

**CITIZENS ADVISORY COMMITTEE of the
COLLIER METROPOLITAN PLANNING ORGANIZATION
MEETING MINUTES
August 28, 2023, 2 p.m.
(Approved September 25, 2023)**

1. Call to Order

Ms. Middelstaedt called the meeting to order at 2.01 p.m.

2. Roll Call

Ms. Miceli called the roll and confirmed a quorum was present.

TAC Members Present

Elaine Middelstaedt
Dennis Stalzer
Michelle Arnold
Karen Homiak
Rick Hart (*arrived during item 7.A.*)

CAC Members Absent

Dennis DiDonna
Fred Sasser
Josephine Medina
Josh Rincon
Neal Gelfand
Stephen Spahr

MPO Staff

Anne McLaughlin, Executive Director
Sean Kingston, Principal Planner
Dusty May Siegler, Senior Planner
Suzanne Miceli, Administrative Support Specialist II

Others Present

Alex Showalter, Public Transit & Neighborhood Enhancement Division (PTNE)
Lorraine Lantz, Collier County Transportation Planning
Victoria Peters, FDOT (*arrived during item 7.A.*)

Others Present via Zoom

Katherine Chinault (FDOT)
Jim Wood (FDOT)

3. **Approval of the Agenda**

Walk on item: Revised 2023 MPO Meeting Schedule

Ms. Homiak moved to approve the agenda, as revised per the walk on item. Mr. Staltzer seconded. Carried unanimously.

4. **Approval of the May 22, 2023 Meeting Minutes**

Ms. Homiak moved to approve the May 22, 2023 meeting minutes. Mr. Staltzer seconded. Carried unanimously.

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

None.

6. **Agency Updates**

A. FDOT

Ms. Peters: the new Draft Tentative Work Program [aka “Citizens Report”] for 2025-2029 is coming out in approximately the second or third week of October. 2029 is the new fifth year that has been added. Our cycles follow the legislative cycle. We anticipate the new Citizens Report and public hearing will go online during the third week of October. Moving Florida Forward was expecting \$7 billion, but got \$4 billion, so FDOT is waiting for word from central office on how to proceed. Revenues are looking down, but the good news is some important projects for Collier County have been moved forward.

B. MPO Executive Director

Ms. McLaughlin: I was going to present Collier statistics for what was covered in the joint meeting, but the agenda for today’s meeting was already full, so I will present it at October’s meeting.

7. **Committee Action**

A. Endorse Project Scope for 2025 Transit Development Plan (TDP) – Major Update

Ms. McLaughlin: this is a joint project with Public Transit & Neighborhood Enhancement Division (PTNE). What we did to come up with this draft for the Transit Development Plan Major Update was look at the TDP that was adopted in 2020. The goal is to improve the data sharing abilities between the consultant teams to coordinate the TDP with the Long-Range Transportation Plan (LRTP). It has a budget of approximately \$185,000 and is scheduled to be completed by December 25, 2023 at the latest. It is a vital component of the LRTP. The next steps are to secure approved consultants and move the plan forward.

Ms. Arnold moved to endorse Project Scope for 2025 Transit Development Plan (TDP) – Major Update, and Ms. Homiak seconded. Carried unanimously.

B. Endorse Amendment #4 to FY 22/23-23/24 Unified Planning Work Program (UPWP) and Related Resolution

Ms. Siegler. We are seeking endorsement for Amendment #4 to the fiscal year 23/24 UPWP, and related resolution. The UPWP identifies our budget and our activities for a two-year span. This amendment updates completion dates for studies and plans in Tasks 5 and 6 (including the TDP), updates the amount for the Transportation Disadvantaged Planning Grant award from \$27,954 to \$29,265, substitutes a “Safe Streets for All Action Plan” for “Local Road Safety Plan”, and updates language to specify the amount allocated for “Complete Streets” initiatives. MPOs are required to allocate 2.5% of their total planning funds, so we added specificity in the language to say that these plans meet that financial threshold.

Ms. Arnold: If costs of the TDP are more than allocated, is funding available with Transit, or is there extra funding?

Ms. McLaughlin: We’re considering adjusting the UPWP to move some funding around, based on necessity, so there is some flexibility.

Mr. Hart moved to endorse Amendment #4 to FY 22/23-23/24 Unified Planning Work Program (UPWP) and Related Resolution. Mr. Staltzer seconded. Carried unanimously.

C. Endorse Roll Forward Amendment to the FY 2024-2028 Transportation Improvement Program (TIP)

Mr. Kingston This is an annual amendment to the TIP. The Florida Department of Transportation (FDOT) provides MPOs with a Roll Forward report which includes projects in the previous state fiscal year that weren’t authorized by the June 30th fiscal year end, and now must be incorporated into the new MPO TIPs in the new, current state fiscal year.

Ms. Arnold moved to endorse Roll Forward Amendment to the FY 2024-2028 Transportation Improvement Program (TIP). Mr. Hart seconded. Carried unanimously.

D. Endorse Amendment to the FY 2024-2028 Transportation Improvement Program (TIP): Marco Island Project

Mr. Kingston This is to endorse the amendment to the FY 2024-2028 Collier MPO TIP, and authorizing resolution, to add funding for the City of Marco Island Collier Alternate Bike/Ped Project. This is regarding project FPN #448127-1 for Collier Alternate Multiple Segments. It’s a bike lane/sidewalk project programmed with \$1,043,099 in SU funding for construction in FY 24. The City of Marco Island’s Director of Public Works sent an email in June, describing how the construction cost estimates had

increased roughly \$1.5 million since the project application was submitted in 2019. MPO Director, Ms. McLaughlin, forwarded the request to FDOT to determine whether sufficient funding would be available to cover the cost increase. FDOT confirmed that funding was available and programmed \$2.5 million. Staff is bringing the amendment to the FY 2024-2028 TIP forward, with FDOT's recommendation. The amendment is consistent with MPO Board Resolution 2018-02 policy regarding covering cost over-runs on LAP projects.

Ms. Arnold moved to endorse Amendment to the FY 2024-2028 Transportation Improvement Program (TIP): Marco Island Project. Mr. Staltzer seconded. Carried unanimously.

E. Endorse Draft 2024 MPO Meeting Calendar

Mr. Kingston: This is for the committee to review and endorse a proposed 2024 MPO Meeting Schedule.

Ms. Middelstaedt: Maybe a policy for having an alternate date when a meeting date falls on a holiday should be instated.

Ms. McLaughlin: We can work on that.

Ms. Homiak moved to endorse Draft 2024 MPO Meeting Calendar. Mr. Hart seconded. Carried unanimously.

F. Endorse Collier to Polk Regional Trail Proposed Priority Corridor and Resolution

Ms. McLaughlin: The goal is for the Committee to endorse the Collier to Polk Regional Trail proposed Priority Corridor addition to the SUN (Shared Use Non-motorized) Trail Network, and authorizing resolution.

Ms. Chinault gave a PowerPoint presentation via Zoom (included in the agenda packet).

Mr. Hart moved to endorse Collier to Polk Regional Trail Proposed Priority Corridor and Resolution. Ms. Arnold seconded. Carried unanimously.

8. Reports and Presentation (May Require Committee Action)

None.

9. Member Comments

Mr. Hart let it be known at the beginning of the meeting that he and his family would be moving out of state, so he would no longer be on the Committee. The group let him know they appreciated his service and would miss his presence at the meetings.

10. Distribution Items

A. Administrative Modifications to the FY 2023-2027 and FY 2024-2028 TIPs (includes 3 separate modifications)

The Administrative Modifications to the FY 2023-2027 and FY 2024-2028 TIPs were distributed.

B. Updated 2023 MPO Meeting Calendar

The updated 2023 MPO Meeting Calendar was distributed.

11. Next Meeting Date

September 25, 2023, 2:00 p.m. –Transportation Management Services Bldg. Main Conference Room, 2885 S. Horseshoe Dr., Naples, FL, 34104 – in person.

12. Adjournment

Ms. Middelstaedt adjourned the meeting at 2:53 p.m.