

Tampa-Hillsborough County Expressway Authority
Minutes of January 31, 2022, Executive Recruitment Committee
THEA Headquarters
1104 E. Twiggs Street, 33601

The Tampa-Hillsborough County Expressway Authority held a public meeting at 1:30 p.m. on January 31, 2022, at THEA Headquarters, 1104 E. Twiggs Street in Tampa, Florida. The following were present:

BOARD:

Bennett Barrow, Vice Chairman
Daniel Alvarez, Secretary
John Weatherford, Member

FDOT D-7 Secretary David Gwynn
Mayor Jane Castor

STAFF:

Joe Waggoner
Amy Lettelleir
Sue Chrzan
Jeff Seward
Brian Pickard
Bob Frey
Emma Antolinez
Charlene Ponce
Chaketa Mister
Judith Villegas

Shari Callahan
Brian Ramirez
Julie Aure
Debbie Northington
Krystina Steffen
Max Artman
Elizabeth Gray
Anna Quinones
Sally Fisher
Frederick Pekala

OTHERS:

Greg Slater, Incoming Executive Director
Ana Cruz, Ballard Partners
Marty Stone
Claybra Selmon
Chuck Chrzan
Don Skelton, Lochner
Steve Reich, TPC
Rick Patterson, Raymond James
Matthew Snasbury, RBC
Alex Bugallo, RBC
Brent Wilder, PFM
BJ Lamb
Christopher Santiago
Jeremiah Scott
Ann Waggoner
Al Stewart, HNTB
Todd Josko, Ballard
Jeff Lucas, CFD
David Hubbard, HNTB
Chritina Kight, WSP

Sisinnio Concas, CUTR
Tom Knuckey, Atkins
James VanSteenburg, HDR
Jansel Sexto, HDR
Joseph Stanton, NMRS
Julie Davis, RGCO
Sam Lazzara, RGCO
Jon Stein, RGCO
Lisa Lumbard, CFX
Glenn Pressimore, CFX
Michelle Maikish, CFX
Laura Kelley, CFX
Nicole Villegas, Atkins
John Generalli, Wells Fargo
Sally Dee, Playbook
Stefanie McQueen, HDR
Tom Delaney, Atkins

I. Call to Order, Pledge of Allegiance, and Invocation

Vice Chairman Barrow called the meeting to order at 1:30 pm, followed by the pledge and invocation by Mr. Waggoner.

II. Public Input/ Public Presentations

Mr. Waggoner presented a certificate of appreciation to Mr. Jeff Lucas for his service as THEA's representative on the TPO CAC and thanked him for his service.

III. Consent Agenda

Vice Chairman Barrow continued with the Consent Agenda and approvals.

A. Approval of the Minutes from the December 3, 2021, Executive Director Recruitment Committee and the December 13, 2021, Board of Directors Meeting

B. Video Wall Replacement Support

The Vice-Chairman asked for a motion to approve the consent items. Daniel Alvarez moved approval, seconded by John Weatherford.

With no further discussion, the motion carried unanimously.

IV. Discussion/Action Items

A. Planning & Innovation – John Weatherford, Chairman

Mr. Bob Frey, Director of Planning and Innovation, introduced Dr. Sisinnio Concas, Center for Urban Transportation Research (CUTR), who gave a report on a study conducted by CUTR on the Economic Contribution of THEA to Hillsborough County's Economy. The objective of the study was to estimate the economic contribution of THEA's operations; the economic impact of capital infrastructure, operations and maintenance; the impact on local business growth; urban mobility benefits; and impact on land use.

In summary, he noted THEA's Economic Impact has resulted in:

- \$1.6 billion in GDP
- 15,000 jobs in high-impact industry sectors
- \$1.8 billion in travel benefits annually
- \$86 million in sales and other business taxes
- \$2.5 billion in increased property values
- \$48 million in added property tax revenue

Mr. Waggoner thanked Dr. Concas for the analysis, noting that this quantitative assessment speaks to what he calls the “Corridor of Property”, and the facility adds to the quality of life in Tampa Bay. Board member Daniel Alvarez commented that THEA should be proud, noting that this is a shining example of the impact a properly managed system contributes to the community.

1. Operations & Maintenance – Bennett Barrow, Chairman

Mr. Brian Pickard presented the shortlist recommendations for Intelligent Transportation Systems (ITS) Fiber Data Collection and Characterization on the entire system. He requested the board approve the shortlisted firms and allow staff to move forward to the next phase of procurement.

Submittals were from:

Firms
Precision Contracting Services
TransCore

The Vice-Chairman asked for a motion to approve the recommendation of the Evaluation Committee’s shortlist. Daniel Alvarez moved approval, seconded by John Weatherford.

Board Member John Weatherford asked if only two firms submitted. Mr. Pickard replied in the affirmative.

With no further discussion, the motion carried unanimously.

Mr. Pickard then presented the Evaluation Committee’s highest ranked firms for the Janitorial Services Contract, which was delayed until the completion of the TMC remodel. He requested the board approve the ranking, as well as authorize and direct staff to negotiate and execute a contract with the highest ranked firm. If negotiations are unsuccessful, staff will negotiate with the next highest ranked firm. The contract is subject to review and approval of THEA General Counsel.

The rankings are as follows:

Rank	Firms	Total Score
1	Millennium Floor Care	265
2	36T Cleaning	263
3	High Sources	262

The Vice-Chairman asked for a motion to approve. John Weatherford moved approval, seconded by Mayor Castor. The motion carried unanimously.

Mr. Pickard provided an overview of the South Selmon Capacity Enhancement Project budget and timeline. Mr. Seward discussed cash flow estimates for the South Selmon Capacity project and the Whiting Street project, which are being done in the same timeframe. As of right now, THEA is looking at a combination of cash and future bonding. Based on models and projections, THEA is looking at going to the market in FY2025. He emphasized that this is not a static timeframe. Discussions will continue as the needs of the project evolve.

Lastly, Mr. Pickard presented a task order request for HNTB to assist staff with developing the concept plans, Request for Proposals, and procurement of the Design/Build Contractor and CEI Team for the South Selmon Capacity Project from Himes Bridge to East of Hillsborough River. He noted that the funding of \$897,000 would come from the Capital Budget, and requested the Board authorize the Executive Director to execute the task order.

The Vice-Chairman asked for a motion to approve. Daniel Alvarez moved approval, seconded by John Weatherford.

Mayor Castor asked whether, in the current market, it would be more advantageous to do the bonding if the rates remain low and the cash on the other end. Mr. Seward noted THEA is exploring all options.

Mr. Alvarez asked if this project will result in six lanes – three each way. Mr. Pickard responded in the affirmative.

With no further discussion, the motion carried unanimously.

B. Finance & Budget – Commissioner Hagan, Chair

Mr. Seward introduced the staff of Rivero, Gordimer & Company to give a presentation on the results of the annual audit of THEA. The team reported that the Audit was performed in accordance with GAAS. The financial statements are free of material misstatement, and no material weaknesses were noted.

The team also reviewed THEA assets, liabilities and net position, and statement of revenue and expenses.

Mr. Weatherford asked about the balance sheet and account receivables and how much it increased.

It was noted that, overall, accounts receivable declined, but cash and investments went up.

Mr. Weatherford mentioned the income statement noting that it looks like its trending down. He asked about what 2018 and 2017 looked like and what the overall trend is. The team was not prepared to discuss the overall trend at this time.

Mr. Seward added that staff recommends acceptance of the financials.

The Vice-Chairman asked for a motion to approve. Mayor Castor moved approval, seconded by Daniel Alvarez.

With no further discussion, the motion carried unanimously.

C. General Counsel – Amy Lettelleir, Esquire

Ms. Lettelleir presented an interlocal agreement between the Tampa-Hillsborough County Expressway Authority (THEA) and the Hillsborough County Tax Collector (HCTC). The agreement is a customer service improvement. It will allow customers to pay THEA Tolls to the Hillsborough County Tax Collector for the release of registration holds, as well as providing the procedures for remittance and reporting between parties.

She requested that the Board authorize THEA's Chairman to execute the interlocal agreement.

The Vice-Chairman asked for a motion to approve authorizing the Chairman to execute the interlocal agreement. Daniel Alvarez moved approval, seconded by John Weatherford.

With no further discussion, the motion carried unanimously.

V. Staff Reports

A. Planning & Innovation

Mr. Bob Frey provided an update on the current PD&E project schedules. South Selmon – PD&E complete and Design/Build procurement to begin in May 2022.

Whiting Street – Public hearing is February 22, with board approval in May. Design/Build procurement to begin in July 2023.

Nebraska Avenue – Alternatives Public meeting set for April, a public hearing is planned for June, with board approval in October. Design/Build procurement planned for July 2023.

East Selmon – Alternatives Public meeting set for April, a public hearing is planned for December, with board approval in March 2023. Design/Build procurement planned for July 2026 for Phase 2, July 2027 for Phase 3, and July 2030 for Phase 1.

B. Operations & Maintenance

Mr. Brian Pickard provided a project status update, noting that the REL Pier Lighting Project is expected to be complete in March, Miscellaneous Paving (FY2022) and the Twiggs-Meridian to Nebraska project will be complete in February.

The timelines for projects under design are as follows:

- Wrong Way Driving – Due July 1
- CSX Track Removal – Due July 1
- Pavement Analysis East Selmon – Due July 1
- Generator Replacement – Under Review
- Fiber to DMS Signs – Due April 1

C. Finance

Mr. Jeff Seward reported on the FY2021 year-end revenue and expenditures, noting that we ended the year 12.23% higher revenue than anticipated. On the expenditure side, the amended budget was \$20,161,720 and our actual was \$19,727,964.

For FY2022, as of November 20, 2021, revenues are tracking higher than estimated, and expenditures are tracking as expected. He noted that there are some line items that will be added to the budget. These items will be presented in February in a budget amendment for FY2022.

The FY2022 budget to actual revenue comparison through November 30, 2021, shows actual revenue 9.9% above the adopted budget forecast. He added that THEA did experience a slight impact from Omicron; however, our Traffic and Revenue consultants do not see a need to tweak our forecasts, as we are quickly rebounding.

Finally, he presented the unofficial revenue estimate through December 31, 2021, which is currently tracking 11.13% above forecast.

D. Toll Operations

Ms. Antolinez gave an update on toll transaction counts for December 2021 (FY2022) compared to FY2019, as well as totals for the month. She noted that we closed December up 6% from 2019. When the extension is included, we are up 17%, and are averaging 11% YTD.

She reported a 12.9% increase in total accounts year to year and a 14.5% increase in toll transactions year to year. The average daily traffic comparisons for December 2021 are also up with a 12% increase in the West Group and a 2.8% increase in the East Group + REL.

Ms. Antolinez reviewed the traffic counts for Selmon West Extension, reporting on the estimated counts versus the actual, which are exceeding expectations.

E. Communications

Ms. Chrzan showed a video – A Year in Review – 2021, to highlight THEA’s accomplishments over the past year.

VI. Executive Reports

A. General Counsel – *Amy Lettelleir*

Ms. Lettelleir provided a Legislative Update for the 2022 Session thus far.

THEA is not running any legislation this session, however; she is following bills that may be of interest to THEA if passed.

She noted there are several bills regarding Electric Vehicles, none of which are moving right now. FDOT is in the process of developing and implementing a plan to improve EV charging infrastructure.

Legislation has been filed in the House and Senate to provide for a vehicle registration card in lieu of or in addition to the certificate currently utilized.

She also mentioned bills regarding the substitution of work experience for post-secondary educational requirements that have moved through both the House and the Senate. These changes will allow many long-time government employees to qualify for positions that would advance their career.

She also reported that THEA sent a letter of support regarding Senate Bill 914 that would add language to prohibit individuals who have registration stops from replacing their license plate until the toll violations are paid.

Finally, Ms. Lettelleir noted that Senator Harrell filed a bill to create an Advanced Air Mobility Study Task Force to assess and develop a plan for VTOL aircraft – VTOL is aircraft capable of taking off and landing vertically without use of a runway.

B. Executive Director – *Joe Waggoner*

Mr. Waggoner gave a report on the close-out of the Trias Construction contract for the renovation of the Transportation Management Center (TMC), noting that the project was completed within the approved contract amount.

He then took a moment to introduce the new Executive Director, Greg Slater. He thanked the Board for taking their time to fill the position. He is the right person for the job at the right time.

C. Chairman – *Bennett Barrow, Vice-Chairman*

1. Upcoming Meetings

- Committee Meeting – February 7, 2022
The Chairman noted that the February 7, 2022, Committee meeting is not needed and, therefore, cancelled.
- Board Meeting – February 21, 2022

VII. Old Business



No old business to address.

VIII. New Business

No new business to address.

X. Adjournment

The meeting adjourned at 2:30 pm.

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

DATED THIS 21st DAY OF FEBRUARY 2022.