

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

**Held on May 13, 2013**

The following members were present for the meeting of the Lee County Metropolitan Planning Organization Board's Executive Committee on May 13, 2013 at the MPO offices located at the City of Cape Coral Annex/Public Works Building, Conference Room 200, 815 Nicholas Parkway East, Cape Coral, Florida.

Councilman Kevin McGrail	City of Cape Coral
Vice-Mayor Stephen McIntosh	City of Bonita Springs
Mayor Kevin Ruane	City of Sanibel
Mayor Alan Mandel	Town of Fort Myers Beach

Those also in attendance included: Darla Letourneau as citizen; and Don Scott and Meghan Marion of Lee County MPO.

**CALL TO ORDER**

The meeting was called to order at 11:00 a.m. by Chairman Ruane.

Ms. Marion called the roll and announced that a quorum was present.

**APPROVAL OF MINUTES**

**Agenda Item #1 – Approval of the Minutes of the November 20, 2012 Executive Committee Meeting**

**MOTION BY VICE-MAYOR MCINTOSH TO APPROVE THE MINUTES OF THE NOVEMBER 20, 2012 EXECUTIVE COMMITTEE MEETING.  
SECONDED BY COUNCILMAN MCGRAIL. MOTION CARRIED UNANIMOUSLY.**

**NEW BUSINESS**

**Agenda Item #2 – Public Comments on New Business Items**

None.

**Agenda Item #3 – Review of the End of Year Audit and Status Update on the Business Operating Procedure Changes Consistent with Auditor Recommendations**

Chairman Ruane stated that our bookkeeping process is done by Goodwill Industries and we have an outside auditor, CliftonLarsonAllen. He stated that there were some things that were not completed by Goodwill at Year End so we were written up as a result. He stated that this is something that was out of our control to get a Management write up because we are outsourcing this to Goodwill and relying on them. He stated

that we can go and look into getting a different agency to fulfill our book keeping needs, but that it will be a challenge to get someone at \$350/month as we currently pay Goodwill.

Mr. Scott stated that we wrote checks a week before to close out the end of year and they reported that in the next month and we were not aware of it. He stated that we are still trying to work with them because they have had some staffing issues.

**CHAIRMAN RUANE RECOMMENDED GOING OUT FOR AN RFP FOR  
A DIFFERENT ACCOUNTING FIRM NOT TO EXCEED \$8,000/YEAR.  
SECONDED BY COUNCILMAN MCGRAIL.**

Chairman Ruane stated that the issue we have and the reason for the motion is that some of the fundamentals things at year end that you are supposed to do as any decent bookkeeper should have been doing and we are the client. At the end of the day to get a Management comment in an Audited Statement as a result of them not following our protocol and procedures is unacceptable. He stated that he understands that they are a discount but there is an old expression that you get what you pay for. He stated that it doesn't look good for a County of our size to do what we are doing and actually have a management comment in our Audited Statements. He suggested going out and finding a replacement. He stated that they basically do all of the bookkeeping and cut our checks.

Councilman McGrail agreed with Chairman Ruane and stated that with an organization of our size and handling the contracts that we handle we need a professional bookkeeper and it sounds like we got what we paid for.

Chairman Ruane stated that they went through a lot of changes and that we met with them in the beginning and discussed what our expectations were. He stated maybe they have had a lot of turnover but we can't put ourselves in a position to get a second year with a Management comment.

Councilman McGrail stated that we need to upgrade our level of professionalism with regards to the bookkeeping.

**MOTION CARRIED UNANIMOUSLY.**

**Agenda Item #4 – Review and Approval of the Employee Personnel Policies**

Ms. Marion stated that Staff improved the current policy and included a No Texting While Driving policy, updated the Employee benefits section, changed the verbiage regarding life insurance and updated the paid time off section.

**MOTION BY VICE-MAYOR MCINTOSH TO APPROVE THE REVISIONS  
TO THE EMPLOYEE PERSONNEL POLICIES. SECONDED BY  
COUNCILMAN MCGRAIL. MOTION CARRIED UNANIMOUSLY.**

**Agenda Item #5 – Review Existing Revenue Data and Provide Staff Direction on  
the Development of 2040 LRTP Revenues**

Chairman Ruane stated that he would like to form a Model that is much more realistic to what we are able to afford. He stated at the end of the day what are our revenues, what is our maintenances and what is actually left over. He stated that we seem to be dealing with a lot of items that unfortunately we will not be able to do. He said that he would like the Executive Committee to start doing some of the framework for the MPO to make it a more interesting and participative dialogue. He stated that we have reached a point in the MPO where we would like more dialogue amongst the Cities. He stated that he is looking for about half a dozen of the MPO Board members to sit together on the Executive Committee and really look at this and dissect it and bring it back to the MPO and perhaps encourage more of the conversation that may take place there. He stated that he feels some of the dissection and heavy lifting should be done at the Executive Committee level first. He asked Mr. Scott if that is a fair representation of what the task before the Executive Committee is.

Mr. Scott replied yes and stated that he distributed the difference between Needs and Cost Feasible Plans and the amount of needed funding from across the State just for the MPO's, not including the Rural Counties. He stated that it is somewhere around \$126 Billion and last time it was in the \$60 billion range. He stated that the 5 year work program for the state of Florida is around \$6 billion. He said that we are dealing with some really ridiculous numbers even if you double the money that we get in now you wouldn't even get anywhere near that amount. He stated that this is just some of the background and are we really covering some of the things that we should be covering.

Chairman Ruane stated that he found the report to be right on target to what we are talking about doing. He read some language from the report. He stated that Darla Letourneau has made arrangements for us to meet with other MPO's around other areas to see how they are managing to do a lot more with a lot less. He is just hoping that this Committee could work on fine tuning this and work on things that are actually achievable.

Ms. Letourneau stated that she is looking forward to this group being involved in this because, what we are doing right now is not sustainable. She stated we keep moving the old process forward because everyone has projects that they want and what you see around us in the country and in the State is that we can't keep putting our focus on capacity anymore we need to be looking to maintain what we have got and improve what we have got. She stated making smaller changes for smaller amounts of money and establishing some priorities as to what we are trying to achieve. She stated that we are still in the business of expanding capacity and Staff is not able to stop the machine because everyone says this is a project that they want. She stated that we need to stop and start with what we currently have and what our real revenues are. She stated that the impact fee decision makes it more compelling to deal with the reality at the local level and see how much money you have left and then see if the priority is going to be on maintaining what we currently have or improving and right sizing our projects. She stated let's get the most bang for our buck. Nashville reduced the price of their Long Range Transportation Plan by 40% because they set criteria and priorities and started from the bottom up and working backwards. She stated that Nashville will be coming to our next MPO meeting and she hopes that we will do as we did back in 2010 when Hillsborough came. She stated that we really need to take advantage of other communities that are in similar situations. Nashville is very similar to Lee County in terms of sprawl and land use and they have been on a journey for 3-4 years to get where they are today. She feels that we can learn a lot from them. She stated that we

need to use this year to look at the way other people have done it, have the Board really give policy direction before the machine starts rolling and before the models are built so that you are really getting what you want as policy makers and it is driving the process as opposed to the very end when you come in and only marginal changes were really made.

Chairman Ruane stated on another Committee he sits on, they recognize the amount of revenue they have and put it into different pots and one of them is the maintenance pot and you look and say I have x amount of dollars and the first things to get funded are the maintenance aspects. This is the same concept we are thinking here and then you see what is left over and now this is what our realistic capital budget is. He stated that we are going to have to make some tough decisions until we frame it properly and talk about a realistic funding source. He asked if the projects are really ready and if they are you put it in and you fund it and move forward. He stated that we are going to have to make some real tough decisions but first he would like to look at what revenue we are bringing in the door and what is actually consumed and exhausted from maintenance.

Councilman McGrail stated that if maintenance is the last thing you are looking at and you build it then it will fall apart. He stated that you need the responsibility that if you are going to build it that you need to be able to maintain it and if that is the last thing we are looking at then we have our priorities skewed. He stated that we can't just keep building to build. He agreed with Chairman Ruane that we need to pare down the wish list and take a good hard look at what our needs are and then we can add the wants.

Chairman Ruane stated that we need to make some tough decisions but we always fund maintenance first and then do capital second.

Discussion ensued regarding revenues.

Councilman McGrail stated that we need to move forward and do what is best for the citizen's into the future. He agreed with Chairman Ruane that we don't have the luxury to continue throwing good money after bad and continuing down a sink hole.

Chairman Ruane stated that in two years we might decide that impact fees are not the way we want to go back, maybe we will look at different alternatives such as mobility fees or something else. He stated that now is the time that we can frame this and look at it and come out better as opposed to just kicking the can down the road and doing the same thing we always have. He stated that we need to do things differently.

Mr. Scott reviewed the revenue numbers for the State and Federal funding. He stated that gas consumption is going down; vehicle miles traveled is leveling out. He stated that there is more non-gas tax being thrown in to make the federal trust fund whole. He reviewed the revenue sheets received from the different jurisdictions and stated that we use capacity numbers but when you start to look at the bottom of the different jurisdictions sheets under the notes, not everyone looks at operations and maintenance the same. He stated that from the State's perspective about 50% of the State funds goes to maintenance and when you look at the local jurisdictions you will see where some of it is 20% and some of it is closer to 50% so it is kind of all over the map from that side of it. He stated that out of this process he would also like to get to a point of how to we want to ask for the data and receive it so that we can understand it a little

better and also how do we want to go forward instead of how we did it before. He addressed how the funding sources can change with each new law.

Ms. Letourneau asked if we could ask the County how they came to at their impact fee revenue estimate assumptions and what it would be if the moratorium remained on because there was no footnote at all and she doesn't think any of the other municipalities have waived their impact fees.

Councilman McGrail replied that the City of Cape Coral has not waived their impact fees and they still have a steady stream of people showing up.

Chairman Ruane stated that at the next meeting each member should discuss their own municipality and what they think their assumptions are. He stated that the Council for Sanibel has not taken an official vote but that he doesn't feel that they will be putting a moratorium on impact fees and he will go through their model and make sure that he understands it so that he can share it with the Executive Committee. He asked that all the members do the same.

Councilman McGrail agreed that was a reasonable request.

#### **Agenda Item #6 – Discussion on the RPC Final Invoice**

Mr. Scott talked about the separation and the remaining bill from the RPC. Chairman Ruane stated that he would like to table this item until the next meeting and he will meet with CliftonLarsonAllen to get more details on this and bring it back.

#### **Other Business**

#### **Agenda Item #7 – Public Comments on Items not on the Agenda**

None.

#### **Agenda Item #8 – Announcements**

Mayor Mandel stated that the Council would like to see us put a hold on the high speed trolley lane. He stated that the citizen's went to a workshop and have voiced that they would like to see sidewalks and bike lanes on Estero Blvd. instead. He stated that they have asked the State to consider a demo project on the bridge so that in the morning you would have two lanes on and in the afternoon you would have two lanes off.

#### **Agenda Item #9 – Information & Distribution Items**

Distributed in agenda packet.

#### **ADJOURNMENT**

Meeting adjourned at 11:47 a.m.