

CENTRAL FLORIDA EXPRESSWAY AUTHORITY

MINUTES CENTRAL FLORIDA EXPRESSWAY AUTHORITY BOARD MEETING December 10, 2015

Location: Osceola Heritage Park Exhibition Building
1901 Chief Osceola Trail
Kissimmee, FL 34744

Board Members Present:

Commissioner Welton G. Cadwell, Lake County (Chairman)
Commissioner Brenda Carey, Seminole County (Secretary-Treasurer)
Commissioner S. Scott Boyd, Orange County (Vice Chairman)
Mayor Buddy Dyer, City of Orlando
Commissioner Fred Hawkins, Jr., Osceola County
Andria Herr, Gubernatorial Appointment
Mayor Teresa Jacobs, Orange County
S. Michael Scheeringa, Gubernatorial Appointment

Board Member Participating by Phone:

Jay Madara, Gubernatorial Appointment

Non-Voting Advisor Not Present:

Diane Gutierrez-Scaccetti, Florida's Turnpike Enterprise

Staff Present at Dais:

Laura Kelley, Executive Director
Joseph L. Passiatore, General Counsel
Darleen Mazzillo, Recording Secretary/Executive Assistant

A. CALL TO ORDER

The meeting was called to order at 9:05 a.m. by Chairman Welton Cadwell.

Commissioner Hawkins welcomed and thanked everyone for coming to Osceola County for this meeting. He talked about some unique features of Osceola County.

Atlee Mercer, Chairman of Osceola County Expressway Authority (OCX), spoke about OCX's plans to build the remaining portion of the southern beltway as a public/private partnership. OCX may be asking for participation from CFX to leverage the project.

Bob Hartnett of TEAMFL invited everyone to attend the TEAMFL meeting on January 28 and 29 at the Hyatt Hotel at the Orlando International Airport. CFX and OCX are co-hosts for the event.

B. PUBLIC COMMENT

Sally Baptiste talked about the true cost of transportation, FDOT eminent domain and special interest tactics. She is meeting with the Chairman after the meeting.

C. APPROVAL OF MINUTES

A motion was made by Commissioner Carey and seconded by Commissioner Hawkins to approve the minutes of the November 12, 2015 Board Meeting and November 12, 2015 Board Workshop as presented. The motion carried with eight (8) members voting AYE by voice vote; Commissioner Boyd was not present at that time.

D. APPROVAL OF CONSENT AGENDA

The Consent Agenda was presented for approval (Exhibit A).

CONSTRUCTION & MAINTENANCE

1. Approval for award of contract to RS&H, Inc. for Construction Engineering and Inspection (CEI) Services for S.R. 417 Resurfacing from International Drive to Moss Park Road – Project No. 417-733/Contract No. 001131 (Contract Amount: \$1,850,000)
2. Approval of Construction Contract Modifications on the following contract:
 - a) Contract No. 429-203 Superior Construction Co. SE, LLC (\$23,720.25)
3. Approval of Final Ranking and Award of Contract for Miscellaneous Construction Engineering and Inspection (CEI) Services for Intelligent Transportation System Projects to Metric Engineering, Inc.- Contract No. 001158 (Contract Amount: Not-to-Exceed \$2,600,000)
4. Approval to increase the Maintenance Budget by \$169,000 to allow recruitment and hiring for the position of Director of Maintenance

ENGINEERING

5. Approval of Supplemental Agreement No. 6 with Atkins North America, Inc. for Post Design Services for S.R. 429 (Wekiva Parkway) Systems Interchange – Project No. 429-204/Contract No. 000858 (Supplemental Agreement Amount: \$1,115,000)

6. Approval of Final Ranking and Authorization for Fee Negotiations with T.Y. Lin International for Professional Engineering Consultant Services for S.R. 528/S.R. 436 Bridge Deck Replacement – Project No. 528-130/Contract No. 001135

EXECUTIVE

7. Approval of the October 28, 2015 Interlocal Agreement with the Lake-Sumter MPO for the limited purpose of accepting a non-voting ex-officio appointment to the governing Board
8. Approval of Update to Travel Policy
9. Approval to eliminate Policy Regarding Entertainment Expenses
10. Approval to eliminate Policy Regarding the Executive Director and Personnel Matters

FINANCE & ACCOUNTING

11. Approval of contract renewal with PFM Asset Management LLC for Investment Advisor Services – Contract No. 000832 (Contract Amount: \$195,000)
12. Approval for Disposal of Inventory Items

INTERNAL AUDIT

13. Approval of ITS Security Review
14. Approval of PCI DSS 3.0 Gap Assessment

LEGAL

15. Approval of settlement for the acquisition of Parcel 174 (Jackie D. Martin and Debora F. Martin) – Wekiva Parkway Project No. 203 (Settlement Amount: \$94,500)
16. Approval of settlement for the acquisition of Parcel 122 (Randy and Mary Sparks) – Wekiva Parkway Project No. 202 (Settlement Amount: \$197,327)
17. Approval of settlement for the acquisition of Parcel 123 (David Cipollone) – Wekiva Parkway Project No. 429-202 (Settlement Amount: \$168,314)
18. Approval of settlement for the acquisition of Parcel 150 (Orange County, Florida) – Wekiva Parkway Project 429-202 (Settlement Amount: \$739,800)

19. Approval of Property Access License Agreement with the Greater Orlando Aviation Authority for S.R. 528 Airport Plaza Demolition and Ramp Plaza Construction Project

PROCUREMENT

20. Approval of Resolution Amending the Procurement Policy
21. Approval of Resolution Amending the Policy for Qualification of Contractors

SPECIAL PROJECTS

22. Ratification of Executive Director Approval of Purchase Orders for Toll System Replacement Project:
- | | | |
|-------------------------|--------------|--------------------------------|
| a) CDWG Computer Center | \$331,231.31 | Cooperative Purch. Agr. – NJPA |
| b) Carousel Industries | \$213,678.63 | Cooperative Purch. Agr. - GSA |

TOLL OPERATIONS

23. Approval to purchase transponders

TRAFFIC OPERATIONS

24. Approval of Purchase Order to Daktronics for Single Line Dynamic Message Signs (Purchase Order Amount: \$2,636,660)

A motion was made by Commissioner Hawkins and seconded by Mayor Dyer to approve the Consent Agenda as presented. The motion carried with eight (8) members voting AYE by voice vote; Commissioner Boyd was not present at this time.

E. REPORTS

1. CHAIRMAN'S REPORT

- Chairman Cadwell reported on the SR 417/Boggy Creek Road Interchange, which will be open in February 2016.
- With the busy holiday travel season upon us, we will be monitoring traffic conditions and suspending any lane closures due to construction over the holidays.

2. TREASURER'S REPORT

Commissioner Carey reported that toll revenues for October were \$31,123,472 which is 11% above projections and 10% above prior year. CFX's total revenues were \$33.4 million for the month.

Total OM&A expenses were \$5.8 million for the month and \$16.3 million year-to-date, which is 13% under budget.

After debt service the total net revenue available for projects was \$15.3 million for October and \$63.2 million year-to-date.

3. EXECUTIVE DIRECTOR'S REPORT

Laura Kelley provided the Executive Director's Report in written form (Exhibit "B").

In addition, she reported on the following:

- The performance dashboard has been revised to include average speed data and safety numbers.
- The call center wait times continue to improve.
- The ribbon cutting ceremony for the SR 417/Boggy Creek Road Interchange is scheduled for February 12.
- CFX engineers will be working with Lyman High School engineering magnet program.

(Commissioner Boyd arrived at this time.)

F. REGULAR AGENDA ITEMS

1. SUPPLIER DIVERSITY DEPARTMENT PRESENTATION

Director of Supplier Diversity Iranetta Dennis presented an overview of the Supplier Diversity Department.

(This item was presented for information only.)

2. AMENDMENT TO FIVE-YEAR WORK PLAN (FY 2016 – 2020)

Director of Engineering Glenn Pressimone explained that the equipment in the Board Room is in need of replacement, including all new A/V equipment and wiring and installation of permanent broadcast cameras and controls. The cost estimate is \$500,000 (includes 10% contingency).

Staff is proposing to fund the Board Room A/V Project by reallocating a portion of the \$10.8 million realized savings from the SR 417 Resurfacing Project (I-Drive to Moss Park).

A motion was made by Commissioner Boyd and seconded by Mayor Jacobs to approve the amendment to the previously adopted FY 2016 – 2020 Five-Year Work Plan by adding the Board Room A/V System Replacement Project and to authorize advertisement of the project for bids. The motion carried with nine (9) members voting AYE by voice vote.

3. **APPROVAL OF RESOLUTION AMENDING THE CFX CODE OF ETHICS TO REQUIRE FINANCIAL DISCLOSURE BY STANDING COMMITTEE MEMBERS**

General Counsel Joseph Passiatore presented a Resolution (Exhibit "C") amending the CFX Code of Ethics to require Financial Disclosure by standing committee members. This codifies action taken by the Board at the October meeting.

Mr. Passiatore has requested and received an opinion from the Commission on Ethics as to whether members of the standing committees are required to file Form 1, Financial Disclosure. The opinion from the Commission on Ethics is that, while it is not required, it is within the prerogative of the CFX Board to require it.

A motion was made by Mayor Jacobs and seconded by Commissioner Carey to approve the Resolution amending the CFX Code of Ethics to require Financial Disclosure by Standing Committee Members. The motion carried with nine (9) members voting AYE by voice vote.

4. **CONSIDERATION OF PROPOSALS TO PROVIDE CONTRACT ATTORNEY SERVICES FOR RIGHT OF WAY ACQUISITION**

Chairman Cadwell postponed this item for a future meeting.

5. **APPROVAL OF APPOINTMENTS OF CITIZEN REPRESENTATIVES TO AUDIT, FINANCE, OPERATIONS AND RIGHT OF WAY COMMITTEES**

Ms. Herr requested more time to acquire the best talent for these committees.

By consensus, this item was tabled until the January/February time frame.

6. ACCEPTANCE OF FY 2015 FINANCIAL STATEMENTS

Mr. Bill Blend of Moore Stephens Lovelace presented an overview of the FY 2015 Financial Statements:

- Auditor's Report on Financial Statements
 - Unmodified Opinion
- Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters
 - No internal control findings related to financial reporting and no compliance findings
- Auditor's Report on Compliance with Bond Covenants
 - No compliance findings
- Accountant's Examination Report on Investment Compliance
 - No compliance findings
- Management Letter
 - No management letter comments

The Financial Statements have been accepted by the Finance Committee.

A motion was made by Commissioner Hawkins and seconded by Mayor Jacobs to accept the FY 2015 Financial Statements as presented. The motion carried with nine (9) members voting AYE by voice vote.

(Mr. Madara ended his phone participation at this time.)

7. CFX STRATEGIC MULTIMODAL INVESTMENTS

Mr. Steve Reich of the University of South Florida's Center for Urban Transportation Research (CUTR) facilitated a discussion on multimodal transportation investments.

Mr. Reich's presentation included the following topics:

- Current view of CFX
- Advantages of authorities
 - Revenue Authority Benefits
- Challenges
 - Factors
 - Transit Financial Basics
 - Transit Revenue Sources

The challenge is how a revenue authority funded with user fees can financially partner to further multimodal mobility without jeopardizing its long-term sustainability and maintain its commitment to customers, bond holders and the community.

Mr. Reich posed the following key policy questions for the Board members to consider:

- What regional role does the Board envision CFX has to play?
- What financial parameters would the Board require on CFX multimodal investments?
- Are there other CFX assets that need to be considered in a broader regional role?
- Is there merit to the development of a systematic evaluation method of multimodal needs?

The Board indicated that they would like to see CFX intermodal investments over the next 20 to 25 years focused on the corridors that we manage. CFX investments should be focused on bus rapid transit and light rail on our existing roadway system or investments that relieve congestion on our system.

The Board would like a report back on all things in progress and to identify CFX's role in those things; a report on the gaps that exist today and how we could potentially fill those gaps; and a report on the realm of possible solutions.

An executive summary of all transportation board activities should be provided each month to the CFX Board.

Mr. Reich made the following recommendations:

- Charge CFX management with conducting an analysis to include:
 - A set of policy recommendations consistent with Board input/feedback and statutory framework
 - A review of existing multimodal funding needs and potential projects
 - A recommended process for periodic review and evaluation of partnership opportunities

A motion was made by Mayor Dyer and seconded by Commissioner Hawkins to approve the recommendations made by Mr. Reich and the additional recommendations made by the Board members. The motion carried with eight (8) members voting AYE by voice vote; Mr. Madara was no longer participating by phone.

G. BOARD MEMBER COMMENT

There were no comments from the Board members.

H. ADJOURNMENT

Chairman Cadwell adjourned the meeting at 11:00 a.m.

Commissioner Welton G. Cadwell
Chairman
Central Florida Expressway Authority

Darleen Mazzillo
Recording Secretary/Executive Assistant
Central Florida Expressway Authority

Minutes approved on _____, 2015.

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