



COMMUNITY ADVISORY COMMITTEE  
MEETING MINUTES

DATE: Wednesday, January 25, 2023  
LOCATION: MetroPlan Orlando  
David L. Grovdahl Board Room  
250 South Orange Avenue, Suite 200  
Orlando, Florida 32801  
TIME: 9:30 a.m.

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*Chairman Jeffrey Campbell, presided*

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Members in attendance were:

Mr. Benjamin Bossley, MetroPlan Appointee  
Mr. Jeffrey Campbell, MetroPlan Appointee  
Mr. Bryant Coleman, City of Kissimmee  
Ms. Cynthia Henry, Orange County  
Ms. Patricia Colloca Massot, Seminole County  
Ms. Gigi Moorman, Orange County  
Ms. Theresa Mott, City of Apopka  
Ms. TeNeika Neasman, City of Orlando  
Mr. Thomas O'Hanlon, Seminole County  
Mr. Brindley Pieters, Seminole County  
Mr. Jeff Piggrem, MetroPlan Appointee  
Ms. Judy Pizzo, MetroPlan Appointee (Alternate)  
Ms. Patricia Rumph, Orange County  
Dr. Dan Stephens, MetroPlan Appointee  
Ms. Theo Webster, MetroPlan Appointee  
Ms. Venise White, MetroPlan Appointee

Others in attendance were:

Ms. Kathrin Tellez, Fehr & Peers  
Mr. Siao Si Fine, FTE  
Mr. Myles O'Keefe, LYNX  
Ms. Taylor Laurent, MetroPlan Orlando

Members not in attendance were:

Mr. Jeffrey Boebinger, City of Altamonte Springs  
Ms. Susan Buttery, MetroPlan Appointee  
Mr. Joseph Colon, MetroPlan Appointee  
Ms. Nilisa Council MetroPlan Appointee  
Mr. Joel Davis, City of St. Cloud  
Mr. R.J. Mueller, MetroPlan Appointee  
Mr. Daniel J. López, Osceola County  
Ms. Marissa Salas, MetroPlan Appointee  
Dr. Casmore Shaw, Osceola County  
Mr. David Sibila, MetroPlan Appointee  
Mr. Carlos Torrealba, MetroPlan Appointee  
Vacant, MetroPlan Appointee  
Vacant, City of Sanford  
Vacant, MetroPlan Appointee  
Vacant, Osceola County  
Vacant, MetroPlan Appointee  
Vacant, MetroPlan Appointee

Mr. Alex Trauger, MetroPlan Orlando  
Ms. Virginia Whittington, MetroPlan Orlando  
Mr. Gary Huttman, MetroPlan Orlando  
Ms. Sarah Larsen, MetroPlan Orlando  
Ms. Leilani Vaiaoga, MetroPlan Orlando  
Mr. Jason Sartorio, MetroPlan Orlando  
Mr. Slade Downs, MetroPlan Orlando  
Ms. Lisa Smith, MetroPlan Orlando  
Ms. Cynthia Lambert, MetroPlan Orlando  
Ms. Mary Ann Horne, MetroPlan Orlando  
Ms. Cathy Goldfarb, MetroPlan Orlando

A complete listing of other attendees may be obtained upon request.

#### **I. CALL TO ORDER**

Chairman Jeffrey Campbell welcomed everyone and called the Community Advisory Committee meeting to order at 9:31 a.m.

#### **II. PLEDGE OF ALLEGIANCE**

Mr. Tom O'Hanlon led the Pledge of Allegiance and ten seconds of silence for the recent tragedies around the country.

#### **III. CHAIRMAN'S COMMENTS**

Chairman Campbell detailed the public comment procedures. He told CAC members that at the December 14, 2022 MetroPlan Orlando Board meeting, he informed Board members on CAC's officer elections, their questions regarding the environmental impact of the Rock Springs Road and West Orange Trail projects and questions regarding FDOT's Five-Year Work Program. Chairman Campbell wished everyone happy new year and thanked CAC members for their vote of confidence electing him as chair for a second term.

#### **IV. AGENDA REVIEW**

Ms. Mary Ann Horne reminded CAC members that meetings required an in-person quorum and emphasized the importance of RSVPs for the meeting. She called attention to MetroPlan Orlando's Annual Report which was now available and encouraged CAC members to share the Annual Report. Ms. Horne introduced Ms. Leilani Vaiaoga who spoke briefly about a MetroPlan Orlando committee competition to see who can log the most Annual Report shares. A flyer was provided detailing competition information and the deadline is February 15<sup>th</sup>. Ms. Vaiaoga will announce the winner at the February meeting. Ms. Horne next called attention to the Active Transportation Plan and a survey related to the Plan that committee members are encouraged to share. She added that staff is currently recruiting for persons to fill vacant CAC appointee openings. Recruiting, she reported, ends February 10<sup>th</sup> and the selection committee will meet in February to review applications. Ms. Horne told CAC members if they knew anyone interested in serving on CAC to encourage them to apply. She next recognized CAC members who had perfect attendance for 2022.

## V. CONFIRMATION OF QUORUM

Ms. Lisa Smith conducted the attendance roll call and confirmed a quorum.

## VI. PUBLIC COMMENTS ON ACTION ITEMS

None.

## VII. ACTION ITEMS

### A. December 7, 2022 Meeting Minutes

Approval of the meeting minutes for the December 7, 2022 CAC meeting was requested. The minutes were provided.

**MOTION:** Dr. Dan Stephens moved for approval of meeting minutes from December 7, 2022. Ms. Judy Pizzo seconded the motion, which passed unanimously.

### B. FDOT Amendment to FY 2022/23 – 2026/27 Transportation Improvement Program (TIP)

Mr. Jason Sartorio, MetroPlan Orlando staff, requested the CAC make a recommendation to the Board that the FY 2022/23 – 2026/26 TIP be amended to include the following items:

- FM# 452505-1 – 5310 Operating Grant for Aspire Health Partners
- FM# 452509-1 – 5310 Operating Assistance for LYNX
- FM# 452512-2 – 5310 Capital Grant for The Opportunity Center, Inc.
- FM# 439252-1 – Buck Road Bridge over Little Econ-Orange County-Bridge ID #754005
- FM# 442334-1 – Shingle Creek Trail Phase 2A  
(John Young Pkwy to Pleasant Hill Rd)
- FM# 245316-6 – I-4 Traffic Surveillance System
- FM# 452229-1 – Rumble Stripes Bundle 5A
- FM# 452229-5 – Rumble Stripes Bundle 5E
- FM# 452364-1 – I-4 EV Charging Station (Phase 1)

A letter from FDOT staff explaining the amendment request was included along with a sheet prepared by MetroPlan Orlando staff and the draft resolution to be presented at the February 8, 2023 Board meeting. Mr. Sartorio briefly reviewed the amendments requested. Discussion ensued regarding how Aspire Health and Opportunity Center fit in, cost increase for the Buck Street bridge project, and whether the EV charging stations would be powered to current standards.

**MOTION:** Mr. Tom O’Hanlon moved for approval of the FDOT Amendment to FY 2022/23 – 2026/27 Transportation Improvement Program (TIP)  
Dr. Dan Stephens seconded the motion, which passed, unanimously.

### **C. Federal Performance Measure Targets / Support for FDOT Statewide & LYNX Targets**

Mr. Alex Trauger, MetroPlan Orlando staff, requested the annual re-support of FDOT’s targets for Safety, Travel Time Reliability, Bridge and Pavement Condition, as well as the targets established in the LYNX Transit Asset Management (TAM) plan. An attachment was provided. Mr. Trauger gave a brief presentation on the performance measure targets and progress trending towards targets. He provided background information and reviewed the performance measures. Discussion ensued regarding how infrastructure components figure into safety performance, Florida road condition compared to elsewhere, definitions and explanations of the reliability index, how to report issues with roads, and how equipment totals under Transit Asset Management total zero. Dr. Dan Stephens commented that Orange County has a 311 service to report road issues.

**MOTION:** Ms. Theresa Mott moved for approval of the re-support of FDOT’s targets for Safety, Travel Time Reliability, Bridge and Pavement Condition, as well as the targets established in the LYNX Transit Asset Management plan. Ms. Patricia Rumph seconded the motion, which passed unanimously.

## **IX. PRESENTATIONS & STATUS REPORTS**

### **A. Florida Sunshine Law Refresher**

Ms. Virginia Whittington, MetroPlan Orlando staff, conducted a refresher training session on the Florida Sunshine Law. Ms. Whittington reviewed the three basic requirements of the law and the definition of a meeting. She noted that the law covered discussions between two or more members of a committee or board regarding a topic that might come up for action. Ms. Whittington provided information on exceptions and caveats along with potential penalties. Discussion ensued regarding speaking to members of other committees/boards and posting on social media.

### **B. MetroPlan Orlando’s TSM&O Master Plan Update**

Mr. Eric Hill, MetroPlan Orlando staff, provided an update on the Transportation Systems Management & Operations Master Plan. Mr. Hill told CAC members that TSMO is the use of innovation in transportation to use the transportation system more efficiently. He explained that an Intelligent Transportation System Master Plan had been completed a few years ago and that plan now falls under the TSMO umbrella including high technology and low technology. The TSMO Master Plan Steering Committee started in April 2022, with Kimley Horn as Project Manager and has held two meetings in 2022 that will be reported on. A third meeting was held January 24, 2023 and was too late to be included in the current report. Mr. Hill reviewed the members of the Steering Committee, the focus of meeting 1 including scope of work, key documents, and roles and responsibilities, and the Master Plan vision and goals. In addition, he reviewed the October 4<sup>th</sup> meeting existing conditions, and input on needs. Mr. Hill provided the master schedule, Steering Committee

schedule and the next steps. Discussion ensued regarding self-driving electric trucks currently in use on the roads, equity issues, and how lessons learned are being captured.

**C. City of Casselberry's Winter Park Drive Complete Streets Study**

Ms. Kathrin Tellez, Fehr & Peers, gave a presentation on the Winter Park Drive Complete Streets Study. Ms. Tellez reviewed the key goals of the city and the study area which ran from SR 434 to Red Bug Lake Road. She reported that an existing conditions assessment was conducted which identified opportunities and constraints. Ms. Tellez noted that public outreach was also conducted and they received 100 unique comments. In addition, walking audit, nighttime audit, bicycle audit and ADA assessment were completed. Guiding principles were developed which included purpose and need, evaluation method, design guidelines and alternates. As a result of this work, three concepts were developed. A concept plan was developed for the alternatives. Ms. Tellez reviewed the community feedback and key takeaways. She shared a few highlights from the study and 3D renderings. The final report, she added, is available online. Discussion ensued regarding no stop signs on the roundabout rendering, self-governing speeds, and how to identify specific roads to work on. Chairman Campbell asked Mr. Kelly Brock of the City of Casselberry to tell CAC members about a recent commendation he received. Mr. Brock told CAC members that Smart Growth America's Complete Streets Coalition recently named him one of thirteen Complete Streets Champions nationally. Additional discussion ensued regarding a shared use path, making bicycle paths a different color, 25 mph speed for the length of the corridor, insights on public opinions on traffic circles, who was involved in the vision statement, vehicle turn issues, flashing signals for crosswalks, speed calming options, and the deciding factor for implementing roundabouts.

**X. GENERAL INFORMATION**

**A. FDOT Monthly Construction Status Update**

The latest FDOT Monthly Construction Status Report for the Orlando area was provided.

**B. Highlights from December 14, 2022 MetroPlan Orlando Board Meeting**

A series of highlights and notable actions from the most recent MetroPlan Orlando Board meeting was provided.

**C. Bicycle and Pedestrian Report**

A report on bicycle and pedestrian projects in the MetroPlan Orlando region was provided.

**D. PD&E Tracking Status Report**

A report providing the latest status of the PD&E studies currently underway in the MetroPlan Orlando area was provided.

**E. MetroPlan Orlando Annual Report digital copy and Chair Uribe's video message are available at: [bit.ly/NotesOnTheFuture](https://bit.ly/NotesOnTheFuture). (Printed copies and Committee Challenge Kickoff information were provided in members' supplemental folders.)**

**F. Active Transportation Plan - Public Participation Kickoff Announcement**

The Active Transportation Plan has moved into the public participation phase. The citizen feedback survey and comment map can be accessed at [MetroPlanOrlando.com/ATP](http://MetroPlanOrlando.com/ATP).

**G. 2023 MetroPlan Orlando legislative Priorities and Positions**

A list of the 2022 legislative priorities approved by the MetroPlan Orlando Board at the meeting of November 10, 2021 was provided.

**XI. UPCOMING MEETINGS OF INTEREST**

A list of selected upcoming meetings to be held at MetroPlan Orlando's office. For more information and a full list of upcoming meetings, visit [MetroPlanOrlando.org/calendar](http://MetroPlanOrlando.org/calendar)

- A. MetroPlan Orlando Board, February 8, 2023
- B. Transportation Disadvantaged Local Coordinating Board (TDLCB), February 9, 2023
- C. Community Advisory Committee (CAC), February 22, 2023

**XII. MEMBER COMMENTS**

Mr. Jeff Piggrem commented that he has successfully used Orange County's 311 service to report a traffic signal issue.

**XIII. PUBLIC COMMENTS (General)**

Ms. Joanne Counelis commented that a bus stop is needed at Estelilla and Country Club Road. She added that there needs to be 24-hour bus and train service on holidays, nights and weekends, every 15 minutes, for everyone.

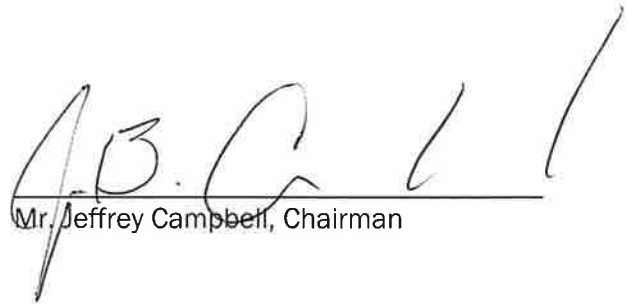
XIV. ADJOURNMENT

Chairman Campbell thanked everyone.

There being no further business, the meeting adjourned at 11:23 a.m.

Respectfully transcribed and submitted by Ms. Cathy Goldfarb, MetroPlan Orlando.

Approved this 22<sup>nd</sup> day of February 2023.



Mr. Jeffrey Campbell, Chairman



Ms. Cathy Goldfarb,  
Senior Board Services Coordinator

As required by Section 286.0105, Florida Statutes, MetroPlan Orlando hereby notifies all interested parties that if a person decides to appeal any decision made by MetroPlan Orlando with respect to any matter considered at such meeting or hearing, he or she may need to ensure that a verbatim record is made to include the testimony and evidence upon which it is based.