



Pinellas County

Staff Report

File #: 24-1081D, **Version:** 1

Agenda Date: 11/18/2025

Subject:

Memorandum of Understanding with the St. Pete-Clearwater International Airport for the Clerk of the Court Records Storage Facility.

Recommended Action:

Approval and execution by the County Administrator of the Memorandum of Understanding (MOU) with the St. Pete-Clearwater International Airport (PIE) for the Clerk of the Court Records Storage Facility.

- An MOU has been in place since October 1, 2004.
- The current MOU expired on September 30, 2024.
- The new MOU term will be for a term of five (5) years, expiring on September 30, 2029.
- The MOU annual rental rate, due on October 1 of each year, is revised every five (5) years to reflect any increase or decrease in the Consumer Price Index-Urban (CPI-U).
- Beginning on October 1, 2024, the annual rental rate will increase from \$71,449.75 by \$16,209.45 (22.70%) to \$87,659.20.
- Funding for this agreement is included in the FY25 Operating Budget for CPM in the General Fund.
- Future year funding will be dependent on the adoption of the annual County Operating Budget.

Strategic Plan:

Smart Service Delivery

4.2 Achieve and maintain a high level of customer satisfaction.

4.4 Pursue continuous improvement.

Summary:

The new MOU for the Clerk of the Court Records Storage Facility extends the MOU for five (5) years and establishes new annual rental rates with PIE.

Background/Explanation:

Pursuant to Federal Aviation Administration (FAA) requirements the Airport Revenue Fund must be compensated at full currently appraised Fair Market Value rental rates by governmental entities utilizing airport premises.

As prescribed in the Land Use Agreement dated October 1, 2004, Paragraph 4., effective October 1, 2024, the annual rental rate in order to reflect current appraised fair market value is revised every five (5) years to reflect any increase or decrease in the Consumer Price Index-Urban (CPI-U).

Beginning on October 1, 2024, the annual rental rate will increase from \$71,449.75 by \$16,209.45 (22.70%) to \$87,659.20.

Fiscal Impact:

This MOU includes an increase of \$16,209.45 (22.7%) for a revised annual rate of \$87,659.20 for a five-year term.

Funding for this agreement is included in the FY25 Operating Budget for CPM in the General Fund.

Future year funding will be dependent on the adoption of the annual County Operating Budget.

Delegated Authority:

Authority for the County Administrator to sign this MOU is granted under Code Section 2-62(a)(1).

Staff Member Responsible:

Mark Sprague, Airport Director, St. Pete-Clearwater International Airport
Bill Greer, Director, Construction and Property Management

Partners:

St. Pete-Clearwater International Airport

Attachments:

2024 MOU

2019 MOU

Land Use Agreement

MOU CPI Calculation Spreadsheet

MEMORANDUM OF UNDERSTANDING

SUBJECT: Clerk of the Court Records Storage Facility
Land Use Agreement

LEGAL DESCRIPTION: The west 610 feet of the North 330 feet of the North ½ of the NE ¼ of the SE ¼ of Section 4, Township 30 S, Range 16 E. Less the West 50 feet for road Right of Way and less the North 40 feet for canal, containing approximately 3.728 Acres M.O.L.

AREA DESCRIPTIONS

14155 49th Street North, Clearwater
Total Leasable Land

AREA LEASED

162,392 S.F.
162,392 S.F.

Pursuant to Federal Aviation Administration (FAA) requirements wherein the Airport Revenue Fund must be compensated at full currently appraised Fair Market Value rental rates by governmental entities utilizing airport premises, it is agreed that the annual rental rate for the above described land is hereby revised as follows:

ANNUAL RENTAL RATE: As prescribed in the Land Use Agreement effective October 1, 2004, Paragraph 4. Redetermination, effective October 1, 2024 the annual rental rate in order to reflect current appraised fair market value is hereby revised to reflect any increase in the Consumer Price Index-Urban (CPI-U) of which calculates to \$0.5398 per square foot totaling \$87,659.20.


PAYMENTS: As prescribed in Paragraph 3(b) Method of Rental Payment, annual payments shall be due on October 1st of each year to the Airport Account, c/o Office of the Airport Director; St. Pete-Clearwater International Airport, 14700 Terminal Boulevard, Suite 221, Clearwater, FL 33762. The undersigned parties acknowledge that monthly payments shall be made on the first day of the month to the Airport Account.

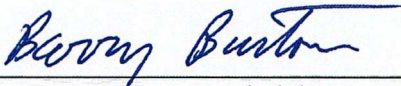
EXTENSION AND REDETERMINATION: It is further stipulated that the rental rate shall remain in effect until October 1, 2029, when this Memorandum of Understanding may be renewed by Pinellas County Real Estate Management for an additional five (5) years. The five (5) year renewal period shall be subject to CPI-U adjustment or reappraisal to determine a new rental rate.

PROPERTY RIGHTS RESERVED: This agreement and all provisions hereof are subject and subordinate to the terms and conditions of the instruments and documents under which the Airport Owner acquired the subject property from the United States of America and shall be given only such effect as will not conflict or be inconsistent with the terms and conditions contained in the use of said lands from the Airport Owner, and any existing or subsequent amendments thereto, and are subject to any ordinances, rules or regulations which have been, or may hereafter be adopted by the Airport Owner pertaining to the St. Pete-Clearwater International Airport.

Oct. 22, 2024
DATE

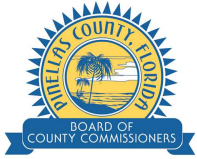
October 6, 2025
DATE


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


Barry Burton, County Administrator

APPROVED AS TO FORM

By: Maria C. White, Esq.
Office of the County Attorney



Pinellas County

Staff Report

File #: 25-1672A, **Version:** 1

Agenda Date: 11/18/2025

Subject:

Receipt and file report of non-procurement items delegated to the County Administrator for the period ending October 31, 2025.

Recommended Action:

Accept the receipt and file report of non-procurement items delegated to the County Administrator.

Strategic Priorities:

Smart Service Delivery

4.2 Achieve and maintain a high level of customer satisfaction

Summary:

Attached is a list of items in alphabetical order, by submitting department, and the date the County Administrator executed the document. Only fully executed, complete items are filed on this report, resulting in a timing difference in filing of some items if the County Administrator executes the document prior to the other party.

Background Information:

The Board of County Commissioners (Board) granted authority to the County Administrator to approve and sign certain documents per §2-62, Pinellas County Code. This delegated authority includes, but is not limited to: contracts, interlocal agreements, intergovernmental contracts, grant agreements not to exceed \$250,000.00, change orders not exceeding 10% of the amount awarded by the Board or \$250,000.00, whichever is less, grant applications for grants from state or federal agencies in amounts not to exceed \$1,000,000.00, temporary licenses, options of renewal under same terms and conditions and releases of lien and mortgage paid in full. The items approved by the County Administrator are filed as a consent agenda item with the Board at least quarterly.

Fiscal Impact:

N/A

Staff Member Responsible:

Jo Alejandra Lugo, Department Manager/ Agenda Coordinator

Partners:

N/A

Attachments:

11/18/2025 Delegated Log