

**MINUTES OF THE LEE COUNTY METROPOLITAN PLANNING ORGANIZATION
BOARD'S EXECUTIVE COMMITTEE**

Held on January 8, 2014

The following members were present for the meeting of the Lee County Metropolitan Planning Organization Board's Executive Committee on January 8, 2014 at Cape Coral City Hall, Conference Room 220A, 1015 Cultural Parkway Blvd, Cape Coral, Florida.

Councilman Rick Williams	City of Cape Coral
Mayor Kevin Ruane	City of Sanibel
Councilman Thomas Leonardo	City of Fort Myers
Commissioner Cecil Pendergrass	Lee County Commission
Mayor Alan Mandel	Town of Fort Myers Beach

Those also in attendance included: Don Scott and Johnny Limbaugh of Lee County MPO. David Owen Nabors Giblin & Nickerson, Derek Rooney Fowler White Boggs, Jed Schneck Nason Yeager Gerson White & Lioce, Darla Letourneau BikeWalk Lee

CALL TO ORDER

The meeting was called to order at 1:35 p.m.

APPROVAL OF MINUTES

Agenda Item #1 – *Approval of the Minutes of the July 31, 2013 Executive Committee

MOTION BY COUNCILMAN LEONARDO TO APPROVE THE MINUTES OF THE JULY 31, 2013 EXECUTIVE COMMITTEE MEETING. SECONDED BY COUNCILMAN WILLIAMS. MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

Mayor Mandel brought up for discussion options for dealing with Estero Blvd as part of the MPO's Trolley lane study. MPO staff advised that they are currently pursuing a stake holders meeting to identify the potential concepts and options to address that very issue.

Mayor Ruane asked that the Executive Committee discuss in detail the many items that will be facing the MPO in the coming year. The MEC discussed the need for monthly meetings to address and prioritize items going before the full Board. The item was added to the agenda for discussion.

Agenda Item #2 – Public Comments on New Business Items

None.

Agenda Item #3 – Review Submitted Request for Proposals for the 2013-0L1 General Legal Services and Select MPO Legal Firm to move forward with Negotiations

Mayor Ruane offered the firms in attendance the opportunity to introduce themselves and say a few words about their firm.

David Owen introduced himself and provided an overview of his firm’s ability to assist the MPO.

Derrick Rooney introduced himself and provided an overview of his firm’s experience

Jed Schneck introduced himself and announced that his firm had merged with another firm since the proposal had been submitted but it did not affect the proposal. He provided an overview of his firm’s experience.

The selection committee requested information on the rates. Mr. Scott provided each firm’s rates from what was included in their proposals. The committee discussed the rates and expected level of hourly need. The committee discussed the merits of hourly vs monthly rates. The committee discussed the merits and personal knowledge of the firm’s abilities.

The committee filled out their rating sheets and handed them to Mr. Limbaugh to tally.

The committee moved forward with the agenda while the results were being added.

Staff of CliftonLarsonAllen LLP began their presentation on the overview of the audit.

Mr. Limbaugh presented the final scores

Selection committee results:

1. Fowler White Boggs, 23pts
2. Nabors Giblin & Nickerson,21pts
3. Porterwright,14pts
4. Nason Yeager Gerson White & Lioce 13pts

MOTION BY COUNCILMAN LEONARDO TO MOVE FORWARD WITH NEGOTIATIONS WITH THE NUMBER ONE RANKED FIRM FOWLER WHITE AND BOGGS. SECONDED BY COUNCILMAN WILLIAMS. MOTION CARRIED UNANIMOUSLY.

Agenda Item #4 – Review of the FY 2012/2013 End of Year Audit

Staff of CliftonLarsonAllen LLP continued their presentation on the audit and the findings.

MOTION BY MAYOR RUANE MOVED TO EXCEPT THE AUDIT. AND DIRECTED STAFF TO WORK ON ADDRESSING THE RECOMMENDATIONS AND FINDINGS SECONDED BY COUNCILMAN LEONARDO. MOTION WAS APPROVED UNANIMOUSLY.

Other Business

Agenda Item #5 – Complete and Approve the Executive Director’s Evaluation

The committee reviewed and commented on the Executive Director’s performance. The committee as a whole felt that Mr. Scott has done an outstanding job addressing the Board and the Public needs. The committee recommended that Don and staff receive a 3% raise consistent with what has been occurring at each of their jurisdictions. It was also recommended that an evaluation be done to compare existing staff salaries to those of similar sized MPOs to be addressed at a future meeting.

MOTION MADE BY COUNCILMAN LEONARDO TO PROVIDE DON AND STAFF A 3% RAISE. SECONDED BY COMMISSIONER PENDERGRASS. MOTION APPROVED UNANIMOUSLY.

Agenda Item #6 – Review of the State and Federal 2040 LRTP Transportation Revenues and Provide Staff Direction

Mr. Limbaugh provided a quick overview of the FDOT revenue projections. The MPO staff is still expecting additional information on how the revenue estimates relates to the existing funding levels. The committee also requested additional information on overall maintenance cost. This item will come back to future meetings for further discussion.

The committee discussed the need to have monthly meetings to address the major items on the agenda such as the revenue forecast, the TIGER grant, and the development of the LRTP, as a result staff was directed to schedule regular meetings.

MOTION BY COUNCILMAN LEONARDO MOVED TO IDENTIFY DATES AND TIME FOR REGULAR EXECUTIVE BOARD MEETINGS. SECONDED BY COMMISSIONER PENDERGRASS. MOTION APPROVED UNANIMOUSLY.

The balance of the agenda was moved to the next meeting.

Agenda Item #7 Update and Discussion on the TIGER Grant

Don provided an overview of the scope of services for developing the Design Build RFP.

MOTION BY MAYOR MANDEL TO APPROVE THE TASK ORDER FOR DEVELOPING THE TIGER DESIGN/BUILD CRITIRA RFP SECONDED BY COUNCILMAN LEONARDO. MOTION CARRIED UNANIMOUSLY.

The balance of the item was moved to next meeting agenda based on the need for more time to discuss the items.

Agenda Item #8 Discussion on the Analysis of Projects for the 2040 LRTP

Moved to the next meeting agenda.

Agenda Item #9 – Public Comments on Items Not on the Agenda

There were no comments made under this item.

Agenda Item #10 – Announcements

There were no announcements made under this item.

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Agenda Item #11 – Information and Distribution Items

None

ADJOURNMENT

Meeting adjourned at 3:57 p.m.