

**Legistar 25-1605A – PIE Airport MOU – CJC complex and jail facilities  
APPROVAL REQUEST  
COVER SHEET**

**WHO IS THE REQUESTOR / REQUESTING DEPT**

- St. Pete-Clearwater International Airport

**WHO IS THE FINAL APPROVER / SIGNER**

**BCC**  
 **COUNTY ADMINISTRATOR**  
 **DIRECTOR OF ADMINISTRATIVE SERVICES**

**EXPLAIN WHAT IS BEING REQUESTED**

- Approval of the Memorandum of Understanding (MOU) with the St. Pete-Clearwater International Airport for the Criminal Justice Center complex and jail facilities.

**EXPLAIN WHY IT IS BEING REQUESTED AND ANY RELEVANT HISTORY ABOUT THIS REQUEST**

- 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 Paragraph 3 of the Board Resolutions No. 80-525 and 83-329, 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).
- An MOU has been in place since September 2, 1980.
- The current MOU expired on September 30, 2024.
- The new MOU term will be for a term of five years, expiring on September 30, 2029.
- The MOU annual rental rate, due on October 1 of each year, is revised every five years to reflect any increase or decrease in the Consumer Price Index-Urban (CPI-U).

**WHEN IS THIS REQUEST APPROVAL NEEDED BY? IS THIS A RUSH REQUEST?**

- Must be approved in Legistar by not later than October 31, 2025 to get on to the agenda for the November 18, 2025 Board meeting.

**EXPLAIN HOW THIS BENEFITS THE COUNTY**

- This MOU compensates the St. Pete-Clearwater International Airport for continued use of certain real property within the St. Pete-Clearwater International Airport for the County medium and maximum jail facilities, criminal court judicial facility, and for offices or the Public Defender, State Attorney, and Clerk of the Circuit Court, and for other related judicial and administrative functions.

**WHO ARE THE PARTIES / STAKE HOLDERS INVOLVED WITH THIS REQUEST**

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

**WHAT IS THE FISCAL IMPACT OF THIS REQUEST**

- Proposed agreement has a \$1,164,334.03 annual rental rate for a five-year term. This is a \$215,299.81 (22.7%) increase over the prior MOU.
- Funding for this agreement is included in the FY25 and FY26 Operating Budgets for CPM in the General Fund.

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- Future years will be dependent on the adoption of the annual County Operating Budget.

**WHAT DEPARTMENT WILL BE PAYING THE COSTS RELATED TO THIS REQUEST**

- Construction & Property Management

**PLEASE EXPLAIN ANY OTHER RELEVANT FACTORS OR IMPORANT INFORMATION THAT NEEDS TO BE  
CONSIDERED REGARDING THIS APPROVAL**

- The St. Pete-Clearwater International Airport has been withdrawing the MOU payments monthly at the higher rate, out of the CPM account, since October 2024 and this MOU needs to be executed to complete the record.