

DRAFT
MEETING MINUTES
METRO TRANSPORTATION ENGINEERING AND
CONSTRUCTION COOPERATIVE (MTECC)
100 WEST CYPRESS CREEK ROAD
6TH FLOOR, SUITE 650
FORT LAUDERDALE, FLORIDA 33309-2181
THURSDAY, DECEMBER 12, 2024, 9:00 A.M.

Members

Vice Chair Caryl Shuham, Commissioner of Hollywood
Tim Fadgen, Councilmember of Plantation

Staff / Also Present

Lowell Clary, MTECC Executive Director
Matthew Pearl, MTECC General Counsel
Chris Bross, MTECC
Christine Fanchi, MTECC
Paula Prusinski, Broward MPO
Julia Ronquillo, Broward MPO

REGULAR ITEMS

1. Call to Order

The meeting was called to order at 9:00 a.m.

2. Approval of Minutes

Motion made by Board Member Fadgen, seconded by Vice Chair Shuham, to approve. In a voice vote, the **motion** passed unanimously (3-0).

3. Approval of Agenda

Motion made, and duly seconded, to approve. In a voice vote, the **motion** passed unanimously (3-0).

ACTION ITEMS

- 1. MOTION TO APPROVE: Tri-Party Agreement between Broward MPO, City of Fort Lauderdale, and MTECC for delivery of project 4334282 – FORT LAUDERDALE – 17TH STREET MOBILITY HUB. This project is funded by a Federal Transit Administration (FTA) grant for this project awarded to the Broward MPO in the amount of \$7,560,000 Federal grant (\$756,000 for**

Broward MPO to monitor and administer the grant resulting in \$6,804,000 for the project) and \$35,000 City funds in a Tri-Party Agreement between the Broward MPO, City of Fort Lauderdale and MTECC. Please note that the City of Fort Lauderdale has not approved the Tri-Party Agreement. This action is subject to the City's approval of the Tri-Party Agreement.

Motion made by Board Member Fadgen, seconded by Vice Chair Shuham, to approve. In a voice vote, the **motion** passed unanimously (3-0).

MTECC Executive Director Lowell Clary advised that Fort Lauderdale has not yet taken action on this Item. It is scheduled to come before the Fort Lauderdale City Commission at their December 17, 2024 meeting. The above Resolution is contingent upon approval by that governing body.

- 2. MOTION TO APPROVE: Approval of Amendment 1 to the Approved MTECC General Fund Budget and Capital Project Fund Budget for fiscal year 2024-25. This Budget Amendment will not be posted to the Approved MTECC General Fund Budget and Capital Project Fund Budget for fiscal year 2024-25 until the Tri-Party Agreement is approved by all parties to the Agreement.**

Motion made by Board Member Fadgen, seconded by Vice Chair Shuham, to approve.

Mr. Clary explained that this budget amendment accompanies the Tri-Party Agreement mentioned in the previous Item. That project is the only change proposed by the amendment.

[The **motion** was approved by consent.]

DISCUSSION ITEMS

1. MTECC Project Status Update

Mr. Clary reported that there are currently three active projects. One is in Coconut Creek, and the negotiations for design services were recently completed, which means this project will soon come before the Board as a Task Work Order. The estimated value of this project is \$405,000, which includes the cost of some optional items which may not be necessary.

MTECC has issued a Request for Work Order for design services for the Pembroke Pines Mobility Hub project. This Work Order is expected to be presented for review of proposals in January 2025. The estimated cost of these services is approximately \$300,000.

The third project is the Fort Lauderdale project discussed under Action Item 1. The Tri-Party Agreement has been completed and estimates for exhibits and a scope of work are underway. This project is estimated at \$6.8 million and proposes a mobility hub on 17th Street.

Vice Chair Shuham requested clarification of why this mobility hub project is significantly larger than mobility hubs in other Broward municipalities, such as the hub in Hollywood. It was explained that because this hub is approximately one mile in length from US-1 to NW 9th Avenue, the improvements will be corridor-wide, with the intent of connecting to a future feeder rail station at 17th Street. The hub is intended to improve first/last mile connections in the subject area.

The mobility hub project will include narrowing of traffic lanes to create wide sidewalks and bicycle lanes on both sides of the street. Intersection improvements are also planned for the area. MTECC will work with Fort Lauderdale and Broward County to change existing traffic light systems.

2. Executive Director's Reports

Mr. Clary stated that all projects are moving forward. MTECC plans to wean itself from support by the Broward MPO over the next 12 to 18 months. The MPO has primarily provided procurement and Certified Public Accountant (CPA) support, with CPA services to move to MTECC during this time frame.

Vice Chair Shuham asked why MTECC could not continue to use MPO support for procurement services. Mr. Clary replied that this change was requested by the Florida Department of Transportation (FDOT), and pointed out that MTECC has reimbursed the MPO for those services. He did not have further information on the reason for this request.

Vice Chair Shuham asked if there is interest from any additional cities in joining MTECC. Mr. Clary replied that there are no such plans at this time, although Oakland Park has communicated with the organization. He noted that little progress has been made on the Local Agency Program (LAP) process thus far, as FDOT Staff has focused on other projects throughout fall 2024.

3. PMC Report

None.

4. General Counsel's Report

MTECC General Counsel Matthew Pearl reported that he has worked closely with Fort Lauderdale over the past month regarding required agreements. He characterized this process as challenging.

5. Budget to Actual Report

Mr. Clary advised that MTECC is working to ensure this system is in good shape. MTECC is establishing a project module for capital projects, which must be organized in the accounting system. Budget to actual information will be emailed to the Board members the next week. Funds are being advanced to MTECC from the cities of Pembroke Pines and Coconut Creek so MTECC can pay the consultant in advance and then bill for repayment through grant funds.

6. Board Comments

Mr. Clary advised that the next MTECC meeting is scheduled for February 13, 2025.

It was also noted that if an additional member is appointed to the MTECC Board, they will be appointed by the City of Pompano Beach.

There being no further business at this time, the meeting was adjourned at 9:13 a.m.

NEXT MEETING DATE: February 13, 2025