



# metroplan orlando

A REGIONAL TRANSPORTATION PARTNERSHIP

## COMMUNITY ADVISORY COMMITTEE MEETING MINUTES

DATE: Wednesday, January 22, 2025

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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*Chair Dan Stephens presided.*

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Members in attendance were:

Mr. Nadeem Battla, Osceola County  
Mr. Jeffrey Boebinger, City of Altamonte Springs  
Mr. Mark Bolton, MetroPlan Appointee  
(Non-voting, alternate)  
Mr. Joseph Caesar, Orange County Appointee  
Mr. Jeffrey Campbell, MetroPlan Appointee  
Ms. Nilisa Council, MetroPlan Appointee  
Ms. Sarah Elbadri, City of Sanford  
Ms. Janette Frevola, Orange County Appointee  
Ms. Ashley Guss, MetroPlan Appointee  
Ms. Misty Heath, City of Orlando  
Mr. Daniel J. López, Osceola County  
Ms. Theresa Mott, City of Apopka  
Mr. Thomas O'Hanlon, Seminole County  
Mr. Jeff Piggrem, MetroPlan Appointee  
Ms. Judy Pizzo, MetroPlan Appointee  
Ms. Marissa Salas, MetroPlan Appointee  
Mr. David Sibila, MetroPlan Appointee  
Dr. Dan Stephens, MetroPlan Appointee  
Ms. Theo Webster, MetroPlan Appointee

Members not in attendance were:

Mr. Bryant Coleman, City of Kissimmee  
Mr. Joel Davis, City of St. Cloud  
Mr. R.J. Mueller, MetroPlan Appointee  
Ms. Venise White, MetroPlan Appointee  
Mr. Chris Willenbring, Seminole County  
Vacant, MetroPlan Orlando Appointee  
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Vacant, Orange County Appointee  
Vacant, Osceola County  
Vacant, Seminole County

Others in attendance were:

Ms. Kathrin Alexander-Corbin, FDOT  
Mr. Siao Si Fine, FTE  
Mr. Charles Abbatantuono, Lynx  
Mr. Gary Huttman, MetroPlan Orlando  
Ms. Virginia Whittington, MetroPlan Orlando  
Mr. Alex Trauger, MetroPlan Orlando  
Ms. Taylor Laurent, MetroPlan Orlando  
Ms. Mary Ann Horne, MetroPlan Orlando  
Ms. Lara Bouck, MetroPlan Orlando  
Mr. Mighk Wilson, MetroPlan Orlando  
Mr. Slade Downs, MetroPlan Orlando  
Mr. Jason Sartorio, MetroPlan Orlando  
Ms. Adrianna Rodriguez, MetroPlan Orlando  
Ms. Leilani Vaiaoga, MetroPlan Orlando  
Ms. Lisa Smith, MetroPlan Orlando  
Ms. Rachel Frederick, MetroPlan Orlando

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

**I. CALL TO ORDER**

Chair Dan Stephens called the Community Advisory Committee meeting to order at 9:35 a.m. The Chair welcomed everyone and confirmed that this meeting is fully in-person, so all committee members are asked to be physically present in the Boardroom. Due to a technical difficulty the meeting was not streamed live, but is uploaded to the MetroPlan Orlando YouTube channel.

**II. PLEDGE OF ALLEGIANCE**

Mr. Mark Bolton led the Pledge of Allegiance.

**III. CHAIRMAN'S COMMENTS**

Chair Dan Stephens detailed public comment procedures.

**IV. AGENDA REVIEW**

Ms. Mary Ann Horne welcomed members in the room and members of the public attending online. She advised members of an upcoming CAC Webinar on Wednesday, March 19<sup>th</sup>, 2025, led by Mr. Mighk Wilson on the topic of Bicycling. Ms. Horne also stated that new member recruitment continues through January 29<sup>th</sup>, 2025.

She noted a change in the agenda with there being no Agency Report from FDOT as a representative will present their tentative Work Program later in the agenda today.

Mr. Mighk Wilson presented the Safety Moment, with January being Move Over Month. Mr. Wilson noted an update to Florida's Move Over Law which now includes all disabled vehicles displaying

warning lights, flares, or if people are visibly present. He shared statistics of serious and fatal crashes involving such vehicles.

With regards to Vision Zero, Mr. Wilson updated members on various grants MetroPlan Orlando is working on with local agencies and also demonstration projects currently underway in the three counties. He stated there is a FHWA Road Safety Audit Training on February 3 – 7, 2025 and the next Vision Zero Task Force Meeting is on March 18<sup>th</sup>, 2025.

Members discussed the Move Over law in relation to pedestrians.

## V. AGENCY REPORTS - FDOT

None – please see FDOT Tentative Work Presentation, agenda item IX. D.

## VI. CONFIRMATION OF QUORUM

Ms. Rachel Frederick conducted the attendance roll call, and confirmed we did have a quorum.

## VII. PUBLIC COMMENTS ON ACTION ITEMS

No comments

## VIII. ACTION ITEMS

### A. Approval of CAC Meeting Minutes: December 5, 2024

Approval of the meeting minutes for December 5, 2024, was requested.

**MOTION:** Mr. Daniel Lopez moved to approve the meeting minutes from December 4, 2024. Mr. Jeffrey Campbell seconded the motion, which passed unanimously.

### B. FDOT Amendment to FY 2025 – 2029 TIP

Mr. Jason Sartorio presented an amendment to the FY 2024/25 – 2028/29 TIP of the following item:

- FM# 447104-1: Resurfacing/Safety Project on SR 500 / US 441

Mr. Sartorio reminded members this was the amendment removed from the December agenda and has since been revised. He also noted the correction to the funding source which should read CARU and not CARL.

Mr. Sartorio asked for a recommendation to approve the amendment to the FY 2024/25 – FY 2028/29 TIP, as presented.

**MOTION:** Ms. Theresa Mott moved to recommend approval of the TIP amendment as presented. Mr. Daniel Lopez seconded the motion, which passed unanimously.

### **C. Support for Federal Transportation Performance Targets**

Ms. Lara Bouck presented, outlining that investment decisions must be supportive of strategic performance goals using the Transportation Performance Management Approach. Ms. Bouck shared the Safety Performance (PM1) measures that are used and displayed visuals showing current analytics, of both statewide and MetroPlan Orlando.

The next category shared was the Bridge and Pavement conditions (PM2), with Ms. Bouck again showing statewide metrics and those in the MetroPlan Orlando region. She shared the third measure - System Performance (PM3) and Reliability and explained what was tracked in this category.

Ms. Bouck noted the targets to consider for each performance measure, and recommended approval of the federal transportation targets, as presented.

Member discussion included appreciation for the good condition of the regions roads, what impacts truck reliability time and how the state/FDOT set their targets. Also asked was how MetroPlan Orlando targets compare to other state MPOs, and members stated they supported MetroPlan Orlando being aggressive with their targets. Also noted was the opportunity for contributing to the legislative positions of MetroPlan Orlando.

**MOTION:** Ms. Ashley Guss moved to approve the Federal Transportation Performance Targets as presented. Ms. Nilisa Council seconded the motion, which passed unanimously.

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

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

Ms. Virginia Whittington began, firstly acknowledging the discussion members had just had and brought attention to the legislative positions the MetroPlan Orlando Board had just approved in December 2024.

Ms. Virginia Whittington presented on Florida's Sunshine Laws outlining the three basic requirements, that meetings must be open and accessible – to include transit options, with reasonable notice given and there be a record of the meeting. She clarified what constitutes a public meeting and that the law applies not just to the Board but all Committees, Task Force, Working Group etc. where official acts are to be taken. She displayed recent notices where individuals had violated the Sunshine Law, and the sanctions imposed.

Ms. Whittington stated that the law covers all forms of communication including social media and hybrid meetings which need to be considered part of the public record. She noted some exceptions and caveats to posting of some gatherings but encouraged members to be mindful not to discuss any issues that could come up before any Boards or Committees, and to avoid any appearance of impropriety. Ms. Whittington advised members to reach out to the Regional Partnerships team at MetroPlan Orlando should you require guidance.

Discussions ensued regarding clarity in certain situations. The Chair asked if MetroPlan Orlando could consider reimbursing members who travel on transit to the meetings.

Ms. Whittington said Robert's Rules of Order is used as guidance for MetroPlan Orlando meetings. She outlined the process of making a motion and etiquette with the microphones and cameras in the Boardroom. Ms. Whittington shared tips to remember on motions, seconds and amendments and stated that a cheat sheet for Robert's Rules of Order will be shared with all members. She noted that when the CAC Bylaws are to be reviewed then the process of Officer Selection can be revisited.

## **B. Status Update: 2050 Metropolitan Transportation Plan (MTP)**

Ms. Taylor Laurent presented, sharing an update on recent outreach events, their work with Central Florida Regional Planning Model team, technical reports, finalizing needs assessments and applying the prioritization process. Ms. Laurent refreshed members on the prioritization process goal areas and the metrics associated with each.

Ms. Laurent noted the next stage of the project is establishing Funding Scenarios. She detailed the 2045 MTP Funding Policy and questioned whether this should be adjusted for the 2050 MTP. She offered various funding scenarios to the committee and the results from a recent survey on the topic. Ms. Laurent shared the progress on the 2050 MTP Schedule with adoption on schedule for December 2025.

## **C. LYNX Transit Development Plan (TDP) Annual Update**

Mr. Charles Abbatantuono - LYNX, presented. He explained the Transit Development Plan (TDP) is a requirement as a public agency to be eligible for the grants from FDOT. He noted that a major update to the plan is required every five years and minor updates annually.

Mr. Abbatantuono shared the revised TDP Rule 14-73.001 F.A.C. which is now in effect and impacts the submission timelines for the major and annual progress reports. He continued to share the coordination that takes place between LYNX and MetroPlan Orlando. He highlighted the plan goals for the TDP and detailed some accomplishments including new bus routes, increased frequencies, and LYNX has initiated an ADA transition plan for their fleet, facilities and stops. Mr. Abbatantuono continued to list active and upcoming plans and projects. He shared the next steps to include submission of the TDP Annual Update to FDOT, by the new date of March 1, 2025.

Members shared their appreciation of LYNX presenting. Discussions included the poor condition of bus stops, how they are funded and access challenges for transit and stops. A member asked how LYNX needs assessments can work more effectively with MetroPlan Orlando and local agency projects and plans. A desire to improve headway on buses was shared and the conclusion of the SWAN autonomous vehicle project was given. Also shared were some details of the RFP process concerning transit in Seminole county, and the frustration of the lack of progress with autonomous transit vehicles. Queried was how bus routes/schedules were added in coordination with employers to ensure effective service for their workforce. A member raised the role of law enforcement coordinating with LYNX on safety and crime prevention. Finally, members requested clarity on acronyms use and it was noted that MetroPlan Orlando is in the process of updating their acronym guide.

#### **D. FDOT District 5: Tentative Five-Year Work Program**

Ms. Katherine Alexander-Corbin – FDOT, presented. Ms. Alexander-Corbin began by outlining the process of the Tentative Work Program (TWP) and deadlines associated with it. She continued explaining the funding priorities and the factors influencing FDOT district 5's TWP. Noted was a slight increase in funding from the rental car surcharge projections, but a slight decrease in state funds as well as economic variables.

Ms. Alexander-Corbin detailed the amounts allocated to each of the three counties over the next five years with a total of \$2.2 billion. She also broke down the funding per type of project in each county. Moving on to project highlights she shared newly funded project phases, deferred and deleted projects, projects of interest and grant awards. Specific projects noted were resurfacing, capacity, operational safety projects, pedestrian & bike projects, truck parking, bridge replacement and airport projects across the three counties. Ms. Alexander-Corbin also highlighted any deferred, deleted, moved out and advanced projects. She concluded with FDOT's response to hurricane's Helene and Milton, and a video can be seen on the following link: [FDOT District Five's Hurricane Milton Preparation and Response](#)

It was confirmed the current cost of resurfacing a one mile, four lane divided highway is \$1.18m. Also discussed was the SunRail bridge replacement in Maitland.

#### **E. Florida's Turnpike Enterprise: Tentative Five-Year Work Program**

Due to time constraints, we were unable to have the presentation from Mr. Siao Si Fine. A recording of him presenting at the TAC meeting can be found on this link (*from time stamp 1:23:24*) [TAC Meeting - January 24, 2025 - YouTube](#)

## X. GENERAL INFORMATION

- A. **FDOT Monthly Construction Status Report** – November and December 2024 FDOT Monthly Construction Status Reports for the MetroPlan Orlando area were enclosed.
- B. **Highlights from December 11, 2024, MetroPlan Orlando Board Meeting** – A series of highlights and notable actions from the most recent MetroPlan Orlando Board Meeting.
- C. **Bicycle and Pedestrian Report** – A report on bicycle and pedestrian projects in the MetroPlan Orlando region was enclosed.
- 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 enclosed.
- E. **2024 Air Quality Report** – The 2024 air quality report for the MetroPlan Orlando area was enclosed.
- F. **2025 MPO Legislative Position Statements** – MetroPlan Orlando’s Legislative Positions for the upcoming 2025 state legislative session was enclosed.
- G. **TIP Modification Letter** – A letter explaining modifications to the FY 2024/25 – FY 2028/29 TIP was included.

## 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 the [MetroPlan Orlando Calendar](#).

- A. **Quality Assurance Task Force** – January 28, 2025
- B. **MetroPlan Orlando Board** – February 12, 2025
- C. **2050 MTP Technical Workshop** – February 13, 2025
- D. **Transportation Disadvantaged Local Coordinating Board (TDLCB)** – February 13, 2025
- E. **Central Florida MPO Alliance** – February 14, 2025
- F. **Community Advisory Committee (CAC)** – February 26, 2025
- G. **LYNX Board (at LYNX Central Station)** – February 27, 2025
- H. **Central Florida Commuter Rail Commission (at LYNX Central Station)** – February 27, 2025
- J. **TSM&O Advisory Committee** – February 28, 2025

- K. Technical Advisory Committee (TAC) – February 28, 2025
- L. Municipal Advisory Committee (MAC) – March 6, 2025
- M. MetroPlan Orlando Board – March 12, 2025

**XII. MEMBER COMMENTS**

Mr. Jeff Piggrem shared Brightline updates with an increase in cars from 4 to 5 with stations sized for 10-car trains and a projected increase to 7 cars by the summer. He stated that currently there are 28 flights between Orlando and South Florida, however Brightline’s ridership daily exceeds those passenger numbers.

**XIII. PUBLIC COMMENTS (GENERAL)**


None

**XIV. ADJOURNMENT**

There being no further business, the meeting adjourned at 11:45 a.m.

Respectfully transcribed and submitted by Ms. Rachel Frederick, MetroPlan Orlando.

Approved this 28<sup>th</sup> day of February 2025.

  
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Dr. Dan Stephens, Chairman

Ms. Rachel Frederick,  
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.