

**METROPOLITAN PLANNING ORGANIZATION BOARD  
EXECUTIVE COMMITTEE**

**2:00 p.m., August 8, 2018**  
Cape Coral Public Works Building  
815 Nicholas Pkwy E, Cape Coral, FL  
Green Room/A200



---

## MEETING MINUTES

---

The meeting was called to order by Vice-Chair Mick Denham at 2:04 p.m. as Chair Tracey Gore had not yet arrived.

The roll was called. A quorum was present. Those MEC members in attendance included City of Cape Coral Councilmember Rick Williams as alternate, City of Fort Myers Councilmember Gaile Anthony, Town of Fort Myers Beach Mayor Tracey Gore (2:19 p.m.), City of Bonita Springs Councilmember Fred Forbes as alternate, Village of Estero Councilmember William Ribble as alternate, and City of Sanibel Vice-Mayor Mick Denham as alternate. Others in attendance included MPO Legal Counsel Derek Rooney, Johnny Limbaugh with Wright Construction, Wally Blain with Tindale Oliver, and MPO staff Don Scott and Calandra Barraco.

### New Business

#### **Agenda Item #1 - Public Comments on New Business Items**

There were no public comments on new business items.

#### **Agenda Item #2 - \*Review and Approval of the June 13, 2018 Meeting Minutes**

Councilmember Fred Forbes motioned to approve the June 13, 2018 Meeting Minutes. Commissioner Brian Hamman seconded the motion. There were no objections. The motion passed unanimously.

#### **Agenda Item #3 - \*Authorization to Negotiate a Contract with Tindale Oliver for the City of Sanibel Shared Use Path Master Plan Update**

Mr. Scott presented this agenda item to provide authorization to negotiate a contract with Tindale Oliver for the Sanibel Shared Use Pathway update consistent with the selection committee recommendation and the Sanibel City Council action. He explained the update of the Shared Use Path Master Plan for the City of Sanibel was funded as part of the priorities submitted to FDOT in 2016. He said the \$100,000 in funding is included in the MPO's Unified Planning Work Program for this fiscal year. He continued the MPO has a list of general planning consultants under contract and these consultants were invited to respond to a list of Sanibel specific questions to help select the best qualified firm for the study. He said a consultant selection team was formed, met on June 21, 2018, and recommended Tindale Oliver as the number one ranked firm. He commented the rankings were approved by the Sanibel City Council on July 10, 2018. He asked the Executive Committee to authorize staff to negotiate a contract with the number one ranked firm and issue a work order upon successful negotiations. Vice-Chair Mick Denham asked when the update will begin. Mr. Wally Blain with Tindale Oliver said October 1, 2018. Councilmember Fred Forbes asked the contract length. Mr. Scott said it is for eight months. Commissioner Brian Hamman asked if the Executive Committee could approve this. Mr. Derek Rooney replied that the Executive Committee had been given authority through a resolution that was approved at the last MPO Board meeting. Vice-Chair Denham asked if anything further was needed. Mr. Rooney responded a motion was required.

**Councilmember Gaile Anthony made the motion to authorize MPO staff to negotiate a contract with Tindale Oliver for the City of Sanibel Shared Use Path Master Plan Update. Commissioner Hamman seconded the motion. There were no objections, and the motion passed unanimously.**

#### **Agenda Item #3a – Endorsement of the Aviation Priorities**

Mr. Scott presented this walk-on agenda item for the endorsement of the Lee County Port Authority aviation priorities for the Southwest Florida International Airport and the Page Field Airport. He said the Lee County

Port Authority has submitted its latest priorities for aviation projects at Southwest Florida International Airport and Page Field for endorsement by the MPO. He handed out the staff report and the priorities.

**Councilmember Gaile Anthony made the motion to add the walk-on item to the agenda. Councilmember Ribble seconded the motion. There were no objections, and the motion passed unanimously.**

Mr. Scott noted since air carrier and general aviation airports are eligible for funding from different sources, projects are prioritized by the Lee County Port Authority separately for each airport. He added the priorities have been recommended for endorsement by the TAC and CAC at their respective meetings held on August 2<sup>nd</sup>. He said the airport is the second busiest in the nation, behind San Diego, with only one runway. Vice-Chair Denham asked how this impacts MPO funds. Mr. Scott replied it does not as the airport has its own funding sources from fees, and airport related grant funding. Commissioner Hamman added the airport is not funded by tax dollars. He noted the single liability is the one runway and ultimately a second tower will need to be constructed. Vice-Chair Denham said the new road makes a difference. Councilmember Forbes asked if they will abandon the old tower. Commissioner Hamman replied yes. Councilmember Ribble asked the date for the second runway. Mr. Scott said there is no date yet, it is based on enplanements that have not been met yet. Mr. Rooney explained the process, noting that they won't receive a new runway until they exceed capacity of the existing runway. Vice-Chair Denham asked if there was a motion.

**Commissioner Hamman made the motion to approve the Aviation Priorities. Councilmember Forbes seconded the motion. There were no objections, and the motion passed unanimously.**

Mr. Scott mentioned that was the last item to be voted on.

#### **Agenda Item #4 - Review of the Accounting Services Engagement Letter**

Mr. Scott presented this agenda item as a review of the draft accounting services engagement letter. He handed out the draft engagement letter for accounting services that was developed. He noted there were a few items that needed to be addressed such as signing off on checks. Vice-Chair Denham asked about the recommendation on checks from the auditor. Mr. Scott said it may be more electronic moving forward. Mr. Scott also discussed the review of FDOT invoices, explaining the history of why they are done in house. He also referenced the numerous other invoices the MPO completes, noting it will be important for CRI to be familiar with what we have submitted for payment. He also said he will need to get with the auditor to ensure the engagement letter has what we need. Vice-Chair Denham asked if there were any comments. Mr. Scott said the fees would be \$1200 per month.

#### **Agenda Item #5 - Discuss the Extension of the Executive Director Employment Agreement that Expires January 30, 2019**

Mr. Scott, Executive Director of the Lee County MPO, presented this agenda item for the discussion of the extension of his employment agreement. He said his employment agreement expires on January 30, 2019 and based on the terms of the agreement can be extended by mutual written agreement of the MPO and the Employee. He said he has had an employment agreement with the MPO since 2012 when the MPO separated from the RPC. Mr. Scott said he was okay with extending the contract two years. He said Mr. Rooney had updated it last time and asked if there was anything in the contract that would need to be updated. Mr. Rooney replied no. Mr. Scott added he is not asking for a salary increase and the item will need to go to the MPO Board for approval. Vice-Chair Denham asked what action was needed. Mr. Scott said this agenda item was to address questions, comments, or changes before being brought to the Board. Councilmember Ribble asked when the last salary increase was. Mr. Scott replied February. Commissioner Hamman asked what the term extension was. Mr. Scott said it was two years. Commissioner Hamman asked if the Board could terminate at any time with a majority vote. Mr. Rooney replied yes, at will. Mr. Scott noted that he could resign but needed to give 45 days' notice. Councilmember Williams said the contract was fine and had worked well for the past two years. Vice-Chair Denham asked if a motion should be made to forward the contract to the MPO Board.

**Councilmember Ribble made the motion to forward the contract to the MPO Board for approval. Commissioner Hamman seconded the motion with the amendment that it include a two year term extension. There were no objections and the motion passed unanimously.**

Vice-Chair Denham thanked Mr. Scott for his service. Mr. Scott thanked the committee.

#### **Agenda Item #6 - Review of the 2045 Strategic Intermodal System Cost Feasible Plan**

Mr. Scott presented this agenda item for the review of the 2045 Strategic Intermodal System (SIS) Cost Feasible Plan. He referenced the statewide 2045 SIS Cost Feasible Plan that was attached to the agenda packet for review. He explained the SIS includes major facilities like SR 80 and I 75. He said most of the funding goes to this system. He went over the projects that have been included in the plan and looked at those that were unfunded. He reviewed a Power Point presentation given to the TAC/CAC by FDOT's Sarah Catala. The plan and presentation can be found here: <http://leempo.com/wp-content/uploads/2016/09/T08-7.pdf> Chair Gore arrived at 2:19 p.m. Mr. Scott also handed out 11x17 versions of the SIS Plan. Mr. Scott discussed the I 75 project, noting the PD&E was funded for this year but construction is not funded through 2045. Councilmember Forbes asked if most of Lee County was currently six lanes. Mr. Scott replied yes, but the proposed plan is for six general use lanes and four toll lanes in the center. He said there is also \$440 million in the plan for right of way. Vice-Chair Denham asked when the project will start. Mr. Scott said the PD&E will start this year. Councilmember Forbes asked what the earliest would be for the ten lanes. Mr. Scott noted that was the problem, it might be 2050-2055 before that is done. Mr. Scott mentioned other projects in Polk and Manatee Counties that were programmed first through 2045. He said Sarasota had not been programmed, as well, which is also an issue. Vice-Chair Denham commented that Sarasota is worse. Vice-Chair Denham asked if there was anything that could be done to speed up the process. Mr. Scott mentioned the presentations that would be made and public involvement. He mentioned projects on SR 31 and SR 78 and some improvements for I 75 interchanges would happen in the interim, commenting that the funding distribution shows we are getting more funds than originally planned but it is still not enough to get what needs to be completed. Vice-Chair Denham asked if Mr. Scott had any advice or guidance. Mr. Scott replied figure out ways to move the projects up. Mr. Scott mentioned the last widening of I 75 and the thought that right of way was purchased for a lot of future widening. He said requirements have changed. He said it might be possible to work with developers for right of way. He said that it had been raised that we should have a parallel road, like they are doing in Sarasota. Vice-Chair Denham asked if 2025 was design or construction. Mr. Scott replied design. Mr. Scott noted the LRTP indicates failure in 2028. Chair Gore asked if the Cost Feasible Plan on the slide was included in the packet. Mr. Scott replied no, but he could email it. She responded that she would just write the information down. Commissioner Hamman asked what would happen if the right of way did not end up costing so much. Mr. Scott said that could be determined in the PD&E. Commissioner Hamman noted that FDOT will present at the Board and they should be asked where the right of way estimate came from and what the elected officials could do to help. Vice-Chair Denham asked if there were other questions that could be asked. Mr. Scott said he would have more information before the Board meeting. Councilmember Anthony asked if there was any Federal funding from President Trump. Mr. Scott said he would address that in the next agenda item.

#### **Agenda Item #7 - Review and Provide Input on the Projected Federal and State 2045 Long Range Plan Revenues**

Mr. Scott presented this agenda item for the review of the projected 2045 federal and state revenues for use in the development of the Long Range Transportation Plan. He said the Executive Committee took an active role in the development of the transportation revenues for the 2040 Long Range Plan, and we are now beginning the process for updating the 2045 Plan. He referenced the projected federal and state revenues that we just received from FDOT that were attached to the agenda packet. He added the MPO revenues include an amount of federal funds for each MPO area based on the population broken down by different funding types. He provided the background on how we arrived at the revenues that were used in the last update and changes that have occurred or that need to occur from the last update, due to additional input received from FDOT and FHWA. Mr. Scott showed a 2045 revenue forecast slide and discussed the revenue forecast projections versus the programmed funds. He explained the history of artificially lowering the funds to match. He mentioned the \$38 million taken out of the Metro project. He noted the new projected is \$178 million. Mr. Scott asked Mr. Johnny Limbaugh how far back it goes. Mr. Limbaugh responded twenty years. Mr. Scott also said that electric vehicles will have an impact. There was a brief discussion on funding, state and federal sources, and priorities. Mr. Scott mentioned that FHWA will make some recommendations as part of the certification review. He said they had provided recent guidance to keep the revenues and costs the same. Vice-Chair Denham asked if there was a process and if they could lobby. Mr. Scott replied yes. Vice-Chair Denham asked who lobbies. Mr. Scott said the MPO does, for example at meetings with FDOT. He said the MPOAC also lobbies and elected officials can as well. Councilmember Forbes asked if a new governor could impact the FDOT Secretary. Mr.

Scott said sometimes positions, policies may change and it depends on the party. Vice-Chair Denham asked the process to get funding. Mr. Scott said it starts at the MPO Board meetings. Commissioner Hamman noted there had been success in lobbying, like the SR 82 project. The discussion continued briefly on the funding process. Mr. Scott continued his presentation noting that FHWA wanted TIP projects listed like the other table. Vice-Chair Denham asked if committed meant approved. Mr. Scott said it means there is funding within five years. He said it isn't always perfect as in the case of Metro, where funding was taken out after it was "committed". Councilmember Forbes asked if Mr. Scott had a guess on when the Big Carlos bridge would be started. Mr. Scott said it is uncertain. Commissioner Hamman asked about the funding. Mr. Scott said the funding is in place but it depends on the approval of the PD&E as it still needs design. Chair Gore asked the actual cost. Mr. Scott said \$50 million is the estimate previously. Commissioner Hamman said \$25 million will come from the state and \$25 million will come from the county. The discussion on the bridge continued briefly.

**Commissioner Hamman suggested Chair Gore take control of the meeting as Vice-Chair Denham had stepped out of the meeting. Chair Gore accepted.**

### **Other Business**

#### **Agenda Item #8 - Public Comments on Items Not on the Agenda**

Chair Gore asked if there were any public comments. There were no public comments on items not on the agenda.

#### **Agenda Item #9 - Announcements**

Chair Gore asked if there were any announcements. There were no announcements.

#### **Agenda Item #10 - Information and Distribution Items**

The information and distribution items included the walk-on Agenda Item #3a – Aviation Priorities, the accounting services engagement letter, and an 11x17 version of the SIS Plan.

**Councilmember Rick Williams made the motion to adjourn the meeting. Commissioner Brian Hamman seconded the motion. There were no objections, and the motion carried unanimously.**

**The meeting was adjourned at 3:00 p.m.**

---

\* Action Items    + May Require Action

Public participation is solicited without regard to race, color, national origin, sex, age, disability, religion, or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services (free of charge) should contact Calandra Barraco with the Lee County MPO at 239-330-2243 or by email at [cbarraco@leempo.com](mailto:cbarraco@leempo.com) at least seven (7) days prior to the meeting. If you are hearing or speech impaired call (800) 955-8770 Voice / (800) 955-8771 TDD. The MPO's planning process is conducted in accordance with Title VI of the Civil Rights Act of 1964 and related statutes. Any person or beneficiary who believes they have been discriminated against because of race, color, national origin, sex, age, disability, religion, or familial status may file a complaint with the Lee County MPO Title VI Coordinator, Calandra Barraco, at 239-330-2243, or in writing at P.O. Box 150045, Cape Coral, Florida 33915-0045.