members were present: Mr. Paul Anderson, Port President and Chief Executive Officer; Mr. Mike Macaluso, Chief Financial Officer; Mr. John Thorington, Vice President of Government Affairs and Board Coordination; Mr. Bruce Laurion, Vice President of Engineering; Mr. Wade Elliott, Vice President of Marketing and Business Development; Mr. Jim Renner, Vice President of Real Estate; Mr. Karl Strauch, Vice President of Brand Development and Regional Alliances; Ms. Donna Wysong, Vice President of Legal Affairs and Deputy Port Counsel; and Mr. Ed Miyagishima, Senior Advisor to Port President/CEO.

The public attendance sheet is Attachment 1.

A. INVOCATION – PLEDGE

Chaplain Steve Finnesy gave the invocation and led the Pledge of Allegiance.

B. PUBLIC COMMENT

Chairman Swindal announced that Mayor Bob Buckhorn was in Los Angeles, California and unable to attend this meeting and Commissioner Allman would also be absent.

Mr. Neil Cosentino commented on the recently published cruise pre-feasibility study by Florida Department of Transportation. Mr. Cosentino made several observations and recommendations regarding the Sunshine Skyway Bridge height limitations.

Ms. Marilyn Smith commented on the Channelside Master Plan Open House and expressed her opinion on staff.

The Public Comment sheet is Attachment 2.

**APPROVAL OF MINUTES OF THE JUNE 17, 2014 BOARD MEETING AND THE
JUNE 30, 2014 SPECIAL BOARD MEETING**

Commissioner Murman, seconded by Commissioner Grandoff, moved to approve and receive the Minutes of the June 17, 2014 Board Meeting and June 30, 2014 Special Board Meeting as presented. The motion carried five to zero with Commissioner Allman and Mayor Buckhorn being absent.

APPROVAL OF THE FINANCIAL STATEMENT OF NINE MONTHS ENDING JUNE 30, 2014

Mr. Mike Macaluso presented the Financial Statement of Nine Months ending June 30, 2014, and reviewed specific line items.

There was some discussion regarding grant revenue. Commissioner Murman asked whether PTB would make up the current grant revenue under-run in the current fiscal year. Mr. Bruce Laurion stated that several grant-funded projects would begin in late FY 2014 and continue in FY 2015. Mr. Macaluso assured the Board that the grant funds were committed to PTB through the next fiscal year and would be recognized once the money was expended toward the intended projects.

Commissioner Murman, seconded by Commissioner Grandoff, moved to approve the Financial Statement of Nine Months ending June 30, 2014. The motion carried five to zero with Commissioner Allman and Mayor Buckhorn being absent.

Mr. Anderson noted that preparation for the PTB budget included projections and that this year's budget reflected a 10% percent increase in revenue and that PTB was on track to meet that objective. Furthermore, expenses are running 8.6% below budget. Mr. Anderson recognized Mr. Macaluso's team in the Finance Department for their collaboration with PTB staff regarding budget planning.

C. APPROVAL OF CONSENT AGENDA

- 1. Approval of Easement to Bright House Networks, LLC for Service to Titan Metal Service, Inc.**
- 2. Approval of Amendment to License Agreement with Great Lakes Dredge & Dock Company**
- 3. Approval of Consent to Assignment of Submerged Land Lease from TB Homes, LLC to Key West Landings Dock Association, Inc.**
- 4. Approval of Standard Work Permit Application No. 13-013, Beach Renourishment with Shoreline Stabilization of a County Park and Associated Submerged Lands Easement in Tampa Bay at the Apollo Beach Nature Park, Apollo Beach, Florida**
- 5. Approval of the Removal of Unserviceable Surplus Property from Port Tampa Bay's Asset Records**
- 6. Approval of Site Improvements Permit – Kinder Morgan-Central Florida Pipeline LLC Proposed Butane Injection System**

Commissioner Murman, seconded by Commissioner Lindell, moved to approve the consent agenda as presented. The motion carried five to zero with Commissioner Allman and Mayor Buckhorn being absent.

D. REGULAR AGENDA

1. Approval of the Extension of Bond Counsel Contract

Mr. Mike Macaluso outlined the item as presented in the write-up included in the agenda.

Mr. Anderson stated that there would be one additional item for consideration at this meeting that would be presented as Item D-9, which was added to the agenda on July 14, 2014. A copy was sent to the Board for review and was posted on the PTB website the same day. A copy of that item was also placed in each Board member's meeting binder and placed on the sign-in table for attendees.

In response to Commissioner Grandoff's question regarding the March 2015 closing date, Mr. Macaluso explained that PTB could not refund the bond until 90 days prior to the bond's call date of June 1, 2015.

Commissioner Grandoff, seconded by Commissioner Murman, moved to authorize the Port President/CEO or his designee to extend the contract for bond counsel services with Bryant Miller Olive P.A. for one (1) year through September 30, 2015, with all other terms and conditions of the original contract remaining the same, subject to review by the Chief Legal Officer. Services rendered and fees associated with the issuance or refunding of bonds will be paid as stated in the agenda item and shall be consistent with the original contract. The motion carried five to zero with Commissioner Allman and Mayor Buckhorn being absent.

2. Approval of the Contract Renewal with Interisk Corporation – Provider of Insurance Consultant Services

Mr. Macaluso outlined the item as presented in the write-up included in the agenda.

There being no questions, Commissioner Murman, seconded by Commissioner Lindell, moved to authorize the Port President/CEO or his designee to exercise the first one-year renewal option with Interisk Corporation as the provider of insurance consultant services, from August 1, 2014 through July 31, 2015, at a cost not to exceed \$90,000 per contract year, subject to review by the Chief Legal Officer. The motion carried five to zero with Commissioner Allman and Mayor Buckhorn being absent.

3. Approval of the Tentative Millage Rate for Fiscal Year (FY) 2015

Mr. Macaluso outlined the item as presented in the write-up included in the agenda.

There was some discussion where board members and staff noted the millage rate had been lowered by more than half over the past 20 years and the rate was less than half the millage rate authorized by the legislature. Further discussion noted how PTB was committed to raising revenues through economic development and job creation rather than through ad valorem taxes.

Commissioner Murman, seconded by Commissioner Grandoff, moved to authorize the Port President/CEO or his designee to submit the tentative millage rate of \$0.1650 per \$1,000 property valuation to the Hillsborough County Property Appraiser. Final approval of the

FY2015 millage rate will be subject to Board approval subsequent to the public hearings to be held in September 2014. The motion carried five to zero with Commissioner Allman and Mayor Buckhorn being absent.

4. Approval of Lease Agreement with Tampa Port Ministries

Mr. Jim Renner outlined the item as presented in the write-up included in the agenda.

On behalf of Tampa Port Ministries, Chaplain Steve Finnesy expressed appreciation to PTB for its continued support of the critical services provided to seafarers.

Commissioner Murman, seconded by Commissioner Grandoff, moved to authorize the Port President/CEO or his designee to execute a Lease Agreement with Tampa Port Ministries, Inc., in accordance with the terms described in the agenda item and subject to review by Chief Legal Officer. The motion carried five to zero with Commissioner Allman and Mayor Buckhorn being absent.

5. Approval of the Purchase of New Vehicles

Mr. Bruce Laurion outlined the item as presented in the write-up included in the agenda.

There being no questions, Commissioner Murman, seconded by Commissioner Celestan, moved to authorize the Port President/CEO or his designee to purchase the vehicles listed in the agenda item through Don Reid Ford, Inc. under the Florida Sheriff's Association and Florida Association of Counties Contract (Bid No. 13-21-0904), in an amount not to exceed \$103,972.00, subject to review by the Chief Legal Officer. The motion carried five to zero with Commissioner Allman and Mayor Buckhorn being absent.

6. Approval of the Purchase of Mobile Command Unit (MCU)

Mr. Emilio Salabarría, Director of Safety and Training, outlined the item as presented in the write-up included in the agenda.

In response to questions regarding its use, Mr. Salabarría stated that the MCU could reduce the length of the recovery phase following a storm or other disaster in the Tampa Bay region. Mr. Anderson noted that the MCU vehicle would be an integral part of PTB's hurricane response and preparation plan. During the storm, the vehicle would be positioned at a secure location, then returned to the port and operated as the Security Operations Center.

After further discussion, Mr. Salabarría noted that the MCU would be specifically designed for the command/control element to be used to get port operations up and running. The MCU would allow staff to access cameras through the cloud, access controls, and continue port operations, which would reduce recovery time in the event of a hurricane. The MCU could also be utilized in the event of major disaster that may occur within an isolated area in the port.

Commissioner Murman, seconded by Commissioner Celestan, moved to authorize the Port President/CEO or his designee, to expand up to \$705,000.00 for the purchase of the PTB Mobile Command Unit, subject to review by the Chief Legal Officer. PTB will be reimbursed up to \$528,750.00 from Federal Port Security Grant Program, administered by FEMA, resulting in

an expenditure of \$176,250.00 (25% matching contribution). The motion carried five to zero with Commissioner Allman and Mayor Buckhorn being absent.

7. Approval of Port Tampa Bay Radar Surveillance System Installation

Mr. Mark Dubina, Vice President of Security, outlined the item as presented in the write-up included in the agenda.

In response to Commissioner Lindell's question as to how the radar surveillance system would work, Mr. Dubina stated that the radar surveillance system would enhance PTB's maritime domain awareness surveillance capability, in particular waterborne activity.

After additional discussion, Mr. Dubina stated that the radar surveillance system could allow operators to assist the Coast Guard and Sheriff's department.

Commissioner Murman, seconded by Commissioner Celestan, moved to authorize the Port President/CEO or his designee to execute a contract with Jeffrey W. Brown, LLC, d/b/a Transportation Security, LLC, for a radar surveillance system in an amount not to exceed \$772,905.48, all subject to review by the Chief Legal Officer. PTB will be reimbursed up to seventy-five (75%) percent of all funds expended on this project from an existing port security grant resulting in a final cost to PTB not to exceed \$193,226.37 (25% matching contribution). The motion carried five to zero with Commissioner Allman and Mayor Buckhorn being absent.

8. Approval of the Renewal of Security Services Contract with Martinez and Company, Inc.

Mr. Dubina outlined the item as presented in the write-up included in the agenda.

In response to discussion, Mr. Dubina explained the benefits of posting the PTB security officer at Port Redwing, which deterred trespassing and illegal dumping. There had also been a series of thefts at the site before PTB took control of the property. The security officer would help PTB maintain access control.

Commissioner Murman, seconded by Commissioner Celestan, moved to authorize the Port President/CEO or his designee to execute the renewal of the contract with Martinez & Company, Inc. for the first renewal period of September 1, 2014 through August 31, 2015 at a rate not to exceed \$150,000. This agreement is subject to review by the Chief Legal Officer. The motion carried five to zero with Commissioner Allman and Mayor Buckhorn being absent.

9. Approval of Port Tampa Bay Maritime Domain Awareness and Anomaly Detection System Amendment to Contract

Mr. Dubina outlined the item as presented in the write-up included in the agenda.

In response to Commissioner Celestan's question, Mr. Dubina explained the contract amendment would install an additional software package to the Mariner Group anomaly detection system incorporating Geographic Information System (GIS) information into the operations center systems. The new software package would allow PTB operations staff to access GIS data contained in existing systems.

Commissioner Murman, seconded by Commissioner Grandoff, moved to authorize the Port President/CEO or his designee to increase the contract with The Mariner Group, LLC for the maritime domain awareness and anomaly detection system by up to \$100,000 to include purchasing, installing, and maintaining GIS software. The modified contract will not exceed \$416,023, all subject to review by the Chief Legal officer. The motion carried five to zero with Commissioner Allman and Mayor Buckhorn being absent.

E. RECEIPT OF REPORTS

- 1. Report of Legal Fees by Project**
- 2. Report of Aged Account Receivables**
- 3. Report of Contract Status**
- 4. Report of Work Permits**
- 5. Report of Expenditures Between \$50,000 and \$100,000**

Commissioner Murman, seconded by Commissioner Celestan, moved to receive the reports as presented. The motion carried five to zero with Commissioner Allman and Mayor Buckhorn being absent.

F. EXECUTIVE DIRECTOR REPORT

Mr. Anderson reported that PTB and Enterprise Florida had hosted an event for the U.S. Ambassador to the Republic of Singapore, the Honorable Kirk Wager, on June 18. Singapore is home to the third-largest port in the world as well as the home of two of the world's largest top-ten carriers, Neptune Orient Lines and American President Lines.

The Channelside Master Plan Open House event was held on June 24, 2014 at the Tampa Bay History Center and was attended by over 75 people. The event provided the public an opportunity to view displays of the initial land use options, cruise terminal options, and street concepts, and to discuss their ideas, desires, and concerns with the master plan team.

As a result of this year's legislative action, Mr. Anderson stated that the 2014 amendment to the Hillsborough County Civil Service Act allowed local agencies covered by civil service regulations to opt out of certain sections described in the amendment. The first opt out window is July 1, 2014 through July 31, 2014 for the Fiscal Year 2015. Mr. Anderson stated that he and the executive management team had carefully considered PTB options and elected to postpone a decision to allow time for further review of PTB options. Staff would make a recommendation by the next opportunity to opt out, which is December 2014 for the Fiscal Year 2016.

Commissioner Murman expressed her opinion on the Civil Service issue and urged that staff consider opting out prior to the July 31, 2014 deadline. Mr. Anderson indicated staff would further review the matter.

Chairman Swindal excused Ms. Donna Wysong, Vice President of Legal Affairs, at 10:52 a.m., to attend the telephonic bankruptcy hearing on Channelside.

Mr. Anderson reported that the PTB Board held a Special Meeting on June 30, 2014 for the purpose of hearing presentations from interested bidders for the Channelside lease. CBP, LLC was the only bidder to make a presentation and the Board voted unanimously to pre-

approve CBP, LLC as an acceptable bidder at the July 2, 2014 auction of the Channelside Lease in New York. Chairman Swindal and Mr. Charles Klug attended the July 2 auction, and bid \$3.5 million on behalf of PTB for the loan assets only. Although other bidders were present, no other entity elected to bid on the loan assets, and the special liquidator for the bank declared PTB the highest and best bidder for the loan assets. In addition, Mr. Anderson reported that CBP, LLC stood on its initial bid of \$7.1 million for the Channelside Lease and the special liquidator then declared CBP as the highest and best bidder for the lease.

Liberty Channelside, LLC appeared at the auction but did not participate in the bid process for either the loan assets or lease. In the week following the auction, Liberty Channelside filed objections to the auction asking the bankruptcy court in Delaware to set aside the auction results and award it both the lease and loan assets.

At 11:00 a.m. today, Mr. Anderson stated there would be a hearing of the bankruptcy court at which PTB counsel would ask the court to rule on Liberty's objections to the auction and enter an order declaring the auction's bid winners. Ms. Wysong had been excused to monitor the hearing process, and would be joined by Chairman Swindal. Mr. Anderson noted that staff would keep the Board members informed of developments.

Mr. Anderson reported that the Florida Department of Transportation (FDOT) had recently released its Tampa Bay Pre-Feasibility Cruise Study. The study was both paid for and managed by FDOT as part of a multiphase, comprehensive review. Mr. Anderson continued that the study was consistent with PTB's look at both a strategic master plan and the Channel District plan. PTB is committed to continuing its leadership role as a top-ten U.S. cruise port and would proactively and thoughtfully analyze issues and option to maintain and enhance that position.

Commissioner Murman, seconded by Commissioner Grandoff, moved to authorize PTB Board Chairman and Port President/CEO to send a letter to FDOT thanking them for doing the Tampa Bay Pre-Feasibility Cruise Study and encouraging them to move to the next phase. The motion carried five to zero with Commissioner Allman and Mayor Buckhorn being absent.

Mr. Anderson stated that PTB staff attended a marketing trip to New York City with Ports America to discuss future cargo and container plans and to discuss opportunities for growth and expansion.

Mr. Anderson announced that Carnival Cruise Lines had signed an exclusive agreement with Cigar City Brewery to serve two of the brewery's craft beers on all of the line's Florida-based ships. PTB staff attended the official announcement event held on the recently renovated Carnival *Legend*.

Mr. Anderson reported that PTB continued its support of the Maritime Academy summer externship and internship program through its collaboration with the Hillsborough County School District and in partnership with the Propeller Club-Port of Tampa. This summer, PTB hosted two teachers with the goal of providing professional development experience and industry knowledge, and two high school rising senior interns to help students make an informed decision as to the next step to take towards considering a maritime career.

G. PRESENTATIONS

Mr. Anderson introduced Ms. Lois Moore of Alcalde & Fay to provide the bi-annual federal legislative report.

Ms. Moore presented the federal legislative report.

The Federal Legislative Update presentation is Attachment 3.

For the Ports America update, Mr. Anderson introduced Mr. Doug Wray, Vice President – Commercial and Mr. Sal Kass, General Manager – Tampa.

The Ports America Update presentation is Attachment 4.

H. NEW BUSINESS / COMMISSIONERS' COMMENTS

Commissioner Grandoff recognized two young men from Boy Scouts, Troop 222; Stephen Grandoff, Eagle Scout, and his brother Phillip Grandoff, who attended today's meeting to complete his Citizenship in the Community merit badge.

I. FUTURE PROPOSED PROJECTS

Mr. Anderson noted the list of upcoming projects and the proposed dates.

J. CALENDAR OF EVENTS

There were no events listed.

K. NEXT MEETING

Chairman Swindal announced the next Board meeting was scheduled for August 19, 2014, at 9:30 a.m.

L. ADJOURNMENT

There being no further business, the meeting adjourned at 11:24 a.m.

ATTEST:

Stephen Swindal, Chairman

Patrick H. Allman, Secretary/Treasurer

PORT TAMPA BAY BUSINESS MEETING

July 15, 2014 - 9:30 a.m.

PUBLIC ATTENDANCE SIGN-IN SHEET

NAME

BUSINESS

| | |
|------------------------------|------------------------------|
| <u>KELLY KILWEN</u> | <u>Grader Assoc.</u> |
| <u>Ernest W Richards Jr.</u> | <u>I.L.A. Local 140A</u> |
| <u>April L. Richards</u> | <u>_____</u> |
| <u>Jeffrey W. Brown</u> | <u>Public Alpha Tshhc</u> |
| <u>AL KASS</u> | <u>Ports America</u> |
| <u>John Rice</u> | <u>R S & H, Inc.</u> |
| <u>Steve Finney</u> | <u>Seafarers Center</u> |
| <u>DOUG WRAY</u> | <u>Ports America</u> |
| <u>Brian Tanberg</u> | <u>Russons Brunckerhoff</u> |
| <u>Yvette Hammett</u> | <u>Tribune</u> |
| <u>BRIAN HUNTER</u> | <u>F.D.O.T.</u> |
| <u>CONRAD PALERMO</u> | <u>AMERISAFETY</u> |
| <u>Les Thompson</u> | <u>FMT</u> |
| <u>Grace Dunlap</u> | <u>Bryant Miller Olive</u> |
| <u>WEB DORTCH</u> | <u>MOR INC.</u> |
| <u>Ross McGillivray</u> | <u>Ardayman & Assoc.</u> |

Additional spaces on next page.

PORT TAMPA BAY BUSINESS MEETING

July 15, 2014 - 9:30 a.m.

PUBLIC ATTENDANCE SIGN-IN SHEET**NAME****BUSINESS**

Alleri Thompson

Tampa Bay Pilot

Philip Erbland

S+ME

Mari Benbrest

HDR

Neil Cosentino

Tampa Bay World - LLC

Bill Simpson

AET

Aaron Getshell

AMEC

Marilyn Smith

GAL

Jeff Marden

Bea II, S

MARK BRADY

BRADY & CANAL

Lynne Vadelund

Mosaic

Jan Gornie

Ballant Penture

Bill Keeney

Pore Henry / Aulley

Arthur Savage

A. P. Savage & Son

Curtis Crane (Crane)

W. J. Gallagher

Matt Emidy

AJ Gallagher

JC Misemer

Hancock Bank

Additional spaces on next page.

PORT TAMPA BAY BUSINESS MEETING

July 15, 2014 – 9:00 a.m.

PUBLIC COMMENT SIGN-IN SHEET

Public Comments may be made at the beginning of the Business Meeting, and/or prior to each Agenda Item. Please specify if you plan to speak at the beginning of the meeting and/or prior to an Agenda Item and list the agenda item number.

To make comments at beginning of meeting:


NOTE: If you wish to speak at the beginning of the meeting AND before a regular item, please sign in both places.

| <u>NAME / ADDRESS</u> | <u>TOPIC / AGENDA ITEM NUMBER(S)</u> |
|--|--------------------------------------|
| + Neil Cosentino Tampa Bay World-LLC 708 S DAVIS BLVD TAMPA 33606 | Bridge Issue Item 1 |
| + Marilyn Smith Tpa 33606 | Agenda-General |

To make comments on specific agenda items:

| <u>NAME / ADDRESS</u> | <u>AGENDA ITEM NUMBER(S)</u> |
|-----------------------|------------------------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

PLEASE NOTE: Members of the public wishing to make a statement have three (3) minutes to address the Board of Commissioners. Prepared written statements may be submitted to the recording secretary. Persons addressing the Board shall step up to the speaker's lectern and state their names and addresses.




ALCALDE & FAY

GOVERNMENT & PUBLIC AFFAIRS CONSULTANTS

TAMPA PORT AUTHORITY REPORT ON FEDERAL ACTIVITIES



July 15th, 2014



2111 Wilson Boulevard, 8th Floor
Arlington, Virginia 22201
www.Alcalde-Fay.com

Tampa Harbor Operations & Maintenance (O&M)

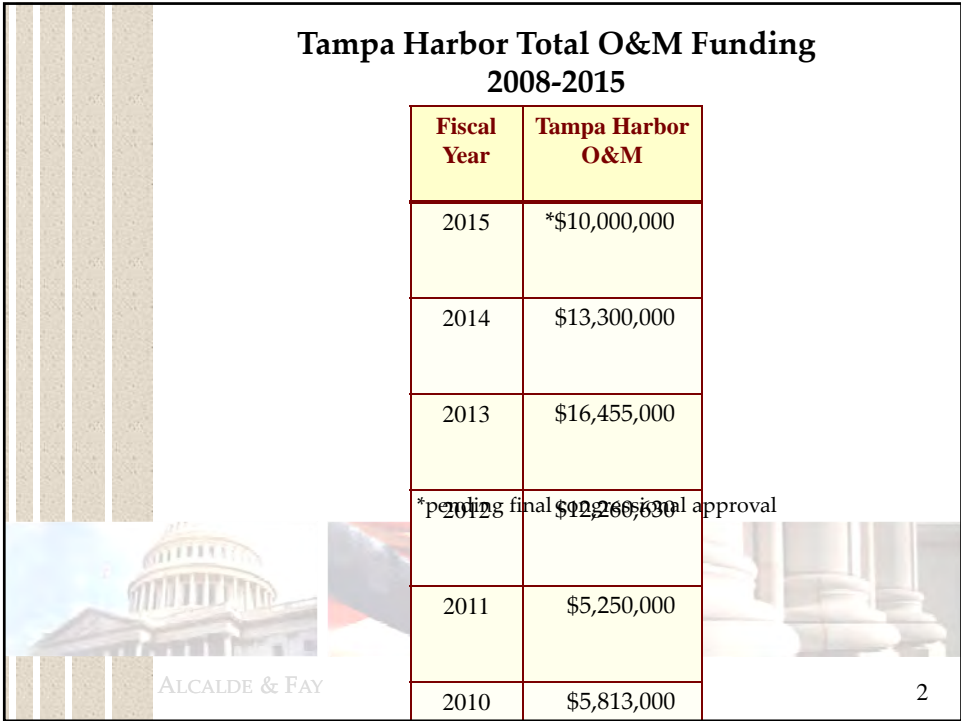
| FY 2014 | |
|--|--------------|
| Enacted Omnibus Appropriations Act January 2014 | \$10,400,000 |
| Additional Allocations February 2014 | \$2,900,000 |
| FY 2015 | |
| Approved House Appropriations Committee June 2014 | \$10,000,000 |

1

Tampa Harbor Total O&M Funding 2008-2015

| Fiscal Year | Tampa Harbor O&M |
|---|------------------|
| 2015 | *\$10,000,000 |
| 2014 | \$13,300,000 |
| 2013 | \$16,455,000 |
| *pending final congressional approval 2012 | \$12,266,630 |
| 2011 | \$5,250,000 |
| 2010 | \$5,813,000 |

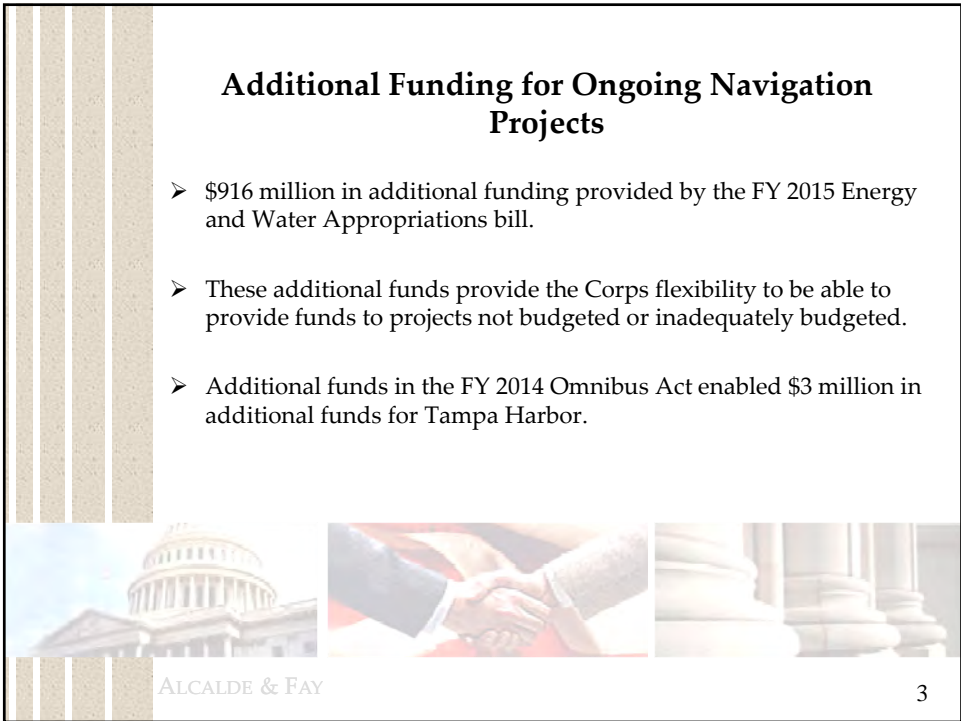


ALCALDE & FAY

2

Additional Funding for Ongoing Navigation Projects

- \$916 million in additional funding provided by the FY 2015 Energy and Water Appropriations bill.
- These additional funds provide the Corps flexibility to be able to provide funds to projects not budgeted or inadequately budgeted.
- Additional funds in the FY 2014 Omnibus Act enabled \$3 million in additional funds for Tampa Harbor.



ALCALDE & FAY

3

Ongoing Work with Army Corps of Engineers

- Maintenance of Tampa Harbor
- Dredge Disposal
 - \$15.5 million allocated
 - Scheduled for completion in early 2015
- Options for Channel Dredging in the vicinity of Port Redwing
 - Preparing for Federal assumption of future maintenance costs in the Big Bend Channel
- General Reevaluation Report (GRR): Tampa Main Channel



Water Resources Reform and Development Act (WRRDA '14)

Signed into Law on June 10th, 2014 as PL. 103-121

- Port Tampa Bay Advocacy
 - Paul Anderson's leadership role on behalf of Tampa and Florida ports in advocating for WRRDA.
- WRRDA '14 provides landmark policy reforms intended to:
 - Provide full usage of the Harbor Maintenance Trust Fund. Current surplus is \$8 billion.
 - Streamline project delivery process and reduce federal and non federal costs/ 3 year maximum duration of studies, cost capped at \$3 million.
 - Relax federal barriers to local initiatives.
 - Control costs by deauthorizing \$18 billion in older navigation projects.



WRRDA '14

➤ Benefits to Port Tampa Bay

- Harbor Maintenance Trust Fund [HMTF] to be used for its intended purpose. Therefore, more federal funds will be available for navigation projects.
- Port Tampa can apply for federal assumption of maintenance for improvements carried out without Corps participation: Big Bend Channel and improvements in the vicinity of the Sparkman and Port Sutton Channels.
- Expedited delivery for any future channel improvements in the Tampa Harbor.



Other Federal Legislation

Surface Transportation "Must Pass" Legislation

- Congress is working on a short-term extension to the highway trust fund.
- By September, the trust fund will be insolvent and the Department of Transportation will stop funding ongoing construction projects.
- Congress will then turn to a long-term surface transportation bill.
- Much attention on the need to alleviate freight congestion/freight connections to America's seaports

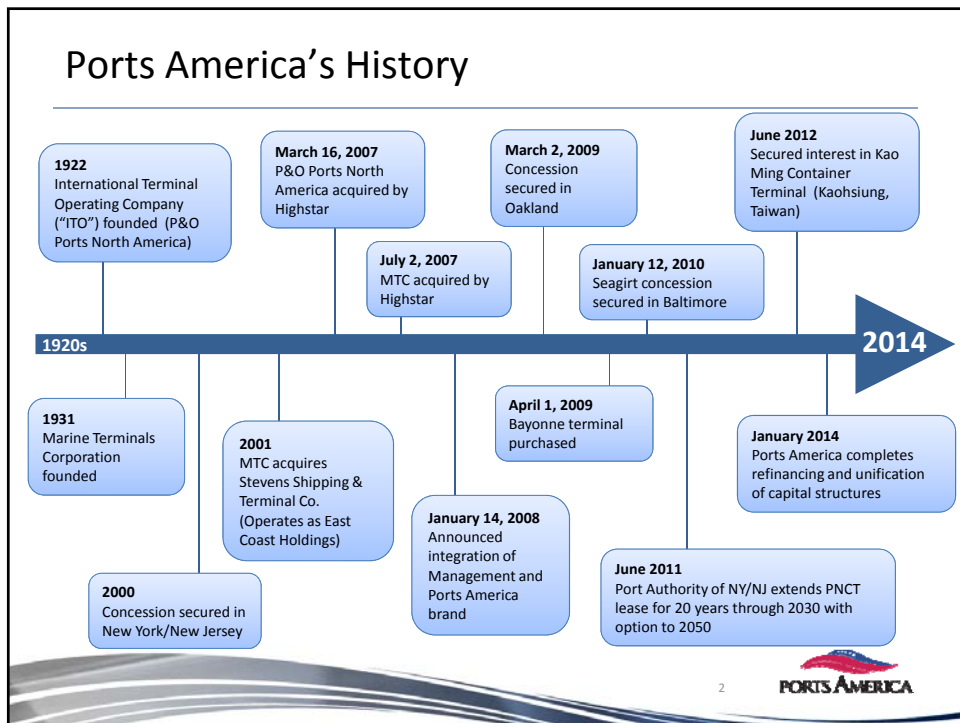


Ports America
Your Strategic Partner of Choice

*Port Tampa Bay Board Meeting
 July 15, 2014*

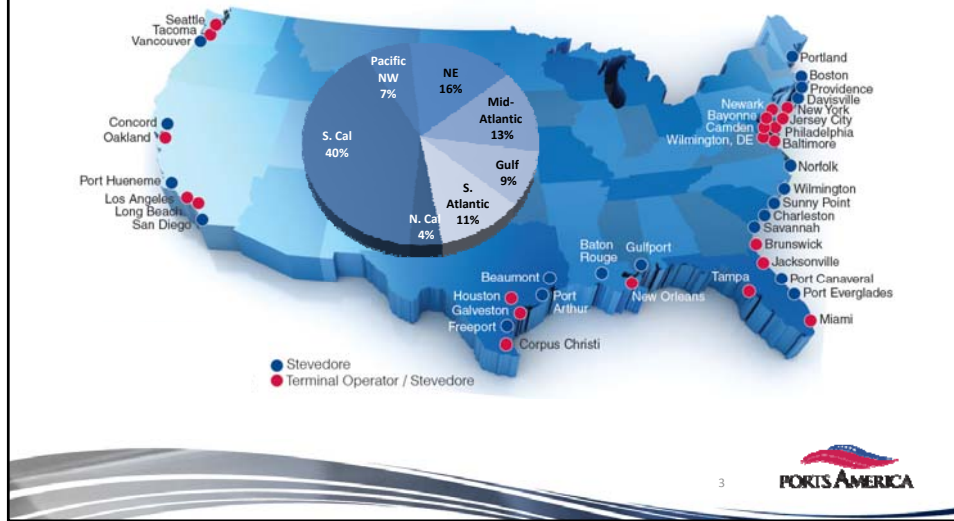
*Doug Wray – Vice President, Commercial
 Sal Kass – General Manager - Tampa*



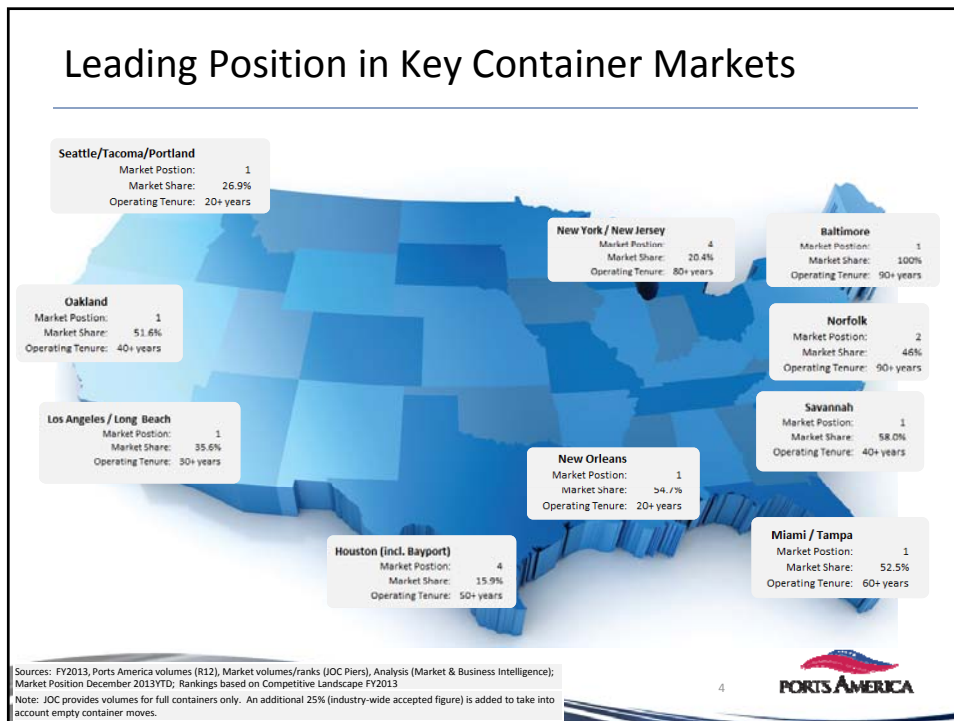


Operating in more than 42 Ports and 80 Locations

2013 Geographical Revenue Mix



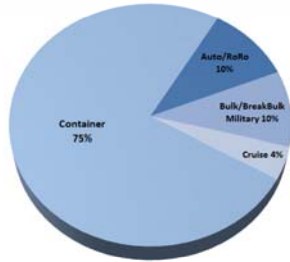
Leading Position in Key Container Markets



Diversified Service Offerings

Ports America
Experience handling all types of cargo

2013 Revenue by Commodity



Container

› Full suite of stevedoring, terminal management, maintenance and repair, IT, state-of-the-art technology and equipment services at strategic locations coupled with leading ongoing investment programs and Public-Private Partnerships

Auto/RoRo

› Vehicles, construction and agricultural machinery, aviation, transportation equipment, boats, yachts, military cargo and equipment services

Cruise

› Handling increased volumes and larger cruise ships -- provides cruise related stevedoring, equipment and terminal services (e.g. security, on-and-offloading of luggage, passengers and supplies)
› Logistics are an essential element of providing consistent quality service

Bulk/Break-Bulk/Military

› Steel, palletized goods, refrigerated products, crates, bags, windmill components, transformers, refinery, forest products, military, rubber, sugar, grain, dry bulk cement and blast sand



5



PARTNERING TOGETHER WITH PORT TAMPA BAY



WE ARE BETTER TOGETHER



Attachment 4

PORTS AMERICA TAMPA OPERATIONS AT A GLANCE

1. Container
 - a) Chassis, container and gen set repairs
 - b) Reefer container monitoring
2. CFS (Container Freight Station) and FTZ (Foreign Trade Zone)
 - a) Stuffing and Stripping
3. General Cargo
 - a) Cold Roll Coils, Pipe, Beams, Tubing, Steel Plate and plywood
4. Auto
 - a) New, used and high heavy units
5. Engineering Department
 - a) Maintain over 100 pieces of equipment
 - b) Maintenance on our current gantry and mobile harbour crane
 - c) Provide support for terminal maintenance
6. Project Cargo
 - a) Heavy lift vessels
 - b) Rail
 - c) Terminal handling
 - d) Special provisions required by shippers



SAFETY & SECURITY FOCUS

**Increasing Safety and Security Awareness
Throughout the Port of Tampa Bay**



[Tampa Cooperative Safety and Security Initiative](#)



Attachment 4



Port Tampa Bay
PORT TAMPA BAY BERTHS
 YEAR TO DATE (OCT-JUN)
 FY14 VS FY13

| BULK CARGO | | | | |
|--|------------------|-------------------|------------------|------------|
| | FY14 | FY13 | Inc(Dec) | % |
| COMMODITY | NET TONS | NET TONS | | |
| DRY BULK CARGO | | | | |
| CEMENT, BULK | 65,257 | 145,491 | (80,234) | -55% |
| CITRUS PELLETS | 42,988 | 79,894 | (36,906) | -46% |
| GRANITE ROCK, BULK | 447,202 | 532,326 | (85,124) | -16% |
| LIMESTONE | 1,200,567 | 1,070,272 | 130,295 | 12% |
| PHOSPHATIC CHEMICAL, BULK | 901,972 | 878,638 | 23,334 | 3% |
| <i>Other Dry Bulk Commodities</i> | 148,511 | 105,567 | 42,944 | 41% |
| Total Dry Bulk Cargo: | 2,806,497 | 2,812,188 | (5,691) | 0% |
| LIQUID BULK CARGO | | | | |
| AMMONIA, ANHYDROUS | 351,862 | 422,131 | (70,269) | -17% |
| CONCENTRATE & CITRUS, BULK | 59,313 | 153,100 | (93,787) | -61% |
| PETROLEUM PRODUCTS | 4,862,629 | 5,124,517 | (261,888) | -5% |
| SULPHUR, LIQUID | 637,782 | 625,720 | 12,062 | 2% |
| SULPHURIC ACID | 12,402 | 53,425 | (41,023) | -77% |
| <i>Other Liquid Bulk Commodities</i> | 50,430 | 66,460 | (16,030) | -24% |
| Total Liquid Bulk Cargo: | 5,974,418 | 6,445,353 | (470,935) | -7% |
| TOTAL BULK CARGO: | 8,780,915 | 9,257,541 | (476,626) | -5% |
| GENERAL CARGO | | | | |
| | FY14 | FY13 | Inc(Dec) | % |
| Commodity | NET TONS | NET TONS | | |
| Containerized | 310,175 | 278,443 | 31,732 | 11% |
| Scrap Metal | 303,484 | 385,536 | (82,052) | -21% |
| Steel Products | 160,504 | 155,433 | 5,071 | 3% |
| Vehicles ¹ (in tons) | 3,849 | 6,195 | (2,346) | -38% |
| <i>Other General Cargo Commodities</i> | 11,098 | 13,863 | (2,765) | -20% |
| TOTAL GENERAL CARGO: | 789,110 | 839,470 | (50,360) | -6% |
| TOTAL BULK AND GENERAL: | 9,570,025 | 10,097,011 | (526,986) | -5% |
| TEUS² (includes empties) | 34,379 | 31,058 | 3,321 | 11% |
| Passengers³ | 753,219 | 753,717 | (498) | 0% |
| No. of Sailings | 171 | 167 | 4 | 2% |

Notes:

1 Does not include tractors, trailers or ferry vehicles

2 Port Authority Berths only-includes empties

3 Includes embark/disembark/intransit passengers

Data as of 8-12-14

Subject to Change

by ETA Date

Port Tampa Bay
TOTAL PORT
 YEAR TO DATE (OCT - JUN)
 FY14 VS FY13

| BULK CARGO | | | | |
|--|-------------------|-------------------|------------------|------------|
| | FY14 | FY13 | Inc(Dec) | % |
| COMMODITY | NET TONS | NET TONS | | |
| DRY BULK CARGO | | | | |
| CEMENT, BULK | 65,257 | 153,535 | (88,278) | -57% |
| CITRUS PELLETS | 94,431 | 129,524 | (35,093) | -27% |
| COAL | 1,969,977 | 1,552,356 | 417,621 | 27% |
| GRANITE ROCK, BULK | 447,202 | 532,326 | (85,124) | -16% |
| LIMESTONE | 1,200,567 | 1,070,272 | 130,295 | 12% |
| PHOSPHATE, ROCK/CHEMICAL | 5,744,860 | 5,451,114 | 293,746 | 5% |
| <i>Other Dry Bulk Commodities</i> | 875,579 | 818,107 | 57,472 | 7% |
| Total Dry Bulk Cargo: | 10,397,873 | 9,707,234 | 690,639 | 7% |
| LIQUID BULK CARGO | | | | |
| AMMONIA, ANHYDROUS | 1,402,105 | 1,410,872 | (8,767) | -1% |
| CONCENTRATE & CITRUS, BULK | 59,313 | 153,100 | (93,787) | -61% |
| PETROLEUM PRODUCTS | 11,691,007 | 11,744,246 | (53,239) | 0% |
| SULPHUR, LIQUID | 2,155,957 | 2,223,721 | (67,764) | -3% |
| SULPHURIC ACID | 12,402 | 53,425 | (41,023) | -77% |
| <i>Other Liquid Bulk Commodities</i> | 120,446 | 177,898 | (57,452) | -32% |
| Total Liquid Bulk Cargo: | 15,441,230 | 15,763,262 | (322,032) | -2% |
| TOTAL BULK CARGO: | 25,839,103 | 25,470,496 | 368,607 | 1% |
| GENERAL CARGO | | | | |
| | FY14 | FY13 | Inc(Dec) | % |
| Commodity | NET TONS | NET TONS | | |
| Containerized | 310,175 | 278,443 | 31,732 | 11% |
| Scrap Metal | 321,650 | 385,536 | (63,886) | -17% |
| Steel Products | 160,504 | 155,433 | 5,071 | 3% |
| Vehicles ¹ (in tons) | 3,849 | 6,195 | (2,346) | -38% |
| <i>Other General Cargo Commodities</i> | 74,056 | 52,637 | 21,419 | 41% |
| TOTAL GENERAL CARGO: | 870,234 | 878,244 | (8,010) | -1% |
| TOTAL BULK AND GENERAL: | 26,709,337 | 26,348,740 | 360,597 | 1% |
| VESSELS | | | | |
| Barge | 818 | 699 | 119 | 17% |
| Cruise | 171 | 167 | 4 | 2% |
| Tug | 796 | 709 | 87 | 12% |
| Vessel | 640 | 672 | (32) | -5% |
| Total: | 2,425 | 2,247 | 178 | 8% |

¹Does not include tractors, trailers or ferry vehicles
 Includes all port berths; foreign and domestic cargo
 Vessel includes training vessels, repair/idle vessels
 Data as of 8-12-14
 Subject to Change

Tampa Port Authority
Budgetary Comparative Statement of Revenue and Expenses
with Debt Service Coverage
For periods ending July 2013 and 2014

| YTD July 2013 Actual | YTD July 2014 Actual | Favorable (Unfavorable) | % Favorable (Unfavorable) | | YTD July 2014 Budget | YTD July 2014 Actual | Favorable (Unfavorable) | % Favorable (Unfavorable) |
|--|-------------------------|----------------------------|------------------------------|---|-------------------------|-------------------------|----------------------------|------------------------------|
| | | | | -----Operating revenue----- | | | | |
| \$ 26,917,601 | \$ 31,336,105 | \$ 4,418,504 | 16.4% | Port usage fees | \$ 31,192,944 | \$ 31,336,105 | \$ 143,161 | 0.5% |
| 9,817,654 | 9,431,794 | (385,860) | (3.9%) | Rentals | 8,745,731 | 9,431,794 | 686,063 | 7.8% |
| 712,629 | 656,105 | (56,524) | (7.9%) | Other operating | 774,454 | 656,105 | (118,349) | (15.3%) |
| 37,447,883 | 41,424,004 | 3,976,120 | 10.6% | -----Total operating revenue----- | 40,713,129 | 41,424,004 | 710,875 | 1.7% |
| | | | | -----Operating expense----- | | | | |
| 8,521,234 | 10,122,752 | (1,601,517) | (18.8%) | Personnel | 10,547,842 | 10,122,752 | 425,090 | 4.0% |
| 390,694 | 782,106 | (391,412) | (100.2%) | Promotional | 1,022,513 | 782,106 | 240,407 | 23.5% |
| 9,725,238 | 11,745,523 | (2,020,285) | (20.8%) | Administrative | 12,373,791 | 11,745,523 | 628,268 | 5.1% |
| 18,637,166 | 22,650,380 | (4,013,214) | (21.5%) | -----Total operating expense----- | 23,944,146 | 22,650,380 | 1,293,766 | 5.4% |
| 18,810,717 | 18,773,624 | (37,093) | (0.2%) | -----Operating income----- * | 16,768,983 | 18,773,624 | 2,004,641 | 12.0% |
| | | | | --Other non-operating revenue/(expense)-- | | | | |
| 2,154,672 | 499,977 | (1,654,695) | (76.8%) | Interest income | 396,184 | 499,977 | 103,793 | 26.2% |
| (4,830,983) | (4,378,384) | 452,599 | 9.4% | Interest expense | (4,378,384) | (4,378,384) | (0) | (0.0%) |
| 10,853,019 | 10,812,931 | (40,089) | (0.4%) | Ad valorem tax receipts | 10,022,450 | 10,812,931 | 790,481 | 7.9% |
| (250,560) | (439,856) | (189,296) | (75.5%) | Other, net | (168,263) | (439,856) | (271,593) | (161.4%) |
| 7,926,148 | 6,494,667 | (1,431,481) | 18.1% | -----Net non-operating revenue----- | 5,871,987 | 6,494,667 | 622,680 | 10.6% |
| 26,736,865 | 25,268,291 | (1,468,574) | (5.5%) | Net income, excluding grant revenue* | 22,640,970 | 25,268,291 | 2,627,321 | 11.6% |
| | | | | -----Grants----- | | | | |
| 14,452,849 | 10,338,251 | (4,114,598) | (28.5%) | Capital/Non-Operating Grants | 17,200,000 | 10,338,251 | (6,861,749) | (39.9%) |
| 14,452,849 | 10,338,251 | (4,114,598) | (28.5%) | -----Total Grants----- | 17,200,000 | 10,338,251 | (6,861,749) | (39.9%) |
| \$ 41,189,714 | \$ 35,606,542 | \$ (5,583,173) | (13.6%) | Net income, including grant revenue* | \$ 39,840,970 | \$ 35,606,542 | \$ (4,234,428) | (10.6%) |
| <i>*Before depreciation/amortization</i> | | | | -----Debt Service Coverage----- | | | | |
| | | | | <i>(based on preceding 12-month period)</i> | | | | |
| \$ 24,637,488 | \$ 22,944,827 | \$ (1,692,661) | (6.87%) | Total available for debt service | | | | |
| \$ 14,890,882 | \$ 14,691,279 | \$ 199,603 | 1.34% | Combined debt service, parity bonds | | | | |
| 1.65 | 1.56 | | | Bond coverage, parity bonds | | | | |
| \$ 14,890,882 | \$ 14,691,279 | \$ 199,603 | 1.34% | Combined debt service, parity & junior | | | | |
| 1.65 | 1.56 | | | Bond coverage, parity & junior bonds | | | | |

SUBJECT: **OFFICE SPACE LEASE AGREEMENT WITH JEFFREY W. BROWN, LLC, d/b/a TRANSPORTATION SECURITY ASSOCIATES, LLC**

BACKGROUND:

Jeffrey W. Brown, LLC, d/b/a Transportation Security Associates, LLC (TSA), was awarded a radar surveillance system installation and maintenance contract with Port Tampa Bay (PTB) at the July 15, 2014 Board of Commissioners Board meeting. TSA desires to lease approximately 152 square feet of available office space located on the north side of the third floor of the Joseph Garcia International Center from PTB in order to have a local office to oversee the radar surveillance system installation project.

FACTS/COMMENTS:

PTB Staff and TSA have negotiated the following terms:

PREMISES: Approximately 165 square feet (office space and common space) located on the third floor of the Joseph Garcia International Center.

TERM: The term shall be for a period of eleven (11) months; however, either party shall have the right to terminate the Agreement at any time upon providing a sixty (60) day written termination notice to the other.

RENT: Rent shall be \$350 per month, plus applicable sales tax.

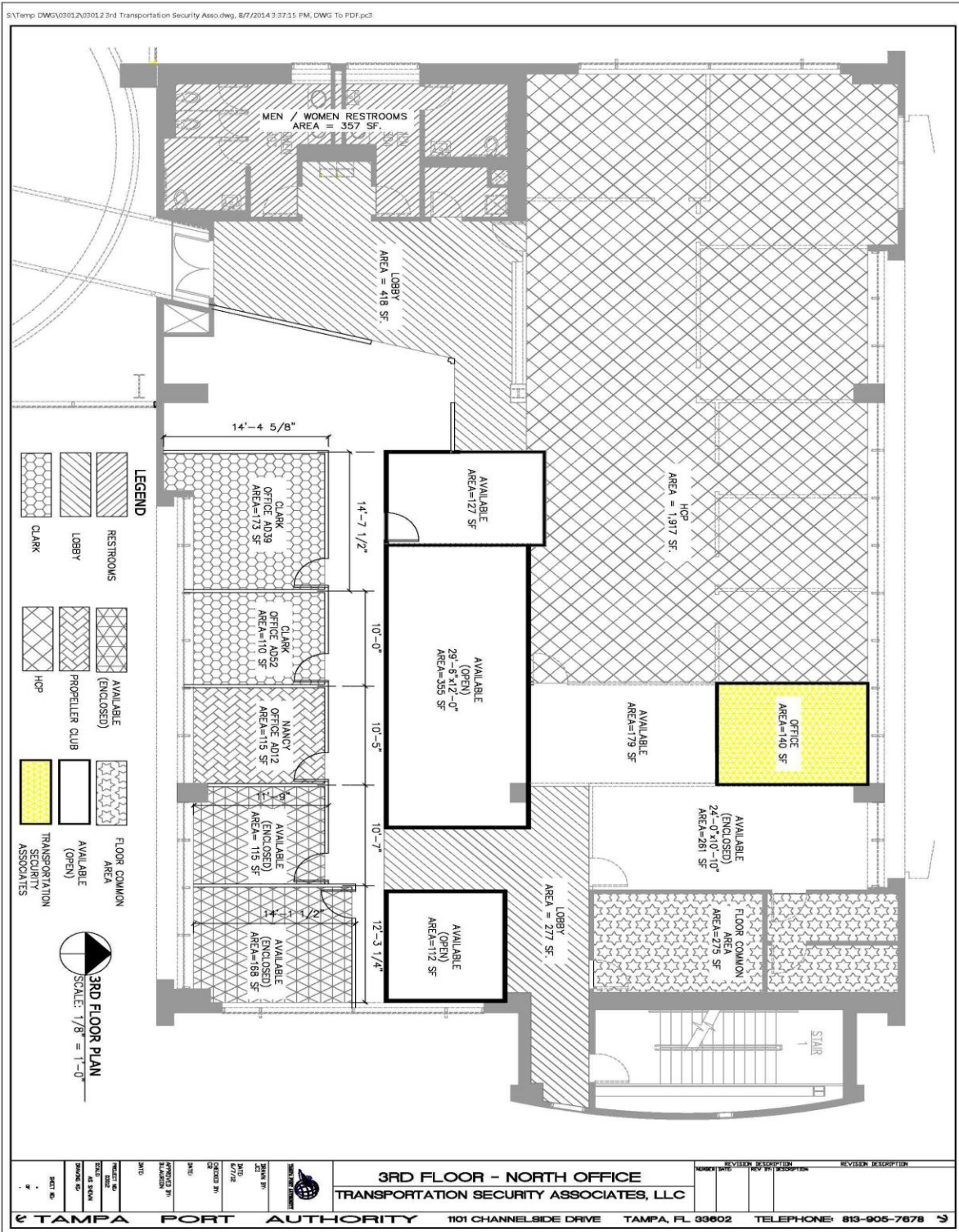
OTHER: Utilities and basic janitorial services are included in the Rent, however, TSA shall provide and maintain insurance for the Premises which shall be set forth in the Lease.

HEARING: No public hearing is required since the Lease term is less than 1 year.

RECOMMENDATION:

Authorize the Port President/CEO or his designee to execute an Office Space Lease Agreement with Jeffrey W. Brown, LLC, d/b/a Transportation Security Associates, LLC, subject to review by the Chief Legal Officer.

Board Meeting
August 19, 2014
Real Estate 188668 / 188445



SUBJECT: OFFICE SPACE LEASE AGREEMENT WITH MULTI-FAMILY CONSTRUCTION, LLC

BACKGROUND:

Batson-Cook Company (Batson Cook) leases approximately 5,965 square feet of office space on the north side of the fourth floor of the Joseph Garcia International Center. Multi-Family Construction, LLC (Multi-Family Construction), a Florida limited liability company, managed by Batson-Cook Residential, Inc., desires to lease approximately 536 square feet of available office space on the north side of the third floor of the Joseph Garcia International Center from Port Tampa Bay (PTB).

FACTS/COMMENTS:

PTB Staff and Multi-Family Construction have negotiated the following terms:

PREMISES: Approximately 536 square feet (office space and common space) located on the third floor of the Joseph Garcia International Center.

TERM: The term shall be for a period of eleven (11) months; however, either party shall have the right to terminate the Agreement at any time upon providing a sixty (60) day written termination notice to the other.

RENT: Rent shall be \$865 per month, plus applicable sales tax.

OTHER: Utilities and basic janitorial service are included in the Rent, however, Multi-Family Construction shall provide and maintain insurance for the Premises which will be set forth in the Lease.

HEARING: No public hearing is required since the Lease term is less than 1 year.

RECOMMENDATION:

Authorize the Port President/CEO or his designee to execute an Office Space Lease Agreement with Multi-Family Construction, LLC, subject to review by the Chief Legal Officer.

SUBJECT: LEASE AMENDMENT WITH HCP ASSOCIATES, INC.

BACKGROUND:

HCP Associates, Inc. (HCP) currently leases approximately 3,300 square feet of office space located on the north side of the third floor of the Joseph Garcia International Center from Port Tampa Bay (PTB) which expires on January 31, 2017 and has no lease extension options.

FACTS/COMMENTS:

Pursuant to HCP's request to reduce its leased premises, PTB Staff and HCP have negotiated the following lease amendment terms:

PREMISES: The Premises shall be reduced from approximately 3300 square feet to approximately 2294 square feet on the third floor of the Joseph Garcia International Center.

**EFFECTIVE
DATE:**

The effective date of the amendment shall be February 1, 2014.

RENT:

Rent for each of the three (3) remaining lease years shall be as follows, plus applicable sales tax.

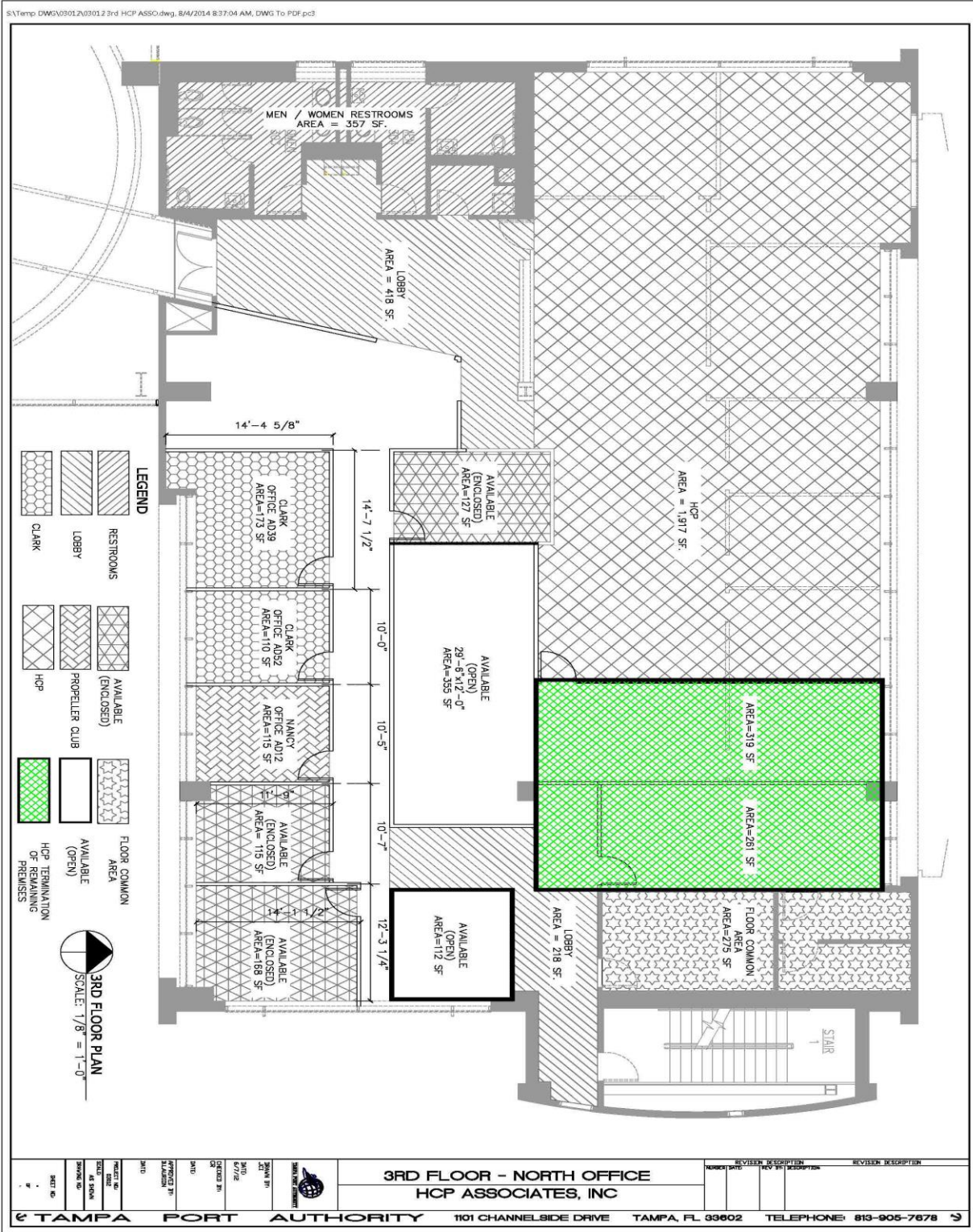
| <u>Lease Year</u> | <u>Annually</u> | <u>Monthly</u> |
|--------------------------|-----------------|----------------|
| 02/01/2014 to 01/31/2015 | \$39,053.26 | \$3,254.46 |
| 02/01/2015 to 01/31/2016 | \$40,029.92 | \$3,335.83 |
| 02/01/2016 to 01/31/2017 | \$41,030.66 | \$3,419.22 |

OTHER: All of other terms of the Lease shall remain the same; however, HCP's Right of First Refusal to lease approximately 2,000 square feet of the Remaining Premises shall be terminated.

HEARING: A Public Hearing is not required for this lease amendment.

RECOMMENDATION:

Authorize the Port President/CEO or his designee to execute an amendment to Office Space Lease Agreement with HCP Associates, Inc. in accordance with the above terms, subject to review by the Chief Legal Officer.



**SUBJECT: CONTRACT RENEWAL WITH PUBLIC FINANCIAL MANAGEMENT (PFM)
FOR FINANCIAL ADVISORY SERVICES**

BACKGROUND:

Port Tampa Bay (PTB) maintains a financial advisory services contract. The scope of services under the contract includes, but is not limited to, financial advisory services related to the issuance of debt instruments, the ongoing management of PTB's debt and investment portfolios, and the analysis of financial opportunities and constraints for any transactions in which PTB may be involved.

On August 20, 2013, PTB's Board of Commissioners approved the selection of Public Financial Management, Inc. (PFM) as PTB's independent financial advisory firm. The original contract approved by PTB's Board was for one (1) year with two (2) one-year optional renewals. The initial term was for the period of October 1, 2013 through September 30, 2014. The Board authorized funds for the first year in an amount not to exceed \$60,000.

FACTS/COMMENTS:

PFM has satisfactorily provided PTB with financial advisory services for the initial term of the contract. Included among PFM's services was the refinancing of the Series 2005A Revenue Refunding Bonds with a direct placement bank loan which resulted in lower debt service costs to PTB and advisory services relating to annual credit reviews with the three (3) major credit rating agencies, all of which resulted in affirmation of PTB's credit ratings and a ratings outlook of Stable.

As a result, PTB staff recommends exercising the first renewal period of the contract with PFM for the period October 1, 2014 through September 30, 2015. The fees associated with services for general financial advice will remain at the original contracted amount of \$60,000. Fees associated with the issuance or refunding of bonds, the placement and/or pricing of interest rate swaps or other derivative products and for investment advisory services will also be paid in accordance with the contract. Pursuant to their contract, PFM maintains a Small Business Enterprise participation goal of ten percent (10%).

Funding for this contract renewal will be included in the FY2015 Operating Budget.

RECOMMENDATION:

Authorize the Port President/CEO or his designee to exercise the first one-year renewal option with PFM as the provider of financial advisory services, from October 1, 2014 through September 30, 2015, at a cost not to exceed \$60,000 per contract year, subject to review by the Chief Legal Officer. Other services will be provided under the contract and will be included at the rates shown in the contract, subject to review by the Chief Legal Officer.

**SUBJECT: CONTRACT RENEWAL WITH HUGH WOOD, INC. FOR INSURANCE
BROKER SERVICES**

BACKGROUND:

For many years, Port Tampa Bay (PTB) has contracted and utilized the services of an insurance broker. Services provided by PTB's insurance broker include, but are not limited to, the marketing and placement of all insurance policies purchased by PTB, the evaluation of exposures to risk and development of recommendation for responding to these exposures, the coordination of all insurance claims and the ongoing review and development of loss control and safety recommendations to mitigate future claims. On August 21, 2012, the Tampa Port Authority's (TPA) Board of Commissioners approved the selection of Hugh Wood, Inc. (HWI) as PTB's insurance broker.

The original contract term was for the period September 1, 2012 to August 31, 2013, with two (2) consecutive one-year renewal options. The Board authorized funds for the first year in an amount not to exceed \$52,000. On July 16, 2013, the Board authorized the first one (1) year renewal option period term from September 1, 2013 to August 31, 2014, also in an amount not to exceed \$52,000.

FACTS/COMMENTS:

HWI has fulfilled all requirements as TPA's provider of insurance broker services, including the effective negotiations on TPA's behalf to lower insurance costs in all lines of TPA's insurance program. In addition, HWI is paid a flat fee for its services as opposed to a commission based on a percentage of total insurance premiums. For these reasons, PTB staff recommends exercising the second, and final, one-year renewal option with HWI for the period of September 1, 2014 through August 31, 2015.

As with the first two (2) years of this contract, compensation for this service will remain at a not to exceed flat fee of \$52,000 per year. The compensation paid by TPA will be credited with any and all commissions, fees, or any other source of revenue received by HWI or any affiliated intermediary, wholesale, managing general agent or affiliated company. In accordance with its contract, HWI has maintained 10% Small Business Enterprise (SBE) participation.

Funding for the contract renewal has been included in the FY2014 Operating Budget and will be included in the FY2015 Operating budget.

RECOMMENDATION:

Authorize the Port President/CEO or his designee to extend the contract with Hugh Wood, Inc. as the provider of insurance broker services for the second, and final, one-year renewal period from September 1, 2014 to August 31, 2015, at a cost not-to-exceed \$52,000, subject to review by Chief Legal Counsel.

Board Meeting
August 19, 2014
Finance 188676 / 188329

SUBJECT: CONTRACT RENEWAL WITH CHERRY BEKAERT, LLP – PROVIDER OF FINANCIAL AUDIT AND RELATED SERVICES

BACKGROUND:

According to Section 11.45, Florida Statutes, and Section 11 of Port Tampa Bay's (PTB) Enabling Act, PTB and Tampa Bay International Terminals (TBIT), a component unit of PTB, are required to have an annual independent audit of their financial records.

On July 17, 2012, PTB's Board of Commissioners approved the award of the financial audit and related services contract to Cherry Bekaert, LLP (Cherry Bekaert). The original contract term was for the period September 1, 2012 through August 31, 2013 with four (4) consecutive one-year renewal options. On August 20, 2013, the PTB Board approved the first renewal year of the contract for the period September 1, 2013 through August 31, 2014.

Fees are to be negotiated prior to the beginning of each contract year and brought before the Board for approval. The PTB Board approved fees for the first renewal period of September 1, 2013 through August 31, 2014 in the amount of \$59,800 for financial audit services and an additional amount not to exceed \$30,000 for ancillary financial and accounting services.

FACTS/COMMENTS:

Cherry Bekaert has satisfactorily performed the audit services required by PTB and TBIT. An additional component of this contract is the performance of ancillary financial and accounting services on an as-needed basis, such as the performance or provision of accounting and financial advice with regards to various business transactions into which PTB may enter. While funds for this ancillary work were authorized for the first renewal period of the contract and not used, there is a possibility of requiring such work during the second renewal period of September 1, 2014 through August 31, 2015.

Therefore, PTB staff recommends authorizing the second renewal period (third year) of the contract with Cherry Bekaert for the period September 1, 2014 through August 31, 2015. The fees associated with services to be performed under the contract will be \$59,800 for financial audit services for both PTB and TBIT with an additional \$30,000 for ancillary financial and accounting services. Cherry Bekaert has maintained ten-percent (10%) Small Business Enterprise (SBE) participation pursuant to their contract.

Funding for this contract renewal has been included in the FY2014 Operating Budget and will be included in the FY2015 Operating Budget.

RECOMMENDATION:

Authorize the Port President/CEO or his designee to renew the contract with Cherry Bekaert, LLP, as the provider of financial audit and related services for the third year from September 1, 2014 to August 31, 2015, for an amount not to exceed \$59,800 for financial audit services for both PTB and TBIT, and an additional amount not to exceed \$30,000 for ancillary financial and accounting services, subject to review by the Chief Legal Officer.

**SUBJECT: SITE IMPROVEMENTS PERMIT – YARA NORTH AMERICA
PROPOSED DE-IONIZED (DI) WATER SYSTEM AND DIESEL
EXHAUST FLUID (DEF) DILUTION SYSTEM**

BACKGROUND:

Port Tampa Bay's (PTB) policy on Site Improvements Permits, effective December 18, 2007, requires that all improvements or modifications on PTB property that exceed \$200,000.00 or involve the granting of easements be brought to PTB's Board of Commissioners for approval.

FACTS/COMMENTS:

Yara North America (Yara) leases 3.66 acres for a liquid bulk terminal along US Highway 41.

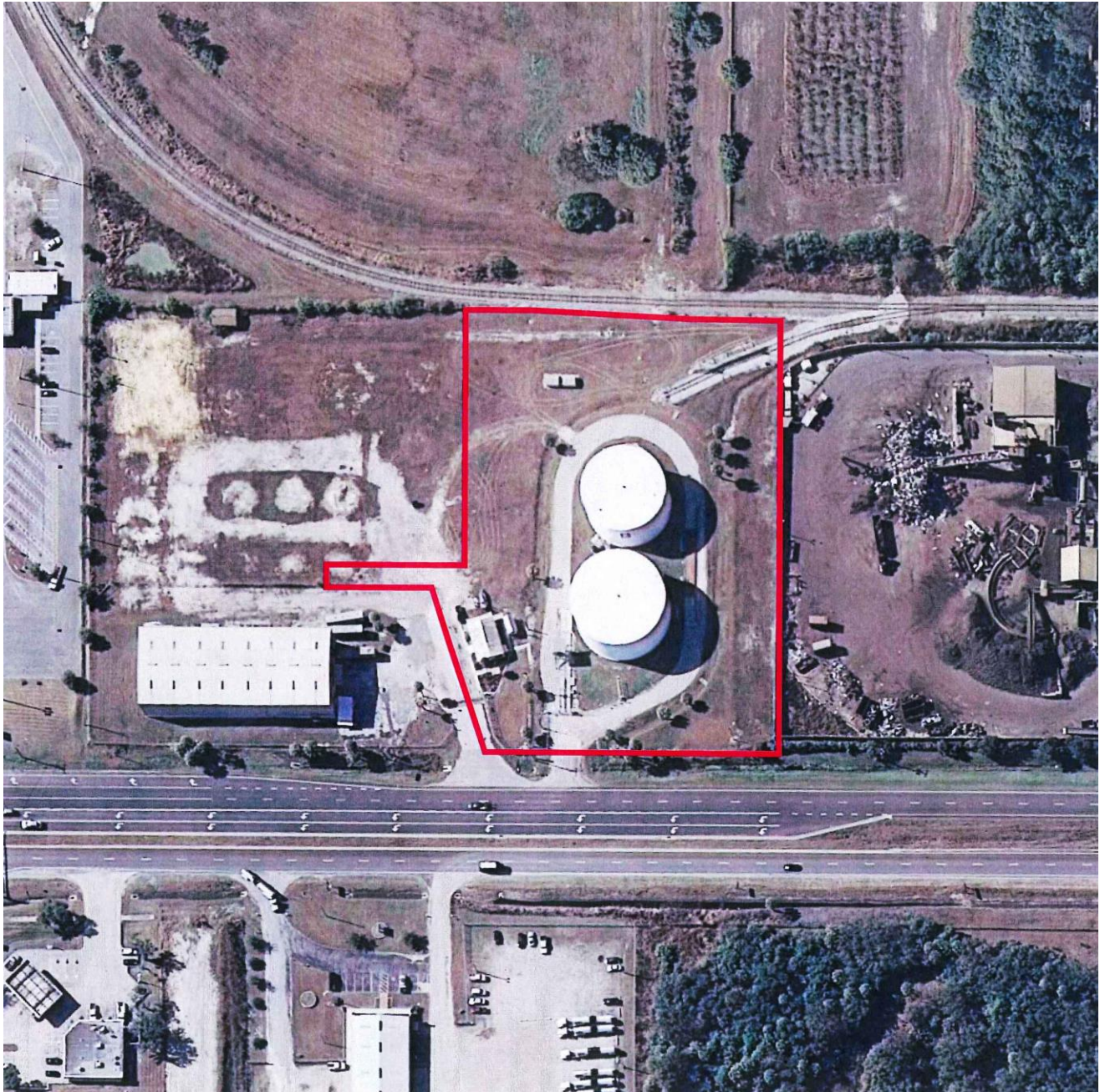
Yara proposes to install a new DI water system and DEF dilution system at their existing truck loading rack. The improvement includes a new 5,000 gallon potable water blending tank, 1,000 gallon DI water tank, water pump, air compressor and pipelines.

Yara estimates the cost of the proposed work at \$300,000.

No pipeline easements are needed for these improvements because all of the proposed new infrastructure will be located within Yara's existing lease premises.

RECOMMENDATION:

Approve the Site Improvements Permit for Yara North America's proposed DI Water System and DEF Dilution System for their existing truck loading rack at US Highway 41 lease site, as referenced above, subject to review by the Chief Legal Officer.



SUBJECT: SITE IMPROVEMENTS PERMIT – TRANSMONTAIGNE OPERATING COMPANY LP PROPOSED BUTANE INJECTION SYSTEM

BACKGROUND:

Port Tampa Bay's (PTB) policy on Site Improvements Permits, effective December 18, 2007, requires that all improvements or modifications on PTB property that exceed \$200,000.00 or involve the granting of easements be brought to PTB's Board of Commissioners for approval.

FACTS/COMMENTS:

Transmontaigne Operating Company L.P. (Transmontaigne) is the operating company for TPSI Terminals LLC, which leases 15.85 acres for a petroleum terminal on Hookers Point.

Transmontaigne proposes to install a new Butane Injection System for their gasoline truck loading rack. The improvement includes a new butane truck storage area, injection piping and pumps.

Transmontaigne estimates the cost of the proposed work at \$700,000 and will take approximately 3-months to complete.

No pipeline easements are needed for these improvements because all of the proposed new infrastructure will be located within Transmontaigne's existing lease premises.

PTB's approval of the Site Improvement Permit will be conditioned upon Transmontaigne obtaining the City of Tampa Fire Marshall's review and approval of the fire protection plan for the project.

RECOMMENDATION:

Approve the Site Improvements Permit for Transmontaigne Operating Company L.P.'s proposed Butane Injection System for their gasoline truck loading rack at Hookers Point, as referenced above, subject to review by the Chief Legal Officer.



SUBJECT: CONTRACT RENEWALS WITH ADVOCACY GROUP AND BALLARD PARTNERS FOR STATE LEGISLATIVE SERVICES

BACKGROUND:

On August 20, 2013, the Port Tampa Bay (PTB) Board of Commissioners approved the contract award for state comprehensive legislative consulting services consultant to The Advocacy Group at Cardenas Partners, LLC (Advocacy Group) and also to Ballard Partners, Inc. (Ballard Partners) The original contract for each firm was approved by PTBq • Á Ó for one (1) year with two (2) one-year renewal options. The initial term for each firm was for the period of September 10, 2013 through September 9, 2014. The Board authorized funds for the first year in an amount not to exceed \$60,000 for each firm.

FACTS/COMMENTS:

Advocacy Group and Ballard Partners collaborated very effectively on various issues during the 2014 Florida legislative session and enhanceã Á Ú V Ó q • Á æ à ã | ã c ^ Á c its requests for state dollars for infrastructure expansion and new business growth. Both firms provided timely feedback and insight on legislation of interest to PTB throughout the 2014 legislative process.

PTB staff recommends exercising the first one-year contract renewal option with Advocacy Group and with Ballard Partners for the period of September 10, 2014 through September 9, 2015 for an amount not to exceed \$60,000 for each firm, which includes all expenses except as specifically authorized by PTB on special assignments. Both consultants have maintained their Small Business Enterprise participation goals of twenty-five (25%) and nine percent (9%) respectively.

Funding for the renewals has been included in the approved FY 14 Operating budget and will be included in the proposed FY 15 Operating budget.

RECOMMENDATION:

Authorize the Port President/CEO or his designee to exercise the first one-year renewal option for state legislative consultant services, from September 10, 2014 through September 9, 2015, with The Advocacy Group at Cardenas Partners, LLC for an amount not to exceed \$60,000, and also with Ballard Partners, Inc. for the same amount, subject to review by the Chief Legal Officer.

