

Meeting Minutes

The virtual Zoom meeting was called to order at 2:00 p.m. by MPO Board Chair Fred Forbes.

The roll was called and recorded by MPO staff. There was a quorum. Those MEC members in attendance included Lee County Commissioner Brian Hamman; City of Sanibel Mayor Kevin Ruane; Village of Estero Mayor William Ribble; City of Bonita Springs Councilmember/MPO Chair Fred Forbes; and City of Cape Coral Mayor Joe Coviello. Others in attendance included MPO Legal Counsel Derek Rooney; Wally Blain with Tindale Oliver; FDOT's Michael Tisch; 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 September 9, 2020 Meeting Minutes

Mayor William Ribble made the motion to approve the September 9, 2020 Meeting Minutes. Mayor Joe Coviello seconded the motion. There were no objections, and the motion passed unanimously.

Agenda Item #3 - +Provide Input on the Draft Preliminary 2045 Long Range Transportation Plan (LRTP) Roadway Cost Feasible Projects

Mr. Don Scott presented this agenda item for input on the draft Preliminary 2045 Long Range Transportation Plan (LRTP) Roadway Cost Feasible Projects. He gave a Power Point presentation that included slides with information on cost feasible map, cost feasible tables, SIS projects, Lee County projects, Cape Coral projects, City of Fort Myers projects, Bonita Springs projects, Village of Estero project, private funding, public comments, 2045 Cape Coral bridge crossing comparisons, 2045 CR 951 Extension model volume comparison, 2045 Alico Connector comparisons, 2045 Del Prado Extension comparisons, Alternative Six model run, transit needs, and travel survey. Mr. Scott asked if there were any questions or comments. Mayor Ribble asked if CR 951 Extension could be removed as the expansion of I-75 eliminates the need. Mayor Ribble noted that he spoke with a Collier County elected official who indicated Collier County was not interested in pursuing the CR 951 Extension. He asked if Commissioner Hamman could coordinate with the other commissioners for their opinions. Commissioner Hamman responded it was possible that a transportation workshop could be held for the Lee County Commission to discuss the topic. The committee briefly continued the discussion on the CR 951 Extension including existing constraints on Logan Boulevard in Bonita, history of the project, demand due to increasing growth, and added lanes to I-75. Mr. Scott's complete presentation can be viewed here: <https://leempo.com/wp-content/uploads/Agenda-Item-3-2045-LRTP.pptx>

The next two agenda items were taken out of order due to Agenda Item #4 being overlooked and the Executive Committee moving ahead to Agenda Item #5.

Agenda Item #5 - Update on the Southwest Central Florida M Cores Task Force Meetings and Final Report

Mr. Scott presented this agenda item as an update on the Southwest Central Florida M-Cores Task Force Meetings and Final Report. He gave a Power Point presentation that contained slides with information on the meeting schedules, overview of task force report, and action plan. He asked if there were any questions. There were none. His entire presentation can be accessed here:

<https://leempo.com/wp-content/uploads/Agenda-Item-5-M-Cores.pptx>

Agenda Item #4 - +Discuss the Extension of the Executive Director Employment Agreement that Expires January 30, 2021

Mr. Scott presented this agenda item as a discussion on the extension of the Executive Director Employment Agreement that expires January 30, 2021. He said the employment agreement with the Executive Director expires on January 30, 2021 and based on the terms of the agreement can be extended for two years by mutual written agreement of the MPO and the Employee. He referred to the updated draft of the agreement with current salary and dates, that was attached to the agenda packet and posted to the MPO website, and asked for any comments or changes. Mayor Ribble asked about the last salary increase. Mr. Scott said it was a three percent increase given for all staff in July of last year. He added that he was not sure what other jurisdictions were doing as far as salary increases. Chair Fred Forbes said he was in agreement and asked if a motion was needed. Mr. Derek Rooney clarified that the three percent raise would be for Mr. Scott and MPO staff. Mayor Kevin Ruane commented that in the past the contract and performance were discussed and then the raise. He indicated that due to his constant interaction with Mr. Scott and the work done, he agreed with the two year extension and the three percent raise. Commissioner Hamman noted that he had no objection and asked Mr. Rooney if anything in the contract had changed. Mr. Rooney said that nothing in the contract had changed except the date. He added in the past the Executive Committee has evaluated Mr. Scott's performance and brought the contract extension to the Board for approval. Mayor Ruane directed Mr. Rooney to bring this item back for the Executive Committee to fill out the evaluations. Chair Forbes asked if the evaluation sheets would be available prior to the next meeting. Mr. Rooney replied yes, he could send them out. Chair Forbes asked if this provides enough time. Mayor Ruane noted that Mr. Scott's contract does not expire until January and this could be brought back to the November Executive Committee. Mayor Coviello clarified that Mr. Scott was included in the past three percent salary increases. Mr. Scott replied yes.

Agenda Item #6 - Discuss the Format for November Committee and Board Meetings Required to have Meeting Quorums in Person

Mr. Scott presented this agenda as a discussion on the format for the November Committee and Board meetings. Chair Forbes asked if the next meeting would be held in person. Mr. Scott said hybrid meetings have been mentioned. Mr. Scott then reviewed the following information on in person meetings with the committee:

- The Governor's order for virtual meetings expires on November 1, 2020, after that a quorum will be required in the room.
- For the MPO Board meetings, staff met with County staff to discuss options for meetings including overflow areas for public, if needed. There are 16 microphones so if everybody shows up not enough for each member.
- For the TAC and CAC meetings, the members were told at the last meeting about meeting in person for the next meeting, many expressed wanting to go to hybrid meetings (both in person and virtual). This will require the purchase of a camera/microphone (about \$1,400) so the people at home can hear the people in the room. We can meet here at the office with masks, social distancing and sanitizer but a quorum in the room may be an

issue.

For the BPCC and TMOC meetings the Collaboratory is closed until January and the Library meeting rooms are closed indefinitely, so alternative locations will be required.

Mr. Scott asked if there were any suggestions. Commissioner Hamman asked Mr. Rooney the rules on committee meetings. Mr. Rooney said they still fall under the local board meeting regulations. Mr. Rooney also mentioned many committee members are retirees that may fall under the high risk groups, specific requests to the governor to continue authorization for virtual meetings, revising bylaws to reduce the quorum requirements, and allowing those at risk to dial in. Chair Forbes asked if the reduction in quorum could be temporary. Mr. Rooney indicated that it is a good policy all around to lower quorum as it helps now and in the future. Mr. Scott mentioned that for CAC bylaws changes there need to be two thirds of the members present in a room. Mr. Rooney said a special meeting of the CAC could be called before the current Executive Order expires or the MPO Board could change the bylaws of subordinate boards/committees. Chair Forbes suggested included this as an agenda item at Friday's MPO Board meeting. Mr. Rooney said that might be good. Chair Forbes asked if Mr. Rooney and Mr. Scott could coordinate on the revisions. Mr. Rooney and Mr. Scott replied yes. Mr. Scott asked about accommodating hybrid meetings. Chair Forbes asked if there was a choice. Mr. Rooney said yes, there is a choice, noting that hybrid meetings are difficult as coordination of systems presents difficulties. Commissioner Hamman commented that the spirit of the Executive Order expiration is to go back to participation in person and legally we want to follow the law. Mr. Rooney said that those who cannot be present can be allowed to dial in but the meetings will be held in person. Mayor Ribble, Chair Forbes, and Mayor Ruane indicated they agreed. Chair Forbes again noted this would be included on the agenda for Friday's MPO Board meeting.

Agenda Item #7 - Overview of the October 16th MPO Board Meeting Agenda

Mr. Scott presented this agenda item as an overview of the October 16, 2020 MPO Board meeting agenda. Mr. Scott reviewed the agenda items including the walk-on virtual meeting item discussed earlier in the meeting, Rail Trail RFP, Scanner RFP, CAC appointee, Public Involvement Plan update, Cape Coral Evacuation Scope of Services, LRTP updates, CAV White Paper, and the I-75 PD&E study. Chair Forbes asked if there were any comments. There were none.

Other Business

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

There were no public comments on items not on the agenda.

Agenda Item #9 - Announcements

Mayor Ribble mentioned that President Trump was scheduled to be in Fort Myers on Friday. Mayor Ruane commented that this would be his last meeting in the role of Sanibel Mayor as he would be filling a Lee County Commission seat in November. He asked about the bylaws and his role as MPO Board Treasurer. Mr. Rooney indicated that there should not be a conflict. Commissioner Hamman asked if he would drop off the Executive Committee as the Lee County Commission representative. Mayor Ruane indicated that he would no longer have a conflict with his attendance at the MPO Board meetings on Fridays as he would not be in the Sanibel Mayor role that had prevented him from attending the Friday meetings. Commissioner Hamman said this could be discussed further.

Agenda Item #10 - Information and Distribution Items

The information and distribution items included the FDOT Roadwatch Report.

The meeting was adjourned at 2:46 p.m.

An audio recording of the entire meeting can be accessed here: <https://soundcloud.com/user-390911534/10-14-2020-mec>

*** Action Items + May Require Action**

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