

**CITIZENS ADVISORY COMMITTEE of the  
COLLIER METROPOLITAN PLANNING ORGANIZATION  
MEETING MINUTES  
February 28, 2022 2:00 p.m.**

**1. Call to Order**

**Mr. Gelfand** called the meeting to order at 2:02 p.m.

**2. Roll Call**

**Ms. Bates** called the roll and confirmed a quorum was present.

**CAC Members Present**

Neal Gelfand  
Josh Rincon  
Karen Homiak  
Dennis DiDonna  
Fred Sasser  
Elaine Middelstaedt

**CAC Members Absent**

Rick Hart  
Robert Phelan  
Katelyn Harrington

**MPO Staff**

Anne McLaughlin, Executive Director  
Brandy Otero, Principal Planner  
Scott Philips, Principal Planner  
Danielle Bates, Administrative Assistant

**Others Present**

Colleen Greene, Collier County Attorney's Office  
Victoria Peters, FDOT

**3. Approval of the Agenda**

*Mr. Sasser moved to approve the agenda. Mr. Rincon seconded. Carried unanimously.*

**4. Approval of the January 24, 2022 Meeting Minutes**

*Mr. Sasser moved to approve the January 24, 2022 meeting minutes. Mr. Rincon seconded. Carried unanimously.*

**5. Public Comments for Items not on the Agenda**

None.

**6. Agency Updates**

## **A. FDOT**

**Ms. Peters:** The MPO is developing the Transportation Improvement Program (TIP) and a few times during the year we do snapshots, freeze it, and send it to the legislature to approve on July 1. We are doing the download now. FDOT's Planning Studio is hosting a workshop focusing on safe speeds and counter measures to address speeding challenges. Safe speeds are one of the five elements in the safe systems approach to drive down fatalities and serious injuries. It will be a hybrid format to participate in person or online and is targeted towards elected officials and local staff from planning, engineering, and public works.

## **B. MPO Executive Director**

None.

## **7. Reports and Presentations**

### **7.A. Sunshine Law Presentation**

**Ms. Greene:** Presented the Sunshine Law, and Ethics PowerPoint in the agenda Packet. Also elaborated on the following points: As members of the MPO advisory committees, the same rules that apply to elected officials and County committees apply to MPO committees. Best practice is to not be grouped up talking to other members or texting during the meeting as the public could make assumptions. Records should be kept for 7 years, the recommendation for advisory committee members is to compile any documents you make (related to service on the committee) in a binder and when you resign give it to the staff to comply with public records laws. Correspondence to the staff is maintained by the county, but an email to a citizen about a topic covered by the committee would count as something to keep. There is no test of reasonableness for a public records request, staff should try to get specifics to limit the request, especially as larger requests could cost more to compile. If you post something on your personal social media account about public service that would be considered public record, and if there is a comment by another member in response that could be a violation of the Sunshine law.

## **8. Committee Action**

### **8.A. Elect Chair and Vice Chair**

There was a discussion about bylaws, members can only serve two consecutive years as the chair, but the former Chair can be elected Vice-Chair, additionally there was discussion on who was interested in the positions.

*Ms. Homiak moved to elect Ms. Elaine Middelstaedt for Chair. Mr. Gelfand seconded. Passed unanimously.*

*Ms. Homiak moved to endorse Mr. Gelfand for Vice-Chair. Mr. Rincon seconded. Passed unanimously.*

## **8.B. Endorse 2050 LRTP Scope**

**Ms. McLaughlin:** Presented the Executive Summary and pointed out revisions in response to comments from last month's meetings. The scope is more explicit about transit in the Long Range Transportation Plan (LRTP). Page 4, item A now includes adding transit facilities and routes in the existing network. Page 5 item C includes language about network alternatives, this was done for the 2045 LRTP but was not in the first draft of this scope. The TAC commented that on page 3, item IV of the goals criteria should read letters not letter(s), as Federal Highway Administration (FHWA) said follow all past letters in 2045.

**Ms. Otero:** We start early because of procurement, it's about an 11-month process. First, we're starting with the approval from committees, then next step is to transmit it to FDOT and FHWA. Concurrently we go to procurement to begin the solicitation request, it takes a few weeks to put together a complete package. Once they're done with the complete package it gets sent to the grants' office for clauses then that package goes back to FDOT and FHWA to ensure we have all required clauses. For us it is a large package—\$750,000-900,000. Each time you transmit these it takes about 30 days for review. Once you have everything ready, the completed package is advertised and consultants have thirty days to prepare a proposal. Next the selection committee meets to rank and score, then it goes to the MPO Board twice, first to approve the selection, and authorize negotiation, then to approve the contract. After the contract is negotiated, it goes to FDOT and FHWA to review again. We're looking at a February 2023 for the final contract award.

**Mr. Gelfand:** Is it reasonable to assume the people who worked on the 2045 Plan would have a leg up. Have there been many changes on consulting firms. Has it gone to different ones?

**Ms. Otero:** This would go out to thousands of consultants, and they chose who submits a response. We have general planning contract with 5 consultants that haven't changed, but this can't be part of that because of the high cost.

**Ms. McLaughlin:** He's asking, have they been done by different consultants? Yes, Stantec did the 2035 LRTP, Jacobs did the 2045 LRTP. If they learn from the process and they do a good job proposing that would give them a leg up. Every piece of information they've developed for past LRTPs is available to anyone else who bids on it. It depends on the quality of the proposal. Sometimes firms who think they have a leg up may not work as hard on the proposal as a new firm. The TAC did vote to endorse the scope to move forward and make minor changes as needed during the process. That's because we're so far ahead of the game on what FDOT and FHWA might advise us to include, we need to be flexible enough to adjust. We will report back if changes occur and they're significant enough to mention.

*Ms. Homiak moved to endorse 2050 LRTP Scope. Mr. Gelfand seconded. Passed unanimously.*

## **8.C. Review and Comment on Draft UPWP (new 2-year)**

**Ms. Otero:** This is the new Unified Planning Work Program (UPWP) the MPO is required to develop and submit every two years which serves as resource and budget tool. It runs from July 1, 2022 to June 30, 2024. It will focus mostly on documents feeding into the LRTP and address results of the 2020 Census. Includes several studies. This is the first time we'll be using the consolidated planning grant, so PL funding and 5305 funding have been combined. There are several corrections to tables due to formula and carryover errors that will be updated. This document will come back on April 25<sup>th</sup> for final endorsement, then it will go to the MPO Board and FDOT for review for comments. The revised document will be presented to the CAC/TAC in April and the MPO Board in May. The final document must be transmitted to FDOT by May 15<sup>th</sup>.

**Mr. Sasser:** The CR 951 congestion relief study, on Pg 93, Appendix B, what does no build mean?

**Ms. Otero:** No build is doing nothing.

**Mr. Rincon:** Traffic and congestion has been cut down with the roundabout, but do we see something later? To get to 82 there's only one way.

**Ms. Peters:** When we widen SR 29 there will be a bypass to route freight and commercial traffic off Main Street. It will be owned by the County. It will be by the farmers and airport to remove a lot of heavy traffic for the townspeople and pop out closer to 82. In the CRA's own masterplan they're looking at Little League being an extension to 82 in the future. That's very far in the future though. The bypass is in design, we have to find construction funds, that should relieve some traffic.

**Ms. McLaughlin:** Information on Little League—the road is in the needs plan but not cost feasible, so it is not programmed. In the previous LRTP it was in the cost feasible.

**Mr. Gelfand:** Appendix B, there was going to be a study on US 41 from Immokalee Road to Bonita Beach Road, but it's not here, does anyone know? Not Old 41.

**Ms. McLaughlin:** You may be remembering we are planning to do a study on US 41 near Immokalee Road heading north because of congestion. It would look at all possible solutions, I don't remember what year its funded in. The UPWP is just a 2-year plan, this study is coming but later. It's because of this committee that it's in the LRTP

*Mr. Gelfand moved to endorse Draft UPWP. Mr. Rincon seconded. Passed unanimously.*

## 9. Member Comments

**Mr. Gelfand:** Since I've been on this committee, I'd like to say I'm very pleased by the level of performance by all the staff with such little money.

**Mr. DiDonna:** Attended the Naples Pathway Coalition (NPC) meeting and would like to see that presentation here, noticed it stops at the railroad. Also discussed the bed tax presentation he attended and the discussion with Commissioner Solis regarding purchasing the railroad Right-of-Way (ROW) because the cost may go up.

**Mr. Sasser** asked about the traffic study on US 41 in downtown Naples. **Ms. Peters** explained that FDOT is still working on that but they have to wait for Naples's Master Plan and Naples City Council. **Ms. Peters** also mentions that FDOT is looking at US 41 and Golden Gate Parkway and the left turn issues brought up at another meeting.

**Mr. Rincon:** The agencies are doing an excellent that with growth, but as the community grows people get stuck in traffic everywhere from Naples to Immokalee. There is still lots to go.

**Ms. Homiak:** Reminded other members not to confuse the County with the MPO.

**Ms. McLaughlin:** When we meet with the Chair, we should go over what should be on the agenda next time. MPO staff tries to keep the agenda focused on MPO topics that the committee has an interest in advising the MPO on. We can discuss growth from the MPO's perspective. The Naples Pathways Coalition (NPC) vision plan is a NPC plan and is being completed with funding they received directly, not from the MPO. We wrapped the MPO plan around the concept NPC has and take up where they left off. They were hoping to tap into SUN Trail money and hoping for an off-road multiuse path. This is not the only plan for Collier there are other plans. It would be valid to give you an update at some point in the future.

**Ms. Middelstaedt:** This meeting was enlightening and I'm looking forward to being of service.

**Ms. Peters:** The signal at Westclox Street and SR 29 was a grassroots effort from the CAC, especially former member Ms. Pam Brown, and collaboration with Commissioner McDaniel, and Collier Traffic Ops. It is one of the top incident locations with fatalities and injuries. The full signal should be put in by May.

## **10. Distribution Items**

None.

## **11. Next Meeting Date**

*March 28, 2022– 2 p.m. – in person*

***Meeting was adjourned at 3:16 p.m.***