

**METROPOLITAN PLANNING ORGANIZATION BOARD
EXECUTIVE COMMITTEE**

1:30 p.m., March 9, 2022

Cape Coral Public Works Building
815 Nicholas Parkway E., Cape Coral, FL
Green Room/A200



Meeting Minutes

The meeting was called to order at 1:30 p.m. by MPO Treasurer/Lee County Commissioner Kevin Ruane.

The roll was called and recorded by MPO staff. There was a quorum. Those MEC members in attendance included Village of Estero Vice-Mayor Jon McLain; City of Fort Myers Councilmember Teresa Watkins Brown (arrived 1:33 p.m.); City of Cape Coral Mayor John Gunter; City of Sanibel Vice-Mayor Richard Johnson; MPO Treasurer/Lee County Commissioner Kevin Ruane; and City of Bonita Springs Councilmember Fred Forbes. Others in attendance included MPO Legal Counsel Derek Rooney; City of Cape Coral Police Department Officer; Persides Zambrano with the City of Cape Coral; Wayne Gaither, L. K. Nandam, and Victoria Peters with FDOT; and MPO staff Don Scott, Calandra Barraco, and Brian Raimondo.

New Business

Agenda Item #1 - Public Comments Taken at Each Item

Commissioner Ruane noted public comments will be taken at each agenda item.

Agenda Item #2 - *Review and Approval of the January 12, 2022 Meeting Minutes

Mayor John Gunter made the motion to approve the January 12, 2022 Meeting Minutes. Vice-Mayor Richard Johnson seconded the motion. There were no objections, and the motion passed unanimously.

Agenda Item #3 - *Review and Approve the Origin and Destination Scope of Services

Mr. Don Scott presented this agenda item for the review and approval of the draft scope of service for conducting an origin destination travel characteristics traffic study. The scope was attached to the agenda packet, posted to the MPO website, and shown as slides at the meeting. The scope can be viewed here: <https://leempo.com/wp-content/uploads/MEC03-14.pdf> Mr. Scott said the MPO's budget includes funding an origin destination travel characteristics study to update the trip tables that are used in the Regional Transportation Model. He further explained and reviewed the scope. Vice-Mayor Jon McLain commented on the fairly inexpensive project cost and asked where the study goes once completed. Mr. Scott replied it will go to the FDOT consultant to be added to the model, and a committee will also be looking at other items to include in the process. Commissioner Ruane asked what was needed from the committee. Mr. Scott replied a motion for approval.

Mayor John Gunter made the motion to approve the Origin and Destination Scope of Services. Vice-Mayor Richard Johnson seconded the motion. There were no objections, and the motion passed unanimously.

Agenda Item #4 - *Complete and Approve the Evaluation of the Executive Director

Mr. Derek Rooney presented this agenda item for the Evaluation of the MPO Executive Director, Mr. Don Scott. Mr. Rooney said he emailed the evaluation forms to the committee members and also had printed forms available for the yearly evaluation of the MPO Executive Director. He said he would

summarize the forms and bring it back to the next meeting. Mr. Scott then mentioned the cost of living increase (COLA) was given February of 2021 and noted recent COLAs for local governments in the area as well as FDOT have ranged from three to six percent. Mr. Rooney mentioned the Executive Director base pay adjustment in 2020 due to research on other area MPO Director salaries and COLA salary increase applied to all MPO staff if granted to Mr. Scott. Mr. Rooney said no action could be taken due to all evaluation forms not being completed and submitted back to him. He added he would compile a memo of the results. Commissioner Ruane clarified that Mr. Rooney would put the evaluation results together for the next meeting and then at that meeting a recommendation could be made. Mr. Rooney replied yes.

Agenda Item #5 - +Discuss Changing the MEC Meeting Time and/or Date

Mr. Scott presented this agenda item to provide a recommendation on a request to revise the meeting time and/or date to accommodate conflicts with other standing meetings. Mr. Scott provided a brief history of the request to explore changing the MPO Executive Committee meeting date and/or time due to conflicts with the other scheduled meetings that the Council members attend. He referred to the handout that contained information on some of the regular meeting schedules for the different jurisdictions and added there may be other regular meetings that individual members attend that do not show up on their website meeting calendars. He said the Executive Committee was originally scheduled to be the week before the MPO Board meetings, to address upcoming issues at the Board meeting, and an assumption was made that any changes would focus on the second week of the month, specifically Monday through Wednesday. Mayor Gunter said due to changes in the schedule of the Cape Coral Council's Committee of the Whole meetings that would eliminate the meeting conflicts, this request was no longer necessary. Commissioner Ruane asked the other members if there were any conflicts from the other committee members. There were none.

Agenda Item #6 - +Review and Provide Comments on the Draft FY 2022/2023 & FY 2023/2024 Unified Planning Work Program

Mr. Scott presented this agenda item to review and provide comments on the draft tasks included in the FY 2022/2023 and FY 2023/2024 Unified Planning Work Program. A link to the document is provided here: [UPWP Draft](#) Mr. Scott reviewed the MPO funds and task changes in the UPWP. He mentioned the transit agreement and its update mid-summer. The committee discussed the TIGER grant, new regulations regarding MPOs not being able to be recipients, environmental justice (EJ) areas, local match, areas in Lee County that would best represent EJ demographics, competitiveness of grant applications, percent of local match needed to be competitive, leniency in rural areas, example of SR 78, categorical exclusions, providing refresher on the past TIGER grant to the MEC and information on new RAISE grant requirements, FDOT letters of consistency, Bonita Springs debriefing after project rejection for grant, and high level collaboration. Mayor Gunter asked for this to be brought back as an agenda item at the next meeting. Mr. L. K. Nandam referred to the subsequent agenda item on the Infrastructure Bill and said that there is funding and all entities involved must work together. Commissioner Ruane commented that collaboration benefits everyone as there are massive infrastructure needs in Lee County. Mr. Scott mentioned the rising project costs.

Agenda Item #7 - Information on the FY 2022 Federal Apportionments from the Infrastructure Bill

Mr. Scott presented this agenda item to provide information on the results of the sub-allocated apportionments to the Lee MPO area in comparison to what we were receiving before the new bill, as well as some of the statewide program funding changes. He referred to the FY 2022 appropriation amounts for the existing and new Core Programs under the Bipartisan Infrastructure Legislation recently released by FHWA and attached to the agenda packet and then provided a Power Point presentation that included slides with information on the Lee MPO allocation and District One Formula

for Federal Funds Distribution and Statewide appropriation by Core Program. His presentation can be viewed here: <https://leempo.com/wp-content/uploads/Agenda-Item-7-MEC.-2022-Funding-Allocation.pdf> Mr. Nandam commented that previous bills had more formula funding and less grants but this bill has flipped with more grants and less formula funding. Mr. Scott noted the funding amount has increased overall but there are also project cost increases to factor in. He also mentioned the Federal Certification meeting next Tuesday and NHS designations as well as working to improve our place in the formula since Florida was currently the worst in the country .

Agenda Item #8 - Overview of the March 18th MPO Board Meeting Agenda

Mr. Scott presented this agenda item as an overview to the March 18th MPO Board meeting agenda. He mentioned agenda items including election of a Vice-Chair, TIP Amendment, LeeTran performance measures, USBR 15 resolution, and draft regional coordination subcommittee. The committee discussed election of a Vice-Chair, regional coordination, and discretionary programs.

Other Business

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

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

Agenda Item #10 – Announcements

Mr. Scott announced the Federal Certification Review meeting on Tuesday, March 15 with an in-person meeting at 5:00 p.m. in the Cape Coral Public Works Building and a virtual meeting at 6:00 p.m. He said the results of the certification meeting would be available in several months.

Agenda Item #11 - Information/Distribution Items

The information and distribution items included a legislative tracking spreadsheet and an appropriations project request matrix. Mr. Scott mentioned the Purple Heart Highway initiative was moving forward.

The meeting was adjourned at 2:12 p.m.

An audio recording of the meeting can be accessed here: https://soundcloud.com/user-390911534/03-09-2022-mecwma?utm_source=clipboard&utm_medium=text&utm_campaign=social_sharing

* Action Items + May Require Action

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