



The Hillsborough County Aviation Authority invites applications for
Director, Capital Planning
Tampa International Airport (TPA)
Tampa, Florida

EXECUTIVE SEARCH SERVICES PROVIDED BY ADK CONSULTING & EXECUTIVE SEARCH

The Airport

Tampa International Airport is a public airport six miles west of Downtown Tampa in Hillsborough County, Florida. This Airport is publicly owned by Hillsborough County Aviation Authority, which also owns Peter O. Knight, Plant City and Tampa Executive Airports. It has been praised for its architecture and Landside/Airside design of a central terminal connected by people movers to satellite gates, a pioneering concept when designed in the late 1960s.

The Hillsborough County Aviation Authority was established by the 1945 Florida Legislature as an independent special district of the State of Florida with exclusive jurisdiction, control, supervision and management over all publicly owned airports in Hillsborough County.

The Aviation Authority is governed by a five-member Board of Directors. Three members are residents of Hillsborough County appointed by the Governor of the State of Florida for four-year terms. The Mayor of the City of Tampa and a board member of the County Commissioners of Hillsborough County serve ex officio on the board. The gubernatorial appointments occur at two-year intervals and at these times the Board reorganizes itself electing officers for the ensuing two years.

“The vision of the Authority is to be a vibrant aviation gateway for Tampa Bay, providing access and economic opportunity for our stakeholders.”

TPA relies on two fixed-base operators on the airport campus and operates three general aviation airports elsewhere in Hillsborough County. The three off-campus airports form a reliever airport network to allow for safe, efficient and timely commercial operations at TPA.

In late 2011, TPA officials began updating the Master Plan for the airport’s 3,300-acre campus. The final plan, approved in 2013, outlines three phases of expansion to accommodate 34 million passengers each year, more than double than when the plan first began. It allows a “build as demand dictates” approach to growth with phases based on passenger volume.

Phase One of the Master Plan, completed in 2018, the first phase addressed the immediate need to decongest the curbsides, roads and main terminal. It included a 2.6-million square-foot Rental Car Center, 1.4-mile people mover, an expansion of the main terminal and redevelopment of the concessions program resulting in 69 new restaurant, retail, duty free and spa locations in the main terminal and airside.





Phase Two of the Master Plan started in 2018 and the last project (Red Side Curbs) is expected to be completed in early 2025. This program includes doubling the capacity of the terminal curbsides, expanding the airport's roadways, constructing a new state of the art central utility plant, new offices / support space for the Police and Maintenance Teams and SkyCenter One, a new 9-story office building. Levels 3, 4 and 5 of the SkyCenter One will be the new corporate headquarters for the Aviation Authority and will be home for half the work force as of the middle of April 2022.

The airport served approximately 22 million passengers in 2019 prior to the pandemic and serves more than 70 domestic and international destinations.

Tampa is proving its resiliency and ability to thrive, even in the face of the difficult circumstances experienced as a result of COVID-19. The airport's departing passenger numbers are recovering faster than those of the U.S. overall. Domestic routes have been reinstated and international routes will be restored in the near future. The airport has also announced several new routes. Tampa is a people magnet, ranking #4 in the U.S. for net inflow of residents. Tampa seems to have all the right ingredients to make it a great city to live in after the pandemic: affordability, safety, job market, education and culture. Weather also plays a big role in determining where people want to live year-round, and Tampa does not disappoint.



The Community

The City of Tampa is the largest city in Hillsborough County, is the county seat, and is the third most populous city in Florida. It is located on the west coast of Florida approximately 200 miles northwest of Miami, 180 miles southwest of Jacksonville, and 20 miles northeast of St. Petersburg. The population of the city represents approximately one-third of the total population of Hillsborough County. The Tampa Bay Area's economy is diverse and includes tourism, agriculture, construction, finance, health care, government, technology, and the port of Tampa.

As the nation's 54th largest city, Tampa offers a unique and exciting experience for everyone. A visit to the ever-growing downtown area with its exciting Sparkman Wharf and Ybor entertainment districts will provide you with plenty to see. Whether you choose to relax at an outdoor cafe, stroll along the Riverwalk or unwind at Curtis Hixon Waterfront Park or Armature Works, it will be evident how much the city puts into ensuring a safe and enjoyable environment.

Tampa has an exciting nightlife, a diverse selection of great restaurants and some of the state's best attractions including: the Florida Aquarium, Busch Gardens Tampa Bay, the Straz Center for the Performing Arts, and Lowry Park Zoo. Of particular note is the Tampa Bay History Center and Tampa Museum of Art; both are state of the art facilities honoring our community's history, heritage, and commitment to the arts.

When it comes to the Tampa Bay Area, picturesque scenery and an average of 361 days of sunshine each year create an ideal setting for those ready to explore and discover new treasures. Here you'll find some of the world's top-rated beaches creating a year-round haven for outdoor enthusiasts.

After experiencing an afternoon of kayaking the calm waters of Tampa Bay or discovering the unique wildlife along the Hillsborough River, relax with a picnic on just one of the many pristine, white-sand beaches the area has to offer. If you're lucky, you may even spot a manatee or dolphin from the shoreline.

In 2019, two of the top five beaches in the United States are located less than 30 minutes from Tampa International Airport according to Trip Advisor. Clearwater Beach ranked #1 among all beaches in the U.S., and St. Pete Beach ranked #4. Nearby beaches also include Fort De Soto Park, recently named America's "Best Family Beach" by USA Today.





The Community *(continued)*

Less than 30 minutes away is St. Petersburg, a glimmering city between the Gulf of Mexico and Tampa Bay, known for its warm weather and delightful breezes. Clearly a cultural center and family favorite, St. Petersburg offers an array of interactive, art, science and natural attractions to spark curiosity, while its beaches – some of America’s best – offer major fun in the sun. Most nights of the year, St. Pete’s downtown is bustling with activity in its many restaurants, museums, and other entertaining venues. And Central Florida’s theme parks are just a short drive away.

Also, just a hop away is Clearwater. As a top year-round destination, Clearwater offers a seemingly endless supply of entertainment, natural beauty, and outdoor activities both on land and at sea. No one can afford to miss this ultimate destination, ideally situated on Florida’s stunning West Coast and offering something for every visitor and every budget.

Enjoy casual and fine dining, vibrant activities, and the rich history and heritage of the area in a mild, temperate climate. We invite you to soak up the fun and sun of Clearwater’s outstanding coastline.

Caressed by tranquil Gulf breezes, its beaches offer miles of sugar-white sand, crystal-clear waters and are consistently ranked among America’s most beautiful!

Arts and Culture - The Tampa Bay area was recently named one of the top five most culturally diverse and integrated urban areas in the country by the U.S. Census Bureau. Therefore, it’s no surprise the area is rich in art and museums as well. Recently, American Style Magazine awarded Tampa Bay the honor of being a “Top Arts Destination”. Discover an eclectic collage of museums featuring the surreal masterworks of Salvador Dali to traveling Smithsonian exhibitions. Major live music and performing arts venues make the Tampa Bay Area a leading cultural hub. Explore a stellar Broadway series, critically acclaimed opera and orchestras, world-class performance halls and concert venues that provide enriching performances to showcase the world’s most talented artists, actors and musicians.

In March, Tampa Bay becomes the arts destination of the country in celebration of Gasparilla Arts Month. It all begins the first weekend of the month in Curtis Hixon Waterfront Park, with a fine arts festival that attracts 250,000 annual visitors. Gasparilla extends throughout the month with an epic music festival drawing national acts and an internationally recognized film festival.



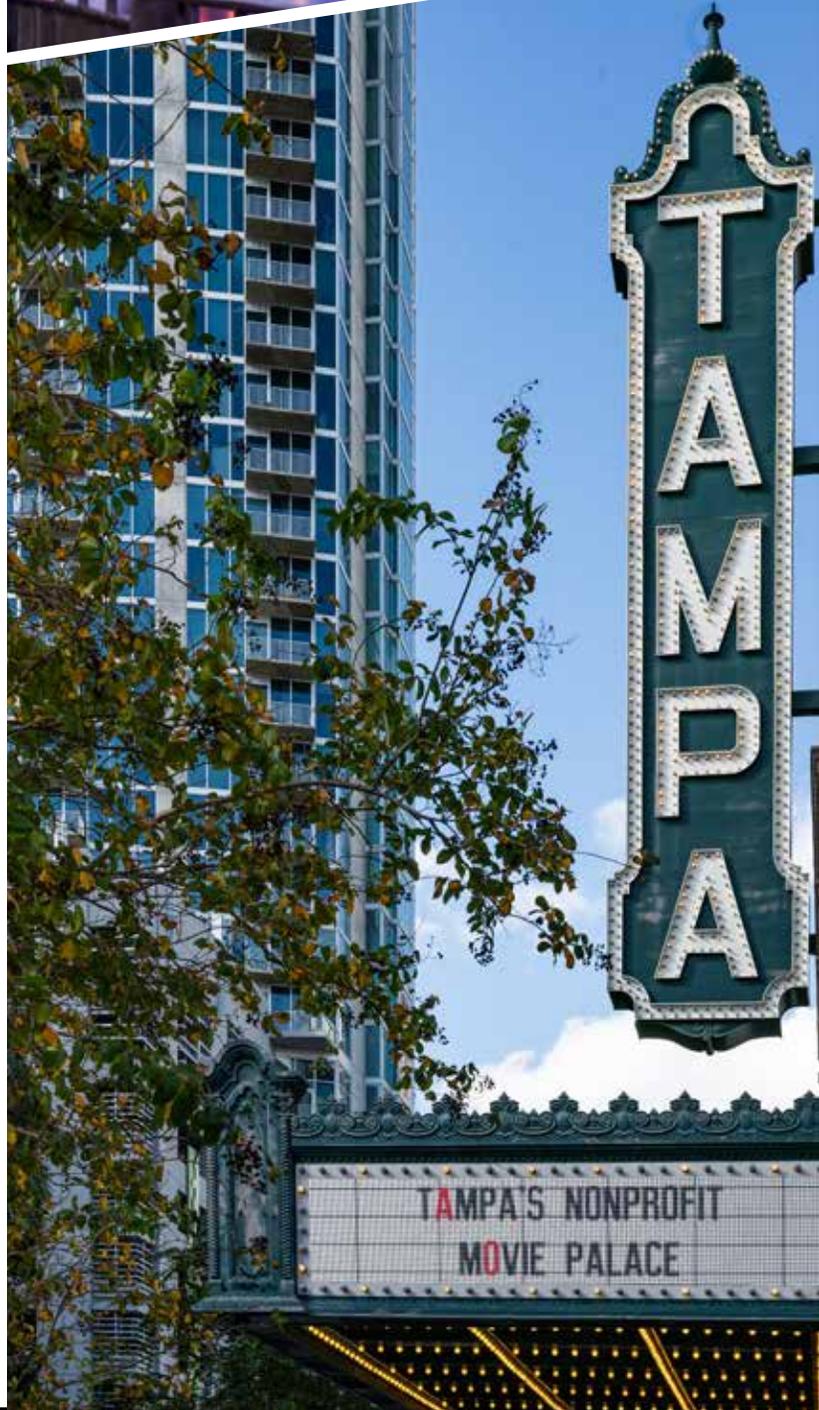
The Community *(continued)*

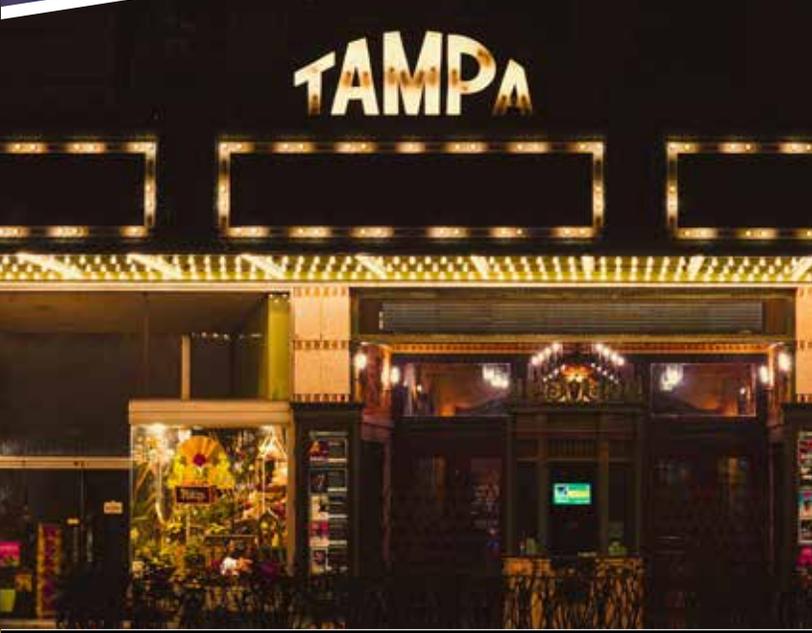
Dining and Shopping - Some of Tampa's best kept secrets are held by the locals. All the dining and shopping options can be downright overwhelming for travelers. With signature scents like Spiced Rum and Coconut and Tobacco and Vanilla Bourbon, Seventh Avenue Apothecary blends signature scents that are reminiscent to the historical, cultural, and culinary legacy of Ybor City. Family- owned and operated, these artisans' handmade, hand-poured, soy wax candles are a top pick from locals and travelers combined. Expand your book collection by visiting the Old Tampa Book Company and choose from over 40,000 rare, used and out-of-print books.

If vintage is your style, check out Sherry's YesterDaze Vintage Clothing & Antiques located in Seminole Heights. While there, unlock your palate at amazing local eateries like Ichicoro, Rooster & the Till, Nebraska Mini Mart and Ella's. Other local eateries in the downtown area include Armature Works, Ulele, Columbia, and Sparkman Wharf. Nearby Hyde Park offers Bartaco, Forbici, On Swann, and Goody Goody just to name a few!

Sports - The Tampa Bay Area is home to many sports teams and has a substantial history of sporting activity. All of the region's professional sports franchises use the name "Tampa Bay," which is the name of a body of water, not of any city. This is to emphasize representing the wider metropolitan area and not a particular municipality.

Three teams compete at the major league level. The Tampa Bay Buccaneers play in the National Football League (NFL), the Tampa Bay Lightning play in the National Hockey League (NHL), and the Tampa Bay Rays play in Major League Baseball (MLB). The Tampa Bay Rowdies soccer club is part of the United Soccer League, the first division below Major League Soccer. Additionally, six MLB teams hold their spring training camps in the area.





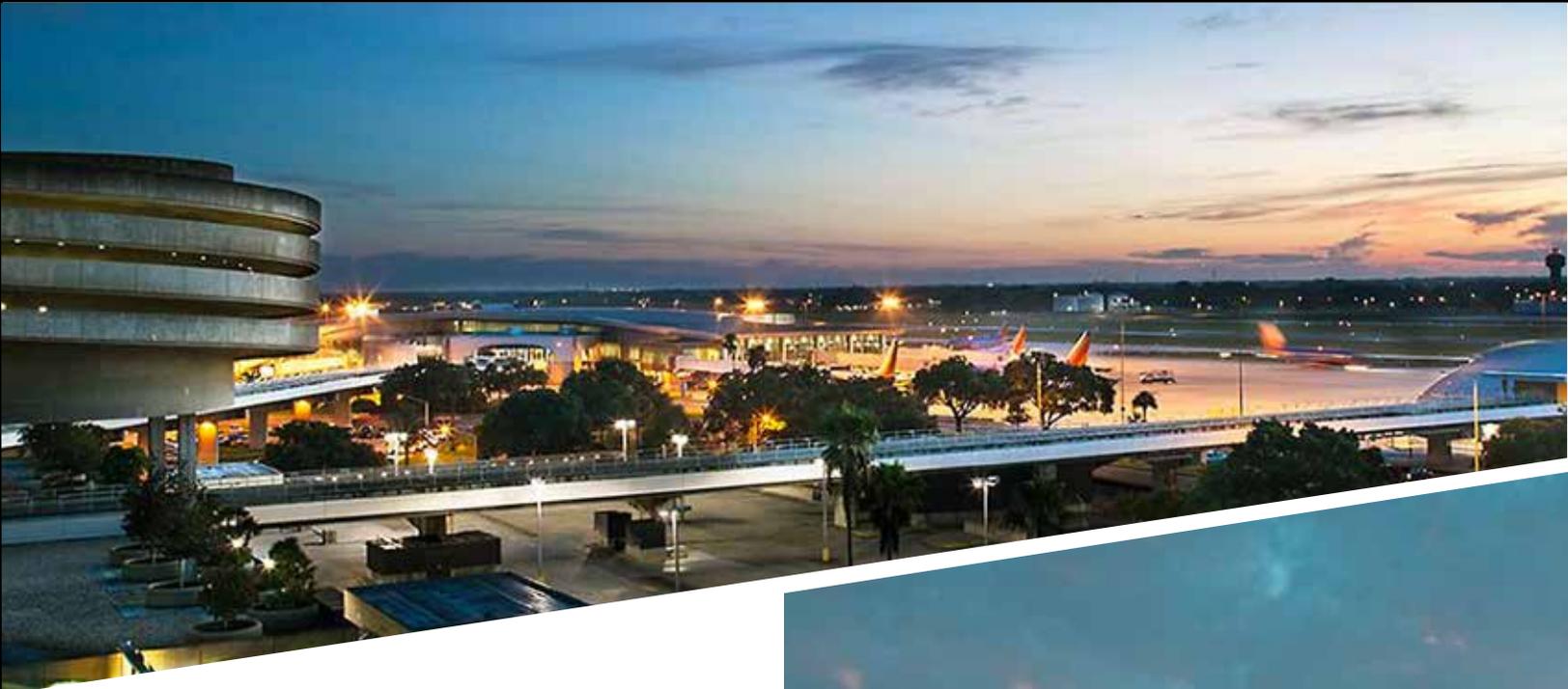
The Position

Reporting to the Vice President of Finance, this position is responsible for the coordination of the Authority's Capital Improvement Program (CIP), state and federal grant funding, grant billing, project payments, capital assets, and project performance reporting. This includes development of the short- and long-range capital improvement program, project cost tracking and forecasting, records management, performance measures, and process improvements.

The Director leads and coordinates the development of TPA's 20-year Capital Improvement Program to include managing the Development Committee program and process in order to properly plan and track all projects and chairs Development Committee meetings. He or she also is actively involved in the development and execution of the Project Management Plans. He or she ensures proper billing of grants and PFCs (Passenger Facility Charges) and establishes processes to ensure timely payment of consultant and contractor invoices and pay applications.

The Director manages the work of a team of approximately seven with direct reports being the Projects and Grants Finance Manager and the Development Committee Manager. This position provides management and direction to consultants and program management staff; supervises a team responsible for grant billing, quarterly reporting, compliance reporting, adherence to internal controls and grant close-outs. Additionally, he or she works closely with members of the Florida Department of Transportation, the FAA Airports District Office, and consultants.

For a complete job description, [click here](#).

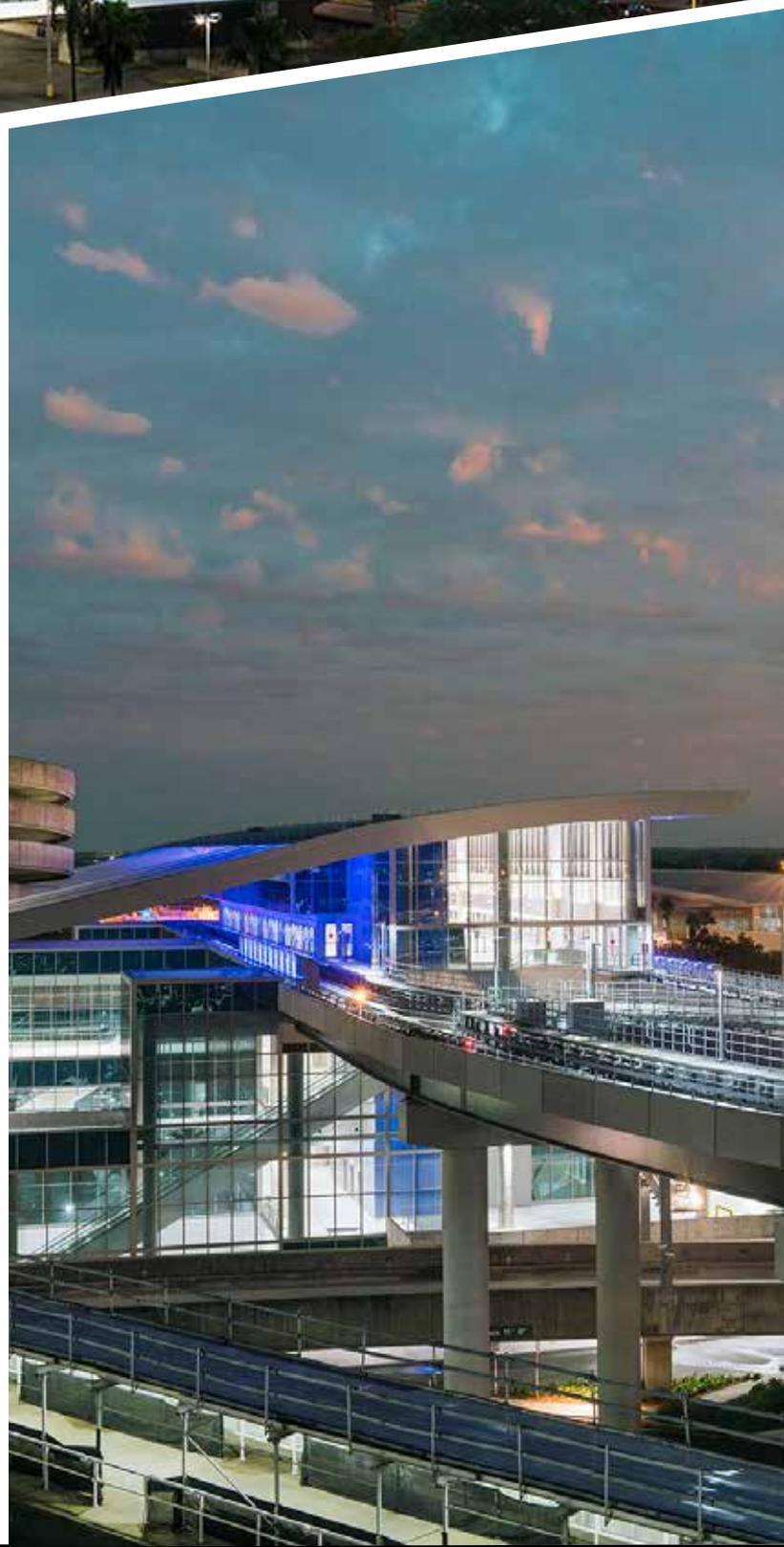


Preferred Experience

Because this position is highly visible, the ideal candidate will be an excellent communicator throughout all levels of the organization. Key to being successful, the candidate will have the ability to collaborate, build relationships, and have vision to help guide the organization with a view looking out 5-10 years. The successful candidate will have a 4-year degree in finance or accounting from an accredited college or university. In lieu of a degree in accounting or finance, a candidate should have a minimum of 10 years in a position where they were directly responsible for capital budgeting and had direct experience obtaining federal and state grant funding. Airport experience and managing a capital program is a real plus. A CPA license is not required but is a plus.

The Director must be a dynamic and strategic leader with a proven history of successful relationship-building with all internal and external stakeholders, including maintaining relationships with officials and employees such as FDOT team members, FAA staff, and Authority officials and staff. The incumbent will have significant engagement with internal team members including the Governmental Affairs staff to stay abreast of legislative opportunities or concerns, and the Planning & Development, Real Estate and Procurement team members coordinating project demand and delivery. The Director plays an important role in the development of the Authority's Strategic Plan, therefore, must be able to see "the big picture," promote initiatives to stakeholders, and gain staff understanding, support and buy-in.

Effective September 20, 2021, the Hillsborough County Aviation Authority (HCAA) has implemented a mandatory vaccination policy that requires all new hire employees to be fully vaccinated for COVID-19 as a condition of employment.





Salary and Compensation

The starting salary range for this position is \$135,000 to \$165,000 depending on candidate's experience. Additional annual compensation as an incentive bonus based on organizational performance is available and determined yearly. The 2020 bonus for this position equated to 11% of annual salary. There is an extraordinary benefits package.

How To Apply

To apply online, [click here](#).

Deadline for applications: March 27, 2022

Contact for this search is **Linda Frankl, A.A.E.**
linda@adkexecutivesearch.com

ADK will review applications and process applications as they are received, and we highly encourage you to apply as soon as possible.

The Aviation Authority-Tampa International Airport provides equal employment opportunity to all persons, regardless of age, race, religion, color, national origin, sex, political affiliations, marital status, non-disqualifying physical or mental disability, age, sexual orientation, membership or non-membership in an employee organization, or on the basis of personal favoritism or other non-merit factors.

The Aviation Authority-Tampa International Airport welcomes and encourages applications from minorities, veterans, and persons with physical and mental disabilities, and will reasonably accommodate the needs of those persons in the application and testing process. The decision on granting reasonable accommodation requests will be on a case-by-case basis.

Please note: After your application is complete, you will receive an important email from us. Please check your inbox and your junk/spam folder, and if you have not received our email, please notify us at:
admin@adkexecutivesearch.com

