



CHESAPEAKE BAY BRIDGE AND TUNNEL COMMISSION

Regular Meeting

CBBT Administration Building

September 10, 2024

9:30 a.m.

Minutes

Commission Members Present: Frederick T. Stant, III; Keith Colonna; Thomas W. Meehan, Sr.; Chris Snead; Gregory L. Duncan, Sr.; Mark C. Bundy; Patrick E. Corbin; Phillip R. Custis; George B. Clarke; Stephen M. Mallon; Charity Volman-Winn.

Commission Alumni Members Present: Chris Snead; Reeves W. Mahoney; John F. Malbon.

District Staff Present: Jeffrey B. Holland; Thomas R. Anderson, III; Michael T. Crist, P.E.; Edward A. Spencer; Brittany E. Cannon; Lieutenant Jeffery Lilliston; Lieutenant Steven Wilson.

District Advisors Present: Bryan Plumlee, Commission Counsel; Robert Chambers, Smith Currie; Brian Wood, Smith Currie.

Guests Present: None.

1. CALL TO ORDER:

The Chairman, Frederick T. Stant, III, called the meeting to order at 9:30 a.m. and welcomed everyone.

2. APPROVAL OF MINUTES –JULY 9, 2024 MEETING, as distributed:

Motion made by Mr. Meehan, seconded by Mr. Corbin, to approve the minutes of the July 9, 2024 Commission meeting, as distributed. The motion was approved unanimously.

3. PUBLIC COMMENT:

There were no public comments to be heard, nor any comments submitted in writing prior to the meeting.

4. INTRODUCTION OF COMMISSIONER VOLMAN-WINN AND COMMISSIONER MALLON:

Mrs. Charity Volman-Winn, representing the city of Norfolk introduced herself to the Commission followed by Mr. Stephen Mallon who is representing the city of Hampton. Chairman Stant welcomed them and provided the Commission and District Staff time for self-introductions.

5. RESOLUTION OF APPRECIATION FOR COMMISSIONER SERVICE:

Mr. Meehan read a Resolution of Appreciation for Ms. Snead for 10 years of dedicated service on the Commission.

RESOLUTION OF APPRECIATION
FOR
THE HONORABLE CHRISTINE SNEAD

WHEREAS, the Honorable Christine Snead was appointed by Governor Terry McAuliffe to the Chesapeake Bay Bridge and Tunnel District in July 2014 to serve an unexpired term through May 2016 as the representative of the City of Hampton; and,

WHEREAS, she was reappointed to the Commission by Governor Terry McAuliffe in 2016; and,

WHEREAS, she was reappointed by Governor Ralph Northam in 2020, and continued to serve with distinction until her term expired in 2024; and,

WHEREAS, she provided invaluable insight and perspective as a member of the Finance Committee from 2015 through 2022, overseeing the District’s audited financial statements and other matters that pertain to its fiscal year operating budget, audit review and long-term capital plans; and,

WHEREAS, she also served as a member of the Renewable Energy Committee from 2015 through 2023, the Nominating Committee from 2022 through 2023 and the Personnel Committee from 2022 through 2024;

NOW, THEREFORE, BE IT RESOLVED that the Chesapeake Bay Bridge and Tunnel Commission formally expresses its deep appreciation to the Honorable Chris Snead for her untiring loyalty and devotion to both the Commonwealth of Virginia and the District, and hereby inducts her into the Chesapeake Bay Bridge and Tunnel Commission Alumni Society.

Motion made by Mr. Meehan, seconded by Mr. Duncan and unanimously carried, the Commission adopted the Resolution of Appreciation for Ms. Snead.

Mr. Holland presented Ms. Snead with a framed resolution and an aerial keepsake.

Mr. Duncan read a Resolution of Appreciation for Mr. Mahoney for 8 years of dedicated service on the Commission.

RESOLUTION OF APPRECIATION
FOR
THE HONORABLE REEVES W. MAHONEY

WHEREAS, the Honorable Reeves W. Mahoney was appointed by Governor Terry McAuliffe to the Chesapeake Bay Bridge and Tunnel Commission in May 2016 as the representative of the City of Norfolk; and,

WHEREAS, he was reappointed by Governor Ralph Northam in 2020, and continued to serve with distinction until his term expired in 2024; and,

WHEREAS, he provided invaluable insight and perspective as a member of the Finance Committee from 2017 through 2024, overseeing the District's audited financial statements and other matters that pertain to its fiscal year operating budget, audit review and the long-term capital plans; and,

WHEREAS, he also served as a member of the Legal Counsel Selection Committee in 2023 to oversee the procurement process and selection of legal counsel to the District and its governing body, the Commission;

NOW, THEREFORE, BE IT RESOLVED That the Chesapeake Bay Bridge and Tunnel Commission formally expresses its deep appreciation to the Honorable Reeves Mahoney for his untiring loyalty and devotion to both the Commonwealth of Virginia and the District, and hereby inducts him into the Chesapeake Bay Bridge and Tunnel Commission Alumni Society.

Motion made by Mr. Duncan, seconded by Mr. Meehan and unanimously carried, the Commission adopted the Resolution of Appreciation for Mr. Mahoney.

Mr. Holland presented Mr. Mahoney with a framed resolution and an aerial keepsake.

6. TRAFFIC & REVENUE REPORT – JULY AND AUGUST OF 2024:

Mr. Holland reported that traffic for July 2024 totaled 474,350 vehicles, which was a decrease of -33,691 vehicles or -6.6% under July 2023. E-ZPass utilization totaled 74.9%. Revenue for July 2024 totaled \$9,040,919 which was an increase of \$511,587 or 6% over July 2023. Gas prices were \$3.39 in July 2024, versus \$3.68 in July 2023. There were 10 hours of wind restrictions in July 2024, versus 13 hours in July 2023. There were 31 hours of tunnel lane closures in July 2024, versus 72 hours in July 2023.

Traffic for August 2024 totaled 454,256 vehicles, which was an increase of 403 vehicles or 0.1% over August 2023. E-ZPass utilization totaled 76.1%. Revenue for August 2024 totaled \$9,412,400, which was an increase of \$1,196,703 or 14.6% over August 2023. Gas prices were \$3.13 in August 2024, versus \$3.68 in August 2023. There were 7 hours of

wind restrictions in August 2024, versus 6.5 hours in August 2023. There were 90 hours of tunnel lane closures in August 2024, versus 68 hours in August 2023.

For the calendar year-to-date through August 2024, vehicles were down -1.9% and revenue was up 11.3%. For the fiscal year-to-date through August 2024, vehicles were down -3.4% and revenue was up 10.2%.

Traffic volumes for other area facilities reported decreases for July 2024 versus 2023. Traffic for Downtown Tunnel had a -4.23% decrease compared to July 2023. Traffic for Midtown Tunnel had a -2.33% decrease compared to July 2023. Traffic for Hampton Roads Bridge Tunnel had a -10.39% decrease compared to July 2023. Traffic for Monitor Merrimac had a -4.81% decrease compared to July 2023.

Lieutenant Wilson reported on the pursuits that have transitioned across the facility for the month of August to date.

- August 6, North Toll Plaza personnel were notified of a southbound motorcycle traveling to the facility at speed of 120 mph. The motorcycle continued southbound onto the facility and District Police units and corresponding authorities did not engage once the pursuit entered onto the facility. There were no injuries or damages to District property reported.
- August 16 North Toll Plaza personnel were notified of 3 southbound motorcycles traveling to the facility at a high rate of speed. The motorcycles continued southbound onto the facility and District Police units and corresponding authorities did not engage once the pursuit entered onto the facility. There were no injuries or damages to District property reported.
- August 26 North Toll Plaza personnel were notified of a stolen vehicle traveling to the facility at speed of 125 mph and armed. The vehicle continued southbound onto the facility and District Police units and corresponding authorities did not engage once pursuit entered onto the facility. The car did stop on the facility and there were no injuries or damages to District property reported.
- September 5 North Toll Plaza personnel were notified of a southbound motorcycle traveling to the facility at speed of 118 mph. The motorcycle continued southbound onto the facility and District Police units and corresponding authorities did not engage once pursuit entered onto the facility. There were no injuries or damages to District property reported.

7. EDUCATIONAL TOLL PROGRAM UPDATE FY2024 BY ESCC:

Mrs. Kellam of the Eastern Shore Community College (ESCC) was present to provide an update to the Commission on the FY 2024 Educational Toll Fund Program and the Eastern Shore Community College. Mrs. Kellam reported that the Education Toll Fund program assists students commuting across the Chesapeake Bay Bridge-Tunnel for the purpose of furthering their post-secondary education. Mrs. Kellam reported the following highlights of the program for FY 2024:

- The top schools traveled to are ECPI and ODU.

- The top towns traveled from are Cape Charles, Norfolk, and Melfa.
- Both FY24 2nd, and 3rd quarters trips reimbursed have decreased over the same quarters in FY23. Quarter 4 increased by 5% over the last year. The year to date decreased approximately -44%.

Mrs. Kellam thanked the Commission for their partnership and support of this program. *Mrs. Kellam left the meeting at this time.*

8. PRELIMINARY ACTUAL TO BUDGET ANALYSIS FY 2024:

Mr. Anderson reported that projected actual expenditures for the fiscal year ended June 30, 2024, totaled \$18,340,340; budgeted expenditures totaled \$19,291,950; for a variance of \$951,610 or 4.9% under budget.

9. VACorp RESOLUTION:

RESOLUTION TO ADOPT THE MEMBER AGREEMENT TO JOIN THE VIRGINIA ASSOCIATION OF COUNTIES GROUP SELF INSURANCE RISK POOL

WHEREAS, the Chesapeake Bay Bridge and Tunnel District (“the District”) desires to protect against liability claims and property losses and to provide for payment of claims or losses for which it may be liable; and,

WHEREAS, the Virginia Association of Counties Group Self Insurance Risk Pool, aka VACoRP, has been established pursuant to Chapter 27 (§15.2-2700 et seq.) and Title 15.2 of the code of Virginia; and,

WHEREAS, it is desirable for the District to join the Virginia Association of Counties Group Self Insurance Risk Pool in order to provide a method of risk sharing for liability, workers’ compensation and property losses; and,

NOW, THEREFORE, BE IT RESOLVED that the Chesapeake Bay Bridge and Tunnel Commission of the District hereby agrees to the member agreement entitled “Member Agreement for Virginia Association of Counties Group Self Insurance Risk Pool” which creates a group fund to pay liability and workers’ compensation claims and property losses of the counties and other local agencies joining the Group, and we acknowledge we have received a copy of the pertinent Plan and supporting documents.

BE IT FURTHER RESOLVED that the Deputy Executive Director, Finance & Operations of the District is hereby authorized to execute the member agreement to join the Virginia Association of Counties Group Self Insurance Risk Pool and to act on behalf of the District in any other matter relative to the Group.

Motion made by Mr. Duncan, seconded by Mr. Corbin and unanimously carried, the Commission authorized a ratification of the Virginia Association of Counties Group Self Insurance Risk Pool Agreement.

10. APPROVAL OF REVISED LONG TERM CAPITAL PLAN FY 2024-2029:

Mr. Holland gave an overview of the projects for FY 2024 – FY 2029 that were refined from the previously adopted Capital Plan in May which include:

- i.) Financial Systems upgrade for digital integrated travel, expense, and invoice management for the accounts payable, payroll, general ledger system; \$400,000 budgeted for new design and implantation.

Motion made by Mr. Duncan, seconded by Mr. Corbin, and unanimously carried, the Commission approved the revised and final Capital Projects Plan, FY 2024 – FY 2029.

11. FINANCE PLAN- UPDATE ON ACTUAL VS. MODELED PERFORMANCE:

Mr. Anderson provided an overview of the updated quarterly financial model that is provided in compliance with the specific requirements of the bond covenants of the TIFIA Loan, VTIB Loan and 2016 General Resolution Revenue Bonds in support the of debt financing that is utilized to finance the Parallel Thimble Shoal Tunnel Project.

12. CLOSED SESSION –CONSULTATION WITH LEGAL COUNSEL:

In accordance with Section 2.2-3711 of the Code of Virginia, Mr. Meehan moved that the Commission go into Closed Meeting under the provisions of Section 2.2-3711 of the Virginia Freedom of Information Act for the following purposes: Section 2.2-3711.A.1 for the purpose of discussing personnel matters involving employee performance and discipline; and Section 2.2-3711.A 7. for the purpose of briefing by staff and legal recommendations regarding dispute matters. The motion was seconded by Mr. Corbin, and unanimously carried.

13. OPEN SESSION

A roll call vote was taken pursuant to Section 2.2-3712.D. of the Code of Virginia immediately after reconvening in Open Meeting, at which time each member certified by his vote that to the best of his or her knowledge (i) only public business matters lawfully exempt from Open Meeting requirements under this chapter and (ii) only public business matters as were identified in the motion by which the Closed Meeting was convened were heard, discussed, or considered in the meeting by the Commission. No member prior to the vote stated that he or she believed there was a departure from the requirements (i) and voted in the affirmative: (ii) Colonna, yes; Corbin, yes; Duncan, yes; Meehan, yes; Bundy, Custis, yes; Clarke, yes; Volman-Winn, yes; Mallon, yes; Stant; yes.

On motion by Mr. Corbin, seconded by Mr. Meehan, and unanimously carried, the Commission approved the District to advertise for bids for fuel procurement with the options of pricing open and to be advertised with an electronic bid submission.

14. GRANT AUTHORIZATION TO THE FINANCE COMMITTEE FOR ISSUANCE OF AUDITED FINANCIAL STATEMENTS:

On motion by Mr. Clarke, seconded by Mr. Corbin, and unanimously carried, the Commission granted authorization to the Finance Committee for the publication of audited Financial Statements for FY2024.

15. PARALLEL THIMBLE SHOAL TUNNEL EXPENDITURES TO DATE:

Mr. Anderson presented the attached report of Project expenditures to date.

16. UPDATE ON PARALLEL THIMBLE SHOAL TUNNEL (PTST) DESIGN AND CONSTRUCTION:

Mr. Crist reported that CTJV personnel continue to drive the TBM forward. On Two Island Muck from the mining is being cleared out of the pit on One Island and hauled to the dump. CTJV is slowly removing the Omega trestle from One Island. Small concrete pours continue on the fascia walls in the open approach, and they are also working on the foundations for the new ventilation building. Armor stone placement, and pipe pile removal continues on the Two Island berm. The Omega trestle on Two Island will be kept and used to aid in the removal of the TBM once it has completed the drive.

17. ANNOUNCEMENTS:

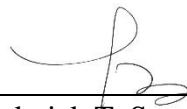
- a. Vascular screenings are being conducted in the Administration Building September 9 through September 20.
- b. The Retiree picnic dinner will be held in Cheriton on October 19.
- c. The next Finance Committee meeting was scheduled for Monday, October 21, 2024.
- d. Mr. Holland announced that the next Regular Commission is scheduled for Tuesday, November 12, 2024.

18. ADJOURN:

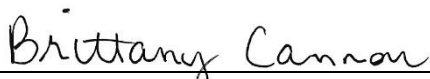
With no further business coming before the Commission, the meeting was adjourned.



Thomas W. Meehan, Sr., Vice-Chairman



Frederick T. Stant, III, Chairman



Brittany E. Cannon, Assistant Secretary

Parallel Thimble Shoal Tunnel Project
Total Project Budget
As of July 31, 2024

Project Tasks & Components	February 2024 Revised Budget	Total Expended To Date	Expended @ 06/30/24	Monthly Expenditures	Remaining Budget
<u>CBBT Development Phase</u>					
CBBT Development Phase Budget	18,524,560	18,524,560	18,524,560	-	-
<u>CBBT Financing Budget</u>					
Municipal Advisor	866,000	834,010	834,010	-	31,990
CBBT Financing Budget	3,912,210	3,880,220	3,880,220	-	31,990
<u>CBBT Construction Phase</u>					
Construction Mgmt	11,000,000	4,912,360	4,912,360	-	6,087,640
Project Counsel	5,000,000	416,860	408,970	7,890	4,583,140
Arbitration Counsel	-	5,263,450	5,062,290	201,160	(5,263,450)
Dispute Review Panel	1,500,000	687,120	687,120	-	812,880
Arbitration Panel	1,500,000	110,010	110,010	-	1,389,990
CNC/LUS Relocation	4,591,740	4,562,730	4,562,730	-	29,010
Garage	550,000	385,120	385,120	-	164,880
Fan Motor Control Center	4,000,000	2,544,510	2,544,510	-	1,455,490
CCTV Software Upgrade	500,000	400,940	400,940	-	99,060
Existing Tunnel Ventilation Study	250,000				250,000
Vent Buildings Emergency Power Upgrades	4,700,000	1,218,310	1,168,110	50,200	3,481,690
Design Mgmt/Design QA	9,583,200	6,570,140	6,570,140	-	3,013,060
Risk Management Consultant	125,000			-	125,000
District Project Management Staff	2,100,000	1,721,730	1,697,040	24,690	378,270
Commission General Counsel	125,000	17,470	17,470	-	107,530
Commission Approved District Development Expenses	550,000	465,990	448,620	17,370	84,010
Total CBBT Construction Phase Budget	46,074,940	29,276,740	28,975,430	301,310	16,798,200
<u>Design-Builder Construction Phase</u>					
Direct Construction Cost	817,452,609	570,396,830	566,827,710	3,569,120	247,055,779
5% Withholding	-	13,029,840	12,619,520	410,320	(13,029,840)
NCR Work Withholding	-	-	-	-	-
Total Design-Builder Construction Phase Budget	817,452,609	583,426,670	579,447,230	3,979,440	234,025,939
Project Contingency	38,826,405	-	-	-	38,826,405
Total Project Budget	924,790,724	635,108,190	630,827,440	4,280,750	289,682,534