

Tampa-Hillsborough County Expressway Authority
Minutes of the December 13, 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 December 13, 2021, at THEA Headquarters, 1104 E. Twiggs Street in Tampa Florida. The following were present:

BOARD:

Vincent Cassidy Chairman
Daniel Alvarez, Secretary
John Weatherford, Member
FDOT D-7 Secretary David Gwynn,
Member

Bennett Barrow, Vice Chairman
Mayor Jane Castor, Member
Commissioner Ken Hagan, Member

STAFF:

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

Shari Callahan
Man Le
Chaketa Mister
Emma Antolinez
Krystina Steffen
Judith Villegas
Gary Holland
Elizabeth Dittmann

OTHERS:

Brent Wilder, PFM
Rick Patterson, Raymond James
Matthew Sansbury, RBC
Necole Villegas, Atkins
Jim Drapp, HNTB

Tom Knuckey, Atkins
Gustavo Llanos, BCC Engineering
Omari Hand, BCC Engineering
Sally Dee, Playbook PR
Doug Draper, Bank of America Securities

I. Call to Order and Pledge of Allegiance

Chairman Cassidy called the meeting to order at 1:30 pm, followed by the Pledge of Allegiance and invocation.

II. Public Input/ Public 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 November 15, 2021, Board of Directors Meeting

B. Board Member Travel

C. Task Order for Ferrovia to acquire and install directional signs at 78th Street on ramps from State Road 60.

D. Increase in funding to Atkins contract for CEI services for aesthetic lighting of Selmon Expressway Reversible Lanes

E. Increase in funding to Highway Safety Devices on the aesthetic lighting REL construction project.

The Chairman asked for a motion to approve the consent items. Daniel Alvarez moved approval, seconded by Bennett Barrow. The motion carried unanimously.

IV. Discussion/Action Items

A. Operations & Maintenance – Bennett Barrow, Chairman – *Brian Pickard, Staff*

1. South Selmon Capacity Contamination Assessment for Soils and Bridges

Mr. Brian Pickard presented an item for the South Selmon capacity contamination assessment for soils and bridges to procure the services of a consultant, expert in Level II contamination assessment of soils and bridges, in preparation of developing the RFP for the upcoming South Selmon Capacity design/build project from Himes Ave. to Whiting St.

The funding will come from the capital budget. The request is for board approval to authorize the Executive Director to sign a contract with APTIM Environmental & Infrastructure for a not-to-exceed amount of \$197,000 utilizing established rates in the contract to determine actual final costs. Contract execution is subject to final review and approval of THEA General Counsel.

The Chairman asked for a motion to approve. Bennett Barrow moved approval, seconded by Daniel Alvarez. The motion carried unanimously.

2. Design Consultant for Railroad Track Removal from North of Cumberland to North of Twiggs

Mr. Pickard then presented an item to procure the services of a design consultant to develop plans and specifications for a future construction contract to remove existing CSX railroad primary, side and/or spur tracks

within THEA right-of-way that services the Ardent Mills facility in downtown Tampa.

Funding will come from the capital budget, and the request is for the Board to authorize the Executive Director to sign a purchase order with Kisinger Campo & Associates for \$398,700 to provide design services for CSX railroad track removal from Cumberland to north of Twiggs in THEA ROW.

The Chairman asked for a motion to approve. Daniel Alvarez moved approval, seconded by Bennett Barrow. The motion carried unanimously.

3. Design Consultant to Evaluate Pavement and Develop Contract Documents to Remediate Pavement Issues Between Maydell and East of 78th Street Ramps

Mr. Pickard presented an item to procure services of a design consultant to investigate pavement issues and develop plans and specifications to resolve pavement issues on the local THEA Expressway lanes in both directions from South Maydell Drive to east of 78th Street ramps.

Funding will come from the capital budget, and the request is for Board action to authorize the Executive Director to sign a task order with Kisinger Campo & Associates for \$210,420 to investigate pavement issues and develop contract documents for procurement of a contractor to complete identified repairs to the Expressway local lanes.

The Chairman asked for a motion to approve. Daniel Alvarez moved approval, seconded by Bennett Barrow. The motion carried unanimously.

V. Chairman – Vincent Cassidy

1. Executive Director Recruitment Timeline Update – Amy Lettelleir, General Counsel

Ms. Lettelleir reported that the Executive Director Recruitment Committee selected three candidates to interview. The interviews occurred on December 3, 2021, followed by a committee meeting at 3:30 pm in the THEA Boardroom. Committee members ranked all three candidates, with the following results, in order:

Mr. Slater

Mr. Memory

Mr. Thorpe

The Chairman asked for a motion to approve the committee ranking. Daniel Alvarez moved approval, seconded by Bennett Barrow. The motion carried unanimously.

Ms. Lettelleir continued with the committee recommendation to make an offer to Mr. Slater and to negotiate a contract, and if those negotiations fail, we make an offer to and negotiate with Mr. Memory.

The Chairman called for a motion to approve the Committee Recommendation. Daniel Alvarez moved approval, seconded by Bennett Barrow. The motion carried unanimously.

Finally, Ms. Lettelleir presented a staff recommendation to authorize the Chairman, through General Counsel, to negotiate and execute a contract with Mr. Slater within the following parameters:

- The salary as advertised
- Benefits as advertised
- Car allowance not to exceed \$10,000 annually
- Relocation expenses, inclusive of moving expenses and short-term housing, not to exceed a net of \$50,000

The Chairman called for a motion to approve staff's recommendation. Daniel Alvarez moved approval, seconded by Bennett Barrow.

Mr. Alvarez asked if this is the right time to discuss how quickly the negotiations can occur. Ms. Lettelleir noted that the hope is to get a term sheet out once the Board has made the approval and negotiate a contract with a start date of February 1, 2022. Mr. Alvarez asked for confirmation that the item would not have to come back to the Board. Ms. Lettelleir replied in the affirmative that the Board does not need to reconvene if negotiations occur within the parameters set forth in the motion.

Mr. Weatherford requested an explanation on the net \$50,000 discussed earlier. Ms. Lettelleir clarified that this is a not-to-exceed amount. She added that moving expenses are no longer tax deductible so we will gross up for the expense.

Mr. Alvarez asked for clarification on next steps if Mr. Slater declines or wants to negotiate beyond the set parameters. The Chairman explained that should Mr. Slater decline, the Board would go to Mr. Memory with a similar package. We would not come back to the Board for a different package. He further explained that if Mr. Slater wants something outside the parameters set forth today, the Chairman would call a special board meeting to bring that request to the Board for discussion.

The Chairman called for a vote. The motion carried unanimously.

VI. Executive Reports

A. Executive Director – Joe Waggoner

1. Contract Renewal and Expiration Report

Mr. Waggoner reported on two contract renewals. The first is with A-Stellar Property Maintenance & Landscaping for maintenance and landscaping services for THEA facilities, including headquarters. This is the first of two one-year renewals. The second is for Ferrovia Services for asset maintenance services for the Lee Roy Selmon Expressway. This is also the first of two one-year renewals. He also reported on a contract expiration with Techstaff, who provides technical programming and management services for toll operations. That contract expired and services will be solicited through a competitive bid.

Mr. Waggoner also clarified his comments from the last meeting relative to the MacDill Discount Program and a question from a board member about the cost of the discount program, to which he responded \$1M. He clarified that that number includes the cost for developing the program plus the revenue discount/cost. That includes about \$600,000-\$650,000 annual cost if we had a fully loaded program. He noted MacDill AFB is still not fully up and running since COVID. Add to that another \$280,000+ for design and implement of the program for the \$1M. Design and implementation are complete, so the ongoing annual cost to the agency will be in the \$600,000 - \$700,000 range once MacDill is fully open.

He also announced that Mr. Rafael Hernandez will be leaving THEA. He has been with the agency for 9 years. He and his team have created and are operating a first-class tolling system for THEA and its customers. On behalf of THEA, he extended his appreciation to Mr. Hernandez.

B. General Counsel – Amy Lettelleir

No report.

C. Chairman – Vincent Cassidy

1. Upcoming Meetings

- Board Workshop – January 18, 2022
- Board Meeting – January 31, 2022

VII. Old Business

No old business

VIII. New Business

The Chairman moved that the Board have Joe Waggoner stay on staff for an additional two months to facilitate an orderly leadership transition. The cost is about \$56K, seconded by John Weatherford.

The motion carried unanimously.

IX. Adjournment

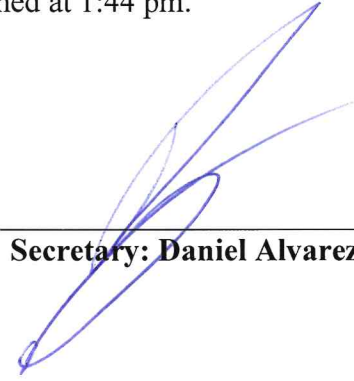
With no further discussion, the meeting adjourned at 1:44 pm.

APPROVED:



Vice Chairman: Bennett Barrow

ATTEST:



Secretary: Daniel Alvarez

DATED THIS 31st DAY OF JANUARY 2022.