

Tampa-Hillsborough County Expressway Authority
Minutes of January 22, 2018 Board Meeting
1104 E. Twiggs Street
Tampa, FL 33602

The Tampa-Hillsborough County Expressway Authority held a public meeting at 1:30 p.m. on January 22, 2018, at the Authority's Transportation Management Center, 1104 E. Twiggs Street, Tampa, Florida. The following were present:

BOARD:	Vincent Cassidy, Chairman Bennett Barrow, Vice Chair Danny Alvarez, Secretary Shaun Oxtal Mayor Bob Buckhorn Commissioner Les Miller FDOT District VII Secretary David Gwynn
STAFF:	Joe Waggoner, Patrick Maguire, Amy Lettelleir, Sue Chrzan, David May, Rafael Hernandez, Debbie Northington, BJ Lamb, Man Le, Max Artman, Brian Ramirez, Sue Chase, Shari Callahan, Anna Quinones, S. Morgan Holmes, Elizabeth Gray, Donna Obuchowski
ATKINS:	Tom Knuckey, Acey Roberts
CITI:	Kevin Dempsey
COMTO:	Al Burns, Rezhawn Fields
FIRST SOUTHWEST:	Ed Stull
HNTB:	Jim Drapp, Al Stewart
J.P. MORGAN:	Nathaniel Johnson
PLAYBOOK:	Anna Cruz, Todd Josko
QUEST:	Dawn Brown, Nicolette Hoffman
RIVERO, GORDIMER & CO., P.A.:	Jon Stein, Sam Lazzara
RS&H:	Michael Coleman
STOKES CREATIVE GROUP:	John Melendez
WSP:	Christina Kopp

I. CALL TO ORDER, INVOCATION and PLEDGE OF ALLEGIANCE

Chairman Vincent Cassidy called the meeting to order at 1:31 P.M., followed by General Counsel Maguire leading in the Invocation and recitation of the Pledge of Allegiance.

II. PUBLIC INPUT/PRESENTATIONS

There were no individuals signed up to publicly address the Board at this meeting of January 22, 2018.

III. APPROVAL OF MINUTES OF THE DECEMBER 4, 2017 BOARD MEETING

Mayor Buckhorn moved for approval of the December 4, 2017 Board Meeting Minutes, seconded by Mr. Alvarez. The motion passed unanimously.

IV. INFORMATIONAL / ACTION ITEMS

A. Operations & Maintenance Committee

1. Wrong Way Driver Presentation – *David May, P.E. & Anna Quinones*

Mr. May addressed the Board indicating following research on the topic, Ms. Anna Quinones has created a presentation on wrong way drivers along with recommendations for Board approval with regards to countermeasures for wrong way driving for THEA's facility. Mr. May introduced Ms. Anna Quinones who addressed the Board noting the original objective was to determine the status of wrong way driver countermeasures throughout Florida, throughout the nation, to collect the information, and use that to provide direction for THEA. The overall goal is to determine the best methods to prevent wrong way driving incidents that are appropriate for the expressway. Basic prevention methods were reviewed. Various detection methods and actions taken once detected were also reviewed. Ms. Quinones explained she contacted several different agencies to inquire their current practice and reviewed her findings with the Board.

Chairman Cassidy noted all Ms. Quinones' research thus far seems to indicate messaging to the driver of the wrong way vehicle. Chairman Cassidy questioned if there was a system in place to message the other vehicles (i.e. "Alert", wrong way driver ahead). Ms. Quinones explained this is currently done via the Dynamic Message Boards; however, some reservations due to possible panic affect. FDOT D-7 Secretary Gwynn reported FDOT is currently doing this on parts of the FDOT system and in the beginning, there were false positives as equipment was being fine-tuned. At this point the incidence is first verified prior to messaging which is feasible with the full time TMC.

Taking in all considerations, Ms. Quinones reported we are encouraged by the fact that local detection and alerts have been very effective and understand the notification component of the wrong way incident is dependent upon the traffic management center's capabilities, the following recommendations were developed noting some locations are more critical than others but include radar detection with flashing signs at critical locations and the need to update pavement markings where appropriate. Critical locations include: 1) Falkenburg exit ramp; 2) both exit ramps at 301; 3) the exit ramp at 78th Street; 4) both exit ramps at 50th Street; 5) both exit ramps at 22nd Street; 6) the exit ramp at Bay to Bay and 7) the Euclid exit ramp for a total of 10 locations.

Mr. Waggoner explained a design and cost estimate will be brought back to the Board to equip these access points to the Selmon Expressway with this type of technology. The analysis shows flashing lights as the most effective means of deterring wrong way traffic. While Mr. Waggoner admires those that perform the detect, confirm, then notify procedure, he believes this is a "time is of the essence" scenario and needs an instantaneous response.

Mr. Alvarez thanked THEA for their efforts and stated he really appreciates the time and work put into the research. The frustration will always be how to prevent, and are we doing everything we can to prevent, an incident.

Mr. May mentioned in the not too distant future automated vehicle technology and connected vehicle technology will be stopping that car if it goes too far on the wrong way ramp and forcing it to stop. This technology will create a whole different scenario for how wrong way driving issues are handled.

**2. Bridge Aesthetic Lighting Concepts Request for Proposal Contract Selection –
*David May, P.E.***

Mr. May explained this project is to provide bridge aesthetic lighting concepts and plans for the Selmon Expressway to replace pier lighting on the Selmon Reversible Express Lanes (REL). The current lighting is inconsistent along the facility. The top ranked firm is Kimley-Horn at 88.8; second RS&H at 79.3; third Hall Engineering, 79; and fourth Combey & Fair at 74. Mr. May noted the budget for this project was \$4 million and the second and fourth ranked firms came in at \$30 million. The third ranked firm is willing to do what was needed and would fine tune their proposal, however did not have specifics THEA warranted to top the number one firm.

Mr. Alvarez made the following motion, seconded by Mr. Barrow for approval of the rankings as noted above and authorization for the Executive Director to negotiate a contract for the bridge aesthetic lighting concepts and plans project with the number one ranked firm, Kimley-Horn. If negotiations are unsuccessful, staff shall negotiate with the next highest ranked firm. Contract execution is subject to Board approval in February 2018.

Chairman Cassidy questioned who performed the lighting on the Hillsborough River. Mr. May noted the person who performed the controls for that project is on the team of Kimley-Horn. Chairman Cassidy requested confirmation that in no way this will result in any distraction to drivers. Mr. May explained the lighting will not be imposing to drivers.

Mr. Alvarez commended the efforts to highlight the Selmon which is a landmark and appreciates the fact this local agency is using their resources in an appropriate way to highlight its main asset. Mr. Alvarez questioned if there was a specific reason for this big jump in price between \$4 million to \$30 million? Mr. May explained the concepts were different in such that the concept of Kimley-Horn has lighting attached to each individual pier whereas the two more expensive firms went all the way down on the outside so there is one continuous fixture all the way down the sides. Although both of these concepts were quite attractive, they did not take into account THEA's budget.

FDOT D7 Secretary Gwynn questioned where the "video wall" would be. Mr. Waggoner explained this is an aesthetic treatment with lighting that is better executed than the original concept. THEA is not proposing in any way a distraction to drivers. FDOT D7 Secretary Gwynn requested THEA coordinate with FDOT to remain consistent throughout on the street level. Mr. Waggoner explained this lighting is actually hung from the top of the piers, just under the deck, and not street level. FDOT D7 Secretary Gwynn now

understands and has a better visual. Mr. May also noted it will still be reviewed according to state standards as part of THEA's specifications.

Ms. Chrzan clarified there is not a video wall proposed, but rather a kinetic wall which is a MCS, mechanically stabilized earth, wall with tiles that move with the wind.

There being no additional questions, comments or concerns, the motion passed unanimously.

B. Audit/Finance Committee

1. Financial Audit Services Request for Qualifications Contract Selection – Amy Lettelleir, Esq.

Ms. Lettelleir reported the Audit and Finance Committee has one action item today seeking Board approval of the rankings for financial audit services and authorization for the Executive Director to sign the negotiated contract for Financial Audit Services. Additionally, we are seeking approval for authorization for the Executive Director to sign a push-button contract with the second and third ranked firms. Rankings are as follows in consecutive order: 1st) Rivero Gordimer; 2nd) Moore Stephens Lovelace, and 3rd) Crowe Horwath.

Mayor Buckhorn made the following motion, seconded by Mr. Oxtal for approval of the rankings and authorization for: a) the Executive Director to sign the negotiated contract for Financial Audit Services with the top ranked firm, Rivero Gordimer & CO., as noted above; and b) the Executive Director to sign a negotiated push-button contract with the second and third ranked firms, Moore Stephens Lovelace and Crowe Horwath, as noted above. Contract execution is subject to final review and approval of THEA General Counsel.

Ms. Lettelleir provided a quick introduction to Ms. Morgan Holmes, who comes to us with four years of experience at the Port, and a multitude of experience in the private sector. Ms. Holmes will be THEA's new financial services manager and will take over for our beloved Ms. BJ Lamb when she retires. While none of us want Ms. Lamb to leave, Ms. Holmes has done a fantastic job transitioning. Ms. Lettelleir encouraged all in attendance to ask her questions should they arise.

Chairman Cassidy welcomed Ms. Holmes aboard.

C. Executive Director

1. Proposed Sponsorship for the Conference of Minority Transportation (COMTO_48th National Meeting – Joe Waggoner / Al Burns, COMTO Representative

Mr. Waggoner explained a request brought before the Board for approval of a Conference of Minority Transportation Officials sponsorship for their 48th national meeting. The Conference of Minority Transportation Officials (COMTO) Central Florida Chapter is excited to host the 48th COMTO National Meeting and Training Conference in Tampa Florida in July 2019 at the Tampa Marriott Waterside Hotel with approximately 750 to 1,000 registrants to attend from various states. THEA was one of the founding members of the Central Florida COMTO branch, which has grown to include the Orlando area as well. THEA believes there is a great need to grow SBE and DBE professionals and businesses in our community and as Mr. Le will report, we continue to do well as one agency, but believe we need to do more outreach. Mr. Waggoner introduced Mr. Al Burns, a fellow COMTO member, here to tell us more about the organization and what the event means to us.

Mr. Al Burns, representing COMTO, is also the Procurement Director for HART. Mr. Burns provided a brief background on COMTO which was established in 1971 at Howard University. COMTO Central Florida is a dynamic multi-modal transportation organization that provides leadership programs as well as advocacy services to the needs of the businesses, members, and communities.

Commissioner Miller reported he had the opportunity to attend a COMTO's Board of Director's Meeting last year to make the presentation to bring this conference to the Tampa-Hillsborough County.

Commissioner Miller made the following motion, seconded by Mayor Buckhorn for authorization for THEA to provide financial assistance in the amount not to exceed \$35,000 for the COMTO National Training and Meeting conference to be held in July 2019 as an Industry Premier Partner sponsor. There being no questions or need for further clarification the motion passed unanimously.

Chairman Cassidy asked Mr. Waggoner for confirmation that THEA will be working with the Greater Tampa Chamber of Commerce and COMTO. Mr. Waggoner elaborated noting the Greater Tampa Chamber of Commerce has come up with a very creative program where they help new businesses learn how to do business and give them the support; and yes, THEA will be participating in that as well. THEA will sponsor at least one business a year in order for the Chamber experts to help them grow their business. Chairman Cassidy added this is to be focused on the minority market. Mr. Waggoner confirmed.

V. STAFF REPORTS

A. Operations & Maintenance - *(Dave May, P.E.)*

Mr. May provided an update on the Selmon West Extension Design Build Project with a look at a condensed schedule which shows timeframes of the different components of what is going on in the project with corresponding dates. The schedule will be updated and provided at each Board Meeting to follow the progress of the project. Mr. May provided a brief line item review of the schedule. The next slide provided a three week look ahead schedule prepared by THEA's contractor to show what activities are scheduled for the next three weeks. It was noted in the next three weeks you will start seeing some physical effort out there other than geotechnical drilling.

The MRP rankings were performed. THEA received a score of 94. Two-thirds of the violations came from one component, which was lighting. All bulbs were burning, all lights were operating. It came from pole boxes with stainless-steel fasteners where someone has taken the stainless-steel fasteners. Chairman Cassidy questioned what the best rating THEA has ever received. Mr. May responded 96, which was the last report.

B. Communications - *(Sue Chrzan)*

Ms. Chrzan announced the Tampa Downtown Partnership awarded the Kotfila Memorial Dog Park their public-sector award back in December.

Ms. Chrzan provided an annual update on the Road Ranger statistics. Of note, June and August of 2017 had triple the number of incidences, and believe it was an increase in flat tires.

Ms. Chrzan provided an update on the Leroy Selmon statue that will be placed in the Selmon Park. The sculpture artist, Joel Randall, is a specialist in the standing full body cast, which is what Mrs. Selmon has requested. This is a highly specialized sculpture technique. Joel Randall was recommended by Robin Nigh with the City of Tampa, who created the Perry Harvey, Sr. Park. The sculpture is life-size plus. Since this is a key feature in the Selmon named park, THEA will be moving forward with this. The cost is in the Ajax budget and the sculptor is already working with Mrs. Selmon to obtain pictures and other criteria specifications. It was noted that Mrs. Selmon does not want him in a football uniform but instead a suit. The finished product is expected in the park this time next year.

Chairman Cassidy questioned when the entire Greenway will be complete. Ms. Chrzan reported the Pocket Parks are in the final stages; so, within the next month or so they will be finished with the exception of the Selmon Park, which will not be done until the statue is in place. The Franklin Street Park will also have a statue that the City of Tampa is donating which will be finished within the next few months.

C. Financial / Traffic & Revenue (*Amy Lettelleir*)

Ms. Lettelleir announced she is reporting for October 2017. The revenue to date is \$26 million. Chairman Cassidy questioned if THEA will need to delay anything in terms of maintenance as a result of a shortage of revenue? Ms. Lettelleir confirmed revenue shortfall is not impacting our ability to spend noting we are currently at 86.3% of the general and administrative budget, 81.4% of the operating expenses and renewal and replacement is low as THEA just wrapped up a lot of R&R. Unrestricted funds of \$11 million.

Noted in the Traffic & Revenue there was a delay in CCSS revenue as well as some issues with delayed revenue reporting from the Southeast Hub from when tolls were suspended in September due to Hurricane Irma; however, through the first quarter there is \$18.4 million in revenue; September \$3.56 million. Mr. Hernandez reported a significant increase in traffic during October 2017 when compared year to year. Mr. Waggoner is interested in seeing additional analysis on the increase in traffic; noting October 2017 is a record month.

Ms. Lettelleir provided a wrap up of the December 2017 Bond Issuance noting the agency faired extremely well with a savings of over \$15 million or 10.83% of the refunded PAR amount. Ms. Lettelleir reported a detailed report explaining as approved by the Board at the December 4, 2017 meeting THEA was authorized to issue up to \$165 million of refunding revenue bonds Series 2017B to advance refund the outstanding Series 2012B bonds; something that would not be possible if we had not priced and closed prior to the Tax Reform Bill being signed by the President as the new legislation does not allow the issuance of advanced refunding bonds as of January 1, 2018. THEA was also authorized to issue the Series 2017C bonds to finance the South Selmon Project and the Meridian Ultimate Project. Citigroup was the Senior Manager for this issue with the assistance of J.P. Morgan and Bank of America Merrill Lynch on the underwriting team. The authority's strong financial state and high-quality management team positioned THEA to attract 38 differential buyers. We were able to enter the market a day earlier than anticipated and were able to cut on the day of THEA's pricing a day early yielding 5 to 10 points lower than expected. THEA received \$930 million in orders; the authority was oversubscribed in all maturities which encouraged the underwriter team to go ahead and cut 4-5 basis points off the long end which managed our team to achieve the \$15 million in savings and an extremely low interest rate on the new money portion of the bonds.

D. Toll Operations (*Rafael Hernandez*)

Mr. Hernandez reported as of October 2017 as compared to October 2016 with a growth in transaction of 9.5%. SunPass accounts increased close to 10%; decreasing toll-by-plate accounts with the help of the Communications team offering free SunPasses to the Community.

Average daily traffic is calculated inhouse for Tuesday, Wednesday and Thursday to be consistent with FDOT. The West Group shows an 8.8% growth and the East Group when combined with the REL reveals a 4.1% growth.

Mr. Hernandez provided an update on work completed during calendar year 2017 and recognized the Toll Operations Team, introducing Max Artman, Brian Ramirez, and Emma Antolinez, as well as help from the Adkins Group and the HNTB Group. The first project reviewed was the Tolling Network In-Depth Cyber Security Testing previously approved by the Board in June 2017. Mr. Tom Knuckey was introduced and invited to the podium to provide a brief report on the project.

Mr. Knuckey addressed the Board and provided an overview of the project. The purpose of this was to assess the network, attempt cyber break-in, attempt physical break-in to gain access to the toll network and then perform an in-depth scan of the toll network and server security.

In summary, the THEA Toll Network could not be compromised. Other internal vulnerabilities were identified. During Phase 2 a vulnerability testing was performed within the network which revealed 2 critical; 6 high, and a few other medium and low issues. As a result, THEA's Toll Operation Team is currently working with TransCore on the implementation of solutions to those identified vulnerabilities. It is recommended that external service providers test the network at least once a year. THEA's internal toll network recommendations include continuously proactive monitoring. New business rules were provided to improve and enhance security practices.

Chairman Cassidy confirmed this testing was limited to the Toll Operations infrastructure and THEA's administrative network has not yet been tested. Mr. Hernandez confirmed and noted current work on performing these other tests on the administrative network. Mr. May confirmed testing will be done in the near future. Chairman Cassidy is looking forward to the report.

Mr. Hernandez provided highlights from the collection and citation services for unpaid tolls project approved by the Board in April 2016 to include, but not limited to, creating 21 new jobs in Tampa; helping increase customer service by providing a local walk-in center near to the main Hillsborough County Tax Collector Office on Falkenburg; and a local economic impact in excess of \$1 million. This service has also helped in increasing collection rates from 23% to 50%.

The MIRA Project, or Manual Image Review Application, was approved by the Board in September 2016. A few highlights mentioned include that this project was awarded to a locally-owned DBE firm and relocated overhead costs from an out-of-state company. THEA co-owns the software to help reduce risk. To date, MIRA's added value includes 62% on maintenance costs, image throughput improved by 10% and the desired levels of image review accuracy (>99.95%) have been maintained.

E. Contracts & Procurement (*Man Le*)

Mr. Le reported THEA is always striving to continually implement and improve Small Business Enterprise policy to enhance and encourage small business usage in our community. Small businesses include minority businesses, women owned businesses, disadvantaged businesses, and other categories as approved by the City of Tampa, Hillsborough County,

Florida Department of Transportation and other entities. In 2017, THEA participated and coordinated 16 small business outreach activities, which is a 45% increase over the previous year. This includes both Hillsborough County and Pinellas County. THEA's small business participation rate has improved for the third year in a row. Based on \$28 million of expenditures with consultant contracts and vendors, the authority has achieved a goal of 18.7% in small businesses. This translates to \$5.4 million which is three times the amount that was spent from the previous fiscal year. THEA will continue to commit and improve to enhance contract opportunities for small businesses in our community.

Chairman Cassidy requested the definition of a disadvantaged business. Mr. Le explained this category is provided by the Florida Department of Transportation based on income criteria, driven by their revenue.

VI. EXECUTIVE REPORTS

A. Executive Director (*Joe Waggoner*)

1. Board Workshop Review

Mr. Waggoner reported on the Board Workshop Meeting held on January 8, 2018 where the agency presented information for Board Members consideration to give staff direction moving ahead this coming year especially relative to the agency's strategic plan. In addition to Mr. Waggoner, others who presented information at the workshop included Mr. Bob Frey with a quick review of the strategic direction; Mr. Steve Reich presented on our current challenges including other agencies like ours and then we talked about the key toll areas THEA was seeking information from the Board on what to move ahead with was presented by Mr. Rick Gobeille. The agency provided an update on our current status and believe it is the right time to look ahead for the next challenge. Revenue authority models were provided to the Board along with policies to encourage longer trips on the Selmon Expressway, to offer a frequency discount program and analyze the current video toll rate differential to determine if it is appropriate relative to cost. As a result, the authority will bring back to the Board task orders and contract amounts for scopes of work that will take the authority forward. Recommendations to toll policies or structure will not be anything less than what our current forecasts carry in all the documents that have been issued for the Bonds and the pledges we have made to our Bondholders. We are looking to provide more to our customers. There is the question of whether this agency is starting to fulfill our regional objective which will require identifying a business plan and business rules. Whether we continue in Hillsborough County or branch out into adjoining counties, we need to lay out criteria in which we would consider, and potentially engage in, a contract relation with that entity to do the next project. To facilitate the understanding of what our agency does and what it can do for the community, the formation of an Advisory Board of adjacent Counties was a proposed idea, to possibly be made up of a four-member Board perhaps chaired by the Chairman of the Expressway Authority or his/her designee to meet with us on a quarterly basis to discuss what we are doing and how we are doing it. It is believed this would lay the groundwork for a future regional expressway authority in Tampa Bay.

In conclusion, the workshop outlined the concepts and what THEA was interested in achieving and the Board Members in attendance provided their support to come back with ideas, more details, scope and cost to carry forward these various objectives.

2. Contracts Reporting

Mr. Waggoner explained on the Construction or Capital Improvement Contract Report, noting the current status of the Selmon Greenway. Mr. Waggoner has executed two change orders to that project; one of which was for the statue. The full project is within budget at this time and we expect to close it out within the budget.

Mr. Waggoner reported on the Contract Renewal and Expiration Report noting the Public Outreach Contract with Floridan Partners. Currently requesting that we proceed with the 1st year renewal option extension of this contract following the initial term of the contract (i.e. 3 years plus two additional one-year renewal options). This is notice of intention to bring back to the Board to extend the contract for one of the two option years available to us, unless the Board has comments otherwise.

B. General Counsel (*Patrick Maguire*)

Mr. Maguire had no new report.

C. Chair (*Vincent Cassidy, Chairman*)

1. Upcoming Meetings

Chairman Cassidy indicated the upcoming 2018 meetings for February are as follows noting the Committees as a Whole Meeting currently scheduled for February 12, 2018 will be cancelled. The next Board Meeting will be held on Monday, February 26, 2018.

VII. ADJOURNMENT

There being no further business to come before the Board, Chairman Cassidy adjourned the meeting at 2:39 p.m.

MINUTES OF THE JANUARY 22, 2018 AUTHORITY BOARD MEETING

APPROVED: _____

Chairman: Vincent J. Cassidy

ATTEST: _____

Secretary: Daniel Alvarez

DATED THIS 26th DAY OF February, 2018