



Pinellas County

Staff Report

File #: 24-1082D, **Version:** 1

Agenda Date: 12/31/2025

Subject:

Memorandum of Understanding with the St. Pete-Clearwater International Airport for the Fleet 46th Street Substation.

Recommended Action:

Approval and execution by the Director of Administrative Services of the Memorandum of Understanding (MOU) with the St. Pete-Clearwater International Airport (PIE) for the Fleet 46th Street Substation.

- 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 \$13,837.50 by \$3,139.21 (22.70%) to \$16,976.71.
- Funding for this agreement is included in the FY25 and FY26 Operating Budgets 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 Fleet 46th Street Substation 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 \$13,837.50 by \$3,139.21 (22.70%) to \$16,976.71.

Fiscal Impact:

The MOU includes an increase of \$3,139.21 (22.7%) for a revised annual rate of \$16,976.71.

Funding for this agreement is included in the FY25 and FY26 Operating Budgets 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) which has been delegated to the Director of Administrative Services per the memo dated December 2, 2019.

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



Pinellas County

Staff Report

File #: 26-0153A, **Version:** 1

Agenda Date: 2/17/2026

Subject:

Receipt and File Report of purchasing items delegated to the County Administrator for the quarter ending December 31, 2025.

Recommended Action:

Accept the Receipt and File Report of purchasing items delegated to the County Administrator.

Strategic Priorities:

Smart Service Delivery

4.2 Achieve and maintain a high level of customer satisfaction.

Summary:

The Board of County Commissioners (Board) has delegated authority to the County Administrator to approve purchases and other purchasing related processes with the requirement that all approvals be submitted for receipt and file on a quarterly basis.

Background Information:

The County Administrator has delegated authority to award contracts up to \$250,000.00 in a fiscal or calendar year. For purchases initiated from State of Florida bids or negotiated contracts, the County Administrator has delegated authority to approve in any amount. The County Administrator has delegated authority to increase maintenance, repair and operating contracts in an amount not to exceed fifty percent (50%) of the initial award by the Board. The County Administrator has delegated authority to exercise contract extensions above the threshold of \$250,000.00 upon the same terms and conditions set forth in the original Board approved contract.

Fiscal Impact:

The attached list contains approvals of competitive sealed bidding, Florida State contracts, master purchase agreement increases, emergency purchases, contract extensions, and items delegated to the Director of Administrative Services or the Director of Office of Management and Budget as per County Code 2-62, and 2-164 through 2-188.

Staff Member Responsible:

Barry A. Burton, County Administrator

Chris Rose, Director, Office of Management & Budget

Merry Celeste, Purchasing Director, Office of Management & Budget

Partners:

N/A

Attachments:

Quarterly Report

MEMORANDUM OF UNDERSTANDING

SUBJECT: Fleet 46th Street Substation
Land Use Agreement

LEGAL DESCRIPTION: A portion of Lot 14, PINELLAS GROVES Subdivision, according to plat thereof, as recorded in Plat Book I, Page 55, Public Records of Pinellas County, Florida, in the Southeast ¼ of the Northeast ¼ of Section 4, Township 30 south, Range 16 East, Pinellas County, Florida, being described as follows:

The North 170 ft. of the South 188 ft. of the West 185 ft. of the East 210 Ft. of said Lot 14; the same being that part of said Lot 14 lying within the West 185 ft. of the East 225 ft. of the North 170 ft. of the South 203 ft. of said Southeast ¼ of the Northeast ¼ of Section 4. Containing: 0.7219 Acres M.O.L.

AREA DESCRIPTIONS

14204 46th Street N., Clearwater
Total Leasable Land

AREA LEASED

31,450 S.F.
31,450 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 \$16,976.71.

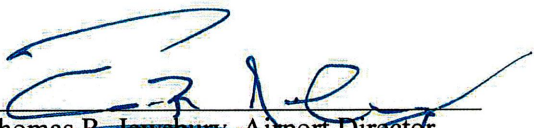
PAYMENTS: As prescribed in Paragraph 3(b) Method of Rental Payment, annual payments shall be due on October 1st of each year to the Airport Account, c/o Office of the Airport Director; St. Peter-Clearwater International Airport, 14700 Terminal Boulevard, Suite 221, Clearwater, FL 33762. The undersigned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

DATE



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

Joe Lauro Digitally signed by Joe Lauro
Date: 2025.09.30 11:36:55
-04'00'

Joe Lauro, Director
Department of Administrative Services

APPROVED AS TO FORM

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