

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, SEPTEMBER 4, 2025, 9:00 A.M.

Members

Chair Caryl Shuham, Commissioner, City of Hollywood
Vice Chair Tim Fadgen, Councilmember, City of Plantation
Rex Hardin, Mayor, City of Pompano Beach

Staff / Also Present

Lowell Clary, MTECC Executive Director
Matthew Pearl, MTECC General Counsel
Christine W. Fanchi, MTECC
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, and duly seconded, to approve. [The **motion** was approved by consent.]

3. Approval of Agenda

Motion made, and duly seconded, to approve. [The **motion** was approved by consent.]

ACTION ITEMS

1. MOTION TO APPROVE: Approval of the General Fund Budget and Capital Project Fund Budget for fiscal year 2025-2026.

MTECC Executive Director Lowell Clary advised that MTECC has spent less than what was budgeted in the previous year, which has led to a lowering of the General Fund in fiscal year (FY) 2025-2026. The budget includes contracts for finance and administration, the Executive Director's contract, legal contracts, and program

management. He concluded that the organization remains in good shape, with funds to be carried forward into the new fiscal year.

Chair Shuham recalled that at a recent meeting with the Florida Department of Transportation (FDOT), there was discussion of the original intent of MTECC in comparison to where FDOT stands today. She pointed out that FDOT has indicated they may take on some of the responsibilities, such as Local Agency Program (LAP) projects, for which MTECC was originally designed, and requested clarification of the effect this might have.

Mr. Clary stated that there have been follow-up conversations on this issue, and it is not yet determined how FDOT plans to proceed. He cited the example of a project which connects the cities of Pembroke Pines and Miramar; at present, both cities are in the design process, although it would make sense for there to be a single construction project. The Broward MPO is hosting a meeting in October 2025 to discuss this possibility and determine how to proceed. He recalled that part of MTECC's original concept was to address projects that cross city boundaries.

Chair Shuham asked if MTECC should encourage FDOT to undertake some of the coordination work necessary for these types of projects. Mr. Clary replied that in addition to the budgets for design and construction, there is support work which must also be budgeted, including procurement, program management, and more. MTECC is working to prepare a matrix which would show cities their options, which include doing this supporting work themselves, having certain items done by FDOT, and working with MTECC. The matrix is expected to be complete by the end of October 2025.

Motion made, and duly seconded, to approve the budget. In a voice vote, the **motion** passed unanimously.

2. MOTION TO APPROVE: Amending the Contract with Clary Consulting Company providing Executive Director services to increase the monthly rate in the contract from \$5,000 to \$6,000 per month.

It was noted that this change would implement a fixed fee rather than an hourly rate. Mr. Clary recalled that the number of hours each month had been approximately 20-22. This change anticipates an increase to 25-30 hours.

Motion made, and duly seconded, to approve. In a voice vote, the **motion** passed unanimously.

DISCUSSION ITEMS

1. MTECC Project Status Update

Mr. Clary reported that there are currently three active projects in the design phase. Because the grant funds for these projects includes funding for both design and construction, no delay in proceeding to the construction phase is expected.

2. Executive Director's Reports

None.

3. PMC Report

Christine Fanchi of MTECC Staff reviewed current projects, stating that plans for the Coconut Creek lighting project will be 100% complete within a few weeks. The completed plans will be submitted to Broward County for comments, with finalization expected in October 2025. Staff has also met with the City to prepare the procurement process for light poles, which are expected in February 2026. A contractor will be selected at the beginning of the new calendar year.

It was asked if the installing contractor will be made responsible for any warranty issues related to the light poles. Ms. Fanchi confirmed this.

The Pembroke Pines Mobility Hub project is working toward 30% design completion in October. A public meeting is scheduled for early November. One critical aspect of this project is connecting pedestrian signals to transit stops on Pines Boulevard, which will involve FDOT cooperation.

A consultant was selected in August 2025 for the 17th Street Mobility Hub project in Fort Lauderdale. A kickoff meeting will be scheduled with representatives of the City, MTECC, and the consultant. These parties have met with representatives of Brightline and will meet with Broward County to discuss signalization. A schedule will be provided at the next MTECC meeting.

4. General Counsel's Report

None.

5. Board Comments

There being no further business at this time, the meeting was adjourned at 9:24 a.m.