



# metroplan orlando

A REGIONAL TRANSPORTATION PARTNERSHIP

## MUNICIPAL ADVISORY COMMITTEE MEETING MINUTES

DATE: Thursday, March 3, 2022

LOCATION: Hybrid Virtual Platform

TIME: 9:30 a.m.

---

Mayor John Dowless, Vice Chairman, presided

---

### Members in attendance:

Mayor Phil Anderson, City of Winter Park  
Ms. Sharon Anselmo, City of Maitland  
Mayor Eddie Cole, Town of Eatonville  
Mayor John Dowless, City of Edgewood  
Commissioner Richard Firstner, City of Ocoee  
Mayor Nicholas Fouraker, City of Belle Isle  
Mayor David Henson, City of Casselberry  
Mayor Kevin McCann, City of Winter Springs  
Mayor Megan Sladek, City of Oviedo  
Commissioner Jordan Smith, City of Lake Mary

### Members not in attendance:

Mayor Jim O'Brien, Town of Windermere  
Commissioner Sal Ramos, Town of Oakland  
Council Member Keith Trace, City of St. Cloud\*  
Vacant, City of Longwood  
Vacant, City of Winter Garden

\* *Excused Absence*

### Others in attendance were:

Mr. Tyler Burgett, FDOT	Ms. Sarah Larsen, MetroPlan Orlando
Mr. Siasoi Fine, FTE	Ms. Cynthia Lambert, MetroPlan Orlando
Ms. Trish Whitton, LYNX	Ms. Mary Ann Horne, MetroPlan Orlando
Ms. Jerri Brittin, HDR	Ms. Leilani Vaiaoga, MetroPlan Orlando
Mr. Will Hawthorne, CFX	Ms. Taylor Laurent, MetroPlan Orlando
Ms. Sunsurea Dalton, Jacobs Engineering	Ms. Lara Bouck, MetroPlan Orlando
Mr. Alex Trauger, MetroPlan Orlando	Ms. Virginia Whittington, MetroPlan Orlando
Mr. Nick Lepp, MetroPlan Orlando	Ms. Cathy Goldfarb, MetroPlan Orlando

**I. CALL TO ORDER**

Vice Chairman John Dowless called the meeting to order at 9:31 a.m.

**II. PLEDGE OF ALLEGIANCE**

Mayor Phil Anderson led the Pledge of Allegiance.

**III. CHAIR'S ANNOUNCEMENTS**

Vice Chairman Dowless reviewed the virtual workshop/meeting procedures.

**IV. CONFIRMATION OF QUORUM**

Ms. Lisa Smith conducted the roll call and noted that there was not a quorum at this time.

**V. AGENDA REVIEW/FOLLOW-UP**

Mr. Alex Trauger welcomed MAC members. He called attention to the return to a hybrid virtual meeting format requiring an in-person quorum. Mr. Trauger noted that Mr. Tyler Burgett is the new FDOT liaison for MAC and will be providing the certification report. He also noted that Ms. Trish Whitton, LYNX, was in attendance for Mr. Myles O'Keefe.

**VI. Public Comments on Action Items**

None.

**VII. Agency Reports/Partner Updates**

- **Florida Department of Transportation**

Mr. Tyler Burgett, FDOT, introduced himself and noted that he would provide the FDOT certification report later in the agenda. He reported on the Maitland Area Study Meeting involving US 17-92, SR 414, and Maitland Avenue.

- **LYNX**

Ms. Trish Whitton, LYNX, reported that bus ridership has remained steady at 55% - 60% of pre-pandemic levels. She told MAC members that LYNX completed their Annual National Transit Database report the end of January. Ms. Whitton noted that LYNX continues to look for sites for a new operations and maintenance facility in the south Orlando area. She added that LYNX is working on their Hunan Services Transportation Disadvantaged update and Transportation Disadvantaged Service Plan which will be presented to QATF in April and TDLCB in May. In addition, LYNX is working on an Orange County Service Plan as part of the County's tax initiative. Ms. Whitton reported that LYNX has been participating in the workshops Orange County has been conducting for the tax initiative. Discussion ensued regarding the reasons for decreased ridership.

- **Florida Turnpike Enterprise**

Mr. Siao Si Fine, FTE, reported that FTE held Alternative Public Information meetings for the Poinciana Parkway PD&E study from CR 532 to the I-4/SR 429 interchange and the Western Beltway widening from I-4/SR429 to Sidel Road. The meetings, he added, were held in person and virtually.

*A physical quorum was reached at this time.*

**MOTION:** Mayor John Dowless moved to approve Chairman Keith Trace's absence as excused; per the MAC Bylaws. Mayor Phil Anderson seconded the motion, which passed unanimously.

## VIII. ACTION ITEMS

### A. Approval of December 2, 2021 and February 3, 2022 Meeting Minutes

Approval was requested of the December 2<sup>nd</sup> and February 3<sup>rd</sup> MAC meeting minutes.

**MOTION:** Mayor Phil Anderson moved for approval of the December 2, 2021 and February 3, 2022 meeting minutes. Mayor Nick Fouraker seconded the motion, which passed unanimously.

### B. Ratification of Board Action Item for February 9, 2022

The MAC was requested to ratify the action taken by the MetroPlan Orlando Board at the meeting on February 9, 2022 to approve 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. This item was presented for review and discussion at the MAC's February 3, 2022 virtual workshop.

**MOTION:** Mayor Nick Fouraker moved to ratify the Board Action Item for February 9, 2022. Mayor Phil Anderson seconded the motion, which passed unanimously.

### C. Plan Revisions to the 2045 Metropolitan Transportation Plan

Mr. Alex Trauger, MetroPlan Orlando staff, requested the MAC recommend approval of amendments and modifications to the 2045 MTP. Information on this request was provided. Mr. Trauger explained the difference between amendments and modifications. He reviewed each of the plan revisions included in the request. Discussion ensued regarding funding options to help offset project cost increases.

**MOTION:** Mayor Nick Fouraker moved for approval of the FDOT Amendment to 2045 Metropolitan Transportation Plan. Mayor John Dowless seconded the motion, which passed unanimously.

### D. Approval of FY 2022/23 – FY 2023/24 Unified Planning Work Program

Following a brief presentation, action was requested by Mr. Nick Lepp, MetroPlan Orlando staff, to recommend approval of the FY 2022/23 - 2023/24 Unified Planning Work Program (UPWP). Information on this action item was provided. Mr. Lepp provided a schedule for the UPWP adoption. He reviewed the Consolidated Planning Grant and its benefits along with an example of how it works. In addition, he reviewed estimated revenues, the documents streamlined format and new sections as well as identified special studies. Mayor Dowless asked about the status of a federal grant received that involved real time traffic signals.

**MOTION:** Mayor John Dowless moved for approval of the draft FY 2022/23 – FY 2023/24 Unified Planning Work Program. Mayor Phil Anderson seconded the motion, which passed unanimously.

### E. Acknowledgement of FDOT Annual Certification Review

Mr. Tyler Burgett, FDOT staff, presented FDOT's report on the 2022 Annual Certification Review of MetroPlan Orlando; and requested MAC take action to acknowledge the report. A copy of the MetroPlan Orlando Board Action Fact Sheet was provided. FDOT's one-page summary of the certification was sent separately to the MAC members. Mr. Burgett told MAC members that the Certification Review is conducted annually. He reported that MetroPlan Orlando exhibits good financial practices and as a result was awarded a low-risk rating. Mr. Burgett also provided some highlights of the Certification Review.

**MOTION:** Mayor Nick Fouraker moved to acknowledge FDOT's report on the 2022 Annual Certification Review of MetroPlan Orlando; Commissioner Jordan Smith seconded the motion, which passed unanimously.

**IX. PRESENTATIONS AND STATUS REPORTS**

**A. Presentation on Health Strategic Plan**

Ms. Sarah Larsen, MetroPlan Orlando staff, and Ms. Jeri Brittin, of HDR, gave a presentation on the Health Strategic Plan, which provides a framework for understanding our community's connections between transportation and health. Ms. Larsen provided background information and timeline of the Health Strategic Plan's development process. She then introduced Ms. Brittin who gave the rest of the presentation. Ms. Brittin provided information on the advisory team, purpose of the plan, and the focus on health promotion. She told MAC members that the process took eight months and involved multiple sources of information. The plan began with a vision from community stakeholders that evolved into the framework and the PATH (Planning and Analysis of Transportation and Health Strategies). Ms. Brittin noted that MetroPlan Orlando already had a health in all transportation policies initiative in place defining the transportation system and health outcomes. By looking at what could be done and impact on health strategies, she added, five plan goals were developed. Ms. Brittin reviewed the goals, an example of goal relationships, implementation process, and next steps. Discussion ensued regarding access to providers and what will be done differently in the future. The plan is now available for viewing on our website at: [www.MetroPlanOrlando.org/health](http://www.MetroPlanOrlando.org/health).

**B. Presentation on FY 2020/21 Traffic Signal Retiming Program**

Ms. Lara Bouck, MetroPlan Orlando staff, gave a presentation on MetroPlan Orlando's FY 2020/21 Traffic Signal Retiming Program. A signal retiming infographic was provided. Ms. Bouck reviewed why signal retiming is done and how many corridors, intersections and school zones were done in 2020-2021. She called attention to information on the number retimed by county, project results, and other outcomes such as speeding reduced. Ms. Bouck detailed the benefit/cost summary along with the historic benefit/cost ratios. She also provided information on future efforts with the program. Mayor Dowless noted that the grant he inquired about earlier may be related to traffic signal retiming. Staff responded that he may be referring to the ATTAIN grant and PedSafe program which Mr. Jeremy Dilmore, FDOT, would be providing an update on at a future meeting. Discussion ensued regarding how prevalent smart city signal sensors were in the retimed corridors.

**C. Presentation on SR 414 Extension PD&E Study**

Mr. Will Hawthorne, CFX, and Ms. Sunsera Dalton, Jacobs Engineering, gave a presentation on the SR 414 Extension Project Development and Environment (PD&E) study being conducted by the Central Florida Expressway Authority (CFX). Mr. Hawthorne introduced Ms. Dalton, who gave the presentation. Ms. Dalton provided project background and description along with the project location. She told MAC members that stakeholder coordination and public involvement were conducted. Ms. Dalton reviewed key input, typical section, and the preferred alternative, which would use the existing right-of-way She called attention to the public hearing for the project scheduled on Thursday, March 31<sup>st</sup>, 5:30 p.m. both in person and virtual. Discussion ensued regarding a timeline for design and construction for the project.

**X. GENERAL INFORMATION**

**A. FDOT Monthly Construction Status Report**

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

**B. MetroPlan Orlando Board Highlights**

A copy of the February 9, 2022 Board Meeting Highlights was provided.

**C. LYNX Press Releases**

A set of press releases from LYNX was provided.

**XI.. UPCOMING MEETINGS OF INTEREST**

**A. Next Municipal Advisory Committee meeting**

The next MAC meeting was scheduled in person on May 5, 2022 at 9:30 a.m. in the MetroPlan Orlando Board Room, 250 South Orange Avenue, Suite 200, Orlando FL 32801.

**B. Next MPO Board Meeting**

The next MetroPlan Orlando Board meeting was scheduled to be held on March 9, 2022, at 9:00 a.m. in the MetroPlan Orlando Board Room, 250 South Orange Avenue, Suite 200, Orlando, FL 32801.

**XI. MEMBER COMMENTS**

Mr. Trauger called attention to the May MAC meeting being in person and the importance of RSVPs.

Mayor Henson noted that he had a personal commitment/conflict the week of the May MAC meeting and requested to be excused from attending meeting in person.

**XII. PUBLIC COMMENTS (GENERAL)**

None.

**XIII. ADJOURNMENT**

The Municipal Advisory Committee meeting was adjourned at 10:45 a.m.

The meeting was recorded and transcribed by Ms. Cathy Goldfarb.

Approved this 5th day of May 2022.

  
\_\_\_\_\_  
Council Member Keith Trace, 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 the appeal is to be based.