

**Collier Metropolitan Planning Organization  
Board of County Commission Chambers  
Collier County Government Center  
3299 Tamiami Trail East, 3rd Floor  
Naples, FL 34112  
October 13, 2023  
9:30 a.m.  
Meeting Minutes**

**\*\*HYBRID REMOTE – IN-PERSON AND VIRTUALLY VIA ZOOM**

**1. CALL TO ORDER**

**Chair Folley** called the meeting to order at approximately 9:30 a.m.

**2. ROLL CALL**

**Ms. Siegler** called roll and confirmed a quorum was present in the room.

**Members Present (in BCC Chambers)**

Council Member Greg Folley, City of Marco Island, Chair  
Commissioner Dan Kowal, Collier County BCC District 4  
Commissioner Rick LoCastro, Collier County BCC District 1  
Commissioner Chris Hall, Collier County BCC District 2, Vice-Chair (*arrived during item 10.A.*)  
Council Member Paul Perry, City of Naples  
Council Member Tony Pernas, Everglades City

**Members Absent**

Commissioner William L. McDaniel, Jr., Collier County BCC District 5  
Commissioner Burt Saunders, Collier County BCC District 3  
Council Member Ted Blankenship, City of Naples

**MPO Staff**

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

**FDOT**

Wayne Gaither, Manager, District 1 Southwest Area Office  
Victoria Peters, Community Liaison  
L.K. Nandam, District 1 Secretary

**Others Present**

Scott Teach, Esq., Deputy County Attorney  
Trinity Scott, Department Head, Collier County Transportation Mgmt. Services  
Troy Miller, Manager, BCC Television Operations  
Lorraine Lantz, Manager, Collier County Transportation Planning, TAC Chair  
Anthony Matonti, Bicycle & Pedestrian Advisory Committee Chair  
Amy Lyberg, Director, Collier County Human Resources  
Brian Wells, Director, Public Transit & Neighborhood Enhancement

**3. PLEDGE OF ALLEGIANCE**

*Chair Folley led the Pledge of Allegiance.*

**4. APPROVAL OF THE AGENDA, PREVIOUS MINUTES AND CONSENT ITEMS**

**Ms. McLaughlin** mentioned that an updated Executive Director applicant rating was provided at the Board Members’ seats at the dais.

**4.A. September 8, 2023 Meeting Minutes**

*Council Member Perry moved to approve the Agenda, Previous Minutes and Consent Items, and Commissioner LoCastro seconded. Passed unanimously.*

**5. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**

None.

**6. AGENCY UPDATES**

**6.A. FDOT**

**Ms. Peters:** The 2025-29 Draft Tentative Work Program should be provided today or Monday. The public hearing for the draft is open for comment in-person on October 16<sup>th</sup> at the Southwest Area Office (SWAO), and online from October 16-20, 2023. We are always available for questions or any updates that are needed.

**Mr. Gaither:** We have a presentation on Moving Florida Forward Infrastructure Initiative (MFF), which identifies the projects slated for construction over the next 15-20 years: I-75 at Pine Ridge Rd, I-75 from Golden Gate Parkway to Corkscrew Rd, SR 29 from CR 846 to New Market Road, and SR 29 from New Market Road to State Road 82.

We would like to make a statement thanking Governor DeSantis for his vision for MFF, Lieutenant Governor Nunez for her support as we moved through this project and for passing the historic state legislature allowing this to happen. We are extremely grateful, as a department, working with Collier

County and identifying these projects that we were able to successfully get advanced through this initiative. The projects representative of MFF are projects that FDOT has been working closely with our partners, Collier MPO and Collier County, on for many years. The MFF initiative will help meet the growing demands of a growing community.

**Mr. Gaither** provided a presentation on MFF projects in Collier County.

**Mr. Nandam:** Southwest Florida has done very well under the MFF program. Cost increases have affected funding, but we were able to protect the program because of recent federal funding allocation that came through. This year, we are facing challenges in balancing and maintaining the work program, reflected in resurfacing projects, which will include pavement restoration only. This is a nationwide issue.

## **6.B. MPO EXECUTIVE DIRECTOR**

**Ms. McLaughlin** requested that Ms. Scott inform the Board regarding recent discussions about consolidation of Collier and Lee MPOs.

**Ms. Scott:** At a recent Lee MPO Executive Committee meeting this past Wednesday, there was a discussion about MPO consolidation. This is an every-ten-year discussion. In the past, both the Lee and Collier MPO Boards have voted not to consolidate, so additional coordination was implemented. The Lee Executive Committee is meeting on October 30, 2023, and will again voice their position not to consolidate. This information is being shared to bring the topic to your attention.

**Chair Folley:** The Collier MPO Board does not want to consolidate.

*A group discussion followed, and it was decided that Ms. McLaughlin would draft a letter stating Collier MPO's preference and reasoning not to consolidate with Lee MPO for Chair Folley to sign prior to the next regularly scheduled MPO Board Meeting on December 8, 2023.*

## **7. COMMITTEE CHAIR REPORTS**

### **7.A. CITIZENS ADVISORY COMMITTEE (CAC)**

#### **7.A.1. Citizens Advisory Committee Chair Report**

**Ms. McLaughlin** indicated that the CAC Chair was not present, and the Chair Report was included in the agenda packet.

### **7. B. TECHNICAL ADVISORY COMMITTEE (TAC)**

#### **7.B.1. Technical Advisory Committee Chair Report**

**Ms. Lantz:** The TTAC provided general comments on the action items and voted to approval them all. During the presentations regarding the Apportionment Plan, we made the recommendation to stay

separate from Lee MPO, and were glad to see that your Apportionment Plan followed all the guidelines and kept the same Board members and apportionment voting status. We reviewed the funding allocations. There was concern regarding lower revenue projections than we had seen in previous Long Range Transportation Plans, and we discussed prioritizing projects to make best use of the budget.

## **7.C. BICYCLE PEDESTRIAN ADVISORY COMMITTEE (BPAC)**

### **7.C.1. Bicycle and Pedestrian Advisory Committee Chair Report**

**Mr. Matonti:** As citizen, and father of three, I am grateful for the opportunity to work with the MPO Board and to serve the community. We received status reports on the Everglades City resurfacing project, and the Bicycle and Pedestrian Master Plan (BPMP). Working with Capital Consulting on the BPMP seems like it will be a successful venture, so thank you for approving them. We received an update on your support for the proposed Priority Trail Corridor Designation for the Collier to Polk Regional Trail System and SUN Trail funding. Regarding regional coordination, next week, October 24, 2023, is our joint meeting with Lee Bicycle and Pedestrian Coordinating Committee (BPCC), so there is regional coordination there.

## **7.D. CONGESTION MANAGEMENT COMMITTEE (CMC)**

### **7.D.1. Congestion Management Committee Chair Report**

None.

## **7.E. LOCAL COORDINATING BOARD (LCB)**

### **7.E.1. Local Coordinating Board Chair Report**

**Mr. Pernas:** On October 4, 2023, the LCB held a special in-person meeting. After discussion and public comment, the LCB reviewed and approved the 2023 Transportation Disadvantaged Service Plan Major Update.

## **8. REGULAR BOARD ACTION (ROLL CALL REQUIRED)**

### **8.A. Approve an Amendment to the FY 2024-2028 Transportation Improvement Program and Resolution**

**Mr. Kingston:** This is for the MPO Board to approve an Amendment to the FY 2024-2028 Collier MPO Transportation Improvement Program (TIP) and authorizing resolution. FDOT has requested the Collier MPO to amend its FY 2024-2028 TIP to add three projects for Collier County through a competitive application process to purchase three paratransit busses and associated hardware (radios and tablets). The total amount of the award is \$343,815. The Technical and Citizens Advisory Committees voted to endorse the Amendment at their meetings on September 25th. Staff recommends that the Board approve the Amendment and authorizing resolution.

**Chair Folley:** This is regional coordination, as the bus rounds go back in forth between the counties.

**Ms. McLaughlin:** Yes, we do have regional coordination in transit.

*Commissioner LoCastro moved to approve the amendment to the FY 2024-2028 Transportation Improvement Program and Resolution and Council Member Perry seconded.*

*Roll Call Vote.*

*Chair Folley - Yes*

*Commissioner Kowal – Yes*

*Commissioner LoCastro – Yes*

*Council Member Perry - Yes*

*Council Member Pernas - Yes*

*Passed unanimously.*

## **9. REGULAR BOARD ACTION (NO ROLL CALL)**

### **9.A. Approve Local Match Agreement with Collier County to Provide Matching Funds for the Safe Streets and Roads for All Safety Action Plan Grant**

**Ms. McLaughlin:** The request is for the Board to approve Local Match Agreement with Collier County to Provide Matching Funds for the Safe Streets and Roads for All (SS4A) Safety Action Plan Grant. We applied for the grant, as the MPO, to receive 200,000 in federal funds for SS4A. As part of the grant submittal, the MPO Board agreed to provide \$10,000 (coming from our local funds) and the County agreed to provide \$40,000 to meet the required match amount of \$50,000. The Board of County Commissioners approved the Local Match Agreement at their meeting on September 12, 2023, and now I'm bringing it forward to you to approve for the MPO and to authorize the Chairman to sign the Local Match Agreement.

*Council Member Perry moved to approve the Local Match Agreement with Collier County to Provide Matching Funds for the Safe Streets and Roads for All Safety Action Plan Grant, and Council Member Pernas seconded. Passed unanimously.*

### **9.B. Approve U.S. Department of Transportation Grant Agreement Under the Fiscal Year 2022 Safe Streets and Roads for All Grant Program**

**Ms. McLaughlin:** This is for the Board to approve the U.S. Department of Transportation (USDOT) grant agreement under the FY 2022 SS4A Grant Program. This is the grant agreement itself. We've been working on this with the federal government for quite a few months, waiting for the concrete agreement on the match to bring it forward to you. The grant agreement memorializes the agreed upon terms and conditions between the Collier MPO, the Federal Highway Administration (FHWA), and

USDOT pertaining to the comprehensive Safety Action Plan. We are asking that the Board approve and authorize the Chairman to sign the attached USDOT Grant Agreement to develop a comprehensive Safety Action Plan.

*Council Member Perry moved to approve the U.S. Department of Transportation Grant Agreement Under the Fiscal Year 2022 Safe Streets and Roads for All Grant Program, and Commissioner Kowal seconded. Passed unanimously.*

#### **9.C. Approve the 2023 MPO Membership Apportionment Plan and Adopting Resolution**

**Ms. McLaughlin:** This is for the Board to approve the proposed 2023 MPO Membership Apportionment Plan and Adopting Resolution. After much discussion over the past six months or so, and a lot of coordination with Lee MPO, the Apportionment Plan is now ready for your approval. After each decennial census, all MPOs must review and decide, based on population changes between 2010 and 2020, if the MPO membership is required to change. We are not recommending any change to the membership. We've updated our Metropolitan Planning Area (MPA) boundary map and urban area, and we've created an MPO Board resolution adopting the Apportionment Plan. We are asking that the Board approve and authorize the Chairman to sign the 2023 MPO Membership Apportionment Plan and adopting resolution.

*Council Member Pernas moved to approve the 2023 MPO Membership Apportionment Plan and Adopting Resolution, and Commissioner LoCastro seconded. Passed unanimously.*

#### **9.D. MPO Budget Report and Recommendation to Eliminate Vacant Position**

**Ms. McLaughlin:** It seemed timely to bring you a detailed budget report, since you are on the verge of hiring a new Executive Director for Collier MPO. The MPO currently receives \$812,000 in PL funds; personnel costs total \$473,000; and other fixed operating costs total \$69,000, which leaves \$270,000 available for consultant services. The recent cost of consultant services has gone up. Covering the costs using PL funds would require setting aside between \$350,000 - \$500,000 on an annual basis. For the 2045 plan, we started using Federal Surface Transportation Block Grant - Urban (SU) Funds, which is allowable, but the message we've received from the Board is that SU Funds are really intended for projects. We looked at projections if an Executive Director wishes to make an annual salary of \$120,000 and \$150,000. With operating expenses of \$70,000, that would decrease the amount of PL available for consultant services from to \$256,000 and \$219,000, respectively. Based on my predecessor's understanding that the MPO might one day stand alone and not rely on the County, I chose to keep a planner position vacant over the past eight years. Consultant services, personnel costs and other operating costs continue to increase. The MPO's allocation of PL and SU funds have not kept up with the pace of increase. Since we are still within the umbrella of the County, and since the past eight years have demonstrated that the MPO's workload can be accomplished without filling the vacant position, staff recommends that the Board approve the elimination of the vacant Principal Planner position.

*Council Member Pernas moved to eliminate the vacant position, and Commissioner Kowal seconded. Passed unanimously.*

**9.E. Recommendation to Provide Additional Staff Direction Regarding the Metropolitan Planning Organization Executive Director Recruitment Process**

**Ms. McLaughlin** introduced Ms. Lyberg to discuss the Executive Director recruitment process.

**Ms. Lyberg:** In June 2023, the Board provided direction to staff on actions to be taken to recruit candidates for the position of Executive Director. Based on that direction, we advertised the position in August and early September 2023. Eight candidates applied for the position. To give the Human Resources Department and the candidates time to prepare, and/or arrange for travel, we are seeking your input on the next steps of the process, *e.g.*, deciding the format and date(s) for candidate interviews, selecting candidates to be invited for personal interviews in December 2023, and establishing whether finalists will give a presentation regarding their candidacy to the MPO Board at the December 2023 or January 2024 meeting. We have received candidate ranking from the board. We conducted a salary survey to discover the current average salary for an Executive Director of a mid-size MPO or TPO, which is \$136,600 annually.

*A group discussion followed, and it was decided that an open interview with all candidates would be conducted the morning of the next regularly scheduled MPO Board meeting on December 8, 2023.*

**9.F. Approve Annual Performance Review of MPO Executive Director**

**Ms. McLaughlin:** This agenda item is a requirement of my contract, so I am asking the Board to approve the Annual Performance Review of myself as MPO Executive Director. The rankings are in the attachment in the agenda packet. I appreciate the positive comments from the Board, so I can continue to work in this capacity.

*Council Member Perry moved to approve the Annual Performance Review of MPO Executive Director, and Commissioner LoCastro seconded. Passed unanimously.*

**10. PRESENTATIONS (MAY REQUIRE BOARD ACTION)**

**10.A. Revenue Projections for the 2050 Long Range Transportation Plan**

**Ms. Scott** provided a presentation (which can be viewed in the [October 13, 2023 MPO Agenda](#)).

**Ms. Scott:** At the Collier-Lee MPO Board Joint Workshop, there was a discussion about the revenue projections for the 2050 Long Range Transportation Plan (LRTP). We wanted to provide the Board with specific revenue projections for the LRTP received from FDOT. Revenues are significantly less than what we have experienced in the past and we wanted to make you aware of this. We will have to have difficult conversations in the future about cutting projects.

A group discussion followed, and it was noted that FDOT had previously overestimated revenue projections, SU allocations are not changing, and that getting the planning level estimates to match reality will better balance projections and funding.

## **10.B. Federal Fiscal Year 2023 Annual Report**

**Ms. McLaughlin** provided a presentation (which can be viewed in the [October 13, 2023 MPO Agenda](#)).

**Ms. McLaughlin:** I initiated the practice of creating an annual report to create a narrative about Collier MPO, informing the public of the kind of transportation infrastructure we can deliver, and giving a summary of our annual performance.

## **11. DISTRIBUTION ITEMS**

### **11.A. Letter Supporting Priority Trail Corridor Designation for the Collier to Polk Regional Trail System**

**Ms. McLaughlin:** This is a status update to inform you that the letter supporting Priority Trail Corridor Designation for the Collier to Polk Regional Trail System has been sent. I don't have any further information. I'm anticipating a meeting in December with the Florida Greenways and Trails Council. When I have more information, I will let you know.

### **11.B. Administrative Modification to FY 2024-2028 Transportation Improvement Program**

**Mr. Kingston:** This is for the Board to receive a copy of an administrative modification to the FY 2024-2028 TIP. The City of Naples asked Collier MPO for additional funding to cover the cost of enhanced Intelligent Transportation System (ITS) technology currently available for 446253-1 Bicycle Detection City of Naples ITS, which is already in the TIP. The request is for additional funding. It was funded for construction in FY 2024 for \$67,429. This will add an additional \$112,636. The enhanced ITS technology will identify near misses involving vehicles, bicyclists, and pedestrians at signalized intersections. The MPO submitted the City's request for an additional \$112,636 to FDOT for programming.

### **11.C. FDOT Press Releases on Moving Florida Forward Infrastructure Initiative**

**Ms. McLaughlin:** This is for the Board to receive a copy of FDOT's recent press releases on the Governor's Moving Florida Forward Infrastructure Initiative.

## **12. MEMBER COMMENTS**

**Commissioner Hall:** Sorry I am, late. I was glad to get here for the new Director discussion.

## **13. NEXT MEETING DATE**

**13.A.** *December 8, 2023 - 9:30 a.m. Board of County Commissioners Chambers, 3299 Tamiami Trail East, Naples, FL 34112*

#### 14. ADJOURN

*There being no further business, **Chair Folley** adjourned the meeting at approximately 10:54 a.m.*