

Tampa-Hillsborough County Expressway Authority
Minutes of the May 23, 2022, 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 May 23, 2022, at THEA Headquarters, 1104 E. Twiggs Street in Tampa Florida. The following were present:

BOARD:

Vincent Cassidy, Chairman
Bennett Barrow, Vice Chairman
Daniel Alvarez, Secretary
Secretary David Gwynn, Member

John Weatherford, Member
Mayor Jane Castor
Commissioner Ken Hagan

STAFF:

Greg Slater
Amy Lettelleir
Sue Chrzan
Andy Lelewski
Charlene Ponce
Chaketa Mister
Julie Aure
Felipe Velasco

Debbie Northington
Anna Quinones
Shannon Bush
Max Artman
Brian Ramirez
Emma Antolinez
Frederick Pekala
Charles Lockridge, Intern

OTHERS:

James Drapp, HNTB
Alfonse Steward, HNTB
Todd Josko, Ballard
Chris Santiago, Infotect
Sally Dee, Playbook
Sarah Lesch, Playbook

Rick Patterson, Raymond James
Matthew Sansbury, RBC
John Generalli, Wells Fargo
Drew Appler, Burgess & Niple
Labaron Lewis, Infotect

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.

II. Public Input/Public Presentations

No public input.

III. Consent Agenda

The Chairman Continued with the Consent Agenda and approvals.

A. Approval of the Minutes from the April 25, 2022, Board Workshop and the May 9, 2022, Board of Directors Meeting

B. Task with GEC, HNTB through their Subconsultant, Tierra – Additional subsurface investigation at the bridges for the South Selmon Capacity RFP - \$125,320.00

C. Authorization of execution of the easements on 22nd Street related to the signalization of the two ramp intersections.

D. Potential Board Member Travel – July 6-8, TEAMFL - \$1,500.00

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 and Management – Bennett Barrow, Chairman

1. Consultant Services for the Inspection of THEA's Structures – Anna Quinones, Staff

Ms. Anna Quinones presented a task request to procure a consultant to undertake the inspection of THEA's structures. Funding will come from the Operations and Maintenance budget, and the requested action is for board approval of the Evaluation Committee's rankings, and direct staff to move forward with the procurement process.

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

Chairman Cassidy asked about the maximum score possible. Ms. Quinones noted the highest score possible was sixty.

The motion passed unanimously.

B. Toll Operations – Bennett Barrow, Chairman

1. Managed Services Contract – Andy Lelewski, Staff

Mr. Andy Lelewski presented an item to procure a firm to provide image review services for THEA. Funding will come from the Operating budget and the requested is for the Board approve the rankings of the Evaluation Committee and authorize and direct staff to negotiate and execute a contract with the highest ranked firm. If negotiations are unsuccessful, staff shall negotiate with the next highest ranked firm. Contract is subject to review and approval of THEA General Counsel.

The Chairman asked for a motion to adopt. Daniel Alvarez moved approval seconded by Bennett Barrow.

The Chairman asked Ms. Lettelleir to update the board on the rankings. Ms. Lettelleir reported that THEA did receive a letter from the president of TechStaff, our current provider, which was forwarded to THEA Board members. The letter is not a formal protest – the timeframe to submit a formal protest has already passed. However, a review was conducted, and it was discovered that TechStaff did not receive the five (5) points for being an SBE. This information was not included in the body of their proposal, but their certification was included in their package. This resulted in TechStaff going from third ranked to second ranked.

Mr. Alvarez asked if the information in the board packet reflects the new ranking. Ms. Lettelleir replied in the affirmative.

Chairman Cassidy noted that upon receipt of the letter he requested General Counsel review and confirm that THEA procedures were followed. This task was completed, and it was determined that procedures were followed.

The motion passed unanimously.

V. Staff Reports

A. Toll Operations – *Andy Lelewski, Director*

Mr. Lelewski provided an update on toll operations. He reviewed the total toll transaction counts processed by the system. He pointed out that we are ramping back up to normal after COVID, and that March had the highest number of transactions in THEA history, and April had the second highest. April 2022 is 25% higher than April 2021.

He reviewed the customer base noting that the 6.4 million toll transactions are coming from the 755,000 accounts. This gives us an idea of the frequency of use.

Next, he discussed the average daily traffic counts, adding that the busiest section of the roadway is east of downtown. Traffic from the mainline combined with the REL is processing 110,000 vehicles per day, which is a 14% increase over the same point in time last year. The west part of the Selmon is handling about 80,000 vehicles per day, and the Selmon west extension numbers are more than double the projections.

Finally, he reviewed the total traffic eastbound vs. westbound, concluding there is more usage going westbound.

Chairman Cassidy asked about the traffic patterns on the Selmon west and if we know how much of that traffic travels the entire system.

Mr. Lelewski advised that he and his team will research that information and get back to the board.

The Chairman also requested an update on the MacDill Discount Program in the next couple of months.

Finally, the Chairman asked Mr. Lelewski to tell the Board a little bit about his background.

Mr. Lelewski talked about his background, noting that he is a Civil Engineer who has been in tolling for 25 years and expressed his excitement about joining the THEA Team.

B. Communications – *Sue Chrzan, Director*

Ms. Chrzan provided an update on the partnership with the Hillsborough County Tax Collector. She mentioned media interviews with Andy Lelewski, THEA's new Director of Toll Operations, and announced that the Selmon extension was featured again in *Aspire* magazine. Also in the news, the slip ramps were mentioned on Bay News 9's traffic update.

Finally, Ms. Chrzan noted THEA is supporting the Lightning with our banner and lights.

VI. Executive Reports

A. Executive Director – *Greg Slater*

1. Updates – Mr. Slater provided updates on the following:

THEA has moved forward with an emergency task order with Ferrovial to repair a water line break at the East Toll Plaza.

2. Contract Renewal and Expiration Report

Mr. Slater reported that THEA is renewing two contracts. The first is with WSP for Miscellaneous Planning and Traffic Services. The second contract is with Gannett Fleming for Special Studies and Support Services. Both are first year, one-year renewals.

3. Team THEA

Mr. Slater also recognized Ms. Lettelleir for her five years of service. He also thanked Judith Villegas and Krystina Steffen for giving a virtual bridge-building presentation to the Country Day school.

Finally, he welcomed Andy Lelewski and Shannon Bush, noting that THEA is now fully staffed.

B. General Counsel – *Amy Lettelleir*

No report.

C. Chairman – *Vincent Cassidy*

1. Upcoming Meetings

- Committees of the Whole – June 13, 2022 (Cancel)
- Board Meeting – June 27, 2022

VII. Old Business

No old business.

IX. New Business

No new business.

X. Adjournment

With no further business the meeting adjourned at 1:51 p.m.

APPROVED:  ATTEST: 
Chairman: Vince Cassidy Vice Chairman: Bennett Barrow

DATED THIS 27th DAY OF JUNE 2022.