



# Pinellas County

## Staff Report

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**File #:** 24-1177A, **Version:** 1

**Agenda Date:** 7/30/2024

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### **Subject:**

Resolution authorizing continuation of a \$4.50 Passenger Facility Charge and to amend past applications at the St. Pete-Clearwater International Airport.

### **Recommended Action:**

Adopt a resolution authorizing St. Pete-Clearwater International Airport (PIE) to submit Passenger Facility Charge (PFC) Application #8 to the Federal Aviation Administration (FAA) to allow continued collection of the PFC fees to fund FAA approved projects. PIE also is filing to amend past PFC Applications #3, #6, and #7. In addition, obtain the Chairman's signature on the PFC application and amendments when the FAA indicates the application and amendments are substantially complete.

- The total PFC revenue to be collected in the new application (#8) through July 1, 2029, is \$15,906,436.00. Funding supports projects such as the common use terminal equipment for passenger processing; replacement of PIE's rotating beacon; replacement of a terminal building chiller; rehabilitation of Taxiways "A", "G", "A5", "A6" and "A7"; and the rehabilitation of a section of Runway 04/22.
- Amendments to past PFC Applications #3, #6, and #7 are necessary to increase or decrease budgets on projects to allow the applications to be administratively closed out and have project budgets amended with the FAA.
- The FAA's PFC program allows the collection of PFC fees up to \$4.50 for every enplaned passenger at commercial service airports to fund FAA approved projects that enhance safety, security, or capacity.
- The draft resolution and the application form must be approved and signed by the Chairman before the application is submitted to the FAA.
- These revenues are included in the Fiscal Year (FY) 2024 Adopted Budget and the FY25 Proposed Budget in the Airport Revenue and Operating Fund.

### **Strategic Plan:**

Foster Continual Economic Growth & Vitality

4.4 Invest in infrastructure to meet current and future needs

Deliver First Class Services to the Public and Our Customers

5.2 Be responsible stewards of the public's resources

### **Summary:**

Submitting a new PFC application will ensure that PIE can continue imposing a \$4.50 PFC on each enplanement and can continue collection to fund PFC eligible improvements to PIE's terminal and airfield.

PIE has been collecting PFCs since its first application was approved by the FAA in 2008.

**Background Information:**

The FAA's PFC program allows the collection of PFC fees up to \$4.50 for every enplaned passenger at commercial airports controlled by public agencies. PFCs are capped at \$4.50 per flight segment. Airports use these fees to fund FAA approved projects that enhance safety, security, or capacity.

PIE keeps \$4.39 of the revenue collected; the remaining \$0.11 is retained by the airlines for administrative costs.

This resolution authorizes PIE to submit its' eighth application to the FAA to continue collecting PFCs for the FAA-approved projects mentioned above. Construction and delivery of these items must begin within two years from the application's effective date.

On September 16, 2008, the Board of County Commissioners approved Resolution 08-151 which authorized PIE to submit its first application to the FAA for the imposition and collection of a new PFC fee in the initial amount of \$2.6M to fund eligible improvements to the airfield and terminal. The PFC Application was approved by the FAA on December 19, 2008.

Since the initial PFC Application was approved by the FAA, there have been seven additional applications for eligible projects of similar nature. It usually takes between six to nine months for the FAA to review and approve a PFC application.

PFC applications are collection amount driven, not time driven. This means that another PFC application must be submitted to avoid the cessation of collections by the FAA. Because of the record-breaking passenger traffic, we have experienced in the past years, the collection pace has been much faster than anticipated. We are now collecting approximately \$6M a year in PFCs.

**Fiscal Impact:**

The total PFC revenue to be collected in the new application (#8) is \$15,906,436.00. The expiration date for this application is anticipated on or about July 1, 2029, based upon historical collections. When the application and projects are approved by the FAA in the next few months, the funding sources for the approved projects will be adjusted or programmed in our CIP during the budget development process to reflect the PFC revenue.

The proposed amendments to past applications are as follows:

PFC Application #3 - Reduce by \$3,803,629.00

PFC Application #6 - Increase by \$3,000,000.00

PFC Application #7 - Decrease the Impose Only amount by \$756,467.00.

The amendments when approved will allow PIE to administratively close out Application #3 and amend project budgets in Applications #6 and #7.

Revenue resulting from adoption of the Resolution will be appropriated in FY27-FY29 pending Board approval. The projected FY27-FY29 revenue increases approximately 1.7% annually compared to previous years.

**Staff Member Responsible:**

Thomas R. Jewsbury, Director, St. Pete-Clearwater International Airport

**Partners:**

FAA

**Attachments:**

Resolution

PFC Application Form For New Application #8 (Form #5500)

PFC Application Form For Amended Application #3 (Form #5500)

PFC Application Form for Amended Application #6 (Form #5500)

PFC Application Form for Amended Application #7 (Form #5500)

Proposed Project Descriptions

RESOLUTION NO. 24- 43

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF PINELLAS COUNTY, FLORIDA AUTHORIZING CONTINUATION OF A \$4.50 PASSENGER FACILITY CHARGE AT THE ST. PETE-CLEARWATER INTERNATIONAL AIRPORT

**WHEREAS**, a Passenger Facility Charge (PFC) as authorized by Federal Law is imposed only on applicable enplaned Airport passengers and;

**WHEREAS**, a PFC can be used to fund Airport capital projects and;

**WHEREAS**, the Board of County Commissioners of Pinellas County, Florida has previously imposed a \$4.50 PFC which was used to fund specifically designated capital projects and;

**WHEREAS**, the previously imposed \$4.50 PFC charge has been used for those designated capital projects and;

**WHEREAS**, the continuation of a PFC in the amount of \$4.50 is necessary to accomplish new capital projects designed to preserve and enhance capacity, safety, and development of the St. Pete-Clearwater International Airport.

**NOW, THEREFORE**, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PINELLAS COUNTY, FLORIDA, at a duly assembled meeting held on the 30th day of July, 2024, as follows:

**SECTION 1.** That the County Administrator is authorized to file a new application and amend, as necessary, any open applications with the Federal Aviation Administration (FAA), authorizing the continuation of the imposition of a PFC at the \$4.50 level, and the expenditure of revenues from the St. Pete-Clearwater International Airport, in accordance with the Capital Improvement Program, and the assurances and understandings contained in the application.

**SECTION 2.** This Resolution shall take effect immediately upon its adoption. Commissioner Flowers offered the foregoing Resolution and moved its adoption, which was seconded by Commissioner Justice, and upon roll call, the vote was:

Aye: Peters, Scott, Eggers, Flowers, Justice, Latvala, and Long.

Nays: None.

Absent and not voting: None.

**APPROVED AS TO FORM**

By: Cody J. Ward  
Office of the County Attorney



## PASSENGER FACILITY CHARGE (PFC) APPLICATION

<b>1. Application Type (Check all that apply)</b> <input checked="" type="checkbox"/> a. Impose PFC Charges <input checked="" type="checkbox"/> b. Use PFC Revenue <input type="checkbox"/> c. Amend PFC No.		<b>FAA USE ONLY</b>		
		Date Received: PFC Number:		
<b>PART I - General</b>				
<b>2. Public Agency Name, Address, and Contact Person</b> Agency Name: Pinellas County Address: 14700 Terminal Blvd, Ste 221 City, State, ZIP: Clearwater, FL 33762 Contact Person: Yvette Aehle, Deputy Director - Finance & Ad		<b>3. Airport(s) to Use</b> St. Pete-Clearwater International Airport (PIE)		<b>4. Consultation Dates</b> a. Date of Written Notice to Air Carriers: 05/22/2024 b. Date of Consultation Meeting with Air Carriers: 06/26/2024 c. Date of Public Notice: 05/22/2024
<b>PART II - Charges</b>				
<b>5. Charges</b>				
a. Airport to Impose:  St. Pete-Clearwater International Airport (PIE)	b. Level <input type="checkbox"/> \$1.00 <input type="checkbox"/> \$2.00 <input type="checkbox"/> \$3.00 <input type="checkbox"/> \$4.00 <input checked="" type="checkbox"/> \$4.50	c. Total Estimated PFC Revenue Impose: \$ 15,906,436 Use: \$ 2,736,512	d. Proposed Effective Date: 11/01/2026	e. Estimated Expiration Date: 07/01/2029
<b>PART III - Attachments</b>				
<b>6. Attachments (Check all that Apply)</b>				
a. Airport Capital Improvement Plan	<input checked="" type="checkbox"/>	Attached	Submitted with Application Number:	
b. Application Project Information	<input type="checkbox"/>	Attached	Submitted with Application Number:	
c. Air Carrier Consultation and Public Notice Information	<input checked="" type="checkbox"/>	Attached	Submitted with Application Number:	
d. Request to Exclude Class(es) of Carriers	<input checked="" type="checkbox"/>	Attached	Submitted with Application Number:	
e. Alternative Uses/Projects	<input type="checkbox"/>	Attached	Submitted with Application Number:	
f. Competition Plan/Update	<input type="checkbox"/>	Attached	Submitted with Application Number:	
g. ALP/Airspace/Environmental	<input type="checkbox"/>	Attached	Submitted with Application Number:	
h. Notice of Intent Project Information	<input checked="" type="checkbox"/>	Attached	Submitted with Application Number:	
i. Other: Additional Information	<input checked="" type="checkbox"/>	Attached	Submitted with Application Number:	
<b>PART IV - Certification</b>				
<b>7. With respect to this PFC application I hereby certify as follows:</b>				
<ul style="list-style-type: none"> <li>To the best of my knowledge and belief, all data in this application are true and correct;</li> <li>This application has been duly authorized by the governing body of the public agency;</li> <li>The public agency will comply with the assurances (Appendix A to Part 158) if the application is approved;</li> <li>For those projects for which approval to use PFC revenue is requested, all applicable ALP approvals, airspace determinations, and environmental reviews required by the National Environmental Policy Act have been completed.</li> <li>If required, the public agency has submitted a competition plan in accordance with 49 U.S.C. 47106(f); and</li> <li>If required by 49 U.S.C. 40117(d)(4), adequate provision for financing the airside needs, including runways, taxiways, aprons, and gates, has been made by the public agency.</li> </ul>				
a. Name of Authorized Representative Kathleen Peters	b. Title Chair Pinellas Co. Board of County Commissioners	c. Telephone Number (727) 464-3568		
d. E-mail Address kpeters@pinellas.gov				
<b>Please read the following information:</b> By signing this document, you are agreeing that you have reviewed the following disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.				
e. Signature of Authorized Representative 		f. Date Signed July 30, 2024.	ATTEST: KEN BURKE, CLERK By:	





## PASSENGER FACILITY CHARGE (PFC) APPLICATION

<b>1. Application Type</b> <i>(Check all that apply)</i> <input type="checkbox"/> a. Impose PFC Charges <input type="checkbox"/> b. Use PFC Revenue <input checked="" type="checkbox"/> c. Amend PFC No. 23-07-C-00-PIE	<b>FAA USE ONLY</b>  Date Received: PFC Number:
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### PART I - General

<b>2. Public Agency Name, Address, and Contact Person</b> Agency Name: Pinellas County Address: 14700 Terminal Blvd, Ste 221 City, State, ZIP: Clearwater, FL 33762 Contact Person: Yvette Aehle, Deputy Director - Finance & Ad	<b>3. Airport(s) to Use</b> St. Pete-Clearwater International Airport (PIE)	<b>4. Consultation Dates</b> a. Date of Written Notice to Air Carriers: 05/22/2024 b. Date of Consultation Meeting with Air Carriers: 06/26/2024 c. Date of Public Notice: 05/22/2024
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### PART II - Charges

<b>5. Charges</b> a. Airport to Impose: St. Pete-Clearwater International Airport (PIE)	b. Level <input type="checkbox"/> \$1.00 <input type="checkbox"/> \$2.00 <input type="checkbox"/> \$3.00 <input type="checkbox"/> \$4.00 <input checked="" type="checkbox"/> \$4.50	c. Total Estimated PFC Revenue Impose: \$ 12,896,791 Use: \$ 11,566,985	d. Proposed Effective Date: 06/01/2023	e. Estimated Expiration Date: 11/01/2026
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### PART III - Attachments

<b>6. Attachments</b> <i>(Check all that Apply)</i>		
a. Airport Capital Improvement Plan	<input type="checkbox"/> Attached	Submitted with Application Number: 23-07-C-00-PIE
b. Application Project Information	<input type="checkbox"/> Attached	Submitted with Application Number:
c. Air Carrier Consultation and Public Notice Information	<input checked="" type="checkbox"/> Attached	Submitted with Application Number:
d. Request to Exclude Class(es) of Carriers	<input type="checkbox"/> Attached	Submitted with Application Number: 23-07-C-00-PIE
e. Alternative Uses/Projects	<input type="checkbox"/> Attached	Submitted with Application Number:
f. Competition Plan/Update	<input type="checkbox"/> Attached	Submitted with Application Number:
g. ALP/Airspace/Environmental	<input type="checkbox"/> Attached	Submitted with Application Number:
h. Notice of Intent Project Information	<input type="checkbox"/> Attached	Submitted with Application Number: 23-07-C-00-PIE
i. Other: Additional Information	<input checked="" type="checkbox"/> Attached	Submitted with Application Number:

### PART IV - Certification

**7. With respect to this PFC application I hereby certify as follows:**

- To the best of my knowledge and belief, all data in this application are true and correct;
- This application has been duly authorized by the governing body of the public agency;
- The public agency will comply with the assurances (Appendix A to Part 158) if the application is approved;
- For those projects for which approval to use PFC revenue is requested, all applicable ALP approvals, airspace determinations, and environmental reviews required by the National Environmental Policy Act have been completed.
- If required, the public agency has submitted a competition plan in accordance with 49 U.S.C. 47106(f); and
- If required by 49 U.S.C. 40117(d)(4), adequate provision for financing the airside needs, including runways, taxiways, aprons, and gates, has been made by the public agency.

a. Name of Authorized Representative Kathleen Peters	b. Title Chair Pinellas Co. Board of County Commissioners	c. Telephone Number (727) 464-3568
d. E-mail Address kpeters@pinellas.gov		

**Please read the following information:** By signing this document, you are agreeing that you have reviewed the following disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

e. Signature of Authorized Representative 	f. Date Signed July 30, 2024.
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ATTEST: KEN BURKE, CLERK  
 By: **SEAL**



### PASSENGER FACILITY CHARGE (PFC) APPLICATION

<b>1. Application Type</b> <i>(Check all that apply)</i> <input type="checkbox"/> a. Impose PFC Charges <input type="checkbox"/> b. Use PFC Revenue <input checked="" type="checkbox"/> c. Amend PFC No. 22-06-C-00-PIE		<b>FAA USE ONLY</b>		
		Date Received: PFC Number:		
<b>PART I - General</b>				
<b>2. Public Agency Name, Address, and Contact Person</b> Agency Name: Pinellas County Address: 14700 Terminal Blvd, Ste 221 City, State, ZIP: Clearwater, FL 33762 Contact Person: Yvette Aehle, Deputy Director - Finance & Ad		<b>3. Airport(s) to Use</b> St. Pete-Clearwater International Airport (PIE)		<b>4. Consultation Dates</b> a. Date of Written Notice to Air Carriers: 05/22/2024 b. Date of Consultation Meeting with Air Carriers: 06/26/2024 c. Date of Public Notice: 05/22/2024
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<b>5. Charges</b>				
a. Airport to Impose:  St. Pete-Clearwater International Airport (PIE)	b. Level <input type="checkbox"/> \$1.00 <input type="checkbox"/> \$2.00 <input type="checkbox"/> \$3.00 <input type="checkbox"/> \$4.00 <input checked="" type="checkbox"/> \$4.50	c. Total Estimated PFC Revenue Impose: \$ 6,629,000 Use: \$ 6,629,000	d. Proposed Effective Date: 03/01/2023	e. Estimated Expiration Date: 06/01/2023
<b>PART III - Attachments</b>				
<b>6. Attachments</b> <i>(Check all that Apply)</i>				
a. Airport Capital Improvement Plan	<input type="checkbox"/> Attached	Submitted with Application Number: 22-06-C-00-PIE		
b. Application Project Information	<input type="checkbox"/> Attached	Submitted with Application Number:		
c. Air Carrier Consultation and Public Notice Information	<input checked="" type="checkbox"/> Attached	Submitted with Application Number:		
d. Request to Exclude Class(es) of Carriers	<input type="checkbox"/> Attached	Submitted with Application Number: 22-06-C-00-PIE		
e. Alternative Uses/Projects	<input type="checkbox"/> Attached	Submitted with Application Number:		
f. Competition Plan/Update	<input type="checkbox"/> Attached	Submitted with Application Number:		
g. ALP/Airspace/Environmental	<input type="checkbox"/> Attached	Submitted with Application Number:		
h. Notice of Intent Project Information	<input type="checkbox"/> Attached	Submitted with Application Number: 22-06-C-00-PIE		
i. Other:	<input checked="" type="checkbox"/> Attached	Submitted with Application Number:		
<b>PART IV - Certification</b>				
<b>7. With respect to this PFC application I hereby certify as follows:</b> <ul style="list-style-type: none"> <li>To the best of my knowledge and belief, all data in this application are true and correct;</li> <li>This application has been duly authorized by the governing body of the public agency;</li> <li>The public agency will comply with the assurances (Appendix A to Part 158) if the application is approved;</li> <li>For those projects for which approval to use PFC revenue is requested, all applicable ALP approvals, airspace determinations, and environmental reviews required by the National Environmental Policy Act have been completed.</li> <li>If required, the public agency has submitted a competition plan in accordance with 49 U.S.C. 47106(f); and</li> <li>If required by 49 U.S.C. 40117(d)(4), adequate provision for financing the airside needs, including runways, taxiways, aprons, and gates, has been made by the public agency.</li> </ul>				
a. Name of Authorized Representative Kathleen Peters	b. Title Chair Pinellas Co. Board of County Commissioners	c. Telephone Number (727) 464-3568		
d. E-mail Address kpeters@pinellas.gov				
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e. Signature of Authorized Representative <small>ATTEST: KEN BURKE, CLERK</small>  By:			f. Date Signed July 30, 2024. <div style="text-align: right;"> </div>	





### PASSENGER FACILITY CHARGE (PFC) APPLICATION

<b>1. Application Type</b> <i>(Check all that apply)</i> <input type="checkbox"/> a. Impose PFC Charges <input type="checkbox"/> b. Use PFC Revenue <input checked="" type="checkbox"/> c. Amend PFC No. 16-03-C-00-PIE	<b>FAA USE ONLY</b>  Date Received: PFC Number:
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#### PART I - General

<b>2. Public Agency Name, Address, and Contact Person</b> Agency Name: Pinellas County Address: 14700 Terminal Blvd, Ste 221 City, State, ZIP: Clearwater, FL 33762 Contact Person: Yvette Aehle, Deputy Director - Finance & Ad	<b>3. Airport(s) to Use</b> St. Pete-Clearwater International Airport (PIE)	<b>4. Consultation Dates</b> a. Date of Written Notice to Air Carriers: 05/22/2024 b. Date of Consultation Meeting with Air Carriers: 06/26/2024 c. Date of Public Notice: 05/22/2024
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#### PART II - Charges

<b>5. Charges</b>				
<b>a. Airport to Impose:</b> St. Pete-Clearwater International Airport (PIE)	<b>b. Level</b> <input type="checkbox"/> \$1.00 <input type="checkbox"/> \$2.00 <input type="checkbox"/> \$3.00 <input type="checkbox"/> \$4.00 <input checked="" type="checkbox"/> \$4.50	<b>c. Total Estimated PFC Revenue</b> Impose: \$ 7,321,877 Use: \$ 7,321,877	<b>d. Proposed Effective Date:</b> 07/01/2017	<b>e. Estimated Expiration Date:</b> 02/01/2021

#### PART III - Attachments

<b>6. Attachments</b> <i>(Check all that Apply)</i>		
a. Airport Capital Improvement Plan	<input type="checkbox"/> Attached	Submitted with Application Number: 16-03-C-00-PIE
b. Application Project Information	<input type="checkbox"/> Attached	Submitted with Application Number: 16-03-C-00-PIE
c. Air Carrier Consultation and Public Notice Information	<input checked="" type="checkbox"/> Attached	Submitted with Application Number:
d. Request to Exclude Class(es) of Carriers	<input type="checkbox"/> Attached	Submitted with Application Number: 16-03-C-00-PIE
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g. ALP/Airspace/Environmental	<input type="checkbox"/> Attached	Submitted with Application Number: 16-03-C-00-PIE
h. Notice of Intent Project Information	<input type="checkbox"/> Attached	Submitted with Application Number:
i. Other:	<input checked="" type="checkbox"/> Attached	Submitted with Application Number:

#### PART IV - Certification

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<b>a. Name of Authorized Representative</b> Kathleen Peters	<b>b. Title</b> Chair Pinellas Co. Board of County Commissioners	<b>c. Telephone Number</b> (727) 464-3568
<b>d. E-mail Address</b> kpeters@pinellas.gov		

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<b>e. Signature of Authorized Representative</b> 	<b>f. Date Signed</b> July 30, 2024.
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