



## TAMPA HISTORIC STREETCAR BOARD OF DIRECTORS

Friday, September 8, 2023, 11:00 AM

Special Meeting

Hybrid Format of Participation - In Person at

HART Administrative Office, 1201 East 7th Ave, Florida Conference Room, Tampa, FL 33605

and

Via Communication Media Technology

*Information not viewable is available upon request through the Clerk of the Board phone: 813-384-6552 or e-mail: [petitl@goHART.org](mailto:petitl@goHART.org)*

### AGENDA

#### MEMBERSHIP

##### *City of Tampa Representatives*

Michael English	Guido Maniscalco
Abbey Dohring Ahern	David Mechanik
Calvin Hardie	

##### *Hillsborough Transit Authority Representatives*

<u>Members</u>	<u>Alternate</u>
Eric Johnson	Commissioner Pat Kemp
Councilmember Gil Schisler	
Melanie Williams	

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
2. APPROVAL OF MINUTES
  - 2.a. Regular Board of Directors Meeting ~ June 21, 2023  
[Meeting Minutes](#)
  - 2.b. Regular Board of Directors Workshop ~ July 19, 2023  
[Meeting Minutes](#)
  - 2.c. Regular Board of Directors Meeting ~ August 16, 2023  
[Meeting Minutes](#)
3. PUBLIC INPUT (3 MINUTES PER SPEAKER)
4. PRESENTATION

4.a. Fiscal Year 2024 HART/THS Proposed Budget Presentation

**5. ACTION ITEMS**

5.a. Resolution #R2023-09-08 ~ Approval of Proposed FY2024 HART Annual Streetcar Operations Budget in the Amount of \$3,374,262  
[Resolution #R2023-09-08](#)

5.b. Resolution #R2023-09-09 ~ Approval of Proposed FY2024 Tampa Historic Streetcar, Inc. (THS) Annual Corporate Budget in the Amount of \$1,823,475  
[Resolution #R2023-09-09](#)

**6. MARKETING SERVICES REPORT**

6.a. Marketing Services Report ~ July 2023 Report

6.b. Sponsorship and Naming Rights with Tampa General Hospital

**7. STREETCAR SYSTEM PERFORMANCE REPORT**

7.a. July 2023 Report

**8. LEGAL AND LEGISLATIVE REPORTS**

David Smolker, THS General Counsel

**9. CHAIR'S REPORT**

Michael English, THS President/Chair

9.a. Proposed 2024 THS Board Meeting Schedule

**10. HART INTERIM CHIEF EXECUTIVE OFFICER'S REPORT**

Scott Drainville, HART Interim Chief Executive Officer

**11. COMPLIANCE REPORTS (REVIEW AND FILE)**

11.a. City of Tampa Financial Statement for the month ending June 30, 2023  
[Report for the month ending June 30, 2023](#)

**12. OLD BUSINESS**

**13. NEW BUSINESS**

**14. ADJOURNMENT**



**Meeting Minutes**  
***\* Pending Approval\****

**Attendance in Person**

- |                                     |  |
|-------------------------------------|--|
| <b>Board Members</b>                | <b>(4) HART - Staff Members .....(9)</b> |
| Michael English, President          | Brian Allan                              |
| Abbey Dohring Ahern, Vice President | Davidson Anestal                         |
| Eric Johnson                        | Scott Drainville                         |
| Councilmember Guido Maniscalco      | Laura Izzo                               |
|                                     | Danielle Jackson                         |
|                                     | Juston Lafler                            |
|                                     | Kirk Mieczkowski                         |
|                                     | Yolanda Morena                           |
|                                     | Justin Willits                           |
| <br><b>Board Member Absent</b>      | <br><b>(2) Others Present .....(2)</b>   |
| Councilmember Gil Schisler          | David Smolker, THS General Counsel       |
| Melanie Williams                    | Nancy Harper, City of Tampa              |

**Attendance via Communications Media Technology (CMT)**

- |                      |  |
|----------------------|--|
| <b>Board Members</b> | <b>(2) HART - Staff Members .....(2)</b> |
| Calvin “Cal” Hardie  | Brenda Bailey                            |
| David Mechanik       | Loretta Kirk                             |

The June 21, 2023, THS Board of Directors meeting was held in a hybrid format with quorum physically present in the Florida Conference Room at the HART Administrative Office, 1201 East 7th Avenue, Tampa, Florida, with the rest of the Board members participating via Communication Media Technology (CMT).

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

President Michael English called the meeting to order at 2:34 p.m. Pledge of Allegiance followed. Directors English, Ahern, Hardie, Johnson, Maniscalco, and Mechanik were present. Directors Schisler, and Williams were absent. A physical quorum was present to conduct business.

**WELCOME NEW BOARD MEMBER ~ COUNCILMEMBER GUIDO MANISCALCO**

President English welcomed Director Maniscalco and provided a brief background on his heritage, education, and professional affiliations.

**PUBLIC INPUT (3 MINUTES PER SPEAKER)**

There was no one pre-registered or present to provide public comment.

**APPROVAL OF MINUTES**

***Director Ahern moved and Director Maniscalco seconded approval of the April 19, 2023 Board of Director Hybrid meeting minutes. All Board Members present voted aye. The motion carried unanimously.***



Meeting Minutes  
*\* Pending Approval\**

**ACTION ITEMS**

2023 Winter Village Express Service

Ms. Rachel Radawec, Tampa Downtown Partnership, provided a verbal presentation supported by a flyer which discussed the program description, details, budget, and usual contribution approved by the THS Board of Directors.

Director Ahern noted that the streetcar service currently had free fares and asked why the rental fee was charged since the streetcar was operating during the regular service hours.

President English inquired about the \$10 charge per passenger.

Ms. Radawec stated that the ticket price was introduced for the crowd control and customer service purposes. She explained that when the service was free in the first two years, there would be many people trying to reserve the service and sometimes not showing up, causing the Tampa Downtown Partnership staff to turn passengers away.

President English commented that the ticket price was logical.

Ms. Radawec also explained that, for circulation purposes, the special service started at 3:30 p.m. with the last streetcar leaving at 7:30 p.m.

Mr. Brian Allan, HART Director of Streetcar Operations, explained that he would have to eliminate the fifth streetcar usually in regular service on those Sundays due to traffic. He noted that eliminating the fifth streetcar would allow him to repurpose the Operator for the Winter Village Express.

President English asked if the contribution of the TDP would stay the same.

Ms. Radawec answered affirmatively.

Director Ahern stated that she believed it was a great event and she loved that it continued to evolve each year with more interest from the public.

Ms. Radawec spoke about the enhancements in the program over the years.

*Director Maniscalco moved and Director Johnson seconded the motion that the THS Board of Directors approve the annual contribution and support for the Winter Village Express for 2023. All Board Members present voted aye. The motion carried unanimously.*

a. **Resolution #R2023-06-03 ~ Authorization to Offer Winter Village Express Service on Sundays from November 19 to December 17, 2023**

*Director Ahern moved and Director Johnson seconded approval of Resolution #R2023-06-03 ~ Authorization to Offer Winter Village Express Service on Sundays from November 19 to December 17, 2023. All Board members present voted aye. The motion carried unanimously.*



Meeting Minutes  
*\* Pending Approval\**

b. **Resolution #R2023-06-04 ~ Authorizing Execution of the Second Amendment to the Station Sponsorship Agreement Between Publix Super Markets, Inc. (“Publix”), Tampa Historic Streetcar, Inc. (“THS”), the City of Tampa (the “City”), and the Hillsborough Transit Authority (“HART”) Allowing Publix to Sponsor the TECO Line Streetcar System by Naming a Station Stop**

Mr. David Smolker explained that the action item was an extension of a long-term agreement with Publix and provided the history of the initial agreement and its extensions.

*Director Maniscalco moved and Director Johnson seconded approval of the Resolution #R2023-06-04 ~ Authorizing Execution of the Second Amendment to the Station Sponsorship Agreement Between Publix Super Markets, Inc. (“Publix”), Tampa Historic Streetcar, Inc. (“THS”), the City of Tampa (the “City”), and the Hillsborough Transit Authority (“HART”) Allowing Publix to Sponsor the TECO Line Streetcar System by Naming a Station Stop. All Board members present voted aye. The motion carried unanimously.*

c. **Resolution #R2023-06-05 ~ Authorizing Execution of the Amended Operator’s Agreement between Tampa Historic Streetcar, Inc. (“THS”) and the Hillsborough Transit Authority (“HART”) and the Amended Streetcar Operations and Maintenance Plan**

President English stated that he and Mr. Smolker met with HART staff to review the Agreement and did not have any issues with it. He noted that it was a voluminous document, but it was very straightforward and he thought it was fine for approval.

Mr. Smolker pointed out that the Agreement was proposed for renewal for five years instead of the annual automatic renewals, but it would extend automatically each year after, unless amended by the parties. He explained that the Agreement was amended to essentially bring into conformity the actual practice that had evolved in terms of the operation of the streetcar since the original agreement was signed with the second component being the exhibit of the Operations and Maintenance Plan which detailed how the system was operated. Mr. Smolker concluded that there were no significant or substantive changes from the previous agreement.

*Director Johnson moved and Director Maniscalco seconded approval of the Resolution #R2023-06-05 ~ Authorizing Execution of the Amended Operator’s Agreement between Tampa Historic Streetcar, Inc. (“THS”) and the Hillsborough Transit Authority (“HART”) and the Amended Streetcar Operations and Maintenance Plan. All Board members present voted aye. Director Mechanik who abstained. The motion carried unanimously.*

*Director Johnson physically left the meeting at 2:46 p.m. With his departure, there was no longer a physical quorum in place for the Board to take action.*



**Meeting Minutes**  
***\* Pending Approval\****

**PRESENTATION**

**FY2024 Proposed Budget**

Mr. Juston Lafler, HART Director of Budget and Grants, presented the proposed FY2024 budget which included the proposed FY24 service model, operating statistics, HART streetcar operating revenue and expenses, THS operating budget, HART and THS operating budget, full time employees (FTE), streetcar capital expenditures, and next steps. A full copy of the presentation is available upon request from the Board Administrator at [JacksonD2@gohart.org](mailto:JacksonD2@gohart.org).

Director Mechanik inquired when the THS Board would be voting to approve the budget.

President English stated that there would be another Board meeting in July to discuss the budget further, with adoption scheduled in August. He added that he would approach the Tampa City Counsel for their support on the Special Assessment and HART would approve their budget in September. President English stated that HART staff discussed the budget with him and he thought it was good even though the budget was larger due to inflation.

Director Ahern asked where the Community Redevelopment Areas (CRA) funds were accounted for in the budget.

Mr. Lafler explained that the \$755,000 was the City of Tampa contribution which included the funding from the CRAs.

Ms. Loretta Kirk, HART Chief Financial Officer, pointed to slide 7, THS Operating Budget, and explained that line that stated Special Service Districts (SSD) included the CRA funding in addition to other tax funding.

Director Ahern asked if the CRA funding was considered to be SSD funding.

Director Mechanik explained that the SSD funding was separate funding that was in place since the start of the service.

**STREETCAR PERFORMANCE REPORT**

Mr. Brian Allan, HART Director of Streetcar Operations, presented the Streetcar Performance Report for April and May 2023. He reported that 98.64% of the 4,268 contracted trips were performed during April 2023, with 58 missed trips caused by mechanical issues, shortage of operators, an accident, and a vehicle on the tracks that he detailed. Mr. Allan stated that there were 14 reported late departures, on-time performance (OTP) was 99.66, and there were no extra hours of service provided. He reported on all accidents. Mr. Allan announced that the ridership was 127,121 with 170 ADA boardings. He stated that, for May, the service had 28.75 missed trips out of the 4,402 contracted trips due to mechanical issues and shortage of Operators. Mr. Allan reported that OTP was 99.75 because of 11 reported late departures. He reported on the accident. Mr. Allan stated that he would provide ridership at the next meeting because the Service Development Department had technical difficulties, but there were 116 ADA boardings. He announced that he had five Operators in class with only one Operator position left vacant to fill.



**Meeting Minutes**  
***\* Pending Approval\****

**LEGAL AND LEGISLATIVE REPORT**

There was no report.

**CHAIR'S REPORT**

President English reported that he and Mr. Smolker were meeting with the insurance agent, the City, and representatives from HART to discuss with the CSX the rail crossing premium to try to have it reduced. He noted his hope that the premium could be reduced before the budget had to be approved. President English asked for Mr. Smolker to provide an update on the Birney Agreement.

Mr. Smolker explained that the agreement has gone from a donation to a lease agreement at a later date when the design of the building is more finalized. He explained that all parties reviewed the lease agreement as it existed in draft form and it was acceptable which was conveyed. Mr. Smolker indicated that he asked the other party if the agreement was ready for THS Board approval and did not receive a response. He committed to reaching back out to other party to determine if the agreement was ready for approval.

President English suggested reaching out to ask if the July Board meeting would be more acceptable.

Director Mechanik inquired about the rationale of converting the previous agreement into a lease agreement.

President English explained that it was his idea since it was complicated to dispose of transit property that was purchased with federal funding, but less complicated to lease the vehicle for \$1 a year. He noted that it should lessen the concerns of the THS and HART Board since there would be no federal requirements involved with the lease. President English explained that the only outstanding piece of the Agreement was that the THS party wanted the Birney to be housed in an enclosed air-conditioned space which was not defined in the previous version of the lease. He referred to Mr. Smolker's comment that the other party was still trying to finalize the design of the building to house the streetcar.

**HART INTERIM CHIEF EXECUTIVE OFFICER'S REPORT**

**Federal Congressional Delegation Visit to the Streetcar Barn**

Mr. Scott Drainville, HART Interim Chief Executive Officer, reported that on June 9, HART staff welcomed US Congress Representatives Kathy Castor and Michael Quigley to the Ybor facility to update the Representatives on current and upcoming projects and initiatives at HART, discuss grant opportunities to support the Heavy Maintenance facility rebuild project, and upgrades to the bus transit infrastructure made possible due to the \$5 million dollar in community project funding secured by Congresswoman Castor. He added that the group took a brief tour of the streetcar facility and enjoyed a ride on the streetcar.



**Meeting Minutes**  
***\* Pending Approval\****

**FDOT Funding for Fare Free Streetcar Service**

Mr. Drainville noted that HART submitted an application for the Community Assistance Program/Ride Share grant that would continue to cover the \$700,000 portion of the \$1.4 million of the Streetcar fare free program expenditure in FY2024. He explained that the purpose of the Agreement was to provide Commuter Assistance funding to allow fare free service on the TECO Streetcar, and that the grant would be applied through TransCIP as a Discretionary Fund.

**CRA Schedule**

Mr. Drainville stated that the THS Board representatives and HART staff annually request to appear before the Downtown, Channel District, and Ybor CRAs with an annual Streetcar report and a request for continuation of their financial support of the system. He detailed the schedule of the upcoming meetings and requested a THS Board Officer to attend the meetings to share the FY2023 streetcar performance report and support the funding request

President English stated that either he or Vice Chair Ahern would be in attendance.

**COMPLIANCE REPORT (REVIEW AND FILE)**

President English referred the Board to the following report:

- City of Tampa Financial Statements for the months ending March 31, 2023, and April 30, 2023 submitted by Ms. Nancy Harper, City of Tampa Accountant
- Marketing Services Reports for months April and May 2023

President English asked that the Marketing Report be given at each meeting.

**OLD BUSINESS**

There was no Old Business.

**NEW BUSINESS**

There was no New Business

**ADJOURNMENT**

The meeting adjourned at 3:05 p.m.

**ATTEST:**

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**Michael English, President**  
**THS Board of Directors**

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**Eric Johnson, Secretary-Treasurer**  
**THS Board of Directors**

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**David Smolker, Esquire**  
**THS Board General Counsel**





**Meeting Minutes**  
***\* Pending Approval\****

**Attendance via Communications Media Technology (CMT)**

**Board Members**

Michael English, President  
Calvin “Cal” Hardie  
Eric Johnson  
Councilmember Guido Maniscalco  
David Mechanik  
Councilmember Gil Schisler

**(6) HART - Staff Members .....(11)**

Brian Allan  
Davidson Anestal  
Brenda Bailey  
Richard Campbell  
Danielle Jackson  
Loretta Kirk  
Juston Lafler  
Lena Petit  
Norman Rivera  
Carla Williams  
Frank Wyszynski

**Board Member Absent**

Abbey Dohring Ahern, Vice President  
Melanie Williams

**(2) Others Present .....(2)**

Clay Matthews, THS General Counsel  
Nancy Harper, City of Tampa

The July 19, 2023, THS Board of Directors Workshop was held in a virtual format with Board members participating via CMT.

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

President Michael English called the meeting to order at 2:31 p.m. Directors English, Hardie, Maniscalco, Mechanik, and Schisler were present. Directors Ahern, Johnson, and Williams were absent.

**PUBLIC INPUT (3 MINUTES PER SPEAKER)**

There was no one pre-registered or present to provide public comment.

**REVIEW OF MINUTES**

President English asked the Board Members to review the minutes from the June 21, 2023, Regular Board of Directors meeting and request any corrections needed. He indicated that the minutes would be approved at the August 16, 2023, meeting.

There were no corrections noted.

**PRESENTATION**

**FY2024 Proposed Budget**

Mr. Juston Lafler, HART Director of Budgets and Grants, presented the proposed FY2024 budget which included the proposed FY24 service model, operating statistics, HART streetcar operating revenue and expenses, THS operating budget, HART and THS operating budget, full time employees (FTE), streetcar capital expenditures, and next steps. A full copy of the presentation is available upon request from the Board Administrator at [JacksonD2@gohart.org](mailto:JacksonD2@gohart.org).



Meeting Minutes  
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Director Schisler inquired when the Board would know Florida Department of Transportation's (FDOT) decision about the grant for free fares.

Mr. Lafler spoke of the meeting that occurred the previous week where FDOT indicated that they did not yet have a decision, but hoped to have one by the end of July.

Director Mechanik inquired about the timing of the FDOT's decision.

Mr. Lafler explained that the grant used to subsidize fares was a discretionary grant to support a new program and was for three years. He continued that the grant ran for three years so FDOT did not expect to give a grant for the upcoming year; but staff talked to them and asked them to provide a grant for one more year to figure out future plans.

Director Schisler inquired about any other options to subsidize the fare free service.

Mr. Lafler stated that the City of Tampa currently reimbursed HART for any funds that HART expensed for the streetcar service so HART would discuss that with the City of Tampa.

Director Mechanik commented that the City of Tampa would not subsidize the streetcar to the same extent that the FDOT grant did for three years. He noted that the remaining option was reducing service and charging a fare if the grant was not received.

President English stated that if there were any delays with securing FDOT funding, he would request a meeting with FDOT alongside Mr. Lafler and Mr. Scott Drainville, HART Interim Chief Executive Officer, before FDOT made a decision.

Ms. Loretta Kirk, HART Chief Financial Officer, explained that the original grant was innovative funding, but the streetcar service was not innovative anymore meaning HART applied for a different source of funding within FDOT which was awaiting approval as was indicated at the June Board Meeting. She noted that the Board did have to discuss alternative plans if the funding did not become available. Ms. Kirk stated that staff would connect President English with FDOT if there were any issues but FDOT was not indicating any issues at the current time and staff would wait to see what happened by the end of July. She noted that the Board had to approve the budget at the August Board Meeting, and staff should have more information at that time prior to the Board adopting the budget as presented.

Director Mechanik noted that the Board was a month away from adopting the final budget and inquired if the Board should explore a contingency plan if the FDOT grant was not received.

Mr. Lafler noted that there had been internal conversations on the topic to determine possibilities for moving forward such as charging fares, but staff was still waiting on the FDOT decision before proceeding forward.

President English inquired about the amount allocated for CSX crossing insurance.



**Meeting Minutes**  
***\* Pending Approval\****

Mr. Lafler responded that CSX insurance was currently budgeted for \$795,000, but there were discussions about decreasing that amount which could make a big impact on the budget.

President English stated that he was part of the discussions along with the THS Board insurance agent, THS General Counsel, and City of Tampa staff and noted that at the current time, there were indications that the CSX insurance expense could possibly be reduced to \$500,000, if not lower. He spoke about the impact the reduction in cost could present and stated that he would notify HART staff of any change before the August Board Meeting.

Mr. Lafler stated that he would make the expense adjustment before the next Board Meeting when he received the final response.

Director Schisler referred to slide 6, HART Streetcar Operating Expense, specifically salaries and wages, and fringe benefits line items noting that he thought the variance percentages were significant. He inquired about the reasoning for the difference in amounts.

Mr. Brian Allan, HART Director of Streetcar Operations, explained that there were contractual increases with all bargaining employees which included increased fringe benefits. He noted that he also had several senior employees earning a much higher pay rate than before with the new contract.

Director Schisler asked if any additional positions were added to the budget.

Mr. Allan responded that no additional positions were added to the budget.

Director Schisler inquired if the budget accounted for full staffing levels.

Mr. Allan answered affirmatively.

**MARKETING AND COMMUNICATIONS REPORT**

Mr. Frank Wyszynski, HART Manager of Communications and Marketing, presented the Marketing and Communications report for June 2023 which detailed ridership comparison, marketing collateral and graphic support, visit with Representative Castor and Representative Quigley, USF LiDar scanning, streetcar safety recognition of seven Motorpersons, streetcar service to the Tampa downtown/Ybor events, media coverage, and the Vector Media monthly sales report. The full report was included in the meeting packet. He noted that staff was working with Vector Media on reviewing the station sponsorships and naming rights program opportunities and provided details, including potential vendors and levels of sponsorship.

Director Schisler inquired if the revenue projections for advertising in the budget included full production of all potential sites or only existing sites planned or factored in. He noted his concern for that revenue source.

Mr. Lafler stated that Vector Media, the advertising partner, was contracted to provide guaranteed number of revenue.



**Meeting Minutes**  
***\* Pending Approval\****

Mr. Wyszynski spoke about a great marketing opportunity to parent with the Downtown Partnership and participate in the development of MONOPOLY© Tampa Edition. He explained that the company was creating the board game and looking for nominations for nonprofits and other organizations and mentioned that the streetcar could serve as the railroad piece that was present in the original game. Mr. Wyszynski stated that HART staff would be meeting with the firm to discuss this opportunity.

**STREETCAR PERFORMANCE REPORT**

Mr. Brian Allan, HART Director of Streetcar Operations, presented the Streetcar Performance Report for June 2023. He reported on missed trips, on-time departures, one incident, ridership, performance, vehicle maintenance, system changes, and infrastructure. The full report was included in the meeting packet. He also reported the ridership for May as a follow-up from the previous meeting.

Director Mechanik inquired how many applicants were typically received when hiring streetcar operators.

Mr. Allan stated that there was not an average number, but most recently, there were nine applicants for five positions which were all scheduled for interviews, but only five showed up and four were hired. He noted that the pandemic seemed to decrease applicants because before that time period there would be an average of 20 applicants each hiring round.

**LEGAL AND LEGISLATIVE REPORT**

There was no report.

**CHAIR'S REPORT**

President English stated that his report regarded the CSX insurance which he discussed earlier. He stressed his determination that the CSX insurance expense would be less than previous years. President English stated his appreciation for the Board's interest in the budget noting that he was very proud of the streetcar service with the number of patrons. He noted that HART did a wonderful job operating the system.

**HART INTERIM CHIEF EXECUTIVE OFFICER'S REPORT**

Mr. Scott Drainville, HART Interim Chief Executive Officer, was in Washington, DC with legislative visits and would provide a report at the next meeting.

**COMPLIANCE REPORT (REVIEW AND FILE)**

President English referred the Board to the following report:

- City of Tampa Financial Statements for the month ending May 31, 2023 submitted by Ms. Nancy Harper, City of Tampa Accountant
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**Meeting Minutes**  
***\* Pending Approval\****

**OLD BUSINESS**

There was no Old Business.

**NEW BUSINESS**

There was no New Business

**ADJOURNMENT**

The meeting adjourned at 3:04 p.m.

ATTEST:

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**Michael English, President**  
**THS Board of Directors**

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**Eric Johnson, Secretary-Treasurer**  
**THS Board of Directors**

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**David Smolker, Esquire**  
**THS Board General Counsel**



**Meeting Minutes**  
***\* Pending Approval\****

**Attendance in Person**

<b>Board Members</b>	<b>(4) HART - Staff Members .....(10)</b>
Michael English, President	Brian Allan
Abbey Dohring Ahern, Vice President	Brenda Bailey
Calvin “Cal” Hardie	Richard Campbell
Councilmember Guido Maniscalco	Scott Drainville
	Laura Izzo
	Danielle Jackson
	Juston Lafler
	Lena Petit
	Norman Rivera
	Justin Willits
 <b>Board Member Absent</b>	 <b>(2) Others Present .....(2)</b>
Eric Johnson	David Smolker, THS General Counsel
Melanie Williams	Nancy Harper, City of Tampa

**Attendance via Communications Media Technology (CMT)**

<b>Board Members</b>	<b>(2) HART - Staff Members .....(0)</b>
David Mechanik	
Councilmember Gil Schisler	

The August 16, 2023, THS Board of Directors meeting was scheduled to be held in a hybrid format with quorum physically present in the Florida Conference Room at the HART Administrative Office, 1201 East 7th Avenue, Tampa, Florida, with the rest of the Board members participating via Communication Media Technology (CMT).

The following discussion occurred prior to the call to order.

Staff announced that they received a last minute information that there would not be a physical quorum present to approve the Action Items, including the FY2024 proposed budget.

Mr. David Smolker, THS General Counsel inquired when the budget approval was scheduled for the HART Board of Directors.

Staff responded that the budget would be reviewed at the first public hearing on September 12, 2023 with the final adoption scheduled for September 25, 2023.

Mr. Smolker outlined that the THS Board of Directors can consider the following two options: scheduling a Board meeting to consider the budget (recommended option) or to exercise Section 3.8 of the THS, Inc. by-laws which stated that any action required to be taken at a meeting of the Board may be taken without a meeting if there was the consent in writing of the set forth action to be taken signed by all Directors. Mr. Smolker further clarified that the Board could draft a motion



**Meeting Minutes**  
***\* Pending Approval\****

that would contain the approval of the budget circulated to all members for signatures. He again stressed his preference for the Board to have a meeting.

President English suggested cancelling the currently scheduled meeting and scheduling a Board Meeting for the following week.

Mr. Smolker agreed that President English should call the meeting to order, take attendance and then decide future actions through consciences.

Director Ahern indicated that she would not be available the following week, but could be present on August 30, 2023.

Director Hardie suggested September 6, 2023, as a potential meeting date.

Director Ahern inquired about the hesitancy to use Section 3.8 of the By-Laws.

Mr. Smolker stated that the Board could utilize the option by sending a form to the entire Board for the Directors to sign, scan, and send back. It stressed that the difficulty could be getting signatures from all Board Directors.

Staff mentioned that HART had DocuSign capabilities which was recognized by most governmental agencies and could help to facilitate the signature collection process.

Director Hardie stated that two other potential dates for meetings were August 23, 2023, and August 30, 2023; and suggested sending a poll via email to determine Board Members' availability.

President English stated that he was available both dates.

Director Ahern stated that she was available on August 30, 2023.

Director Mechanik indicated that he was not available on August 30, 2023.

Director Schisler stated that he was available on August 30, 2023.

Director Maniscalco stated that he would ensure that his schedule permitted him to attend.

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

President Michael English called the meeting to order at 2:41 p.m. Pledge of Allegiance followed. Directors English, Ahern, Hardie, Maniscalco, Mechanik, and Schisler were present. Directors Johnson, and Williams were absent. A physical quorum was not present to conduct business.



**Meeting Minutes**  
***\* Pending Approval\****

Mr. Smolker suggested that the Board make a consensus to schedule a Board Meeting for August 30, 2023, at 2:30 p.m. at the usual location of the HART Administrative Offices.

There were no objections resulting in a consensus of the Board.

President English mentioned that there was a discussion on the agenda about moving the meeting dates and start time starting with the calendar year 2024. He asked staff to poll the Board on this change in case they are unable to attend the next meeting where it would be discussed.

Staff indicated that they would poll the Board and noted that changing the time of the meeting could potentially assist with securing quorums.

**PUBLIC INPUT (3 MINUTES PER SPEAKER)**

There was no one pre-registered or present to provide public comment.

The following agenda items were postponed to a future meeting.

**APPROVAL OF MINUTES**

- a. Regular Board of Directors Meeting ~ June 21, 2023
- b. Regular Board of Directors Workshop ~ July 19, 2023

**PRESENTATION**

FY2024 Proposed Budget

**ACTION ITEMS**

- a. **Resolution #R2023-08-06 ~ Approval of Proposed FY2024 HART Annual Streetcar Operations Budget in the Amount of \$3,374,262**
- b. **Resolution #R2023-08-07 ~ Approval of Proposed FY2024 Tampa Historic Streetcar, Inc. (THS) Annual Corporate Budget in the Amount of \$1,823,475**

**MARKETING SERVICES REPORT**

The report was included in the meeting packet.

**STREETCAR PERFORMANCE REPORT**

The report was included in the meeting packet.

**LEGAL AND LEGISLATIVE REPORT**





**Meeting Minutes**  
***\* Pending Approval\****

**CHAIR'S REPORT**

**HART INTERIM CHIEF EXECUTIVE OFFICER'S REPORT**

**COMPLIANCE REPORT (REVIEW AND FILE)**

The following report was included in the Meeting packet:

- City of Tampa Financial Statements for the month ending June 30, 2023 submitted by Ms. Nancy Harper, City of Tampa Accountant

**OLD BUSINESS**

**NEW BUSINESS**

**ADJOURNMENT**

The meeting adjourned at 2:45 p.m.

ATTEST:

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**Michael English, President**  
**THS Board of Directors**

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**Eric Johnson, Secretary-Treasurer**  
**THS Board of Directors**

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**David Smolker, Esquire**  
**THS Board General Counsel**

# TECO Line Streetcar System

## FY 2024 HART/THS Proposed Budget

Juston Lafler  
HART Director of Budgets and Grants



THS Board of Directors Meeting  
September 8, 2023





# Presentation Overview

- Service Model
- Operating Statistics
- HART Streetcar Operating Revenues and Expenses
- THS Operating Budget
- HART and THS Budget
- Streetcar Capital Expenditures
- Next Steps



# Proposed FY24 Service Model

## Service Proposed for FY24

October 1, 2023 - September 30, 2024	
Monday - Thursday	7am - 11pm 15 minute frequency
Friday	7am - 2 am 15 minute frequency 1pm – 9pm 12 minute frequency
Saturday	8:30 am - 2 am 15 minute frequency 1pm – 9pm 12 minute frequency
Sunday	8:30 am - 11 pm 15 minute frequency 1pm – 9pm 12 minute frequency
<b>Total hours</b>	<b>25,192</b>



# Operating Statistics

	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2023 Projection	FY2024 Budget
Revenue Hour	23,564	23,225	27,888	25,082	25,192
Revenue Miles	124,055	124,964	140,785	130,947	133,213
Ridership	735,086	1,094,677	1,200,000	1,384,408	1,665,198
Average Hours Per Day	64.6	63.6	76.4	68.7	69.0
Average Riders Per Day	2,014	2,999	3,288	3,793	4,562
<b>Cost Per Service Hour</b>	<b>\$138.45</b>	<b>\$144.15</b>	<b>\$140.47</b>	<b>\$149.60</b>	<b>\$168.97</b>
<b>Cost Per Rider</b>	<b>\$4.55</b>	<b>\$3.15</b>	<b>\$3.26</b>	<b>\$2.73</b>	<b>\$2.56</b>



# HART Streetcar Operating Revenues

Revenue Source	FY22 Actual	FY23 Budget	FY23 Projection	TENTATIVE		
				FY24 Budget	FY24 vs FY23 Budget Variance	% of Variance
State Operating Grants - FL Department of Transportation <sup>1</sup>	\$881,975	\$800,000	\$800,000	<b>\$800,000</b>	\$0	0.0%
Federal Operating Grants - FTA Program of Projects 5307	\$200,000	\$200,000	\$200,000	<b>\$200,000</b>	\$0	0.0%
Advertising	\$114,750	\$86,310	\$115,500	<b>\$115,000</b>	\$28,690	33%
Fare Revenues - Special Events	\$7,050	\$3,000	\$500	\$500	(\$2,500)	-83.3%
City of Tampa Contribution-Tax Increment Refinancing (TIF) <sup>2</sup>	\$760,000	\$760,000	\$760,000	<b>\$786,750</b>	\$26,750	4%
City of Tampa Contribution from General Fund <sup>3</sup>	\$531,000	\$591,000	\$591,000	<b>\$531,000</b>	(\$60,000)	-10.2%
Tampa Historic Streetcar, Inc. Contribution <sup>4</sup>	\$0	\$742,748	\$492,744	\$941,012	\$198,264	13.0%
<b>Total Revenues</b>	<b>\$2,494,775</b>	<b>\$3,183,058</b>	<b>\$2,959,744</b>	<b>\$3,374,262</b>	<b>\$191,204</b>	<b>6%</b>

<sup>1</sup> FY24 New FDOT grant \$700K for continuation of free fares, 5<sup>th</sup> year; Free fares began in FY19. Includes \$100K from Block Grant

<sup>2</sup> Local CRA Contributions

<sup>3</sup> City of Tampa; \$200K In-towner, \$331K Mobility CBD

<sup>4</sup> THS Contribution is the difference of actual expenses less fares, grants and other revenues collected by HART



# HART Streetcar Operating Expenses

Expense Category	FY22 Actual	FY23 Budget	FY23 Projection	TENTATIVE		
				FY24 Budget	FY24 vs FY23 Budget Variance	% of Variance
Salaries and Wages	\$1,803,672	\$2,074,134	\$1,936,197	<b>\$2,202,009</b>	127,875	6%
Fringe Benefits	\$509,696	\$581,245	\$491,058	<b>\$625,722</b>	44,477	8%
Fuel and Oil	\$8,026	\$5,837	\$5,837	<b>\$8,350</b>	2,513	43%
Parts and Supplies	\$121,698	\$160,918	\$175,918	<b>\$165,402</b>	4,484	3%
Contract Services	\$18,298	\$21,760	\$26,274	<b>\$15,496</b>	(6,264)	-29%
Marketing and Printing	\$47,750	\$53,000	\$53,000	<b>\$53,000</b>	\$0	0%
Insurance Costs	\$61,481	\$80,000	\$80,000	<b>\$80,000</b>	\$0	0%
Utilities	\$167,292	\$158,064	\$158,065	<b>\$194,567</b>	36,503	23%
Other Expenses	\$30,973	\$48,100	\$33,395	<b>\$29,716</b>	(18,384)	-38%
<b>Total Expenses</b>	<b>\$2,768,886</b>	<b>\$3,183,058</b>	<b>\$2,959,744</b>	<b>\$3,374,262</b>	191,204	<b>6%</b>



# THS Operating Budget

	FY22 Actual	FY23 Budget	FY23 Projection	TENTATIVE		
				FY24 Budget	FY24 vs FY23 Budget Variance	% of Variance
<b>Operating Revenues</b>						
Special Service Districts <sup>1</sup>	\$1,134,570	\$1,444,775	\$1,444,775	<b>\$1,734,024</b>	\$289,249	20%
Tampa Downtown Partnership <sup>3</sup>	\$60,000	\$0	\$60,000	<b>\$60,000</b>	\$60,000	0%
Streetcar Advertising	\$27,638	\$32,451	\$50,707	<b>\$29,451</b>	(\$3,000)	299%
City of Tampa	\$0	\$0	\$60,673	<b>\$0</b>	\$0	0%
Tax Fund 381101	\$0	\$0	\$316,812	<b>\$0</b>	\$0	0%
<b>Total Revenues</b>	<b>\$1,222,208</b>	<b>\$1,477,226</b>	<b>\$1,932,967</b>	<b>\$1,823,475</b>	<b>\$346,249</b>	<b>23%</b>
<b>Operating Expenses</b>						
CSX Insurance	\$663,258	\$667,365	\$795,072	<b>\$600,000</b>	(\$67,365)	-10%
Attorney Fees	\$8,904	\$6,000	\$3,320	<b>\$6,000</b>	\$0	0%
Accounting Fees	\$5,670	\$25,000	\$10,200	<b>\$25,000</b>	\$0	0%
General Liability Insurance	\$11,380	\$10,000	\$11,380	<b>\$11,380</b>	\$1,380	14%
Advertising Fees	\$0	\$0	\$0	<b>\$0</b>	\$0	0%
Other Expenses	\$1,000	\$1,000	\$1,000	<b>\$1,000</b>	\$0	0%
Budget Reserve	\$0	\$25,113	\$0	<b>\$239,083</b>	\$213,970	1250%
Contribution to HART <sup>2</sup>	\$0	\$742,748	\$492,744	<b>\$941,012</b>	\$198,264	27%
<b>Total Expenses</b>	<b>\$690,212</b>	<b>\$1,477,226</b>	<b>\$1,313,716</b>	<b>\$1,823,475</b>	<b>\$346,249</b>	<b>23%</b>

<sup>1</sup> Special Service District Property Tax for Districts: Ybor City I & II, Channelside, Downtown Tampa Core and Non-Core

<sup>2</sup> This is the amount paid to HART for revenue shortfall based on HART Streetcar operating expenses

<sup>3</sup> \$60K Tampa Downtown Partnership contribution for free fares





# HART and THS Operating Budget

	FY22 Actual	FY23 Budget	FY23 Projection	TENTATIVE		
				FY24 Budget	FY24 vs FY23 Budget Variance	% of Variance
<b>Operating Revenues</b>						
Special Service Districts <sup>1</sup>	\$1,134,570	\$1,444,775	\$1,444,775	\$1,734,024	\$289,249	20%
Advertising THS	\$27,638	\$0	\$0	\$0	\$0	0%
Advertising HART	\$114,750	\$86,310	\$115,500	\$115,000	\$28,690	33%
Other Interest Earnings	\$0	\$32,451	\$50,707	\$129,451	\$97,000	299%
Tampa Downtown Partnership	\$60,000	\$0	\$60,000	\$60,000	\$60,000	0%
City Of Tampa	\$0	\$0	\$60,673	\$0	\$0	0%
HART Federal, State Grants	\$1,081,975	\$1,000,000	\$1,000,000	\$1,000,000	\$0	0%
THS Contribution to HART *** <sup>2</sup>	\$1,291,000	\$1,351,000	\$1,351,000	\$1,317,750	(\$33,250)	-2%
Tax Fund 381101	\$0	\$0	\$316,812	\$0	\$0	0%
Fares and other income	\$7,050	\$3,000	\$500	\$500	(\$2,500)	-83%
<b>Total Revenues</b>	<b>\$3,716,983</b>	<b>\$3,917,536</b>	<b>\$4,399,967</b>	<b>\$4,256,725</b>	<b>\$339,189</b>	<b>8.7%</b>
<b>Operating Expenses</b>						
THS CSX Insurance	\$663,258	\$667,365	\$795,072	\$600,000	(\$67,365)	-10%
THS Attorney Fees	\$8,904	\$6,000	\$3,320	\$6,000	\$0	0%
THS Accounting Fees	\$5,670	\$25,000	\$10,200	\$25,000	\$0	0%
THS General Liability Insurance	\$11,380	\$10,000	\$11,380	\$11,380	\$1,380	14%
THS Other Expenses	\$1,000	\$1,000	\$1,000	\$1,000	\$0	0%
THS Budget Reserves Fund Balance	\$0	\$25,113	\$0	\$239,083	\$213,970	852%
HART Salaries and Fringes	\$2,313,368	\$2,655,379	\$2,427,255	\$2,827,731	\$172,352	6%
HART Marketing	\$47,750	\$53,000	\$53,000	\$53,000	\$0	0%
HART Parts and Services	\$139,996	\$182,678	\$202,192	\$180,898	(\$1,780)	-1%
HART Utilities & Insurance	\$228,773	\$238,064	\$238,065	\$274,567	\$36,503	15%
HART Other Expenses	\$30,973	\$53,937	\$39,232	\$38,066	(\$15,871)	-29%
<b>Total Expenses</b>	<b>\$3,451,072</b>	<b>\$3,917,536</b>	<b>\$3,780,716</b>	<b>\$4,256,725</b>	<b>\$339,189</b>	<b>8.7%</b>

<sup>1</sup> Special Service District Non-Ad Valorem tax for: Ybor City I & II, Channelside, Downtown Tampa Core and Non-Core

<sup>2</sup> City of Tampa \$336,750, \$200K In-towner; \$331K Mobility CBD, Local Contributions for Free Fares \$305K CRA



# Positions

## ➤ FTE's

Job Title	FY2024 Tentative Budget
Director	1
Manager	1
Administrative Assistant	0
Supervisors/Dispatchers	0
Motorman	18
Maintenance Supervisor	2
Vehicle Technicians <sup>1</sup>	8
Facilities Technicians	2
<b>Total Positions</b>	<b>32</b>

1 Technicians include 4 Mechanics, 3 Service Attendants and 1 Paint and Body Technician.

Two Road Supervisors that support Streetcar operations are not charged to the Streetcar budget.



# Capital Expenditures

Projects	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Budget	FY2023 Projection	FY2024 Tentative Budget
Vehicle Maintenance	\$725,131	\$1,110,316	\$919,137	\$1,100,000	\$50,000	\$1,219,100
Infrastructure Maintenance	\$335,295	\$134,675	\$0	\$185,000	\$185,000	\$135,000
<b>Total Capital Expenditures</b>	<b>\$1,060,426</b>	<b>\$1,244,991</b>	<b>\$919,137</b>	<b>\$1,285,000</b>	<b>\$235,000</b>	<b>\$1,354,100</b>

# Next Steps



Sep  
8

- THS Board of Directors adopts FY24 HART Streetcar Operating and THS Corporate budgets



Sep 12  
& 25

- Public Hearings - HART Board of Directors adopts FY24 HART Operating and Capital budgets (inclusive of Streetcar)



***Resolution #R2023-08-06 ~ Approval of Proposed FY2024 HART Annual Streetcar Operations Budget in the Amount of \$3,374,262***

***Resolution #R2023-08-07 ~ Approval of Proposed FY2024 Tampa Historic Streetcar, Inc. (THS) Annual Corporate Budget in the Amount of \$1,823,475***



## **ACTION ITEM**

***Resolution #R2023-09-08 ~ Approval of Proposed FY2024 HART Annual Streetcar Operations Budget in the Amount of \$3,374,262***

## **OVERVIEW**

HART is required by the Operator's Agreement to issue a HART annual streetcar operations budget. This budget requires approval by the Tampa Historic Streetcar, Inc. (THS) Board of Directors, City of Tampa Council, and HART Board of Directors.

## **FINANCIAL IMPACT**

The proposed FY2024 HART annual Streetcar operations budget is a balanced budget with revenue equal to expense at \$3,374,262. Revenue includes: fares for special events, federal and state grants, and local contributions from the City of Tampa and THS. Expenses are based on and estimated 25,192 billable service hours and include: salaries, benefits, supplies, services, utilities, and other miscellaneous operating expenses.

## **BACKGROUND**

Every year, HART is required by the Operator's Agreement to provide a HART annual streetcar operations budget for approval by the THS and HART Boards. The budget shall specify the days of service, service hours, frequency of service, number of vehicle service hours, the expected revenues to be earned, the expected expenses needed to operate the Streetcar system for one year, and the expected contribution from THS to HART. The budget is presented for approval by the THS Board of Directors with final approval by the City of Tampa Council and HART Board of Directors in September, for an effective start date of October 1, 2023.

## **NEXT STEPS**

If approved by the THS Board, forward the proposed FY2023 HART annual streetcar operations budget to the City of Tampa and the HART Board of Directors for consideration and approval at the September 25, 2023, HART Board of Directors meeting.

*Prepared by: Juston Lafler, HART Director of Budgets and Grants*

*Reviewed by: Loretta Kirk, Chief Financial Officer*

### Attachments:

- I. Resolution #R2023-09-08
- II. Proposed FY2024 HART Annual Streetcar Operations Budget

**RESOLUTION NO. #R2023-09-08**

**A RESOLUTION APPROVING THE PROPOSED FY2024 HART ANNUAL STREETCAR OPERATIONS BUDGET IN THE AMOUNT OF \$3,374,262**

**WHEREAS**, the Hillsborough Transit Authority (HART) operates the Streetcar system under an Operator’s Agreement for the TECO Line Streetcar System; and

**WHEREAS**, the Operator’s Agreement for the TECO Line Streetcar System requires HART to develop an annual operations budget for review and approval; and

**WHEREAS**, the HART annual streetcar operations budget shall specify the days of service, service hours, frequency of service, number of vehicle service hours, the expected revenues to be earned, the expected expenses needed to operate the streetcar system for one year, and the expected contribution from the Tampa Historic Streetcar, Inc. (THS) to HART; and

**WHEREAS**, the HART annual operations budget is subject to approval by the THS Board of Directors, City of Tampa City Council, and HART Board of Directors;

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TAMPA HISTORIC STREETCAR, INC. THAT:**

**Section 1.** The THS Board of Directors approves the proposed FY2024 HART annual operations budget in the amount of \$3,374,262

**Section 2.** This Resolution shall take effect immediately upon its adoption.

**PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE TAMPA HISTORIC STREETCAR, INC. ON SEPTEMBER 8, 2023.**

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**Michael English, President/Chair**  
**THS Board of Directors**

**ATTEST:**

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**Eric Johnson, Secretary-Treasurer**  
**THS Board of Directors**

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**David Smolker, Esquire**  
**THS General Counsel**

ATTACHMENT II

 <b>HART Streetcar Annual Operatings</b>				
<b>Revenue Source</b>	<b>FY22 Actual</b>	<b>FY 23 Budget</b>	<b>FY 23 Projection</b>	<b>FY24 Proposed</b>
FL Department of Transportation	\$881,975	\$800,000	\$800,000	<b>\$800,000</b>
FTA Program of Projects S-5307	\$200,000	\$200,000	\$200,000	<b>\$200,000</b>
Advertising	\$114,750	\$86,310	\$115,500	<b>\$115,000</b>
Fare Revenues - Special Events	\$7,050	\$3,000	\$500	<b>\$500</b>
City of Tampa - Tax Increment Refinancing	\$760,000	\$760,000	\$760,000	<b>\$786,750</b>
City of Tampa General Fund	\$531,000	\$591,000	\$591,000	<b>\$531,000</b>
Tampa Historic Streetcar Contribution	\$0	\$742,748	\$492,744	<b>\$941,012</b>
<b>TOTAL REVENUES</b>	<b>\$2,494,775</b>	<b>\$3,183,058</b>	<b>\$2,959,744</b>	<b>\$3,374,262</b>
<b>Expense Category</b>				
Salaries and Wages	\$1,803,672	\$2,074,134	\$1,936,197	<b>\$2,202,009</b>
Fringe Benefits	\$509,696	\$581,245	\$491,058	<b>\$625,722</b>
Fuel and Oil	\$8,026	\$5,837	\$5,837	<b>\$8,350</b>
Parts and Supplies	\$121,698	\$160,918	\$175,918	<b>\$165,402</b>
Contract Services	\$18,298	\$21,760	\$26,274	<b>\$15,496</b>
Marketing and Printing	\$47,750	\$53,000	\$53,000	<b>\$53,000</b>
Insurance Costs	\$61,481	\$80,000	\$80,000	<b>\$80,000</b>
Utilities	\$167,292	\$158,064	\$158,065	<b>\$194,567</b>
Other Expenses	\$30,973	\$48,100	\$33,395	<b>\$29,716</b>
<b>TOTAL EXPENSES</b>	<b>\$2,768,886</b>	<b>\$3,183,058</b>	<b>\$2,959,744</b>	<b>\$3,374,262</b>





## **ACTION ITEM**

***Resolution #R2023-09-09 ~ Approval of Proposed FY2024 Tampa Historic Streetcar, Inc. (THS) Annual Corporate Budget in the Amount of \$1,823,475***

## **OVERVIEW**

Every year, the THS Board of Directors is required to review and approve a THS annual corporate budget.

## **FINANCIAL IMPACT**

The proposed FY2024 THS annual corporate budget is a balanced budget where revenue sources equal expenses at \$1,823,475.

## **BACKGROUND**

The THS annual corporate budget is approved every year by the THS Board of Directors for an effective start date of October 1, 2023.

*Prepared by: Juston Lafler, Director of Budgets and Grants*

*Reviewed by: Loretta Kirk, Chief Financial Officer*

### Attachments:

- I. Resolution #R2023-09-09
- II. Proposed FY2024 THS Annual Corporate Budget

ATTACHMENT I

**RESOLUTION NO. #R2023-09-09**

**A RESOLUTION APPROVING THE PROPOSED FY2024 TAMPA HISTORIC STREETCAR, INC. (THS) ANNUAL CORPORATE BUDGET IN THE AMOUNT OF \$1,823,475**

**WHEREAS**, the THS was created by the Hillsborough Transit Authority (HART) and the City of Tampa to manage the TECO Line Streetcar System; and

**WHEREAS**, HART, the City of Tampa, and THS are signatories on a Tri-Party Agreement that requires THS to prepare and provide to the City of Tampa and HART an annual budget for review and approval by September 30 of each year; and

**WHEREAS**, THS has prepared for approval its annual corporate budget for Fiscal Year 2024;

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TAMPA HISTORIC STREETCAR, INC. THAT:**

**Section 1.** The THS Board of Directors approves the proposed FY2024 THS annual corporate budget in the amount of \$1,823,475.

**Section 2.** This Resolution shall take effect immediately upon its adoption.

**PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE TAMPA HISTORIC STREETCAR, INC. ON SEPTEMBER 8, 2023.**

---

**Michael English, President/Chair**  
**THS Board of Directors**

**ATTEST:**


---

**Eric Johnson, Secretary-Treasurer**  
**THS Board of Directors**

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**David Smolker, Esq**  
**THS General Counsel**

ATTACHMENT II

 <b>THS Operating Budget</b>				
	<b>FY22</b>	<b>FY 23</b>	<b>FY 23</b>	<b>FY 24</b>
	<b>Actuals</b>	<b>Budget</b>	<b>Projection</b>	<b>Proposed</b>
<b>Operating Revenues</b>				
Special Service Districts	\$1,134,570	\$1,444,775	\$1,444,775	\$1,734,024
Tampa Downtown Partnership	\$60,000	\$0	\$60,000	\$60,000
Other Interest Earnings	\$27,638	\$32,451	\$50,707	\$29,451
City of Tampa	\$0	\$0	\$60,673	\$0
Tax Fund 381101	\$0	\$0	\$316,812	\$0
<b>Total Revenues</b>	<b>\$1,222,208</b>	<b>\$1,477,226</b>	<b>\$1,932,967</b>	<b>\$1,823,475</b>
<b>Operating Expenses</b>				
CSX Insurance	\$663,258	\$667,365	\$795,072	\$600,000
Attorney Fees	\$8,904	\$6,000	\$3,320	\$6,000
Accounting Fees	\$5,670	\$25,000	\$10,200	\$25,000
General Liability Insurance	\$11,380	\$10,000	\$11,380	\$11,380
Advertising Fees	0	\$0	\$0	\$0
Other Expenses	\$1,000	\$1,000	\$1,000	\$1,000
Budget Reserves	\$0	\$25,113	\$0	\$239,083
Contribution to HART (2)	\$0	\$742,748	\$492,744	\$941,012
<b>TOTAL EXPENSES</b>	<b>\$690,212</b>	<b>\$1,477,226</b>	<b>\$1,313,716</b>	<b>\$1,823,475</b>

*THS Marketing Services Report for July 2023*

**THS Marketing Collateral and Graphic Support – July 2023**

**Collateral and graphic support included:** Thank You for Your Continued Streetcar Support - Tampa CRA & Tampa Downtown Partnership (Facebook, Instagram, Twitter, Interior Card)

**THS Marketing and Communications – July 2023**

**Independence Day**

Independence Day celebrations were split this year with the holiday falling on a Tuesday. The City of Tampa held the annual Boom by the Bay on Saturday, July 1, 2023, and Armature Works and Sparkman Wharf held Independence Day celebrations/fireworks on Tuesday, July 4.



HART staff promoted streetcar service to all of the downtown Independence Day festivities.

Boom by the Bay streetcar ridership was 5,947.

**Thanking Our Funding Partners**

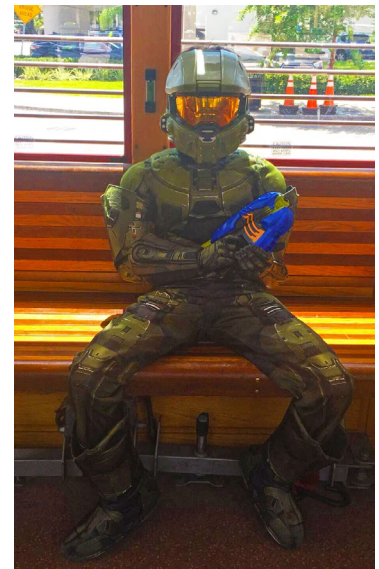
HART staff rolled out a “Thank You” campaign on social and the Streetcar’s website to highlight the funding contributions to streetcar service from the local CRAs and the Downtown Partnership.



**Streetcar Service to Downtown/Ybor Events**

Staff promoted streetcar service in support of several downtown and Ybor City events:

- Kappa Alpha Psi Fraternity, Inc.'s Klave 2023
- Blink 182
- WWE Raw
- Mayor’s Food Truck Fiesta
- Tampa Bay Comic Convention (pictured)
- Rock the Park



## Streetcar Live

The monthly streetcar concert series is on hiatus for the summer but will return in September. Our friends at Gasparilla Music Festival are already putting together a great slate of music for the new season.



### Media Coverage

#### **Tampa Bay Times**

##### **Tampa Mayor Castor emboldened by transportation tax vote results?**

<https://www.tampabay.com/news/tampa/2023/08/05/tampa-mayor-castor-emboldened-by-transportation-tax-vote-results/>

#### **Osprey Observer**

##### **Tampa To Cuba Without A Passport (Streetcar referenced)**

<https://www.ospreyobserver.com/2023/06/tampa-to-cuba-without-a-passport/>

#### **WFLA**

##### **Take a Stroll: Exploring the best walking spots in Tampa Bay (Streetcar referenced)**

<https://www.tampabay.com/news/hillsborough/2023/07/06/hillsborough-transportation-tax-saga-still-following-money/>

#### **Tampa Bay Times**

##### **Getting around Tampa isn't easy. Will this big plan change that?**

<https://www.tampabay.com/news/tampa/2023/07/17/city-mobility-plan-pedestrian-safety-2-billion-transportation-moves-vision/>

#### **Tampa Bay Times**

##### **We can overcome Tampa Bay's housing and transportation challenges | Column**

<https://www.tampabay.com/opinion/2023/07/28/we-can-overcome-tampa-bays-housing-transportation-challenges-column/>

#### **That's So Tampa**

##### **Tampa adds fleet of Tesla SUVs for new mobility option around city**

<https://thatsotampa.com/dash-tampa-tesla-suvs/>

#### **ABC Action News**


##### **Leaders want feedback on combining Pasco, Pinellas and Hillsborough planning organizations**

<https://www.abcactionnews.com/news/driving-tampa-bay-forward/leaders-want-feedback-on-combining-pasco-pinellas-and-hillsborough-planning-organizations>

*Prepared by: Frank Wyszynski, Manager of Marketing and Communications*

*Reviewed by: Lena Petit, Director of Executive Office and Board Support*

Attachment: Vector Media Monthly Sales Report – July 2023

														
Tampa Historic Streetcar														
Monthly Sales Report														
Jul-23														
Streetcar														
Advertiser - Contract	Inventory	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Totals
American Lung Association Tampa-230208020-0	Transit Streetcar-Interior Cards-Space		160.00	80.00										240.00
Anheuser-Busch-230109015-0	Transit Streetcar-Full Wrap-Space	8,000.00	4,000.00	4,000.00	4,000.00	4,000.00	(24,000.00)							-
Anheuser-Busch-230109015-1	Transit Streetcar-Full Wrap-Space							24,000.00						24,000.00
Cigar City Brewing LLC-211027024-0	Transit Streetcar-Full Wrap-Space	3,500.00	3,500.00											7,000.00
Cigar City Brewing LLC-230629016-0	Transit Streetcar-Full Wrap-Space							17,500.00						17,500.00
JJ Taylor Distributing-230518046-0	Transit Streetcar-Full Wrap-Space							1,740.00						1,740.00
Miller Coors LLC-221208011-0	Transit Streetcar-Full Wrap-Space	6,692.90	3,346.45	3,346.45	3,346.45	3,346.45	836.61							20,915.31
Miller Coors LLC-221208011-2	Transit Streetcar-Full Wrap-Space							2,509.84	3,346.45					5,856.29
Molson Coors Brewing Company-221205022-0	Transit Streetcar-Full Wrap-Space	6,692.90	3,346.45	3,346.45	3,346.45	3,346.45	836.61							20,915.31
Molson Coors Brewing Company-221205022-3	Transit Streetcar-Full Wrap-Space							2,509.84	3,346.45					5,856.29
Pepin Distributing Company-230103018-0	Transit Streetcar-Full Wrap-Space	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00							24,000.00
Tampa General Hospital-221121023-0	Transit Streetcar-Full Wrap-Space	3,300.00	3,300.00	3,300.00	3,300.00	3,300.00								16,500.00
Water Street Tampa-230531020-0	Transit Streetcar-Full Wrap-Space							5,000.00						5,000.00
Zoo Tampa-220713020-1	Transit Streetcar-Full Wrap-Space	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00								25,000.00
Zoo Tampa-230517006-0	Transit Streetcar-Full Wrap-Space							5,000.00						5,000.00
														-
														-
														-
														-
														-
<b>Tampa Historic Streetcar Sales</b>		<b>37,185.80</b>	<b>26,652.90</b>	<b>23,072.90</b>	<b>22,992.90</b>	<b>22,992.90</b>	<b>(13,307.10)</b>	<b>59,932.90</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>179,523.20</b>
Station Sponsorship														
Advertiser - Contract	Inventory	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Totals
														-
														-
														-
														-
<b>Tampa Historic Streetcar Station Sponsorship Sales</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Minimum Annual Guarantee Payments made to THS</b>														



## **STREETCAR SYSTEM PERFORMANCE REPORT FOR JULY 2023**

### **MISSED TRIPS**

The TECO Line Streetcar System delivered 96.93 % of the contracted 4,426 trips for July with 136.75 reported missed trips. The missed trips were caused by a shortage of operators (90.25 trips), mechanical issues (42.5 trips), and a split switch (4 trips).

### **ON-TIME DEPARTURES**

In July, there were 35 reported late departures; On Time Performance (OTP) was 99.21 %.

### **ACCIDENTS/INCIDENTS**

There was one incident in July:

July 30, 2023, Streetcar 431 was northbound in the yard when it ran through an improperly lined switch. There were no injuries or damage.

### **SPECIAL SERVICE**

The Streetcar did not provide any additional service in July.

### **COMPONENT PERFORMANCE**

Ridership for July:

<u>2021</u>	<u>2022</u>	<u>2023</u>
92,670	92,955	164,325

- Right of way and Interlocking Report – all track inspections/maintenance were completed as scheduled. The right of way and CSX Interlocking are inspected every morning by HART personnel.
- OCS Report – All inspections were completed as scheduled.
- ADA Bridge Mechanism – There were 131 ADA boardings with no reported problems.
- Substations – All monthly service was completed on the Substations.

### **VEHICLE MAINTENANCE**

- All maintenance on the streetcars is current.
- Eight road calls were reported in July.

### **SYSTEM CHANGES**

Three Motorman graduated on July 21, 2023. Four Student Motormen were hired on July 31, 2023 and will start training on August 14, 2023.



## INFRASTRUCTURE

Only scheduled maintenance was performed in July.

Service	Performed in July
A	27
B	1
C	0
E	0

*Prepared by: Brian Allan, HART Director of Streetcar Operations*

*Reviewed by: Scott Drainville, HART Interim Chief Executive Officer*





# CITY OF TAMPA

Jane Castor, Mayor

## Revenue and Finance

### Accounting

July 31, 2023

**TO:** Tampa Historic Streetcar, Inc.

**FROM:** Nancy Harper, Accountant II

**SUBJECT:** June 2023 Financial Statements

Attached are the financial statements for the month ended June 30, 2023.

Special assessment receipts are up by 28.5%, and FDOT revenues are down by 10.5%. Advertising revenues are down by 33.1%. HART operating expenses are down 5.5% and CSX costs are up 32.8%. Some revenue and expense highlights are as follows:

	FY 23	FY 22	\$ Difference	% Change
FDOT Revenues	\$ 700,000	\$ 781,976	\$ (81,976)	-10.5%
Special Assessments	\$ 1,457,454	\$ 1,134,570	\$ 322,884	28.5%
Net Advertising Revenues	\$ 57,500	\$ 86,000	\$ (28,500)	-33.1%
HART Expenses	\$ 1,790,050	\$ 1,893,502	\$ (103,452)	-5.5%
Insurance (CSX, general liability)	\$ 668,045	\$ 502,890	\$ 165,155	32.8%

The cash and cash equivalents began the fiscal year with \$375,361 and reflect a balance of \$904,738 as of June 30, 2023. Interest earnings were \$15,790, or an approximate APR of 2.5%.