

Tampa-Hillsborough County Expressway Authority
Minutes of August 23, 2021, Board Meeting
1104 E. Twiggs Street
Tampa, FL 33602

The Tampa-Hillsborough County Expressway Authority held a public meeting at 1:30 p.m. on August 23, 2021, at THEA Headquarters, 1104 E. Twiggs Street in Tampa Florida. The following were present:

BOARD:

Vincent Cassidy Chairman
Bennett Barrow, Vice Chairman
John Weatherford, Member

FDOT D-7 Secretary David Gwynn, Member
Mayor Jane Castor, Member

STAFF:

Joe Waggoner
Amy Lettelleir
Sue Chrzan
Brian Pickard
Jeff Seward
Rafael Hernandez
Max Artman
Julie Aure
Shari Callahan

Man Le
Chaketa Mister
Debbie Northington
Lisa Pessina
Charlene Ponce
Anna Quinones
Brian Ramirez
Judith Villegas

OTHERS:

Kevin Dempsey, Citi
Brent Wilder, PFM
Todd Josko, Ballard Partners
Steve Ferrell, HDR
John Generalli, Wells Fargo
Jim Drapp, HNTB

Jennifer Cowen, BMO
Stephen Reich, TPC
Floy Graves, Madrid CPWG
Steve Miller, Infotect
Anthony Castellone, Pennoni

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Vincent Cassidy called the meeting to order at 1:35 p.m., followed by the Pledge of Allegiance.

II. PUBLIC INPUT PRESENTATIONS

There were no public presentations.

III. CONSENT AGENDA

The Chairman continued with the Consent Agenda and approvals.

A. Approval of the minutes from the June 28, 2021, Board Meeting

The Chairman asked for a motion to approve. Bennet Barrow moved approval, seconded by John Weatherford. The motion carried unanimously.

IV. DISCUSSION/ACTIONS ITEMS

A. OPERATIONS AND MAINTENANCE – Bennett Barrow, Chairman

1. Intelligent Transportation Systems (ITS) Consultant for Control System & DMS Fiber Communications Upgrade

Mr. Brian Pickard reported on the need to upgrade the DMS sign control platform and replace copper communications lines with fiber. He noted that funding will come from the capital budget.

The requested action is for the Board to authorize the Executive Director to sign a Task Order with KCI Technologies, Inc. for \$130,000 to develop a Request for Proposals (RFP) to procure a contractor to upgrade our obsolete DMS sign control platform and replace copper communication lines with fiber.

The Chairman asked for a motion to approve. Bennet Barrow moved approval, seconded by John Weatherford.

Motion carried unanimously.

Before moving on to the next item, the Chair announced that Board Member Daniel Alvarez was unable to attend today's meeting.

B. CHAIRMAN – Vincent Cassidy

1. Executive Director Recruitment

The Chairman discussed the Executive Recruitment Committee's initial recommendation, which was to move into negotiations with the top candidate for Executive Director, Mr. Tomlinson and if those negotiations were unsuccessful to contract with a recruiter to initiate a nationwide search.

Mr. Tomlinson has withdrawn his application, so the recommendation is to move forward with a search firm.

The Chair asked for a motion for the board to authorize the Chair to execute a contract with a firm to conduct a national recruitment effort for the THEA Executive Director position, and to include the four candidates interviewed on August 16, 2021, as candidates in that recruitment, should they so choose.

Secretary Gwynn so moved, seconded by Mr. Barrow. The motion carried unanimously.

Chairman Cassidy stated that the standing committee will continue as structured. He instructed board members to refer anyone who contacts them regarding the position to Jeff Seward and to not engage in any conversation about the position.

The Chairman also noted that during the recruitment process, THEA has used outside counsel of Bryant, Miller, and Olive to engage in the process. Ms. Jennifer Cowen, who is here today, has served in that capacity and has advised us along the way.

Next, Mr. Seward then reviewed the tentative timeline for recruitment.



He reported that several firms have been contacted and will be brought to the Chair for consideration. The goal is to have a recruiter on board in the next couple of weeks so recruitment can begin right after Labor Day. Recruitment will close in November, interviews will occur in December, with board approval in January.

The Chair noted the importance of leveraging existing recruiter relationships and existing contracts that are in place with other public agencies that have expertise in transportation.

V. EXECUTIVE REPORTS

A. Executive Director – Joe Waggoner

Mr. Waggoner reported on the following:

1. Contract Closeout Report – The South Selmon ramps and miscellaneous paving services contract with Hubbard Construction is completed at about 8.5% over the total budget. The contract was amended to include paving and striping of the Expressway mainline, additional paving at the Falkenburg eastbound off ramp, and final quality and quantity adjustments.
2. Contract Renewal and Expiration Report – There are two contracts being renewed. The first is Intelligent Transportation System Services with Metric Engineering, first year renewal from March 2022 – February 2023. The second is a renewal of our contract with Rivero, Gordimer & Company for financial audit services. This is a second-year renewal from February 2022-February 2023.
3. Report of Extra Work – The first project is the Pier uplighting project with Highway Safety Devices, which come to a 3% increase. The second is the THEA Renovations Project with Trias, which results in a 6% increase. Both projects are approaching completion.

B. General Counsel

No report from General Counsel.

A. Chairman

1. Upcoming Meetings

THEA Committees of the Whole – September 13, 2021
THEA Board Meeting – September 27, 2021

The Chairman asked if the September Committees of the Whole meeting is needed. Mr. Waggoner noted that it is not. The Chair cancelled that meeting.

C. OLD BUSINESS

D. NEW BUSINESS

E. ADJOURNMENT

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With no further business to come before the Board, Chairman Cassidy adjourned the meeting at 1:47 pm.

APPROVED:  ATTEST: 
Chairman: Vincent J. Cassidy Vice-Chair: Bennett Barrow

DATED THIS 27th DAY OF SEPTEMBER 2021.