



**PORT TAMPA BAY
MONTHLY BUSINESS MEETING
OCTOBER 17, 2017 - 9:30 AM**

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November 9, 2017 - Propeller Club Port of Tampa Presents the 22nd Annual Stone Crab Fest, *PTB Cruise Terminal 2, 5:30 - 8:30 pm*

November 17, 2017 - Inaugural Port Tampa BaySlam Tournament, benefitting various local charities, *Tampa Convention Center, 8:30 am - 2:00 pm*

K. Date of Next Meeting

Tuesday, November 14, 2017, 9:30 am

(moved from November 21, 2017)

L. Adjournment

A. INVOCATION AND PLEDGE

PUBLIC COMMENT

B. APPROVAL OF MINUTES

**PRESENTATION AND APPROVAL OF
FINANCIAL STATEMENT**

C. APPROVAL OF CONSENT AGENDA

**PORT TAMPA BAY
Business Meeting
September 19, 2017
9:30 am**

The Port Tampa Bay (PTB) Business Meeting was called to order at 9:30 am with the following Board members present: Mr. Stephen W. Swindal, Chairman; Mr. Carl Lindell, Jr. Vice-Chairman; Mr. Patrick H. Allman, Secretary/Treasurer; Ms. Sandra Murman, Commissioner; Mayor Bob Buckhorn, Commissioner; Mr. Gregory Celestan, Commissioner; and Mr. Michael E. Griffin, Commissioner.

The following PTB senior management staff members were present: Mr. Paul Anderson, President/CEO; Mr. Charles Klug, Principal Counsel; Mr. Mike Macaluso, Chief Financial Officer; Mr. John Thornton, Vice President of Government Affairs and Board Coordination; Mr. Ram Kancharla, Vice President of Planning and Economic Development; Mr. Bruce Laurion, Vice President of Engineering; Mr. Lane Ramsfield, Vice President of Real Estate; Mr. Karl Strauch, Vice President of Branding and Regional Alliances; Ms. Joanne Toledo, Vice President of Human Resources; Ms. Donna Wysong, Vice President of Legal Affairs and Deputy Port Counsel; and Mr. Ken Washington, Vice President & Chief Information Officer.

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

There were no public comments.

APPROVAL OF MINUTES OF THE AUGUST 15, 2017 BOARD MEETING

Commissioner Murman, seconded by Mayor Buckhorn, moved to approve and receive the minutes of the August 15, 2017 Board Meeting. The motion carried unanimously.

APPROVAL OF THE FINANCIAL STATEMENT OF ELEVEN MONTHS ENDING AUGUST 31, 2017

Mr. Mike Macaluso presented the statement and reviewed specific line items.

There being no comments, Commissioner Murman, seconded by Mayor Buckhorn, moved to approve the Financial Statement of eleven Months ending August 31, 2017. The motion carried unanimously.

C. APPROVAL OF CONSENT AGENDA

- 1. Approval of the Extension of Workers' Compensation Insurance**
- 2. Approval of the Contract Extension with Public Financial Management, Inc. (PFM) for Financial Advisory Services**

3. **Approval of the Extension of Bond Counsel Contract**
4. **Approval of Standard Work Permit Application #16-031 – Florida Department of Transportation for Water Quality Improvements to the Upper Portion of Old Tampa Bay in Hillsborough County**
5. **Approval of Amendment to Lease Agreement Between Port Tampa Bay and Tampa Bay International Terminals, Inc. and Consent to Amendment of Sublease Agreement with Federal Marine Terminals, Inc.**
6. **Approval of Security and Network Infrastructure for Port Tampa Bay Cruise Terminal Six Expansion**
7. **Approval of Extension of Grounds Maintenance Services Contract for Port Tampa Bay Properties**
8. **Approval of Extension of Lawn Maintenance Services Contract**
9. **Approval of Extension of Janitorial Services Contract**
10. **Approval of Extension of HVAC Services Agreement**

There being no comments, Commissioner Murman, seconded by Mayor Buckhorn, moved to approve the consent agenda as presented. The motion carried unanimously.

D. REGULAR AGENDA

1. **Approval of Project Participation Agreement with U. S. Army Corps of Engineers for the Big Bend Channel Deepening and Widening Project**

Mr. Ram Kancharla, outlined the item as presented in the write-up included in the agenda.

Mr. Bob Emerson, Seaport Manager for the Florida Department of Transportation (FDOT), thanked Governor Scott and the legislature for providing significant resources through FDOT the past several years to improve access, capacity and efficiency at seaports throughout Florida. Mr. Emerson also stated that FDOT was proud to be a partner in the Big Bend Channel Deepening and Widening Project (Big Bend Project) and other projects FDOT has funded in Port Tampa Bay and the rest of the ports throughout Florida.

Mr. Anderson thanked Mr. Emerson and noted this project may be the largest Port Tampa Bay has ever worked on. Mr. Anderson also thanked federal lobbyist consultants, Mr. Harry Glenn, of Van Scoyoc Associates, and Ms. Lois Moore, of Alcalde & Fay, and also the U.S. Army Corps of Engineers (ACOE).

In response to Commissioner Lindell's question regarding how much more efficient the port would be upon completion of the Big Bend Project, Mr. Kancharla stated that the current tenants along the channel needed deeper draft. Mr. Tim Murphy, Project Manager, ACOE, Jacksonville District, stated that 100 percent of the costs to maintain the Big Bend Channel, averaging about one million dollars a year, would become a federal responsibility. Mr. Anderson added that the project would fully optimize the investments PTB made in land in the Big Bend

area. The project would allow larger vessels, which would mean more efficiency and more jobs. It also would allow PTB to attract, retain and recruit global, multinational companies.

In response to Commissioner Celestan's question regarding if the project costs exceed project estimates, how would additional funds be allocated among the non-federal partners, Mr. Kancharla stated there was a 30 percent contingency in the ACOE's budget. Mr. Brandon Burch, Project Manager, Water Resources Branch, ACOE, Jacksonville District, added that should bids come in higher than the estimates, the ACOE would work with the contractor before awarding the contract. He emphasized that in the spirit of the partnership nature of the Agreement, before the project is advertised the Port has the opportunity to review the plans and specifications, and to make comments and revisions. Mr. Anderson noted that there was a shared risk of all the entities. Mr. Anderson also noted that parties worked to mitigate the risks of higher project costs by performing slope analysis with some of the most recent soundings having gone through a refinement of the process with all partners engaged.

There was some continued discussion with other Commissioners thanking those involved in moving this project forward.

There being no further comments, Commissioner Murman, seconded by Commissioner Allman, moved to authorize the Port President/CEO, or his designee, to approve and sign the Big Bend Channel Deepening and Widening Project Participation Agreement with the U.S. Army Corps of Engineers, subject to review by Principal Counsel. The motion carried unanimously.

2. Approval of Joint Participation Agreement with the Florida Department of Transportation – FSTED Funds (JPA #44701-19401 and #440711-19401)

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

There being no comments, Commissioner Murman, seconded by Mayor Buckhorn, moved to authorize the Port President/CEO, or his designee, to enter into two joint participation agreements with FDOT, District Seven, for \$3,050,000 (JPA #440710-19401) for Berth 219 and for \$1,150,000 (JPA #440711-19401) for Berth 3, which requires a 75:25 match from Port Tampa Bay Revenues (\$1,016,667 and \$383,333, respectively), and authorize the payment of \$84,000 to the Florida Ports Council, subject to review by Principal Counsel. The motion carried unanimously.

3. Approval of Joint Participation Agreement with the Florida Department of Transportation – Intermodal Funds (JPA #440336-19401)

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

There being no comments, Commissioner Murman, seconded by Mayor Buckhorn, moved to authorize the Port President/CEO, or his designee, to enter into Joint Participation Agreement #440336-19401 with FDOT, District Seven, for the allocation of \$1,433,941 in Intermodal Funds, which requires \$1,433,941 in PTB matching funds from its revenues, subject to review by the Principal Counsel. The motion carried unanimously.

4. Approval of the Award of Berth 3 Improvements, Contract No. 17-01016, ITB No. B-014-17

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

In response to Commissioner Murman's question regarding references for the low bidder, Mr. Laurion stated that PTB had received acceptable responses from the references.

There being no further comments, Commissioner Murman, seconded by Mayor Buckhorn, moved to authorize the Port President/CEO, or his designee, to enter into a contract with Infrastructure & Industrial Construction for Berth 3 Improvements, Contract No. 17-01016, in an amount of \$5,974,668.00, with a 5% contingency of \$298,733 for any unforeseen conditions that may arise during the project (total not-to-exceed amount of \$6,273,401), subject to review by Principal Counsel. The motion carried unanimously.

5. Approval of FY 2018 Funding for Continuing Annual Services Agreements for Engineering, Environmental, Real Estate and Planning Services

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

There being no comments, Commissioner Murman, seconded by Mayor Buckhorn, moved to authorize the funding in the total amount of \$3.65 million from the FY2018 Capital Improvement Program for the continuing contracts listed in the agenda item for environmental engineering; general engineering and container facilities engineering; geotechnical/testing & engineering services, general planning & Channelside planning services; and real estate services, contingent upon approval of the FY18 Capital Program. The motion carried unanimously.

6. Approval of FY 2018 Funding for Annual Maintenance, Repair, Remediation and Services Contracts

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

In response to Commissioner Allman's question regarding whether this funding item would cover the incumbent contract for upland construction as well as whatever firm that may win the new contract during the fiscal year, Mr. Laurion affirmed that it would.

There being no further comments, Commissioner Allman, seconded by Commissioner Murman, moved to authorize the funding of the nine continuing service contracts referenced in the agenda item, in the total amount of \$6,774,700, contingent upon approval of the FY2018 Budget.

7. Approval of Agreement for Eastport Fill and Phase 2 Expansion Engineering Services, Agreement No. 17-00517

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

There being no comments, Commissioner Allman, seconded by Commissioner Murman, moved to authorize the Port President/CEO, or his designee, to execute Agreement No. 17-00517 with Moffatt & Nichol Engineers for the engineering services needed for the Eastport Fill and Phase 2 Expansion Project, and authorize funds in the amount of \$1,436,000 for the design and

permitting services lump sum fee and with \$71,800 as a five percent project contingency, all subject to final review by Principal Counsel. The motion carried unanimously.

8. Approval of the Award of Southbay Access Road and Security Fencing, Contract No. 17-02717, ITB No. B-010-17

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

There being no comments, Commissioner Murman, seconded by Mayor Buckhorn, moved to authorize the Port President/CEO, or his designee, to enter into a contract with Alto Construction Company, Inc. for the Southbay Access Road and Security Fencing, Contract No. 17-02717, in the amount not to exceed \$699,259.00, which included a 5% contingency, subject to review by Principal Counsel. The motion carried unanimously.

9. Approval of the Award of PTB Variable Message Signs Improvements, Contract No. 17-02017

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

There being no comments, Commissioner Murman, seconded by Mayor Buckhorn, moved to authorize the Port President/CEO, or his designee, to enter into a contract with Traffic Control Devices, Inc. for the PTB Variable Message Signs Improvements, Contract No. 17-02017, in the amount not to exceed \$356,756, which includes a 10% contingency, subject to review by Principal Counsel. The motion carried unanimously.

10. Approval of the Award of Security Command Vehicle Garage, SBE Set Aside Contract No. 17-00617, ITB No. B-006-17

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

There being no comments, Commissioner Murman, seconded by Mayor Buckhorn, moved to authorize the Port President/CEO, or his designee, to enter into a contract with Austin Construction Group, Inc. for the Security Command Vehicle Garage, Contract No. 17-00617, in the amount not to exceed \$442,610.00, which included a 10% contingency, subject to review by Principal Counsel. The motion carried unanimously.

11. Approval of the Award of PTB Parking Garage Repairs & Improvements, Contract No. 17-01617, ITB No. B-005-17

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

In response to Commissioner Celestan regarding how maintenance issues would be addressed in any future agreement with Channelside Bay Plaza (CBP), Mr. Charles Klug stated that was being negotiated and that PTB would be responsible for all structural repairs or long-term maintenance repairs and all other maintenance items would be the responsibility of the parking garage operator (CBP). With continued discussion, Mr. Klug noted that day-to-day maintenance items, such as the parking operating system, painting, pressure washing, etc. would be under the responsibility of CBP.

There was some continued discussion regarding deferred maintenance items being taken care of. Mr. Anderson added that he informed staff of the importance of budgeting and planning for future deferred maintenance and noted that deferred maintenance was critical to any organization's infrastructure.

In response to Commissioner Murman's question regarding a patron accidentally damaging the structure of the garage, Mr. Laurion noted that staff would pursue reimbursement of any such repair costs from the responsible party.

There being no further discussion, Commissioner Murman, seconded by Mayor Buckhorn, moved to authorize the Port President/CEO, or his designee, to enter into a contract with Restocon Corp. for PTB Parking Garage Repairs & Improvements, Contract No. 17-01617, in the amount of \$316,347.69, with a 15% contingency of \$47,452.31 (total not-to-exceed amount of \$363,800), subject to review by Principal Counsel. The motion carried unanimously.

12. Approval of Contract Extension with Van Scoyoc Associates, Inc. and Alcalde & Fay, Ltd., Inc. for Federal Government Relations Consultant Services

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

Commissioner Allman commended both Van Scoyoc and Alcalde & Fay for their diligence in working together on the Big Bend Channel project.

In response to Commissioner Griffin's question regarding any potential conflict of interest with other Florida ports, Mr. Thorington stated there was a conflict of interest clause in the contracts and noted that staff would be mindful of any potential conflicts and would address those immediately.

There being no further comments, Commissioner Allman, seconded by Commissioner Murman, moved to authorize the Port President/CEO, or his designee, to exercise the first one-year extension option to the federal government relations consultant services contracts with Van Scoyoc Associates, Inc. and Alcalde & Fay, Ltd., Inc. from November 1, 2017 through October 31, 2018, per the terms described in the agenda item and for an amount not to exceed \$90,000, subject to review by Principal Counsel. The motion carried unanimously.

13. Approval of Lease Agreement with Pasco Terminals, Inc.

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

Mr. Charles Klug noted the first date listed in the write-up included in the agenda regarding the Annual Tonnage Guarantee was inaccurate and the corrected date, which was reflected accurately by Mr. Ramsfield in his presentation, should be November 1, 2020 – October 31, 2023, not October 31, 2022.

There being no further comments, Commissioner Murman, seconded by Mayor Buckhorn, moved to authorize the Port President/CEO, or his designee, to enter into a lease amendment with Pasco Terminals, Inc., in accordance with the terms set forth in the agenda item and the correction noted by Mr. Klug, and subject to review by Principal Counsel. The motion carried unanimously.

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**

There being no comments, Commissioner Lindell, seconded by Commissioner Murman, moved to receive the reports as presented. The motion carried unanimously.

F. EXECUTIVE DIRECTOR REPORT

Mr. Anderson gave a post-hurricane Irma report outlining actions that took place in preparation for and in the immediate aftermath of hurricane Irma.

Commissioner Allman thanked Mr. Anderson for his and PTB senior staff's leadership during the storm event, particularly, Sal Kass and Mark Dubina.

Commissioner Murman noted PTB's attention to the fuel distribution and accessibility.

The Hurricane Irma report is [Attachment 2](#).

Mr. Anderson reported that senior leadership from the U.S. Army Corps of Engineers, Jacksonville District, Colonel Jason Kirk, along with Brandon Burch and Tim Murphy visited PTB last month and toured the port. While onsite, the Big Bend Channel Reimbursement Agreement was signed, which was another important step in the Big Bend Channel Deepening and Widening Project. Mr. Anderson continued that the approval of the Big Bend Channel Project Partnership Agreement during this meeting was yet another significant milestone towards the ultimate construction of this critical project.

Mr. Anderson stated that PTB staff continued to have numerous public officials visit the port. Most recently, Pasco County Commissioner and MPO Board member, Jack Mariano, toured the port as part of PTB's ongoing outreach to elected officials.

Mr. Anderson reported that Mark Dubina, PTB Vice President of Security, was in Arlington, Virginia attending a meeting of the Department of Homeland Security sponsored State, Local, Tribal and Territorial Government Coordinating Council. The Council works at a high level to strengthen the nation's critical infrastructure by bringing together geographically diverse experts from a wide range of critical infrastructure disciplines to ensure that state, local, tribal and territorial officials play an integral role in national critical infrastructure security and resilience efforts.

Mr. Dubina was nominated for this position by the Commissioner of the Florida Department of Law Enforcement who functions as Florida's Homeland Security Advisor to the Governor. Mr. Dubina represented the State of Florida on the Council, as well as serving as the Chair of the State's Critical Infrastructure Working Group.

G. PRESENTATIONS

There were no presentations.

H. NEW BUSINESS / COMMISSIONERS' COMMENTS – EXPENSE POLICIES

Mr. Klug stated that pursuant to the September 19, 2017 Board meeting, he forwarded the new and revised Tampa Port Authority policies on expenses to the Florida Commission on Ethics, with a letter requesting the Commission to determine whether the policies comply with the provision of the Florida Code of Ethics. An attorney for the Florida Commission on Ethics replied to the request and stated, in sum, that it does not appear that an officer or employee of the Port Authority (PTB) would be acting in a manner inconsistent with his or her public duties as would be necessary to meet the elements of any violation of the Florida Code of Ethics so long as the officer or employee follows the regulations set out in the new policies.

I. FUTURE PROPOSED PROJECTS

Mr. Anderson noted the list of upcoming projects and encouraged vendors to submit bids and/or proposals.

J. CALENDAR OF EVENTS

Mr. Anderson noted the following events:

September 21, 2017: Port Tampa Bay Final Millage Rate and Fiscal Year 2018 Budget Public Hearing, *Port Tampa Bay Boardroom, 5:01 pm*

October 7, 2017: Anchor Ball, Benefiting Tampa Port Ministries and the Tampa Bay Maritime Scholarship Foundation and its Steinbrenner Memorial Maritime Scholarship, *Port Tampa Bay Cruise Terminal 6, 6:00 pm*

November 14, 2017: Port Tampa Bay Board of Commissioners Regular Monthly Business Meeting, *moved from November 21, 2017, Port Tampa Bay Boardroom, 9:30 am*

K. NEXT MEETINGS

Chairman Swindal announced that the next Board meeting would be held on Tuesday, October 17, 2017, 9:30 am.

L. ADJOURNMENT

There being no further business, the meeting adjourned at 10:52 am.

ATTEST:

Stephen Swindal, Chairman

Patrick H. Allman, Secretary/Treasurer

PORT TAMPA BAY BUSINESS MEETING
SEPTEMBER 19, 2017 - 9:30 a.m.

PUBLIC ATTENDANCE SIGN-IN SHEET

NAME

BUSINESS

Ed Cronyn

Atkins / FDOT

Virginia Creighton

FDOT

Steve Finnesy

Tampa Seafarers Center

Mike Herrmann

MARFROT & NICHOL

Randall Reid

JE Dunn

DANIEL LE BLANC

LEBLANC MARITIME CONSULTING LLC

CHARLOTTE BRITAIN

Mosaic

Genevieve O'Hara

Walbridge

Ross McGillivray

Ardaman

Ray Clark

FDOT

GEORGE BOYLE

FDOT

MIKE BROWN

FDOT

GREG THOMPSON

ITICON SOUTHEAST

Allen Thompson

TAMPA BAY PILOTS

Robyn Huber

Cutler Assoc.

KAREN SOMERIDER

WSP-USA

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PORT TAMPA BAY BUSINESS MEETING
SEPTEMBER 19, 2017 - 9:30 a.m.

PUBLIC ATTENDANCE SIGN-IN SHEET

<u>NAME</u>	<u>BUSINESS</u>
Richard Ghent	MOSAIC
Matt Mooney	PSI
Louisa Saunders	LSI
Mark C Valenti	ORION
CAITLIN SHICK	NOVA
Bill Kuznick	Prop Club / AmVoc
Jim Lowb	HENDRY MARINE
Eric Smith	" "
Mike Hu	GLF
Dennis Manelli	Hendry Marine
J Gholston	Ariel Business Group
Rene Gellant	Tampa Electric
Frank Busot	Tampa Electric
DAN HART	HZR CORP
Melvin Rivem	SCS Engineers
Scott Harkness	Ground works

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PORT TAMPA BAY BUSINESS MEETING
SEPTEMBER 19, 2017 – 9:30 a.m.

PUBLIC ATTENDANCE SIGN-IN SHEET

NAME

BUSINESS

Kristen Chittenden

Handry Marine

Caroline Vostrejs

Beck

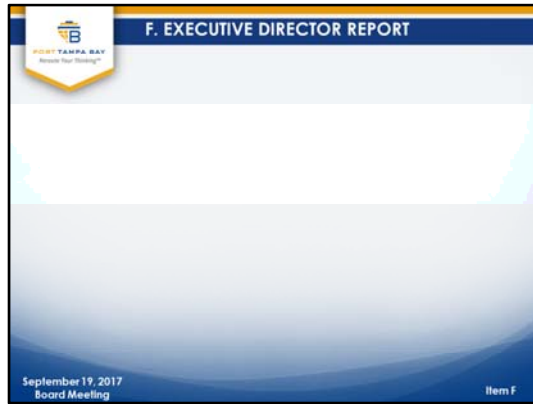
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Hurricane Irma:

- At my direction, Port Tampa Bay Executive staff started tracking Irma at the beginning of Labor Day weekend. Upon returning on Tuesday September 5th, we began daily meetings with key management staff and instituted preliminary procedures to prepare for the possible impact of the storm, including securing port vehicles and property.
- On Friday, September 8th, all staff was directed to prepare for the storm, and administrative personnel were allowed the day off to prepare. Leadership conference calls continued through the weekend and essential staff continued to report to work.
- Vice President of Operations, Sal Kass, and Vice President of Security, Mark Dubina, and Director of Facilities, Norberto Sanchez, assigned volunteers to shifts that would occur during the storm event, while Executive Staff verified where they would be during the storm. Sal Kass and I decided to ride the storm out on an ice breaker moored at Tampa Ship, along with Jamal Sowell, Sam Sodos, and others, on the morning of September 10th, the day of the storm's initial effects.
- Mark Dubina deployed with Port Security Officers and Hillsborough County Sheriff's Office Port Deputies to large enclosures at the State Fair Grounds, along with the PTB Mobile Command Center and Security vehicles.
- Additional Operations and Port Security personnel sheltered in a city shelter with City of Tampa resources starting early on Sunday September 10th. By noon tropical storm force winds were arriving and the final Port Security personnel and Sheriff's Deputies left the port for shelter. Sal Kass, Mark Dubina and I remained in continuous contact from noon on.
- Overnight I took the opportunity to quickly evaluate the state of the port infrastructure during a lull in storm activity.

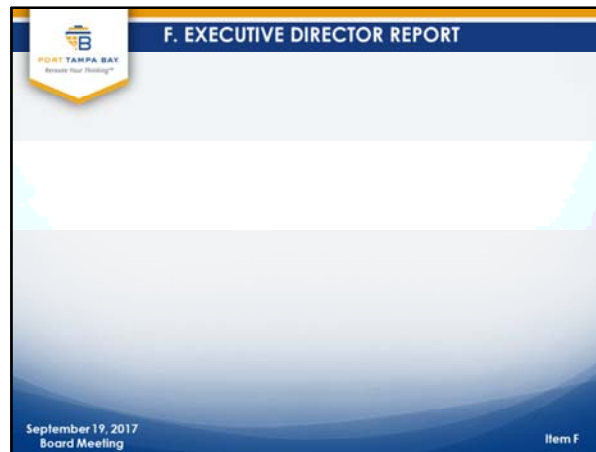
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Irma (cont'd):

- At approximately 5:00 AM on Monday, September 11th, the Sherriff's Office sent units out to evaluate our re-entry options; using some of the information previously provided by Sal Kass and me.
- Based on all available information, Sheriff's Office Deputies and Port Security Officers re-entered the port with Mark Dubina before sunrise. The units quickly stood up access control at both Maritime and Pendola Point entry gates. Sal Kass, Mark Dubina and I, aided by a Sheriff's Office specialty vehicle and Port Deputy, conducted an initial assessment of all facilities on Hookers Point and Pendola Point and determined that the port had suffered no significant infrastructure damage and that there appeared to be no significant hazards.
- This information was reported directly to the city, county and state emergency operations centers by Mark Dubina, while I notified key governmental leadership. Sal Kass and Mark Dubina also coordinated with key tenant representatives.
- By 7:00 AM the port was ready to receive additional staff, tenants and users. In the following hours Operations, Facilities and Engineering personnel returned to the port, along with additional security staff to continue the assessment and re-entry process.
- Knowing that the port supplies a significant amount of fuel to the State of Florida, and also knowing that this fuel would be in high demand immediately after the storm, PTB focused on doing its part to begin the flow of this precious resource back to community.

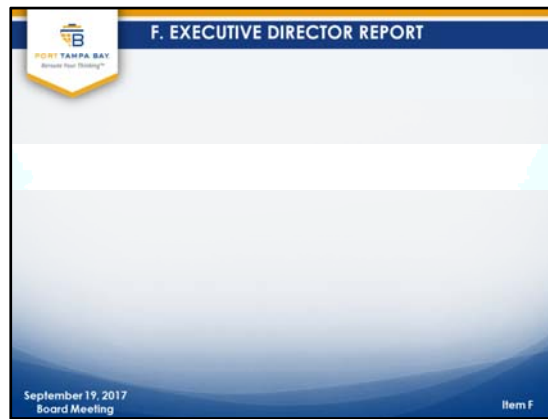
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Irma (cont'd):

- By 11:00 AM the first fuel terminal was on-line and by 1:30 PM the first fuel trucks began arriving, totaling over a dozen by nightfall.
- In the following days, traffic increased by the hour, with over 400 fuel trucks passing through the PTB gates, some escorted by FHP Troopers stationed at the port, as fuel terminals came on-line. In the photo on the screen you can see three petroleum vessels docked at PTB's recently upgraded petroleum terminal shortly after passage of the storm.
- PTB utilized all the resources at its disposal to communicate our efforts to an anxious community, while working behind the scenes with Governor Scott, Emergency Management Director Brian Koon and key industry leaders.
- This success was a direct result of our strong partnerships in both the public and private sector, and the around the clock efforts of our employees.

Continued on next page.



Irma (cont'd):

- Finally, during the course of the hurricane, and the days leading up to the storm, Port Tampa Bay was thrust into the national spotlight. We sent constant media updates about our preparedness, particularly fuel storage, affected cruise lines, and the changing of Port Conditions as determined by the Coast Guard. We sent updated information through social media several times a day, handling dozens and dozens of media requests on a daily basis. On Twitter alone, we received more than 232,000 new visitors. Twitter was the most utilized and engaged platform, and it was commonly used for other agencies to share timely hurricane safety and relief updates. Sharing and coordinating messages with local and state organizations dramatically raised the Port's profile, increasing its audience on social media among millions of people.
- Overall we generated nearly 500 online news mentions. We received international, national, and local media coverage. All the major news networks: ABC, CBS, NBC, CNN, Fox News along with some business-related national outlets: CNBC, Bloomberg, Fox Business News, and the Wall Street Journal reported on the importance of petroleum at Port Tampa Bay with updates and live reports. Dozens of statewide and local news outlets followed suit.
- As the hurricane surged near Tampa Bay, all of the video Director of Public Relations Sam Sodos captured on the icebreaker, was aired a few hours later on the "The Today Show" as PTB Board member and Mayor Bob Buckhorn did a live report. Our message to the media and the public following the storm was singular: we were open for business and fueling up tanker trucks to supply gas to the state. Our messaging as a major petroleum port during the crisis, connected with consumers and thousands in our community – yielding the highest return for increasing brand voice and audience that we have ever seen at Port Tampa Bay.

**TAMPA PORT AUTHORITY
BOARD OF COMMISSIONERS
FISCAL YEAR (FY) 2018 BUDGET WORKSHOP
AUGUST 31, 2017**

The Tampa Port Authority's (TPA) FY2018 Budget Workshop was called to order at 2:35 p.m. with the following TPA Board of Commissioners (Board) members present: Mr. Stephen W. Swindal, Chairman; Mr. Carl Lindell, Jr., Vice-President; Mr. Patrick H. Allman, Secretary/Treasurer; Mayor Bob Buckhorn, Commissioner; Mr. Michael E. Griffin, Commissioner; and Ms. Sandra L. Murman, Commissioner. Absent was Mr. Gregory J. Celestan, Commissioner.

The following senior management were present: Mr. A. Paul Anderson, President & Chief Executive Officer; Mr. Charles Klug, Principal Counsel; Mr. Raul Alfonso, Executive Vice President - Chief Commercial Officer; Mr. Mike Macaluso, Chief Financial Officer; Mr. Ram Kancharla, Vice President of Planning & Development; Mr. Ken Washington, Vice President & Chief Information Officer; Mr. John T. Thorington, Vice-President of Government Affairs & Board Coordination; Mr. Bruce Laurion, Vice President of Engineering; Mr. Wade Elliott, Vice President of Marketing & Business Development; Ms. Donna Wysong, Vice President of Legal Affairs; Mr. Lane Ramsfield, Vice President of Real Estate; Ms. Joanne Toledo, Vice President of Human Resources; Mr. Mark Dubina, Vice President of Security; and Mr. Karl Strauch, Vice President of Branding Development & Strategic Alliance.

The public attendance sheet is Attachment 1.

The TPA, d/b/a Port Tampa Bay (PTB), Fiscal Year 2018 Budget Workshop Presentation is Attachment 2.

Mr. Anderson presented an overview of the Port's strategic goals and objectives for the Fiscal Year 2018 (FY2018) Budget. Mr. Anderson explained that PTB's goal is continue to grow the business and diversify PTB's market. A major portion of PTB's capital campaign is devoted to the improvement and upgrade of the overall Port complex. Investments are being made heavily in the maintenance and growth of terminals, docks and warehouses. PTB is following its Vision Plan 2030 in regards to growth. New types of cargo are being looked at, which would complement PTB's existing business. PTB will continue to insure solid financial performance and enhance partnerships with stakeholders as the Port continues to grow and diversify.

Mr. Anderson asked Mike Macaluso to present the FY2018 Budget.

Budget Comparative Statement of Revenues & Expenses (FY2017)

Before beginning his portion of the presentation of the FY2018 Budget, Mr. Macaluso reviewed the FY2017 projected financial statement discussed and how the forecast compares to FY2017 budget. It is expected that the FY2017 Operating

Revenues will exceed \$55 million, which would be just under \$5 million higher than the FY2017 Budget. That would surpass the previous record-high Operating Revenue level of \$51 million, and will result in a 9% increase over budget. Additional cruise sailings for FY2107 account for the majority of the Operating Revenue increase. Increases have also been recognized in bulk and general cargo, specifically cement, aggregates, prilled sulphur, petroleum, phosphates, steel and scrap. Lease revenue is higher than budget due to some of the new leases that went into effect in FY2017, specifically APA East Coast (VWs) and Logistec Gulf Coast, as well as other leases that have increased in acreage and increased in rental rates . Operating Expenses are expected to be about \$500,000 higher primarily due to higher security costs, due to additional facilities that the Port has to secure and the additional marketing incentive fees associated with increased cruise passengers. As a result of the substantially higher Operating Revenue, Operating Income will be over \$4 million higher than budget, and Net Income before Grant Revenue will be over \$3 million higher than budget. FY2017 will be one of the most successful financial years in the history of Port Tampa Bay.

FY2018 Budget Trends & Assumptions

Mr. Macaluso discussed the budget trends and assumptions that were used in the development of the FY2018 Budget. An increase of 1.2% is expected in Operating Revenues in FY2018. A 4% increase is expected in tonnage over PTB owned docks. Increases are projected in all of the dry bulk categories such as cement, granite, aggregates, prilled sulphur, and flyash. Petroleum is also expected to increase in the liquid bulk category. Scrap and steel are also expected to increase in FY2018 which would continue the trend seen in FY2017. Cruise sailings are forecast to increase by four and cruise passengers in FY2018 are expected to be over 992,000. Lease Revenues are increasing in FY2018 due to the full-year's effect of new leases which became effective in FY2017 and increased rent from existing leases due to contractual increases and increased acreage.

Operating Expenses are expected to increase in FY2018. Personnel and personnel-related costs are expected to increase due to additional personnel and slightly increasing health insurance premiums. Promotional expenses in total are forecast to remain even in FY2018.. Administrative expenses are expected to be higher due to higher security costs and increased marketing incentive fees that are assessed on each cruise passenger that comes in and out of PTB. The ad valorem millage rate was lowered to \$.1300 mills for FY2018. PTB is expected to recognize \$15 million in grant revenue. A new debt issuance is anticipated as some point in FY2018.

Two (2)-Year Comparative Statement of Revenues & Expenses (2017-2018)

Mr. Macaluso presented the Two (2)-Year Income Statement comparing the proposed FY2018 Budget to the FY2017 projected year-end. Operating Revenues are expected to increase due to increased tonnage, additional cruises and cruise passengers, and lease revenue. Operating Expenses increase due to increased personnel and

personnel-related costs, higher security costs due to additional facilities which are or will soon be operational, and increased marketing incentive fees due to expected increases in the number of cruise passengers. Ad valorem tax receipts decreased slightly due to the lower millage rate. A new debt issuance is included for FY2018.

FY2017 vs FY2018 Operating Revenues

Mr. Macaluso explained that Operating Revenues are expected to increase in FY2018 to almost \$55.8 million. If achieved, FY2018 Operating Revenues will surpass the record-breaking operating revenues for FY2017.

Operating Revenue Diversification

Mr. Macaluso presented PTB's current Operating Revenue Diversification slide. Bulk Cargo has been and will continue to be the primary component of PTB's operating revenue stream at 42%, Cruise revenues comprises over 22%, lease revenue 25%, other operating 4%, and the remaining 7% comes from the General Cargo/container line of business. A diversified revenue stream helps ensure PTB maintains a constant revenue stream and is one of the key factors that result in favorable credit ratings.

FY2017 Operating Revenue Assumptions

Mr. Macaluso commented that Bulk Cargo tonnage over PTB-owned docks is expected to increase by 4%. General Cargo is expected to be 8% with containers increasing by 14% to an estimated 60,000 TEUs. There are also projected increases in steel and scrap metal.

Mr. Anderson commented that revenue is not allowed to be projected or booked that does not have an associated contract. Some of the deals and projects being worked on that may add new revenue in FY2018 that are not included in the FY2018 Operating Revenue assumptions.

Mr. Macaluso added that four additional cruise sailings are included in the FY2018 assumptions. The Carnival Miracle returns for 36 sailings. Royal Caribbean continues to homeport three vessels at PTB which goes along with the NCL and Holland America vessels that are already homeporting. Lease Revenues will increase by 6% due to full-year effect of leases which started mid-way through FY2017.

Total Tons Five (5) Year Trend

Mr. Macaluso stated that tonnage over PTB docks is increasing to approximately 15.5 million tons in FY2018.

Bulk Cargo (Tons)

Mr. Macaluso stated that dry bulk increases by 8% in FY2018. Major contributors to the increase are aggregates, primarily limestone as well as prilled sulphur and flyash. Liquid bulk shows a 2% increase primarily due to increases in anhydrous ammonia and petroleum.

General Cargo (Tons)

Mr. Macaluso commented that general cargo is expected to increase 8%. Containerized business is forecast to increase by 14% to almost 60,000 TEUs. Steel is projected to increase by 1% to over 330,000 tons in FY2018.

Cruise Passengers

Mr. Macaluso anticipates over 992,000 cruise passengers sailing out of Tampa in FY2018 which will be an all-time high. Carnival plans on adding 20 additional sailings in FY2018.

Operating Revenue Increasing

Mr. Macaluso commented that that over the past 6 years PTB's Operating Revenue has averaged \$50.6 million. That is over a \$2.3 million per year average Operating Revenue increase. The average year-to-year revenue increase is 4.98%.

Mr. Macaluso then introduced Raul Alfonso who discussed the marketing strategies PTB is undertaking to insure PTB will achieve its business development goals and objectives.

Port Tampa Bay Market Area

Mr. Alfonso commented that the Marketing team would present the traditional business areas, going into detail about specific global economies. Included in the Marketing presentation is a more detailed scope for PTB's plans for diversification of business in the container and refrigerated food industry, the automobile industry, and an overview of PTB's real estate position on the Port's growth.

Mr. Alfonso introduced Wade Elliott who discussed PTB's marketing strategies.

Mr. Elliott commented that the fundamentals driving PTB's business look solid and the outlook across key commodities is very positive. The USGDB growth is forecast to continue to look good. In Florida, especially across the I-4 corridor, the continued growth in population and strong tourism sector continues to combine to provide an expanding consumer market which drives PTB's lines of business from construction and building materials to energy products, consumer goods and food and beverage products. Containerized cargoes are reflected in the growth and expansion of distribution centers

along the I-4 corridor. Being diversified across multiple lines of business continues to be at the heart of PTB's Master Plan, Strategic Plan, and business development strategy which focuses on building on PTB's existing lines of business, but at the same time targets new cargos and commodities that could have strong growth prospects. PTB's approach from a business development perspective is very much a supply chain driven strategy where PTB understands customers' logistics costs and needs and works with customers to find new solutions.

Energy-Bulk

Mr. Elliott explained that energy products are one of PTB's key lines of business. PTB is working with tenants and partners to expand the market share. There is considerable infrastructure in place to include tank farms, on-dock unit train capacity with Trans-Flo and CSX, the pipeline that connects to Orlando, and the adjacent land on Hookers Point for expanded lease opportunities, storage and distribution capacity.

Mr. Elliott commented that the Central Florida Pipeline is a wholly owned subsidiary of Kinder Morgan. The pipeline serves as the jet fuel supply for the Orlando airport, and gasoline for rental cars.

Commissioner Lindell asked for an explanation of the use of the pipeline.

Lane Ramsfield explained that. A pipeline travels north along I-4 and another pipeline goes south through Pendola Point. Kinder Morgan is part of the REK facility. The Port receives revenues from Kinder Morgan for the use of the REK facility and those revenues are used to pay for the REK investment. Kinder Morgan pays tariff rates and a 23.5 million barrel guarantee plus a throughput of approximately \$.05 per barrel. Mr. Ramsfield commented that Kinder Morgan is the largest revenue tenant at PTB.

Mr. Elliott added Kinder Morgan is also a part of the unit train facility project with Transflo.

Fertilizer & Agriculture - Bulk

Mr. Elliott explained that fertilizer and agriculture is another major segment for PTB over the past year. Strong growth in the commodity of prilled sulphur which is used in fertilizer manufacturing was seen over the past year at Port Redwing. The recent announced plans to dredge Big Bend Channel will significantly enhance PTB's ability to grow this business as well as other dry bulk cargo. PTB is looking forward to the arrival of a larger juice ship (Juice Express) from Seatrade and Tampa Juice which will replace the Joint Frost later this year which will provide additional capacity for other refrigerated cargos.

Construction & Building Materials – Bulk & Breakbulk

Mr. Elliott explained that the construction and building materials sector continues to be very strong. There is a demand for break bulk steel as well as dry bulk cement and aggregates. A new steel manufacturing facility on Port Redwing (Steelco) will enhance PTB's ability to market the adjacent property at Port Redwing and Southbay to attract additional investment in complimentary steel and related fabrication, manufacturing and distribution activities focused on exports.

Shipbuilding & Repair

Mr. Elliott commented that the shipbuilding and repair sector is a fundamental part of PTB's portfolio. The sector is subject to the ebbs and flows of demand and global market conditions. The downturn in the offshore gas and oil sector has impacted the level of new shipbuild activity recently. PTB remains close to shipyard tenants and partners to help the tenant, where appropriate, the tenant with their efforts to expand including access to grants and government assistance.

Cruise

Mr. Elliott anticipates a strong year for sailings in FY2018. There will be additional sailings from Royal Caribbean and Carnival. PTB is working with cruise line partners regarding other options for new destinations and expanded itineraries in the future.

Mr. Elliott discussed the limitation on the air-draft for the Sunshine Skyway Bridge. Several carriers are refurbishing older ships and effectively creating new ships that are within the Tampa size configuration that the Port can accept.

Mr. Anderson added that Carnival has a new vessel which is in a class of eight new ships. Adding Cuba to their itinerary has helped bookings.

Mr. Elliott introduced Raul Alfonso who discussed containers, refrigerated cargo, and automobiles.

Tampa Bay & I-4 Florida's Distribution Gateway For Consumer Products, Food & Beverage & E-Commerce

Mr. Alfonso commented that PTB is becoming a strong niche port for cruises. PTB is the hub of energy for the region and helps grow and build the region. PTB's focus per the Master Plan and Vision Plan is to become a hub for consumer products that the region uses which includes the container business and being able to provide a supply chain alternative to Port customers. The customers that appear on the slide do business in the area. Most are customers of PTB; some are not because of their dependency on ports from other regions.

Established Competing Ports for Containers and RoRo

Mr. Alfonso presented a slide which depicted a map of the eastern seaboard of the United States showing the ports of Savannah, Jacksonville, Miami & Port Everglades. Mr. Alfonso discussed those ports and the markets that they serve. The ports listed serve the Midwest and Southeast markets. These ports also serve the Tampa market. Tampa is a supply chain alternative. PTB's strategy will bring a more efficient solution to Tampa's market. Mr. Alfonso commented that in the past PTB has been seen as a bulk port because of the Port's predominant bulk commodity handling. It has taken much effort to re-brand PTB and have the industry recognize PTB's strategy.

Container Service Opportunities – Asia & Latin America

Mr. Alfonso explained that to get into the networks of carriers, the carriers must think of PTB as a new alternative as the Panama Canal expands. PTB invested in two new Panamax class cranes over a year ago. PTB's strategy is to get a direct Asian service that will bring service into the Gulf. The vessel capacity will be increased. There is a great opportunity to attract a direct service that brings better transit times, with better rates to fill PTB's container terminals and customers supply chains. PTB's strategy also includes the region of Central and South America and the Caribbean to include food products and refrigerated products. Import boxes will be coming in and exports will be loaded through trans-shipment hubs in the regions to be distributed to many countries.

Container shipping has experienced major changes in the past decade

Mr. Alfonso stated that during the past five years, the container industry has changed to the arrival of mega vessels when they started coming through the Suez Canal. There was over capacity, global economics went down, freight rates went down, and then came consolidation. The industry has gone from multiple alliances to just three or four major carriers.

Mergers, Acquisitions and New Alliances=Greater Industry Concentration

Mr. Alfonso discussed several possible alliances that would provide the best opportunity for PTB. Of that group, the two alliances shown on the left side of the slide provide PTB with the most opportunity to serve the Port in the future. Between them, they offer a combination of global and regional carriers to offer PTB customers with operational flexibilities, and terminals. Tampa's market is the fastest growing market in Florida, which is recognized by the presence of Amazon, e-commerce, and Walmart.

Supply Chain Strategy – Cost Savings For Inland Truck Delivery

Mr. Alfonso commented that PTB wants the carriers and shippers to look at PTB as being in the center of the I-4 corridor market where hundreds of distribution centers could be served. Drivers picking up at PTB would be able to deliver up to three containers a day within Central Florida under one flat, daily rate while following new truck hours of

service rules/e-logs. Same day truck deliveries to Atlanta and Charlotte from PTB could be made versus an extra three hours from ports in south Florida. Very competitive northbound trucking rates will be available from Tampa due to the size of the Florida market and heavy southbound truck traffic.

Port Tampa Bay Container Terminal

Mr. Alfonso stated that Zim Lines and MSC are at the Port and their volumes are increasing. PTB is seeing very good results from the carriers servicing Mexico, Linea Peninsular and TransGulf. PTB is looking for opportunities to partner with PTB's existing carriers to form a niche network for food and products into the Port.

Mr. Alfonso discussed the current infrastructure to include gantry/mobile harbor cranes, refrigerated outlets, the new refrigerated warehouse facility, terminal build-out plans, and the addition of a deep-water berth.

Port Logistics Refrigerated Services – New Cold Storage Facility Opening September 2017

Mr. Alfonso summarized the services available at the new Port Logistics cold storage facility opening in the next few months. The refrigerated warehouse has 130,000 square feet of cold storage with 96 refrigerated container plugs. There will be onsite USDA/CBP inspection and fumigation services. The warehouse is approved by USDA for cold treatment services.

Automotive

Mr. Alfonso explained that a few years ago, PTB entered into an agreement with Amports. The expectations were for the increased manufacturing of vehicles from Mexico to be handled through Tampa. The projection has not materialized. Additional volumes from Mexico are being handled by established carriers going to established ports. PTB's strategy is more of a short sea strategy between Mexico, Tampa, and a trans-shipment hub in the Caribbean so when the carriers come in, they can discharge the new vehicles and used vehicles (POVs) from the nearby auctions and other equipment can be loaded to go into the Caribbean region. Staff is in discussions to bring potential new cars in to the port. The proposed FY2108 Budget does not include increased projections in automobiles.

Commissioner Allman commented that Central Florida has become the biggest auction house for industrial equipment. Almost all of the equipment is being sent overseas to Central and South America. Commissioner Allman asked if the auction equipment is being shipped out of Tampa or another port, and is there anything PTB can do to get any of that business.

Mr. Alfonso replied that PTB has had success with Ritchie Brothers Auction. PTB established a foreign trade zone section. Ritchie Brothers imported used equipment from

South America, brought the equipment to PTB, held the equipment at the Port, then sold it and re-exported the equipment without paying duty, which is a significant cost savings. PTB has a logistics advantage because there are about twenty-four auctions that are closer than other ports. There will be a greater charge if the automobile is being moved to a South Florida carrier. Jacksonville dominates for the service due to all of the services offered. Jacksonville and Brunswick, Georgia are the largest ro-ro ports in the Southeast. Much of the automobiles and equipment go onto Middle East/trans-Atlantic trades. PTB's focus is on exports to Latin America. Many of the container carriers and ro-ro carriers at PTB handle automobiles and equipment. It is the choice of the established networks and ports.

Mr. Alfonso commented that PTB needs to have a plan with an ocean carrier partner.

Mr. Anderson stated the Foreign Trade Zone (FTZ) was under the Hillsborough County Economic Development Council. About three years ago, FTZ was brought into PTB. A separate area was then created and PTB contacted Ritchie Brothers. Jacksonville dominates automobile imports/exports due to number of services offered. Much of the equipment goes to the Middle East and PTB is focusing on the Latin American market. At present, there is not direct Asian service from Tampa.

Mr. Alfonso introduced Lane Ramsfield to discuss real estate activities at PTB for FY2018.

Real Estate Activity FY15, '16 & '17

Mr. Ramsfield explained that Board action items are used as a measurement in order to establish resources and requirements. Projected revenues and margins are based on the agreements from leases which include guarantees and other components. In the past three years, there have been seventy-three Board actions for different types of real estate agreements. Mr. Ramsfield presented the Real Estate Activity for FY2015, FY2016 and FY2017. In the past three years, PTB brought on-line over 151.66 acres that was previously not producing any revenue and 174.3 acres of renegotiated existing acreage. The stabilized revenue from these transactions is \$7.5 million.

Commissioner Griffin asked if PTB lost any deals because of PTB's process not being efficient enough.

Mr. Ramsfield was not aware of any deals that have been lost and stated that PTB is always striving for efficiency. One deal was not completed after Board action because the tenant experienced an international crash in their commodity and the tenant did not go forward.

Mr. Ramsfield summarized that in the past three years the PTB Board of Commissioners approved generational agreements that will increase the marginal impact accumulatively well over \$100 million to the Board.

Real Estate Activity

Mr. Ramsfield provided an overview of potential real estate projects. He discussed twelve to fifteen potential projects; current outline by line of business (dry bulk & liquid products (102 acres); other business lines including logistics/distribution, terminaling & manufacturing (60 acres). The potential total annual revenue of PTB's potential projects could result in marginal revenue impact of up to \$10 million.

Commissioner Allman commented that land could be available by Port Redwing which may or may not be for sale, and recommended using PTB's outside real estate consultant (CBRE) to try to acquire the land for the future. PTB would continue to have land to market and expand the port business in the future.

Mr. Ramsfield replied that PTB does have some specific pieces of land that have been identified including waterfront tracts. CBRE has been working on identifying property owners in advance of future discussions for property acquisition.

There was general discussion among the Commissioners regarding potential availability of property in the Port District for future development.

Real Estate – Channel District

Charles Klug discussed two different sets of property in the Channel District, the Shops of Channelside and the adjoining surface parking lot. PTB has been negotiating with CBP Development LLC which is an affiliate of Strategic Property Partners (SPP) for the past two years to renegotiate the Shops of Channelside lease plus the adjacent parking lot which total approximately 8.5 acres. Progress is being made with each of the parties and PTB has an understanding of what SPP would like to do. SPP currently has a license agreement to utilize PTB's parking garage space.

Mr. Klug explained that the second property consists of a 45-acre development that is part of the Channelside Vision Plan. The project is market driven and will be subject to change based upon what developers think they can optimize PTB's property for while the waterfront is still being utilized for maritime activities. Part of the project is contingent on a land swap with the City of Tampa for the Florida Aquarium parking lot in exchange for an acre site which will be a new park parallel to the Curtis Hixon Park. Funding would be utilized from the development of the 45 acres as well as the Channelside development to replace PTB's ad-valorem tax revenues.

Commissioner Murman asked if the project would be a lease or purchase.

Mr. Klug replied it would be a lease to provide a revenue stream each year.

Mr. Macaluso added that the revenue would increase debt capacity so PTB could use the revenue for bonding and acquire more facilities to generate more revenue.

Mr. Klug commented that all options were being reviewed.

There was general discussion among the Commissioners regarding leasing or selling the property owned by PTB in the Channelside District.

FY2018 Personnel Expense Assumptions

Mr. Macaluso explained that personnel expenses are expected to increase in FY2018. The increase is due to realizing the full year's impact of the FY2017 hires which were employed for a partial year, four new FY2018 hires, a 5% increase in health insurance premiums, and a 1.5% market equity increase effective 1/1/18 and projected average 3% performance increase.

FY2018 Promotional Expense Assumptions

Mr. Macaluso commented that promotional expenses are expected to remain at the same level as FY2017. Promotional expenses include business development-related expenses such as travel, cargo brochures, and advertising. PTB will continue to ensure that business development personnel have adequate funds to ensure business growth. There will be increased advertising for the cold storage facility and marketing of PTB property.

FY2018 Administrative Expense Assumptions

Mr. Macaluso explained that administrative expenses include a wide spectrum of costs. As facilities are added, the repair and maintenance costs on those facilities will increase. The marketing incentive fee (per passenger fee) paid to cruise lines to assist in the marketing of PTB's cruise business increases due to the increase in cruise passengers. Security costs make up approximately 27% of total Operating Expenses in the FY2018 Budget. PTB's contract with the Hillsborough County Sheriff's department increased as well as costs associated with PTB's private security firm. There are a number of new projects that will require additional security. Offsetting these increases is a decrease in premiums associated with PTB's property and casualty insurance program.

FY2018 Comparison of Security Costs at Florida Ports

Mr. Macaluso presented a slide that demonstrated security costs per acre at the Florida ports of Port Tampa Bay, Jaxport, Port Everglades, Port Canaveral, and the Port of Miami. He noted the low cost of security on a per-acre basis at Port Tampa Bay versus the other ports.

FY2018 Non-Operating Items

Mr. Macaluso stated the ad-valorem millage rate drops to \$.1300 mills (per \$1,000 valuation) which is below the roll back rate. PTB anticipates recognizing \$15 million in grant revenue from State and Federal funding sources. Issuance of \$60 million in new debt to fund FY2018 and FY2019 Capital Projects is anticipated. Funding will be needed to fund some of PTB's short-term cash flow issues, specifically the dredging of the Big Bend Channel. He stated that PTB plans to issue \$23 million of short-term debt to enable PTB to cover short-term cash needs. As PTB receives reimbursement from various Federal or State agencies, the proceeds will be used to retire the short-term debt. Long-term debt will be issued to help fund the Capital Program for FY2018 and FY2019. Issuing debt to fund both fiscal years is prudent due to the current low interest rates and closing costs would be incurred just once.

Operating Revenue and Ad Valorem Tax Receipts

Mr. Macaluso reviewed Operating Revenues and Ad valorem tax receipts for the past 10 years. Ad valorem tax receipts are used solely for infrastructure capital projects of a public nature.

Declining Ad Valorem Tax Receipts

Mr. Macaluso presented a graph that depicted a ten-year projection in declining Ad valorem tax receipts. It is PTB's intent to be off the Hillsborough County tax rolls within the next eight to nine years (FY2026).

Mr. Anderson commented that as a portion of PTB's operating budget, the amount of ad valorem tax revenue has continued to decrease. Five years ago, the percentage of ad valorem tax receipts included in the operating budget was 27% as opposed to 16% this year.

Mr. Macaluso introduced Ram Kancharla to present the capital projects for FY2018.

2017 Capital Projects Recap

Mr. Kancharla presented a summary of the 2017 capital projects program. Approximately \$75 million of capital projects were brought to the Board of Commissioners during FY2017. Major projects deferred to FY2018 total approximately \$35 million.

FY2017 Capital Projects (completed/on-going)

Mr. Kancharla discussed projects that were completed in FY2017. Major projects completed in FY2017 were Hookers Point Improvements (refrigerated warehouse/site-work improvements; road/rail improvements; maintenance dredging; and Port Redwing improvements (Southbay improvements). Total completed projects total \$52.5 million.

On-going projects in FY2017 are Port Redwing Development (berth 302); Hookers Point improvements (berth 219); cruise terminal and berth improvements (cruise terminal no. 6); and East Port development (engineering services and permitting). On-going projects in FY2017 equal \$33.6 million.

FY2017 Completed Project: Hookers Point Refrigerated Warehouse

Mr. Kancharla discussed the project description and total project cost of \$20.2 million. There was general discussion regarding the terms of the tenant's lease and future plans for the use of the warehouse.

FY2017 Completed Project: Road/Rail Improvements

Mr. Kancharla reviewed the completed project locations for road and rail improvements. Total project costs were \$5.4 million.

FY2017 Completed Project: Port Redwing Development Improvements

Mr. Kancharla discussed the Port Redwing development improvements project. Total infrastructure improvements totaled \$11 million in FY2017.

FY2017 Completed Project: Maintenance Dredging

Mr. Kancharla outlined the berths and channels dredged in FY2017 as part of PTB's maintenance dredging program. Total project cost was \$5.6 million.

FY2017 Ongoing Project: Port Redwing Development – Berth 219 Wharf Expansion

Mr. Kancharla stated that Berth 219 is undergoing a wharf expansion which will extend the current berth an additional 305 feet. Estimated project costs are \$9 million with an estimated completion date in July 2018.

FY2017 Ongoing Project: Port Redwing Development – Designing of East Port Development (Phase II)

Mr. Kancharla explained that approval for the design of East Port Development (Phase II) will be brought before the Board of Commissioners in September 2017. The project includes design and permitting for the East Port expansion, design for a new berth 151, landfill of 40 acres, and long-term landfill of 70 acres. Estimated project costs are \$1.5 million with an estimated completion date in September 2018.

FY2017 Ongoing Project: Pendola Point Development – Berth 3

Mr. Kancharla discussed the expansion of berth 3 from 234 feet to 500 feet. Estimated project costs are \$5 million with an estimated completion date in September 2018.

FY2017 Ongoing Project: Pendola Point Development – Berth 302

Mr. Kancharla stated that currently, there is only one berth at Port Redwing. New Berth 302 is being added at Port Redwing. The berth will be 1,000 feet in length. Construction has begun with an estimated completion date in March 2018 at an estimated cost of \$17.3 million.

FY2017 Ongoing Project: Pendola Point Development – Port Redwing Development Sitework/Road

Mr. Kancharla commented PTB has operations at Port Redwing and is required by law to provide a security complex. A new security building and checkpoint system along with site-work and road improvements will be completed by September 2018 at an estimated cost of \$3.3 million.

FY2017 Ongoing Project: Cruise Terminal No. 6 Improvements

Mr. Kancharla stated that the improvements at Terminal No. 6 are nearing completion. The addition to the existing terminal at Berth 267 will add approximately 8,000 square feet to the terminal and include improvements at Berth 267. The total project cost will be \$2.5 million.

FY2018 Capital Budget

Mr. Kancharla summarized major new projects in the FY2108 Capital Budget. Total new projects for FY2018 total \$129.9 million.

FY2018 Proposed New Project – Big Bend Channel Widening

Mr. Kancharla commented that the Big Bend channel widening is the second largest project in the history of the Port. The channel widening project is estimated to cost approximately \$60 million. There will be multiple parties contributing to the project.

FY2018 Proposed New Project – Berth 211/210 Upland Improvements

Mr. Kancharla explained that the south end of Hookers Point was dredge fill, which results in increased costs compared to traditional land, to prepare the land for a cargo storage yard. The cargo yard improvements, site improvements, utilities, and security fencing costs for the project are estimated at \$21.4 million.

FY2018 Proposed New Project – Berth 214 Uplands

Mr. Kancharla discussed upland development at Berth 214. The project includes the development of 14 acres, cargo yard improvements, site improvements, utilities, and security fencing. Estimated costs are \$5.2 million with an estimated completion date in the fall of 2018.

FY2018 Proposed New Project – Berth 150 Modifications

Mr. Kancharla stated that \$12.6 million in improvements are needed on the marine side of Berth 150. The proposed description of modifications include grain loading improvements, design/permitting and construction improvements, demolition and excavation, installation of a concrete deck, deep foundation, and 800' concrete beam. Estimated project costs are \$12.6 million. The estimated date of completion is 2019.

FY2018 Funding Sources For Projects

Mr. Kancharla summarized funding sources for FY2018 projects. PTB funding is an enterprise revenue system. Funding is received from a host of sources and is depicted on the slide titled FY2018 Funding Sources For Projects.

3-Year Comparative Statement of Revenues & Expenses

Mr. Macaluso provided a 3-year projection of the financials. For FY2019 and FY2020, a trending approach is used for certain line items and the forecast is adjusted to include known changes. In FY2019, the financial impact of the new Steelco lease as well as contractual rent step-ups for other leases were included. An increase in cruise revenues was assumed in FY2019 due to the expected NCL sailing schedule. An increase in containers was assumed for FY2018 (87,000 TEU's) and FY2019 (100,000 TEU's). In FY2020, net non-operating revenues decrease due to the fact that the principal payments on the 2014 State infrastructure Bank loan begins to be repaid. There is a continued reduction in ad valorem tax receipts.

Projected Operating Margin FY2018-FY2020

Mr. Macaluso commented that operating margins for FY2018 are expected to be just over 43%, 44% in FY2019, and 45% in FY2020.

FY2018 Public Hearing Dates

Mr. Macaluso stated there are two additional steps that are required before finalizing the FY2018 Budget. On September 6, 2017, the FY2018 preliminary millage rate and budget public hearing will be held at 5:01 p.m. On September 21, 2017, a final FY2018 millage rate and budget hearing will be held at 5:01 p.m. He also expressed

appreciation to the PTB Board, Mr. Anderson and all of the PTB staff who assisted in providing information for Budget Workshop presentation.

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Chairman Swindal adjourned the Workshop at 4:32 p.m.

Stephen W. Swindal, Chairman

ATTEST:

Patrick H. Allman, Secretary/Treasurer



Fiscal 2018 Budget Workshop


August 31, 2017

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Chief Executive's Overview

Strategic Initiatives

- Continue to diversify and grow lines of business
- Protect and expand maritime land
- Invest to expand and maintain critical infrastructure
- Ensure PTB's continued solid financial performance
- Enhance partnerships with stakeholders
- Expand marketing and outreach




Chief Executive's Overview

- Continue to grow and diversify PTB's cargo and related business by developing supply chain solutions to meet customers' needs
- Leverage PTB's investments in modern, flexible deep draft berths/terminals to support cargo throughput
- Optimize PTB's long-term ability to accommodate larger vessels.
- Contribute to the regional economic growth by attracting and retaining water-dependent and water related companies
- Target niche cruise while exploring longer term opportunities to serve the next generation cruise vessels

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Chief Executive's Overview (cont'd)

- Collaboratively redevelop the Channelside District to meet the evolving needs of Tampa's business and citizens while diversifying PTB's financial resources to reinvest in modernizing and expanding the port
- Assume a leadership role among local, regional and state planning and transportation agencies to ensure Tampa has access to first class freight oriented landside transportation infrastructure
- Continue to maintain and improve our financial ratings

These strategies and vision are reflective of our *Vision 2030* strategic and master plans.


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Budget Comparative Statement of Revenues & Expenses (FY2017)

<i>in thousands</i>	FY17 Budget	FY17 Projected
Operating Revenue:		
Port Usage Fees	\$ 38,130	\$ 41,489
Rentals	\$ 11,731	\$ 12,957
Other Operating	\$ 611	\$ 662
Total Operating Revenue	\$ 50,472	\$ 55,108
Operating Expenses:		
Personnel	\$ 14,212	\$ 14,643
Promotional	\$ 1,319	\$ 1,052
Administrative	\$ 14,163	\$ 14,517
Total Operating Expense	\$ 29,694	\$ 30,212
Operating Income	\$ 20,778	\$ 24,896
Other Non-Op Rev / (Exp):		
Ad Valorem Tax Receipts	\$ 10,966	\$ 11,148
Ad Valorem Tax Payments	\$ (495)	\$ (489)
Interest Income	\$ 273	\$ 225
Interest Expense	\$ (3,829)	\$ (3,104)
Other, Net	\$ 1,121	\$ (811)
Net Non-Operating Revenue	\$ 8,036	\$ 6,969
Net Income before Grant Revenue	\$ 28,814	\$ 31,865
Grant Revenue	\$ 22,200	\$ 11,781
Net Income	\$ 51,014	\$ 43,646

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FY2018 Budget Trends & Assumptions

- Operating revenues projected to increase
- Containers are projected to increase 14%
- PTB overall tonnage increases 4%
- Increases in Granite, Limestone, Flyash, Prilled Sulphur, Petroleum and Anhydrous Ammonia
- Increases in Steel and Scrap
- Four additional cruises over FY17



FY2018 Budget Trends & Assumptions (continued)

- Operating Expenses increase due to:
 - Four additional personnel
 - Increased health insurance premiums
 - Continued marketing and branding efforts and business development
 - Increased costs associated with security, facility repair and maintenance, and marketing incentive
- Ad Valorem tax rate decreases from \$.1450 per \$1,000 valuation to \$.1300 per \$1,000 valuation.
- Anticipate recognizing new grant revenues of \$15 million.
- New debt issuance

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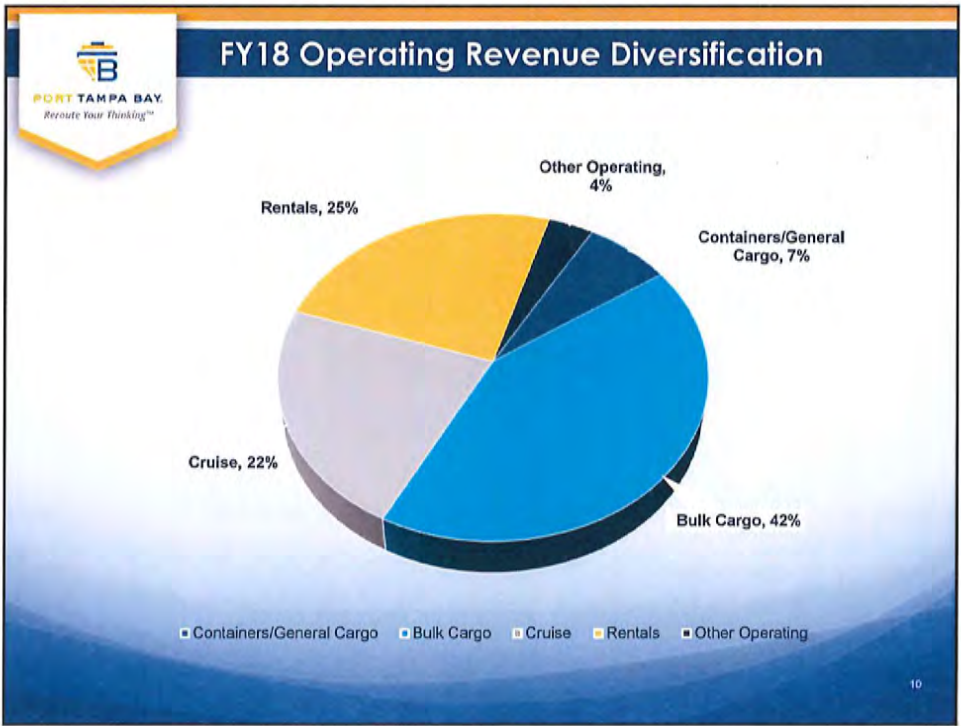
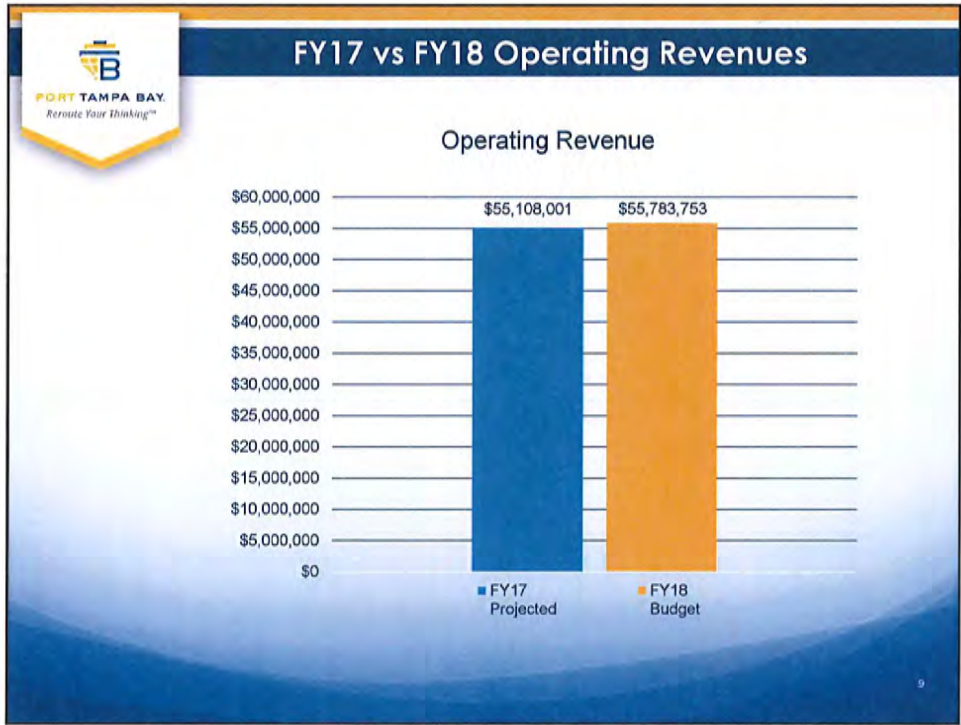
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Two-Year Comparative Statement of Revenues & Expenses (2017-2018)

<i>In thousands</i>	FY17 Projected	FY18 Proposed
Operating Revenue:		
Port Usage Fees	\$ 41,489	\$ 41,441
Rentals	\$ 12,957	\$ 13,694
Other Operating	\$ 662	\$ 649
Total Operating Revenue	\$ 55,108	\$ 55,784
Operating Expenses:		
Personnel	\$ 14,643	\$ 15,955
Promotional	\$ 1,052	\$ 1,066
Administrative	\$ 14,517	\$ 14,738
Total Operating Expense	\$ 30,212	\$ 31,759
Operating Income	\$ 24,896	\$ 24,025
Other Non-Op Rev / (Exp):		
Ad Valorem Tax Receipts	\$ 11,148	\$ 11,066
Ad Valorem Tax Payments	\$ (489)	\$ (495)
Interest Income	\$ 225	\$ 251
Interest Expense	\$ (3,104)	\$ (5,185)
Other, Net	\$ (811)	\$ (338)
Net Non-Operating Revenue	\$ 6,969	\$ 5,299
Net Income before Grant Revenue	\$ 31,865	\$ 29,324
Grant Revenue	\$ 11,781	\$ 15,000
Net Income	\$ 43,646	\$ 44,324

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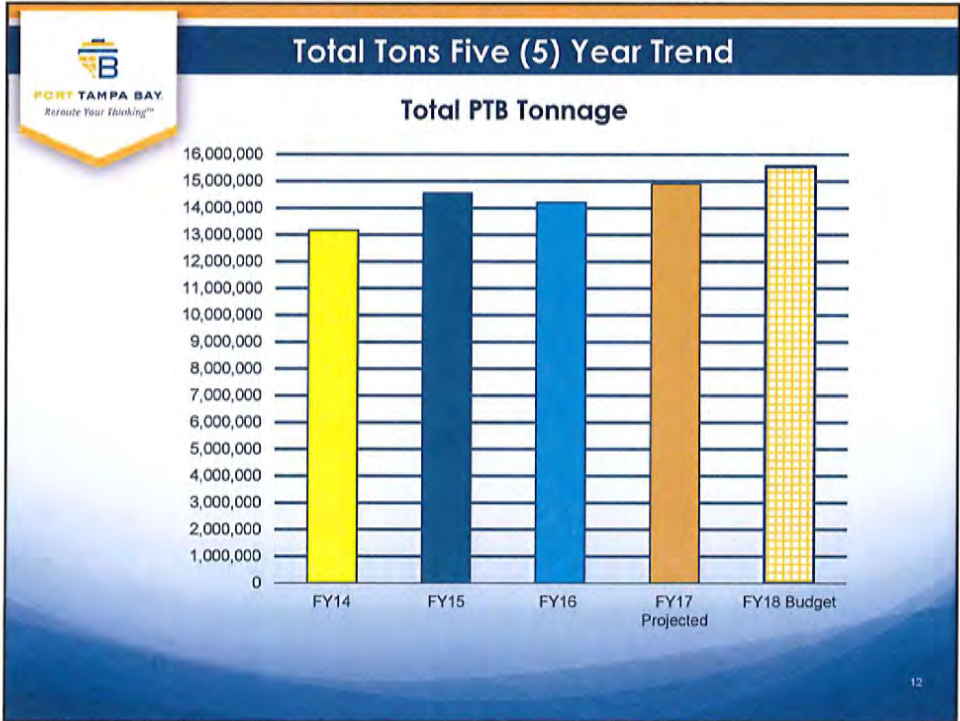
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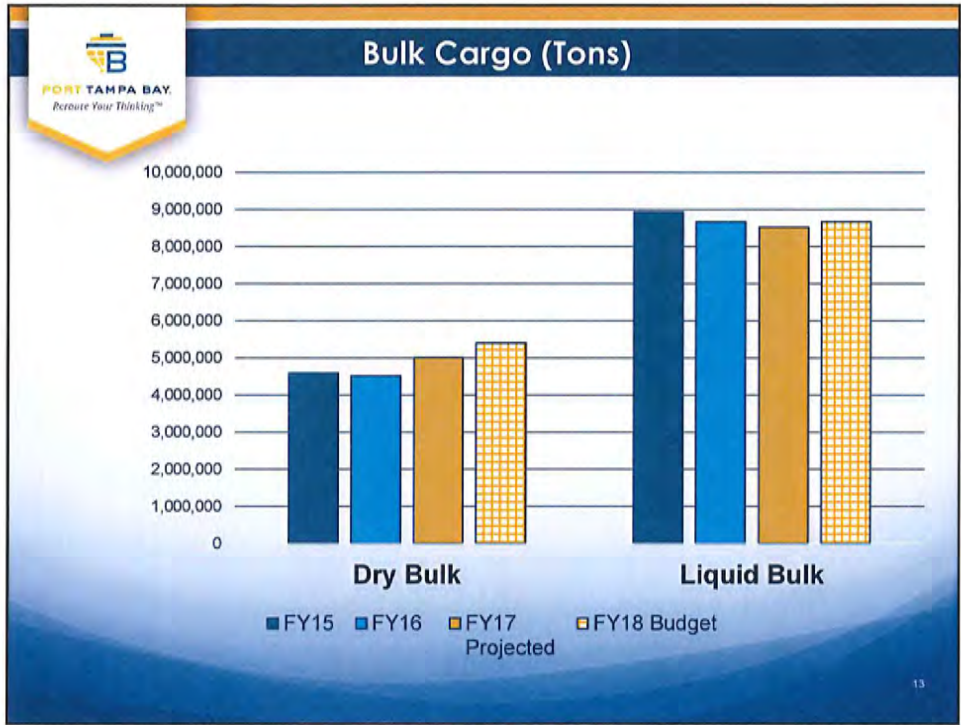
FY2018 Operating Revenue Assumptions

- Bulk Cargo
 - Expecting 4% tonnage increase
- General Cargo
 - Containers increasing 14%
- Cruise
 - 4 additional cruises
 - Carnival Miracle returns
 - RCL, NCL & Holland America vessels return
- Lease revenue increasing 6%.

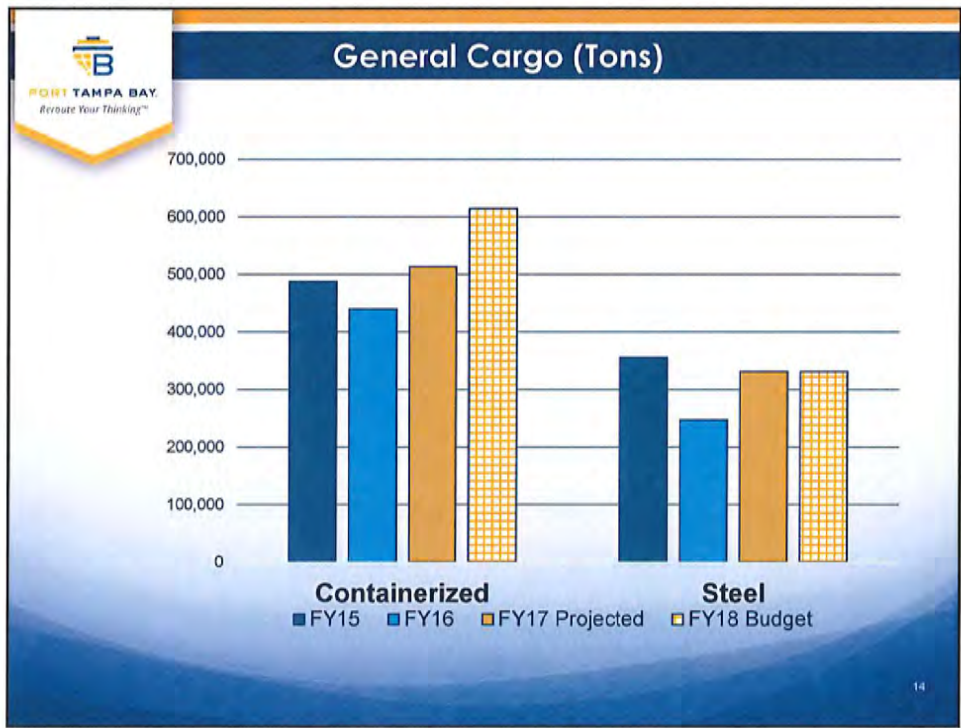
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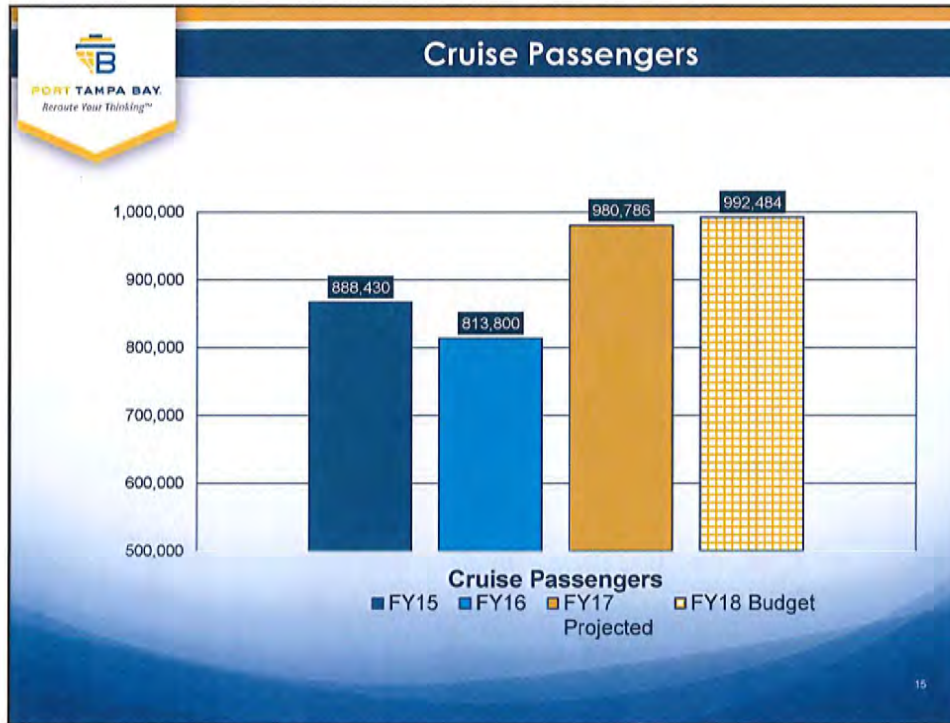
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Business Development

Cruise Break Bulk Containers Dry Bulk Liquid Bulk RoRo

PORT TAMPA BAY.
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Port Tampa Bay Market Area

With over 20 million residents, Florida has overtaken NY as the 3rd most populous state and welcomes more than 100 million visitors/year = Huge Consumer Market

Tampa Bay I-4 Corridor – largest concentration of DC's in Florida - 179 distribution centers and 69 million square feet of space

We are the closest port to Florida's largest and fastest growing market. Supply chain sales strategy = logistics costs savings for consumer goods, food & beverage, construction & building materials, energy products, etc.





PORT TAMPA BAY
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Energy - Bulk



- Central Florida's hub for gasoline, diesel, jet fuel, ethanol, lube oil
- Partnership between Port Tampa Bay and petroleum companies for recently expanded terminal with new deep water berth and shared manifold piping system
- Central Florida Pipeline connecting Port Tampa Bay to Orlando
- Adjacent land for future tank farm capacity





















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Fertilizer & Agriculture - Bulk



- One of the world's leading fertilizer export ports
- New commodity prilled sulfur
- Potential new dry bulk export opportunities





















PORT TAMPA BAY
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Construction & Building Materials – Bulk & Breakbulk



- Florida's largest steel port
 - Processing & Distribution
 - Manufacturing & Fabrication for Export
 - Steelco
- Cement
- Aggregates – Granite & Limestone



PORTS AMERICA



Vulcan
Materials Company



Titan
TITAN METAL SERVICE, INC.



TAMPA TANK
FLORIDA STRUCTURAL STEEL
FABRICATION AND ERECTION



Martin
Metal



TITAN
AMERICA



CEMEX 110 years



kloekner metals





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PORT TAMPA BAY
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Shipbuilding & Repair



- Four major shipyards – one of the largest hubs in the Southeast
- Refit, repair & maintenance
- New ship construction



TAMPA SHIP



Des



INTERNATIONAL SHIP REPAIR & MARINE SERVICES, INC.



GULF MARINE








PORT TAMPA BAY
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Cruise



- Addition of Havana, Cuba port calls
- 990,000 passengers forecast for 2018
- Expansion of Terminal 6
- Potential for additional destinations
















PORT TAMPA BAY
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Tampa Bay & I-4 Corridor
Florida's Distribution Gateway For
Consumer Products, Food & Beverage & E-Commerce



























































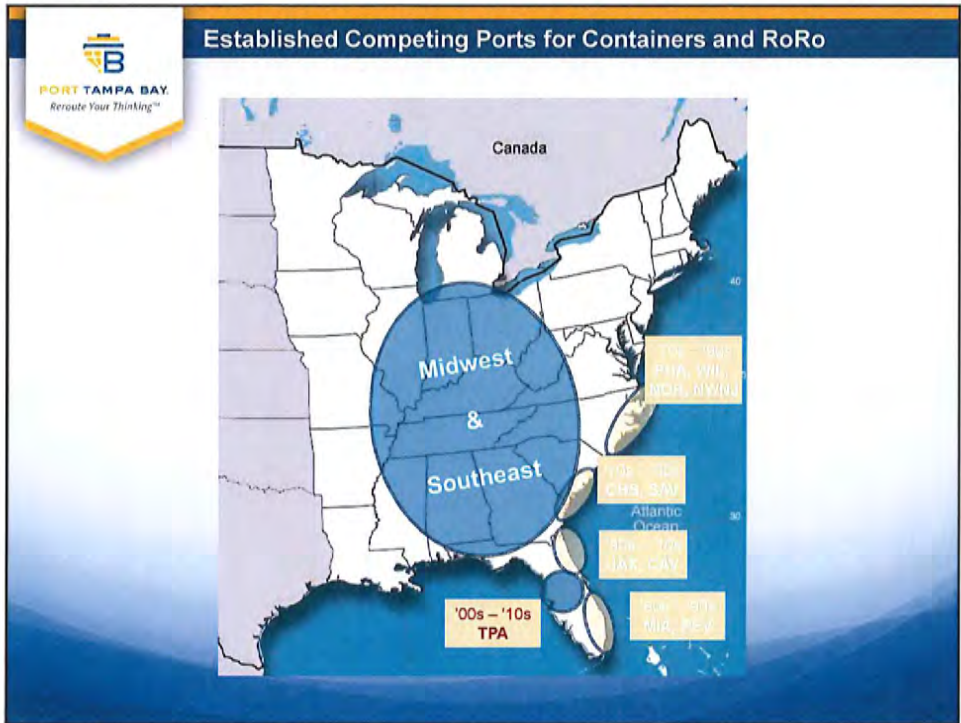






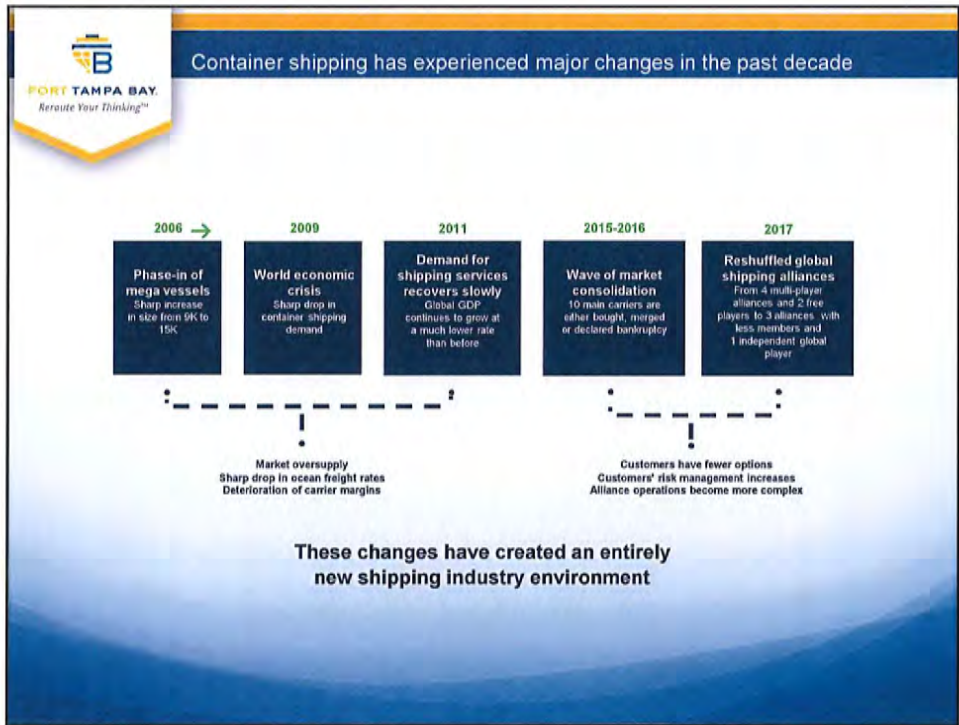






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Supply Chain Strategy - Cost Savings For Inland Truck Delivery

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Average truck cost savings of over \$700 per container when shipped through port Tampa Bay compared to other east coast ports.

Drivers picking up at **Port Tampa Bay** are able to **deliver up to 3 containers a day** within Central Florida under one flat, daily rate while following new truck hours of service rules/e-logs.

Whereas truck service to Central Florida from ports outside the region **limited to 1 or less deliveries/day from ports of:**

- Miami/Port Everglades, FL
- Jacksonville, FL
- Savannah, GA
- Charleston, SC

Same day truck deliveries to Atlanta and Charlotte from Port Tampa Bay versus extra 3+ hours from ports in South Florida.

Very competitive northbound trucking rates available from Tampa due to size of Florida market and heavy southbound truck traffic.

Port Tampa Bay Container Terminal

PORT TAMPA BAY
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- 43 foot deep water berth
- 5 gantry cranes/mobile harbor crane (including 2 new post-Panamax cranes with outreach of 174 feet/21 rows) with capacity to handle ships up to 9,000 TEU
- 2,800 feet of berth
- 40 acre
- 104 refrigerated outlets
- PTB and Ports America have phased build out plan to quadruple terminal size to 160 acres and add an additional 1,000 foot deep water berth

Logos for shipping lines: ZIM, MSC (MEDITERRANEAN SHIPPING COMPANY), TransGulf, and Seatrade.



PORT TAMPA BAY
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Port Logistics Refrigerated Services

New Cold Storage Facility Opening September 2017








PLRS
Port Logistics Refrigerated Services

- 130,000 sq. ft. cold storage facility
- Expertise in all aspects of stevedoring, warehousing and terminal operations
- Onsite USDA/CBP inspection and fumigation services
- 96 refrigerated container plugs
- Food-grade glycol refrigerant used throughout warehouse area
- Approved by USDA for cold treatment services
- Cross dock container yard connectivity with truck capacity
- Complete supply chain solution
- Adjacent berth with dedicated mobile harbor crane

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Automotive



- Positioned for expanded Mexican auto production via short-sea delivery
- Land for expansion with on-dock rail
- Imports – proximity to dealerships
- Exports – US built vehicles, POVs, heavy equipment (proximity to auctions)







TRANSIT TIME FROM
 VERACRUZ, MEXICO 2.5 DAYS
 ALTAMIRA, MEXICO 2.5 DAYS




PORT TAMPA BAY
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Real Estate Activity FY15, '16 & '17

FOR LEASE

FY17 – Board Action Item

New Acreage Producing Revenue 94.41 Acres	Renegotiated Existing Acreage 90 Acres	Marginal Revenue Impact \$4,398,630
--	---	--

FY16 – Board Action Item

New Acreage Producing Revenue 5 Acres	Renegotiated Existing Acreage 79.33 Acres	Marginal Revenue Impact \$485,600
--	--	--------------------------------------

FY15 – Board Action List

New Acreage Producing Revenue 52.25 Acres	Renegotiated Existing Acreage 4.97 Acres	Marginal Revenue Impact \$2,585,350
--	---	--

Total for the FY 15, 16 & 17

New Acreage Producing Revenue 151.66 Acres	Renegotiated Existing Acreage 174.3 Acres	Marginal Revenue Impact \$7,469,580
--	---	---

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Real Estate

FOR LEASE

- We will have 12 to 15 potential projects in the pipeline.
- Our current outline by line of business is:
 - Dry Bulk & Liquid Products:
 - 102 Acres
- Other Business Lines Including; Logistics/Distribution, Terminaling, and Manufacturing
 - 60 Acres
- The Potential total annual revenue of our pursuits could result in marginal impact of up to \$10,000,000







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FY2018 Personnel Expense Assumptions

- Personnel expenses increase due to:
 - Full year effect of FY17 hires
 - Four new FY18 hires
 - 1.5% market equity increase effective 1/1/18 and projected average 3% performance increase
 - Health insurance premiums increase 5%

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FY2018 Promotional Expense Assumptions

- Expenses at same level as FY2017 projections
- Includes Business Development related expenses (Business Development travel, cargo brochures, advertising, etc.)
- Increased advertising for cold storage facility and marketing of PTB property

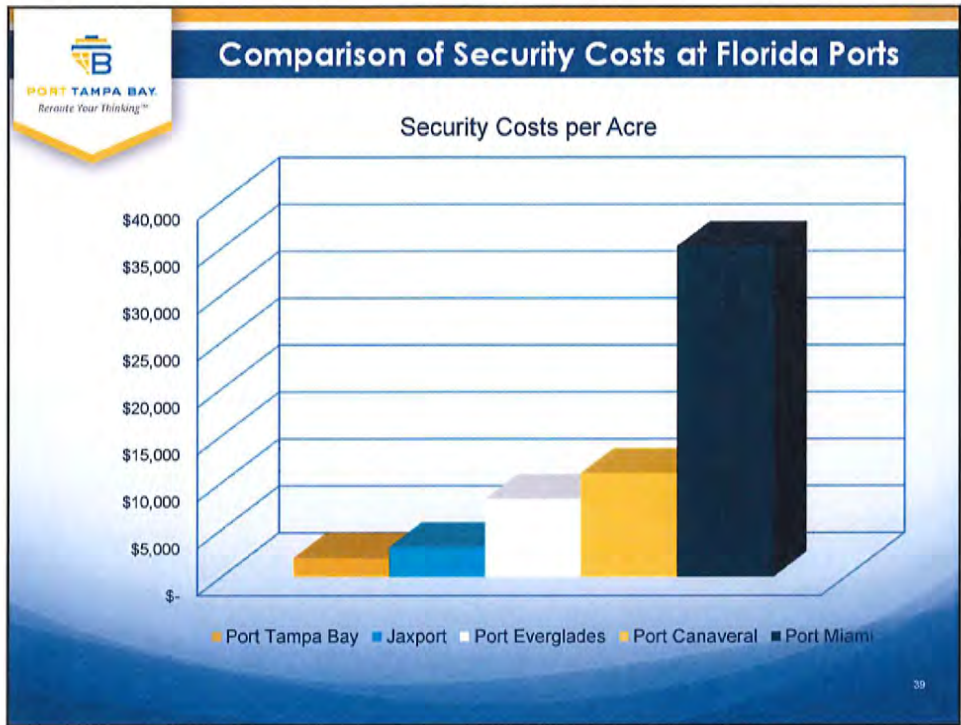
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FY2018 Administrative Expense Assumptions

- Administrative expense increases due to increased repair and maintenance for PTB facilities and security
- Increased Marketing Incentive for cruise
- Security expenses increase
 - HCSO contract increases 3%
 - Security costs make up approximately 27% of total Operating Expenses in FY2018 budget
- Property & casualty insurance program costs decrease

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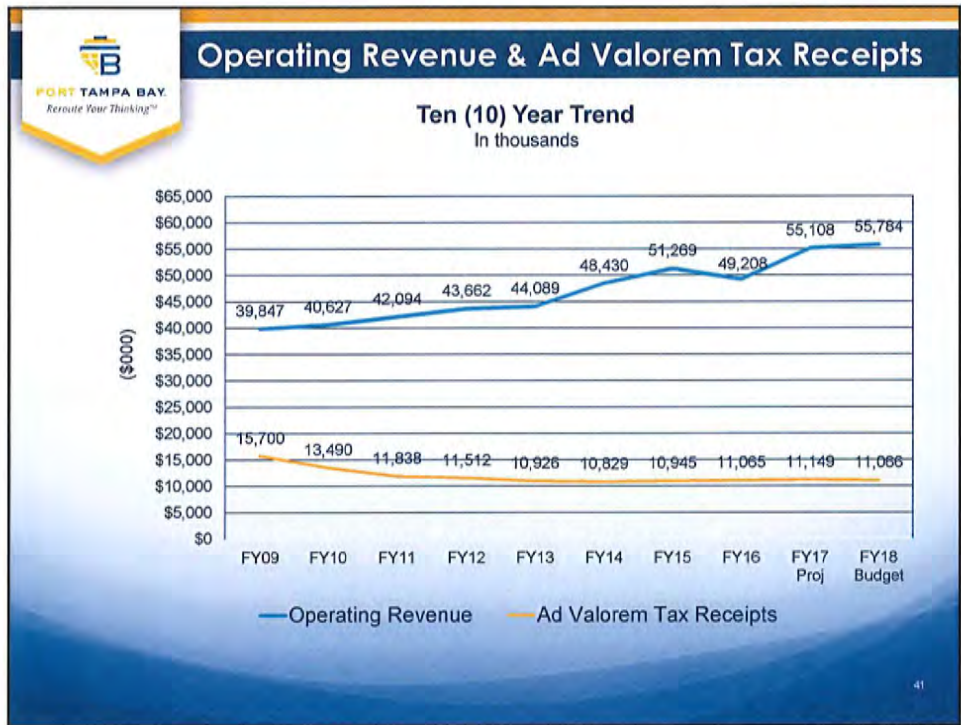


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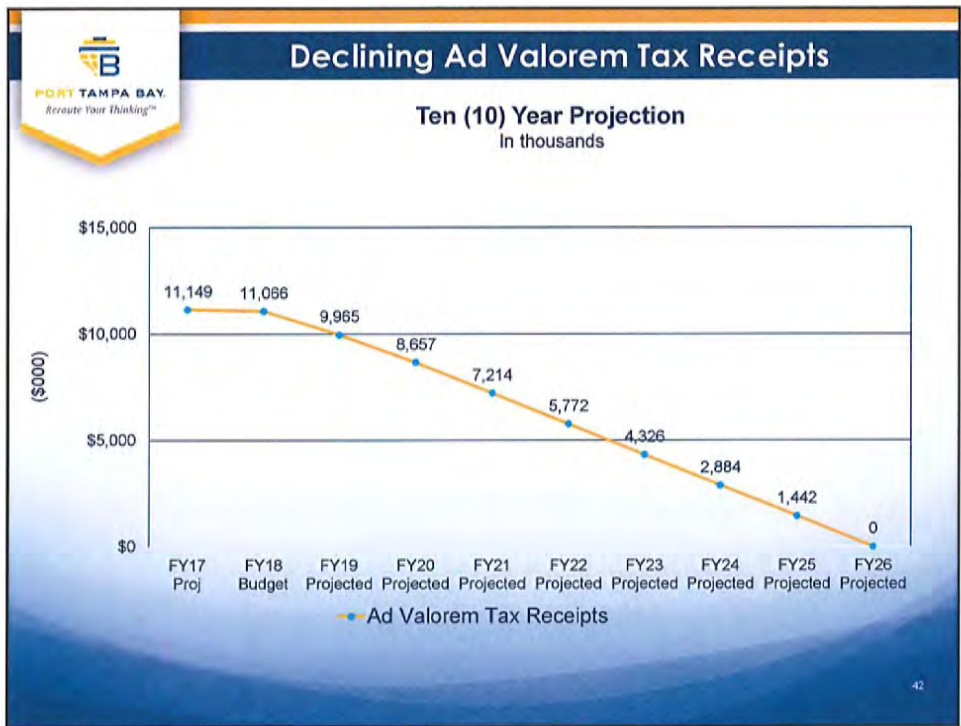
FY2018 Non-Operating Items

- Ad valorem millage rate drops to \$.1300 mills (per \$1,000 valuation)
 - Below roll back rate
- Anticipate recognizing \$15 million in grant revenue from State and Federal funding sources
- Anticipate issuance of \$60 million in new debt to fund FY18 and FY19 Capital Projects

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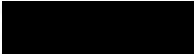


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2017 Capital Projects Recap	
Board Approved FY 2017 Capital Program (in millions)	\$ 109.8
FY 2017 Projects Brought to Board for Approval:	
Hookers Point Development	\$ 26.8
Port Redwing Improvements	17.2
Engineering Contracts/Annual Contracts	7.2
Capital Equipment & Expenses	5.9
Dredging & Spoil Islands	5.6
Port Sulton Improvements	5.0
Cruise Terminal Improvements	2.9
East Port Development	1.5
Security Improvements	1.9
Channelside Improvements	0.6
Total FY 2017 Projects Submitted (Board Approved)	\$ 74.5
Major Projects Deferred to FY 2018	
Hookers Point - Berth 210/211, Berth 214	\$ 18.4
Other - Tenant Improvements, Land, Infrastructure	\$ 9.8
Security Improvements	\$ 2.5
Channelside Improvements	\$ 4.4
Dredging & Spoil Islands	\$ 0.3
Total Major Projects Deferred to FY 2018	\$ 35.3



FY17 Capital Projects (completed/on-going)	
Completed Projects in FY 17 (In millions)	
Hookers Point Improvements (Refrigerated Warehouse/Sitework Improvements)	\$ 40.2
Road/Rail Improvements	\$ 5.4
Maintenance Dredging	\$ 5.4
Port Redwing Improvements (Southbay Improvements)	<u>\$ 1.5</u>
Total Completed Projects	\$ 52.5
On-Going Projects in FY 17 (in millions)	
Port Redwing Development (Berth 302; 1000')	\$ 20.6
Hookers Point Improvements (Berth 219; 400' + 300')	\$ 9.0
Cruise Terminal and Berth Improvements (Cruise Terminal No. 6)	\$ 2.5
East Port Development (Engineering Services & Permitting)	<u>\$ 1.5</u>
Total On-Going Capital Projects	\$ 33.6

FY17 Completed Project: Hookers Point Refrigerated Warehouse

Project Description::

- Located at Berth 219
- 134,096 sq. ft.
- 96 reefer plus
- 9000 pallet positions

Total project cost: \$20.2M
Complete September 2017

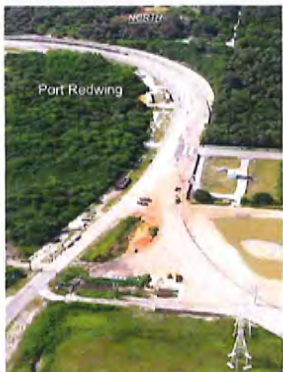
As of March 2017

As of August 2017

Total project cost: \$20.2M
Complete September 2017

As of July 2017

FY17 Completed Project: Port Redwing Development Improvements



Railroad Tract
(Port Redwing Improvements)
Phase V0 B01615
Image # 160216
Date 08/22/16



Projects: (Total projects cost - \$11M)

- Port Redwing Road - \$2.3M
- Port Redwing utilities - \$1M
- Railroad improvements - \$6.2M (approx. 13K Track Feet and 3 rail crossing)
- Concrete Paving and Access Road - \$1.4M

Completed Spring 2017

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FY17 Completed Project: Road/Rail Improvements



Maritime Blvd. North



Maritime/McCloskey



Maritime Blvd. South

Project Description::

- Road resurfacing
- Seven at grade crossings reconstruction on Hookers Point

Total project cost: \$5.4M

Completed Spring 2017



FY17 Completed Project: Maintenance Dredging

Project Description:

- Berths: 24, 26, 27, 150, 210, 213, 214, 219, 220, 222, 223, 227, 266, 272
- Removed approx. 157K cubic yards
- Big Bend Channel Maintenance Dredging (PTB, TECO and Mosaic)



ch 2017



Total project cost: \$5.6M
Completed Summer 2017

FY 2017



On-going projects



FY17 On-going project: Hookers Point Development – Berth 219 Wharf Expansion



Project Description::

- Extend existing 400' wharf to the north by approx. 305 ft.

Est. project cost: \$9M

Est. completion date: July 2018



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FY17 On-going project: Designing of East Port Development (Phase II)



Project Description:

- Design and permitting services for East Port Phase II
- Design New Berth 151 (1100')
- Phase II Land Fill 40 acres
- Long-term Land Fill: 70 acres

Est. Project cost: \$1.5M

Est. completion date: September 2018

As of July 2017



FY17 On-going project: Pendola Point Development – Berth 3

Project Description:

- Expanding Berth 3 – from 234 ft. to 500 ft.
- Cement Unloader Improvements
- Mooring Dolphins

Est. completion date:
September 2018
Est. project cost: \$ 5.0M



FY17 On-going project: Port Redwing Development – New Berth 302

Project Description:

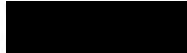
Berth 302

- 1,000 ft. wharf
- Drainage/ utilities
- Site improvements

Est. cost \$ 17.3M

Est. completion date:
March 2018





FY17 On-going Project: Port Redwing Development Sitework/Road

Project Description:

- New Security Building
- New security check point system
- Sitework/road improvement at Southbay



Est. completion date:
Sept. 2018
Est. cost \$3.3M



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FY17 On-going project: Cruise Terminal No. 6 Improvements

Project Description:

- New 7,277 SF pre-engineering metal building
- Berth 267
- Reinforced concrete foundation, with retaining walls
- Upland improvements

Total project cost: \$2.5M
Est. completion date:
Sept. 2017



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Capital Improvement Projects FY 2018



Proposed Capital Projects FY 18

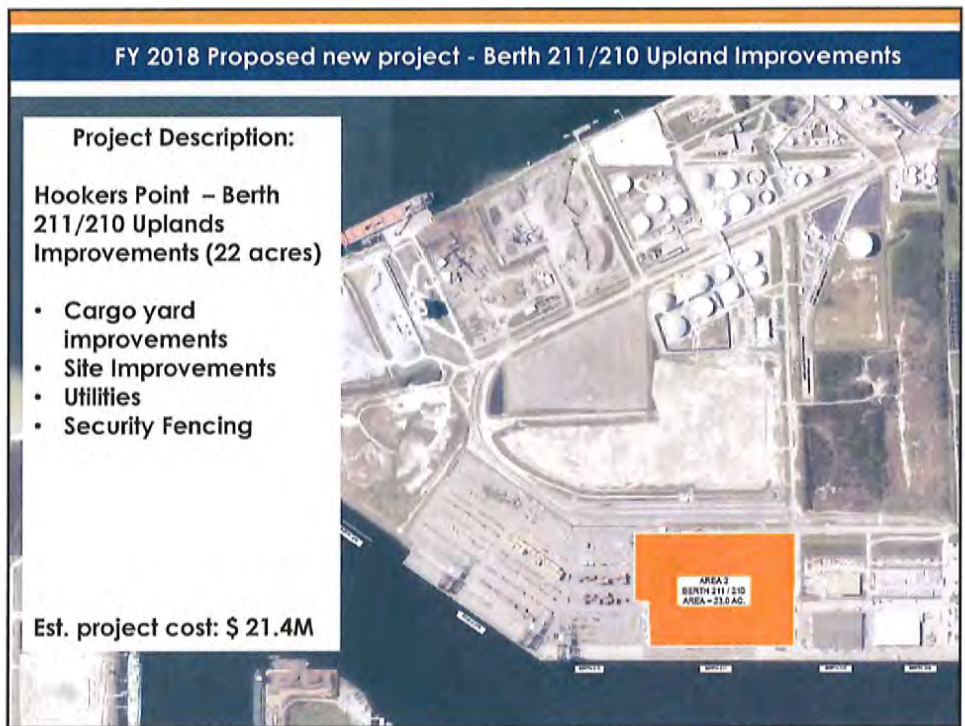
66

FY 2018 Capital Budget

Major New Projects		
Dredging	\$	54.4
Hookers Point Development		31.6
East Port Development		12.6
Engineering Contracts		7.8
Capital Equipment and Expenses		6.3
Tenant Improvements		5.0
Land acquisitions		4.0
Channelside Infrastructure		2.0
Cruise Terminal Improvements		2.0
Security Improvements		1.9
Rail & Roadway Improvements		1.0
Brownfield Remediation		0.7
Port Redwing		0.6
Total New Projects FY 2018	\$	<u>129.9</u>



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FY 2018 Proposed new project – Berth 214 Uplands



Project Description:

Hookers Point Berth 214 Upland Development (14-acres)

- 14-acres
- Cargo yard improvements
- Site improvements
- Utilities
- Security fencing


Est. project cost: \$ 5.2M
 Est. completion date: Fall 2018

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FY 2018 Proposed new project - Berth 150 Modifications

Project Description:

- East Port - Grain loading improvements
- Design/permitting and construction improvements
- Demolition and excavation
- Installation approx. 800' concrete beam
- Concrete deck
- Deep foundation

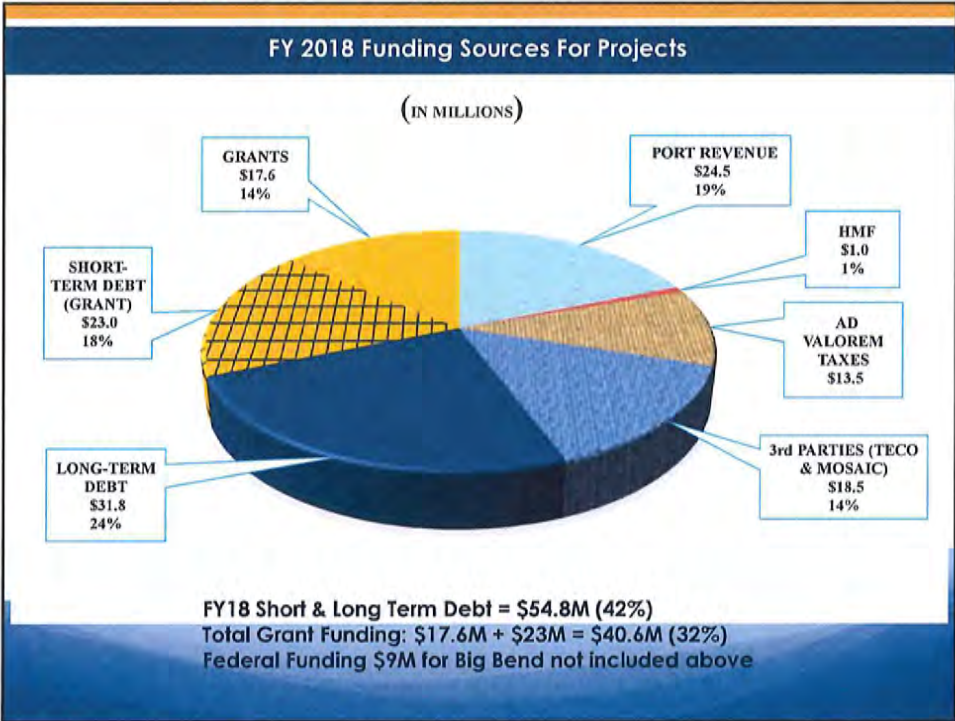


Est. project cost: \$12.6M
 Est. completion date: 2019



FY 2018 Capital Budget		
Major New Projects		
Dredging	\$	54.4
Hookers Point Development		31.6
East Port Development		12.6
Engineering Contracts		7.8
Capital Equipment and Expenses		6.3
Tenant Improvements		5.0
Land acquisitions		4.0
Channelside Infrastructure		2.0
Cruise Terminal Improvements		2.0
Security Improvements		1.9
Rail & Roadway Improvements		1.0
Brownfield Remediation		0.7
Port Redwing		0.6
Total New Projects FY 2018	\$	129.9

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FY 2018 Funding Sources For Projects		
FUNDING SOURCES	AMOUNT	% OF FUNDING TOTAL
Port Revenue	\$ 24.5	19%
Ad Valorem Taxes	13.5	10%
HMF	1.0	1%
3rd Parties (TECO & Mosaic)	18.5	14%
Grants	17.6	14%
Short-Term Debt (Grant)	23.0	18%
Long-Term Debt	31.8	24%
Funding Total	<u>\$ 129.9</u>	

Note: Borrowing \$60M: \$54.8M FY18 + \$5.2M FY 19 (not included in the above calculations).



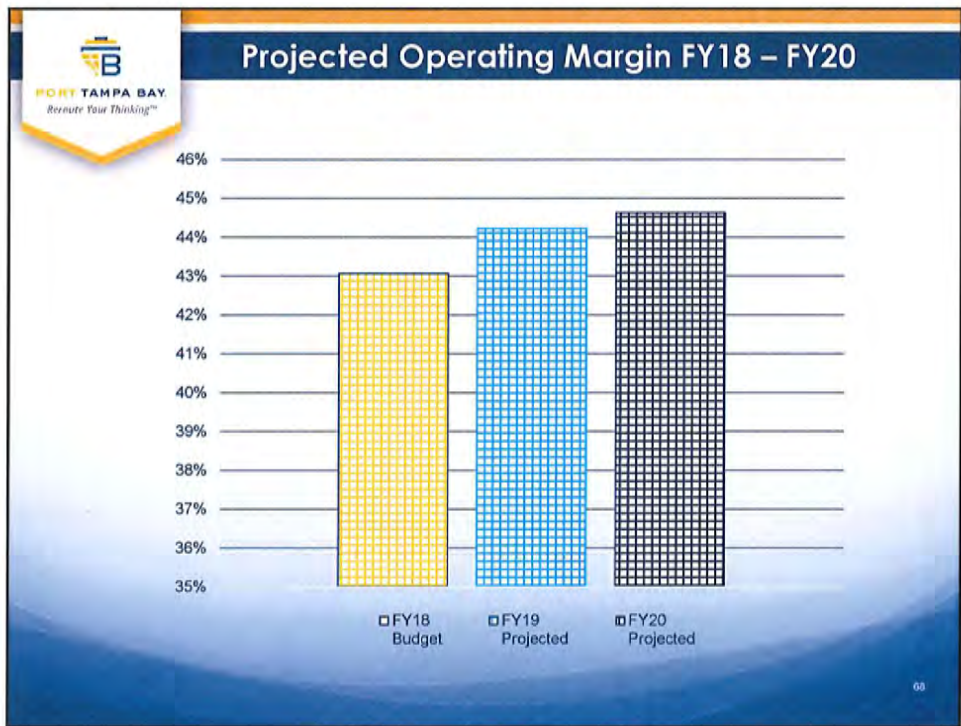
3-year Comparative Statement of Revenues & Expenses
2018 - 2020

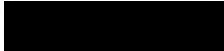
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<i>in thousands</i>	FY18 Proposed	FY19 Projected	FY20 Projected
Total Operating Revenue	\$ 55,784	\$ 59,215	\$ 61,443
Total Operating Expense	\$ 31,759	\$ 33,029	\$ 34,020
Operating Income	\$ 24,025	\$ 26,186	\$ 27,423
Net Non-Operating Revenue / Exp	\$ (5,767)	\$ (5,617)	\$ (5,929)
Net Income Excl Grants / Ad Valorem	\$ 18,258	\$ 20,569	\$ 21,494
Ad Valorem Tax Receipts	\$ 11,066	\$ 9,965	\$ 8,657
Net Income Excluding Grants	\$ 29,324	\$ 30,534	\$ 30,151

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FY2018 Public Hearing Dates

- Preliminary Millage Rate and Budget Public Hearing is scheduled for
Wednesday, September 6, 2017 at 5:01 pm
- Final Millage Rate and Budget Public Hearing is scheduled for
Thursday, September 21, 2017 at 5:01 pm

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Fiscal 2018 Budget Workshop

August 31, 2017

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**TAMPA PORT AUTHORITY PUBLIC HEARING
TENTATIVE MILLAGE RATE AND BUDGET FOR FISCAL YEAR 2017-2018
SEPTEMBER 6, 2017**

The Public Hearing was called to order at 5:06 p.m. with the following Tampa Port Authority (TPA) Board of Commissioners (Board) members present: Mr. Stephen W. Swindal, Chairman; Mr. Patrick H. Allman, Secretary/Treasurer; Mr. Gregory J. Celestan, Commissioner; Mr. Michael E. Griffin, Commissioner; and Ms. Sandra L. Murman, Commissioner. Absent was Mayor Bob Buckhorn; Commissioner; and Mr. Carl Lindell Jr., Vice-Chairman.

The following senior management were present: Mr. A. Paul Anderson, President and CEO; Mr. Charles Klug, Chief Legal Officer, Mr. Mike Macaluso, Chief Financial Officer; Mr. Mark Dubina, Vice President of Security; Mr. Wade Elliott, Vice President of Marketing & Business Development; Mr. Sal Kass, Vice President of Operations; Mr. Lane Ramsfield, Vice President of Real Estate; and Mr. John T.Thorington, Jr.,Vice President of Government Affairs and Board Coordination.

The public attendance sheet is Attachment #1.

The Tampa Port Authority Tentative Public Hearing FY2018 Millage Rate & FY2018 Budget Presentation is Attachment #2.

Chairman Swindal stated the purpose of the Public Hearing was to allow for public comment on the Tampa Port Authority's Tentative Millage Rate and Budget for Fiscal Year 2017–2018. He also informed any members of the public that were present that any matters related to their property assessment were under the jurisdiction of the Property Appraiser's office and should be addressed to that office.

Mr. Anderson stated that, in accordance with Florida Statutes, the first issue to bring before the Board was the Tampa Port Authority's Tentative Millage Rate for Fiscal Year 2017-2018. Based on the financial projections to be shown, Port Staff recommended reducing the millage rate to \$.1300 per \$1,000 valuation for Fiscal Year 2017-2018. Mr. Anderson further stated that millage rate was below the rolled-back rate of \$.1320 per \$1,000 valuation. Mr. Anderson emphasized that the Tampa Port Authority utilizes ad valorem tax revenues solely for the construction and repair and refurbishment of port infrastructure, and for the construction of port projects that are of a public nature. Mr. Anderson asked Mr. Macaluso to present an overview of the Fiscal Year 2017-2018 proposed Tentative Budget based upon the proposed millage rate.

Mr. Macaluso presented an overview of the Fiscal Year 2017-2018 Budget material that was also presented to the Board at the August 31, 2017 Budget Workshop. Mr. Macaluso stated that none of the data that he was about to present had changed from the data presented at the August 31, 2017 Budget Workshop. Mr. Macaluso then presented the Tampa Port Authority's FY2017 - 2018 Budgeted Financial Statements and Capital Program. He also presented the Tampa Port Authority's FY2017 – 2018 Budget

Summary, which reflected all of the Tampa Port Authority's projected cash inflows and outflows in FY2017 – 2018. The Budget Summary total was \$256,911,593. A copy of Mr. Macaluso's presentation is attached.

At the end of his presentation, Mr. Macaluso recommended that first the Board approve the reduction of the Tampa Port Authority's Tentative Millage Rate to \$.1300 per \$1,000 valuation for Fiscal Year 2017–2018, which was below the rolled-back rate of \$.1320 per \$1,000 valuation. Mr. Macaluso then recommended that the Board approve the Tampa Port Authority's proposed Fiscal Year 2017-2018 Tentative Budget totaling \$256,911,593.

Chairman Swindal opened the floor first for public comments on the proposed Tentative Millage Rate for Fiscal Year 2017-2018.

There were no public comments.

Chairman Swindal asked for a motion to adopt the Tentative Millage Rate for Fiscal Year 2017-2018. It was moved by Commissioner Murman, seconded by Commissioner Griffin, and carried unanimously to adopt the Tampa Port Authority's Fiscal Year 2017-2018 Tentative Millage Rate of \$.1300 per \$1,000 valuation. This millage rate is below the rolled back rate of \$.1320 per \$1,000 valuation.

After the Board approved the Tampa Port Authority's Tentative Millage Rate, Chairman Swindal then opened the floor for public comment for the proposed Tentative Budget for Fiscal Year 2017-2018.

There was no public comment.

Chairman Swindal asked for a motion to adopt the Tentative Budget for Fiscal Year 2017-2018 of \$256,911,593.

It was moved by Commissioner Allman, seconded by Commissioner Celestan, and carried unanimously to adopt the Tentative Budget of \$256,911,593 for Fiscal Year 2017-2018.

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There being no further business, Chairman Swindal adjourned the Public Hearing at 5:14 p.m.

Stephen W. Swindal, Chairman

ATTEST:

Patrick H. Allman, Secretary/Treasurer

SIGN IN SHEET

**Public Hearing
Proposed Millage Rate and Tentative Budget for FY2017-2018
September 6, 2017
5:01 p.m.- Tampa Port Authority Boardroom**

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**TAMPA PORT AUTHORITY PUBLIC HEARING
FINAL MILLAGE RATE AND BUDGET FOR FISCAL YEAR 2017-2018
SEPTEMBER 21, 2017**

The Public Hearing was called to order at 5:01 p.m. with the following Tampa Port Authority (TPA) Board of Commissioners (Board) members present: Mr. Stephen W. Swindal, Chairman; Mr. Patrick H. Allman, Secretary/Treasurer; Mr. Gregory J. Celestan, Commissioner; Mr. Michael E. Griffin, Commissioner; and Ms. Sandra L. Murman, Commissioner. Absent was Mayor Bob Buckhorn; Commissioner; and Mr. Carl Lindell Jr., Vice-Chairman.

The following senior management were present: Mr. A. Paul Anderson, President and CEO; Mr. Charles Klug, Chief Legal Officer, Mr. Mike Macaluso, Chief Financial Officer; Mr. Mark Dubina, Vice President of Security; Mr. Wade Elliott, Vice President of Marketing & Business Development; and Mr. John Thorington, Jr., Vice President of Government Affairs and Board Coordination.

The public attendance sheet is Attachment #1.

The Tampa Port Authority Final Public Hearing FY2018 Millage Rate & FY2018 Budget Presentation is Attachment #2.

Chairman Swindal stated the purpose of the Public Hearing was to allow for public comment on the Tampa Port Authority's Final Millage Rate and Budget for Fiscal Year 2017-2018. He also informed any members of the public that were present that any matters related to their property assessment were under the jurisdiction of the Property Appraiser's office and should be addressed to that office.

Mr. Anderson stated that, in accordance with Florida Statutes, the first issue to bring before the Board was the Tampa Port Authority's Final Millage Rate for Fiscal Year 2017-2018. Based on the financial projections to be shown, Port Staff recommended reducing the millage rate to \$.1300 per \$1,000 valuation for Fiscal Year 2017-2018. Mr. Anderson further stated that millage rate was below the rolled-back rate of \$.1320 per \$1,000 valuation. Mr. Anderson emphasized that the Tampa Port Authority utilizes ad valorem tax revenues solely for the construction and repair and refurbishment of port infrastructure, and for the construction of port projects that are of a public nature. Mr. Anderson asked Mr. Macaluso to present an overview of the Fiscal Year 2017-2018 proposed Final Budget based upon the proposed millage rate.

Mr. Macaluso presented an overview of the Fiscal Year 2017-2018 Budget material presented to the Board at the August 31, 2017 Budget Workshop and again at the FY2018 Tentative Millage Rate and Budget Public Hearing held on September 6, 2017. Mr. Macaluso stated that none of the data that he was about to present had changed from the data presented at the August 31, 2017 Budget Workshop or the FY2018 Tentative Millage Rate and Budget Public Hearing held on September 6, 2017. Mr. Macaluso then presented the Tampa Port Authority's FY2017 - 2018 Budgeted Financial Statements and

Capital Program. He also presented the Tampa Port Authority's FY2017 – 2018 Budget Summary, which reflected all of the Tampa Port Authority's projected cash inflows and outflows in FY2017 – 2018. The Budget Summary total was \$256,911,593. A copy of Mr. Macaluso's presentation is attached.

At the end of his presentation, Mr. Macaluso recommended that first the Board approve the reduction of the Tampa Port Authority's Final Millage Rate to \$.1300 per \$1,000 valuation for Fiscal Year 2017–2018 which was below the rolled-back rate of \$.1320 per \$1,000 valuation. Mr. Macaluso then recommended that the Board approve the Tampa Port Authority's proposed Fiscal Year 2017-2018 Final Budget totaling \$256,911,593.

Chairman Swindal opened the floor first for public comments on the proposed Final Millage Rate for Fiscal Year 2017-2018.

There were no public comments.

Chairman Swindal asked for a motion to adopt the Final Millage Rate for Fiscal Year 2017-2018. It was moved by Commissioner Murman, seconded by Commissioner Celestan, and carried unanimously to adopt the Tampa Port Authority's Fiscal Year 2017-2018 Final Millage Rate of \$.1300 per \$1,000 valuation. This millage rate is below the rolled back rate of \$.1320 per \$1,000 valuation.

After the Board approved the Tampa Port Authority's Final Millage Rate, Mr. Macaluso then recommended that the Board approve the Tampa Port Authority's proposed Fiscal Year 2017-2018 Tentative Budget totaling \$256,911,593.

Chairman Swindal then opened the floor for public comment for the proposed Final Budget for Fiscal Year 2017-2018.

There was no public comment.

Chairman Swindal asked for a motion to adopt the Final Budget for Fiscal Year 2017-2018 of \$256,911,593.

It was moved by Commissioner Allman, seconded by Commissioner Griffin, and carried unanimously to adopt the Final Budget of \$256,911,593 for Fiscal Year 2017-2018.

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There being no further business, Chairman Swindal adjourned the Public Hearing at 5:09 p.m.

Stephen W. Swindal, Chairman

ATTEST:

Patrick H. Allman, Secretary/Treasurer

SIGN IN SHEET

Public Hearing
Proposed Final Millage Rate and Final Budget for FY2017-2018
September 21, 2017
5:01 p.m.- Tampa Port Authority Boardroom

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Tampa Port Authority
Budgetary Comparative Statement of Revenues and Expenses
with Debt Service Coverage
For the fiscal year ending September 2017 and 2016

YTD Sep 2016 Actual	YTD Sep 2017 Actual	Favorable (Unfavorable)	%	<i>[Preliminary]</i>	YTD Sep 2017 Budget	YTD Sep 2017 Actual	Favorable (Unfavorable)	%
-----Operating Revenue-----								
36,793,316	39,993,880	3,200,564	8.7%	Port Usage Fees	38,129,945	39,993,880	1,863,935	4.9%
11,751,959	14,659,408	2,907,448	24.7%	Rentals	11,731,452	14,659,408	2,927,955	25.0%
662,876	719,914	57,038	8.6%	Other Operating	610,850	719,914	109,064	17.9%
49,208,152	55,373,202	6,165,050	12.5%	-----Total Operating Revenue-----	50,472,247	55,373,202	4,900,955	9.7%
-----Operating Expense-----								
14,738,381	14,628,663	109,718	0.7%	Personnel	14,211,994	14,628,663	(416,669)	-2.9%
1,049,180	1,044,947	4,233	0.4%	Promotional	1,319,000	1,044,947	274,053	20.8%
13,180,729	14,428,630	(1,247,901)	-9.5%	Administrative	14,163,000	14,428,630	(265,630)	-1.9%
28,968,290	30,102,240	(1,133,950)	-3.9%	-----Total Operating Expense-----	29,693,995	30,102,240	(408,246)	-1.4%
20,239,861	25,270,962	5,031,100	24.9%	-----Operating Income-----	20,778,253	25,270,962	4,492,709	21.6%
Non-Operating Rev/(Exp)								
259,099	276,903	17,803	6.9%	Interest Income	273,080	276,903	3,823	1.4%
(3,626,471)	(3,104,291)	522,180	-14.4%	Interest Expense	(3,828,740)	(3,104,291)	724,449	-18.9%
11,064,672	11,151,748	87,076	0.8%	Ad Valorem Tax Receipts	10,965,583	11,151,748	186,165	1.7%
(404,582)	(945,825)	(541,244)	133.8%	Other Net	686,895	(945,825)	(1,632,721)	-237.7%
7,292,719	7,378,534	85,816	1.2%	-----Net Non-Operating Revenue-----	8,096,818	7,378,534	(718,284)	-8.9%
27,532,580	32,649,496	5,116,916	18.6%	-----Net Income without Grants-----	28,875,071	32,649,496	3,774,425	13.1%
29,310,443	11,621,022	(17,689,421)	-60.4%	-----Grants-----	22,200,000	11,621,022	(10,578,978)	-47.7%
56,843,023	44,270,518	(12,572,505)	-22.1%	Net Income with Grants	51,075,071	44,270,518	(6,804,553)	-13.3%
<i>*Before Depreciation/Amortization</i>								
Debt Service Coverage <i>(based on preceding 12-month period)</i>								
20,949,938	25,711,251	4,761,313	23%	Total Available for Debt Service				
14,323,555	14,155,571	(167,984)	-1%	Combined Debt Service, Parity Bonds				
1.46	1.82			Bond Coverage, Parity Bonds				
14,451,761	14,466,354	14,593	0%	Combined Debt Service, Parity & Junior				
1.45	1.78			Bond Coverage, Parity & Junior Bonds				

Tamp Port Authority

SUMMARY OF CURRENT GRANT ACTIVITIES

As of
September 30, 2017

Project Description (Active Grants)	Total Grant Awarded	Grant Funds Available For Draw	Grant Recognized FY17 to Date	Total Grant Revenue Recognized to Date	Remaining Grant Award Available as of 09/30/17
Big Bend Channel	\$ 5,875,000	\$ 5,875,000	\$ 15,218	\$ 15,218	\$ 5,859,782
Dredge & Improvements	1,363,486	1,363,486	1,363,486	1,363,486	-
Hookers Point Development	24,830,601	14,986,832	3,561,496	13,405,264	11,425,337
Redwing Development	13,225,992	8,462,779	4,469,559	9,232,772	3,993,220
Southbay Kracker Avenue	736,612	736,612	600,277	600,277	136,335
Roadway Improvements- Portwide	1,650,000	963,980	934,301	1,620,321	29,680
Rail Crossings (CIGP)	750,000	586,531	319,962	483,431	266,569
PORTS	150,000	150,000	150,000	150,000	-
Security	2,371,642	1,610,782	206,724	967,585	1,404,057
Grand Total	\$ 50,953,333	\$ 34,736,003	\$ 11,621,022	\$ 27,838,353	\$ 23,114,980

SUBJECT: CONTRACT RENEWAL WITH LINCOLN NATIONAL LIFE INSURANCE COMPANY – PROVIDER OF EMPLOYEE BASIC TERM LIFE AND ACCIDENTAL DEATH AND DISMEMBERMENT GROUP INSURANCE

BACKGROUND:

On October 20, 2015, the Port Tampa Bay (PTB) Board of Commissioners approved the award of the Employee Basic Term Life (Life) and Accidental Death and Dismemberment (AD&D) Group Insurance to Lincoln National Life Insurance Company presented through Nelson Benefits Group (Nelson Benefits) to provide term insurance coverage for an initial term of one year with two one-year renewal options. The second year contract expires December 31, 2017.

FACTS/COMMENTS:

Lincoln National/Nelson Benefits premium rates are guaranteed for the entire three years of the contract. Therefore, there is no increased cost associated with this renewal period. Currently, the approximate annual Lincoln National/Nelson Benefits premium cost will not exceed \$43,000 based on Port Tampa Bay's payroll. The current life and accidental death and dismemberment coverage benefit is one and one half times an employee's annual salary. This benefit is offered at no cost to the employee though they do have the option of buying additional coverage at their own expense.

Port Tampa Bay staff recommends approval of the second (2) and final year renewal period for the Employee Basic Term Life and Accidental Death and Dismemberment Group Insurance with Lincoln National/Nelson Benefits for the policy year January 1, 2018 through December 31, 2018 at a cost not to exceed \$43,000. Small Business Enterprise participation for this contract is currently exceeding the fifty-percent (50%) goal.

RECOMMENDATION:

Authorize the Port President/CEO, or his designee, to exercise the second and final year renewal option with Lincoln National Life Insurance Company effective January 1, 2018 through December 31, 2018, with premiums not to exceed \$43,000 per year, all subject to approval by Principal Counsel.

Board Meeting
October 17, 2017
Human Resources 148342

**SUBJECT: CONTRACT RENEWAL WITH ANCHOR BENEFITS –
ADMINISTRATOR OF EMPLOYEE DENTAL PLAN (DENTAL
DECISIONS) AND APPROVAL OF FUNDING FOR FY 2018**

BACKGROUND:

At the August 2016 Board meeting, the Port Tampa Bay (PTB) Board of Commissioners approved Dental Decisions, as administered by Anchor Benefits, to continue as the provider of employee dental benefits for a one-year contract with two annual extension options effective January 1, 2017. The first year contract expires December 31 2017.

FACTS/COMMENTS:

The Interlocal Agreement between Hillsborough County Board of County Commissioners (BOCC) and PTB allows for participation in the Hillsborough County Group Benefits Program. In FY 2017, PTB employees were afforded the choice of enrolling in the BOCC contracted Humana Dental Plan, a fully insured plan, or the Dental Decisions plan, a fully self-funded plan. In order to provide PTB employees with maximum flexibility of the plans and their respective features, employees have the choice of either plan at the same cost.

Anchor Benefits' administrative fee is guaranteed for the entire three years of the contract. Therefore, there is no increased cost associated with this renewal period. The Dental Decisions plan also allows PTB to control the level of coverage and premiums since this plan is fully self-funded by PTB. Currently, the approximate annual Dental Decisions premium cost will not exceed \$43,000 based on Port Tampa Bay's payroll.

PTB staff recommends approval of the first (1) year renewal period for the Dental Decisions Dental Plan with Anchor Benefits, for the policy year January 1, 2018 through December 31, 2018 at a cost not to exceed \$43,000 per year.

RECOMMENDATION:

Authorize the Port President/CEO, or his designee, to exercise the first year renewal option with Dental Decisions and Anchor Benefits as administrator effective January 1, 2018 through December 31, 2018, with premiums not to exceed \$43,000 per year, all subject to approval by Principal Counsel.

Board Meeting
October 17, 2017
Human Resources ID #148343

SUBJECT: COMMUNITY INVESTMENT GUIDELINES UPDATE**BACKGROUND:**

Tampa Port Authority, d/b/a Port Tampa Bay (PTB), is an independent special district created by the Florida Legislature as the governing body of the Hillsborough County Port District. Section 22 of PTB's Enabling Act, Chapter 95-488, *Laws of Florida*, states that the Port Director shall have the duty and responsibility to plan and execute a continuous program of public relations, promotion, and sales. In accordance with its commitment to community outreach, and as a good corporate citizen, PTB gives back a percentage of its annual revenues to the community, the maritime industry, and entities aligned with its mission.

At its March 20, 2001 meeting, the PTB Board of Commissioners approved Community Investment Guidelines, which included a formula for determining the amount that PTB will invest and a process for the fair and judicious investment in the community. Some revisions to the Guidelines were made by at the May 17, 2016 Board meeting. The approved guidelines calls for PTB's community investment to equal approximately 2/10 of 1% of the prior year's total operating revenue. A Community Investment Committee, consisting of members appointed by PTB's President/CEO, administers the allocation of these funds. The committee currently consists of four (4) PTB staff members and one (1) non-PTB community member.

FACTS/COMMENTS:

Due to changes in staff and a reorganization of job duties, PTB staff proposes that the guidelines be updated to define the membership of the Community Investment Committee to be as follows:

*The Committee shall be comprised of at least one (1) representative **each** from Port Tampa Bay's Legal and Finance Departments. In addition, there shall be one (1) community (non-PTB) member. There may be up to four (4) additional positions from various Port Tampa Bay departments, as designated by the President/CEO.*

In addition, staff recommends various minor revisions to reflect the updated procedures for handling requests. At this time, staff is **NOT** proposing any change to the annual maximum allowable donation per organization or changes to the total funding amount available in the Community Investment Program (2/10 of 1% of the prior year's total operating revenue).

RECOMMENDATION:

Recommend approval of the Community Investment Guidelines as described above and as set forth in the attached document.

Board Meeting
October 17, 2017
Government Affairs & Board Coordination
ID 148479

Port Tampa Bay Community Investment Guidelines

The Tampa Port Authority, d/b/a Port Tampa Bay (PTB), is an independent special district of the state, created to develop the Port and contribute to the economic development of the region. In accordance with its commitment to community outreach, and as a good corporate citizen, PTB gives back a percentage of its annual revenues to the Port community, the maritime industry, and entities aligned with its mission through its Community Investment Program.

PTB receives dozens of requests for donations, contributions, and sponsorships throughout the year and has the responsibility to prioritize support for those requests within approved guidelines in order to best utilize limited resources and provide the most positive impact to the Port and the Port community. The following guidelines apply to PTB's Community Investment Program and are intended to direct PTB's community investment resources in fairly awarding charitable donations, contributions, and sponsorships.

These Community Investment Guidelines are not intended to give direction to private donations made directly by PTB staff.

Eligibility

To be eligible for a monetary or in-kind donation, contribution, or sponsorship, the request must be recommended by a(n):

1. PTB commissioner, officer, or employee; or
2. PTB client, tenant, or customer; or
3. Association of ports, shipping lines, shippers, or similar organization; or
4. Shipping, port, trade and logistics, tourism, ship repair, economic development, safety/security/emergency response, maritime education, environmental, or transportation organization; or
5. Channel District-related organization [*located within the Channel District CRA*]; or
6. Professional association, of which a PTB employee is a member; or
7. Government agency; or
8. Business or other related organization that is aligned with the mission of PTB.

In addition, the requesting organization, entity, individual, or event must operate in accordance with PTB's standards of ethics and equal opportunity.

If the request is for an in-kind contribution or sponsorship, the request must establish clearly defined boundaries/parameters for PTB's commitment so as not to unduly impact PTB.

Key Criteria for Approval

At least **one (1) or more** of the criteria in each of the following two (2) categories **MUST** be present before a monetary or in-kind donation, contribution, or sponsorship may be awarded:

1. The requesting organization, entity, individual, or event must promote, study and encourage the advancement of, or be in the business of one or more of the following industries:
 - a. Shipping
 - b. The Port
 - c. Trade and Logistics
 - d. Tourism
 - e. Ship Repair
 - f. Economic Development**{directly related to enhancing commercial opportunities for the Port}*
 - g. Safety/Security/Emergency Response
 - h. Maritime Education
 - i. Environment
 - j. Transportation
 - k. Government
 - l. Channel District-related Organizations *[located within the Channel District CRA]*

2. In addition, the requesting organization, entity, individual, or event must contribute:
 - a. To the commercial development of the Port; or
 - b. To providing equal opportunities for all; or
 - c. To enhancing the environment of the Port area; or
 - d. To promoting regional economic development**[directly related to enhancing commercial opportunities for the Port]; or*
 - e. To raising the profile of the Port, related to the Port's economic impact of the region; or
 - f. To building partnerships consistent with the Port's role as the region's largest economic engine.

Funding **will not be considered** for political purposes, courtesy advertising, or PTB employee membership fees/dues for various clubs or organizations.

Annual Expenditures

The total budget for PTB's Community Investment Program for any fiscal year shall not exceed 2/10 of 1% of the previous year's operating revenue.

All expenditures are subject to budget availability. When requests are considered near the end of a fiscal year, some funds may be committed for an event occurring in the next fiscal year if it can be readily ascertained that the budget funding will be available.

The maximum donation or contribution amount available is \$5,000 per organization per year, or up to \$20,000 for an economic development organization *[as defined*]*. A fixed amount of funds will be designated each year for the Community Investment Program and after they are depleted, funding will be discontinued until the next fiscal year.

Community Investment Committee

Due to the limit on annual funding, all requests for donations, contributions, and sponsorships must be reviewed by a designated Community Investment Committee (“**Committee**”). One of the Committee’s responsibilities is to prioritize these requests. The Committee shall be comprised of at least one (1) representative **each** from Port Tampa Bay’s Legal and Finance Departments. In addition, there shall be one (1) community (non-PTB) member. There may be up to four (4) additional positions from various Port Tampa Bay departments, as designated by the President/CEO.

A quorum of the Committee will be comprised of a majority of the then currently appointed members. The Committee will meet as needed to review requests. If necessary, due to time constraints, voting on individual requests by the Committee may be accomplished via email.

Submission of Requests

Requests for monetary donations, contributions, or sponsorships must be submitted to PTB in writing, outlining:

1. The amount requested;
2. The full array of sponsorship opportunities (if more than one option is available);
3. The appropriate contact information of the requesting organization;
4. The date of the event/deadline; and
5. A short description of the purpose of the request.

If approved, checks will be mailed out directly to the organization.

Requests for non-monetary, in-kind donations, contributions, or sponsorships must be submitted to PTB, in writing, to PTB’s Branding & Regional Alliance Department, Attn: Director of Special Events, 1101 Channelside Drive, Tampa, FL 33602, outlining:

1. The specific resource requested;
2. The appropriate contact information of the requesting organization;
3. The name of the coordinator;
4. A short description of the event, including date(s), and estimated attendance;
5. An explanation of the event’s contribution to the advancement of PTB or PTB’s community investment principles; and
6. A short description of the form of recognition to be given to PTB.

Requests for the use of PTB facilities will be considered on a case-by-case “first come - first served” basis, and always subject to the availability of the facilities in conjunction with PTB and PTB’s tenant operations.

Note: If the resource being requested is a PTB facility, such as a meeting room, cruise terminal, or parking area, the requesting organization must identify an individual to be accountable for coordinating the required PTB Facility Use Agreement and all of its incumbent responsibilities

with PTB. This will include a hold harmless and indemnification agreement with PTB, a security plan (with the exception of PTB's Boardroom), and proof of insurance naming PTB as an additional insured.

Marketing & Promotional Items

If available, a number of PTB promotional items may be designated each year for the Community Investment Program, and after they are depleted additional items will not be available until the next calendar year. These items are "in addition to" monetary donations, contributions, or sponsorships, and should not be counted against the annual maximum donation amount stated above. If the value of the contributed item(s) (including packaging) does not exceed \$100, Community Investment Committee approval is not required; however, the Committee should be advised of any such donation by the appropriate department on a monthly basis.

*An Economic Development Organization is defined as an organization dedicated to the economic development of the Tampa Bay Region or the State of Florida.

Updated October 20, 2017 (Approved by Board)

**SUBJECT: RENEWAL OF ANNUAL MAINTENANCE AND LICENSE AGREEMENT
FOR MICROSOFT DYNAMICS GP FINANCIAL SOFTWARE**

BACKGROUND:

The Port Tampa Bay's (PTB) Board of Commissioners approved the purchase and implementation of Microsoft Dynamics GP (Dynamics GP) as the Enterprise Resource Planning (ERP) solution for PTB at its June 19, 2007 Board meeting. Tribridge, Inc. (Tribridge) was approved as the vendor for Microsoft Dynamics GP.

In accordance with the Dynamics GP End User License Agreement and its corresponding Independent Software Vendors (ISV), an annual maintenance and license agreement is required for continued use of the software. Maintenance and license agreements can only be purchased through Microsoft authorized value-added resellers (VAR).

FACTS/COMMENTS:

Tribridge, as the authorized VAR for Dynamics GP, was also the PTB consultant for the implementation of PTB's ERP and has extensive knowledge of both the software and PTB's business processes. Therefore, it would not be practicable to solicit bids for the annual maintenance and license agreement for Dynamics GP from other VARs. In accordance with PTB's Enabling Act (Section 15, Awarding of Contracts of Chapter 95-488, Laws of Florida) a competitive bid process for such services is not required. Therefore, PTB staff recommends continuing the agreement with Microsoft Corporation for PTB's ERP for the maintenance and license agreement through the use of Tribridge, Inc. as its authorized VAR.

Tribridge has provided a quote in the amount of \$75,000.00 for the annual maintenance and license agreement. The maintenance and license agreement includes software support, upgrades, and patches.

RECOMMENDATION:

Authorize the President/CEO, or his designee, to renew the ERP's Maintenance and License Agreement with Microsoft Corporation, using Tribridge, Inc. as the VAR for Microsoft, for a period of three (3) years, at a cost of \$75,000.00 per year, subject to the terms set forth above and review by Principal Counsel.

Board Meeting
October 17, 2017
Information Technology 148328

SUBJECT: THE FLORIDA AQUARIUM, INC. – TEMPORARY LICENSE AGREEMENT FOR FLEET VEHICLE AND BOAT STORAGE

BACKGROUND:

The Florida Aquarium, Inc. (Aquarium) has fleet vehicles and a trailered boat that need to be parked in a covered facility during heavy weather events, such as hurricanes. Therefore, the Aquarium has requested to use Port Tampa Bay's (PTB) parking garage located at 702 and 712 Channelside Drive to park its fleet vehicles and trailered boat during heavy weather events.

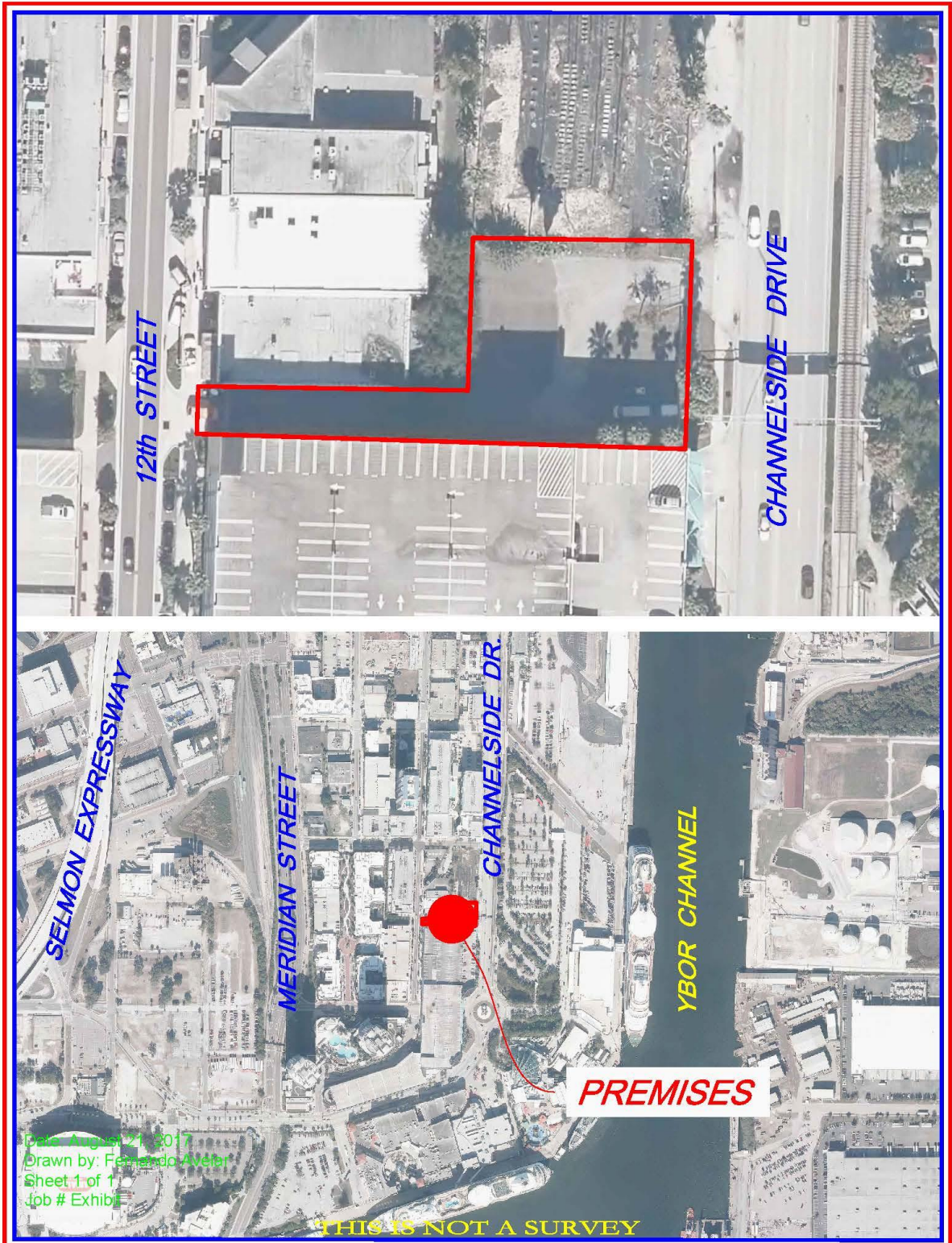
FACTS/COMMENTS:

PTB staff and the Aquarium have agreed to the following terms:

- Premises:** Designated spaces in PTB's parking garage at 702 and 712 Channelside Drive.
- Use:** The Premises will be used for parking the Aquarium's fleet vehicles and trailered boat in designated spaces in PTB's parking garage during heavy weather events, such as hurricanes.
- Term:** The term will be five (5) years commencing December 1, 2017 and terminating on November 30, 2022.
- Fee:** License Fee will be \$0.00.
- Other:** The Aquarium will be responsible for maintaining insurance, compliance with all seaport security laws and regulations, environmental laws and regulations, and any and all other applicable laws and regulations.
- Public Hearing:** No public hearing was required.

RECOMMENDATION:

Authorize the Port President/CEO, or his designee, to execute a license agreement with The Florida Aquarium, Inc., subject to review by Principal Counsel.



**SUBJECT: THE FLORIDA AQUARIUM, INC. – TEMPORARY LICENSE AGREEMENT
FOR USE OF THE WHARF ADJACENT TO BERTH 271**

BACKGROUND:

Port Tampa Bay (PTB) and The Florida Aquarium, Inc. (Aquarium) entered into a Temporary License Agreement (Agreement) to use of a portion of the wharf adjacent to Berth 271 (Premises) for (i) placement of a temporary/portable ADA ramp from Aquarium's facility to the wharf for emergency egress of its patrons, (ii) access for Aquarium's patrons to embark/disembark the Bay Spirit II, (iii) access for Aquarium's contractors/subcontractors pedestrian and vehicular traffic, and (iv) placement of a temporary/portable canopy/tent and a temporary/portable storage shed. The term of the Agreement was for six (6) months that commenced on May 1, 2017 and terminated on October 31, 2017. The Aquarium has requested a new License Agreement for the same reasons stated above for another six (6) months commencing on November 1, 2017 and terminating on April 30, 2018.

FACTS/COMMENTS:

PTB staff and the Aquarium have agreed to the following terms:

Premises: A portion of the wharf adjacent to Berth 271.

Use: The Premises will be used for (i) the continued placement of a temporary/portable ADA ramp from Aquarium's facility to the wharf for emergency egress of its patrons, (ii) access for Aquarium's patrons to embark/disembark the Bay Spirit II, (iii) access for Aquarium's contractors/subcontractors pedestrian and vehicular traffic, and (iv) placement of a temporary/portable canopy/tent and temporary/portable storage shed.

Term: The term will be for six (6) months commencing November 1, 2017 and terminating on April 30, 2018.

Fee: License Fee will be \$0.00.

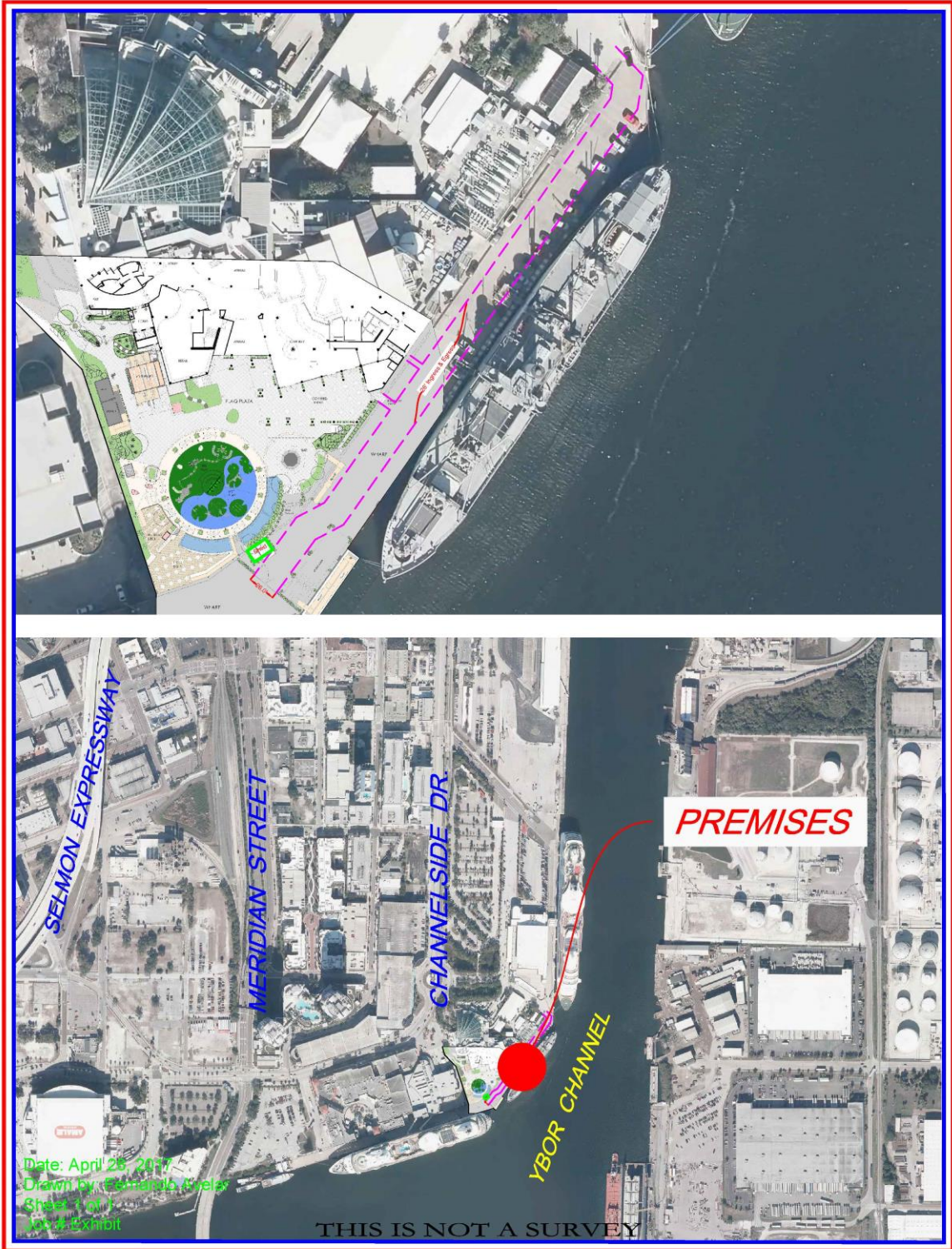
Other: The Aquarium will be responsible for maintaining insurance, compliance with all seaport security laws and regulations, environmental laws and regulations, and any and all other applicable laws and regulations.

Public Hearing: No public hearing was required.

RECOMMENDATION:

Authorize the Port President/CEO, or his designee, to execute a license agreement with The Florida Aquarium, Inc., subject to review by Principal Counsel.

Board Meeting
October 17, 2017
Legal #148431



SUBJECT: TPSI TERMINALS, LLC – CONSENT TO LEASEHOLD MORTGAGE**BACKGROUND**

TPSI Terminals, LLC (TPSI) has more than twenty (20) years of experience in the distribution and marketing of petroleum fuels and has been a tenant of Port Tampa Bay (PTB) since 1998. Tenant has a twenty (20) year Lease with two (2) ten (10) year lease extension options that commenced on September 1, 2007 for approximately 15.89 acres of land on Hooker's Point for the operation of its petroleum terminal facility. TPSI is refinancing its mortgage with Wells Fargo Bank, National Association, successor-by-merger to Wachovia Bank, National Association and is requesting PTB's consent to the leasehold mortgage in order for TPSI to complete the refinancing.

FACTS/COMMENTS:

At the May 16, 2000 regular Board meeting, PTB's Board of Commissioners approved a Consent to Leasehold Mortgage for TPSI's loan with Fleet National Bank. In 2007, TPSI refinanced that loan with Wachovia Bank, National Association and a Consent to Leasehold Mortgage for that transaction was approved by PTB's Board of Commissioners at the regular February 20, 2007 Board meeting. TPSI is now refinancing the loan with Wells Fargo, National Association, successor-by-merger to Wachovia Bank, National Association and is requesting PTB to execute a Consent to Leasehold Mortgage.

Public

Hearing: No public hearing was required.

RECOMMENDATION:

Authorize the Port President/CEO, or his designee, to execute a Consent to Leasehold Mortgage with Well Fargo Bank, National Association, subject to review by Principal Counsel.

Board Meeting
October 17, 2017
Legal # 148465 v 1

SUBJECT: PROPOSED CHANGES TO PORT OF TAMPA TARIFF NO. 14 AND OPERATIONS MANUAL NO. 5

BACKGROUND:

Port Tampa Bay (PTB) regularly reviews the rates, rules, and regulations of Port of Tampa Tariff No. 14 (Tariff) and Operations Manual No. 5 (Operations Manual) in the context of its cost of operations and competitive position. For this review, PTB staff conducted a thorough analysis of PTB's competitive and financial position, as well as operational regulations and the impact to PTB customers and identified adjustments to the Tariff. PTB strives to provide world-class port facilities and services at market competitive rates in an efficient operational environment. PTB has been successful in maintaining rates at or near the low end when compared with ports it competes with in the South Atlantic and US Gulf. Despite increasing costs, PTB has managed to maintain such a position in numerous ways including not assessing security fees, as many other ports do.

This year, PTB staff reviewed the Tariff and Operations Manual and identified several rules and regulations for modification to provide better clarity, but did not identify any rates that needed to be adjusted. As required, PTB advertised the proposed changes to the Tariff and Operations Manual in the August 11, 2017 issue of the Tampa Bay Times. In addition to the public notice in the Tampa Bay Times, PTB staff posted notice of the proposed changes and public hearing on the PTB website. A copy of the proposed changes is attached.

FACTS/COMMENTS:

PTB staff has identified the following tariff items to modify that will provide better clarity to the Tariff and Operations Manual, improve operational efficiency and protect PTB's financial interest:

1. Item L20.1b Policy Deductibles and Self-Insured Retentions (SIR)
2. Item B80 Definitions
3. Item L10 Other License Categories
4. Item L00, A.6. Non-Transferability of License
5. Revisions to Operations Manual
6. Other minor revisions to correct typographical and grammar errors as well as to clarify language/terms

At this time, PTB staff does not recommend any Tariff rate changes.

PTB held a public hearing on September 6, 2017 to hear comments from interested parties on proposed changes to the Tariff and Operations Manual and there were no objections.

RECOMMENDATION:

Approve the proposed changes to Port of Tampa Tariff No. 14 and Operations Manual No. 5, attached hereto, with an effective date as denoted on the attached.

Board Meeting
October 17, 2017
Marketing Dept.145432

**PROPOSED CHANGES TO PORT TAMPA BAY TARIFF NO. 14
AND OPERATIONS MANUAL NO. 5
EFFECTIVE OCTOBER 1, 2017 UNLESS OTHERWISE SPECIFIED**

Staff has reviewed the Tampa Port Authority d/b/a Port Tampa Bay (PTB) Tariff No. 14 and Operations Manual No. 5 and identified the following changes:

1. Item L20.1b Policy Deductibles and Self-Insured Retentions (SIR)
 - a. Add language to existing clause to mitigate PTB's concern with self-insured retention policy.

2. Clerical modifications to tariff
 - a. Item L10 Other License Categories
 - i. Modify the license category 'Port Barge Bunkering and Lighterage Services' to simply 'Bunkering and Lighterage Services' and customize the insurance requirements for bunkering companies based on whether delivered by barge/vessel or by truck.
 - b. Item B80 Definitions – Add definitions to the tariff for the following terms
 - i. Weight or Measure (W/M)
 - ii. Definitions for the following license categories listed in item L10
 1. Bunkering Services
 2. Lighterage Services
 3. Oil Waste Removal Companies
 4. Sanitary Removal Companies
 5. Mobile Food Vendor
 6. Merchandise Vendor
 7. Service Vendor
 - c. Correct references and grammatical errors in the tariff, including correcting references to Tariff number "13" to Tariff number "14".

3. Operations Manual
 - a. Modify the Operations Manual so that items that already exist in the Tariff are removed from the Operations Manual and specify that items removed can be found in the Tariff. This will eliminate duplication between the two documents.
 - b. Item D49 Application for Berth.
 - i. Change the policy for berth application so that vessels will be assigned a berth on a "first come first serve" basis rather than the current policy which is based on the chronological order in which berth applications are received.
 - c. Add a stipulation that the Tariff will supersede the Operations Manual in the event there is a conflict between the two documents.
 - d. Post the Operations Manual on PTB's website as an accompanying document to the Tariff.

4. Item L00, A.6. Non-Transferability of License

- a. The current language of this rule states that “*No license shall be transferred or assigned to or otherwise used by any person other than the named licensee.*” Moreover, anyone acquiring a going business from a licensee may qualify for a license only if they apply for a new license. In an effort to streamline the license process and to provide PTB staff with latitude to determine whether the new entity is competent, financially sound and capable to perform the duties of licensee, modify this rule so as to provide PTB the discretion and authority to transfer a license without the requirement to apply for a new license when conditions are acceptable to do so.

Memorandum

To: A. Paul Anderson, President & CEO
CC: Charles Klug, Raul Alfonso
From: Craig Roberts
Date: September 26, 2017
Subject: Public Hearing – Tariff Revisions

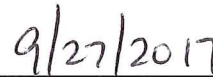
99

This public hearing was held in accordance with procedures specified in Chapter 95-488, Laws of Florida. The subject public hearing was held before me on Wednesday, September 6, 2017 at 1000 a.m. Attached is the transcription of the hearing along with copies of all exhibits.



Craig Roberts, Hearing Officer

Date



I hereby concur with the Hearing Officer's statement and recommend the President & CEO request approval by the Tampa Port Authority Board of Commissioners to approve the proposed tariff revisions.



Greg Lovelace
Director of Marketing and Business
Development – Cargo and Cruise

Date



Attachments

PUBLIC HEARING TRANSCRIPT
Wednesday, September 6, 2017, 10:00 a.m.

Tariff Revisions

ATTENDEES

100

Greg Lovelace, Director of Marketing & Business Development
Lane Ramsfield, VP of Real Estate
Jaimie Waite, Marketing

HEARING OFFICER

Craig Roberts, Manager of Real Estate

1 **Mr. Roberts:** Good morning. Today is Wednesday, September 6, 2017 and this public hearing is
2 called to order at 10:05 a.m. This hearing is held under the authority and pursuant to Chapter 95-
3 488 of the Laws of Florida. The purpose of the hearing is to hear comments from the general
4 public and interested parties regarding the following: Tariff number 13 revisions
5

6 My name is Craig Roberts and I am employed by the Port Authority and have been
7 appointed by its Board of Commissioners to serve as a hearing officer at public hearings such as
8 the one we are conducting today. Sitting beside me is Greg Lovelace, Director of Marketing, who
9 will assist me in this hearing.
10

11 **Mr. Lovelace:** First, I will enter into the record Exhibit No. 1 which is the legal ad that appeared in
12 the August 11, 2017 issue of the *Tampa Bay Times* advising of this public hearing. Second, I will
13 enter into the record Exhibit No. 2 which is the public notice with background information on the
14 proposed action that was posted on the Tampa Port Authority website. These are the only two
15 exhibits to enter into the record.
16

17 The proposed changes are as follows:
18

- 19 1. Item L20.1b Policy Deductibles and Self-Insured Retentions (SIR) 101
20 a. Add language to existing clause to mitigate Port Tampa Bay's concern with self-
21 insured retention policy.
22 2. Clerical modifications to tariff
23 a. Item L10 Other License Categories
24 • Modify the license category 'Port Barge Bunkering and Lighterage Services'
25 to simply 'Bunkering and Lighterage Services' and customizing the
26 insurance requirements for bunkering companies based on whether
27 delivered by barge/vessel or by truck.
28 2b. Item B80 Definitions – Add definitions to the tariff for the following terms
29 • Weight or Measure (W/M)
30 • Definitions for the following license categories listed in item L10
31 • Bunkering Services
32 • Lighterage Services
33 • Oil Waste Removal Companies
34 • Sanitary Removal Companies
35 • Mobile Food Vendor
36 • Merchandise Vendor
37 • Service Vendor
38
39 b. Correct gra-grammatical errors in tariff, including correcting Tariff number from "13"
40 to "14."
41
42 3. Operations Manual
43 a. Modify the Operations Manual so that items that already exist in the Tariff are
44 removed from the Operations Manual and specify that items removed can be found
45 in the Tariff. This will eliminate duplication between the two documents.
46 b. Item D49 Application for Berth.
47 • Change the policy for berth application so that vessels will be assigned a
48 berth on a "first come first serve" basis rather than the current policy, which
49 is based on the chronological order in which berth applications are received.
50 c. Add a stipulation that the Tariff will supersede the Operations Manual in the event
51 there is a conflict between the two documents.

1 d. Post the Operations Manual on Port Tampa Bay's website as an accompanying
2 document to the Tariff.

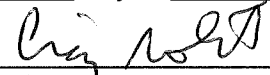
3
4 4. Item L00, A.6. Non-Transferability of License

5 a. The current language of this rule states that "No license shall be transferred or
6 assigned to a...or otherwise used by any person other than the named licensee."
7 Moreover, anyone acquiring a going business from a licensee may qualify for a
8 license only if they apply for a new license. In an effort to streamline the license
9 process and to provide Port Tampa Bay staff with latitude to determine whether the
10 new entity is competent, financially sound and capable to perform the dur..duties of
11 licensee, modify this rule so as to provide Port Tampa Bay the discretion and
12 authority to transfer a license without the requirement to apply for a new license
13 when conditions are acceptable to do so.

14
15 **Mr. Roberts:** Thank you, Greg, I will accept the two exhibits and enter them into the record as
16 presented. At this time we will take comments concerning this issue. Are there any comments?

17
18 Hearing none, a transcript will be made and furnished to the Port Authority Staff. The Staff
19 will make a recommendation to our Board of Commissioners, which will meet on September 19th. 102
20 The Staff recommendation will be available on September 13th. If there is nothing else to come
21 before this hearing, I declare this hearing closed at 10:10 a.m.

22
23
24 I, Craig Roberts, have read and approved the form of the attached transcript of the
25 Wednesday, September 6, 2017 public hearing for the proposed tariff revisions.

26
27 Dated this 27th day of September, 2017.
28
29 
30 _____
31 Craig Roberts, Manager of Real Estate
32 Hearing Officer
33
34

103 SIGN-IN SHEET

PUBLIC HEARING FOR

TARIFF NO. 13 REVISIONS

Wednesday, September 6, 2017 @ 10:00 A.M.

PLEASE PRINT THE FOLLOWING INFORMATION

	YOUR NAME (Please print)	COMPANY NAME (Please print full company name)	COMPLETE COMPANY ADDRESS (Please print full company address)	Do you plan to comment?
1.	Greg Lovelace	Port Tampa Bay	1101 Channelside Dr. Tampa FL 33602	
2.	LAURE RAMSEYERS	PTB	1101 CHANNELSIDE DR. TAMPA FL	NO
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

D. REGULAR AGENDA

**SUBJECT: AMENDMENT TO FACILITY LEASE AGREEMENT WITH TRANSFLO
TERMINAL SERVICES, INC.**

BACKGROUND:

Transflo Terminal Services, Inc. (Transflo) is a subsidiary of CSX Corporation and operates a network of terminals which trans-load bulk commodities between railcars and trucks. In 2011, Port Tampa Bay (PTB), Transflo and CSX Transportation, Inc. negotiated terms and conditions for the design, construction and operation of an ethanol transfer facility at the south end of Hookers Point (Ethanol Rail Terminal) for the receipt of unit trains of ethanol; construction of a pipeline between the Ethanol Rail Terminal and the tanks owned by Kinder Morgan Liquids Terminals, LLC; and construction of a loop rail to connect the railroad lines on the east and west sides of Hookers Point. The Ethanol Rail Terminal was completed on or about November 1, 2012 and the subsequent operation of the terminal and related improvements have benefited nearly all consumers within the West Central Florida region who rely upon petroleum products through Port Tampa Bay.

On December 23, 2011, Transflo and PTB entered into a Facility Lease Agreement for the use of approximately 6.47 acres of land for the operation of an ethanol transfer facility for a period of five (5) years commencing upon the completion of the Ethanol Rail Terminal with three (3) five (5) year Lease Extension Options. The Facility Lease Agreement requires Transflo to pay PTB \$0.08 per barrel for each barrel of ethanol trans-loaded at the Ethanol Terminal Facility and \$150 per tank rail car of ethanol unloaded at the premises, not to exceed \$10 million, to refund PTB for the cost of the improvements. After completion of the rail improvements, PTB determined that the rail along the Ethanol Terminal Facility needed to be modified to provide better movement of traffic in the area and constructed additional tracks and fencing at a cost of \$930,000.00 (Rail and Fence Improvements) on an additional 2.03 acres of land. Transflo has exercised the first five (5) year Lease Extension Option and has negotiated with PTB staff to increase the Premises by adding approximately 2.03 acres and revise the throughput fee terms.

FACTS/COMMENTS:

PTB staff and Transflo Terminal Services, Inc. have agreed to the following terms for an amendment to the Facility Lease Agreement:

- Premises:** The Premises would be amended by adding approximately 2.03 acres of land to the Premises for a total of approximately 8.50 acres of land which will include the 2016 rail improvements (see attached Exhibit "A").
- Use:** The use of the Premises would remain the same – operation of an ethanol transfer facility moving ethanol from rail cars to storage tanks via pipelines, tanks, trucks, or other containers or conveyances and for no other purpose without Port Tama Bay's consent.
- Term:** The first Lease Extension Option Period would be five (5) years commencing November 1, 2017 and ending October 31, 2022.
- Options:** Additionally, Transflo would have two lease extension options of five years each remaining based on the same terms and conditions except as set forth in this letter.

Rent: Annual Rent would be as follows:

<u>Lease Year</u>	<u>Rent</u>
1 (11/1/17 – 10/31/18)	\$53,000/acre/year or \$450,500.00
2-5 (11/01/18 – 10/31/22)	Rent for each subsequent lease year would be based on the Rent from the previous year and increased by CPI as set forth in the Lease.

Throughput Fees:

The throughput fees for the Ethanol Rail Refund of \$150.00 for each rail car, as set forth in the Lease, would be extended to include the Rail & Fence Improvements of \$930,000.00. Thus, the Maximum Payable Ethanol Rail Car Refund of \$10,000,000.00 as set forth in the Facility Lease Agreement would be adjusted to include \$930,000.00 for a cumulative Maximum Payable Ethanol Rail Car Refund of \$10,930,000.00.

Other: Transflo would be responsible for all utilities, real estate taxes, site improvements, insurance, maintenance of the Premises, and compliance with all seaport security laws and regulations, environmental laws and regulations and all other applicable regulations and laws.

Public Hearing:

A public hearing was held on September 15, 2017 and there were no comments.

RECOMMENDATION:

Authorize the Port President/CEO, or his designee, to enter into an amendment to the Facility Lease Agreement with Transflo Terminal Services, Inc., in accordance with the terms set forth above and subject to review by Principal Counsel.

Board Meeting
October 17, 2017
Real Estate #147527



Memorandum

To: A. Paul Anderson
President and CEO

CC: Charles Klug
Raul Alfonso

From: Heather L. Eblin-Crowe

Date: September 15, 2017

Subject: Transflo Terminal Services, Inc. – Amendment to Facility Lease Agreement – Public Hearing

108

This public hearing was held in accordance with procedures specified in Chapter 95-488, Laws of Florida. The subject public hearing was held before me on Friday, September 15, 2017 at 11:00 a.m. Attached is the transcription of the hearing along with copies of all exhibits.



Heather L. Eblin-Crowe
Hearing Officer

Date 09/18/17

I hereby concur with the Hearing Officer's statement.



Lane Ramsfield
Vice President of Real Estate

Date 9/15/17

PUBLIC HEARING TRANSCRIPT

September 15, 2017

Transflo Terminal Services, Inc. – Amendment to Facility Lease Agreement

ATTENDEES

Lane Ramsfield – PTB
Ebony Tingle – PTB

109

HEARING OFFICER

Heather L. Eblin-Crowe

1 **MRS. EBLIN-CROWE:**

2
3 Good morning. Today is Friday, September 15, 2017 and this public hearing is
4 called to order at 11:00 a.m. This hearing is held under the authority and pursuant to
5 Chapter 95-488 of the Laws of Florida. The purpose of the hearing is to hear comments
6 from the general public and interested parties regarding the following:
7

8 **AMENDMENT TO FACILITY LEASE AGREEMENT WITH**
9 **TRANSFLO TERMINAL SERVICES, INC.**

10
11 My name is Heather Eblin-Crowe and I am employed by the Tampa Port Authority,
12 doing business as Port Tampa Bay, and have been appointed by its Board of
13 Commissioners to serve as a hearing officer at public hearings such as the one we are
14 conducting today. Sitting beside me is Lane Ramsfield, Vice President of Real Estate
15 who will assist me in this hearing.
16

17 **MR. RAMSFIELD:**

18
19 Transflo Terminal Services, Inc. is a leader in the transloading of bulk commodities
20 between railcars and trucks and has been in business for more than fifty years. Transflo
21 and Port Tampa Bay entered into a Facility Lease Agreement for approximately 6.47
22 acres of land for the operation of an ethanol transfer facility on December 23, 2011 for a
23 period of five (5) years with three (3) five (5) year Lease Extension Options. Transflo has
24 exercised the first five (5) year Lease Extension Option and desires to increase the
25 Premises by adding approximately 2.03 acres to their existing Premises.
26

27 Port Tampa Bay Staff and Transflo Terminal Services, Inc. have agreed to the
28 following terms:
29

30 The Premises would be amended by adding approximately 2.03 acres of land to
31 the Premises for a total of approximately 8.50 acres of land which will include the 2016
32 rail improvements.
33

34 The Premises Use will remain the same: the operation of an ethanol transfer
35 facility moving ethanol from rail cars to storage tanks via pipelines, tanks, trucks, or other
36 containers or conveyances and for no other purpose without Port Tampa Bay's consent.
37

38 The Initial Term of the Lease was November 1, 2012 to October 31, 2017. The
39 first Lease Extension Option would be five (5) years commencing November 1, 2017 and
40 ending October 31, 2022.
41

42 In accordance with the Lease, Rent for the Lease Extension Option would be
43 adjusted to Fair Market Value and would be as follows:
44

1 Lease Extension Option Year 1 from November 1, 2017 to October 31, 2018,
2 Rent would be \$53,000.00 per acre annually or \$450,500.00.

3
4 Lease Extension Option Years 2 through 5, Rent for each lease year would be
5 based on the Rent from the previous year and increased by CPI as set forth in the
6 Lease.

7
8 The Ethanol Rail Refund of \$150.00 for each rail car, as set forth in the Lease,
9 would be extended to include the 2016 Rail & Fence Improvements of \$930,000.00.
10 Therefore, the Maximum Payable Ethanol Rail Car Refund of \$10,000,000.00, as set forth
11 in this Lease, would be adjusted to include \$930,000.00 for a cumulative Maximum
12 Payable Ethanol Rail Car Refund of \$10,930,000.00.

13
14 Transflo would be responsible for all utilities, real estate taxes, site improvements,
15 insurance, maintenance of the Premises, and compliance with all seaport security laws
16 and regulations, environmental laws and regulations and all other applicable regulations
17 and laws.

111

18
19 At this time, I would like to offer into the record Exhibit 1 which is the legal ad that
20 appeared in the August 25, 2017 issue of the Tampa Bay Times advising of this public
21 hearing.

22
23 That is all.

24
25 **MRS. EBLIN-CROWE:**

26
27 Thank you Mr. Ramsfield, I will accept the Public Hearing Legal Ad and it will be
28 entered into the record as presented.

29
30 At this time we will take comments concerning this issue.

31
32 Are there any comments? Hearing none.

33
34 A transcript will be made and furnished to the Port Authority Staff. The Staff will
35 make a recommendation to our Board of Commissioners which will meet on October 17,
36 2017. The Staff recommendation will be available on October 10, 2017.

37
38 If there is nothing else to come before this hearing, I declare this hearing closed at
39 11:05 a.m.

1
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8

I, **HEATHER EBLIN-CROWE**, have read and approved the form of the attached transcript of the September 15, 2017 public hearing for Transflo Terminal Services, Inc.

Dated this 18th day of September, 2017.



Heather L. Eblin-Crowe
Public Hearing Officer

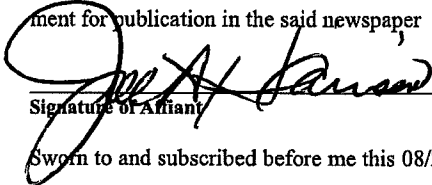
Tampa Bay Times

Published Daily

STATE OF FLORIDA } ss
COUNTY OF Hillsborough County

Before the undersigned authority personally appeared **Jill Harrison** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Lease Amendment** was published in **Tampa Bay Times: 8/25/17**, in said newspaper in the issues of **Baylink Hillsborough**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Hillsborough County, Florida and that the said newspaper has heretofore been continuously published in said Hillsborough County, Florida, each day and has been entered as a second class mail matter at the post office in said Hillsborough County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper



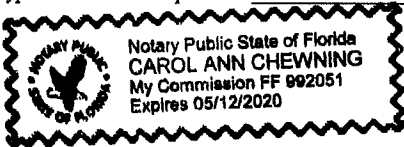
Signature of Affiant

Sworn to and subscribed before me this 08/25/2017.

Signature of Notary Public

Personally known or produced identification

Type of identification produced _____



**PORT TAMPA BAY
NOTICE OF PUBLIC HEARING**

Notice is hereby given of a public hearing to be held at 11:00 a.m., September 15, 2017, before the Tampa Port Authority d/b/a Port Tampa Bay, at its offices located at 1101 Channelside Drive, Tampa, Florida 33602, to hear public comments regarding the following:

**LEASE AMENDMENT WITH
TRANSFLO TERMINAL SERVICES, INC.**

Additional information is available online at www.tampaport.com. All written comments and objections directed toward the foregoing matter should be filed with Port Tampa Bay, Real Estate Department, at 1101 Channelside Drive, Tampa, Florida 33602 by 12:00 noon on September 14, 2017. Oral comments and objections may be presented at the hearing.

In accordance with the federal Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities requiring reasonable accommodation to participate in this hearing should call (813) 905-5031 or fax (813) 905-5029 not later than 48 hours prior to the hearing.

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION OF THE PORT TAMPA BAY WITH RESPECT TO ANY MATTER CONSIDERED AT THIS PUBLIC HEARING WILL NEED A RECORD OF THE PROCEEDINGS AND, FOR SUCH A PURPOSE, MAY NEED TO HIRE A COURT REPORTER TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.
(518269) 08/25/2017

LA17-058

SUBJECT: LICENSE AGREEMENT WITH TAMPA SHIP, LLC**BACKGROUND:**

Port Tampa Bay (PTB) entered into a license agreement with Tampa Ship, LLC. (Tampa Ship) which expires November 30, 2017 to use Berth 21 and Berth 214 solely for the purpose of temporary mooring of “not under charter” / “not under contract” marine vessels. Activities allowed onboard the “not under charter” / “not under contract” marine vessels are limited to miscellaneous cleaning and painting with a roller and brush and safety inspections by the United States Coast Guard and the American Bureau of Shipping. Tampa Ship desires to enter into a new license agreement with PTB to include additional berth locations at Port Redwing and other berths with a term running from October 1, 2017 through September 31, 2020.

FACTS/COMMENTS:

PTB staff and Tampa Ship have agreed to the following terms:

Premises: The Premises would consist of Berth 21, Berth 214, Port Redwing or other berths as designated by PTB, in its sole and absolute discretion. As depicted in the attached exhibits (Berth).

Use: The Premises would be used solely for the purpose of temporary mooring of “Not Under Charter”/ “Not Under Contract” marine vessels.

Term: The Term of the License Agreement would be for a period of 3 years commencing October 1, 2017 and ending September 31, 2020. However, both parties would have the right to terminate this agreement with 60 days’ written notice to the other.

Dockage Fees:

The minimum monthly dockage fee would be \$6,500.00 per location per month for the Berth locations, plus any applicable sales or use tax thereon, for each Berth used by Tampa Ship to moor vessels. Tampa Ship would be assessed separately for the use of any electricity, water or other utilities. In the event Tampa Ship does not use a Berth, PTB would not assess any charges for such Berth. In the event Tampa Ship uses a Berth for a partial period of the month, and has been scheduled with PTB Operations, Tampa Ship would pay on a per day per foot basis as published in the current PTB Tariff at the Lay-Up Rate; but not to exceed \$6,500.00 in any single month.

Other: Tampa Ship would be responsible for all utilities, real estate taxes, site improvements, insurance, maintenance of the Premises, and compliance with all seaport security laws and regulations and all other applicable regulations and laws.

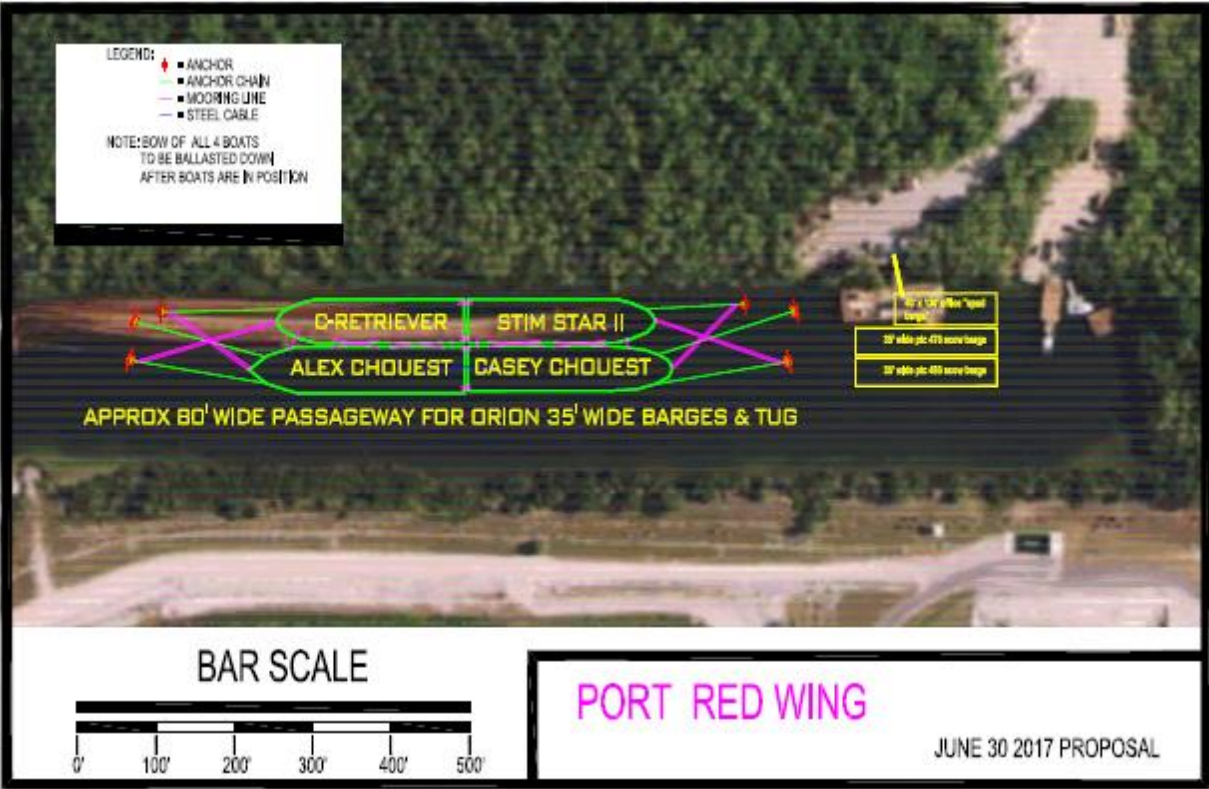
RECOMMENDATION:

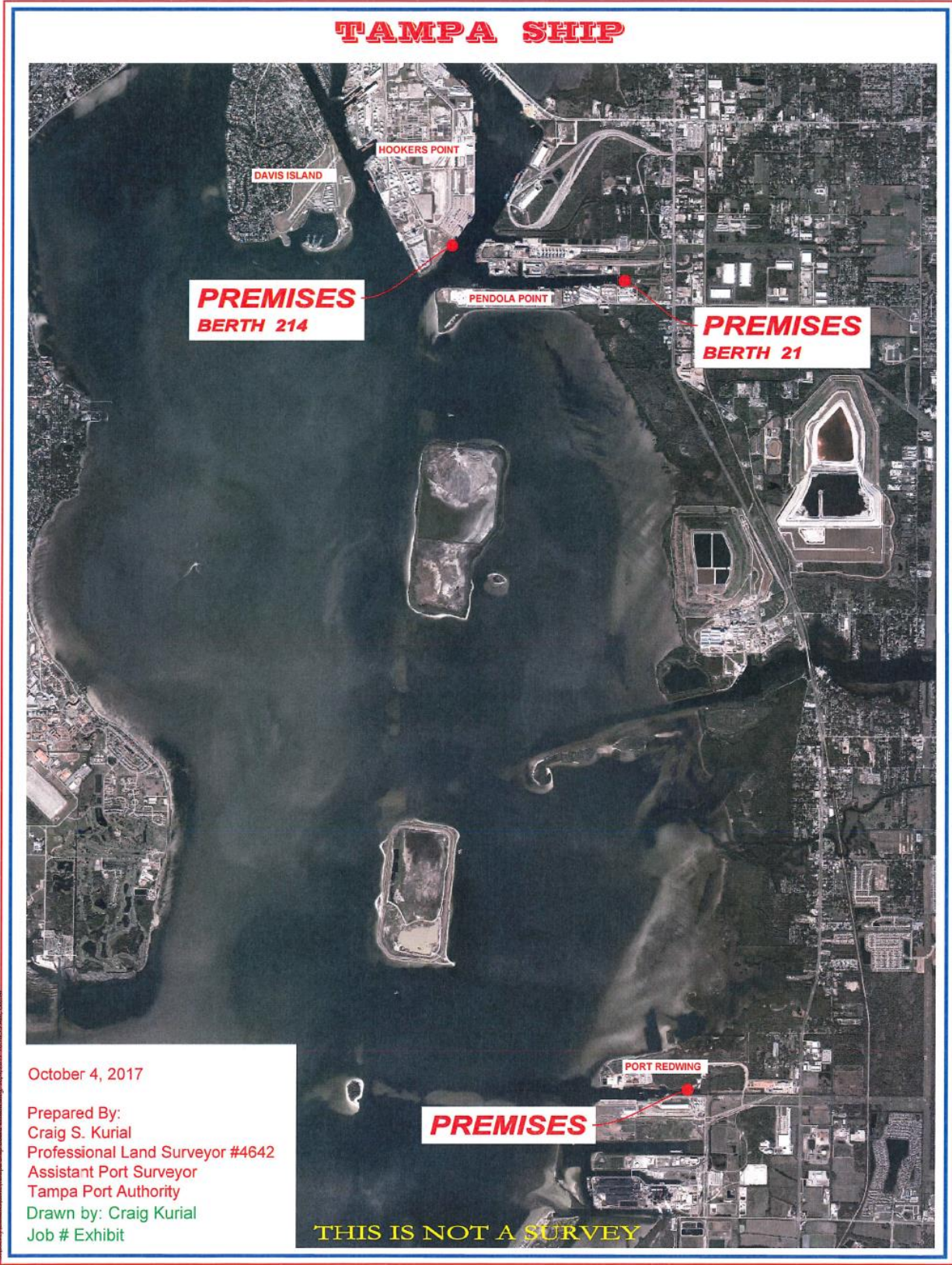
Authorize the Port President/CEO, or his designee, to enter into a license agreement with Tampa Ship, LLC in accordance with the terms set forth above and subject to review by Principal Counsel.

Board Meeting
October 17, 2017
Real Estate ID 148370









SUBJECT: RANKING OF FIRMS FOR STRATEGIC COMMUNICATIONS SERVICES CONSULTANT; RFQ NO: Q-007-17

BACKGROUND:

On September 16, 2014, the Port Tampa Bay (PTB) Board awarded the Strategic Communications Services Consultant contract to Hill & Knowlton Strategies. The contract was for a one-year term with two one-year consecutive renewal options, for a not-to-exceed annual amount of \$120,000, which includes all expenses except for special assignments as specifically authorized by PTB. The Hill & Knowlton Strategies contract expires October 31, 2017.

FACTS/COMMENTS:

In accordance with PTB procurement policy, staff advertised a Request for Qualifications (RFQ) for full scale, comprehensive strategic communications services on August 11, 2017 in the Tampa Bay Times, Florida Sentinel Bulletin, La Gaceta, as well as electronically on DemandStar (e-procurement database system). Twelve (12) firms participated in the August 18, 2017 mandatory pre-proposal teleconference. On September 7, 2017, PTB received two (2) responsive proposals.

Karl Strauch, Vice President of Branding and Regional Alliances, was the project manager and the evaluation committee (Committee) consisted of: Ali Glisson, Director of Communications, Strategic Property Partners, Samara Sodos, PTB Director of Public Relations, and Jamal Sowell, Director of Special Projects to the President/CEO. The committee evaluated the proposals on September 15, 2017. Presentations from the two (2) firms were heard on October 9, 2017. The firms were ranked as follows:

<u>Ranking</u>	<u>Firm Name</u>	<u>SBE</u>
1	Catalyst Communications Group	100%
2	HCP	100%

Staff recommends approval of the ranking and authorization to negotiate a contract with Catalyst Communications Group. The firm is a PTB registered Small Business Enterprise.

The contract is for a one-year term with two one-year consecutive renewal options, for a not-to-exceed annual amount of \$60,000 which includes all expenses except for special assignments as specifically authorized by PTB. This contract is non-exclusive, and PTB retains the right to engage additional outside consulting services on an as-needed basis. This contract may be terminated by PTB at any time with thirty (30) days' written notice.

Funding for this contract has been included in the FY18 Operating Expense budget.

RECOMMENDATION:

Authorize the Port President/CEO, or his designee, to enter into negotiations and execute a contract with Catalyst Communications Group, Inc. for strategic communications services consultant, for a period of one (1) year at a not-to-exceed amount of \$60,000 with two (2) one-year consecutive renewal options at the sole discretion of PTB. If PTB is unable to negotiate a contract with the top ranked firm, negotiations shall be terminated, and PTB shall then undertake negotiations with the next best qualified firm, all subject to review by Principal Counsel.

Board Meeting
October 17, 2017
Public Relations 148673

**STRATEGIC COMMUNICATIONS
PROPOSAL EVALUATION SUMMARY
RFQ NO. Q-007-17**

121

Committee Member	Firm Names	
	Catalyst Communications Group LLC	HCP Associates, Inc.
Evaluator #1	1.00	1.75
Evaluator #2	1.25	1.50
Evaluator #3	1.00	1.75
Total	3.25	5.00
Ranking	1	2

Ranking Scale: #1 (the lowest score) is the best score, #2 second best, #3 third best.....

Ranking Directions: Each evaluator shall rank each respondent independently for each category based on the above referenced ranking scale.

PROPOSAL EVALUATION - RFQ NO. Q-007-17 STRATEGIC COMMUNICATIONS

		Firm Names		
Evaluation Criteria		Weight	Catalyst Communications Group LLC	HCP Associates, Inc.
1	<p>Qualifications and Experience of Firm:</p> <ul style="list-style-type: none"> • Experience and qualifications of the firm. • Brief history of the Firm's organization, size and structure including a current organization chart (including key personnel and subconsultants). • Respondent's local availability/accessibility; ability to meet deadlines and scheduling requirements. • Firm's demonstrated experience in the successful performance of comparable contracts. Experience in providing consulting services for comparable public sector agencies. 	25%	1	2
2	<p>Qualifications/Experience of Project Manager & Key Personnel:</p> <ul style="list-style-type: none"> • Project Manager: Professional experience and specialized expertise of the designated Project Manager who would administer the contract, manage projects, and be PTB's primary contact. Address local availability/accessibility for this individual. • Key Personnel: Professional experience and qualifications of key personnel who would perform professional services associated with this contract. Provide resumes, education, professional experience and other relevant information for each individual. • Consideration of recent Work Samples by current staff members (Form 6 - Item 3) with moderate emphasis on comparable public sector agency work. 	30%	1	122 2
3	<p>Fee Schedule: (Form 7)</p> <ul style="list-style-type: none"> • Fee charged for the performance of the work. 	20%	1	1
4	<p>Service and Approach</p> <ul style="list-style-type: none"> • Firm's understanding of the Description of Services and overall approach to performing the outlined work requirements. • Firm's demonstrated past performance and record (including references) in regard to providing Strategic Communication Services for other clients. • Firm's current and project backlog of work. Firms capacity and workforce availability for performing multiple projects or tasks that may arise form PTB through this contract. • Other information, qualifications, or experience that may be considered significant, innovative or otherwise relevant for PTB's consideration. 	20%	1	2
5	<p>Volume of Work:</p> <ul style="list-style-type: none"> • The objective is effecting an equitable distribution of contracts among qualified firms. Points are based on actual fees PTB paid to a firm within the past three (3) years. 	5%	1	1
Total:		100%	1.00	1.75

Ranking Scale: #1 is the highest score, #2 second highest, #3 third highest....

Ranking Directions: Each evaluator shall rank each respondent independently for each category based on the above referenced ranking scale.

Evaluator Printed Name: Evaluator #1

Date: 9/29/2017

Evaluator Signature: (On File)

PROPOSAL EVALUATION - RFQ NO. Q-007-17 STRATEGIC COMMUNICATIONS

		Firm Names	
		Catalyst Communications Group LLC	HCP Associates, Inc.
Evaluation Criteria	Weight		
<p>Qualifications and Experience of Firm:</p> <ul style="list-style-type: none"> • Experience and qualifications of the firm. • Brief history of the Firm's organization, size and structure including a current organization chart (including key personnel and subconsultants). • Respondent's local availability/accessibility; ability to meet deadlines and scheduling requirements. • Firm's demonstrated experience in the successful performance of comparable contracts. Experience in providing consulting services for comparable public sector agencies. 	25%	2	1
<p>Qualifications/Experience of Project Manager & Key Personnel:</p> <ul style="list-style-type: none"> • Project Manager: Professional experience and specialized expertise of the designated Project Manager who would administer the contract, manage projects, and be PTB's primary contact. Address local availability/accessibility for this individual. • Key Personnel: Professional experience and qualifications of key personnel who would perform professional services associated with this contract. Provide resumes, education, professional experience and other relevant information for each individual. • Consideration of recent Work Samples by current staff members (Form 6 - Item 3) with moderate emphasis on comparable public sector agency work. 	30%	1	123 2
<p>Fee Schedule: (Form 7)</p> <ul style="list-style-type: none"> • Fee charged for the performance of the work. 	20%	1	1
<p>Service and Approach</p> <ul style="list-style-type: none"> • Firm's understanding of the Description of Services and overall approach to performing the outlined work requirements. • Firm's demonstrated past performance and record (including references) in regard to providing Strategic Communication Services for other clients. • Firm's current and project backlog of work. Firms capacity and workforce availability for performing multiple projects or tasks that may arise form PTB through this contract. • Other information, qualifications, or experience that may be considered significant, innovative or otherwise relevant for PTB's consideration. 	20%	1	2
<p>Volume of Work:</p> <ul style="list-style-type: none"> • The objective is effecting an equitable distribution of contracts among qualified firms. Points are based on actual fees PTB paid to a firm within the past three (3) years. 	5%	1	1
Total:	100%	1.25	1.50

Ranking Scale: #1 is the highest score, #2 second highest, #3 third highest....

Ranking Directions: Each evaluator shall rank each respondent independently for each category based on the above referenced ranking scale.

Evaluator Printed Name: Evaluator #2

Date: 9/29/2017

Evaluator Signature: (On File)

PROPOSAL EVALUATION - RFQ NO. Q-007-17 STRATEGIC COMMUNICATIONS

		Firm Names		
		Catalyst Communications Group LLC	HCP Associates, Inc.	
Evaluation Criteria		Weight		
1	<p>Qualifications and Experience of Firm:</p> <ul style="list-style-type: none"> • Experience and qualifications of the firm. • Brief history of the Firm's organization, size and structure including a current organization chart (including key personnel and subconsultants). • Respondent's local availability/accessibility; ability to meet deadlines and scheduling requirements. • Firm's demonstrated experience in the successful performance of comparable contracts. Experience in providing consulting services for comparable public sector agencies. 	25%	1	2
2	<p>Qualifications/Experience of Project Manager & Key Personnel:</p> <ul style="list-style-type: none"> • Project Manager: Professional experience and specialized expertise of the designated Project Manager who would administer the contract, manage projects, and be PTB's primary contact. Address local availability/accessibility for this individual. • Key Personnel: Professional experience and qualifications of key personnel who would perform professional services associated with this contract. Provide resumes, education, professional experience and other relevant information for each individual. • Consideration of recent Work Samples by current staff members (Form 6 - Item 3) with moderate emphasis on comparable public sector agency work. 	30%	1	124 2
3	<p>Fee Schedule: (Form 7)</p> <ul style="list-style-type: none"> • Fee charged for the performance of the work. 	20%	1	1
4	<p>Service and Approach</p> <ul style="list-style-type: none"> • Firm's understanding of the Description of Services and overall approach to performing the outlined work requirements. • Firm's demonstrated past performance and record (including references) in regard to providing Strategic Communication Services for other clients. • Firm's current and project backlog of work. Firms capacity and workforce availability for performing multiple projects or tasks that may arise form PTB through this contract. • Other information, qualifications, or experience that may be considered significant, innovative or otherwise relevant for PTB's consideration. 	20%	1	2
5	<p>Volume of Work:</p> <ul style="list-style-type: none"> • The objective is effecting an equitable distribution of contracts among qualified firms. Points are based on actual fees PTB paid to a firm within the past three (3) years. 	5%	1	1
Total:		100%	1.00	1.75

Ranking Scale: #1 is the highest score, #2 second highest, #3 third highest.....

Ranking Directions: Each evaluator shall rank each respondent independently for each category based on the above referenced ranking scale.

Evaluator Printed Name: Evaluator #3

Date: 9/29/2017

Evaluator Signature: (On File)

STRATEGIC COMMUNICATIONS

PRESENTATION SUMMARY

RFQ NO. Q-007-17

Committee Member	Firm Names	
	Catalyst Communications Group LLC	HCP Associates, Inc.
Evaluator #1	1.20	1.55
Evaluator #2	1.00	1.50
Evaluator #3	1.00	1.75
Total	3.20	4.80
Ranking	1	2

125

Ranking Scale: #1 (the lowest score) is the best score, #2 second best, #3 third best.....

Ranking Directions: Each evaluator shall rank each respondent independently for each category based on the above referenced ranking scale.

PRESENTATION EVALUATION - RFQ NO. Q-007-17 STRATEGIC COMMUNICATIONS

		Firm Names		
		Catalyst Communications Group LLC	HCP Associates, Inc.	
	Evaluation Criteria	Weight		
1	<p>Qualifications and Experience of Firm:</p> <ul style="list-style-type: none"> • Experience and qualifications of the firm. • Brief history of the Firm's organization, size and structure including a current organization chart (including key personnel and subconsultants). • Respondent's local availability/accessibility; ability to meet deadlines and scheduling requirements. • Firm's demonstrated experience in the successful performance of comparable contracts. Experience in providing consulting services for comparable public sector agencies. 	25%	1	2
2	<p>Qualifications/Experience of Project Manager & Key Personnel:</p> <ul style="list-style-type: none"> • <u>Project Manager:</u> Professional experience and specialized expertise of the designated Project Manager who would administer the contract, manage projects, and be PTB's primary contact. Address local availability/accessibility for this individual. • <u>Key Personnel:</u> Professional experience and qualifications of key personnel who would perform professional services associated with this contract. Provide resumes, education, professional experience and other relevant information for each individual. • Consideration of recent Work Samples by current staff members (Form 6 - Item 3) with moderate emphasis on comparable public sector agency work. 	30%	1	126 2
3	<p>Fee Schedule: (Form 7)</p> <ul style="list-style-type: none"> • Fee charged for the performance of the work. 	20%	1	1
4	<p>Service and Approach</p> <ul style="list-style-type: none"> • Firm's understanding of the Description of Services and overall approach to performing the outlined work requirements. • Firm's demonstrated past performance and record (including references) in regard to providing Strategic Communication Services for other clients. • Firm's current and project backlog of work. Firms capacity and workforce availability for performing multiple projects or tasks that may arise form PTB through this contract. • Other information, qualifications, or experience that may be considered significant, innovative or otherwise relevant for PTB's consideration. 	20%	2	1
5	<p>Volume of Work:</p> <ul style="list-style-type: none"> • The objective is effecting an equitable distribution of contracts among qualified firms. Points are based on actual fees PTB paid to a firm within the past three (3) years. 	5%	1	1
Total:		100%	1.20	1.55

Ranking Scale: #1 is the highest score, #2 second highest, #3 third highest.....

Ranking Directions: Each evaluator shall rank each respondent independently for each category based on the above referenced ranking scale.

Evaluator Printed Name: Evaluator #1

Date: 10/9/2017

Evaluator Signature: (On File)

PRESENTATION EVALUATION - RFQ NO. Q-007-17 STRATEGIC COMMUNICATIONS

		Firm Names		
Evaluation Criteria		Weight	Catalyst Communications Group LLC	HCP Associates, Inc.
1	<p>Qualifications and Experience of Firm:</p> <ul style="list-style-type: none"> • Experience and qualifications of the firm. • Brief history of the Firm's organization, size and structure including a current organization chart (including key personnel and subconsultants). • Respondent's local availability/accessibility; ability to meet deadlines and scheduling requirements. • Firm's demonstrated experience in the successful performance of comparable contracts. Experience in providing consulting services for comparable public sector agencies. 	25%	1	1
2	<p>Qualifications/Experience of Project Manager & Key Personnel:</p> <ul style="list-style-type: none"> • Project Manager: Professional experience and specialized expertise of the designated Project Manager who would administer the contract, manage projects, and be PTB's primary contact. Address local availability/accessibility for this individual. • Key Personnel: Professional experience and qualifications of key personnel who would perform professional services associated with this contract. Provide resumes, education, professional experience and other relevant information for each individual. • Consideration of recent Work Samples by current staff members (Form 6 - Item 3) with moderate emphasis on comparable public sector agency work. 	30%	1	127 2
3	<p>Fee Schedule: (Form 7)</p> <ul style="list-style-type: none"> • Fee charged for the performance of the work. 	20%	1	1
4	<p>Service and Approach</p> <ul style="list-style-type: none"> • Firm's understanding of the Description of Services and overall approach to performing the outlined work requirements. • Firm's demonstrated past performance and record (including references) in regard to providing Strategic Communication Services for other clients. • Firm's current and project backlog of work. Firms capacity and workforce availability for performing multiple projects or tasks that may arise form PTB through this contract. • Other information, qualifications, or experience that may be considered significant, innovative or otherwise relevant for PTB's consideration. 	20%	1	2
5	<p>Volume of Work:</p> <ul style="list-style-type: none"> • The objective is effecting an equitable distribution of contracts among qualified firms. Points are based on actual fees PTB paid to a firm within the past three (3) years. 	5%	1	1
Total:		100%	1.00	1.50

Ranking Scale: #1 is the highest score, #2 second highest, #3 third highest.....

Ranking Directions: Each evaluator shall rank each respondent independently for each category based on the above referenced ranking scale.

Evaluator Printed Name: Evaluator #2
 Evaluator Signature: (On File)

Date: 10/9/2017

PRESENTATION EVALUATION - RFQ NO. Q-007-17 STRATEGIC COMMUNICATIONS

		Firm Names		
		Catalyst Communications Group LLC	HCP Associates, Inc.	
Evaluation Criteria	Weight			
1 <u>Qualifications and Experience of Firm:</u> <ul style="list-style-type: none"> • Experience and qualifications of the firm. • Brief history of the Firm's organization, size and structure including a current organization chart (including key personnel and subconsultants). • Respondent's local availability/accessibility; ability to meet deadlines and scheduling requirements. • Firm's demonstrated experience in the successful performance of comparable contracts. Experience in providing consulting services for comparable public sector agencies. 	25%	1	2	
2 <u>Qualifications/Experience of Project Manager & Key Personnel:</u> <ul style="list-style-type: none"> • Project Manager: Professional experience and specialized expertise of the designated Project Manager who would administer the contract, manage projects, and be PTB's primary contact. Address local availability/accessibility for this individual. • Key Personnel: Professional experience and qualifications of key personnel who would perform professional services associated with this contract. Provide resumes, education, professional experience and other relevant information for each individual. • Consideration of recent Work Samples by current staff members (Form 6 - Item 3) with moderate emphasis on comparable public sector agency work. 	30%	1	128 2	
3 <u>Fee Schedule: (Form 7)</u> <ul style="list-style-type: none"> • Fee charged for the performance of the work. 	20%	1	1	
4 <u>Service and Approach</u> <ul style="list-style-type: none"> • Firm's understanding of the Description of Services and overall approach to performing the outlined work requirements. • Firm's demonstrated past performance and record (including references) in regard to providing Strategic Communication Services for other clients. • Firm's current and project backlog of work. Firms capacity and workforce availability for performing multiple projects or tasks that may arise form PTB through this contract. • Other information, qualifications, or experience that may be considered significant, innovative or otherwise relevant for PTB's consideration. 	20%	1	2	
5 <u>Volume of Work:</u> <ul style="list-style-type: none"> • The objective is effecting an equitable distribution of contracts among qualified firms. Points are based on actual fees PTB paid to a firm within the past three (3) years. 	5%	1	1	
Total:		100%	1.00	1.75

Ranking Scale: #1 is the highest score, #2 second highest, #3 third highest....

Ranking Directions: Each evaluator shall rank each respondent independently for each category based on the above referenced ranking scale.

Evaluator Printed Name: Evaluator #3

Date: 10/9/2017

Evaluator Signature: (On File)

E. RECEIPT OF REPORTS

- 1. REPORT OF LEGAL FEES BY PROJECT**
- 2. REPORT OF AGED ACCOUNTS RECEIVABLES**
- 3. REPORT OF CONTRACT STATUS**
- 4. REPORT OF PERMITS**
- 5. REPORT OF EXPENDITURES BETWEEN \$50,000 - \$100,000**

FY2017 – LEGAL FEES AND EXPENSES REPORT THROUGH SEPTEMBER 30, 2017

YEAR-TO-DATE LEGAL FEES AND EXPENSES

Chief Financial Officer	FY 2017 Budget	FY 2017 Actual
<ul style="list-style-type: none"> • Bond Counsel - Year-to-Date FY 2016-17 [Under Budget FY2017 - \$1,500.00] 	\$ 60,000.00	\$ 58,500.00
<hr/>		
Principal Counsel	FY 2017 Budget	FY 2017 Actual
<ul style="list-style-type: none"> • Admiralty - Special • General Support • Real Estate / Land Use 	\$ 0.00 \$ 0.00 \$ 0.00	\$ 7,914.50 \$ 2,575.00 \$ 67,642.95
Year-To-Date FY 2016-17	\$ 0.00	\$ 78,132.45
<hr/>		
Vice President – Legal Affairs	FY 2017 Budget	FY 2017 Actual
<ul style="list-style-type: none"> • General Support / Litigation • Real Estate / Land Use • Employment / Labor • Construction Services • Environmental • Bankruptcy Services • Admiralty / Maritime / Tariff 	\$ 30,000.00 \$ 30,000.00 \$ 18,000.00 \$ 12,000.00 \$ 12,000.00 \$ 3,000.00 \$ 3,000.00	\$ 61,134.87 \$ 36,100.71 \$ 10,990.00 \$ 16,184.50 \$ 11,165.00 \$ 0.00 \$ 0.00
Year-To-Date FY 2016-17 [Over Budget FY2017 \$27,575.88]	\$108,000.00	\$ 135,575.88
FY 2017 Total Legal Fees and Expenses		<u>\$ 272,207.53</u>

CHIEF FINANCIAL OFFICER:

BOND COUNSEL

Outside Counsel / Matter	September	Cumulative FY To Date
Bryant Miller Olive - General Services		
- Debt Issuance		\$ 48,500.00
J. Powers, P.A. - Debt Issuance		\$ 10,000.00

PRINCIPAL COUNSEL:

ADMIRALTY – SPECIAL

Outside Counsel / Matter	September	Cumulative FY To Date
Venable - General	\$ 1,425.00	\$ 7,914.50

GENERAL LEGAL SUPPORT

Outside Counsel / Matter	September	Cumulative FY To Date
Gray Robinson		
- Channelside Bay Mall [14]		
- Service Mark [24] <i>Spoil You</i>	\$ 240.00	\$ 2,295.00
- Service Mark [33] <i>PTB</i>	\$ 280.00	\$ 280.00

REAL ESTATE / LAND USE

Outside Counsel / Matter	September	Cumulative FY To Date
Gray Robinson		
- New Channelside Dev [21]		
- DRI [15]		\$ 10,285.00
- CBP Development [31]		
P&M Consulting Group		
- General DRI		
- Channelside		\$ 2,850.00
- Port Redwing		\$ 17,351.05
- South Bay		\$ 476.90
Trenam Kemker		
- Channelside [January 2017 Expense]		\$ 36,500.00

VICE PRESIDENT – LEGAL AFFAIRS:**LITIGATION AND GENERAL LEGAL SUPPORT**

Outside Counsel / Matter	September	Cumulative FY To Date
Broad and Cassel		
- General		
- Ins – LAV		\$ 1,802.30
- Ins – JCM	\$ 275.00	\$ 2,300.00
- Ins – GT	\$ 1,200.00	\$ 2,311.72
Gray Robinson		
- General		\$ 8,729.94
- SM [24]		
Mandelbaum Fitzsimmons		
- General		
Squire Patton Boggs		
- General		

Trenam Kemker
- General

Special General

Hamilton Miller & Birthisel

- Ins – RC	\$ 5,535.20	\$ 39,016.97
- Ins – EK		\$ 15,368.23

GENERAL REAL ESTATE / LAND USE LEGAL SUPPORT

<u>Outside Counsel / Matter</u>	<u>September</u>	<u>Cumulative FY To Date</u>
Broad and Cassel - General		
Busack Law Firm - General		
- Steelco Lease	\$ 3,350.00	\$ 8,925.00
Gray Robinson - General		\$ 1,800.00
- Sea-3		\$ 11,162.50
- International Ship		\$ 1,062.50
Squire Patton Boggs - General		
- Central Florida Pipeline	\$ 2,650.00	\$ 5,150.00
- Kinder Morgan Liquids Terminals	\$ 2,850.00	\$ 5,525.00
Trenam Kemker - General		
- Lease Review		
- Lease Negotiations		
Smolker Bartlett Loeb - General	\$ 25.00	\$ 2,475.71

GENERAL LABOR / EMPLOYMENT LEGAL SUPPORT

<u>Outside Counsel / Matter</u>	<u>September</u>	<u>Cumulative FY To Date</u>
Broad and Cassel - General	\$ 5,475.00	\$ 5,575.00
Gray Robinson - General		
- Emp Ben [22]		\$ 2,090.00

Mandelbaum Fitzsimmons
 - General \$ 3,325.00
 - Employment [EC]

GENERAL CONSTRUCTION SERVICES LEGAL SUPPORT

Outside Counsel / Matter	September	Cumulative FY To Date
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Gray Robinson
 - General
 - GLF Construction \$ 16,184.50

Trenam Kemker
 - General
 - Special Construction

GENERAL ENVIRONMENTAL LEGAL SUPPORT

Outside Counsel / Matter	September	Cumulative FY To Date
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Enola Brown PA
 - General

Busack Law Firm
 - General

Gramling Environmental Law
 - General
 - Tampa Scrap \$ 8,805.00 \$ 8,805.00

Nason Yeager Gerson White & Lioce
 - General

GENERAL BANKRUPTCY LEGAL SUPPORT

Outside Counsel / Matter	September	Cumulative FY To Date
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Gray Robinson
 - General

GENERAL ADMIRALTY / MARITIME LEGAL SUPPORT

Outside Counsel / Matter	September	Cumulative FY To Date
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Robert Birthisel, PA
 - General

Mandelbaum Fitzsimmons
 - General

TAMPA PORT AUTHORITY
Monthly Aged Receivables
September 30, 2017

Customer Number	Customer Name	Current	31 - 60 Days	61 - 90 Days	91 & Over	Customer Balance
<u>Port Fees</u>						
B152	ADVANTAGE LIMOUSINE LLC	-	350.00	-	-	350.00
B086	ALPHA LIMOUSINE & CHAUFFEUR SERVICE INC	-	350.00	-	-	350.00
S036	ALTAMAR SHIPPING	120.00	-	-	-	120.00
Q023	ALTAMAR SHIPPING SERVICE	1,108.99	-	-	-	1,108.99
T012	AMALIE OIL COMPANY	11,178.96	-	-	-	11,178.96
A470	AMERICAN MARINE AGENCIES	(17,882.00)	-	-	-	(17,882.00)
A415	AMERICAN VICTORY MARINERS	54.43	-	-	-	54.43
D054	ANCHOR SANDBLASTING AND COATINGS, INC	280.00	-	-	-	280.00
Q223	ANDERSON SHIPPING COMPANY	-	343.53	-	-	343.53
Q228	ARCELORMITTAL INTERNATIONAL AMERICA	4,276.09	-	-	-	4,276.09
S063	BMP USA, INC	208.00	-	-	-	208.00
A012	BOUCHARD TRANSPORT CO	12,608.55	3,044.70	-	-	15,653.25
S041	BRONCO TRANSPORT	240.00	-	-	-	240.00
T201	BUCKEYE TERMINALS, LLC	49,006.54	-	-	-	49,006.54
T003	CARGILL INC	5,743.06	-	-	-	5,743.06
D049	CARGILL SALT	(27.00)	20.00	-	-	(7.00)
S025	CARGILL SALT DIVISION	328.48	-	-	-	328.48
T131	CARNIVAL CRUISE LINES	225,019.78	-	-	-	225,019.78
T198	CEMEX CONSTRUCTION MATERIALS FLORIDA, LLC	9,569.38	-	-	-	9,569.38
T014	CENTRAL FLORIDA PIPELINE LLC	185,304.23	-	-	-	185,304.23
T145	CENTRAL FLORIDA PIPELINE LLC	3,143.36	-	-	-	3,143.36
T183	CERES MARINE TERMINALS INC	-	500.00	-	-	500.00
T109	CITRUS PRODUCTS	42,651.44	-	-	-	42,651.44
D047	CITY OF TAMPA	2,660.00	-	-	-	2,660.00
Q350	COMMERCIAL METALS COMPANY	-	3,861.85	-	-	3,861.85
Q362	CSN LLC	11,535.48	-	-	-	11,535.48
Q032	DUFERCO STEEL, INC	-	-	-	174.94	174.94
A031	FILLETTE GREEN & CO, INC	20,265.00	-	-	-	20,265.00
T132	FLORIDA AQUARIUM	469.00	-	-	-	469.00
V057	FLORIDA COCA COLA	-	250.00	-	-	250.00
		134				

TAMPA PORT AUTHORITY
Monthly Aged Receivables
September 30, 2017

Customer Number	Customer Name	Current	31 - 60 Days	61 - 90 Days	91 & Over	Customer Balance
Q097	FRONTIER LOGISTICS SERVICES	2,377.33	-	-	-	2,377.33
A429	GAC SHIPPING (USA) INC	69,089.35	-	-	-	69,089.35
T108	GRIFFIN INDUSTRIES	3,038.02	-	-	-	3,038.02
Q373	GS GLOBAL USA INC	2,951.90	-	-	-	2,951.90
T308	GULF COAST BULK EQUIPMENT, INC	4,955.04	-	-	-	4,955.04
A527	GULF HARBOR SHIPPING, LLC	537.00	-	-	-	537.00
A264	GULF MARINE REPAIR INC	6,247.62	-	-	-	6,247.62
T063	GULF SULPHUR SERVICES	12,910.84	-	-	-	12,910.84
M073	Hillsborough County Parks & Recreation	532.64	-	-	-	532.64
Q395	HUNTER DOUGLAS METALS INC	-	2,486.35	-	-	2,486.35
A306	INCHCAPE SHIPPING SERVICES	5,542.40	250.00	-	-	5,792.40
A078	INTERNATIONAL SHIP REPAIR	423.00	-	-	-	423.00
Q355	K&K ENTERPRISES INC.	53.48	-	-	-	53.48
D060	KAMCOR INC	20.00	-	-	-	20.00
T116	KINDER MORGAN BULK/TBS	1,494.27	-	-	-	1,494.27
A003	KIRBY OFFSHORE MARINE	1,467.07	-	-	-	1,467.07
A248	LA CARRIERS, LLC	2,182.50	-	-	-	2,182.50
B202	LEGENDARY JOURNEYS	-	350.00	-	-	350.00
T319	LINEA PENINSULAR, INC	7,670.29	-	-	-	7,670.29
B216	LIZ MURTAGH BOUTIQUE LLC	-	350.00	-	-	350.00
A428	LMS SHIP MANAGEMENT INC	-	250.00	-	-	250.00
V103	LUKE'S INC.	-	250.00	-	-	250.00
M103	MARKEL CORP. - CLAIMS	3,412.75	-	-	-	3,412.75
A360	MARTIN GAS MARINE	7,145.45	-	-	-	7,145.45
T135	MARTIN MARIETTA AGGREGATES	23,509.06	-	-	-	23,509.06
T134	MARTIN OPERATING PARTNERSHIP	7,297.41	-	1,128.61	1,128.61	9,554.63
Q363	MARUBENI-ITOCHU STEEL AMERICA INC. (NY)	9,926.16	-	-	-	9,926.16
T199	MEDITERRANEAN SHIPPING CO./CHARLESTON	18,183.00	7,875.87	-	-	26,058.87
Q383	MERFISH PIPE & SUPPLY	832.33	-	-	-	832.33
Q158	METALLIA, A DIVISION OF HARTREE PARTNERS LP	82.44	5,496.18	-	-	5,578.62
A053	MORAN TOWING CORPORATION	17,285.95	90.00	-	-	17,375.95
A430	MORAN-GULF SHIPPING AGENCIES	57,213.23	-	-	-	57,213.23
T002	MOSAIC CROP NUTRITION, LLC	1,191.13	8,355.35	-	-	9,546.48

TAMPA PORT AUTHORITY
Monthly Aged Receivables
September 30, 2017

Customer Number	Customer Name	Current	31 - 60 Days	61 - 90 Days	91 & Over	Customer Balance
T011	MURPHY OIL USA INC	20,833.34	-	-	-	20,833.34
A071	NORTON LILLY INTERNATIONAL	82,365.15	-	-	-	82,365.15
A439	NOVA INTERNATIONAL SHIPPING	45,420.41	-	-	-	45,420.41
A464	NYK LINE (NA) INC.	7,465.27	-	-	-	7,465.27
A058	OLIN CORPORATION	300.00	-	-	-	300.00
S050	ONLINE TRANSPORT INT'L - OTI	160.00	-	-	-	160.00
Q351	OPTIMA STEEL INTERNATIONAL, LLC	-	2,366.34	-	-	2,366.34
A341	ORION MARINE CONSTRUCTION	-	456.17	-	160.88	617.05
Q397	PACIFIC METALS TRADING INC	598.57	-	-	-	598.57
S039	PORTS AMERICA	(20.00)	-	-	-	(20.00)
T006	PORTS AMERICA	8,843.78	3,208.03	-	-	12,051.81
T182	PORTS AMERICA	36,275.37	-	-	-	36,275.37
T292	PURAGLOBE FLORIDA LLC	3,238.55	-	215,903.57	-	219,142.12
Q202	PUSAN STEEL AMERICA	9,143.09	-	-	-	9,143.09
Q012	R W SMITH & COMPANY	6,531.11	-	-	-	6,531.11
D055	RIPA & ASSOCIATES	100.00	-	-	-	100.00
Q371	SAMSUNG C&T AMERICA, INC	6,921.47	-	-	-	6,921.47
A064	SAVAGE & SON, AR	120,167.46	-	-	-	120,167.46
A531	SAVAGE MARINE MANAGEMENT COMPANY, LLC	5,953.96	-	-	-	5,953.96
A065	SEA & LAND SHIPPING	30,909.25	-	-	-	30,909.25
A400	SEABULK TANKERS INC	192.60	-	-	-	192.60
S042	SOUTHERN WASTE SERVICES INC	40.00	24.00	-	-	64.00
A283	STEPHENSON INTERNATIONAL INC	16.00	-	-	-	16.00
T101	SULPHURIC ACID TRADING COMPANY	6,089.58	-	-	-	6,089.58
Q396	SUMMIT GLOBAL TRADING	-	241.78	-	-	241.78
M054	SWIFT SECURITY, INC	-	250.00	-	-	250.00
S055	TAMPA CONTAINER TRANSPORT	120.00	-	-	-	120.00
T166	TAMPA ELECTRIC COMPANY	-	500.00	-	-	500.00
T137	TAMPA JUICE SERVICE INC	1,701.98	-	-	-	1,701.98
T021	TAMPA PORT SERVICES, LLC	11,853.57	8,036.42	-	-	19,889.99
D053	THUNDER BAY ENTERPRISES, INC	-	80.00	80.00	-	160.00
T173	TITAN FLORIDA LLC	33,813.48	-	-	-	33,813.48
T193	TITAN METAL SERVICE, INC.	1,555.57	-	-	-	1,555.57

TAMPA PORT AUTHORITY
Monthly Aged Receivables
September 30, 2017

Customer Number	Customer Name	Current	31 - 60 Days	61 - 90 Days	91 & Over	Customer Balance
Q007	TOYOTA TSUSHO AMERICA	6,596.67	-	659.78	-	7,256.45
T150	TRADEMARK METALS RECYCLING FKA ONESTEEL	100,898.30	-	-	-	100,898.30
A251	TRADEMARK METALS RECYCLING LLC	40.00	-	-	-	40.00
A497	TRANS-ATLANTIC AGENCIES INC	69,777.29	1,596.13	-	-	71,373.42
T197	TRANSFLO TERMINAL SERVICES, INC.	131,354.48	-	-	-	131,354.48
T020	TRANSMONTAIGNE INC	123,215.17	-	-	-	123,215.17
D056	TRAVELER'S ALLIANCE GROUP LLC	-	-	20.00	-	20.00
S021	TRX SOUTHEAST (TAMPA #770)	8.00	-	-	-	8.00
A465	VALLS SHIPPING COMPANY	82,603.65	-	-	-	82,603.65
M084	VANE BROTHERS	344.25	-	-	-	344.25
T119	VULCAN MATERIALS COMPANY	44,155.72	-	-	-	44,155.72
T171	ZIM ISRAELI NAVIGATION COMPANY	75,833.51	35,069.00	-	1,796.04	112,698.55
Subtotal Port Fees		\$ 1,910,850.03	\$ 86,301.70	\$ 217,791.96	\$ 3,260.47	\$ 2,218,204.16

Lease Charges

L045	AMALIE OIL	2,271.17	-	-	-	2,271.17
L219	AMERICAN VICTORY SHIP MEMORIAL MUSEUM	1,000.00	1,000.00	-	-	2,000.00
L272	BRONCO TRANSPORT INC	4,204.21	-	-	-	4,204.21
L044	DIVERSIFIED MARINE TECH	15,522.80	-	-	-	15,522.80
L177	EAGLE WATCH HOMEOWNERS ASSOC.	323.42	-	161.71	8,292.77	8,777.90
L317	Extenet Systems, Inc	107.00	-	-	-	107.00
L308	GULF COAST BULK EQUIPMENT	21,396.32	-	-	-	21,396.32
L124	GULF MARINE REPAIR INC	80,181.41	-	1,430.88	-	81,612.29
L214	GULF SULPHUR SERVICES	12,395.83	-	-	-	12,395.83
L287	HCP ASSOCIATES, INC	4,398.58	-	-	-	4,398.58
L103	INTERNATIONAL SHIP REPAIR	15,047.37	5,689.65	-	-	20,737.02
L019	KLOECKNER METAL CORPORATION	792.81	-	-	-	792.81
L174	MARTIN MARIETTA AGGREGATES	1,272.95	-	-	-	1,272.95
L010	MOSAIC CROP NUTRITION, LLC	2,090.94	-	-	-	2,090.94
L291	ONLINE TRANSPORT INT'L LLC	110.00	-	-	-	110.00
L264	PORTS AMERICA	22,400.53	-	-	-	22,400.53

TAMPA PORT AUTHORITY
Monthly Aged Receivables
September 30, 2017

Customer Number	Customer Name	Current	31 - 60 Days	61 - 90 Days	91 & Over	Customer Balance
L138	SHRIMP SVC DOCK ASSOCIATION	8.00	-	-	-	8.00
L235	STARSHIP CRUISE LINE	89.95	-	-	-	89.95
L064	SUPERIOR SEAFOODS INC	60.35	-	-	-	60.35
L067	TAMPA BAY PIPELINE COMPANY	66.55	5,324.00	-	-	5,390.55
L190	TAMPA SHIP LLC	585.00	-	292.50	19,792.50	20,670.00
L078	TRANSMONTAIGNE TERMINALING INC	608.13	-	18.05	-	626.18
L079	VERSAGGI SHRIMP COMPANY	137.08	-	-	-	137.08
Subtotal Lease Charges		\$ 185,070.40	\$ 12,013.65	\$ 1,903.14	\$ 28,085.27	\$ 227,072.46
<u>Accounts in Litigation/Renegotiation/Bankruptcy</u>						
Q205	ASSURANCE FORENINGEN SKULD(GJENSIDIG)	-	-	-	19,682.93	19,682.93
A417	SULPHUR CARRIERS	141.48	-	70.74	5,541.34	5,753.56
A034	UNITED OCEAN SHIPPING	3,621.92	-	763.04	52,923.24	57,308.20
Subtotal Accounts in Litigation/Renegotiation/Bankruptcy		\$ 3,763.40	\$ -	\$ 833.78	\$ 78,147.51	\$ 82,744.69
Total Aged Receivables as of September 30, 2017		\$ 2,099,683.83	\$ 98,315.35	\$ 220,528.88	\$ 109,493.25	\$ 2,528,021.31

TAMPA PORT AUTHORITY
MONTHLY CONTRACT STATUS REPORT
September 30, 2017

Project	Contractor	Contract Financial Record #	Original Bd App Date	Amt Approved Including Amendments	Costs Incurred to Date	Percent Complete
OPERATING AND NON-CAPITAL CONTRACTS:						
Online Data Service Backup	Venyu Solutions, Inc. (5 years @ \$50k/yr)	13-13	05/21/13	\$ 250,000	\$ 88,289	35.3%
Federal Government Relations Consultant	Alcalde & Fay (extended renewal)	14-10	09/17/13	\$ 90,000	\$ 83,987	93.3%
HVAC Monitoring, Routine Service & Repair	Tampa Bay Trane	14-12a	09/02/14	\$ 84,200	\$ 36,615	43.5%
Financial Advisory Service	Public Financial Management (2nd renewal)	14-16	08/20/13	\$ 60,000	\$ 16,371	27.3%
			09/16/14			
Secured Data Center Facility Lease	Protected Trust/IF&D Data Suites (year 3)	14-28	09/20/16	\$ 70,320	\$ 70,320	100.0%
Strategic Communications Services Consultant	Hill & Knowlton, Inc. (year 3)	14-29	09/16/14	\$ 170,000	\$ 103,122	60.7%
Video Production Services	Shooting Stars Post Inc (year 2)	14-30	08/19/14	\$ 350,000	\$ 224,199	64.1%
Software Licensing - iSeaports	Harbour Mastery, Inc.	15-06	10/21/14	\$ 65,000	\$ 22,434	34.5%
Grounds Maintenance	Williams Landscape Management (year 2)	15-18	08/18/15	\$ 203,500	\$ 203,275	99.9%
Landscaping Services	South Shore Landscape and Lawn Inc.	16-05	09/15/15	\$ 76,000	\$ 67,735	89.1%
Workers Compensation Insurance	PGIT (Preferred Governmental Insurance Trust)(year 2)	16-07	09/20/16	\$ 89,743	\$ 89,743	100.0%
Uniformed Security Guard Services	G4S Security Solutions	16-08	01/17/17	\$ 2,671,500	\$ 1,702,555	63.7%
Security System Maintenance & Repair	GSA Security	16-09	12/15/15	\$ 344,934	\$ 220,182	63.8%
Copier Leases (8 copiers)	Ricoh Americas Corporation	16-11	10/20/15	\$ 120,000	\$ 87,690	73.1%
SBE Uniformed Security Guard Service	Martinez & Company (year 3)	16-14	07/19/16	\$ 170,000	\$ 165,190	97.2%
Real Estate Consulting Services	CBRE, Inc.	16-17	08/16/16	\$ 175,000	\$ 20,500	11.7%
Government Relations Consultant Services	Van Scoyoc & Associates	16-18	09/20/16	\$ 90,000	\$ 83,036	92.3%
State Legislative Services	Ballard Partners (year 3)	16-23	08/16/16	\$ 60,000	\$ 60,000	100.0%
Insurance Consultants	Interisk	16-24	07/19/16	\$ 90,000	\$ 69,240	76.9%
State Legislative Services	Advocacy Group at Cardenas Partners (year 3)	16-25	08/16/16	\$ 60,000	\$ 60,000	100.0%
Employee Dental Plan	Anchor Benefit Consulting	16-26	08/16/16	\$ 42,000	\$ 29,071	69.2%
Elevator/Escalator Maintenance & Repair Services	ThyssenKrupp Elevator	16-27	08/16/16	\$ 137,000	\$ 88,881	64.9%
Website Development & Website Hosting Services	GSL Solutions	17-03	10/18/16	\$ 65,000	\$ 59,583	91.7%
Janitorial Services	ASK Solutions; All Southern Cleaning	17-08	09/20/16	\$ 446,000	\$ 387,054	86.8%
GIS Enterprise Managed Cloud Servies	Timmons Group	17-09	11/15/16	\$ 125,000	\$ 44,680	35.7%
Law Enforcement Services	Hillsborough County Sheriff's Office	17-10	02/21/17	\$ 2,363,490	\$ 725,772	30.7%
Insurance Broker Services	Hugh Wood	17-17	05/19/17	\$ 50,000	\$ 12,500	25.0%
OPERATING AND NON-CAPITAL CONTRACTS:				\$ 8,518,687	\$ 4,822,024	
CONTINUING ANNUAL CONTRACTS:						
Continuing Repair / Improvements Contracts	Various	11-01	09/21/10	\$ 2,200,000	\$ 804,839	36.6%
Professional Service Contracts	Various	11-02	09/21/10	\$ 2,050,000	\$ 1,851,399	90.3%
Continuing Repair / Improvements Contracts	Various	12-01	09/20/11	\$ 2,200,000	\$ 1,522,499	69.2%
Professional Service Contracts	Various	12-02	09/20/11	\$ 2,050,000	\$ 1,880,295	91.7%
Continuing Repair / Improvements Contracts	Various	13-01	09/18/12	\$ 1,760,000	\$ 1,411,918	80.2%
Professional Service Contracts	Various	13-02	09/18/12	\$ 2,390,000	\$ 1,505,910	63.0%
Wi-Fi Private Line Service	Level 3 Communications	13-21	07/16/13	\$ 120,000	\$ 104,715	87.3%
Disaster Recovery services	Belfor USA Group	13-22	07/16/13	\$ 50,000	\$ 40,000	80.0%
Continuing Repair / Improvements Contracts	Various	14-01	09/17/13	\$ 2,350,000	\$ 1,823,612	77.6%
Professional Service Contracts	Various	14-02	09/17/13			
			02/18/14	\$ 5,064,600	\$ 5,039,688	99.5%
Continuing Repair / Improvements Contracts	Various	15-01	09/16/14	\$ 2,100,000	\$ 1,568,151	74.7%
			09/16/14			
			10/21/14			
Professional Service Contracts	Various	15-02	09/15/15	\$ 3,775,260	\$ 3,148,603	83.4%
Continuing Repair / Improvements Contracts	Various	16-01	09/15/15	\$ 3,100,000	\$ 2,044,543	66.0%
Professional Service Contracts	Various	16-02	09/15/15	\$ 2,400,000	\$ 2,119,834	88.3%
Continuing Repair / Improvements Contracts	Various	17-01	09/20/16	\$ 2,700,000	\$ 2,327,055	86.2%
Professional Service Contracts	Various	17-02	09/20/16	\$ 2,150,000	\$ 505,500	23.5%
CONTINUING ANNUAL CONTRACTS:				\$ 36,459,860	\$ 27,698,562	

TAMPA PORT AUTHORITY
MONTHLY CONTRACT STATUS REPORT
September 30, 2017

Project	Contractor	Contract Financial Record #	Original Bd App Date	Amt Approved Including Amendments	Costs Incurred to Date	Percent Complete
CONSTRUCTION AND CAPITAL CONTRACTS:						
Final Closeout/Pmt Ybor Turning Basin	US Army Corps of Engineers	04-40	09/21/04	\$ 1,826,482	\$ 558,597	30.6%
Feasibility Study Cost Sharing Agreement	Department of the Army - ACOE	05-16	03/15/05	\$ 2,000,000	\$ 1,357,557	67.9%
Rail Crossing Improvements	CSX	11-06	06/15/10 04/28/15	\$ 750,000	\$ 459,636	61.3%
Hookers Point Transportation Infrastructure	Batson Cook; Utilities	14-20A	01/17/17	\$ 16,938,772	\$ 16,938,327	100.0%
Hookers Point Site Work anfd Dynamic Compaction	Batson Cook	14-20B	02/16/16	\$ 688,696	\$ 681,381	98.9%
Berth 219 Refrigerated Warehouse Facility	Batson Cook	14-20C	02/16/16	\$ 17,287,001	\$ 14,730,372	85.2%
Gantry Cranes (cranes; tie-downs; power supply; spare parts)	ZPMC; Orion Marine; Nidec & Cavotec	15-03	10/21/14	\$ 24,917,822	\$ 22,912,092	92.0%
Rail Crossing Improvements	CSX	15-09	02/17/15	\$ 1,500,000	\$ 942,047	62.8%
Pendola Point Tower	UCI Construction Services	15-11	03/17/15	\$ 231,025	\$ 208,207	90.1%
Port Redwing Underground Power Supply And Teco Utility Easement	Tampa Electric Company	15-14	03/17/15	\$ 594,000	\$ 413,515	69.6%
Redwing Phase IV Concrete Paving & Access Road	QGS Development	15-16	07/21/15	\$ 1,590,000	\$ 1,353,303	85.1%
Port Redwing Improvements Phase V (underground utility installation)	Himes Electrical Services	15-20	08/18/15	\$ 455,895	\$ 353,675	77.6%
Port Redwing Improvements Phase VI (Rail Line)	Queen City Railroad, Inc	15-21	09/15/15	\$ 6,784,840	\$ 6,548,349	96.5%
Portwide Roadway Improvements	Ajax Paving Industries of Florida	15-22	09/15/15	\$ 1,593,331	\$ 1,372,039	86.1%
Navigational Improvements / Unit Price Dredging	Orion Dredging	16-04	09/15/16	\$ 5,600,000	\$ 5,222,491	93.3%
Spoil Island 2D Shoreline Protection	TSI Disaster Recovery LLC	16-10	11/17/15	\$ 592,714	\$ 480,781	81.1%
Parking Access Revenue Control System	Amano McGann	16-12	04/16/16	\$ 1,282,615	\$ 1,154,354	90.0%
Port Redwing Phase III – Security Gate	QGS Development	16-15	05/17/16	\$ 1,842,860	\$ 652,589	35.4%
Portwide Roadway Improvements Phase II - Maritime Blvd	GLF Construction Corp	16-20	08/16/16	\$ 2,205,000	\$ 2,153,974	97.7%
Southbay Development Phase I - Kracker Avenue Widening	Alto Construction Co	17-05	10/16/16	\$ 1,473,224	\$ 1,196,311	81.2%
Berth 302 Improvements	GLF Construction Corp	17-06	12/20/16	\$ 14,451,058	\$ 6,471,858	44.8%
Terminal 6 Improvements	Reno Building, LLC	17-11	01/17/17	\$ 1,780,727	\$ 1,274,564	71.6%
Terminal 3 - roof replacement	R.F. Lusa & Sons Sheetmetal, Inc.	17-14	02/21/17	\$ 675,252	\$ 434,110	64.3%
CONSTRUCTION AND CAPITAL CONTRACTS:				\$ 107,061,314	\$ 87,870,127	
GRAND TOTAL:				\$ 152,039,861	\$ 120,390,712	

PERMIT REPORT
9/1/2017 – 9/30/2017

PERMITS ISSUED

17-019	Fred & Sharon Barnes	Remove/replace dock/Little Manatee River/Ruskin
17-021	Dalton Howard	Dock/non-covered boatlift/Little Manatee River/Ruskin

REVISIONS

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VIOLATIONS

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*Indicates that permit was issued After-The-Fact

PENDING APPLICATIONS SUMMARY

Appl.#	Appl. Received	Minor/Stand.	Applicant	Proposed Work
16-024	10/19/16	S	Len Little Harbor LLC	Multiple Private Single-Family Lot Docks Masterplan for Subdivision
16-025	11/01/16	S	Orion Marine Group, LLC	Replacement of Bulkhead-Tyson Yard Improvements for Maintenance Dredge, Fill, and New Bulkhead
16-030	12/6/16	M	Sea and Shoreline, LLC	Restore 1.64 ac of Tape Grass in Little Manatee River
16-031	12/28/16	S	FDOT	Install Cut Through Courtney Campbell Causeway to Restoration of 320 acres of Estuarine Habitat and Improved Water Quality/Flushing
17-004	3/3/17	M	Glenn Dickman (Len-Little Harbor subdivision Lot 65)	Dock & Boat Lift
17-014	5/30/17	M	Hillsborough County Public Works Dept.	Bridge Replacement at 2 nd Street SE in Ruskin over Marsh Branch Creek with <u>Proposed New SSLs Easement</u>
17-022	8/8/17	M	Andalucia Master Association (Keith Hill)	Installation of 4 Piles & Boat Lift within Marina Slip A-16
17-023	8/11/17	M	Scott Watkins	Install Boat Lift to Existing Dock @ 3129 Christophers Watch Lane, Ruskin
17-024	8/11/17	S	Sea Wolf Holdings, LLC	Re-build In-Kind Multi-slip Commercial Marina Docks for Inter Bay Marina with <u>Proposed New SSLs Lease</u>
17-025	9/20/17	M	Len-Little Harbor LLC/Ford	Construct Single Family Dock with Non-Covered Boat Lift @ 1022 Seagrape Dr (Lot 89)

Board Meeting
October 17, 2017
Environmental Department ID 148605

EXPENDITURES
Between \$50,000 - \$100,000
09/01/2017 – 09/30/2017

COMPANY	DESCRIPTION	AMOUNT	FUNDING	ADDITIONAL INFORMATION
Florida Ports Council	Annual Membership Dues	\$ 73,500.00	Operating	Membership Period 10/01/17-09/30/18

F. EXECUTIVE DIRECTOR REPORT

G. PRESENTATIONS

**THE ROLE OF THE SHIP'S AGENT
– DENNIS MARTIN**

**H. NEW BUSINESS/COMMISSIONERS'
COMMENTS**

I. FUTURE PROPOSED PROJECTS

**PORT TAMPA BAY - LIST OF FUTURE PROPOSED PROJECTS
OCTOBER 2017**

Project Name	Current Contractor/ Consultant	Estimated Proposal/Bid Release	Estimated Board Approval
Unit Price Marine Repair & Improvements	Orion Marine Construction	Oct 2017	Nov 2017
Audio Visual Equipment Services	New Bid	Oct 2017	Dec 2017
Berth 214 Uplands Improvement	New Bid	Oct 2017	Dec 2017
Mechanical, Electrical, Plumbing (MEP) Engineering Consultant Services	New Contract	Oct 2017	Dec 2017
Visual Communication Aids	New Bid	TBD	TBD
Unit Price Repairs & Improvements (Uplands)	Universal Environmental Solutions	Nov 2017	Dec 2017
Port Redwing Security Tower	New Bid	Dec 2017	Feb 2018

J. CALENDAR OF EVENTS

NOVEMBER 9, 2017 – PROPELLER CLUB PORT OF TAMPA PRESENTS THE 22ND ANNUAL STONE CRAB FEST, PTB CRUISE TERMINAL 2, 5:30 – 8:30 PM

NOVEMBER 17, 2017 – INAUGURAL PORT TAMPA BAYSLAM TOURNAMENT, BENEFITTING VARIOUS LOCAL CHARITIES, TAMPA CONVENTION CENTER, 8:30 AM – 2:00 PM

K. DATE OF NEXT MEETING

TUESDAY, NOVEMBER 14, 2017, 9:30 AM
(moved from November 21, 2017)

L. ADJOURNMENT