

OMB Granicus Review

Granicus Title	Memorandum of Understanding with the St. Pete-Clearwater International Airport for the Criminal Justice Center complex and jail facilities.				
Granicus ID#	24-1046D	Reference #	N/A	Date	09/26/2025

Mark all Applicable Boxes:

Type of Review									
CIP		Grant		Other	X	Revenue		Project	

Fiscal Information:

New Contract (Y/N)	Y	Original Amount	\$ 949,034.22
Fund(s)	0001	Amount of Change (+/-)	\$ 215,299.81
Cost Center(s)	Multiple Centers	Total Amount	\$ 1,164,334.03
Program(s)	Multiple Programs	Amount Available (FY26 Operating)	\$ 1,609,228.00
Account(s)	Multiple Accounts	Included in Applicable Budget? (Y/N)	Y
Fiscal Year(s)	FY24 – FY29		

Description & Comments

(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)

Construction and Property Management (CPM) is seeking the approval and execution by the County Administrator of the Memorandum of Understanding (MOU) with St. Pete-Clearwater International Airport (PIE) for the Criminal Justice Center Complex and jail facilities. The MOU includes a \$215,299.81 (22.7%) increase to the prior annual rate for a revised annual rate of \$1,164,334.03 for a five-year term.

Funding for this agreement is included in the FY25 Operating Budget for CPM in the General Fund. A total of \$1,164,334.03 was confirmed by the Office of Management and Budget (OMB) in the FY25 Budget for MOUs with Airport. This specific increase was no included in the FY25 Budget Development due to delayed MOU negotiations, however, CPM will be able to cover the \$215,299.81 increase with lapse funding in FY25. Funding is also included in the FY26 budget in the amount of \$2,218,159.90 and includes the proposed increases. Future year funding will be dependent on the adoption of the annual County Operating Budget.

Analyst: Shane Kunze

Ok to Sign: ☒

Instructions/Checklist

- Upon receipt of a request for review and notification in Granicus, review the Agenda and document for language and accuracy. Make sure there are available funds, the dept. is not overextending itself, was it planned, etc.
- Use the Staff Report section to give a summary of the contract and include your thoughts and pertinent information.
- Complete the form above using the Granicus attachments and the County's accounting & budgeting systems (i.e., OPUS, Chart of Accounts, Questica Budget Software).
- Include a statement in both the Fiscal Impact section of the Staff Report and the Granicus Review form to indicate if the activity is planned in the current budget.
 - Sample language: **"The (contract, agreement, MOU, activity, etc.) is included in the FY23 Adopted Budget and the preliminary FY24 budget submission from the department. The annual amount expected to be spent on the (contract, agreement, MOU, activity, etc.) is approximately the same as has been spent in most recent years (or is ____ percent higher or lower due to ____)"**.
- Save the form with the following naming convention:

- a. **OMB.Review_XX-XXXX_Department_Subject_Date)**
 - b. (e.g., OMB Review_22-529A_PW_Sidewalk_28-DEC-2022).
6. Upload to Granicus as a numbered attachment.
- a. Upload a copy of the Granicus review into the appropriate department review folder on SharePoint. (OMB/OMB Document Library/GRANICUS.RVW).