



MTECC Executive Director Activities

November 2023

Board Activities:

- No Board meeting

Administrative Activities:

- MTECC Staff Meetings – routine MTECC staff meetings are held virtually (October 3 and October 31) to schedule and follow up on key MTECC activities.
- Discussed proposed legislation (SB 0266) that impacts FDOT LAP projects with MPO staff and made additional updates.
- Finance and Accounting Services:
 - Reviewed multiple versions of the accounting chart of accounts including methods to track key balance sheet items, revenue and expenses by municipal member and by major expense categories.
- Program Management Services:
 - Executed WSP scope of services for Deerfield Beach Project 445529-1 design phase and Hallandale Beach Project 445527-1 design phase for up to \$25,000 each.
 - Finalizing sub agreements to support Web development for the MTECC internet site.
- Design Engineering Services (DES) Library:
 - Developed responses to FDOT comments and questions. This included follow up with DES firms.
- Construction Engineering and Inspection Services (CEI) Library:
 - A schedule was developed for procurement of the CEI library that will begin in December.

MTECC Board Members**Commissioner****Andrea McGee**

Pompano Beach, FL

Commissioner**Caryl S. Shuham**

Hollywood, FL

Councilmember**Tim Fadgen**

Plantation, FL

General Counsel**Matthew J. Pearl****Interim Executive Director****Lowell Clary**

**Project Activities (official request for MTECC services):**

- Deerfield Beach – FDOT LAP Project 445529-1
 - PMC active under Task Order for this project up to \$25,000.
 - Periodic discussions with City on the status and next steps.
 - Waiting on FDOT review of Request for Work Order documents.
- Hallandale Beach – FDOT LAP Project 445527-1
 - PMC active under Task Order for this project up to \$25,000.
 - Periodic discussions with City on the status and next steps.
 - Waiting on FDOT review of Request for Work Order documents.
- Pembroke Pines – FDOT LAP Project 449690-1
 - No needed activities during October.
- Pembroke Pines – FTA/MPO Project 4334292
 - Additional meetings to refine the scope of services for the project with MPO, MTECC and City staff. Budget is limited to FTA grant funding and the project must be delivered within the budget available.
- MTECC Roles and Responsibilities
 - Further discussion on the draft Project Agreement for HUD and FTA funded projects with MTECC and MPO staff to refine the draft agreement.

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Future Project Activities:

- **FDOT FY 24-25 LAP Projects:**
 - Available to meet with other non-member cities that have LAP projects in FY 24-25. Shared this with Cities of Sunrise, Pembroke Pines, and Coral Springs.
 - Hollywood – discussion with Hollywood about possible LAP project for FY 24-25.
- **MPO HUB Projects**
 - Fort Lauderdale. MPO is developing the concept scope of services that will provide the scope for the design phase of the project. This is expected to be ready for the design phase last Spring to early Summer 2024.
- **MPO HUD Grant**
 - City of Coconut Creek is working with the County and MPO to secure the environmental clearance and also to ensure the right of way is clear for the proposed scope of services. As soon as this is complete the HUD grant can be completed and the design phase may begin. The timing of this is unsure but should be ready in early 2024.
- **City of Plantation Projects** – Further discussion of possible local funded projects to narrow down the list to two or three for further discussion. Also, to present the item MTECC Board for discussion of MTECC taking on MTECC member local funded projects.

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