

Tampa-Hillsborough County Expressway Authority
Minutes of October 29, 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 October 29, 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 Daniel Alvarez, Secretary Shaun Oxtal Mayor Bob Buckhorn FDOT D-7 Secretary David Gwynn
STAFF:	Joe Waggoner, Patrick Maguire, Amy Lettelleir, Sue Chrzan, David May, Bob Frey, Christina Kopp, Rafael Hernandez, Debbie Northington, Man Le, Elizabeth Gray, Max Artman, Brian Ramirez, Carl Shack, Shari Callahan, Anna Quinones, Donna Obuchowski
CRISDEL GROUP:	Dixie Lamaureux
F&N FINANCIAL:	Jonathan Ruth
HDR:	Jason Starr
HILLTOP SECURITIES:	Alex Bugallo, Mathew Sansburg, Joel Tindal
HNTB:	Al Stewart, Chris Lory
MASTERTON ADVISORS:	Ed Stull
PLAYBOOK:	Todd Josko, Carlos Ramos, Sarah Lesch
RAYMOND JAMES:	Rick Patterson, Mary Beth Hargrove
SPP:	Jim Shimberg
WSP:	Jeff Diemer
OTHER:	R Depelphin

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. A moment of silence was held for the families in Pittsburgh.

Chairman Cassidy reported into record that Commissioner Les Miller is currently out on medical leave and will not be in attendance today and that we wish him well for a speedy recovery.

II. PUBLIC INPUT/PRESENTATIONS

Chairman Cassidy called Mr. Jim Shimberg to the podium who introduced himself and addressed the Board. Mr. Shimberg announced he is the Executive Vice President of SPP here today for two purposes. The first is to thank THEA as well as Mr. Joe Waggoner, Mr. Patrick Maguire, and all who had a part in helping SPP with the Ardent Mills transaction which was closed on Friday, October 26th. Mr. Shimberg noted, as the Mayor knows, this transaction was something that everyone has been working on for a long time and he believes it is a very positive transaction all around as Ardent relocates to another site and keeps their operation going, but also gives a benefit to the public by providing an important connection (the east west connection at Cumberland), in addition to allowing for expansion of the SPP project into that property as future phases come to fruition. Secondly, on THEA's Agenda today, item C.1., is the purchase from one of SPP's subsidiaries, Brorein Partners, of the Brorein property that is owned by the Authority. This has been under contract for several years awaiting the final contingencies to be met. With the closing of the Ardent Mills transaction the releases from both CSX and Ardent Mills allows this transaction to go forward. Mr. Shimberg is here to answer any questions and again to thank THEA for their partnership with SPP on their project.

Chairman Cassidy thanked Mr. Shimberg and noted the excitement about the project downtown and offered THEA's cooperation with any help needed to facilitate their efforts in order to take care of THEA's riders. Chairman Cassidy assured Mr. Shimberg we are here to support.

III. APPROVAL OF MINUTES OF THE AUGUST 27, 2018 BOARD MEETING and OCTOBER 11, 2018 COMMITTEES AS A WHOLE MEETING

A motion was made by Mr. Daniel Alvarez and seconded by Mayor Bob Buckhorn to approve the Minutes of the August 27, 2018 Board Meeting and the October 11, 2018 Committees as a Whole Meeting. There was no discussion; the vote was called, and the motion carried.

IV. INFORMATIONAL / ACTION ITEMS

A. Operations & Maintenance Committee

1. Electrical Upgrade for Dynamic Message Signs (DMS) – David May, P.E., Staff

Mr. May addressed the Board noting a request for an electrical upgrade to the electrical supply to the Dynamic Message Signs. The existing system is not up to the current standards of the National Electric Code. THEA has gone through an extensive redesign of the system to analyze what needed to be done. It was noted the conductor sizes were insufficient with an insufficient number of conductors. There was a lot of underground work to get the new wire to the new system which was originally not anticipated. Several requests for bids were noticed with only one response which was felt to be too high and above the estimate of \$800,000 from HNTB. THEA continued to pursue other bidders and found one through THEA's electrical engineer. Their proposal came in under the HNTB estimate at \$687,316. They are a well qualified electrical contractor in the area. It

was noted the abundance of work in the area caused the limited response. TECO's subcontractors were approached; both of which declined due to not having the time to prepare proposals.

Mr. Alvarez made the following motion, seconded by Mayor Buckhorn to approve the selection of MJM Electric Inc. of Tampa, Florida in the amount of \$687,316 for the modification of the DMS electrical supply circuits and authorize staff to negotiate a contract for said services for signature by the Executive Director. Contract execution is subject to final review and approval by THEA General Counsel.

Chairman Cassidy questioned if THEA had done business with MJM Electric before. Mr. May explained that we have not but commented that they have an excellent reputation and having researched MJM Electric on the Better Business Bureau found they are well qualified contractors and Mr. May is confident they can complete the work and possibly be able to support THEA in future efforts. FDOT D-7 Secretary Gwynn questioned if it was confirmed that MJM does work with public agencies. Mr. May confirmed.

There being no further questions or need for further clarification, the vote was called, and the motion carried.

B. Planning Committee

1. Selmon Greenway –Bob Frey, Staff

Mr. Frey explained due to the dramatic changes seen along the Greenway corridor, the "Master Plan" needs to be revisited to ensure that the concepts adopted, match what THEA would like to see compliment these new developments. THEA adopted a "Conceptual Master Plan" in April 2015 for the Selmon Greenway which runs from Ashley through 19th. The Master Plan identified areas along the Selmon Greenway to be beautified and developed as amenities for users of the trail. The documents are in need of updating based on the changes that are occurring in the area along the trail in addition to the SPP development/Water Street development in downtown, Channelside, and the potential changes that could be occurring in Ybor. It is time for updating to take into consideration the current environment. Once the update is completed, the revised Master Plan will be brought back to the Board for final approval and adoption. Funding for this would be not to exceed \$65,000 from the Capital Budget.

Mayor Buckhorn made the following motion, seconded by Mr. Barrow for approval for the Executive Director to execute a Task Work Order for WSP Parsons Brinckerhoff, in an amount not to exceed \$65,000, for the Selmon Greenway Master Plan update.

Mr. Alvarez questioned what goes into a Master Plan update and what costs \$65,000. Mr. Frey explained the cost is to identify future projects, the cost estimates for that, and how that will fit into the 5-year work program. A workshop will be provided in order to ensure the direction of the strategic plan and the Board is taken into consideration. Chairman Cassidy noted approximately 40% of the Greenway beautification has been completed leaving approximately 60% more remaining.

There being no further questions or need for further clarification, the vote was called, and the motion carried.

C. General Counsel – Patrick Maguire, Esq.

1. Brorein Sale Closing

Mr. Maguire explained in June 2016 THEA entered into a contract with SPP's affiliate, Brorein Partners, to sell the "S"-movement which was condemned by the Authority back in 1973 because there was no cut-through from Meridian to Cumberland. The preferred alignment for THEA's feeder roads was Cumberland, but at that time DOT would not give a permit to go through the rail yard. Since that time the City conveyed Meridian to THEA, the rail yard was reconfigured, and the ability to go through Cumberland was only impeded by a lease and now one piece of track, which you are familiar with. The property has been appraised. The sale price is \$100/SF. The conditions in the Agreement need to be met precedent to the closing. The first condition is that a Developer Agreement has been entered into with the City and SPP to improve Cumberland in a manner acceptable to THEA. This is also tied into the ILA which includes lane widths, traffic movements, etc. (The re-platted Cumberland into Meridian is completely under the control of THEA in the ILA and will have the release of that lease November 1, 2020). The second condition relates to having a MOT in place to move traffic through while certain things occur. Lastly the ILA, was approved by the City and the THEA Board at the October 17, 2018 meeting.

Mr. Alvarez made the following motion, seconded by Mayor Buckhorn, to find that all conditions precedent in the Agreement for Purchase and Sale have been met and upon receipt of the Releases from CSX and Ardent Mills as required by the First Amendment to Interlocal Agreement between THEA and the City of Tampa, authorize THEA's Chairman to execute all documents necessary to close the sale, including a Second Amendment to Conagra Lease attached hereto.

Chairman Cassidy requested confirmation that Counsel is assuring the Board that all conditions have been met. Mr. Maguire confirmed absolutely all conditions have been met.

There being no further questions or need for further clarification, the vote was called, and the motion carried.

2. Hillsborough County Property Related to Meridian Ultimate Concept

Mr. Maguire explained THEA wanting to offer to purchase two parcels from Hillsborough County in the amount of \$5,261,560. The County has agreed to the terms. These parcels are needed to reconfigure and open Whiting Street. The connection to Whiting Street and extension to Meridian is part of THEA's obligation. Appraisals have been performed. The smaller parcel results were \$75/SF and \$70/SF; agreeing on \$72.50/SF. The initial appraisals on the larger piece were \$175/SF and \$155/SF by the two appraisers. FDOT D7 reviewed these appraisals in accordance with the DOT standards. The lower appraisal was fully compliant in their view. The higher appraiser was asked to re-review his appraisal based upon the information received from FDOT D7 which came back from \$175/SF down to \$165/SF making the agreed upon price at \$160/SF. The County is taking this to their Board of County Commissioners at their November 8th meeting.

Mayor Buckhorn made the following motion, seconded by Mr. Barrow, to authorize the Executive Director to execute the offer to Hillsborough County to purchase two parcels in the amount of \$5,261,560, attached hereto. There being no further questions or need for further clarification, the vote was called, and the motion carried.

3. City of Tampa Metered Parking Increased Rate

Mr. Maguire reported the City of Tampa (City) is buying 14 new metered parking devices that covers 404 parking spaces that do not accept coin thereby increasing the hourly rate by \$0.25.

Mayor Buckhorn made the following motion, seconded by Mr. Alvarez, to approve the City's increase in metered parking rates from \$0.75/hour to \$1.00/hour. There being no further questions or need for further clarification, the vote was called, and the motion carried.

D. Chairman – Vincent Cassidy

1. Acceptance of the Board Members' Evaluations of the Executive Director and General Counsel

Chairman Cassidy thanked the Board Members for providing evaluation of THEA's Executive Director and General Counsel. Chairman Cassidy explained speaking with both individuals about the comments received and all parties are in agreement.

V. STAFF REPORTS

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

Mr. May provided an update on the Selmon West Extension displaying a chart on the pay out curve depicting how it is paying out with respect to what the contractor originally projected. If you look at the October timeframe, we happen to be right in line with their projection. This shows an expenditure that has not been finalized or approved yet, but it is close at \$3.0-\$3.2 million for the last month. Chairman Cassidy requested clarification regarding the level blue line and asked if it is because the actual has not yet happened. Aerial pictures were presented showing improvements starting to take shape and the progress being made. Pictures of the lifter for the segments was shown and the operation of which was explained. A video was shown of how the lifter moves and then another of the truck with the test segment driving down the road from the casting yard up onto the Selmon Expressway and down onto Gandy Blvd. which meets all the requirements and restrictions. Mr. May explained to date THEA has provided a little over a month in terms of Holidays and rain days. The contractor has requested additional time that has not been granted for two different items (an aggressive review of process that has taken longer than they felt was necessary; and the other is time spent for a water line that was not anticipated and not shown in any drawings). We do not have word back from our counsel that is providing their construction analysis for us to see whether we should and/or will authorize those requested times, negotiate or deny.

B. Communications - (*Sue Chrzan*)

Ms. Chrzan provided an update on monthly events including the Officer of the Month, this month both officer and fire fighter of the month were recognized. Newsletters are sent out for four different topics and social media for five different things. THEA received the Planning Commission's Planning & Design Award of Merit for the Selmon Greenway Pocket Parks. The Planning Commission also presented Mr. Waggoner with their Chairman's Award. Ms. Chrzan was presented with the Tampa Bay Business Journal Business Woman of the Year Award.

Ms. Chrzan recognized the five different pieces of public art out in the community. In Brandon, there is the *People Wall* and the *Brandon Spoonbill Tower*. There is *Frames on Franklin* where THEA worked with the City of Tampa. *Tampa Play* at the Kotfila Dog Park and *Tampa Together* that we also worked with the City of Tampa on. In March we will be displaying the Selmon statue in one of the parks out on the Selmon Greenway which ties it all together.

There have been a lot of different presentations; mostly on the CV Pilot, but in multiple different areas. THEA held a traffic reporters tour of the Expressway Authority. Mr. Frey presented at Smart Cities. Mr. Waggoner attended and presented at the ITS 5C Conference. Mr. Frey and Ms. Chrzan both attended and presented at the IBTTA Annual Meeting. Mr. Le presented at the COMTO Annual Meeting for the CV Pilot and Ms. Quinones presented at the ITS World Congress. Ms. Obuchowski attended, and Ms. Chrzan attended and presented at the Florida Transportation Commission.

Recent and upcoming events include the USF Career Fair where Ms. Northington and the two interns attended. Mr. Ramirez attended the South Tampa Chamber Business Expo. Ms. Antolinez and Mr. Pekala attended the Telemundo Family Fair. Mr. Le attended the Pinellas County Reversed Trade Show.

Social Media included the left lane law with over 11,000 people viewing; 400 reacted to it; 1,000 who clicked through to the story; and 100 people shared it. Wrong way drivers story, which was immediately following the incident that happened, was done which also explained that the CV Pilot was helping with over 5,000 views. There was also a social media blog on the CV Pilot recruitment which reached over 5,000 people; 300 people clicked through it and 60 individuals shared it. This all indicating that THEA is receiving good traction on the social media front.

The FAV Summit will be held November 27-28, 2018 at the Marriott Waterside. Demonstrations for the Summit will be held at the Convention Center as well as at THEA. Registration is open. Please visit <https://favsummit.com/> for more information. Mr. Waggoner noted a special thank you to the City of Tampa for helping with the demonstration logistics portion of the event.

November 29, 2018 is the USDOT Required CV Pilot Operational Showcase working with HART to showcase the transit operations of the CV Pilot.

C. Toll Operations (*Rafael Hernandez*)

Mr. Hernandez reported a brief update on THEA's toll transactions and accounts noting THEA continues to grow on a year to year comparison for August 2018 with an 8.9% growth in unique account processing and a 7.5% increase on total transaction processing.

Average daily traffic for the month of August 2018 reveals a 6.7% growth on the west group and on the east group there is a 6.3% growth in traffic. You may notice a decrease of 1.7% which was felt to be due to some maintenance to the REL during the month of August 2018.

Chairman Cassidy questioned when you calculate year over year, since we did not collect tolls for September 2017, were you still able to see who was on the road. Mr. Hernandez confirmed THEA is able to account for the traffic on the road.

Mr. Hernandez provided an update on CCSS noting THEA continues to work with the Florida Department of Transportation and received notice on October 19, 2018 that the date for the upcoming Toll by Plate (TBP) invoicing is projected for some time within the month of November 2018.

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

Ms. Lettelleir reported a summary of where THEA is post "Go Live" as it relates to finance. Actual revenues for SunPass alone more than cover monthly OM&A and debt service. The Selmon West Extension, South Selmon Safety and Meridian Improvement projects are all

fully funded by bond proceeds and do not require any revenue funding. The renewal and replacement project is fully funded also at the start of the fiscal year. Indicated traffic and revenue continues to be higher than projected so CCSS is just a timing of collecting revenue issue.

THEA toll revenue and expenditures are tracking fairly well with approximately \$377 million in cash and investments.

Revenue from CCSS was reported at the Workshop related to the FTE advances that they had been sending. In September 2018 they started sending actual wires. The actual wires are only SunPass. The FTE advances included estimated monthly revenue. Through the end of September 2018 revenue totals \$21 million.

Ms. Lettelleir provided information on indicated transactions for July 2018 which was \$5.7 million; August 2018 was \$5.4 million, and September 2018 equaled \$4.7 million. As shown in the slide provided the difference in September is a result of the transactions that were caught here and sent to CCSS. TBP has not been invoiced yet, although THEA has been informed that this will happen sometime in November. All in all THEA has strong cash flow.

VI. EXECUTIVE REPORTS

A. Executive Director (*Joe Waggoner*)

1. Contract Reporting

a) Contract Renewals & Expiration

Mr. Waggoner reported the one item on the contract renewal and expiration report is with contractor Arthur Gallagher who brokers insurance services for the Agency. The initial 3-year contract is up. There are 2 additional 1-year options to renew. THEA would like to exercise that option for the coming year which would start April 2019. Mr. Waggoner reported they have done a good job for THEA with better coverage and reduced rates year to year and therefore the intent is to renew at its first renewal come April 2019. This is the advance notice to the Board. THEA will ask for direction at the next Board Meeting if it differs from this intended direction.

B. General Counsel (*Patrick Maguire*)

Mr. Maguire had no new report.

C. Chair (*Vincent Cassidy, Chairman*)

1. Upcoming Meetings

Chairman Cassidy indicated the November 5, 2018 Board Committees as a Whole Meeting will not be necessary. There will be regularly scheduled November and December 2018 Board meetings.

The 2019 THEA Board Meeting schedule was distributed.

VII. ADJOURNMENT

There being no further business to come before the Board, Chairman Cassidy adjourned the meeting at 2:09 p.m.

MINUTES OF THE October 29, 2018 AUTHORITY BOARD MEETING

APPROVED: 
Chairman: Vincent J. Cassidy

ATTEST: 
Vice Chair: Bennett Barrow

DATED THIS 27th DAY OF November, 2018