



metroplan orlando

A REGIONAL TRANSPORTATION PARTNERSHIP

December 9, 2015

Board Meeting



MEETING NOTICE

DATE: Wednesday, December 9, 2015

TIME: 9:00 a.m.

LOCATION: MetroPlan Orlando
One Landmark Building
315 E. Robinson Street
Suite 355
Orlando, Florida 32801

Transit Options to MetroPlan

www.sunrail.com (for schedule)

SunRail - LYNX Central Station

12 minute walk to MetroPlan

Connections:

Bus Link 51 (Platform X) or

Bus Link 125 (Platform V)

Your stop: 315 E. Robinson Street

Bike Racks available in parking garage located
on Ridgewood Street

Mayor Jim Swan, Board Chairman, Presiding

PLEASE SILENCE CELL PHONES

- I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
- II. CHAIRMAN'S ANNOUNCEMENTS - Chairman Swan
- III. EXECUTIVE DIRECTOR'S ANNOUNCEMENTS - Mr. Barley
- IV. CONFIRMATION OF QUORUM - Ms. Tolliver
- V. AGENDA REVIEW - Mr. Barley

VI. COMMITTEE REPORTS

Technical Advisory Committee - Mr. Kelly Brock
Transportation Systems Management & Operations Advisory Committee - Mr. Hazem El-Assar
Citizens' Advisory Committee - Mr. Tom O'Hanlon
Bicycle and Pedestrian Advisory Committee - Mr. Rob McKey
Municipal Advisory Committee - Mayor Charles Lacey

VII. PUBLIC COMMENTS ON ACTION ITEMS

Comments from the public will be heard pertaining to Action Items on the agenda for this meeting. People wishing to speak must complete a "Speakers Introduction Card." Each speaker is limited to two minutes. People wishing to speak on other items will be acknowledged under Agenda Item XIV.

VIII. CONSENT AGENDA (ACTION ITEMS)

A. Approval of Minutes - November 4, 2015 Board Meeting (Tab 1)

The minutes of the November 4, 2015 Board meeting are provided at Tab 1.

B. Approval of October Monthly Financial Report; and acknowledgement of November 2015 Travels (Tab 2)

The financial reports for the period ending October 31, 2015 is provided at Tab 2 for approval. Acknowledgment is also requested of travel outside our region during the month November 2015, also provided at Tab 2.

C. Approval of Updated Internal Operating Procedures (Tab 3)

As part of the implementation of the MetroPlan Orlando Strategic Business Plan, the organization's Internal Operating Procedures were reviewed for needed changes. Updates to advisory committee bylaws (previously approved by the board), as well as several other minor changes having to do with our upcoming move, have been incorporated. A summary of the changes and copy of the draft procedures are provided at Tab 3. Approval of the revisions to MetroPlan Orlando's Internal Operating Procedures is requested.

D. Approval of MetroPlan Orlando Board Community Advisory Committee Appointments (Tab 4)

As a result of a recommendation from the Strategic Business Plan, the Citizen's Advisory Committee and Bicycle Pedestrian Advisory Committee have been combined into the newly formed Community Advisory Committee effective January 2016. The composition of the Community Advisory Committee include 32 seats, 16 of which are appointed by local governments and 16 MetroPlan Orlando Board appointments (10 Multimodal Advocates, three representing the underserved, two representing transportation disadvantaged or elderly, and one representing the business community.) Applications

were received from interested parties and reviewed based on the committee's bylaws, F.S. 339.175(6)(e)(1) and (2), and the categories as stipulated above. Board approval is requested for the 16 MetroPlan Orlando Appointees. A list of the recommended appointees is provided at Tab 4.

E. Approval of TDLCB Appointments and Annual Membership Certification (Tab 5)

The MetroPlan Orlando Board is responsible each year for certifying the membership of our Transportation Disadvantaged Local Coordinating Board (TDLCB) for Orange, Osceola and Seminole Counties. The current membership is provided at Tab 5 as approved by the TDLCB at its November 12, 2015 meeting. These appointments include Board appointed elected officials: Commissioner Pete Clarke (Orange), Commissioner Viviana Janer (Osceola), and Commissioner Lee Constantine (Seminole). Authorization is requested for the Board Chairman to execute the Annual Membership Certification to be filed with the Florida Commission for the Transportation Disadvantaged.

F. Approval to Award Contract for the ITS Master Plan (Tab 6)

Approval is requested to award a contract to Gannett Fleming, Inc., pending contract negotiations, to provide technical assistance to MetroPlan Orlando, in cooperation with our business partners, with developing a regional Intelligent Transportation System (ITS) Master Plan. Funds (up to \$500,000) are budgeted for this project in FY 2016.

A Request for Proposals (RFP) was advertised in September 2015 and a selection committee consisting of one MetroPlan Orlando staff member and four outside members met and ranked the three proposals received. A second meeting was held where the three proposers provided presentations to the committee and a second scoring was conducted. The combined scores were used to rank the three proposers. Should negotiations fail with the highest ranked proposer, approval is requested to negotiate with the second and third ranked proposers. The ranking of the proposers is listed in Tab 6.

G. Approval of Board Resolution No. 15-19, Subject: Support for Innovative Traffic Signal Technologies Pilot Project (Tab 7)

MetroPlan Orlando hosted a meeting for Congressman John Mica on November 19, 2015 to discuss innovative traffic signal technologies and a possible opportunity to obtain federal funding for one or more pilot projects here in Central Florida. Elected officials and senior staff members from throughout the region attended this meeting. MetroPlan Orlando staff was asked to prepare a Board Resolution of support, along with a companion template that could be used by counties and municipalities to demonstrate their support. These documents are provided at Tab 7 for approval. Following Board action, these will be transmitted to jurisdictions in Volusia, Seminole, Orange and Osceola Counties.

H. Authorization to Dispose of Surplus Property (Tab 8)

Staff request authorization to remove items from fixed assets and to dispose of the surplus items by auction. The auction will be through George Gideon Auctioneers. Mr. Gideon follows all Florida Statutes requirements for advertising. The list of surplus furniture and equipment for disposal is provided at Tab 8.

I. Travel Authorizations

- (1) Authorization is requested for the Board's 2016 Officers to travel to Washington, DC and Tallahassee, Florida as may be necessary during the period January-December 2016 for activities associated with our congressional delegation, special legislative sessions, Committee week, the regular legislative session, the Florida MPO Advisory Council, and meetings with USDOT and FDOT officials. Funds are available for this in our approved FY2015/2016 budget and these trips will be shown on the monthly travel reports that are provided to the Board.
- (2) Authorization is requested for Commissioner Dallari to attend meetings of the National Association of Regional Councils (NARC) and NARC Board meetings between January-December 2016. NARC is a national organization that represents metropolitan planning organizations, regional planning councils and other regional entities. Commissioner Dallari serves as NARC's Senior Vice President. Funds are available for this in our approved FY2015/2016 budget and these trips will be shown on the monthly travel reports that are provided to the Board.

IX. OTHER ACTION ITEMS

A. Election of Board Officers

(Tab 9)

Mr. Steve Bechtel, General Counsel, will review the rules pertaining to Board Officers (Chairman, Vice-Chairman and Secretary-Treasurer) and conduct elections for the period January 1, 2016 - December 31, 2016. A copy of the history of past Chairs is provided at Tab 9.

B. Approval of Amendments to 2015/16-2019/20 TIP & Resolution No. 15-20 (Tab 10)

(ROLL CALL REQUIRED)

Mr. Jamil Gutierrez, FDOT, will request approval that the FY 2015/16-2019/20 TIP be amended to include additional funding for an I-4 project, three LYNX projects and to add a new trail project. A letter explaining the amendments and Resolution No. 15-20 is provided at Tab 10.

Due to the holiday meeting schedule, the Advisory Committees will not meet before the printing of this agenda. Reports on the TIP Amendment request will be provided at the Board meeting.

C. Approval of MetroPlan Orlando's Year 2040 Long Range Transportation Plan Re-adoption and Board Resolution No. 15-18

(Tab 11)

(ROLL CALL REQUIRED)

Mr. Alex Trauger, MetroPlan Orlando staff, will request approval of the re-adoption of the 2040 Long Range Transportation Plan (LRTP). A summary of the changes to the original LRTP that was adopted in June 2014 and a copy of Resolution No. 15-18 is provided at Tab 11 for approval.

Due to the holiday meeting schedule, the Advisory Committees will not meet before the printing of this agenda. Reports on the Re-adoption of the Year 2040 LRTP approval request will be provided at the Board meeting.

D. Approval of Additional 2016 Legislative Priorities

(Tab 12)

At the November 4, 2015 board meeting, action was taken to approve the 2016 Legislative Priorities, however, the board wished to have further discussion on two items: (1) Opposition to a legislative mandate to privatize transit operations; and (2) Support of legislation that expands the Charter County and Regional Transportation System Surtax to allow municipalities over 150,000 in population (or the largest municipality in a county) and all counties located in MPO areas to enact up to a one-cent local option surtax by referendum. Staff also reported that a task force had been formed to review a recommendation regarding bicyclist safety that could result in an additional legislative position being added. Ms. Virginia L. Whittington, MetroPlan Orlando, staff will present three items previously tabled by the board and request direction from the Board. A copy of the Approved 2016 Legislative Priorities, as of November 4, 2015, is provided at Tab 12.

State Representative Robert ("Bob") Cortes will address the Board regarding HB155 pertaining to LYNX and changes that are being considered to the bill. This is in keeping with the request Representative Cortes made of the Board last month to defer action on this item.

E. Status Report on Florida Department of Transportation/Central Florida Expressway Authority Transaction Involving SR 417, SR 528 and SR 429; Possible Action to Remove SR 417 Project from 2015/2016-2019/2020 Transportation Improvement Program (TIP)

At the MetroPlan Orlando Board meeting on November 4, 2015, it was requested that this item be added to the agenda for the next meeting. An update will be provided on discussions that have taken place with FDOT regarding a possible exchange of FDOT-owned and CFX-owned segments of SR 417, SR 528 and SR 429. In making the request to include this item on the agenda, it was stated that if no progress has been made on the transaction, the Board may be asked to remove the SR 417 project that includes the construction of express toll lanes between Aloma Avenue and SR 434 (FM#4175451)) from the Board-approved FY2015/2016-2019/2020 Transportation Improvement Program (TIP).

As background, Secretary Boxold addressed the MetroPlan Orlando Board on July 8, 2015 regarding the proposed construction of express toll lanes on a segment of SR 417 in Seminole County. SR417 in Seminole County is owned and operated by Florida's Turnpike Enterprise (a component of FDOT) and connects with the CFX-owned segment near the Seminole-Orange County Line. Secretary Boxold mentioned in his remarks that he would be open to discussing a possible exchange of FDOT-owned and CFX-owned expressway segments to improve efficiency and operability. At this same meeting, the MetroPlan Orlando Board approved Board Resolution No. 15-11 and the FY2015/2016-2019/2020 Transportation Improvement Program (TIP) that included the construction of express toll lanes on SR 417 between Aloma Avenue and SR 434.

X. INFORMATION ITEMS FOR ACKNOWLEDGEMENT (Action Item)

(Tab 13)

A. Correspondence

- Memo from Mr. Barley to Board members dated November 9, 2015, Subject: 2015 Population Estimates
- Memo from Mr. Barley to Board members dated November 10, 2015, Subject: I-4 Rest Areas
- Letter from Mr. Frank O'Dea to Mr. Gary Huttman dated November 19, 2015, Subject: District 5 Work Program Public Hearing

B. Status Updates

- Draft Public Involvement Plan - The Board will be asked to approve the attached plan at the February 10, 2016 meeting. Any comments on the draft plan can be sent to Mary Ann Horne, Community Outreach Specialist, at mhorne@metroplanorlando.com by February 1, 2016.
- FDOT Construction Status Report - November 2015
- MetroPlan Orlando Strategic Business Plan Implementation - November 2015
- Report on FY 2014/15 Federally Funded Projects

C. General Information

- Tracking the Trends 2014
http://www.metroplanorlando.com/files/view/tracking_the_trends_2014.pdf
- Approved 2016 Board & Committee Meeting Schedule
- FDOT Press Release: "Governor Scott's Florida First Budget Will Make Florida First in Transportation Infrastructure by Investing \$9.9 Billion," November 23, 2015
- Florida Metropolitan Planning Organization Advisory Council (MPOAC) 2016 Legislative Priorities
- Start of the 2016 Legislative Session in Tallahassee - January 12, 2016
- Quarterly Central Florida MPO Alliance meeting hosted by MetroPlan Orlando - January 15, 2016
- MetroPlan Orlando's Annual Certification Review - January 19, 2016
- Orange County Economic Summit - Orange County Convention Center - January 21, 2016 (Advanced registration required)

D. Featured Articles and Research

- *"Building Healthy Places,"* Urban Land Institute, 2015
<http://uli.org/research/centers-initiatives/building-healthy-places-initiative/>
- *"What the Presidential Candidates Need to Know about Infrastructure: Issues and Options,"* Brookings Institution, 2015
<http://www.brookings.edu/research/papers/2015/11/campaign-2016-presidential-candidates-infrastructure>
- *"Planning for a More Resilient Future: A Guide to Regional Approaches: Key Issues,"* National Association of Development Organizations, 2015
http://www.nado.org/wp-content/uploads/2015/10/Regional_Resilience_report_FINAL.pdf

XI. PRESENTATIONS

A. What Do Millennials Want?

Ms. Gabriella ("Gaby") Arismendi will make a presentation about millennials (generally regarded as people between 18-34 years old) and common characteristics of this demographic group. This talk was developed at the request of FDOT for their statewide transportation planning conference (TransPlex) that was held in Orlando in August 2015. This conference session got excellent reviews.

XII. OTHER BUSINESS

A. Discussion on LYNX/SunRail Consolidation

As a follow-up to the brief discussion that took place at the November 4, 2015 Board meeting, Mr. Barley will lead a discussion about topics to be considered with a possible consolidation of the Central Florida Regional Transportation Authority (LYNX) and the Central Florida Commuter Rail Commission (SunRail).

XIII. BOARD MEMBER COMMENTS

XIV. PUBLIC COMMENTS (GENERAL)

XV. NEXT MEETING - February 10, 2016 at our new location:

The Park Building - 250 South Orange Avenue, Suite 200, Orlando, FL 32801

XVI. ADJOURNMENT

In accordance with the Americans with Disabilities Act (ADA), if any person with a disability as defined by the ADA needs special accommodations to participate in this proceeding, he or she should contact Ms. Lena Tolliver, MetroPlan Orlando, 315 East Robinson Street, Suite 355, Orlando, Florida, 32801 or by telephone at (407) 481-5672 x307 at least three business days prior to the event.

Persons who require translation services, which are provided at no cost, should contact MetroPlan Orlando at (407) 481-5672 x307 or by email at ltolliver@metroplanorlando.com at least three business days prior to the event.

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.

TAB 1





MEETING MINUTES

DATE: Wednesday, November 4, 2015

TIME: 9:00 a.m.

LOCATION: MetroPlan Orlando
One Landmark Building
315 E. Robinson Street
Suite 355
Orlando, Florida 32801

Mayor Jim Swan, Board Chairman, Presiding

Members in Attendance:

Mr. Dean Asher, GOAA
Hon. Pat Bates, City of Altamonte Springs
Hon. Scott Boyd, Orange County
Hon. Pete Clarke, Orange County
Hon. Lee Constantine, Seminole County
Hon. Bob Dallari, Seminole County
Hon. Ted Edwards, Orange County
Hon. Cheryl Grieb, Osceola County
Hon. Tony Ortiz for Hon. Samuel B. Ings, City of Orlando
Hon. Teresa Jacobs, Orange County
Hon. Viviana Janer, LYNX/Central Florida Commuter Rail Commission
Hon. Bill Arrowsmith for Hon. Joe Kilsheimer, City of Apopka
Hon. Charles Lacey, Municipal Advisory Committee
Hon. Bryan Nelson, Orange County
Mr. Stephen Smith, Sanford Airport Authority
Hon. Jim Swan, City of Kissimmee
Hon. Victoria Siplin for Hon. Jennifer Thompson, Orange County

Advisors in Attendance:

Ms. Noranne Downs, District 5 Secretary, FDOT
Ms. Candy Bennage, Kissimmee Gateway Airport
Mr. Kelly Brock, Technical Advisory Committee
Mr. Hazem El-Assar, Transportation Systems Management & Operations Committee
Mr. Tom O'Hanlon, Citizens' Advisory Committee
Mr. Rob McKey, Bicycle and Pedestrian Advisory Committee

Members/Advisors not in Attendance:

Hon. Buddy Dyer, City of Orlando
Hon. Fred Hawkins, Jr., Central Florida Expressway Authority
Hon. Jeff Triplett, City of Sanford

Staff in Attendance:

Mr. Harold Barley
Mr. Steve Bechtel, Mateer & Harbert
Mr. Keith Caskey
Ms. Cathy Goldfarb
Mr. Eric Hill
Ms. Jill Hoskins
Mr. Gary Huttman
Ms. Cynthia Lambert
Mr. Jason Loschiavo
Ms. Sally Morris
Ms. Nikhila Rose
Ms. Lena Tolliver
Mr. Alex Trauger
Ms. Virginia Whittington
Mr. Mighk Wilson

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Jim Swan called the meeting to order at 9:00 a.m. and Mayor Charles Lacey led the Pledge of Allegiance.

II. CHAIRMAN'S ANNOUNCEMENTS

Mayor Swan congratulated Mayor Buddy Dyer and Commissioner Samuel Ings (both absent) on their re-elections. Commissioner Viviana Janer reported on the FPTA/CTD Conference in Daytona Beach, FL. Mayor Swan recognized Mr. Carnot Evans retired Citizens' Advisory Committee (CAC) Chairman and noted that Mr. Tom O'Hanlon, Vice-Chairman would be representing CAC through the end of the year. He reported that the Board's Executive Committee met on September 9, 2015 to develop the 2016 Proposed Legislative Priorities for approval today.

III. EXECUTIVE DIRECTOR'S ANNOUNCEMENTS

Mr. Harry Barley Acknowledged Alternates: Commissioner Tony Ortiz for Commissioner Ings; Commissioner Victoria Siplin for Commissioner Thompson and Commissioner Bill Arrowsmith for Mayor Kilsheimer. He also recognized Mr. Stephen Smith as the Sanford Airport representative replacing Mr. Larry Dale. Mr. Jamil Gutierrez was introduced as the FDOT Liaison for MetroPlan Orlando. Mr. Barley reported on the following items: Federal Transportation bill was extended through November 20, 2015, and USDOT Sec. Foxx "Beyond Traffic" event held on October 2, 2015 and called attention to a book titled "the Year is 2045", USDOT copies provided; MetroPlan Orlando office move scheduled for December 17 & 18 and the office should be officially open the week of December 21, 2015. Additional information will be provided next month. He called attention to an article titled "*Tourists shocked by toll charges*"; Orlando Sentinel, having to do with the administrative fees being charged by car rental companies, a copy of the article was provided. Mr. Barley Announced: Congressman Mica's discussion on Arterial Traffic Management Strategies to be hosted by MetroPlan Orlando on November 9, 2015 at 9:00 a.m.; Board members were invited to attend. All Aboard Florida to unveil its rebranding on November 9, 2015, Miami.

IV. CONFIRMATION OF QUORUM

Ms. Lena Tolliver confirmed a quorum of 17 voting members present. Also present were 6 advisors; and the meeting having been duly convened was ready to proceed with business.

V. AGENDA REVIEW

Mr. Barley reported no changes to the agenda.

VI. COMMITTEE REPORTS

Municipal Advisory Committee (MAC): Mayor Charles Lacey reported that the MAC met on November 5, 2015 and approved the FDOT TIP Amendments. The MAC also recommended two modifications to the proposed 2016 Legislative priorities: (1) request an additional item be added to the priorities to oppose any Utility Relocation legislation that mandates local governments and their taxpayers to bear the cost of relocating utility equipment when the equipment is located within a public utility easement or right of way and needs to be relocated for public purposes and (2) recommend the position opposing a legislative mandate to privatize transit operations be removed from the priorities.

Technical Advisory Committee (TAC): Mr. Kelly Brock reported that the TAC met on October 23, 2015 and appointed an officer selection subcommittee to nominate a slate of officers for 2016. TAC also approved FDOT TIP Amendments and approved a request by the TSMO Advisory Committee for the TAC to change its meeting agendas to have the presentations before the action items since the TSMO and TAC meet on the same days and the TSMO is changing its meeting time from 1:30 p.m. back to 8:30 a.m. beginning in January 2016.

Transportation Systems Management & Operations (TSMO) Advisory Committee: Mr. Hazem El-Assar reported that the TSMO met on October 23, 2015 and approved FDOT TIP

Amendments and approved to change the TSMO meeting time from 1:30 p.m. to 8:30 a.m. The Committee also heard several presentations.

Citizens' Advisory Committee (CAC): Mr. Tom O'Hanlon reported that the CAC met on October 28, 2015 and approved FDOT TIP Amendments and thanked Mr. Carnot Evans for his service to CAC.

Bicycle and Pedestrian Advisory Committee (BPAC): Mr. Rob McKey reported that the BPAC met on October 28, 2015 and recommended the FDOT TIP Amendments. BPAC discussed the legislative priorities and the Committee formed a task force to review and recommend statutory changes related to bicyclist safety. The list of recommendations will be presented to BPAC at its December 2nd meeting.

VII. PUBLIC COMMENTS ON ACTION ITEMS

Mr. Robert Atkins, expressed concern with lighting conditions on Forest City Road, Orange County. Commissioner Bryan Nelson noted that Orange County is addressing issues with the widening project and will follow-up with Mr. Atkins. Referring to the Proposed 2016 Legislative Priorities List, Mr. Stephen McKenney Steck requested that the top priorities be amended to add #6 to read "In support of cyclist and law enforcement agencies, strengthen or clarify current legislation which addresses "Far to Right" statute language".

VIII. CONSENT AGENDA (ACTION ITEMS)

A. Approval of Minutes - September 9, 2015 Board Meeting

The minutes of the September 9, 2015 Board meeting were provided

B. Approval of August and September Monthly Financial Reports; and acknowledgement of September and October 2015 Travels

The financial reports for the period ending August 31, 2015 and September 30, 2015 were provided for approval. Acknowledgment was also requested of travel outside our region during the months of September and October 2015 provided.

C. Approval of Budget Amendment #4

Approval was requested of budget amendment #4 (Tab 3) to create a new project for the receipt of a grant from the Federal Highway Administration to conduct a Work Zone Impact and Strategies Estimator (WISE) study as part of the federal Strategic Highway Research Program; to move federal PL consultant funds to two tasks to increase awareness of the transportation planning process through the use of transportation-user focused videos on the MetroPlan Orlando website and to continue work on identifying and linking the connection between land use and the transportation system; to increase the budget to account for additional funds to be received from the Federal Transit Administration; and to provide local pass-thru funds to LYNX for a match to a service development grant they were awarded.

D. Approval of Proposed 2016 Board and Committee Meeting Schedule

Approval was requested of the Proposed 2016 Board and Committee Meeting Schedule, a copy of which was provided.

E. Approval of Resolution No.15-17 to Adopt the Amended ICMA-RC Governmental Money Purchase Plan & Trust Document

Approval was requested of Resolution No. 15-17 to adopt the amended ICMA-RC Standard Plan Document (ICMA-RC Governmental Money Purchase Plan & Trust Document). This document was submitted to the IRS in 2012 and was approved last year. ICMA-RC now requires all plans that utilize the standard plan document to adopt the amended document for their plans. A copy of Resolution No. 15-17 was provided.

F. Approval of Travel Authorization for "Transportation Disadvantaged Day"

Travel authorization was requested for two volunteers of the Transportation Disadvantaged Local Coordinating Board (TDLCB) and two TDLCB officers who also serve on the MetroPlan Orlando Board to attend the Annual Transportation Disadvantaged Legislative Day on January 21, 2016 in Tallahassee, Florida. Funds are available in our approved FY2015/2016 budget.

MOTION: Commissioner Bob Dallari moved approval of the Consent Agenda (A-F). Mayor Teresa Jacobs seconded the motion, which passed unanimously.

IX. OTHER ACTION ITEMS

A. (1) Approval of FDOT Amendments to MetroPlan Orlando's 2015/16-2019/20 Transportation Improvement Program (TIP) and Resolution No. 15-15

Mr. Jamil Gutierrez, FDOT, requested approval of amendments to MetroPlan Orlando's FY 2015/16-2019/20 TIP to include changes to the I-4 rest area project as well as several other projects. A letter explaining the amendments and Resolution No. 15-15 was provided.

Referring to Resolution No. 15-15 "FM #4344842 - I-4 Westbound Rest Area Reconstruction Project - Delete project funding and remove the Westbound Rest Area due to the elimination of the Eastbound Rest Area Reconstruction project;" Commissioner Bob Dallari requested clarification on "remove the Westbound Rest Area" and if the intent is to actually remove the rest area or not.

Mr. Gutierrez stated that there are no plans to remove the westbound rest area. Commissioner Dallari recommended that language should be written to clearly convey the intent of the request. Mr. Tom O'Hanlon noted that the Citizens' Advisory Committee expressed that there is a shortage of rest areas which raise concerns for truck drivers.

MOTION: Commissioner Cheryl Grieb moved approval of FDOT Amendments to MetroPlan Orlando's 2015/16-2019/20 Transportation Improvement Program and Resolution No. 15-15. Commissioner Viviana Janer seconded the motion, which passed unanimously (Roll Call Conducted).

(2) Approval of FDOT Amendments to MetroPlan Orlando's 2015/16-2019/20 Transportation Improvement Program (TIP) and Resolution No. 15-16

Mr. Jamil Gutierrez, FDOT, requested approval of amendments to MetroPlan Orlando's FY 2015/16-2019/20 TIP to include the projects that rolled forward from FY 2014/15 to FY 2015/16 based on the FY 2015/16-2019/20 Adopted Five-Year Work Program, as well as other minor changes and corrections. A letter explaining the amendments and Resolution No. 15-16 was provided along with the Roll Forward report.

MOTION: Commissioner Scott Boyd moved approval of amendments to MetroPlan Orlando's FY 2015/16-2019/20 TIP to include the projects that rolled forward from FY 2014/15 to FY 2015/16 based on the FY 2015/16-2019/20 Adopted Five-Year Work Program, as well as other minor changes and corrections. Commissioner Viviana Janer seconded the motion, which passed unanimously (Roll Call Conducted).

B. Approval of Proposed 2016 Legislative Priorities

Ms. Virginia Whittington, MetroPlan Orlando staff, reviewed the work of the Board's Executive Committee which met on September 9, 2015 to discuss legislative priorities and positions for the 2016 session in Tallahassee. A copy of the proposed 2016 Legislative Priorities was provided in members' workbooks. The list of priorities provide guidance to staff and our lobbyists in Tallahassee. Ms. Whittington reported on the Advisory Committees recommendations, which included a request to add bicyclists and bike facilities to Top Priority #3 (see above Committee Reports). Board approval of the proposed 2016 Legislative Priorities was requested.

Mayor Teresa Jacobs stated that the Orange County Board of County Commissioners and the LYNX Board oppose legislation that includes a legislative mandate to privatize transit operations. She noted that she has had positive conversations with the bill sponsor, Representative Cortes, on opportunities to change the focus of the bill that could gain support from LYNX and local governments. Representative Cortes has expressed interest in keeping the bill alive and support opportunities to change the language that would gain support. Mayor Jacobs also expressed concern that any language about privatizing transit would negatively impact the pool of candidates applying for the Lynx Executive Director position. In addition, Mayor Jacobs reported that LYNX and SunRail would like to see a consolidation of the two agencies and would like to have discussions with MetroPlan Orlando for any feedback on a consolidation. She further noted that both the LYNX Board and the Central Florida Commuter Rail Commission are almost identical and connectivity is important, and that there is a lot of duplication; she added that it is not necessary to wait until the state is no longer funding SunRail because there are built-in provisions where the state would continue to provide funding for the first seven years. Mayor Jacobs also noted that there are concerns relative to transit connectivity (feeder bus) and noted that

the concerns should be further studied by FDOT. Mayor Bates expressed that she supports the bill (with the exception of it being mandated) and encouraged the Board to be open to other options that could identify dedicated funding for transit. Commissioner Janer expressed that she also opposes legislation that mandates privatizing transit operations and also supports consolidating the two agencies. Commissioner Dallari stated that he also opposes legislation that would include mandating privatization of transit operations and recommended that the issue come back to the Board on December 9th to allow time for additional discussions. In regards to the Lynx and SunRail consolidation issue Commissioner Dallari noted that he is concerned that Lynx may not be familiar with operating the right-of-way. Commissioner Constantine noted that Representative Cortes would like to work through the expressed concerns and recommended that staff monitor the issue and bring it back to the Board next month.

Commissioner Bryan Nelson read the following text message received from Representative Cortes into the record: "As I continue to work with all interested parties regarding House Bill 155, I ask that you convey to MetroPlan and fellow members the need for time to work the many moving parts of this bill and request the hold off of any decision regarding taking a stance on this bill today. By next month we should have amended the bill that would have addressed some of the concerns of the Board. I ask respectfully to allow me to work this together with all."

MOTION: Commissioner Nelson moved to table the item on opposing legislative mandate to privatize transit operations until December 9, 2015. Mayor Charles Lacey seconded the motion, which passed unanimously.

Mayor Jacobs added that LYNX plans to recruit candidates for the Executive Director position who possess experience in running rail and buses and noted that Lynx would love an opportunity for a discussion with members since LYNX serves all communities.

MOTION: Mayor Jacobs moved approval of the Top Legislative Priorities. Commissioner Cheryl Grieb seconded the motion.

Discussion followed relative to Commissioner Ted Edwards' questions on funding for SunRail Phase III to the Orlando International Airport and Quiet Zones and if there would be any funding impacts on highway projects in east Orange County. Mr. Barley noted that a bill could be crafted, however there is uncertainty on any direct appropriation from the legislature. Staff will keep Commissioner Edwards informed. Commissioner Edwards also raised questions relative to Top Priority #4 "Expand the Charter County and Regional Transportation System Surtax to allow municipalities over 150,000 in population (or the largest municipality in a county) and all counties located in MPO areas to enact up to a one-cent local option surtax by referendum". Discussion ensued relative to the bill giving larger municipalities the option to take a referendum to voters. Commissioner Edwards expressed that this should be more of a regional approach and should not limit smaller municipalities; he could not support this priority without more information. Ms. Whittington provided background on this priority noting that the item came out of the 2013 MPOAC Revenue Study and was identified as one of several revenue sources that could bring more transportation funding to municipalities. She noted that the item was previously included on the 2015 Board Approved Legislative Priorities and had been rolled over for 2016. Discussion ensued relative to clarifying the Board's Top Priorities and items that the Board supports. Commissioner Dallari recommended that Priority #4 be moved from a top

priority to the category of items that we support. He further suggested that the LYNX item listed under We Support Legislation #4: Provides an appropriation to LYNX for I-4 construction mitigation be moved to a top priority.

Mayor Jacobs withdrew her motion, and the seconder agreed.

Top Priorities

MOTION: Commissioner Dallari moved to approve the list of Top Priorities tabling Top Priority #4 to December 9, 2015 and moving the We Support Legislation Item #4- *Provides an appropriation to LYNX for I-4 construction mitigation* be moved to the list of Top Priorities. Mayor Jacobs seconded the motion.

Ms. Whittington clarified that the motion included BPAC's request to add the word bicyclists and bicycle facilities to Top Priority #3

AMENDED MOTION: Commissioner Dallari moved to approve the list of Top Priorities with the tabling of Priority #4, moving the We Support Legislation Item #4 to the list of Top Priorities, and adding bicyclists and bicycle facilities to the existing language at Top Priority #3. Mayor Jacobs seconded the motion, which passed unanimously.

We Support Legislation that:

MOTION: Mayor Jacobs moved approval of the We Support Legislation Items 1-6 noting that #4 was removed from this category and move to the Top Priorities list. *Commissioner Dallari seconded the motion, which passed unanimously.*

Commissioner Pete Clarke stated that he does not support #6 - Directs the Florida Department of Transportation to develop a plan to move Florida toward a Mileage Based User Fee, which protects individual privacy, in lieu of the traditional fuel tax.

Oppose Legislation that:

MOTION: Mayor Charles Lacey moved approval to add to the Oppose Legislation list to oppose any Utility Relocation legislation that mandates local governments and their taxpayers to bear the cost of relocating utility equipment when the equipment is located within a public utility easement or right of way and needs to be relocated for public purposes. Commissioner Cheryl Grieb seconded the motion, which passed unanimously.

C. Approval and Acceptance of the Annual Financial Report and Audit

Approval was requested of both the Audit Report and the Annual Financial Report. There were no management findings in the report. MetroPlan Orlando received a clean audit report, and ended the fiscal year in good financial condition with unrestricted net position of \$4,528,965. A copy of the full financial report was provided.

Mr. Harry Barley thanked MetroPlan Orlando Finance Department staff members on their good work.

MOTION: Commissioner Bob Dallari moved approval and acceptance of the annual financial report and audit. Commissioner Viviana Janer seconded the motion, which passed unanimously.

X. INFORMATION ITEMS FOR ACKNOWLEDGEMENT (Action Item)

A. Correspondence

- None

B. Status Updates

- FDOT Construction Status Report - September 2015
- FDOT 1st Quarter Variance Report
- Final 2015 Air Quality Report

C. General Information

- Florida MPO Advisory Council - October 22, 2015 - Orlando, FL
- MPOAC Legislative Priorities - 2016
- Share the Road Celebration of Cycling - November 13-15, 2015 - Clermont, FL
- TDLCB Annual Public Hearing and Quarterly Meeting - November 12, 2015
- Regional Benchmarking & Competitiveness, Metro Orlando Economic Development Commission (Provided in Board members' supplemental folders)
- Beyond Traffic 2045, USDOT (Provided in Board members' supplemental folders)

D. Featured Articles and Research

- *"The Transportation Planning Process Briefing Book: Key Issues for Transportation Decision-makers, Officials and Staff,"* Federal Highway Administration and Federal Transit Administration
https://www.planning.dot.gov/documents/briefingbook/bbook_07.pdf
- *"Understanding Smart Growth Savings,"* Victoria Transport Policy Institute, May 2015
http://www.vtpi.org/sg_save.pdf
- *"Paths of Automated and Connected Vehicle Deployment: Strategic Roadmap for State and Local Transportation Agencies,"* Texas A&M Transportation Institute, September 2015
<http://d2dtl5nnlpfr0r.cloudfront.net/tti.tamu.edu/documents/161504-1.pdf>
- *"FDOT's Express Lanes Handbook,"* FDOT, August 2015

<http://floridaexpresslanes.com/wp-content/uploads/2015/08/FDOT-Express-Lanes-Handbook.pdf>

- *“Driving Cessation and Health Outcomes in Older Adults,”* A LongRoad Study, AAA Foundation, July 2015
<https://www.aaafoundation.org/sites/default/files/DrivingCessationReport.pdf>

MOTION: Mayor Pat Bates moved approval of the Information Items for Acknowledgement (A-D). Commissioner Viviana Janer seconded the motion, which passed unanimously.

XI. PRESENTATIONS

A. FDOT/FTE Preview of FY 2016/17-2020/21 Tentative Five-Year Work Program

Mr. Jamil Gutierrez, FDOT, provided an overview of FDOT’s FY 2016/17-2020/21 Tentative Five-Year Work Program. The overview focused on the status of the projects that were included on MetroPlan Orlando’s Prioritized Project List for FY 2020/21-2039/40. Additional information was provided in members’ supplemental folders.

In addition, Ms. Carol Scott, Florida’s Turnpike Enterprise, reviewed the major projects in the Turnpike Enterprise’s Tentative Five-Year Work Program in the MetroPlan Orlando service area. Additional information was provided in members’ supplemental folders.

B. Implementation of DDR/Transit Investment Policy

Mr. Gary Huttman, MetroPlan Orlando staff, reviewed the Board-approved District Dedicated Revenue (DDR) Investment Policy approved on May 13, 2015 allocating up to 30% of DDR funds beginning in 2021 for regionally transformative transit projects. He called attention to how this has been reflected in FDOT’s proposed Five-Year Work Program. FDOT has estimated about \$90 million in DDR funds for 2021; 30% would total about \$27 million in year 2021. MetroPlan Orlando identified two transit projects that may be ready to receive DDR funding assistance consistent with the new Board-approved policy: (1) US192 BRT and (2) Lymmo North/South so \$13.6 million has been allocated for this purpose. Mr. Huttman noted that there is still significant work that needs to get done to have the projects operational by Year 2021. In keeping with staff’s commitment to keep members informed he felt it necessary to provide a status report to accompany the FDOT Tentative Work Program.

C. Status Report on Re-adoption of the Year 2040 Long Range Transportation Plan

Mr. Alex Trauger, MetroPlan Orlando staff, presented a status report on the process for the re-adoption of MetroPlan Orlando’s Year 2040 Long Range Transportation Plan. Board approval will be requested at the December 9, 2015 meeting. A summary of the Modifications to the LRTP Technical Reports was provided.

D. Status Report on New Federal Air Quality Standards

Mr. Alex Trauger, MetroPlan Orlando staff, reported on trends at our four air quality monitoring stations and what these mean for compliance with the new federal air quality

standards that were announced on October 1, 2015. Additional information was provided under the Information Items for Acknowledgement material.

Commissioner Dallari expressed concern about impacts that may affect the new federal air quality standards during the I-4 Construction, noting that there may be motorized equipment that may not be equipped with catalytic converters that could impact air quality readings.

E. Report on the US 441 Alternative Analysis Study

Mr. Curtis Ostrodka, VHB, presented the conclusion of the US 441 Alternatives Analysis Study. It included a briefing on the work to date and the next steps anticipated for the project. Additional information was provided in members' supplemental folders.

XII. BOARD MEMBER COMMENTS

Commissioner Bob Dallari reminded members of FDOT Secretary Jim Boxold's discussion with the Board on July 8, 2015 relative to the Florida Turnpike Enterprise (FTE) Express Lanes project on SR 417 and a possible change in ownership of sections of SR 528, SR 417 and SR 429 and the timeframe of any agreement with CFX and FDOT. Commissioner Dallari noted that the Board has since approved the SR 417 project that was included in the new TIP; however the change of ownership issue is still uncertain. He recommended that the item be added to the December 9, 2015 Board agenda Action Items to propose rescinding board approval of the project unless progress has been made on the transaction. Mayor Lacey asked that the Board receive monthly updates either verbal or written on the status of the change in ownership issue.

XIII. PUBLIC COMMENTS (GENERAL)

None

XIV. NEXT MEETING - December 9, 2015

XV. ADJOURNMENT

There being no further business, the meeting adjourned at 11:03 a.m. The meeting was transcribed by Lena Tolliver.

Approved this 9th day of December, 2015.

Mayor Jim Swan, Chairman

Lena E. Tolliver,
Senior Board Services Coordinator/ Recording Secretary

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.

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.

TAB 2



METROPLAN ORLANDO
AGENCYWIDE
BALANCE SHEET
For Period Ending 10/31/15

ASSETS

Operating Cash in Bank	\$ 2,802,748.60
Petty Cash	\$ 125.00
SBA Investment Account	\$ 1,842,757.87
Rent Deposit	\$ 34,120.66
Prepaid Expenses	\$ 46,445.16
Accounts Receivable - Grants	\$ 181,775.32
Fixed Assets-Equipment	\$ 455,913.01
Accumulated Depreciation	\$ (292,872.79)

TOTAL ASSETS:	<u>\$ 5,071,012.83</u>
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LIABILITIES

Accrued Personal Leave	\$ 273,185.64
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TOTAL LIABILITIES:	<u>\$ 273,185.64</u>
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EQUITY

FUND BALANCE:

Nonspendable:

Prepaid Items	\$ 46,445.16
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Deposits	\$ 34,120.66
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Unassigned:	\$ 4,717,261.37
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TOTAL EQUITY:	<u>\$ 4,797,827.19</u>
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TOTAL LIABILITIES & EQUITY:	<u>\$ 5,071,012.83</u>
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Net difference to be reconciled:	\$ -
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METROPLAN ORLANDO
AGENCYWIDE REVENUES & EXPENDITURES
For Period Ending 10/31/15

REVENUES	CURRENT	Y-T-D	BUDGET as of B/E #3	VARIANCE (over)/under	PERCENTAGE OF BUDGET
Federal	\$ 126,577.48	\$ 476,397.92	\$ 3,746,983.00	\$ 3,270,585.08	12.71%
State	\$ 5,010.30	\$ 35,850.24	\$ 253,066.00	\$ 217,215.76	14.17%
Local	\$ 341,961.50	\$ 383,499.50	\$ 1,105,319.00	\$ 721,819.50	34.70%
Interest Income	\$ 417.80	\$ 1,533.88	\$ 2,800.00	\$ 1,266.12	54.78%
Other	\$ 150.63	\$ 197.21	\$ 16,250.00	\$ 16,052.79	1.21%
Contributions	\$ -	\$ 25,000.00	\$ 25,000.00	\$ -	100.00%
Cash Carryforward	\$ -	\$ -	\$ 341,717.00	\$ 341,717.00	0.00%
Local Funds Transfer	\$ 5,010.30	\$ 21,176.64	\$ 155,242.00	\$ 134,065.36	13.64%
TOTAL REVENUES:	\$ 479,128.01	\$ 943,655.39	\$ 5,646,377.00	\$ 4,702,721.61	16.71%

EXPENDITURES

Salaries	\$ 98,483.59	\$ 386,579.22	\$ 1,730,930.00	\$ 1,344,350.78	22.33%
Fringe Benefits	\$ 28,934.47	\$ 115,783.22	\$ 533,004.00	\$ 417,220.78	21.72%
Local Match-Transf Out	\$ 5,010.30	\$ 21,176.64	\$ 155,242.00	\$ 134,065.36	13.64%
Audit Fees	\$ 7,000.00	\$ 26,000.00	\$ 39,500.00	\$ 13,500.00	65.82%
Computer Operations	\$ 1,533.95	\$ 10,288.05	\$ 64,195.00	\$ 53,906.95	16.03%
Dues & Memberships	\$ 575.00	\$ 6,770.00	\$ 12,345.00	\$ 5,575.00	54.84%
Equipment & Furniture	\$ 1,155.00	\$ 1,155.00	\$ 166,600.00	\$ 165,445.00	0.69%
Graphic Printing/Binding	\$ 531.00	\$ 531.00	\$ 29,125.00	\$ 28,594.00	1.82%
Insurance	\$ 1,518.34	\$ 6,438.65	\$ 27,548.00	\$ 21,109.35	23.37%
Legal Fees	\$ 2,182.50	\$ 10,260.00	\$ 40,000.00	\$ 29,740.00	25.65%
Office Supplies	\$ 2,287.76	\$ 6,798.33	\$ 48,658.00	\$ 41,859.67	13.97%
Postage	\$ 1,064.13	\$ 1,749.79	\$ 5,884.00	\$ 4,134.21	29.74%
Books, Subscrips/Pubs	\$ 183.30	\$ 4,714.10	\$ 7,428.00	\$ 2,713.90	63.46%
Exec. Dir 457 Def. Comp.	\$ -	\$ -	\$ 19,000.00	\$ 19,000.00	0.00%
Rent	\$ 17,904.39	\$ 72,357.42	\$ 258,586.00	\$ 186,228.58	27.98%
Equipment Rent/Maint.	\$ 1,558.87	\$ 5,678.61	\$ 25,560.00	\$ 19,881.39	22.22%
Seminars & Conf. Registr.	\$ 950.00	\$ 4,862.78	\$ 22,610.00	\$ 17,747.22	21.51%
Telephone	\$ 767.96	\$ 1,536.73	\$ 6,750.00	\$ 5,213.27	22.77%
Travel	\$ 2,627.42	\$ 8,633.27	\$ 33,895.00	\$ 25,261.73	25.47%
Small Tools/Ofc. Mach.	\$ -	\$ 82.19	\$ 2,500.00	\$ 2,417.81	3.29%
HSA Annual Employer Contrib.	\$ -	\$ -	\$ 16,250.00	\$ 16,250.00	0.00%
Computer Software	\$ -	\$ -	\$ 55,000.00	\$ 55,000.00	0.00%
Contingency	\$ -	\$ -	\$ 47,680.00	\$ 47,680.00	0.00%
Contractual/Temp Services	\$ 314.00	\$ 804.40	\$ 28,450.00	\$ 27,645.60	2.83%
Pass-Thru Expenses	\$ -	\$ -	\$ 483,053.00	\$ 483,053.00	0.00%
Consultants	\$ 13,572.06	\$ 24,534.85	\$ 1,586,000.00	\$ 1,561,465.15	1.55%
Repair & Maintenance	\$ -	\$ 122.05	\$ 1,200.00	\$ 1,077.95	10.17%
Advertising/Public Notice	\$ 1,503.73	\$ 3,431.19	\$ 24,303.00	\$ 20,871.81	14.12%
Other Misc. Expense	\$ 439.46	\$ 2,045.46	\$ 9,240.00	\$ 7,194.54	22.14%
Contributions	\$ -	\$ 110,500.00	\$ 110,700.00	\$ 200.00	99.82%
Educational Reimb.	\$ -	\$ -	\$ 1,690.00	\$ 1,690.00	0.00%
Comm. Rels. Sponsors	\$ -	\$ 5,000.00	\$ 10,500.00	\$ 5,500.00	47.62%
Indirect Expense Carryforward	\$ -	\$ -	\$ 42,951.00	\$ 42,951.00	0.00%
TOTAL EXPENDITURES:	\$ 190,097.23	\$ 837,832.95	\$ 5,646,377.00	\$ 4,808,544.05	14.84%
AGENCY BALANCE	\$ 289,030.78	\$ 105,822.44			



metroplan orlando
A REGIONAL TRANSPORTATION PARTNERSHIP

Monthly Travel Summary - October, 2015

Traveler: Gary D. Huttman
Dates: October 19-26, 2015
Destination: Las Vegas, NV
Purpose of trip: To attend 2015 AMPO Annual Conference
Cost: \$1,918.55
Paid By: MetroPlan Orlando funds

Traveler: Gabriella Arismendi
Dates: October 24-29, 2015
Destination: Dallas, TX
Purpose of trip: To present at Rail-Volution 2015
Cost: \$1,488.40
Paid By: MetroPlan Orlando funds

Traveler: Commissioner Viviana Janer
Dates: October 25-28, 2015
Destination: Daytona Beach, FL
Purpose of trip: To attend Florida Public Transportation Association/Commission for the Transportation Disadvantaged 2015 Annual Training and Expo
Cost: \$910.86
Paid By: MetroPlan Orlando funds

Traveler: Virginia F. Lewis-Whittington
Dates: October 26-27, 2015
Destination: Daytona Beach, FL
Purpose of trip: To attend Florida Public Transportation Association/Commission for the Transportation Disadvantaged 2015 Annual Training and Expo
Cost: \$425.89
Paid By: MetroPlan Orlando funds

Traveler: Marilyn Baldwin
Dates: October 26-29, 2015
Destination: Daytona Beach, FL
Purpose of trip: To attend Florida Public Transportation Association/Commission for the Transportation Disadvantaged 2015 Annual Training and Expo
Cost: \$889.13
Paid By: MetroPlan Orlando funds

Traveler: Milagros Carrion
Dates: October 26-28, 2015
Destination: Daytona Beach, FL
Purpose of trip: To attend Florida Public Transportation Association/Commission for the Transportation Disadvantaged 2015 Annual Training and Expo
Cost: \$532.08
Paid By: MetroPlan Orlando funds

Traveler: Harold W. Barley
Dates: November 11-14, 2015
Destination: Destin, FL
Purpose of trip: To attend New Florida Transportation Symposium
Cost: \$1,050.74
Paid By: MetroPlan Orlando funds

TAB 3





Internal Operating Procedures Update November 2015

Following is a summary of recommended changes to the MetroPlan Orlando Internal Operating Procedures.

Throughout document

- Changed "Orlando metropolitan area" to "Orlando and Kissimmee metropolitan areas"
- Removed reference to "Citizen's Advisory Committee" and "Bicycle Pedestrian Advisory Committee" and replaced with "Community Advisory Committee"
- Updated "Transportation Technical Committee" to "Technical Advisory Committee"
- Added "Transportation Systems Management and Operations Committee (TSMO)" where applicable
- Changed agency address from "315 E. Robinson Street, Suite 355, Orlando, FL 32801" to "250 S. Orange Avenue, Suite 200, Orlando, FL 32801"
- References to Safety and Public Health added where applicable
- Updated organization's website to www.metroplanorlando.org
- Document renumbered as applicable due to deletions and/or insertion of new text.

Section II

- Paragraph (2)(f) - Added to end of sentence: "and neighboring jurisdictions in the Central Florida region."

Section III

- Paragraph (2)(c) - Changed "Orlando-Orange County Expressway Authority" to "Central Florida Expressway Authority"
- Paragraph (2)(m) - Added "Municipal Advisory Committee" to list of voting members

Section VI

- Paragraph (1) - Changed number of members from "nineteen (19)" to "twenty (20)"
- Paragraph (1)(c) - Replaced "Transportation Systems Committee" to "Regional Leadership Council"
- Updated all standing committees pursuant to updated bylaws as approved by the MetroPlan Orlando Board

Section VII

- Throughout section, removed references to SAFETEA-LU and replaced with “federal transportation legislation”
- Paragraph (1) - added reference to “objectives and performance measures” as required by current federal transportation legislation.
- Paragraph (1) - added additional language regarding the Public Involvement Plan, “The Public Involvement Plan also outlines how MetroPlan Orlando will make information available to the public and how the public can provide input into the planning process.”
- Paragraph (1) - deleted “and Transportation Improvement Programs.” from the end of the paragraph.
- Paragraph (2)(c) - replaced “Public hearing notices shall be published in the Orlando Sentinel, as well as in other local newspapers published for minority communities.” with “Advanced notification shall be provided as by applicable law.”
- Paragraph (2)(d) - replaced “A public hearing shall be held in conjunction with the preparation of the Transportation Improvement Program (TIP). with “A public meeting shall be held in conjunction with the annual Five-Year Transportation Improvement Program.”
- Paragraph (2)(e) - deleted “Copies of notices of the public hearings... and reports.”
- Paragraph (2)(g) - deleted “An annual report will be produced and distributed to provide” replaced with “Information on transportation-related activities occurring in the Orlando and Kissimmee urbanized areas shall be updated on a regular basis on the organization’s website (www.metroplanorlando.org) and in various publications.
- Paragraph (2)(i) - deleted
- Paragraph (2)(j) - deleted
- Paragraph (2)(k) - “and in plain language.” added to end of paragraph.
- Paragraph (2)(l) - added the word “Nondiscrimination” to “Title VI Nondiscrimination Plan...”

Section IX

- Paragraph (1)(b) - updated sentence to read, “Amendments shall be requested in writing describing the project and its location and shall be addressed to the MetroPlan Orlando Executive Director or Deputy Executive Director.”
- Paragraph (1)(d)(2) - changed “by the local government of jurisdiction.” to “one or more local governments where the project is to be located.”
- Paragraph (1)(e)(1) added “Within 30 days” at start of paragraph. Deleted “as defined in the following paragraphs.” from end of paragraph.
- Section (IX), Paragraph (6) moved to new Paragraph Section (IX)(3)(e)(2)
- Section (IX)(6)(a) moved to new Paragraph Section (IX)(3)(e)(3)
- Section (IX), Paragraph (7) deleted. No longer applicable.
- Section (IX), Paragraph (l)(5) deleted and replaced with “Upon approval, an updated copy of the TIP, with amendments, will be available at www.metroplanorlando.org.”

Section X

- Section X deleted in its entirety. No longer applicable.

MetroPlan Orlando
Internal Operating Procedures

- I. Statement of Agency Organization and Operation
 - II. Vision and Mission Statements
 - III. Membership, Appointments, Terms of Office and Vacancies
 - IV. Officers
 - V. Executive Director
 - VI. Organizational Units of MetroPlan Orlando
 - VII. Operating Procedures
 - VIII. Procedures for Public Involvement Process
 - IX. Procedures for Amending the Long Range Transportation Plan and the Transportation Improvement Program (TIP)
 - X. Minority Business Enterprise Program
 - XI. Title VI Complaint Procedure
-

I. STATEMENT OF AGENCY ORGANIZATION AND OPERATION

(1.) The Orlando Urban Area Metropolitan Planning Organization, d/b/a MetroPlan Orlando/A Regional Transportation Partnership is created under the provisions of 23 USC §134 et.seq and Section 339.175, Florida Statutes, and is charged in cooperation with the State of Florida to develop transportation plans and programs for the Orlando and Kissimmee metropolitan area. Such plans and programs must provide for the development of transportation facilities that will function as an intermodal transportation system for the metropolitan area. The process for developing such plans and programs shall be continuing, cooperative, and comprehensive to the degree appropriate based on the complexity of the transportation problems.

Additional information concerning MetroPlan Orlando may be obtained from the Interlocal Agreement creating MetroPlan Orlando, and the organization's website, www.metroplanorlando.org.

(2.) AGENCY CLERK. The Clerk of MetroPlan Orlando is the Senior Board Services Coordinator, whose address is c/o MetroPlan Orlando, 250 South Orange Avenue,

Suite 200, Orlando Florida 32801, and telephone number (407) 481-5672 extension 307. The duties of the Clerk include, but are not limited to, assisting the Executive Director and the MetroPlan Orlando Board Members in the day-to-day operations of MetroPlan Orlando.

II. **VISION AND MISSION STATEMENTS**

(1) The vision of MetroPlan Orlando is a regional transportation system that safely and efficiently moves people and goods through a variety of options that support the region's vitality.

(2) The mission of MetroPlan Orlando is to provide leadership in transportation planning by engaging the public and fostering effective partnerships. MetroPlan Orlando shall achieve this vision and mission by:

- (a) Preparing and maintaining up-to-date regional transportation plans.
- (b) Setting priorities for investing transportation resources to implement adopted regional plans.
- (c) Shaping and communicating a regional perspective on transportation issues.
- (d) Competing nationally and statewide for additional financial resources.
- (e) Identifying and advocating alternative local funding issues.
- (f) Building strong alliances with the business community, residents of the region, and neighboring jurisdictions in the Central Florida region.
- (g) Coordinating planning efforts with federal, state and local governments and other transportation agencies.
- (h) Recruiting and retaining top quality staff and consultants.

III. **MEMBERSHIP, APPOINTMENTS, TERMS OF OFFICE AND VACANCIES**

(1) In accordance with Section 339.175, Florida Statutes, the designation of MetroPlan Orlando and the composition of its Board shall be accomplished by agreement between the Governor and units of general purpose local government within the Orlando and Kissimmee metropolitan areas, consistent with the specific requirements of federal and state laws and on the basis of an equitable population distribution. The governing body of each governmental entity so designated appoints the appropriate number of members to the MetroPlan Orlando Board from eligible officials. The Chairpersons of the Technical Advisory Committee, Community Advisory Committee, and Transportation Systems Management and Operations Committee, serve as non-voting advisors of MetroPlan Orlando. Other non-voting advisors may also be appointed as deemed necessary by MetroPlan Orlando. In addition, the District Secretary of the Florida Department of Transportation and Kissimmee Gateway Airport serve as non-voting advisors to the MetroPlan Orlando Board. All non-voting advisors may attend and participate fully in governing board meetings, but shall not have a vote and shall not be members of the governing board.

(2) MetroPlan Orlando, as designated by the Governor of Florida and by Interlocal Agreement, consists of members who are representatives of:

- (a) City of Orlando
 - Office of Mayor (1)
 - City Commission (1)
- (b) Orange County (6)
- (c) Central Florida Expressway Authority (1)
- (d) City of Altamonte Springs
 - Office of Mayor (1)
- (e) Seminole County (2)
- (f) Osceola County (1)
- (g) City of Apopka

- Office of Mayor (1)
- (h) City of Kissimmee
Office of Mayor (1)
- (i) City of Sanford
Office of Mayor (1)
- (j) Central Florida Regional Transportation Authority (LYNX) (1)
- (k) Greater Orlando Aviation Authority (1)
- (l) Sanford Airport Authority (1)
- (m) Municipal Advisory Committee (1)

(3) A MetroPlan Orlando member entity may appoint, by action taken at an official meeting of the entity, an alternate for one or more of its appointed MetroPlan Orlando members.

(a) An alternate voting member's term shall be for no longer than the term of the voting member they represent as specified in Section 339.175(3)(b), Florida Statutes.

(b) A MetroPlan Orlando member entity shall notify MetroPlan Orlando, in writing, that the appointed individual may act as a regular alternate member in accordance with Section 339.175(3)(a), Florida Statutes, if the regular member cannot attend a meeting the alternate member may be designated for one or more specific meetings, at the discretion of the MetroPlan Orlando member entity.

IV. **OFFICERS**

(1) The last scheduled meeting of each calendar year shall be known as the Annual Meeting of MetroPlan Orlando and shall be for the purpose of electing new officers and conducting such other business as may come before the members. MetroPlan Orlando shall elect from its voting membership a Chairman, Vice Chairman and Secretary-Treasurer.

(2) Each officer shall be from a different local government or transportation agency.

(3) Each member so elected shall serve for one (1) year or until he/she is reelected or until his/her successor is elected. The Chairman, Vice Chairman and Secretary-Treasurer's terms of office shall be limited to two (2) consecutive one (1) year terms and neither shall be eligible again until two (2) additional years have elapsed, nor shall either be succeeded by a member from the same local government or agency for his/her respective office.

(4) The newly elected officers shall be declared installed and shall assume the duties of office at the first scheduled meeting of the new calendar year, or as designated by the board.

(5) The Chairman shall preside at all meetings of MetroPlan Orlando and perform all duties as may be prescribed by MetroPlan Orlando.

(6) The Vice Chairman will assume the duties and responsibilities of the Chairman in the Chairman's absence.

(7) The Secretary-Treasurer shall be responsible for ensuring the minutes and records of MetroPlan Orlando are kept in proper order.

(8) All official contracts, agreements and other documents approved for action by MetroPlan Orlando shall be signed by the Chairman or a designee approved by the Board, or either of the other two (2) officers.

V. EXECUTIVE DIRECTOR

(1) The Executive Director is selected and appointed by MetroPlan Orlando members and serves at their discretion and pleasure.

(2) The Executive Director, under the general policy direction of MetroPlan Orlando and within its adopted guidelines, has the authority to perform the highest level leadership, managerial and administrative functions related to MetroPlan Orlando, including, but not limited to the following:

(a) Implementing the vision and mission of MetroPlan Orlando by providing the necessary leadership in planning and promoting a comprehensive intermodal surface transportation system.

(b) Working with MetroPlan Orlando in the development of strategies, goals, objectives and plans for growth management.

- (c) Developing positive working relationships with all constituents, coordinating entities and elected officials.
- (d) Building consensus among all stakeholders.
- (e) Procuring funding.
- (f) Developing and creating funding sources.
- (g) Evaluating plans and strategies to assure the highest level of results for Central Florida.

VI. **ORGANIZATIONAL UNITS OF METROPLAN ORLANDO**

(1) MetroPlan Orlando has established the following Board committees within the twenty (20) member MetroPlan Orlando governing body:

(a) The Executive Committee consists of the Chairman, Vice Chairman, Secretary-Treasurer, the immediate past-Chairman, and four other members approved by the Board. It meets as deemed necessary by the Board Chairman. The purpose of this Committee is to discuss issues and develop recommendations before they are presented to the full governing Board and other matters of general interest that are brought before it by the Chairman and the Executive Director.

(b) The Personnel Committee consists of the Chairman, Vice Chairman, the immediate past-Chairman and one other member approved by the Board. The purpose of this Committee is to address personnel-related issues.

(c) The Finance Committee consists of the Chairman, Vice Chairman, Secretary-Treasurer and three other members approved by the Board. The purpose of this Committee is to address financial issues associated with the organization and methods for generating additional funding sources to meet regional transportation needs.

(d) The Regional Leadership Council (RLC) consists of the Chairman and Vice Chairman of the MetroPlan Board, the Municipal Advisory Committee, the Technical Advisory Committee, the Transportation Systems Management and Operations Committee, and the Community Advisory Committee. The RLC serves as a critical advisory body for MetroPlan Orlando's overall transportation planning

program. The RLC forwards policy, planning and programming recommendations to the MetroPlan Board for consideration.

(2) MetroPlan Orlando shall establish the following standing committees:

(a) Technical Advisory Committee (TAC), composed of planning, engineering, and/or management specialists, shall represent the various public governmental bodies, authorities, and agencies of Central Florida and shall be involved in the transportation planning process by the establishment of a technical advisory committee.

(1.) The intent of the membership composition of the Technical Committee is to represent planning and engineering expertise from federal, state, regional or local agencies. Municipalities within Orange, Seminole and Osceola Counties are eligible for representation. Voting representation for each jurisdiction will be determined by population, according to the latest census and/or the University of Florida population estimates. The MetroPlan Orlando Board may authorize additional voting representatives to the Technical Advisory Committee, upon written petition through the Technical Advisory Committee.

(2.) The allocation of voting representation of the Technical Committee shall be based on the following criteria:

(a) Local jurisdictions with a population of 100,000 or more shall be allocated three (3) votes each.

(b) Local jurisdictions with a population between 50,000 and 99,999 shall be allocated two (2) votes each.

(c) Local jurisdictions with a population between 5,000 and 49,999 shall be allocated one (1) vote each.

(d) Local jurisdictions with population less than 5,000 shall be allocated one (1) non-voting seat each.

(e) Local transportation agencies/authorities and school districts shall be allocated one (1) vote each.

(3) The voting representation is three (3) voting representatives from each of the following:

- (a) Orange County
- (b) Osceola County
- (c) Seminole County
- (d) City of Orlando

(4) The voting representation is two (2) voting representatives from each of the following:

- (a) City of Kissimmee
- (b) City of Sanford

(5) The voting representation is one (1) voting representative from each of the following:

- (a) City of Altamonte Springs
- (b) City of Apopka
- (c) City of Belle Isle
- (d) City of Casselberry
- (e) City of Lake Mary
- (f) City of Longwood
- (g) City of Maitland
- (h) City of Ocoee
- (i) City of Oviedo
- (j) City of St. Cloud
- (k) City of Winter Garden
- (l) City of Winter Park
- (m) City of Winter Springs

- (6) The non-voting representation is one (1) from each of the following:
 - (a) Town of Eatonville
 - (b) City of Edgewood
 - (c) Town of Oakland
 - (d) Town of Windermere

- (7) The voting representation is one (1) voting representative from each of the following transportation agencies/authorities and school districts:
 - (a) Central Florida Regional Transportation Authority/LYNX
 - (b) East Central Florida Regional Planning Council
 - (c) Greater Orlando Aviation Authority
 - (d) Kissimmee Gateway Airport
 - (e) Central Florida Expressway Authority
 - (f) Reedy Creek Improvement District
 - (g) Sanford Airport Authority
 - (h) Seminole County Public School District
 - (i) Orange County Public School District
 - (j) Osceola County Public School District
 - (k) Osceola County Expressway Authority

- (8) Upon written petition to the Technical Advisory Committee, additional advisory, non-voting members may be appointed to the Technical Advisory Committee with the recommendation of the Technical Advisory Committee and the concurrence of the MetroPlan Orlando Board.

- (9) In addition, there shall be non-voting advisors from each of the following agencies: the Florida Department of Transportation District V and the Florida's Turnpike Enterprise.

- (b) Community Advisory Committee (CAC) whose 31 member committee shall consist of representatives from Orange, Seminole, and Osceola counties. Fifteen (15) shall be geographic seats appointed at-large from the jurisdictions as indicated below, and sixteen (16) shall be appointed by the MetroPlan Orlando Board:

(1.) Geographic Appointees

Orange County	3 seats
Osceola County	3 seats
Seminole County	3 seats
Orange County municipalities	2 seats
Osceola County municipalities	2 seats
Seminole County municipalities	2 seats

Municipal appointments shall be from the two largest municipalities in each county as determined by the most recent University of Florida or U.S. Census population figures, whichever is most recent.

All geographic appointees shall reside in and be appointed by their respective county or municipality. In selecting new members for appointment, the appointing jurisdiction should consider the personal qualifications of the individuals as lay people in the community, outside the transportation industry, and should strive to include ethnic, social, and economic diversity. MetroPlan Orlando supports diversity and encourages jurisdictions to consider the makeup of their communities when appointing representatives.

(2.) MetroPlan Orlando Board Appointees

Multimodal Advocates	10 seats
Underserved	3 seats

Transportation Disadvantaged	2 seats (disabled or elderly)
Business community	1 seat

MetroPlan Orlando Board appointees must apply for membership through a process established by MetroPlan Orlando. The Community Advisory Committee shall review the applications and make recommendations to the MetroPlan Orlando board for approval.

In addition, a representative from LYNX and Florida Department of Transportation, District Five, shall serve as non-voting advisors.

(c) Municipal Advisory Committee (MAC). A special purpose committee known as the Municipal Advisory Committee (MAC) consisting of Mayors, or Mayors' designee, of the smaller municipalities not directly represented on the MetroPlan Orlando Board. The Chairman of the MAC will be a voting member on the MetroPlan Orlando Board. The MAC may adopt bylaws. The voting membership of the MAC shall be the Mayor or Mayor's designee as follows:

- (1) City of Bay Lake
- (2) City of Belle Isle
- (3) City of Casselberry
- (4) Town of Eatonville
- (5) City of Edgewood
- (6) City of Lake Buena Vista
- (7) City of Lake Mary
- (8) City of Longwood
- (9) City of Maitland
- (10) Town of Oakland

- (11) City of Ocoee
- (12) City of Oviedo
- (13) City of St. Cloud
- (14) Town of Windermere
- (15) City of Winter Garden
- (16) City of Winter Park
- (17) City of Winter Springs

Every effort should be made for the Mayor or a member of the City Commission or Council to represent the membership on the Committee. However, where this is not feasible senior staff may be designated to serve.

- (d) A Transportation Systems Management and Operations (TSMO) Committee whose membership composition are planning and engineering expertise from Federal, State, regional or local agencies.

- (1) The following jurisdictions are eligible to appoint voting members as indicated. Appointees should have an interest or active involvement in TSMO related activities:

- (a) Orange County (2)
- (b) Osceola County (2)
- (c) Seminole County (2)
- (d) City of Orlando (2)
- (e) City of Belle Isle (1)
- (f) City of Kissimmee (1)
- (g) City of Sanford (1)
- (h) City of Altamonte Springs (1)
- (i) City of Apopka (1)
- (j) City of Casselberry (1)
- (k) City of Lake Mary (1)

- (l) City of Longwood (1)
 - (m) City of Maitland (1)
 - (n) City of Ocoee (1)
 - (o) City of Oviedo (1)
 - (p) City of St. Cloud (1)
 - (q) City of Winter Garden (1)
 - (r) City of Winter Park (1)
 - (s) City of Winter Springs (1)
- (2) Municipalities whose population is less than 5,000 may each appoint one (1) non-voting member. These municipalities would include:
- (a) Town of Eatonville
 - (b) City of Edgewood
 - (c) Town of Oakland
 - (d) Town of Windermere
- (3) The following transportation agencies/authorities are also eligible for voting representation. Each agency may appoint one (1) voting representative:
- (a) Central Florida Regional Transportation Authority/LYNX
 - (b) Central Florida Expressway Authority
 - (c) Osceola Expressway Authority
 - (d) Reedy Creek Improvement District
 - (e) Greater Orlando Aviation Authority
 - (f) Kissimmee Gateway Airport
 - (g) Orlando Sanford Airport
 - (h) MetroPlan Orlando appointee

- (4) In addition, representatives from the following shall serve as non-voting advisors or members:
 - (a) Florida Department of Transportation, District Five, non-voting advisor
 - (b) Florida's Turnpike Enterprise, non-voting advisor
 - (c) University of Central Florida, non-voting member
 - (d) Orange County Community Traffic Safety Team (Chair or designee), non-voting member
 - (e) Seminole County Community Traffic Safety Team (Chair or designee), non-voting member
 - (f) Osceola County Community Traffic Safety Team (Chair or designee), non-voting member

(3) The purpose and functions of these standing Committees shall be as follows:

- (a) Technical Advisory Committee:
 - (1) Be responsible for the development and review of transportation studies, reports, plans and/or programs and recommending action pertinent to the subject documents to MetroPlan Orlando.
 - (2) Develop priority recommendations to MetroPlan Orlando or other agencies responsible for plan and program implementation based upon the needs as determined by technical studies.
 - (3) Be responsible for assisting MetroPlan Orlando with coordinating public information activities concerning the studies.
 - (4) Serve as an advisory committee for the completion of all required transportation studies, plans development, and programming recommendations required under the public laws pertaining to all modes of transportation and transportation support facilities.

(5) Serve as an advisory committee to any and all duly constituted area-wide transportation authorities or boards, as well as area-wide planning boards or councils for physical development, health, social or comprehensive planning upon direct request of such authorities, boards or councils.

(6) Review, amend, comment and recommend bicycle and pedestrian facilities implementation plans to MetroPlan Orlando to guide in making road construction and improvement decisions.

(7) Study, pursue and encourage public and private funding for future bicycle and pedestrian related projects to further the implementation of the bicycle and pedestrian plans.

(8) Develop programs based on the four “E’s” of bicycle and pedestrian planning (Engineering, Education, Enforcement and Encouragement) to encourage and foster the increased use of bicycling and walking as transportation throughout the Orlando Urban Area.

(9) Carry out bicycle and pedestrian related tasks requested by MetroPlan Orlando

(10) Assist in other functions as deemed desirable by MetroPlan Orlando.

(b) Community Advisory Committee:

(1) Advise MetroPlan Orlando on public opinion in formulating goals and objectives for shaping the urban environment.

(2) Participate in public information programs.

(3) Provide an effective citizens’ review of the preliminary findings and recommendations for continuing study.

(4) Assist in other functions as deemed desirable by MetroPlan Orlando.

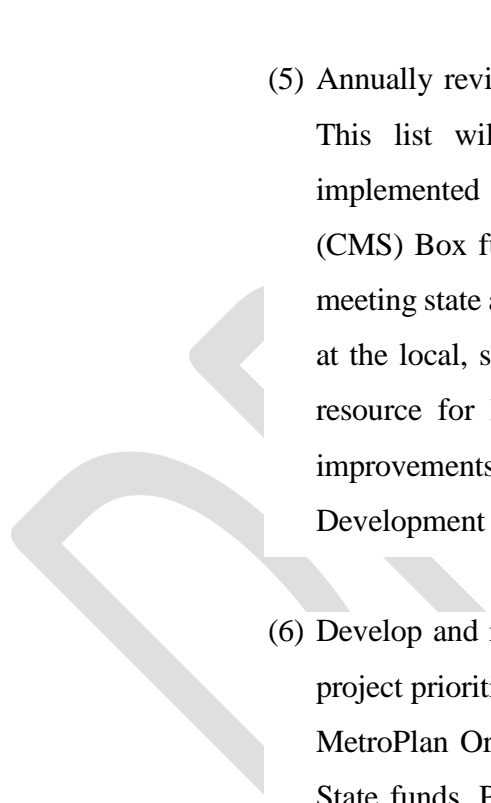
(c) Municipal Advisory Committee (MAC) shall be to involve those municipalities that are not voting members of MetroPlan Orlando in the transportation planning process, and to provide a forum for those

municipalities to assess reaction to transportation planning proposals and to provide comment to the MetroPlan Orlando Board with respect to the concerns of the various municipalities' transportation needs.

- (1) Advise the MetroPlan Orlando Board as to the opinion of municipalities in formulating goals and objectives for shaping the urban environment.
- (2) Conduct public information programs through open public meetings.
- (3) Provide an effective review of the preliminary findings and recommendations of all transportation studies, reports, plans and/or programs and making recommendations to the MetroPlan Orlando Board.
- (4) Participate in the development and review of the Orlando Urban Area Long Range Transportation Plan.
- (5) Assist in other functions as deemed desirable by the MetroPlan Orlando Board.

(d) Transportation Systems Management and Operations (TSMO) Committee

- (1) Serve the MPO in an advisory capacity on TSMO matters relating to the update of the MPO's Congestion Management Process (CMP) of the MPO's Long Range Transportation Plan (LRTP) and the coordination of TSMO with the regional ITS architecture.
- (2) Be responsible for the development and review of all studies, reports, plans and/or programs germane to TSMO and to recommend action pertinent to the subject documents to MetroPlan Orlando.

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- (3) Develop priority recommendations to the MetroPlan Orlando Board and/or other agencies responsible for plan and program implementation based upon the needs as determined by TSMO studies and project applications.
 - (4) Advise staff in the development of an Annual Congestion Management System Report as called for in the Congestion Management Process (CMP) Element of the MPO's LRTP, and subsequently revise the CMP Element as needed to ensure that it functions efficiently and effectively.
 - (5) Annually review and revise the TSMO Prioritized Project List. This list will be the source of candidate projects to be implemented with the MPO's Congestion Management System (CMS) Box funds for the region and each County; for projects meeting state and federal eligibility, and any new funds identified at the local, state or federal level. In addition, the list can be a resource for local governments looking for traffic operations improvements to be implemented by developers as part of a Development Order.
 - (6) Develop and recommend a list of traffic operations and TSMO project priorities to be implemented with CMS Box funds and/or MetroPlan Orlando's share of District Five Allocated STP and State funds. Projects may include improvements including, but not limited to, studies, plans, installing or synchronizing traffic control devices, safety and/or evacuation efficiency improvements, adding or extending turn lanes at intersections, TSMO deployments, system maintenance projects, operations, and projects that shift automobile congestion to other modes and change or reduce single occupant vehicle trip demand.

(7) When appropriate, review state Project Development and Environmental (PD&E) studies and design plans to ensure that adequate provisions for ITS, traffic operations and flow are included in the planning and design of new and reconstructed highways, and consistent with any specific committee recommendations that may have come out of the TSMO prioritized project list and consistent with the list of recommended TSMO projects. MetroPlan Orlando staff or any committee member may bring design plans to the committee for review at the discretion of the committee.

(8) Participate in updates to the regional ITS architecture; and coordinate with the MPO's other advisory committees.

(4) Both the Technical Advisory Committee and the Community Advisory Committee shall maintain a broad perspective covering the range of all modes of transportation and associated facilities in all recommended planning work programs, so that proper study and evaluation of transportation needs shall result in a multi-modal transportation system plan, balanced with respect to area wide needs and properly related to area wide comprehensive plans, goals and objectives.

(5) Reports, studies, plans and programs and databases shall be approved or endorsed by the MetroPlan Orlando Board after review by the Technical Advisory Committee, Community Advisory Committee, Transportation Systems Management and Operations Committee, and Municipal Advisory Committee, as appropriate. A resolution may be noted as officially adopted by the MetroPlan Orlando Board and placed into effect upon signature by the MetroPlan Orlando Chairman without waiting for the minutes of the entire meeting to be officially approved at the next MetroPlan Orlando board meeting.

VII. OPERATING PROCEDURES

(1) MetroPlan Orlando shall meet at least four times a year at a time and location designated by MetroPlan Orlando and at such other times as the Chairman may determine necessary.

(2) Advance notification of all meetings, both regular business and special, shall be provided as required by applicable law.

(3) All MetroPlan Orlando Board and committee meetings will be open to the public.

(4) The public may obtain information or make submissions or requests concerning MetroPlan Orlando matters to the Office of the Executive Director, MetroPlan Orlando, 250 S. Orange Avenue, Suite 200, Orlando, Florida 32801, by calling (407) 481-5672, or emailing info@metroplanorlando.org.

(5) A quorum shall consist of a majority of those members entitled to vote. A majority shall consist of one-half the voting members plus one.

(6) MetroPlan Orlando members must be present to cast a vote. Any business transacted by MetroPlan Orlando must be approved by not less than a majority of the votes cast.

(7) Voting shall be by voice. A roll call vote shall be held to adopt and/or amend the Long Range Transportation Plan and Transportation Improvement Program and in all instances where a voice vote is other than unanimous on all other items. All other questions or procedures shall be governed by the most recent edition of Robert's Rules of Order.

(8) Code of Ethics. Members, Officers, and Employees are required to comply with Florida Statute 112, Part III, Code of Ethics for Public Officers and Employees. Members are expected to abide by the ethical rules which govern their service on the organization they represent.

(9) All members (designated or alternate) shall avoid any professional conflict of interest and prevent the appearance of undue influence. Any member who becomes aware of any type of conflict or attempt to influence shall make it known to the staff liaison and either excuse himself/herself from the proceedings, and/or file a conflict of interest form into the record.

(10) The procurement of goods and services shall be conducted in accordance with applicable federal and state law and Resolution No. 05-01, Resolution Adopting the Procedures for Purchases, Sales, Services, and Contracts of MetroPlan Orlando, and as amended from time to time. Procedures for the resolution of protests arising from any contract bidding process are also provided in Resolution No. 05-01.

VIII. PROCEDURES FOR PUBLIC INVOLVEMENT PROCESS

(1) Federal transportation legislation requires all Metropolitan Planning Organizations to establish a public involvement process in conjunction with the overall transportation planning process occurring within their respective urban areas. MetroPlan Orlando's public involvement policy objectives and performance measures are outlined in the organization's Public Involvement Plan to ensure that the requirements and criteria established under the legislation are met. The legislation states that public involvement processes be proactive and provide complete information, timely public notice, full access to key decisions, and opportunities for early and continuing involvement of the public in developing plans. MetroPlan Orlando's Public Involvement Plan also outlines how MetroPlan Orlando will make information available to the public and how the public can provide input to the transportation planning process.

(2) In complying with the federal public involvement requirements listed above, MetroPlan Orlando shall specifically implement the following procedures:

(a) All meetings of the MetroPlan Orlando board and advisory committees shall be open to the public and opportunities for public comments shall be provided. All public meetings and hearings shall be held in locations that are accessible to people with disabilities.

(b) MetroPlan Orlando's public involvement process shall provide for early and continuing involvement in the transportation planning and programming process to all segments of the community. As specifically stated in the federal legislation, these segments are freight shippers, users of public transit, citizens, providers of transportation, affected public agencies, representatives of transportation agency employees, other interested parties, and segments of the community affected by transportation plans, programs, and projects. The process

shall also provide for seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low income and minority households which may face challenges accessing employment and other amenities.

(c) Prior to the adoption of the Long Range Transportation Plan, at least one public hearing on the Plan shall be held within the Orlando metropolitan area. Advance notification shall be provided as required by applicable laws. The comments received from the public hearing process shall be taken into consideration by MetroPlan Orlando before the Long Range Transportation Plan is adopted.

(d) A public meeting shall be held in conjunction with the annual Five-Year Transportation Improvement Program (TIP). Any comments received from the public will be taken into consideration by MetroPlan Orlando before the TIP is adopted.

(e) The final adopted TIP shall be made available for review by the public at the MetroPlan Orlando staff offices and on the organization's website at www.metroplanorlando.org.

(f) The MetroPlan Orlando staff shall make presentations to various groups, civic organizations, Chambers of Commerce, etc. regarding the transportation plans and programs occurring within the Orlando and Kissimmee Urbanized Areas.

(g) Information on transportation-related activities occurring in the Orlando and Kissimmee Urbanized Areas shall be updated on a regular basis on the organization's website (www.metroplanorlando.org) and in various publications.

(h) From time to time, surveys may be conducted to obtain a sample of public opinions on the transportation related issues affecting Central Florida, and to help MetroPlan Orlando determine what goals and objectives to pursue in planning for the future development of the Central Florida's transportation system.

(i) In accordance with the provisions of federal and state laws, public meetings that are part of the public participation plan will be conducted at convenient and accessible locations at convenient times. In addition, MetroPlan Orlando will utilize visualization techniques to describe the plans and make public

information available, when possible, in an electronically accessible format and in plain language.

(j) MetroPlan Orlando's procedures for complying with federal requirements associated with Title VI of the Civil Rights Act of 1964 are outlined in the organization's Title VI Nondiscrimination Plan and Limited English Proficiency Plan. Additionally, more information on the Title VI Complaint Procedure is contained in Section XII of these operating procedures.

IX. **PROCEDURES FOR AMENDING THE LONG RANGE TRANSPORTATION PLAN (LRTP) AND THE TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

(1) The process for amending the adopted Orlando and Kissimmee Urbanized Areas Long Range Transportation Plan is established as follows:

(a) Amendments to the LRTP may be requested for consideration by MetroPlan Orlando at any time. To the extent feasible, amendments shall coincide with the adoption of the Transportation Improvement Program (TIP) by the MetroPlan Orlando Board in July of each year. MetroPlan Orlando staff will work with applicants who believe they are not able to comply with the amendment schedule.

(b) Amendments shall be requested in writing describing the project and its location, and shall be addressed to the MetroPlan Orlando Executive Director or Deputy Executive Director.

(c) Projects subject to the amendment request and review process:

(1) Any transportation project which involves a major improvement and funded either entirely or in part by Federal or State funds that are proposed to be added to or deleted from the adopted Long Range Transportation Plan shall be subject to the amendment request and review process.

(2) Any proposed transportation project that is of a new or prototype technology, and will impact the adopted Long Range

Transportation Plan, shall be subject to the amendment request and review process.

(3) Any non-Federal or non-State funded proposed regionally significant (23 CFR 450.104) transportation project (including privately-funded projects) shall be reported to MetroPlan Orlando for addition into the Long Range Transportation Plan through the amendment request and review process.

(d) Who may submit an amendment request:

(1) Amendment requests may be initiated by a government agency such as the State, a city, county or a transportation authority.

(2) Amendment requests originating from the private sector shall be sponsored by one or more local governments where the project is to be located.

(e) Action upon submittal of an amendment request.

(1) Within 30 days, MetroPlan Orlando staff shall screen the amendment request to determine if there is a major impact upon the transportation system and if a detailed analysis of the project.

(2) If the MetroPlan Orlando staff finds that the amendment request contains insufficient information upon which to rule, the staff shall identify and request in writing from the applicant, prior to the expiration of the 30 day examination period, the additional information needed.

(3) If the MetroPlan Orlando staff finds that the amendment request contains sufficient information upon which to rule, the staff shall notify the applicant in writing that the amendment request has been accepted for review.

(4) Projects that have a total construction cost of less than \$4 million are to be considered a minor transportation improvement and a detailed analysis will not be required.

(f) If required, the detailed analysis shall describe the project impacts, as follows:

- (1) Safety and public health.
- (2) Traffic.
 - (a) Current year and future year consistent with current adopted Long Range Transportation Plan.
 - (b) Average daily traffic (ADT) and peak-hour.
 - (c) Directional traffic load.
 - (d) Level of Service and roadway capacity.
- (3) Environmental and social impacts.
 - (a) Minimal, moderate, or major impact on air quality.
 - (b) Minimal, moderate, or major impact on wetlands displaced.
 - (c) Minimal, moderate, or major impact on homes and businesses displaced.
 - (d) Minimal, moderate, or major impact on public facilities.
- (4) Compatibility with all applicable local comprehensive plans and programs.
 - (a) Existing and future land use.
 - (b) Capital Improvement Programs.
 - (c) Traffic Circulation and Transit Elements; and,
 - (d) Bicycle & Pedestrian Plans.
- (5) Compatibility with MetroPlan Orlando adopted Long Range Transportation Plan and East Central Florida Regional Planning Council (ECFRPC) Strategic Regional Policy Plan.
- (6) Financial impact.
 - (a) Project capital cost subdivided according to preliminary engineering and design, right-of-way acquisition, and construction.

- (b) Identification of the funding source, time period and impact on other projects.
- (c) Annual Operations and Maintenance costs.
- (7) Contribution to implementation of multi-modal transportation system.
 - (a) Potential for inclusion of future bus and rail transit facilities.
 - (b) Proximity to existing or proposed transit routes, transit centers and/or multi-modal facilities, and major activity centers.
 - (c) Inclusion of transit passenger amenities.
 - (d) Inclusion of bicycle and pedestrian facilities based on the following criteria:
 - (1) Safety and public health.
 - (2) Expected facility usage.
 - (3) Contribution to regional bicycle and pedestrian systems.
 - (4) Linkage with other transportation modes.
 - (5) Improvement to school access.
 - (6) Inclusion in adopted Growth Management Plans.
- (g) Process of Evaluation:
 - (1) The following checklist of evaluation criteria developed by MetroPlan Orlando will be utilized to evaluate each amendment request:
 - (a) Have the categories of information stipulated below been provided in sufficient detail?
 - (1) Safety and public health.
 - (2) Traffic.
 - (3) Environmental and Social Impacts.

- (4) Compatibility with Local Comprehensive Plans.
- (5) Compatibility with ECFRPC Strategic Policy Plan and MetroPlan Orlando currently adopted Long Range Transportation Plan.
- (6) Financial Impact.
- (7) Contribution to implementation of multi-modal transportation system.
- (b) Has an adequately-sized impact area been identified which includes the major transportation facilities affected?
- (c) Has the applicant used officially adopted Levels of Service tables (FDOT) in preparing its report on traffic impacts?
- (d) Has the applicant assumed various transportation projects which may be of benefit to its project to be funded and constructed in the immediate time period when there may be no commitments for doing so?
- (e) Has the applicant used an acceptable method for measuring impacts to air quality?
- (f) Will the applicant prepare a mitigation plan for environmental impacts?
- (g) Has the applicant identified not only the project costs, but also the sources of funding?
- (h) Has the applicant provided evidence of funding commitments, both from itself and other parties if involved?.
- (i) Does the project incorporate mobility improvements that address capacity or concurrency improvements?
- (j) If it is a transit project, is it compatible with the adopted Transit Development Plan or Regional Transit Systems Concept Plan?

(k) Does the project add to the connectivity of the current transportation system, and/or enhance the movement toward a seamless transportation system?

(h) Who shall approve an amendment request:

(1) The Technical Advisory Committee shall review the requested amendment based upon a technical evaluation of its merit, including impacts to existing or proposed bicycle and pedestrian facilities, and shall make recommendations to MetroPlan Orlando.

(2) The Community Advisory Committee shall review the requested amendment and shall make recommendations to MetroPlan Orlando.

(3) The Transportation Systems Management and Operations Committee shall review the requested amendments that impact technology, management and operations and shall make recommendations to MetroPlan Orlando.

(4) The Municipal Advisory Committee shall review the requested amendment and shall make recommendations to MetroPlan Orlando.

(5) MetroPlan Orlando Board shall consider the recommendations of its subsidiary committees and shall exercise final approval or disapproval of the amendment request.

(6) The applicant and the MetroPlan Orlando staff will present the amendment request and the staff analysis findings to the Technical Advisory Committee, Community Advisory Committee, Transportation Systems Management and Operations Committee and Municipal Advisory Committee. The applicant will be advised in writing by MetroPlan Orlando when the amendment request has been placed on the MetroPlan Orlando Board meeting agenda.

(7) The applicant and MetroPlan Orlando staff will also present the amendment request and the staff analysis findings to the MetroPlan Orlando Board, at least one month prior to the regularly scheduled meeting

at which MetroPlan Orlando will take formal action on the amendment request. The applicant will be advised in writing by MetroPlan Orlando when the amendment request has been placed on the MetroPlan Orlando Board meeting agenda for final action.

(8) Upon approval of the requested amendment, the MetroPlan Orlando staff will initiate appropriate network changes to the Long Range Transportation Plan.

(i) The process for amending the adopted Orlando and Kissimmee Urban Areas Transportation Improvement Program (TIP) is established as follows:

(1) When amendments may be requested:

(2) Amendments involving Federal and/or State funded projects may be accomplished at any time.

(3) Projects funded locally are included in the TIP for information purposes and may be amended at any time by the local government or transportation agency.

(j) Amendments requesting additions, deletions or rescheduling must be requested in writing and shall be addressed to the MetroPlan Orlando Executive Director or Deputy Executive Director.

(k) Project Requirements:

(1) If the amendment request involves a major improvement, it must also be included as part of MetroPlan Orlando's adopted Long Range Transportation Plan and an amendment to the Long Range Transportation Plan must be requested in accordance with this rule.

(2) If the amendment request involves a Transportation Systems Management and Operations (TSMO) improvement, it must have had a:

(a) Traffic Study completed, if it is a turning lane project, or

(b) Signal Warrant completed, if it is a signalization project.

(3) Amendment requests must include the project's location, description, the reason for its addition, deletion or rescheduling, source of funds and its impact on other projects.

(l) Process for approval:

(1) Upon receipt of an amendment request, MetroPlan Orlando staff shall include the request on the agenda of the next regularly scheduled meeting of the Technical Advisory Committee, Community Advisory Committee, Transportation Systems Management and Operations Committee, Municipal Advisory Committee and the MetroPlan Orlando Board.

(2) The Technical Advisory Committee, Community Advisory Committee, Transportation Systems Management and Operations Committee, Municipal Advisory Committee shall review the requested amendment at their next regularly scheduled meeting and shall recommend approval or disapproval to MetroPlan Orlando.

(3) Upon MetroPlan Orlando Board approval of requested amendments involving highway transportation projects, the MetroPlan Orlando staff will send copies of the MetroPlan Orlando action to FDOT for submittal to the Florida Department of Economic Opportunity (DEO) and the Federal Highway Administration (FHWA).

(4) Upon MetroPlan Orlando Board approval of requested amendments involving transit projects, the MetroPlan Orlando staff will send copies of the MetroPlan Orlando action to FDOT for submittal to the Florida Department of Economic Opportunity and the Federal Transit Administration (FTA).

(5) Upon approval, an updated copy of the TIP, with amendments, will be available on www.metroplanorlando.org.

(m) **Process for Approval of Emergency Amendments**

In cases where an amendment must be approved prior to the next board meeting for the amended project to receive funding, the MetroPlan Orlando Board Chairman is authorized to approve the amendment and sign the corresponding resolution on behalf of the board without having to call an emergency meeting of the board or committees. The Chairman's approval

of the amendment then must be ratified at the next regularly scheduled board meeting. To maintain the integrity of the public involvement process, whenever feasibly possible, the Technical Advisory Committee, Community Advisory Committee, Transportation Systems Management and Operations Committee, Municipal Advisory Committee are asked to provide input prior to ratification by the board.

X. **MINORITY BUSINESS ENTERPRISE PROGRAM**

(1) Definitions and Purposes.

(a) Definitions. For the purpose of these procedures:

(1) “Small Business” means an independently owned and operated business concern that employs 200 or fewer permanent full-time employees and that together with its affiliates, has a net worth of not more than \$5 million or any firm based in this state which has a Small Business Administration 8(a) certification, and as further defined in Section 288.703, Florida Statutes.

(2) “Minority Business Enterprise” means any small business concern as defined in subsection (a) which is organized to engage in commercial transactions, which is domiciled in Florida, and which is at least 51 percent owned by minority persons who are members of an insular group that is of a particular racial, ethnic, or gender makeup or national origin, which has been subjected historically to disparate treatment due to identification in and with that group resulting in an underrepresentation of commercial enterprises under the group’s control, and whose management and daily operations are controlled by such persons, and as further defined in Section 288.703, Florida Statutes.

(3) “Minority Person” means a lawful, permanent resident of Florida who is

(a) African-American

(b) Hispanic-American

- (c) Asian-American
- (d) Native-American
- (e) American woman

all as further defined in Section 288.703, Florida Statutes.

(4) For the purpose of these procedures the term “MBE” shall mean Minority Business Enterprises; the term “USDOT” shall mean the United States Department of Transportation; the term “FTA” shall mean the Federal Transit Administration; and the term “FHWA” shall mean the Federal Highway Administration.

(b) Purposes. It is the policy of MetroPlan Orlando that Minority Business Enterprises shall have the maximum opportunity to participate in all phases of its procurement activities and in contracting opportunities. MetroPlan Orlando will use its best efforts to ensure that disadvantaged business enterprises and women business enterprises are informed of current and future procurement activity through contacts with print and electronic media, including minority focused media, assistance agencies and through direct contact. MetroPlan Orlando will provide assistance, when requested to disadvantaged business enterprises and women business enterprises in providing instructions on the preparation of bid specifications, procurement policies, and general bid requirements. MetroPlan Orlando and its contractors shall not discriminate on the basis of race, color, national origin or sex in the award and performance of contracts.

(2) Affirmative Action Techniques to Assure MBE Participation.

(a) The MBE Program Liaison Officer will be responsible for carrying out the following affirmative action techniques developed to assure MBE participation in all MetroPlan Orlando procurement activities:

- (1) Solicitation arrangements, times for the presentation of bids, quantities and specifications and delivery schedules which shall be designed so as to facilitate MBE participation.
- (2) Upon request, MBE firms may be referred for certification, financing or technical assistance to the appropriate agency.

(3) Information and communication programs on contracting opportunities and procedures will be carried out in a timely manner. Classified ads, in minority and majority focused media, will be used to keep minority owned and controlled businesses informed.

(b) When MetroPlan Orlando requires the regular purchase of goods and services, the MBE Program Liaison Officer will follow those bidding procedures listed in its Purchasing Policy defined in Resolution 05-01, or as subsequently amended.

(3) MBE Certification and Directory. MetroPlan Orlando will utilize MBE certifications and Directories (“Directories”) developed by local governments and agencies for aiding its MBE procurement participation. These Directories are generally arranged by service and vendor reference, and include a note as to whether or not the vendor is a certified MBE and by what authority the vendor is certified. It shall be MetroPlan Orlando’s policy to obtain certification from all MBE vendors to grant evaluation criteria credits. MBE bid applicants will be encouraged to apply for certification through the Unified Certification Program (UCP), managed by FDOT as formally approved by the USDOT March 25, 2004.

(4) Percentage Goals for the Dollar Value of Work to be Awarded to MBE When Federal Funds are not Used. MetroPlan Orlando has established an overall goal of twenty percent (20%) of the dollar value of work awarded for participation by minority business enterprises in contracting opportunities for goods and services that are bid in accordance with MetroPlan Orlando procurement policy. For contracting opportunities where evaluation criteria are established, MBE participation shall be a separate criterion and shall carry the weight of no more than 15 points out of 100. Points shall be awarded as follows:

MBE PARTICIPATION PERCENTAGE	EVALUATION POINTS EARNED
0 %	0
1% – 10%	5
11% – 19%	10
20% OR >	15

(5) Identification of MBE by Competitors for Special Contracts.

(a) MetroPlan Orlando will, in its solicitation of special contract bids, indicate separate goals for the use of firms owned and controlled by disadvantaged business enterprises and firms owned and controlled by women. All bidders will be required to submit a written assurance to make good faith efforts to meet the goals in their bids or proposals. The bid solicitation will also state that before a binding contract or agreement is signed with the apparent successful bidder, minority business participation information must be submitted to MetroPlan Orlando and that award of the contract is conditional upon satisfaction of MetroPlan Orlando's requirements. The apparent successful bidder shall provide the following information:

- (1) The names and addresses of minority owned firms that will participate in the contract.
- (2) A description of the work each participant firm will perform.
- (3) The dollar amount of participation by each named minority owned firm.

(b) All proposed MBE subcontracts must be submitted to MetroPlan Orlando for approval. Upon approval, the successful contractor shall enter into each approved subcontract and shall neither terminate nor reduce the price to be paid under such contract without in each instance the prior consultation with and written approval of MetroPlan Orlando.

(c) MetroPlan Orlando will encourage joint ventures and subcontracts involving minority owned and controlled firms by assisting the prime contractor in identification of interested minority owned and controlled firms and making available the Directories.

(d) Pre-bid conferences for all special contracts will be held, if necessary, at a minimum of two weeks prior to bid opening dates, to discuss bid specifications of the project. The MBE Program Liaison Officer will play an integral role in all pre-bid conferences by answering questions on MBE policy and offering individual assistance when necessary.

7. Award Selection Procedures.

(a) Contract Award- MBE Requirements

(1) MetroPlan Orlando's procurement procedure is to formally advertise bids for all expenditures exceeding \$25,000.00 and to award or let to the lowest and best responsive bidder.

(2) A responsive bidder is defined as a potential contractor who possesses potential ability to perform successfully under the terms and conditions of a proposed procurement. If it is determined that a responsive bidder or contractor firm has the lowest bid and the best bid, but has not met the MBE Program contract goals, the bidder or contractor firm may still be awarded the contract.

(b) To ensure that all obligations under contracts awarded to MBE firms are met, the contractor's MBE Program involvement efforts throughout the performance of the contract shall be reviewed. The contractor shall bring to MetroPlan Orlando's attention any situation in which regularly scheduled progress payments are not made to MBE subcontractors.

(c) Contractors must make good faith efforts to replace a defaulting MBE subcontractor with another MBE firm. Any such substitution must be approved by MetroPlan Orlando before such subcontractor is signed. The contractor must first provide MetroPlan Orlando with copies of the new or amended contract and MBE certification forms from the substitute MBE firm.

(d) There are no preconditions to subgrants or contracts pertaining to the use of MBE other than those previously stated in these Procedures.

Florida Department of Transportation Disadvantaged Business Enterprise Program Plan and the Florida Department of Transportation Methodology for Determining DBE Goal (49 CFR part 26.45) as adopted and amended from time to time is accepted as the umbrella under which MetroPlan Orlando will function in the award of any and all contracts incurring the expenditure of federal funds.

XII. TITLE VI COMPLAINT PROCEDURE

Any person who believes that he or she, or any specific class of persons, has been subjected to discrimination or retaliation prohibited by the Title VI of the Civil Rights Act of 1964, as amended, and related statutes, may file a written complaint. All written complaints received by MetroPlan Orlando shall be referred immediately to the FDOT's District 5 Title VI Coordinator for processing in accordance with approved State procedures.

- (1) Verbal and non-written complaints received by MetroPlan Orlando shall be resolved informally by MetroPlan Orlando's Title VI Specialist. If the issue has not been satisfactorily resolved through informal means, or if at any time the person(s) request(s) to file a formal written complaint, MetroPlan Orlando's Title VI Specialist shall refer the Complainant to the FDOT's District 5 Title VI Coordinator for processing in accordance with approved State procedures.
- (2) MetroPlan Orlando's Title VI Specialist will advise the FDOT's District 5 Title VI Coordinator within five (5) calendar days of receipt of the allegations. The following information will be included in every notification to the FDOT's District 5 Title VI Coordinator:
 - (a) Name, address, and phone number of the Complainant.
 - (b) Name(s) and address(es) of Respondent.
 - (c) Basis of complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation).
 - (d) Date of alleged discriminatory act(s).
 - (e) Date of complaint received by the recipient.
 - (f) A statement of the complaint.
 - (g) Other agencies (state, local or Federal) where the complaint has been filed.
 - (h) An explanation of the actions the recipient has taken or proposed to resolve the allegation(s) raised in the complaint.
- (3) Within ten (10) calendar days, MetroPlan Orlando's Title VI Specialist will acknowledge receipt of the allegation(s), inform the Complainant of action taken or proposed action to process the allegation(s), and advise the

Complainant of other avenues of redress available, such as the FDOT's Equal Opportunity Office (EOO).

- (4) Within sixty (60) calendar days, MetroPlan Orlando's Title VI Specialist will conduct and complete a review of the verbal or non-written allegation(s) and based on the information obtained, will render a recommendation for action in a report of findings to the Executive Director.
- (5) Within ninety (90) calendar days of the verbal or non-written allegation(s) receipt, the Executive Director will notify the Complainant in writing of the final decision reached, including the proposed disposition of the matter. The notification will advise the Complainant of his/her right to file a formal complaint with the FDOT's EOO, if they are dissatisfied with the final decision rendered by MetroPlan Orlando. MetroPlan Orlando's Title VI Specialist will also provide the FDOT's District 5 Title VI Coordinator with a copy of this decision and summary of findings.
- (6) MetroPlan Orlando's Title VI Specialist will maintain a log of all verbal and non-written complaints received by the organization. The log will include the following information:
 - (a) Name of Complainant.
 - (b) Name of Respondent.
 - (c) Basis of Complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation)
 - (d) Date verbal or non-written complaint was received by the recipient.
 - (e) Date recipient notified the FDOT's District 5 Title VI Coordinator of the verbal or non-written complaint.
 - (f) Explanation of the actions the recipient has taken or proposed to resolve the issue raised in the complaint.

Executed copies of the Assurance of Compliance with Title VI of the Civil Rights Act of 1964, Federal Transit Administration Civil Rights Assurance, Appendix A to Title VI Assurance, Assurance Concerning Nondiscrimination on the Basis of Handicap in Federally-Assisted Programs and Activities Receiving or Benefiting from Federal Financial Assistance, and Intergovernmental Review Certification, all

dated February 14, 2007 are attached to these Internal Operating Procedures as 'Attachment A'.

These Internal Operating Procedures were formerly Rules 35I-1.005, 35I-1.006, 35I-1.012, 35I-2.001, 35I-2.002, 35I-2.003, 35I-2.004, 35I-2.005, 35I-2.006, 35I-2.007, 35I-2.008, 35I-2.009, Florida Administrative Code and are hereby readopted as Internal Operating Procedures of MetroPlan Orlando

Approved by MetroPlan Orlando this 9th day of December, 2015.

Honorable Jim Swan
Chairperson

Lena Tolliver, Senior Board
Services and Recording Secretary

(Supercedes previous revisions -. 02/2004, 04/2005, 6/2007, 7/2012)

Attachment 'A' Assurances

TAB 4



Community Advisory Committee Recommended Appointments

	NAME	GENDER	RACE	COUNTY
METROPLAN ORLANDO APPOINTMENTS				
Multimodal Advocate - 1 of 10	Keri Caffrey	F	W	Orange
Multimodal Advocate - 2 of 10	Bill Carpenter	M	W	Seminole
Multimodal Advocate - 3 of 10	Mark Loeb	M	W	Seminole
Multimodal Advocate - 4 of 10	Jacob Lujan	M	H	Orange
Multimodal Advocate - 5 of 10	CJ Maier	M	W	Orange
Multimodal Advocate - 6 of 10	Rob McKey	M	W	Orange
Multimodal Advocate - 7 of 10	RJ Mueller	M	W	Orange
Multimodal Advocate - 8 of 10	Adam Valencic	M	W	Seminole
Multimodal Advocate - 9 of 10	Leslie Wolcott	F	W	Orange
Multimodal Advocate - 10 of 10	Scott Zubarik	M	W	Orange
Underserved - 1 of 3	TJ Legacy-Cole	M	B	Orange
Underserved - 2 of 3	Marissa Salas	F	H	Orange
Underserved - 3 of 3	Dan Stephens	M	W	Orange
Transportation disadvantaged - 1 of 2	Karolyn Campbell	F	M	Orange
Transportation disadvantaged - 2 of 2	Bill Dehlinger	M	W	Seminole
Business Community	Jeffrey Campbell	M	B	Seminole
GEOGRAPHIC APPOINTMENTS (made by local governments)				
Orange County - 1 of 3	(PENDING)			Orange
Orange County - 2 of 3	(PENDING)			Orange
Orange County - 3 of 3	(PENDING)			Orange
Osceola County - 1 of 3	Atlee Mercer	M	W	Osceola
Osceola County - 2 of 3	Casmore Shaw	M		Osceola
Osceola County - 3 of 3	(PENDING)			Osceola
Seminole County - 1 of 3	Tom O'Hanlon	M	W	Seminole
Seminole County - 2 of 3	Brindley Pieters	M	B	Seminole
Seminole County - 3 of 3	Tony Tizzio	M	W	Seminole
Orange Co. Municipal - Orlando	Sarah Elbadri	F	M	Orange
Orange Co. Municipal - Apopka	Theresa Mott	F	B	Orange
Osceola Co. Municipal - Kissimmee	(PENDING)			Osceola
Osceola Co. Municipal - St. Cloud	Keith Trace	M	W	Osceola
Seminole Co. Municipal - Altamonte Springs	John Florio	M	W	Seminole
Seminole Co. Municipal - Sanford	Brady Lessard	M	W	Seminole
NON-VOTING LIAISONS				
LYNX	Laura Minns			
FDOT D5	Jamil Gutierrez			

TAB 5





metroplan orlando
A REGIONAL TRANSPORTATION PARTNERSHIP

**MEMBERSHIP CERTIFICATION
TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD
FOR ORANGE, OSCEOLA, AND SEMINOLE COUNTIES**

Date: December 9, 2015

Name (DOPA): MetroPlan Orlando

Address: 315 East Robinson Street
Suite 355
Orlando, Florida 32801

MetroPlan Orlando/Designated Official Planning Agency named above hereby certifies to the following:

1. The membership of the Local Coordinating Board, established pursuant to Rule 41-2.012(3), FAC, does in fact represent the appropriate parties as identified in the following list; and
2. The membership represents, to the maximum extent feasible, a cross-section of the local community.

Signature: _____
Honorable Jim Swan

Title: Chairman of MetroPlan Orlando

**MEMBERSHIP OF THE LOCAL COORDINATING BOARD FOR ORANGE,
OSCEOLA, AND SEMINOLE COUNTIES**

<u>POSITION</u>	<u>MEMBER</u>	<u>TERM</u>
ELECTED OFFICIALS	Pete Clarke (Orange)	-
	Viviana Janer (Osceola)	-
	Lee Constantine (Seminole)	
FLORIDA DEPT. OF TRANSPORTATION	Jo Santiago	-
AGENCY FOR PERSONS WITH DISABILITIES	Sharon Jennings	-

**MEMBERSHIP CERTIFICATION
TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD
FOR ORANGE, OSCEOLA, AND SEMINOLE COUNTIES
Page 2**

MEDICAL COMMUNITY:	Milagros Carrion	
FLORIDA DEPT. OF EDUCATION & VOCATIONAL REHABILITATION	Wayne Olson	-
ECONOMICALLY - DISADVANTAGED	Dianne Arnold	
STATE COOR. COUNCIL EARLY CHILD.DEV. (4C)	Wilfredo Raices	-
PUBLIC EDUCATION	Mike Barnett	-
VETERANS	Tommie Maldonado	-
MEDICAID (AHCA)	Benjamin Akinola	-
FLORIDA DEPT. OF ELDER AFFAIRS	Randall Hunt	-
REPRESENTING THE ELDERLY (OVER SIXTY)	Win Adams	Three Years
REPRESENTING THE DISABLED	Marilyn Baldwin	One Year
CITIZEN ADVOCATE	Marsha Shapiro	Two Year
CITIZENS ADVOCATE (SYSTEM USER)	Dwight Sayer	One Year
FOR-PROFIT OPERATOR	Chris York	Two Year
NON-VOTING MEMBERS	Tom Daniels	-
	Tim May	-
	Robert Melia	-

TAB 6



2016-03 ITS Master Plan

Proposer	Total Score	Average Score
Gannett Fleming, Inc.	639	63.90
Metric Engineering, Inc.	634	63.40
WSP Parsons Brinckerhoff, Inc.	603	60.30

TAB 7





RESOLUTION NO. 15-19

SUBJECT:

Support for Innovative Traffic Signal Technologies Pilot Project

WHEREAS, the Orlando metropolitan area (which includes Orange, Seminole and Osceola Counties) now has more than two million residents and the population is expected to continue growing at a rate of 2-3% each year; and

WHEREAS, the metropolitan area is the nation's top visitor destination with more than 62 million visitors in 2014 (which is more than 500,000 visitors on a typical day) and strong growth from domestic and international markets is expected to continue; and

WHEREAS, the metropolitan area's continued growth and prosperity depends on a transportation system that can safely and efficiently move an ever greater volume of people and goods; and

WHEREAS, there are limited opportunities for building new roads in densely developed, urbanized areas while further expanding existing arterials may not be cost feasible in terms of right-of-way and can be contrary to community interests; and

WHEREAS, to meet these challenges, more emphasis is being placed on other solutions such as transit, non-motorized transportation and the use of transportation system management and operations strategies to optimize utilization of existing arterials; and

WHEREAS, traffic signals play a critical role in moving vehicles on arterials while also providing for the safety of pedestrians and bicyclists; and

WHEREAS, advances in traffic signal technology and related traffic management practices have been shown to improve utilization of urban arterials and reduce travel time delays, which is the goal of an effective transportation system management and operations program; and

WHEREAS, one such advance has been made with adaptive traffic signal technology which results in traffic signals being operated based on information from electronic toll transponders or Bluetooth-enabled devices within vehicles; and

WHEREAS, the Orlando metropolitan area currently has six independently controlled traffic management centers (Florida Department of Transportation/District 5, Florida's Turnpike Enterprise, Seminole County, Orange County, Osceola County and the City of Orlando) and opportunities exist to improve connectivity, collaboration and coordination that could benefit the region's transportation system and possibly reduce costs; and

WHEREAS, there are currently 67 traffic signal operating and maintaining agencies in FDOT/District 5 and there are immediate opportunities for streamlining work processes between FDOT/District 5, counties and cities that should begin with reworking existing agreements; and

WHEREAS, making improvements to interoperability among the six traffic management centers and reworking agreements for operating and maintaining traffic signals would be positive steps to enhance the region's transportation system that demonstrate our commitment to collaboration and the efficient use of resources; and

WHEREAS, MetroPlan Orlando is embarking on the development of an Intelligent Transportation System (ITS) Master Plan where the aforementioned topics, among others, will be addressed and an important factor in prioritizing strategies in the Plan will be the identification and application of emerging and innovative technologies to improve mobility and reliability of the transportation network, especially on arterial roadways; and

WHEREAS, the Intelligent Transportation System (ITS) Master Plan will serve as the basis for making prudent investment decisions with federal, state and local funds that will improve transportation system management and operations; and

WHEREAS, a new federal transportation bill is being drafted by Congress to replace MAP-21 and it is expected to include funding for one or more pilot projects to accelerate the deployment of innovative traffic signal technologies; and

WHEREAS, Congressman Mica has called this opportunity to our attention and has offered to lend his support with obtaining federal discretionary funds to conduct one or more pilot projects using innovative traffic signal technologies throughout the metropolitan area; and

WHEREAS, there are a number of prospective arterials in the Orlando metropolitan area that are considered to be promising corridors for possible pilot projects such as US 17-92, US 192, US 441, SR 414, SR 50, SR 426, SR 434, SR 436 and SR 438; and

WHEREAS, once a new federal transportation bill is approved by Congress and the President, it is expected that the United States Department of Transportation will develop specific information on pilot projects such as criteria that will be used for evaluation/selection, procedures for submitting grant applications, funding match requirements, etc.; and

WHEREAS, the United States Department of Transportation's discretionary grant programs are highly competitive and applications selected for funding must be well-defined, have a broad base of support and hold promise for delivering positive results that can be replicated elsewhere;

NOW, THEREFORE, BE IT RESOLVED that in anticipation of this new federal funding opportunity, it is in the best interests of the region for MetroPlan Orlando to join with our partners at both the policy and technical levels to prepare for submitting a region-wide grant application for an innovative traffic signal technology pilot program; and

BE IT FURTHER RESOLVED that the Florida Department of Transportation/District 5 and MetroPlan Orlando will take the lead, working closely with local governments, to develop one or more pilot projects that conform to the criteria established for the discretionary grant program by the United States Department of Transportation; and

BE IT FURTHER RESOLVED that the MetroPlan Orlando Board is in full support of its staff working closely with the Florida Department of Transportation/District 5, along with the region's local governments, to develop a competitive grant application to obtain federal funding for one or more pilot projects to evaluate the benefits of innovative traffic signal technologies; and

BE IT FURTHER RESOLVED that it would be advantageous to have a centralized traffic management center that is managed by multiple users in a collaborative manner to allow for shared staffing through centrally held contracts, greater interoperability, developing operating and maintenance standards, enhancing security, sharing software through centralized licensing, disseminating multimodal data, having one call-in number for the public to use in reporting incidents and for improved coordination of incident response through the development of MetroPlan Orlando's Intelligent Transportation System (ITS) Master Plan; and

BE IT FURTHER RESOLVED that MetroPlan Orlando will be open to considering a future recommendation that financial resources in the form of a local match be committed to the pilot project once the opportunity is better defined by the United States Department of Transportation and the specifics of the pilot project(s) have been identified.

Passed and duly adopted at a regular meeting of the MetroPlan Orlando Board on the 9th day of December, 2015.

CERTIFICATE

The undersigned duly qualified serving as Chairman of the MetroPlan Orlando Board certifies that the foregoing is a true and correct copy of a Resolution adopted at a legally convened meeting of the MetroPlan Orlando Board.

Honorable Jim Swan, Chairman

Attest:

Lena E. Tolliver,
Senior Board Services Coordinator

(Local government logo)

RESOLUTION NO. XX-XX

SUBJECT:

Support for Innovative Traffic Signal Technologies Pilot Project

WHEREAS, the Orlando metropolitan area (which includes Orange, Seminole and Osceola Counties) now has more than two million residents and the population is expected to continue growing at a rate of 2-3% each year; and

WHEREAS, the metropolitan area is the nation's top visitor destination with more than 62 million visitors in 2014 (which is more than 500,000 visitors on a typical day) and strong growth from domestic and international markets is expected to continue; and

WHEREAS, the metropolitan area's continued growth and prosperity depends on a transportation system that can safely and efficiently move an ever greater volume of people and goods; and

WHEREAS, there are limited opportunities for building new roads in densely developed, urbanized areas while further expanding existing arterials may not be cost feasible in terms of right-of-way and can be contrary to community interests; and

WHEREAS, to meet these challenges, more emphasis is being placed on other solutions such as transit, non-motorized transportation and the use of transportation system management and operations strategies to optimize utilization of existing arterials; and

WHEREAS, traffic signals play a critical role in moving vehicles on arterials while also providing for the safety of pedestrians and bicyclists; and

WHEREAS, advances in traffic signal technology and related traffic management practices have been shown to improve utilization of urban arterials and reduce travel time delays, which is the goal of an effective transportation system management and operations program; and

WHEREAS, one such advance has been made with adaptive traffic signal technology which results in traffic signals being operated based on information from electronic toll transponders or Bluetooth-enabled devices within vehicles; and

WHEREAS, the Orlando metropolitan area currently has six independently controlled traffic management centers (Florida Department of Transportation/District 5, Florida's Turnpike Enterprise, Seminole County, Orange County, Osceola County and the City of Orlando) and opportunities exist to improve connectivity, collaboration and coordination that could benefit the region's transportation system and possibly reduce costs; and

WHEREAS, there are currently 67 traffic signal operating and maintaining agencies in FDOT/District 5 and there are immediate opportunities for streamlining work processes between FDOT/District 5, counties and cities that should begin with reworking existing agreements; and

WHEREAS, making improvements to interoperability among the six traffic management centers and reworking agreements for operating and maintaining traffic signals would be positive steps to enhance the region's transportation system that demonstrate our commitment to collaboration and the efficient use of resources; and

WHEREAS, MetroPlan Orlando is embarking on the development of an Intelligent Transportation System (ITS) Master Plan where the aforementioned topics, among others, will be addressed and an important factor in prioritizing strategies in the Plan will be the identification and application of emerging and innovative technologies to improve mobility and reliability of the transportation network, especially on arterial roadways; and

WHEREAS, the Intelligent Transportation System (ITS) Master Plan will serve as the basis for making prudent investment decisions with federal, state and local funds that will improve transportation system management and operations; and

WHEREAS, a new federal transportation bill is being drafted by Congress to replace MAP-21 and it is expected to include funding for one or more pilot projects to accelerate the deployment of innovative traffic signal technologies; and

WHEREAS, Congressman Mica has called this opportunity to our attention and has offered to lend his support with obtaining federal discretionary funds to conduct one or more pilot projects using innovative traffic signal technologies throughout the metropolitan area; and

WHEREAS, there are a number of prospective arterials in the Orlando metropolitan area that are considered to be promising corridors for possible pilot projects such as US 17-92, US 192, US 441, SR 414, SR 50, SR 426, SR 434, SR 436 and SR 438; and

WHEREAS, once a new federal transportation bill is approved by Congress and the President, it is expected that the United States Department of Transportation will develop specific information on pilot projects such as criteria that will be used for evaluation/selection, procedures for submitting grant applications, funding match requirements, etc.;

WHEREAS, the United States Department of Transportation's discretionary grant programs are highly competitive and applications selected for funding must be well-defined, have a broad base of support and hold promise for delivering positive results that can be replicated elsewhere;

NOW, THEREFORE, BE IT RESOLVED that in anticipation of this new funding opportunity, it is in the best interests of (name of local government) to join together at both the policy and technical levels to prepare for submitting a region-wide grant application for an innovative traffic signal technology pilot program; and

BE IT FURTHER RESOLVED that MetroPlan Orlando and the Florida Department of Transportation/District 5 will take the lead, working closely with (name of local government) and other local governments, to develop one or more pilot projects that conform to the criteria established for the discretionary grant program by the United States Department of Transportation; and

BE IT FURTHER RESOLVED that the (name of local government) is in full support of its staff working closely with MetroPlan Orlando and the Florida Department of Transportation/District 5, along with other local governments, to develop a competitive grant application to obtain federal funding for one or more pilot projects to evaluate the benefits of innovative traffic signal technologies; and

BE IT FURTHER RESOLVED that it would be advantageous to have a centralized traffic management center that is managed by multiple users in a collaborative manner to allow for shared staffing through centrally held contracts, greater interoperability, developing operating and maintenance standards, enhancing security, sharing software through centralized licensing, disseminating multimodal data, having one call-in number for the public to use in reporting incidents and for improved coordination of incident response through the development of MetroPlan Orlando's Intelligent Transportation System (ITS) Master Plan; and

BE IT FURTHER RESOLVED that (name of local government) will be open to considering a future recommendation that financial resources in the form of a local match be committed to the pilot project once the opportunity is better defined by the United States Department of Transportation and the specifics of the pilot project(s) have been identified.

Passed and duly adopted at a regular meeting of the (name of local government) on the ___th day of _____, 20__.

CERTIFICATE

The undersigned duly qualified serving as (insert title) of (name of entity) certifies that the foregoing is a true and correct copy of a Resolution adopted at a legally convened meeting of the (name of entity).

Attest:

TAB 8



METROPLAN ORLANDO
LIST OF SURPLUS EQUIPMENT FOR DISPOSAL
FY 2016

Asset			Acquisition	Accum.	Book		
No.	Cat.	Description	Price	Deprec.	Value	Condition	Action
11/30/2015							
CAPITALIZED EQUIPMENT:							
145	F	Office Furniture	\$ 3,664.48	\$ 3,664.48	\$ -	Poor	Auction
148	F	Bookcase w/Shelves	\$ 1,191.22	\$ 1,191.22	\$ -	Fair	Auction
149	F	Table & Chairs	\$ 1,445.71	\$ 1,445.71	\$ -	Fair	Auction
166	F	Office Furniture	\$ 3,664.48	\$ 3,664.48	\$ -	Fair	Auction
168	F	Bookshelf, lateral file, chair	\$ 1,854.15	\$ 1,854.15	\$ -	Fair	Auction
171	F	Desk	\$ 1,927.90	\$ 1,927.90	\$ -	Fair	Auction
172	F	Table & Chairs	\$ 955.26	\$ 955.26	\$ -	Fair	Auction
174	F	Office Furniture	\$ 3,664.48	\$ 3,664.48	\$ -	Fair	Auction
175	F	Bookcase, Lateral File	\$ 2,326.20	\$ 2,326.20	\$ -	Poor	Auction
176	F	Table & Chairs	\$ 2,686.75	\$ 2,686.75	\$ -	Fair	Auction
177	F	Office Furniture, Desk	\$ 1,218.42	\$ 1,218.42	\$ -	Fair	Auction
178	F	Office Furniture, Credenza, Hutch	\$ 2,395.81	\$ 2,395.81	\$ -	Fair	Auction
179	F	Bookcase	\$ 1,191.22	\$ 1,191.22	\$ -	Fair	Auction
180	F	Office Furniture, Chairs	\$ 546.30	\$ 546.30	\$ -	Fair	Auction
181	F	Office Furniture	\$ 2,930.79	\$ 2,930.79	\$ -	Fair	Auction
182	F	Office Furniture [Keeping Bookcases (2)]	\$ 3,952.09	\$ 3,952.09	\$ -	Fair	Auction
183	F	Bookcase	\$ 666.20	\$ 666.20	\$ -	Fair	Auction
189	F	Work Station	\$ 1,982.65	\$ 1,982.65	\$ -	Fair	Auction
210	A	Refrigerator, Amana	\$ 827.49	\$ 827.49	\$ -	Fair	Auction
211	A	Refrigerator, Amana	\$ 827.49	\$ 827.49	\$ -	Fair	Auction
248	F	2-Drawer Lateral File	\$ 779.73	\$ 779.73	\$ -	Fair	Auction
249	F	High-Back Organizer Hutch	\$ 1,301.23	\$ 1,301.23	\$ -	Fair	Auction
253	F	2-Drawer Lateral File	\$ 814.73	\$ 792.75	\$ 21.98	Fair	Auction

TOTAL CAPITALIZED ASSETS:			Acq. Price	Deprec.	Book Value
			\$ 42,814.78	\$ 42,792.80	\$ 21.98

A= Appliance

E= Computer equipment

F= Furniture

Trade-In Allow.
Adjusted Book Value \$ 21.98

DISCLOSURE: Items to be auctioned by George Gideon Auctioneer, 2753 N. HWY 441, Zellwood, FL pending Board approval at December 9, 2015 meeting
Piggyback off Osceola County Contract August 16, 2010

TAB 9



History of Past Chairs Report

Feb 1995 - Jan 1996	Altamonte Springs Mayor Dudley Bates
Feb 1996 - Jan 1997	Orange County Commissioner Bill Donegan
Feb 1997 - Jun 1997	Orange County Commissioner Mary I. Johnson
Jul 1997 - Jun 1998	Seminole County Commissioner Randy Morris
Jul 1998 - Jun 1999	Osceola County Commissioner Mary Jane Arrington
Jul 1999 - Jun 2000	Osceola County Commissioner Mary Jane Arrington
Jul 2000 - Jun 2001	Orange County Commissioner Ted Edwards
Jul 2001 - Jun 2002	Seminole County Commissioner Dick Van Der Weide
Jul 2002 - Jun 2003	City of Kissimmee Commissioner Wendell J. McKinnon
Jul 2003 - Jun 2004	Orange County Commissioner Ted Edwards
Jul 2004 - Nov 2004	Seminole County Commissioner Daryl McLain
Dec 2004 - Dec 2005	Seminole County Commissioner Randall C. Morris
Jan 2006 - Dec 2006	City of Kissimmee Commissioner Wendell J. McKinnon
Jan 2007 - Dec 2007	Orange County Commissioner Linda Stewart
Jan 2008 - Dec 2008	Seminole County Commissioner Carlton Henley
Jan 2009 - Dec 2009	Osceola County Commissioner John Quinones
Jan 2010 - Dec 2010	Orange County Commissioner Bill Segal
Jan 2011 - Dec 2011	Seminole County Commissioner Bob Dallari
Jan 2012 - Dec 2012	Osceola County Commissioner Brandon Arrington
Jan 2013 - Dec 2013	City of Orlando Commissioner Daisy W. Lynum
Jan 2014 - Dec 2014	Seminole County Commissioner Bob Dallari
Jan 2015 - Dec 2015	City of Kissimmee Mayor Jim Swan

TAB 10





RESOLUTION NO. 15-20

SUBJECT:

APPROVAL OF AMENDMENT TO THE FY 2015/16-2019/20
TRANSPORTATION IMPROVEMENT PROGRAM

WHEREAS, the Orlando Urbanized Area Metropolitan Planning Organization (MPO), d.b.a. MetroPlan Orlando, is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for the Orlando Urbanized Area, including the Transportation Improvement Program; and

WHEREAS, the Florida Department of Transportation (FDOT) is requesting to amend the FY 2015/16-2019/20 Transportation Improvement Program (TIP) in accordance with the MetroPlan Orlando Internal Operating Procedures; and

WHEREAS, the requested amendments are described as follows:

Orange County

- FM #2424848 - I-4 from east of Osceola Parkway to west of SR 528 - Add 4 managed lanes as part of the I-4 Beyond the Ultimate project - Funding consists of adding \$4,700,000 in Federal Advanced Construction National Program (ACNP) funds for environmental mitigation in FY 2015/16 for a total cost of \$8,700,000 due to an increase in wetland impacts from 32 acres to 60 acres;
- FM #2465721 - Central Florida Regional Transportation Authority/LYNX - Capital assistance grant for transit centers, superstops and passenger amenities - Funding consists of \$18,000,000 in Federal Transit Administration (FTA) funds and \$2,727,283 in Local Funds (LF) in FY 2015/16;
- FM #4147491 - Central Florida Regional Transportation Authority/LYNX - Capital grant for fixed route capital, maintenance, support and fuel - Funding consists of \$42,000,000 in Federal Transit Administration (FTA) funds and \$12,000,000 in Local Funds (LF) funds in FY 2015/16;
- FM #4379971 - Central Florida Regional Transportation Authority/LYNX - Capital grant for bus and bus facilities - Funding consists of \$134,367 in Federal District Urban Transit Capital Program (DU) funds in FY 2015/16;

Osceola County

- FM #4374741 - Fortune-Lakeshore Multi-Use Trails from US 192 to East Lakeshore Blvd. - Safety improvement project - Funding consists of \$274,188 in Federal Transportation Alternative Urban Attributable (TALU) funds for design in FY 2015/16; and

WHEREAS, the requested amendments described above are consistent with MetroPlan Orlando's project priorities and currently adopted Long Range Transportation Plan.

NOW, THEREFORE, BE IT RESOLVED by the MetroPlan Orlando Board that the Florida Department of Transportation's amendment to the FY 2015/16-2019/20 Transportation Improvement Program be approved as requested.

Passed and duly adopted at a regular meeting of the MetroPlan Orlando Board on the 9th day of December, 2015.

Certificate

The undersigned duly qualified serving as Chairman of the MetroPlan Orlando Board certifies that the foregoing is a true and correct copy of a Resolution adopted at a legally convened meeting of the MetroPlan Orlando Board.

Honorable Jim Swan, Chairman

Attest:

Lena E. Tolliver, Sr. Board Services Coordinator
and Recording Secretary



Florida Department of Transportation

RICK SCOTT
GOVERNOR

719 South Woodland Boulevard
DeLand, Florida 32720

JIM BOXOLD
SECRETARY

November 18, 2015

Mr. Gary Huttman
Deputy Executive Director
MetroPlan Orlando
315 East Robinson Street, Suite 355
Orlando, FL 32801

Dear Mr. Huttman:

Subject: REQUEST FOR TRANSPORTATION IMPROVEMENT PROGRAM CHANGES

The Florida Department of Transportation requests the following changes be made to the MetroPlan Orlando Adopted Fiscal Year FY 2015/16 – 2019/20 Transportation Improvement Program (TIP) in coordination with the corresponding changes to the Department's Work Program:

Orange County

Project:

FM 242484 -8 State Road 400 (I-4) East of State Road 522 (Osceola Parkway) to West of State Road 528, add 4 managed lanes as part of the I-4 Beyond the Ultimate project.

Current TIP Status:

Project currently in Fiscal Year 2015/16 – 2019/20 TIP

Proposed Amendment:

Adding additional funding for Environmental Mitigation Phase - \$4,700,000 in Advance Construction National Program (ACNP) Federal Funds in Fiscal Year 2015/16. Total Phase Cost \$8,700,000.

Explanation:

The original environmental mitigation phase for wetland impacts was for 32 acres. The new estimate for the wetland impacts has increased to 60 acres.

Project:

FM 246572-1 Orange – Central Florida Regional Transportation Authority (CFRTA)/LYNX Capital Assistance – Transit Project Section 5307

Current TIP Status:

Project currently in Fiscal Year 2015/16 – 2019/20 TIP

Proposed Amendment:

Adding additional funding for the Transit Phase (Capital Grant) - \$18,000,000 Federal Transit Administration (FTA) Funds in Fiscal Year 2015/16.

Adding additional funding for the Transit Phase (Capital Grant) - \$2,727,283 Local Funds in Fiscal Year 2015/16.

Explanation:

Additional funds were awarded for Section 5307 Grant Program for transit centers, superstops & passenger amenities in Fiscal Year 2015/16.

Project:

FM 414749-1 Orange – Central Florida Regional Transportation Authority (CFRTA) – LYNX Fixed Route Capital, Maintenance, Support & Fuel – Transit Project Section 5307

Current TIP Status:

Project currently in Fiscal Year 2015/16 – 2019/20 TIP

Proposed Amendment:

Adding additional funding for the Transit Phase (Capital Grant) - \$42,000,000 Federal Transit Administration (FTA) Funds in Fiscal Year 2015/16.

Adding additional funding for the Transit Phase (Capital Grant) - \$12,000,000 Local Funds in Fiscal Year 2015/16.

Explanation:

Additional funds were awarded for Section 5307 Grant Program for transit capital and operating assistance in Fiscal Year 2015/16.

Project:

FM 437997-1 Orange – Central Florida Regional Transportation Authority (CFRTA) - LYNX Capital Assistance – Transit Project Section 5339

Current TIP Status:

Project currently in Fiscal Year 2015/16 – 2019/20 TIP

Proposed Amendment:

Adding additional funding for the Transit Phase (Capital Grant) - \$134,367 Federal District Urban Transit Capital Program (DU) Funds in Fiscal Year 2015/16

Explanation:

Additional funds were awarded for Section 5339 Grant Program for Bus & Bus Facilities Program in Fiscal Year 2015/16.

Osceola County

Project:

FM 437474 -1 Fortune-Lakeshore Multi-Use Trails from US 192 to East Lakeshore Blvd.

Current TIP Status:

New Project to be added to the Fiscal Year 2015/16 – 2019/20 TIP

Proposed Amendment:

Adding Design Phase - \$274,188 in Federal Transportation Alternative Urban Attributable (TALU) Funds in Fiscal Year 2015/16

Explanation:

Adds new safety improvement project that includes multi-use trails in a residential area.

If you have any questions please contact me at 386-943-5791.

Sincerely,



Jamil Gutierrez
FDOT MPO Liaison

cc: Harry Barley, Executive Director, MetroPlan Orlando
Keith Caskey, Managing of Planning Services, MetroPlan Orlando

TAB 11





RESOLUTION NO. 15-18

SUBJECT:

**APPROVAL OF THE ORLANDO AND KISSIMMEE URBANIZED AREAS
YEAR 2040 LONG RANGE TRANSPORTATION PLAN WITH CITATIONS ON THE
PLAN'S COORDINATION OF A MULTI-MODAL TRANSPORTATION SYSTEM,
SUSTAINABLE LAND USE AND ADEQUATE FUNDING**

WHEREAS, the Orlando Urbanized Areas Metropolitan Planning Organization (MPO), d.b.a. MetroPlan Orlando, is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for the Orlando and Kissimmee Urbanized Areas; and

WHEREAS, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 1602, 1603, and 1604 require that urban areas, as a condition to the receipt of federal capital or operating assistance, have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urban area; and

WHEREAS, a primary responsibility of MetroPlan Orlando, as the MPO, is the development and adoption of a Long Range Transportation Plan for the Orlando and Kissimmee Urbanized Areas, which shall supersede all previous long range transportation plans, that shall be multi-modal in scope and shall consider the transportation improvement needs of the area as well as identifying what is financially feasible to accomplish; and;

WHEREAS, the Year 2040 Long Range Transportation Plan Update identifies highway, transit, bicycle and pedestrian facility improvements which are further described in detail in Technical Memorandums and Technical Reports, each of which is incorporated as part of this plan; and

WHEREAS, the Year 2040 Long Range Transportation Plan also incorporated the Central Florida Freight Mobility Study for freight and goods movement planning and the LYNX Transit Development Plan (TDP) and the year2030 Vision Plan for future transit systems planning; and

WHEREAS, the Year 2040 Long Range Transportation Plan consists of a Cost Feasible Plan Element and an Unfunded Needs Plan Element; and

WHEREAS, the Cost Feasible Plan Element identifies those transportation improvement projects that we expect to be able to fund, within an acceptable margin of estimation for both costs and revenues, by the year 2040 within the Orlando and Kissimmee Urbanized Areas; and

WHEREAS, MetroPlan Orlando is committed to supporting and seeking the advancement of a comprehensive transportation system that places a high priority on bicycle and pedestrian safety as well as on transportation projects that are easily accessed by many different modes and accommodate a diverse group of users; and

WHEREAS, as a Due Diligence Disclosure Statement, the Year 2040 Long Range Transportation Plan acknowledges certain uncertainties that may affect the plan, including:

1. New federal transportation legislation in the future may alter the revenue estimates used in the preparation of the Year 2040 Long Range Transportation Plan.
2. Federal/State match ratios for transit, assumed to be 50% federal share, 25% state share and 25% local share for capital improvements to transit in the Year 2040 Long Range Transportation Plan, may change.
3. FDOT revenue estimates used for the preparation of the Year 2040 Long Range Transportation Plan may change as a result of the new federal transportation bill and/or state funding policy changes.
4. The development of funding plans and their sources for such toll roads as the Wekiva Parkway and components of the Osceola County Expressway Authority Year 2040 Master Plan.
5. The identification of new and/or alternate funding sources that could make federal and/or state funds currently programmed available for programming to other transportation projects; and

WHEREAS, it is acknowledged that as the uncertainties are resolved, the Year 2040 Long Range Transportation Plan will be revised as appropriate; and

WHEREAS, both the proposed funded and unfunded transportation projects within the Year 2040 Long Range Transportation Plan Update have been presented for public review and comment in a duly advertised public hearing, and the comments received from the Public Hearing process have been reported to and considered by the MetroPlan Orlando Board; and

WHEREAS, the 2040 Long Range Transportation Plan was originally approved by unanimous vote on June 9, 2014, however with the consent of the Federal Highway Administration and the Federal Transit Administration, and to be more consistent with our regional planning partners, MetroPlan Orlando set a course to recalibrate its Long Range Transportation Plan submission schedule which allows for the use of the Central Florida Regional Planning Model for future extensive updates; and

WHEREAS, in coordination with the Federal Highway Administration and Federal Transit Administration, MetroPlan Orlando identified opportunity areas for the plan to be updated, including:

1. Confirmation of regional needs and significant facilities;
2. Improved documentation relating to system-level environmental mitigation strategies and long range roadway cost estimation methodology;
3. Review and confirmation of local and regional transit priorities;
4. Update of technical documentation outlining methodology and outcomes; and
5. Solicitation of public input on proposed changes, documentation of outcomes and updated outreach materials; and

WHEREAS, MetroPlan Orlando has developed a Year 2040 Long Range Transportation Plan Update in 2015, which supersedes the Year 2040 Long Range Transportation Plan adopted in June 2014; and

NOW, THEREFORE, BE IT RESOLVED by the MetroPlan Orlando Board in its capacity as the Orlando Urbanized Area Metropolitan Planning Organization that the Year 2040 Long Range Transportation Plan Update is hereby approved as the adopted Long Range Transportation Plan for the Orlando and Kissimmee Urbanized Areas, superseding and replacing all previous adopted plans. The plan meets the following goals:

A. Sets Direction for Growth and Investment for the Next 20 Years

- 1) Identifies a highway and transit vision for long-term future projects in Orange, Osceola and Seminole Counties and identifies a Needs Plan Element based on the vision with a Cost Feasible Plan Element based on the Needs Plan.

- 2) The Cost Feasible Plan Element for highway projects is established with a forecasted cost, based on year of expenditure, of \$5.59 billion for federal/state funded projects. Locally funded highway projects for Orange, Osceola and Seminole Counties, and the municipalities within, are established at a forecasted cost, based on year of expenditure, of \$9.2 billion. The Cost Feasible Plan Element has been identified on a project-by-project basis.
- 3) The Cost Feasible Plan Element for transit projects is established with a forecasted cost base of \$5.5 billion of local funding and \$1.6 billion of federal and state funding, totaling \$7.1 billion in public transit investment from 2019 through 2040 within Orange, Osceola, and Seminole Counties.
- 4) The 2040 Long Range Transportation Plan forecasts approximately \$106 million in federal and state funding for Transportation Systems Management and Operations (TSM&O) related projects based upon the Board-approved policy for utilization of Federal Surface Transportation Program funds.
- 5) The 2040 Long Range Transportation Plan forecasts approximately \$132 million in federal and state funding for Bicycle and Pedestrian related projects based upon the Board-approved policy for utilization of Federal Surface Transportation Program funds and Transportation Alternative funding policy.

B. Coordinates Transportation System, Land Use and Funding

- 1) Land Use - The Year 2040 Long Range Transportation Plan examines the impacts of land use and development upon the transportation system based on a relatively concentrated, smart growth land use concept that continues the regional *"How Shall We Grow?"* principles - centers, corridors, conservation, and countryside.
- 2) Funding - The Year 2040 Long Range Transportation Plan's investment in the transportation system, based on existing revenue sources, is clearly unable to keep pace with the area's population growth and its associated mobility needs.
The plan has determined that certain new transportation funding sources are reasonably available to address the critical transportation needs of this area. The reasonably available sources identified in the Financial Resources Technical Report, foremost of which are the Charter County Transportation Surtax and the Infrastructure Sales Tax, have been authorized by the Florida Legislature and may be implemented by local referendum. Central Florida counties have successfully implemented referendum-based funding sources, attributing their success to a clear identification of the transportation projects to be funded through the new sources.
- 3) Year of Expenditure - The plan addresses Year of Expenditure requirements by forecasting inflation factors and programming projects in five-year increments (2015, 2020, 2025, 2030) and a ten-year increment (2030-2040) for the final years of the Long Range Transportation Plan.

C. Is Consistent with Local Comprehensive Plans

- 1) The local comprehensive plans of Orange, Osceola and Seminole Counties are supportive of smart growth policies.
- 2) The plan incorporates and includes coordination with the Central Florida Expressway Authority, Osceola County Expressway Authority, FDOT, Florida's Turnpike Enterprise, LYNX, the Greater Orlando Aviation Authority, Sanford Airport Authority, and the Kissimmee Gateway Airport Authority plans and programs.

D. Includes Other Transportation Factors

- 1) Provides a Congestion Management Process to promote efficiency through Transportation Systems Management and Operations.
- 2) Includes future bicycle and pedestrian improvements developed in coordination with the overall plan and consistent with the established prioritization process.

- 3) Includes freight and goods movement strategies, along with recommendations for improved freight efficiency through integrated land usage - the Freight Village and Intermodal Logistics Center (ILC) concepts.
- 4) Provides safety and security processes.
- 5) Addresses environmental concerns, including air quality and environmental mitigation strategies.
- 6) Includes recommendations for improving bicycle and pedestrian safety through coordinated planning, design, engineering, education, and enforcement - with the continued funding of transportation safety awareness and education as well as fostering the use of state, regional, and local context-sensitive planning practices.

E. Is Guided by a Public Involvement Plan

- 1) Utilized a variety of outreach tools - including small group meetings, public events, digital communication, video and public notices -- to reach all parts of the three-county area.
- 2) Provided extensive public presentations and events throughout the area, especially in under-served areas and to populations traditionally considered under-served, such as elderly, racial minorities and low-income residents.
- 3) Conducted a Public Hearing in June 2014, which was advertised in media, online and with direct email invitations.
- 4) Created and executed an additional Public Involvement Plan for the Year 2040 Long Range Transportation Plan update to ensure the plan update process included consideration of public input.

F. Recommended by Advisory Committees

- 1) Citizens' Advisory Committee (TBD: Meeting on December 2, 2015);
- 2) Bicycle and Pedestrian Advisory Committee (TBD: Meeting on December 2, 2015);
- 3) Municipal Advisory Committee (TBD: Meeting on December 3, 2015);
- 4) Technical Advisory Committee (TBD: Meeting on December 4, 2015);
- 5) Transportation Systems Management and Operations Advisory Committee (TBD: Meeting on December 4, 2015)

Passed and duly adopted at a regular meeting of the MetroPlan Orlando Board on the 9th day of December, 2015.

CERTIFICATE

The undersigned duly qualified as Chairman of the MetroPlan Orlando Board certifies that the foregoing is a true and correct copy of a Resolution adopted at a legally convened meeting of the MetroPlan Orlando Board.

Honorable Jim Swan, Board Chairman

Attest:

Lena E. Tolliver, Sr. Board Services Coordinator
and Recording Secretary

November 20, 2015

To: MetroPlan Orlando Board and Committees
From: Alex Trauger, Manager of Long Range Planning
Subject: 2040 Long Range Transportation Plan (LRTP) Re-Adoption: Modifications to Technical Reports

Background

For more than 15 years, MetroPlan Orlando has independently developed its own travel demand model, known as the OUATS model. Historically, this forecasting tool has been developed, validated, and calibrated during the LRTP update/adoption process. Preparation of a statistically valid transportation model requires a significant amount of time and funding to ensure reliability.

As MetroPlan Orlando worked on the development of its model and LRTP updates, FDOT District-5 and the other MPOs (Lake/Sumter, Volusia, Brevard, and Ocala/Marion) worked to develop the Central Florida Regional Planning Model (CFRPM). Because the development schedules differed for these two models, the LRTP adoption deadlines did also. Over the past three LRTP adoptions, MetroPlan Orlando's LRTP update schedule grew further apart and is now 12-16 months ahead of other MPOs within FDOT District-5. Most recently, the MetroPlan Orlando Board adopted the 2040 LRTP on June 9, 2014. This requires MetroPlan Orlando to adopt its next LRTP by June 2019 to comply with federal and state regulations.

Purpose & Intent

The ultimate goal of this re-adoption is to recalibrate our LRTP submission schedule to ensure regional planning cooperation, consistency and continuity while responding to comments from our federal planning partners. MetroPlan Orlando plans to join the FDOT District 5 CFRPM model for the next extensive long range plan update in 2020. This will mitigate duplicative efforts and will allow FDOT and all the MPOs within the district to utilize the same travel demand forecasting tool.

Update Activities

MetroPlan Orlando staff reviewed the adopted 2040 LRTP and identified opportunity areas for the plan to be updated to better represent the region's implementation of transportation alternatives. The re-adoption scope of work was first discussed during the April - May board and committee meeting cycle.

The plan update was to include the following tasks:

- Review and confirmation of regional needs and significant facilities;
- Improved documentation relating to system-level environmental mitigation strategies;
- Review and confirmation of local and regional transit priorities;
- Update of technical documentation outlining methodology and outcomes; and
- Solicitation of public input on proposed changes, documentation of outcomes and updated outreach materials.

Identification of Administrative Modifications to LRTP Technical Reports

The bullets below identify the changes made, reasoning, and the location of updated language and associated graphics:

- Technical Report 1: Land Use Forecast - NO CHANGE
- Technical Report 2: Financial Resources - NO CHANGE
- Technical Report 3: Plan Development
 - Page 13: Section 3.1.3: Non-Motorized Component of Needs Plan
 - This section provides additional flexibility in identifying needs in the LRTP process. Historically, the travel demand model was the only tool used in identifying system needs. This additional language allows for non-capacity projects to be identified as 'needs' based on land use context rather than solely demand model forecasts. This is especially important for future TSM&O, context-sensitive, and complete streets projects where roadway capacity is not the preferred solution.
 - Page 15: Section 3.1.5: Roadway Cost Estimate Methodology
 - Per FHWA, LRTPs must document the cost estimation methodology used in the planning process. Wording was added to clarify the costing methodology used in the plan, which was the initial step in generating cost estimates. Estimates were also reviewed by local government staff and adjusted as directed.
 - Page 16: Section 3.1.6: East Central Florida Corridors Recommendations
 - This section incorporates, in concept, the recommendations of the East Central Florida Corridors Task Force. Similarly, a companion effort is underway by the Space Coast TPO in Brevard County to include the concepts in their 2040 LRTP.
 - Page 21: Section 3.2: Environment and Sustainability
 - A new section on environmental mitigation strategies and sensitive lands has been added, per FHWA guidelines and long range plan best practices.
 - Page 43: Section 5.0: Transit System Component of Cost Feasible Plan
 - Based on the outcome of the US 441 Alternatives Analysis, this regional priority has been combined with the Orange County component of the LYNX TDP. The costs associated with the project did not change, as the LRTP originally identified express bus as the appropriate level of service. This change was made because the project will not have to enter the Federal New Starts or Small Starts program.
 - Pages 45-54: Appendix A: Budget Allocation
 - Per FHWA request, continuous page numbering was used for the technical report and appendix for easier reference.
- Technical Report 4: Congestion Management Process - NO CHANGE
- Technical Report 5: Transit Element
 - Page: 25: Section: 6.0: Table 5: 2040 Cost Feasible Transit Element
 - Same modification and justification as noted on Page 43: Section 5.0. of the Plan Development Technical Report.
- Technical Report 6: Bicycle and Pedestrian - NO CHANGE
- Technical Report 7: Freight Mobility - NO CHANGE
- Technical Report 8: Model Validation and Application Guidelines - NO CHANGE
- Video and Plan Overview: Based on initial feedback, we will be adding information on the importance of tourism to the region's economy and its impact to the transportation system.

All 2040 Long Range Transportation Plan technical reports can be found at the link below:

<http://www.metroplanorlando.com/plans/long-range-transportation-plan/2040-plan-technical-reports/>

TAB 12





metroplan orlando
A REGIONAL TRANSPORTATION PARTNERSHIP

APPROVED BY
METROPLAN ORLANDO
11-4-15 *J. Hall*

2016 Legislative Priorities and Positions

As of November 4, 2015

Top priorities:

1. Funding for implementation of quiet zones along the 61-mile SunRail corridor
2. Funding for SunRail Phase III to the Orlando International Airport
3. Increased funding to improve bicycle and pedestrian safety awareness programs and bicycle and pedestrian facility improvements
4. Provides an appropriation to LYNX for I-4 construction mitigation.
5. Strengthen legislation to make distracted driving a primary offense.

We support legislation that:

1. Preserves the State Transportation Trust Fund, funding for paratransit (Access Lynx) service, and preserves the airport development and grant program.
2. Authorizes a local option rental car surcharge (up to \$3.00; implemented through a public referendum) with proceeds committed to regional transportation projects.
3. Increases funding for the Transportation Regional Incentive Program (TRIP) in order to promote regional planning and project development.
4. Revises language in statutes in order to better define crosswalks and addresses pedestrian safety.
5. Directs the Florida Department of Transportation to develop a plan to move Florida toward a Mileage Based User Fee, which protects individual privacy, in lieu of the traditional fuel tax.

Oppose legislation that:

1. Mandates local governments and their taxpayers to bear the cost of relocating utility equipment when the equipment is located within a public utility easement or right-of-way and needs to be relocated for public purposes.

Monitor legislation that:

1. Moves to rescind the legislation that authorized the use red light cameras.
2. Addresses and/or impacts the Central Florida Expressway Authority.
3. Seeks to consolidate transportation authorities.
4. Relates to Transportation Network Companies such as Uber, Lyft, etc.
5. Authorizes certain counties to form a Regional Transportation Finance Authority to construct, maintain, or operate transportation projects in a given region of the state, etc.
6. Impacts funding for regional Shared Use Network Trail projects.

The following items were tabled by the MetroPlan Orlando Board for further discussion at their December 9, 2015 meeting:

1. Includes a legislative mandate to privatize transit operations.
2. Expands the Charter County and Regional Transportation System Surtax to allow municipalities over 150,000 in population (or the largest municipality in a county) and all counties located in MPO areas to enact up to a one-cent local option surtax by referendum
3. Report and recommendations of the Bicycle Pedestrian Advisory Committee Statute Review Task Force

Approved by MetroPlan Orlando Board
November 4, 2015

TAB 13





metroplan orlando

A REGIONAL TRANSPORTATION PARTNERSHIP

November 9, 2015

TO: Board Members
FROM: Harold W. Barley, ^{HWB} Executive Director
SUBJECT: 2015 Population Estimates

The official 2015 population estimates have been released by the University of Florida's Bureau of Economic and Business Research (BEBR). The attached table compares 2014 and 2015 figures for our 3-county area, our neighboring counties and the State of Florida.

Highlights are as follows:

- A major milestone has been reached. In 1990, the United States Census reported that our 3-county metropolitan area was home to 1 million residents. This year, we exceeded the 2 million mark. So our population has doubled in the past 25 years!
- From 2014 to 2015, there was a 2.19% increase in the population of our 3-county area - a slight increase from 2013-2014. This is an increase of 43,000 new residents - which is equivalent to the population of the City of Altamonte Springs.
- In our 3-county area, Osceola County continues to have the highest rate of growth (+4.32%). This is more than twice the rate of growth in Orange County and more than three times the rate of growth in Seminole County.
- The municipality with the largest increase was the City of Lake Mary (+5.77%). Other cities with a growth rate of more than 3% included Maitland, Winter Garden, Kissimmee and St. Cloud.
- When we look at our 8-county region that is covered by the Central Florida MPO Alliance, the growth rate from 2014 to 2015 was 1.85% -- which is slightly higher than the growth seen in 2013-2014. This reflects ongoing improvement in the region's economy. This exceeded the overall rate of growth for the State of Florida which was 1.58%.

These population figures will be used to develop our Unified Planning Work Program for 2016/2017 and our budget for next year.

Attachment



Comparison of 2014 & 2015 Population Estimates for MetroPlan Orlando Region

	<u>2014 Pop.Estimates</u>	<u>2015 Pop.Estimates</u>	<u># Change</u>	<u>% Change</u>
Orange Co. Total	1,227,995	1,252,396	+24,401	+1.99%
Apopka	45,669	46,571	+902	+1.98%
Bay Lake	15	15	0	0%
Belle Isle	6,422	6,464	+42	+0.65%
Eatonville	2,233	2,246	+13	+0.58%
Edgewood	2,626	2,635	+9	+0.34%
Lake Buena Vista	22	22	0	0%
Maitland	16,411	17,007	+596	+3.63%
Oakland	2,609	2,624	+15	+0.57%
Ocoee	39,679	40,171	+492	+1.24%
Orlando	255,636	262,949	+7,313	+2.86%
Windermere	2,862	2,869	+7	+0.24%
Winter Garden	38,442	39,871	+1,429	+3.72%
Winter Park	29,073	28,967	-106	-0.36%
Unincorporated	786,296	799,985	+13,689	+1.74%
<hr/>				
Osceola Co. Total	295,553	308,327	+12,774	+4.32%
Kissimmee	64,365	66,592	+2,227	+3.46%
St. Cloud	39,674	41,316	+1,642	+4.14%
Unincorporated	191,514	200,419	+8,905	+4.65%
<hr/>				
Seminole Co. Total	437,086	442,903	+5,817	+1.33%
Altamonte Springs	42,719	43,325	+606	+1.42%
Casselberry	27,527	27,614	+87	+0.32%
Lake Mary	15,037	15,905	+868	+5.77%
Longwood	13,781	13,974	+193	+1.40%
Oviedo	36,251	36,819	+568	+1.57%
Sanford	55,509	56,900	+1,391	+2.51%
Winter Springs	34,627	34,901	+274	+0.79%
Unincorporated	211,635	213,465	+1,830	+0.86%
<hr/>				
Grand Total	1,960,634	2,003,626	+42,992	+2.19%

**Comparison of 2014 & 2015
Population Estimates for
Other Counties in
Central Florida Region**

	<u>2014 Pop.Estimates</u>	<u>2015 Pop.Estimates</u>	<u># Change</u>	<u>% Change</u>
Brevard Co. Total	552,427	561,714	+9,287	+1.68%
Lake Co. Total	309,736	316,569	+6,833	+2.21%
Marion Co. Total	337,455	341,205	+3,750	+1.11%
Polk Co. Total	623,174	633,052	+9,878	+1.59%
Volusia Co. Total	503,851	510,494	+6,643	+1.32%
<hr/>				
8-County Total	4,287,277	4,366,660	+79,383	+1.85%
<hr/>				
State of Florida	19,507,369	19,815,183	+307,814	+1.58%

*Source: University of Florida, Bureau of Economic and Business Research
November 2015*



November 10, 2015

To: MetroPlan Orlando Board Members
From: Harold W. Barley, Executive Director
Subject: I-4 Rest Areas

The purpose of this memo is to clarify the status of the I-4 eastbound and westbound rest areas in Seminole County following the discussion that took place at the MetroPlan Orlando Board meeting on November 4, 2015.

At last week's Board meeting, the Board took action to approve several amendments to the FY 2015/16-2019/20 TIP requested by FDOT. One of these amendments included the removal of funding that had been programmed for improvements to the I-4 westbound rest area in Seminole County.

Regarding the eastbound rest area, a planned reconstruction project was previously eliminated from the TIP by the Board due to opposition from homeowners in the area. As a result, there will be no improvements to the eastbound rest area and it will be left as is.

As a result of the elimination of the eastbound rest area improvements, the westbound rest area improvements that had been funded in FY 2015/16 were removed from the TIP in the amendment approved by Board action taken on November 4, 2015. However, as part of the I-4 Ultimate Project, there will be improvements to the circulation within the westbound rest area and to the ramps to and from the rest area. The westbound rest area will be temporarily closed while these improvements are underway. The construction schedule for these improvements has not been determined.

In addition, the plan to relocate the Florida Highway Patrol office and the FDOT Traffic Management Center (now located on SR 436 near SR 408) to the eastbound I-4 rest area has been cancelled because of community concerns. The current plan is for these facilities to be moved to the northwest quadrant of the I-4/Wekiva Parkway interchange in Seminole County.

It is anticipated that the eastbound and westbound I-4 rest areas in Seminole County will likely be relocated further east to a yet-to-be-determined location in Volusia County. In the event of this relocation, the existing Seminole County rest areas will remain open until the new rest areas in Volusia County have been completed.



Florida Department of Transportation

RICK SCOTT
GOVERNOR

719 South Woodland Boulevard
DeLand, Florida 32720

JIM BOXOLD
SECRETARY

November 19, 2015

Mr. Gary Huttman, AICP
Deputy Executive Director
MetroPlan Orlando
One Landmark Center
315 East Robinson Street, Suite 355
Orlando, Florida 32801

RE: Comment For Fiscal Years 2016/2017 through 2020/2021 District Five Tentative Five Year Work Program Public Hearing

Dear Mr. Huttman:

Thank you for attending the Florida department of Transportation's (FDOT) Tentative Five Year Work Program public hearing for fiscal years 2016/2017 through 2020/2021 held on October 15, 2015. It is always nice to see and hear how the MetroPlan Orlando Metropolitan Planning Organization (MPO) supports and gets involved in projects in their respective area.

The Department recognizes how important the State Road 50 project from Chuluota Road to State Road 520 is to MetroPlan Orlando and their local agencies they represent. FDOT has determined, in working with Orange County, that we can utilize existing county owned ponds in lieu of securing new ponds. Therefore, there is no longer a need for a right of way phase for these projects. Moving the previously identified right of way funds will have no impact to the project schedule.

Unfortunately, we were not able to identify funds for construction on either section of the SR 50 projects. After addressing rising cost estimates and making sure our already committed work program was delivered, new projects were limited to preservation of our existing system and safety projects. Next year when FDOT receives our funding allocations, we will again coordinate with MetroPlan Orlando to program projects on their priority list. If funding is available at that time, we will make every effort to program the construction phase for State Road 50.

We have updated the project description for FM# 406930-2, Osceola - US 192 Corridor BRT, referenced in your letter, to reflect the correct project limits.

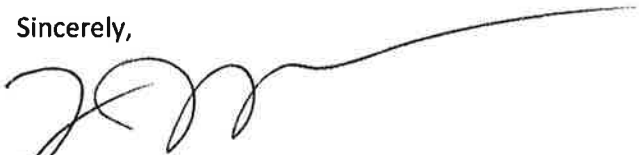
The Department will work with MetroPlan Orlando and LYNX to insure regionally significant transit projects are ready to use the funding that the Department has programmed for Fiscal Year 2020/2021. If regionally significant transit projects do not develop sufficiently in the next few years or do not get the required local agency support for continued operation funding, we will work together to make sure the funds set aside for that purpose are reallocated. While we have no hard and fast rules in that regard,

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I believe we will know in a couple years the level of development of the various projects, and be in a better position to determine the right amount of funds reserved for that purpose.

The Department appreciates your review and comments of the tentative Five Year Work Program and we look forward to working with the MetroPlan Orlando MPO and local agencies in accomplishing their transportation goals. If you have any additional questions please contact Jamil Gutierrez, FDOT Liaison for the MetroPlan Orlando MPO at 386-943-5791.

Sincerely,

A handwritten signature in black ink, appearing to read 'FJO', with a long, sweeping horizontal line extending to the right.

Frank J. O'Dea, P.E.
Director of Transportation Development
District Five

FJO:jg:n

Cc: Brain Stanger, FDOT, District Planning & Environmental Management Administrator
Mary Schoelzel, FDOT, Government Operations Manager
Jamil Gutierrez, FDOT Liaison



metroplan orlando
A REGIONAL TRANSPORTATION PARTNERSHIP

PUBLIC INVOLVEMENT PLAN

DRAFT

Prepared by:

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About MetroPlan Orlando

MetroPlan Orlando is the metropolitan planning organization for Orange, Osceola and Seminole counties. As a regional transportation planning agency, MetroPlan Orlando provides a forum for local elected officials, transportation experts and members of the community to work together to improve mobility for residents, businesses and visitors.

This plan includes objectives, strategies and measurement tools for the organization's public involvement program. By directing its efforts through the structure of a public involvement program, MetroPlan Orlando provides a proactive approach to education and input in the planning process. MetroPlan Orlando is committed to visualization techniques to ensure content is clear, concise, and easy to understand. The organization also relies on its website, MetroPlanOrlando.org, to provide easy access to information - including (but not limited to) activities, plans, and upcoming meetings. Prior to board adoption of the Public Involvement Plan, a draft was available for public review and input for 45 days. The draft document was also presented to MetroPlan Orlando's advisory committees and board for input.

MetroPlan Orlando Board & Committees

The MetroPlan Orlando Board is ultimately responsible for implementing transportation plans in the three-county area. The board includes elected officials from Orange, Osceola and Seminole counties, the largest cities in the region, and representatives from area transportation operating agencies. In accordance with



Florida Statute 339.175 (2)(a), the composition of the board includes 20 voting members and six non-voting advisors. Non-voting advisors include a liaison from the Florida Department of Transportation, a representative from the Kissimmee Gateway Airport and the chairpersons of

each MetroPlan Orlando advisory committee - except for the Municipal Advisory Committee, which has a voting seat.

The MetroPlan Orlando Board meets throughout the year to discuss issues and make informed decisions about future transportation projects, initiatives and improvements - providing leadership for a continuous, cooperative and comprehensive transportation planning process.

The make-up of the board, as designated by the Governor of Florida and by Interlocal Agreement, includes:

- Orange County (6)
- Osceola County (1)
- City of Orlando (2)
- City of Kissimmee (1)
- City of Apopka (1)
- Central Florida Regional Transit Authority (LYNX) (1)
- Seminole County (2)
- Central Florida Expressway Authority (1)
- City of Sanford (1)
- Greater Orlando Aviation Authority (1)
- City of Altamonte Springs (1)
- Sanford Airport Authority (1)
- MetroPlan Orlando Municipal Advisory Committee (1)

All board meetings are advertised in several ways, including: posted at the MetroPlan Orlando office, and electronically published on the organization's website. As part of the board's formal agenda, two public comment periods - one prior to action items and one prior to the conclusion of the meeting - are included in each meeting.



Throughout the planning process, the MetroPlan Orlando Board receives input and recommendations from its advisory committees and subcommittees. These include:

Community Advisory Committee

The Community Advisory Committee ensures the public has the opportunity to review and evaluate all proposed transportation policies, plans and programs. About half the Community Advisory Committee members are appointed by local governments, and the other half by the



MetroPlan Orlando Board. The committee membership includes multimodal transportation advocates, representatives from underserved communities and business interests. This composition encourages diversity of many kinds, including geographic, demographic and modal. Citizens interested in serving on this committee in a MetroPlan

Orlando appointee seat will need to fill out an application, found on MetroPlanOrlando.org or available by calling the office. For more information, contact MetroPlan Orlando at (407) 481-5672 or email info@metroplanorlando.org.

Technical Advisory Committee

The Technical Advisory Committee reviews and evaluates all transportation policies, plans and programs from a technical perspective. Composed of transportation planners and engineers appointed by local governments and the region's transportation operating agencies, the committee makes recommendations to the board based on technical aspects of all plans and programs. This input provides an additional perspective to the board prior to making decisions.

Transportation Systems Management & Operations Advisory Committee

The Transportation Systems Management & Operations Advisory Committee (TSMO) explores how technology and relatively low-cost improvements can make the most of the existing transportation system. In addition, the committee establishes measures to help reduce congestion and improve safety in Central Florida. Members of the TSMO Committee represent planning and engineering expertise from federal, state, regional and local agencies. More than 30 jurisdictions are represented by voting or non-voting members.

Municipal Advisory Committee

Due to the limited number of seats on the MetroPlan Orlando Board, only the most populated cities in the three-county area are directly represented on the board. Created by MetroPlan Orlando in 2001, the Municipal Advisory Committee ensures the input of mayors and council members of cities and towns not directly represented on the board are included in the transportation planning process. Its chairman also serves as a voting member of the MetroPlan Orlando Board. Statewide, the Municipal Advisory Committee is unique to MetroPlan Orlando.

Committee Input to the MetroPlan Orlando Board



Committees meet regularly and provide reports, via the chairperson, during a standard agenda item at MetroPlan Orlando Board meetings. This reporting mechanism provides a greater level of assurance that board decisions are technically sound and that they have considered such things as public input, impacts on smaller municipalities, and the needs of all transportation system users. All state

“Government in the Sunshine” requirements regarding public access to government meetings and records are part of the committee structure.

Advisory Groups

The MetroPlan Orlando Board also receives input from several other groups, representing a variety of interests including freight, environmental concerns and land use. These groups are formed as needed and may not remain as permanent parts of the MetroPlan Orlando committee structure.

Transportation Disadvantaged Local Coordinating Board

As the designated planning agency for the region, MetroPlan Orlando provides staff support to the Transportation Disadvantaged Local Coordinating Board. This board coordinates transportation needs of the disadvantaged in our community, including individuals with physical and economic challenges and senior citizens facing mobility issues. The Transportation Disadvantaged Local Coordinating Board reviews price and service levels, safety concerns, eligibility and other pertinent issues related to the ACCESS LYNX paratransit service in the three-county area.

How You Can Get Involved

All MetroPlan Orlando board and committee meetings are open to the public. The organization has a comprehensive calendar with upcoming meetings, events, and workshops on MetroPlanOrlando.org. MetroPlan Orlando staff will also make presentations, on request, for any group wanting more information about the region's transportation system.



There is an online form to request a speaker on the organization's website. This information is also available by mail, email or phone: 250 S. Orange Ave., Suite 200, Orlando, FL 32801 / info@metroplanorlando.org / (407) 481-5672.

MetroPlan Orlando will make special accommodations at no cost for persons with disabilities or persons requiring translation services who desire to participate in a MetroPlan Orlando event. To arrange for special accommodations, persons should call (407) 481-5672 at least three business days prior to the event. Additionally, audio recordings of monthly meeting schedules and the board agenda are available for sight-impaired individuals by calling the number above and following the phone menu instructions.

Lessons Learned from the 2012 Plan

In creating this Public Involvement Plan, MetroPlan Orlando considered ways to improve outreach processes, building on feedback on the last plan, approved in 2012. Among the improvements:

- This plan has been streamlined from the previous version to make it easier for the public to understand.
- Public outreach checklists for each transportation plan make it easier to track effectiveness.
- An Evaluation Dashboard helps track performance and how the outreach efforts measure up to objectives.
- A section on outreach tools was removed, because these change frequently according to technology and the habits of residents. Instead, we focus on broader strategies and will use tools that most effectively help reach those goals.



Public Involvement & Transportation Planning

Metropolitan planning organizations, such as MetroPlan Orlando, are charged in federal law with developing three specific plans: 1) Long Range Transportation Plan (LRTP), 2) Transportation Improvement Program (TIP), and 3) Unified Planning Work Program. MetroPlan Orlando also produces a Prioritized Project List to serve as a bridge document between the

L RTP and the TIP, as required by state law. Here is a look at each of these plans along with checklists for involving the public.

Long Range Transportation Plan

This plan identifies transportation improvements necessary to maintain adequate mobility and to accommodate growth forecasted in the coming decades. The current Long Range Transportation Plan includes projects through the year 2040. The plan is developed, in part, through a comprehensive analysis of highway, public transit, bicycle, pedestrian, and freight movement needs. Public policy considerations and public input also guide development of the plan.

PUBLIC INVOLVEMENT CHECKLIST FOR THE LRTP	
OUTREACH STEP	TIMEFRAME
Board approval of an independent LRTP Public Involvement Plan before outreach efforts start	45-day public comment period before adoption
Execution of process laid out in the LRTP Public Involvement Plan, including feedback from residents conveyed to MetroPlan Orlando Board and committees from outreach events and other sources	Time varies to coincide with technical work on the plan
Official public comment period, with draft plan documents available on MetroPlanOrlando.org	At least 30 days prior to board action
Draft plan documents reviewed by MPO advisory committees, with opportunity for public comment at committee meetings	During the meeting cycle prior to board action
Draft plan documents available in print, by request	At least seven days before the public hearing
Public hearing notices sent via email to MetroPlan Orlando's community database and other notifications made, per Sunshine Law	At least seven days before the public hearing
A formal public hearing for citizen information and input	Prior to board adoption
Process for submitting written public comments via postal service, website contact form (MetroPlanOrlando.org/contact), or email (LRTP@MetroPlanOrlando.org)	In place and publicized as soon as documents are posted
Board vote on plan adoption with public comment period at the meeting	First board meeting after public hearing.
Publication of adopted Long Range Transportation Plan on MetroPlanOrlando.org	As soon as final copies of all documents can be uploaded to the web

Long Range Transportation Plan Amendments

Amendments to the long range transportation plan deemed “substantial,” according to the MetroPlan Orlando Internal Operating Procedures, follow a similar public involvement process to the original adoption of the plan. Non-Substantial Amendments have a different process.

PUBLIC INVOLVEMENT CHECKLIST FOR LRTP SUBSTANTIAL AMENDMENTS	
OUTREACH STEP	TIMEFRAME
Proposed amendment published electronically on MetroPlanOrlando.org, and notification of public hearing on the amendment is made as outlined above	At least 7 days prior to the public hearing
Review by the MPO advisory committees for input and recommendations, including public comment period at committee meetings	During the meeting cycle prior to the board action
Public hearing after any required technical analysis	Prior to board adoption
Board vote on approval	First board meeting after hearing
Citizens unable to attend committee or board meetings are encouraged to submit written comments via postal service, MetroPlanOrlando.org contact form, or email	Throughout official public comment period
Approved amendment published on MetroPlanOrlando.org	As soon as final copies of documents can be uploaded to the web

PUBLIC INVOLVEMENT CHECKLIST FOR LRTP NON-SUBSTANTIAL AMENDMENTS	
OUTREACH STEP	TIMEFRAME
Proposed amendment published electronically on MetroPlanOrlando.org	7 days before committee review, opening public comment period
Review by MPO Advisory Committees for input and recommendations, including public comment period at committee meetings	During the meeting cycle prior to board action
Board vote on approval, following public comment period at the meeting	First board meeting after committee review
Citizens unable to attend meetings are encouraged to submit written comments via postal service, MetroPlanOrlando.org contact form, or email	Throughout official public comment period
Approved amendment published on MetroPlanOrlando.org	As soon as final copies of documents can be uploaded to the web

Prioritized Project List

Once a projects are included in the long range plan, they then need to be prioritized as they await funding. MetroPlan Orlando's formal process for prioritizing projects results in a Prioritized Project List (PPL), which is reviewed annually by the board.

PUBLIC INVOLVEMENT CHECKLIST FOR PRIORITIZED PROJECT LIST	
OUTREACH STEP	TIMEFRAME
Draft PPL published electronically on MetroPlanOrlando.org	Before the first committee meeting, opening public comment period
Draft PPL presented at MPO advisory committee meetings, with chance for public comment during meeting	During the meeting cycle prior to board approval
Board vote on approval, after public comment period at the meeting and consideration of committee input	First board meeting after committee review
Citizens unable to attend committee or board meetings are encouraged to submit written comments via postal service, MetroPlanOrlando.org contact form, or email	Throughout official public comment period
Approved Prioritized Project List published on MetroPlanOrlando.org	As soon as final documents can be uploaded to the web

Transportation Improvement Program

This five-year plan assigns available funding to specific projects in the near future.

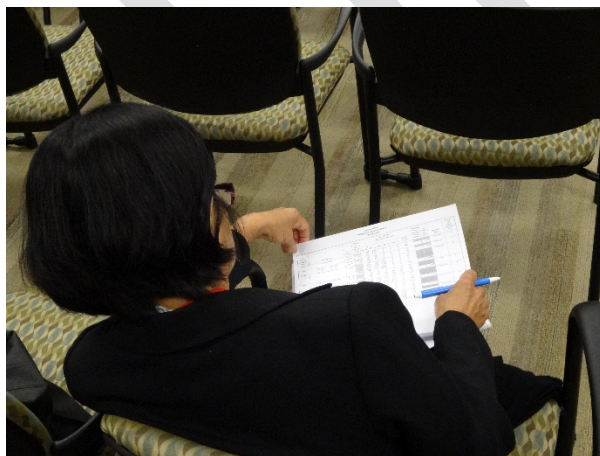
MetroPlan Orlando develops a Transportation Improvement Program (TIP) each year, in cooperation with FDOT.



PUBLIC INVOLVEMENT CHECKLIST FOR TIP	
OUTREACH STEP	TIMEFRAME
Draft TIP project information published on MetroPlanOrlando.org	7 days before committee review, opening public comment period
Draft PPL presented at MPO advisory committee meetings, with chance for public comment at the meeting	During the meeting cycle prior to board approval
Public meeting to present draft TIP, maps, other information, with opportunity for public comment	Prior to board approval
Board vote on approval after public comment period	First board meeting after committee review
Citizens unable to attend committee or board meetings are encouraged to submit written comments via postal service, MetroPlanOrlando.org contact form, or email	Throughout official public comment period
Plan is published on MetroPlanOrlando.org	When final documents can be uploaded to the web

Amendments to the TIP

Most amendments to the TIP receive a review (as outlined in the checklist that follows) before becoming part of the plan.



Exceptions are made when an emergency amendment must be approved prior to the next board meeting for the amended project to receive funding. Then, the MetroPlan Orlando Board Chairman is authorized to approve the amendment and sign the corresponding resolution on behalf of the board without having to call an emergency meeting of the board. The chairman's approval of the amendment then must be

provided to advisory committees as an information item and ratified at the next regularly scheduled board meeting.

PUBLIC INVOLVEMENT CHECKLIST FOR NON-EMERGENCY AMENDMENTS	
OUTREACH STEP	TIMEFRAME
Proposed amendment published on MetroPlanOrlando.org	7 days prior to committee review, opening public comment period
Amendment reviewed by MPO advisory committees for input, with public comment periods offered at committee meetings	During the meeting cycle prior to board approval
Board votes on approval, following public comment period	First board meeting after committee review
Citizens unable to attend committee or board meetings are encouraged to submit written comments via postal service, MetroPlanOrlando.org contact form, or email	Throughout official public comment period

PUBLIC INVOLVEMENT CHECKLIST FOR EMERGENCY AMENDMENTS	
OUTREACH STEP	TIMEFRAME
MetroPlan Orlando Board chairman contacted about need for emergency amendment to secure funding	As soon as situation is identified by staff
Board chairman signs corresponding resolution on behalf of the board without calling emergency session	As soon as chairman's schedule permits
Board ratifies approval of the emergency amendment resolution	At next regularly scheduled board meeting

Unified Planning Work Program

This plan provides a work program for MetroPlan Orlando, including the transportation planning budget and related activities for the metropolitan area. Though the document covers a two-year period, the Unified Planning Work Program (UPWP) is reviewed yearly to refine previously identified tasks and better reflect changes in the economic climate.

PUBLIC INVOLVEMENT CHECKLIST FOR UPWP	
OUTREACH STEP	TIMEFRAME
Draft plan is published on MetroPlanOrlando.org	7 days prior to committee review, opening public comment period
Draft is presented to MPO advisory committees for input, with public comment periods offered at committee meetings	During the meeting cycle prior to board approval
Board votes on approval, following public comment period at board meeting	First board meeting after committee review
Citizens unable to attend committee or board meetings are encouraged to submit written comments via postal service, MetroPlanOrlando.org contact form, or email	Throughout official public comment period
Plan is published on MetroPlanOrlando.org	As soon as final copies of documents can be uploaded to the web

Public Involvement Goal, Objectives, Strategies & Tools

Goal: To establish a comprehensive, inclusive process, through various methods, and create continuous opportunities to engage the public in transportation planning.

These objectives and strategies will be used to achieve the goal, while evaluation measures ensure effectiveness.

Objective #1

Increase public involvement through targeted outreach activities, executing at least two activities each month.

Strategies & Tools:

1. Partner with transportation agencies, local governments, and interested parties to broaden outreach.

2. Continue to foster an active speakers' bureau program to interact with interested community groups by providing easy access on the website to a "Request a Speaker" form and other information about getting a speaker from MetroPlan Orlando.
3. Develop interactive tools for community events and speakers bureau activities to encourage conversation, including such things as: public comment forms that ask for general or specific input on projects, specialized surveys to gather information for the MetroPlan Orlando Board, as well as real-time polling and other conversation starters.
4. Pay special attention to outreach for traditionally underserved populations in the region, including senior citizens, economically disadvantaged, physically disabled, young people, and people with limited proficiency in English.
5. Capture and share citizen comments at community events in various ways, including video recording, photography, surveys and social media engagement.
6. Publish an annual report that summarizes accomplishments and outlines key issues.
7. Publish event photos to social media and invite the public to come see us at community events.



Measurement

Outreach event listing

Objective #2

Increase website activity on [MetroPlanOrlando.org](https://www.metroplanorlando.org) by five percent each year, encouraging broader outreach and involvement.

Strategies & Tools:

1. Maximize visualization and electronic publication opportunities on the website to make electronic public participation more effective.
2. Use social media channels to drive visitors to the website.
3. Reduce printing and related costs by incorporating more content on MetroPlanOrlando.org.
4. Provide an interactive “Contact Us” feature on the website, allowing the public to send in comments or questions about transportation plans and other issues and to submit public comments about public meetings they may not be able to attend.
5. Increase awareness of the organization’s website by adding links to MetroPlanOrlando.org on partner and community websites, along with cross-promotion of the website in print and electronic communication.
6. Use statistically valid public opinion survey research as a tool to gather input and bring traffic to the website from a wider regional audience.



Measurement

Website information from Google Analytics on page views and unique visitors

Objective #3

Provide opportunities for round-the-clock public engagement, increase awareness of the transportation planning process, and offer information on MetroPlan Orlando activities through social media.

- Demonstrate success with Facebook by adding **100** people who “like” the organization’s Facebook page annually, along with an average of **8,500** organic impressions per month (number of times users may have seen page content in news feeds, tickers or page visits).
- Demonstrate success with Twitter by adding **500** Twitter followers annually, along with an average of **19,000** total Twitter impressions (number potential engagements, based on delivery of the organization’s tweets to Twitter users feeds) per month.



Strategies & Tools:

1. Position MetroPlan Orlando as the transportation planning expert in Central Florida by posting current transportation information, such as research, plan details, current industry news, and details of public meetings and events.
2. Interact with transportation agencies, local government partners, and interested parties on social media outlets to strengthen relationships.
3. Promote social media efforts during community outreach events, on the organization’s website, in community presentations and within printed materials published by the organization.
4. Solicit community feedback on various transportation issues through posting questions and opportunities to comment.
5. Use guidelines in Social Media Policy (see page 19) to monitor comments for compliance and propriety.
6. Send live Tweets and Facebook posts during events and meetings to build engagement among people outside the room.

Measurement

Facebook likes and impressions, Twitter followers and impressions

Objective #4

Integrate the adopted 2040 Long Range Transportation Plan in public outreach, using plain language and focusing on key concepts central to the plan.

Strategies & Tools:

1. Regularly include content about efforts to implement elements of the 2040 Plan in outreach tools, including the annual report, electronic newsletter, social media, speakers bureau presentations, and community events.
2. Develop an outreach component appropriate for Central Florida students, with an emphasis on planning a future transportation system and preserving air quality.
3. Produce publications that are visually appealing and underscore key messages in easy-to-read formats and distribute them at events, meetings and through partnerships.
4. Maintain the 2040 Long Range Transportation Plan section of MetroPlanOrlando.org, and maintain electronic publication of the adopted plan and current efforts related to implementation.

Measurement

Outreach event listing, Newsletter/Website/Social media/Collateral Content

Objective #5

Keep interested members of the public informed about the transportation planning process through email and continue increasing the database of contacts by 10 percent each year, through actively seeking new sign-ups for email communication.

Strategies & Tools:

1. Highlight planning activities and offer information about future public involvement opportunities in



an attractive electronic newsletter, produced several times during the year.

2. Increase awareness of events, such as public hearings and informational meetings through email invitations.
3. Provide links to planning documents and other information through email announcements
4. Maintain central database for email contacts, segmented into useful groups by affiliation, geographic location or area of interest - allowing for targeted email communication
5. Actively seek to increase the number of contacts by providing links for email communication sign-ups on the website and by soliciting sign-ups in printed collateral, and at community events

Measurement

Email communication sign-ups,
Email communications sent

Objective #6

Increase press coverage about the transportation planning process and principles central to the process, generating at least 10 print articles and eight broadcast stories each year.



Strategies & Tools:

1. Develop and distribute targeted press releases or informative emails on key events and activities and, if appropriate, press kits that offer visual tools, such as photos, maps and graphics that help in reporting the story, as well as background on MetroPlan Orlando
2. Provide transportation briefings for new journalists in Central Florida and those who may be unfamiliar with planning process
3. Generate targeted media pitches for transportation reporters, and provide contacts or information, as needed, to reporters working on transportation stories

4. Increase outreach to community-based newspapers, including targeted outreach that features volunteers from advisory committees and board members
5. Use community calendars maintained by partners and community organizations, as well as local blogs to help publicize events and activities
6. Identify opportunities for appropriate social media outreach, to reporters and media outlets, including building awareness and providing information through live-tweeting from events.
7. Post and archive news on MetroPlanOrlando.org for easy access by the media and public.

Measurement

Media clips

Objective #7

Meet all federal and state requirements for public involvement, by having successful certifications annually by FDOT and every four years by FHWA.

Strategies & Tools:

1. Identify opportunities to broaden outreach beyond public meeting notice requirements, including media coverage and partner resources.
2. Document extensive public involvement efforts.
3. Keep up with federal and state guidance on public involvement.

Measurement

Certification by Florida Department of Transportation, the Federal Highway Administration, and the Federal Transit Administration.

Social Media Policy

No single communication tool serves all populations, and MetroPlan Orlando is committed to engaging the public in a variety of ways. Social media has become a must for public involvement toolboxes, but it brings its own special set of needs and considerations.

The Potential Reach

Within the last decade, social media has become a common way for people to get information and share comments, so it is a natural place to engage them on transportation planning. Facebook (facebook.com) has about 1.5 billion monthly active users (people who log on at least every 30 days). Twitter (twitter.com) has 307 million monthly active users. These are the two main social media outlets used for public involvement at MetroPlan Orlando.



Considerations

Though social media tools are standard in communication plans for private, non-profit, and public sector organizations, MetroPlan Orlando recognizes that public record and public access (i.e. Government in the Sunshine) laws in Florida require a thoughtful approach. As additional guidance is provided at the state level, the organization will modify the application of social media tools, when necessary.

MetroPlan Orlando adheres to the following social media guidelines to ensure compliance with Florida's open government and public record laws:

Access

When social media applications provide mechanisms to restrict content access, MetroPlan Orlando will allow all content to be freely visible and open to any user.

Content

MetroPlan Orlando will generate much of its own social media content, using it to highlight the organization's activities and those of partners. Other content for social media channels will be shared or repurposed from outside sources and may link to external sites. Appearance of external links does not constitute an official endorsement on behalf of the organization.

Posting Comments

- Use of social media will primarily focus on the dissemination of information relevant to the transportation planning process, with a secondary focus on obtaining input on targeted issues of importance.

- MetroPlan Orlando board and committee members are prohibited from engaging in an exchange or discussion of matters via social media that will foreseeably come before the board or committee for official action.

- User Comments:

i. The following forms of content shall not be allowed:

- a) Comments not topically related to the particular social medium article being commented upon;
- b) Comments in support of or opposition to political campaigns or ballot measures;
- c) Profane language or content;
- d) Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation;
- e) Sexual content or links to sexual content;
- f) Solicitations of commerce;
- g) Conduct or encouragement of illegal activity;
- h) Information that may tend to compromise the safety or security of the public or of private entities; or
- i) Content that violates a legal ownership interest of any other party.



ii. When a feature allowing users to post a comment is activated and an “approval-required” feature exists, the organization will review all comments prior to publication.

iii. When a feature allowing users to post a comment is activated and approval features do not exist, the organization will regularly monitor user comments and take appropriate action to delete inappropriate comments.

Public Record

- As with electronic communication, MetroPlan Orlando will post a notice on the social media site regarding Florida public records law.
- MetroPlan Orlando will independently track social media activity monthly.
- Social media records will conform with applicable public record retention schedules, as outlined in Florida Statutes.

As is the case with the MetroPlan Orlando website, the public involvement staff will be responsible for the content and upkeep of any social media sites created to promote the mission of the organization.

Public Involvement Requirements



As part of the planning process, federal law (§450.316, Code of Federal Regulation) and state law (Section 286, Florida statutes) require public involvement to ensure the individuals, affected public agencies, representatives of transportation agency employees, freight shippers,

providers of freight transportation services, private providers of transportation, representatives of users of public transit, and other interested parties are given a reasonable opportunity to comment. The process is continuing, cooperative and comprehensive. The Public Involvement Plan (PIP) is organized to work in concert with the organization's [Title VI Nondiscrimination Plan and Limited English Proficiency Plan](#).

The MetroPlan Orlando Public Involvement Plan is developed in consultation with all interested parties, identifying procedures, strategies, desired outcomes, and evaluation tools related to:

- a) Providing adequate notice of public participation activities;
- b) Providing timely notice and reasonable access to information about transportation issues and processes;
- c) Using visualization techniques;
- d) Making public information available on MetroPlanOrlando.org;
- e) Holding public meetings at convenient and accessible locations and times;
- f) Demonstrating explicit consideration and response to public input received;
- g) Seeking out and considering the needs of those traditionally underserved by the existing transportation systems, such as low-income and minority households;
- h) Providing an additional opportunity for public comment, if the final plan differs significantly from the version made available for public comment;
- i) Coordinating with the statewide transportation planning public involvement and consultation processes;



- j) Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.

Florida's "[Government in the Sunshine](#)" law outlines requirements related to notification of and access to public meetings, as well as access to public records.

Public Hearings & Notification

Public hearings are a formal process to solicit public comment on specific plans being considered by MetroPlan Orlando. As a formal setting for citizen input, public hearings are recorded and summarized for the record.

A summary of comments is provided to MetroPlan Orlando Board members, prior to board action. Maps along with other visualization tools are displayed at public hearings to present information in a visual way.



According to the state's Sunshine Law (Section 286 of the Florida Statutes), the public must have reasonable notice of the meetings of public boards and commissions. MetroPlan Orlando complies with the law's requirement that the dates and times of meetings be published at the MPO office. In addition, meetings are posted on the MetroPlanOrlando.org website, along

with contact information and agendas when available.

For MetroPlan Orlando Board meetings and some special meetings, the organization uses other tools for advance notification.

Legal Advertisements

MetroPlan Orlando advertises board meetings and public hearings in several publications, based on the meeting and/or purpose. Legal advertisements are included in the region's major daily newspaper, the Orlando Sentinel, prior to each board meeting. Public hearings are also advertised in La Prensa, which serves the Spanish-speaking community, and The Orlando Times, which serves the African-American community.

Display Ads

These advertisements are used as needed to promote special meetings. Display ads are typically published in the main section of a community newspaper, rather than a legal advertisement section, to reach a larger audience.

Print & Electronic Notification

When appropriate, MetroPlan Orlando may also send a print or electronic message with meeting information and contact information to parties in the organization's database. Electronic notification is primarily conducted using the organization's website, which includes a frequently visited online meeting/event calendar. In addition to time and location information, the calendar includes links to agendas and materials. Agendas are posted at least three days prior to a meeting. MetroPlan Orlando posts notices for all public meetings in accordance with requirements set forth in Florida's Government in the Sunshine law.

Public Record of Meetings

The Sunshine Law also stipulates that minutes must be taken of all public meetings. MetroPlan Orlando takes minutes of meetings, distributes them to involved board and committee members, posts them promptly on MetroPlanOrlando.org, after approval, and provides written copies on request.

Evaluation

To ensure that this plan is effective in meeting its performance measures and that it satisfies federal and state requirements related to public involvement, MetroPlan Orlando will complete an update of the Public Involvement Plan every three years to reflect the latest outreach tools and trends.



MetroPlan Orlando staff will review the goals, objectives, strategies, and tools included in the Public Involvement Plan to ensure activities are meaningful and effective.

A Public Involvement “dashboard” for MetroPlan Orlando outreach activities will be posted to MetroPlanOrlando.org between plan updates. An example of this evaluation dashboard is included in the appendix to this plan.

Appendix

Public Involvement Evaluation Dashboard

PUBLIC INVOLVEMENT EVALUATION DASHBOARD

DRAFT

Prepared by:

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Public Involvement Evaluation Dashboard

The purpose of the Evaluation Dashboard is to provide a process for public involvement staff to consider all activities during the past year and compare them to the goals, objectives, strategies and tools outlined in the adopted Public Involvement Plan. This process allows the organization to adjust strategies to maximize the effectiveness of outreach to the community and refine available resources.

Goal:

To establish a comprehensive, inclusive process, through various methods, and create continuous opportunities to engage the public in transportation planning.

PUBLIC INVOLVEMENT HIGHLIGHTS OF THE YEAR		
Highlight	Data	Comments
Outstanding public involvement results		
New Techniques Initiated This Year		
Number of Objectives Met or Exceeded		

Objective #1

Increase public involvement through targeted outreach activities, executing at least two activities each month.

Strategies & Tools: See Page 13 in Public Involvement Plan

MEASUREMENT = Outreach Event Listing		
Activity	Comments & Examples	Evaluation
Outreach events		
Seeking & Capturing Citizen Input		
Underserved Outreach		
Annual Report		
Overall Activity		

Objective #2

Increase website activity on MetroPlanOrlando.org by five percent each year, encouraging broader outreach and involvement.

Strategies & Tools: See Page 14 in Public Involvement Plan

MEASUREMENT = Website Analytics: Page Views, Unique Visitors		
Activity	Comments & Examples	Evaluation
Visualization		
Electronic outreach		
Opinion Research		
Overall Activity		

Objective #3

Provide opportunities for round-the-clock public engagement, Increase awareness of the transportation planning process, and offer information on MetroPlan Orlando activities through social media. Demonstrate success with Facebook by adding **100 people** who “like” the organization’s Facebook page annually, along with an average of 8,500 organic impressions per month (number of times users may have seen page content in news feeds, tickers or page visits). Demonstrate success with Twitter by adding **500 Twitter followers** annually, along with an average of 19,000 total Twitter impressions (number potential engagements, based on delivery of the organization’s tweets to Twitter users feeds) per month.

Strategies & Tools: See Page 15 & 16 in Public Involvement Plan

Measurement = Facebook Likes/Impressions, Twitter Followers/Impressions		
Activity	Comments & Examples	Evaluation
Produce & promote content		
Interact with users		
Overall Activity		

Objective #4

Integrate the adopted 2040 Long Range Transportation Plan in public outreach, using plain language and focusing on key concepts central to the plan.

Strategies & Tools: See Page 17 in Public Involvement Plan

Measurement = Event Listing, Newsletter/Website/Social Media/Collateral Content		
Activity	Comments & Examples	Evaluation
Create Outreach Content & Products		
Visualization		
Overall Activity		

Objective #5

Keep interested members of the public informed about the transportation planning process through email -- including regular newsletters, announcements, and surveys - and continue building a database of contacts by actively seeking new sign-ups for email communication.

Strategies & Tools: See Page 17 in Public Involvement Plan

MEASUREMENT = Email Communication Sign-ups, Emails Sent		
Activity	Comments & Examples	Evaluation
Produce Email Outreach Materials		
Build & Maintain Database of Contacts		
Overall Activity		

Objective #6

Increase press coverage about the transportation planning process and principles central to the process, generating at least 10 print articles and eight broadcast stories each year.

Strategies & Tools: See Page 18 in Public Involvement Plan

MEASUREMENT = Media Clips		
Activity	Comments & Examples	Evaluation
Offer orientation, information & pitches to media		
Expand outreach channels		
Overall Activity		

Objective #7

Meet all federal and state requirements for public involvement.

Strategies & Tools: See Page 19 in Public Involvement Plan

MEASUREMENT = FDOT & FHWA Certification		
Activity	Comments & Examples	Evaluation
Identify Outreach Opportunities		
Foster Regional Partnership		
Overall Activity		

PUBLIC INVOLVEMENT & TRANSPORTATION PLANNING		
PLAN / PROGRAM	CHECKLIST ITEMS COMPLETED	COMMENTS
Long Range Transportation Plan		
LRTP Substantial Amendment		
LRTP Non-Substantial Amendment		
Prioritized Project List		
Transportation Improvement Program		
TIP Emergency Amendment		
TIP Non-Emergency Amendment		
Unified Planning Work Program		



MetroPlanOrlando.org

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CIM Active Contracts By County Report

Generated: 11-17-2015, District 5, Contract Type: All Construction

Contract #	T5469	Work Begin	01-21-2014
County	ORANGE	Present Amount	\$ 68,241,059.45
Contractor	PRINCE CONTRACTING, LLC.	Days Used as of Last Approved Estimate	636
Project Manager	CN507TW Womick, Todd	Cost Perf. Measure	62.85%
Project Admin.	KNTBGS Scales, Geoff	Time Perf. Measure	59.58%
SM Contract Type	CC Const Contract	Adj. Est. Completion	12-15-2016

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
239203-4-52-01	Yes	SR50;SR500 TO BREV.	-	0218 ADD LANES & REHABILITATE PVI/INT	SR 50 (COLONIAL DR) FROM E OF CR42S (DEAN RD) TO E OF OLD CHENEY HWY	-
239203-4-56-01	No	SR50;SR500 TO BREV.	-	0218 ADD LANES & REHABILITATE PVI/INT	SR 50 (COLONIAL DR) FROM E OF CR42S (DEAN RD) TO E OF OLD CHENEY HWY	-

Contract #	T5526	Work Begin	08-27-2015
County	ORANGE	Present Amount	\$ 2,181,000.00
Contractor	KIEWIT INFRASTRUCTURE SOUTH CO.	Days Used as of Last Approved Estimate	53
Project Manager	CN507CC Coleman, Christopher	Cost Perf. Measure	38.64%
Project Admin.	CN507CC Coleman, Christopher	Time Perf. Measure	38.50%
SM Contract Type	CLS Const Lump Sum	Adj. Est. Completion	03-18-2016

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
430669-1-52-01	Yes	SR15&600,526;500-SEM	-	0227 RIGID PAVEMENT REHABILITATION	SR 15 (US 17-92) FROM S OF SR 423 (LEE RD) TO S OF CR 438 (LAKE AVE)	-

Contract #	ESW88	Work Begin	09-08-2015
County	ORANGE	Present Amount	\$ 1,174,704.00
Contractor	MASCIGENERAL CONTRACTORS, INC	Days Used as of Last Approved Estimate	41
Project Manager	CN507CC Coleman, Christopher	Cost Perf. Measure	29.91%
Project Admin.	CN507CC Coleman, Christopher	Time Perf. Measure	38.75%
SM Contract Type	CLS Const Lump Sum	Adj. Est. Completion	02-20-2016

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
432226-1-52-01	Yes	426;PARK AV-SEMINOLE	-	0019 TRAFFIC OPS IMPROVEMENT	SR 426 AT SR 436	-

Contract #	T5521	Work Begin	08-10-2015
County	ORANGE	Present Amount	\$ 37,089,690.00
Contractor	PRINCE CONTRACTING, LLC.	Days Used as of Last Approved Estimate	70
Project Manager	CN509WT Williams, Trevor	Cost Perf. Measure	13.05%
Project Admin.	KNTGLB Barbato, Daniel	Time Perf. Measure	7.06%
SM Contract Type	CC Const Contract	Adj. Est. Completion	03-04-2019

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
239266-3-52-01	Yes	SR 15 FROM SR 528 TO CR 527	-	0213 ADD LANES & RECONSTRUCT	SR 15 (HOFFNER RD) FROM N OF LEE VISTA BLVD TO W OF SR 436	-
239266-3-56-02	No	SR 15 FROM SR 528 TO CR 527	-	0213 ADD LANES & RECONSTRUCT	SR 15 (HOFFNER RD) FROM N OF LEE VISTA BLVD TO W OF SR 436	-
239266-3-56-03	No	SR 15 FROM SR 528 TO CR 527	-	0213 ADD LANES & RECONSTRUCT	SR 15 (HOFFNER RD) FROM N OF LEE VISTA BLVD TO W OF SR 436	-
239266-4-52-01	No	SR 15 FROM SR 528 TO CR 527	-	0213 ADD LANES & RECONSTRUCT	SR 15 HOFFNER AVE FROM W OF SR 436 TO CONWAY ROAD	-
239266-4-56-01	No	SR 15 FROM SR 528 TO CR 527	-	0213 ADD LANES & RECONSTRUCT	SR 15 HOFFNER AVE FROM W OF SR 436 TO CONWAY ROAD	-

Contract #	ESW67	Work Begin	03-04-2015
County	ORANGE	Present Amount	\$ 2,340,785.00
Contractor	RIC-MAN CONSTRUCTION FLORIDA, INC.	Days Used as of Last Approved Estimate	278
Project Manager	CN509BM Bouazizi, Monaem	Cost Perf. Measure	72.10%
Project Admin.	CN509BM Bouazizi, Monaem	Time Perf. Measure	98.67%
SM Contract Type	CC Const Contract	Adj. Est. Completion	11-20-2015

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
431989-1-52-01	Yes	SR50;SR500 TO BREV.	-	9915 DRAINAGE IMPROVEMENTS	STORMWATER IMPROVEMENTS ORANGE COUNTY VARIOUS STATE ROADS	-

CIM Active Contracts By County Report

Generated: 11-17-2015, District 5, Contract Type: All Construction

Contract #	ESW31	Work Begin	10-31-2014
County	ORANGE	Present Amount	\$ 11,820,000.00
Contractor	HUBBARD CONSTRUCTION COMPANY	Days Used as of Last Approved Estimate	353
Project Manager	CN5070J Oakes, Jeff	Cost Perf. Measure	34.84%
Project Admin.	KNETHJW Wilson, Joe	Time Perf. Measure	53.90%
SM Contract Type	CDB Const Design Build	Adj. Est. Completion	09-03-2016

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
433607-1-52-01	Yes	SR50;SR500 TO BREV.	-	0022 BRIDGE REPLACEMENT	SR 50 BRIDGES OVER ECONLOCKHATCHEE RIVER BRIDGES 750013&750169	-

Contract #	T5529	Work Begin	06-15-2015
County	ORANGE	Present Amount	\$ 1,091,016.22
Contractor	CHINCHOR ELECTRIC INC.	Days Used as of Last Approved Estimate	126
Project Manager	CN507LC Long, Charles	Cost Perf. Measure	76.58%
Project Admin.	CN507LC Long, Charles	Time Perf. Measure	69.52%
SM Contract Type	CC Const Contract	Adj. Est. Completion	01-19-2016

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
435443-1-52-01	Yes	SR500; OSCEOLA-SR 50	-	0761 ATMS - ARTERIAL TRAFFIC MGMT	ACTIVE ARTERIAL MANAGEMENT 1	-

Contract #	T5509	Work Begin	01-26-2015
County	ORANGE	Present Amount	\$ 5,694,521.14
Contractor	MIDDLESEX CORPORATION (THE)	Days Used as of Last Approved Estimate	268
Project Manager	CN507LC Long, Charles	Cost Perf. Measure	75.18%
Project Admin.	CN507LC Long, Charles	Time Perf. Measure	77.75%
SM Contract Type	CC Const Contract	Adj. Est. Completion	02-04-2016

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
430673-1-52-01	Yes	SR50;SR500 TO BREV.	3003057P	0012 RESURFACING	SR 50 CORNER SCHOOLDRIVE TO SR 520	ASSUMED/STATE ADMINISTERED
430673-2-52-01	No	SR50;ORANGE CO-SR5	3003058P	0012 RESURFACING	SR 50 FROM ST ANNE STREET TO BREVARD CO LINE	ASSUMED/STATE ADMINISTERED

Contract #	T5510	Work Begin	03-12-2015
County	ORANGE	Present Amount	\$ 8,408,576.86
Contractor	LANE CONSTRUCTION CORPORATION (THE)	Days Used as of Last Approved Estimate	220
Project Manager	CN509WT Williams, Trevor	Cost Perf. Measure	41.26%
Project Admin.	KNMEHWK Worrell, Kerry	Time Perf. Measure	76.21%
SM Contract Type	CLS Const Lump Sum	Adj. Est. Completion	01-24-2016

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
430644-1-52-01	Yes	SR400;OSCE.- SEMIN.	00422631	0012 RESURFACING	I-4 (SR 400) FROM EAST OF SR 536 TO W OF SR528 (BEACHLINE)	ASSUMED/STATE ADMINISTERED

Contract #	T5313	Work Begin	05-11-2015
County	ORANGE	Present Amount	\$ 37,553,663.43
Contractor	LANE CONSTRUCTION CORPORATION (THE)	Days Used as of Last Approved Estimate	161
Project Manager	CN509CD Daley, Carlton	Cost Perf. Measure	29.99%
Project Admin.	KNCDMSG Shelton, Greg	Time Perf. Measure	26.91%
SM Contract Type	CC Const Contract	Adj. Est. Completion	04-09-2017

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
239535-3-52-01	Yes	W COLONIAL DR/MARTIN LUTHER KING B	3003056P	0213 ADD LANES & RECONSTRUCT	SR 50 SR 429 (WESTERN BELTWAY) TO E OF WEST OAKS MALL	ASSUMED/STATE ADMINISTERED
239535-3-56-01	No	W COLONIAL DR/MARTIN LUTHER KING B	-	0213 ADD LANES & RECONSTRUCT	SR 50 SR 429 (WESTERN BELTWAY) TO E OF WEST OAKS MALL	-
239535-3-56-02	No	W COLONIAL DR/MARTIN LUTHER KING B	3003056P	0213 ADD LANES & RECONSTRUCT	SR 50 SR 429 (WESTERN BELTWAY) TO E OF WEST OAKS MALL	ASSUMED/STATE ADMINISTERED

Contract #	T5525	Work Begin	05-21-2015
County	ORANGE	Present Amount	\$ 2,686,000.00
Contractor	PREFERRED MATERIALS INC.	Days Used as of Last Approved Estimate	151
Project Manager	CN515FK Kelch, Frank	Cost Perf. Measure	82.32%
Project Admin.	CN515FK Kelch, Frank	Time Perf. Measure	86.67%
SM Contract Type	CLS Const Lump Sum	Adj. Est. Completion	12-10-2015

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
430671-1-52-01	Yes	EPCOT CENTER DR.	-	0012 RESURFACING	SR 536 FROM W OF RAMP 750004 TO SR 535	-

CIM Active Contracts By County Report

Generated: 11-17-2015, District 5, Contract Type: All Construction

Contract #	T5516	Work Begin	10-05-2015
County	OSCEOLA	Present Amount	\$ 16,187,452.27
Contractor	JR. DAVIS CONSTRUCTION CO., INC.	Days Used as of Last Approved Estimate	14
Project Manager	CN50900 Olund, David	Cost Perf. Measure	1.91%
Project Admin.	KNRKKAT Tehran, AJ	Time Perf. Measure	5.20%
SM Contract Type	CC Const Contract	Adj. Est. Completion	10-24-2017

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
239683-1-52-01	Yes	E BRONSON HWY/13 ST/VINE ST	-	0218 ADD LANES & REHABILITATE PVMNT	SR 500 (US 192) FROM EASTERN AVE TO CR 532	-
239683-1-56-01	No	E BRONSON HWY/13 ST/VINE ST	-	0218 ADD LANES & REHABILITATE PVMNT	SR 500 (US 192) FROM EASTERN AVE TO CR 532	-

Contract #	ESR71	Work Begin	10-10-2013
County	SEMINOLE	Present Amount	\$ 22,145,633.13
Contractor	LANE CONSTRUCTION CORPORATION (THE)	Days Used as of Last Approved Estimate	731
Project Manager	CN5070J Oakes, Jeff	Cost Perf. Measure	95.17%
Project Admin.	KNMETDX Davis, Chris	Time Perf. Measure	91.11%
SM Contract Type	CDB Const Design Build	Adj. Est. Completion	11-16-2015

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
404418-1-52-01	Yes	US-17/92/ORLANDO AVE/FRENCH AVE	3521006P	0230 INTERCHANGE (NEW)	SR 15/600 (US 17/92) INTERCHANGE AT SR 436	POD/STATE ADMINISTERED
404418-1-52-02	No	US-17/92/ORLANDO AVE/FRENCH AVE	-	0230 INTERCHANGE (NEW)	SR 15/600 (US 17/92) INTERCHANGE AT SR 436	-
404418-1-52-03	No	US-17/92/ORLANDO AVE/FRENCH AVE	-	0230 INTERCHANGE (NEW)	SR 15/600 (US 17/92) INTERCHANGE AT SR 436	-
404418-1-52-04	No	US-17/92/ORLANDO AVE/FRENCH AVE	-	0230 INTERCHANGE (NEW)	SR 15/600 (US 17/92) INTERCHANGE AT SR 436	-

Contract #	T5535	Work Begin	-
County	SEMINOLE	Present Amount	\$ 384,344.00
Contractor	PROSHOT CONCRETE, INC.	Days Used as of Last Approved Estimate	58
Project Manager	CN507LC Long, Charles	Cost Perf. Measure	70.81%
Project Admin.	CN507LC Long, Charles	Time Perf. Measure	63.85%
SM Contract Type	CC Const Contract	Adj. Est. Completion	01-01-2016

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
435459-1-52-01	Yes	I-4 / SR-400	-	0024 BRIDGE-REPAIR/REHABILITATION	SR 400 (I-4) OVER ORANGE BLVD/CSX BRIDGES # 770086 & 770087	-

Contract #	T5489	Work Begin	05-11-2015
County	SEMINOLE	Present Amount	\$ 2,347,000.00
Contractor	HUBBARD CONSTRUCTION COMPANY	Days Used as of Last Approved Estimate	181
Project Manager	CN507NK Navarro, Kim	Cost Perf. Measure	93.54%
Project Admin.	CN507NK Navarro, Kim	Time Perf. Measure	75.00%
SM Contract Type	CLS Const Lump Sum	Adj. Est. Completion	12-28-2015

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
430675-1-52-01	Yes	SR434,SR15-SR426	-	0012 RESURFACING	SR 419/SR434 FROM SR 419 TO TUSKAWILLA RD	-

Contract #	ESW91	Work Begin	11-09-2015
County	SEMINOLE	Present Amount	\$ 648,777.10
Contractor	LAFLEUR NURSERY'S AND GARDEN CENTER LLC	Days Used as of Last Approved Estimate	0
Project Manager	CN507NK Navarro, Kim	Cost Perf. Measure	-
Project Admin.	CN507NK Navarro, Kim	Time Perf. Measure	0.00%
SM Contract Type	CLS Const Lump Sum	Adj. Est. Completion	07-16-2018

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
404418-2-52-01	Yes	US-17/92/ORLANDO AVE/FRENCH AVE	-	1070 LANDSCAPING	SR15/600 (US17/92) INTERCHANGE AT SR 436	-



metroplan orlando

A REGIONAL TRANSPORTATION PARTNERSHIP

Strategic Business Plan Update

November 2015

Goal	Status
Goal 1: Seek ways to increase regional transportation funding	<ul style="list-style-type: none">Continued to monitor state/federal legislation.Monitored funding initiatives within the state as well as other states
Goal 2: Maximize organizational effectiveness and optimize planning process	<u>Board and Committees</u> <ul style="list-style-type: none">Updated Technical Advisory Committee bylaws.Approved bylaws for new Community Advisory Committee.Requested appointments to new CAC from local governments.Opened MetroPlan Orlando application process for MetroPlan appointees.Presented new Community Advisory committee membership to board for approval.Due to a staff vacancy, TDLCB liaison responsibilities have been moved to Regional Partnerships.
Goal 3: Strengthen partnerships	<ul style="list-style-type: none">Staff continues to attend Tri-County League of Cities meetings.Staff continues to attend M/TPO meetings of partners throughout the region.Staff continues to attend board meetings of agency partners.
Goal 4: Leverage legislative assets	<ul style="list-style-type: none">Hosted meeting of region's government relations staff to develop legislative positions.Staff met with state legislative delegation members to discuss transportation issues of regional significance.Obtained Board approval of initial set of legislative priorities for 2016 session in Tallahassee.Monitored developments of new federal transportation bill in Washington.Hosted meeting for Congressman Mica regarding potential funding for a regional ITS pilot project.

Goal	Status
Goal 5: Increase community awareness of transportation issues	<ul style="list-style-type: none"> • Produced video to help the public understand the L RTP re-adoption process. • Provided various presentations to a host of community groups or organizations ranging from a senior group at UCF to hosting the Beyond Traffic event with USDOT.



Transportation Projects for Which Federal Funds Were Obligated During FY 2014/15

November 2015

Transportation Projects for which Federal Funds Were Obligated During FY 2014/15

This document contains a list of highway (including bicycle/pedestrian), transit and aviation projects in the MetroPlan Orlando region (Orange, Osceola and Seminole Counties) for which federal funds were obligated during FY 2014/15. This was prepared in order to meet a federal requirement for MPO's in the Moving Ahead for Progress in the 21st Century (MAP 21) legislation. Section 20005(j)(7)(B) of MAP 21 states:

“An annual listing of projects, including investments in pedestrian walkways and bicycle transportation facilities, for which federal funds have been obligated in the preceding year shall be published or otherwise made available by the cooperative effort of the State, transit operator, and metropolitan planning organization for public review.”

This pertains to the fact that the federal fiscal year runs from October through September while the fiscal year of most MPOs runs from July through June. As a result, those projects for which funds were obligated during July through September 2014 would be shown as programmed during FY 2014/15 according to the federal fiscal year, but would be shown as programmed during FY 2014/15 according to the MPO fiscal year. Therefore, this legislation ensures that the projects in each MPO's TIP for which federal funds were obligated during the preceding fiscal year are published in a list that matches the federal fiscal year time period.

The federally funded highway, Transportation Systems Management and Operations, bicycle and pedestrian, and planning projects are listed by county on pages 5-10. The transit projects are shown on page 11, and the aviation projects are shown on page 12. The amounts of federal funding for these projects and the funding sources (codes) are shown in separate columns on the spreadsheets. (Many of these projects also utilized funds from state and local sources, which are not shown in this document.) The explanations for the funding codes and project phases contained in this document are shown on pages 2-4.

Federal Funding Sources (Codes)

AC Advanced construction funds for federally funded projects; combined with other federal funding codes (Examples: ACCM, ACNH, ACSA, ACSU, etc.)

CM Congestion Mitigation

DU State Primary/Federal Reimbursement funds

EB Equity Bonus funds

FAA Federal Aviation Administration funds

FHPP, HPP High Priority Project funds

FSF1 Federal Economic Stimulus funds managed statewide

FSSE Federal Economic Stimulus funds for Enhancement projects

FSSU Federal Economic Stimulus funds for urban areas with a population of over 200,000

FTA Federal Transit Administration funds

HPP Federal SAFETEA-LU High Priority Project funds

HRRR High Risk Rural Road funds

HSP Highway Safety Program funds

IMAC Federal Interstate Maintenance funds (advanced construction)

NH National Highway System funds for principal arterials

PL Federal planning funds

RED	Redistribution of Federal Allocation
RHH, RHP	Federal Rail-Highway Crossings funds
S112	STP earmarked funds for FY 2005/06
S117	STP earmarked funds for FY 2004/05
S129	STP earmarked funds for FY 2007/08
SA	Surface Transportation Program funds with no population restrictions
SP	Federal Railroad Protective Device funds
SR	Railroad Hazard Elimination funds
SR2E	Safe Routes to School funds - either infrastructure or non-infrastructure
SR2N	Safe Routes to School funds - non-infrastructure
SR2S	Safe Routes to School Infrastructure funds
SS	Safety improvements eligible under the Section 130 Railway-Highway Crossings Program and the Section 152 Hazard Elimination Program
SU	Surface Transportation Program funds for urban areas of over 200,000 population
TALT/TALU	Federal Transportation Alternative Funds
TCSP	Transportation, Community and System Preservation funds

Project Phases

CST	Construction -- highway project phase
ENV	Environmental Mitigation - FDOT highway project phase pertaining to filing permits with the St. Johns Water Management District and the Florida Department of Environmental Protection regarding the acquisition of environmentally sensitive land for highway improvements.
MISC	Miscellaneous
MNT	Maintenance
PD&E	Project Development and Environmental Study -- the project phase scheduled prior to preliminary engineering for highway projects
PE	Preliminary Engineering (design) -- highway project phase
PLN	Planning
ROW	Right-of-Way Acquisition
RRU	Railroad Utility Construction

MetroPlan Orlando
Highway Projects for which
Federal Funds were Obligated During FY 2014/15
Orange County

FDOT Financial Management Number	Project Name or Designation	Project Description			Federal Funding Amount	Federal Funding Sources	Project Phases
		From	To	Work Description			
2395353	SR 50	SR 429/Western Expy.	E of West Oaks Mall	Widen to 6 Lanes	\$386,103 \$568,758 \$11,454,084 \$1,786,808 \$428,330 \$8,469,270	SA ACCM ACSA CM EB SA	RRU CST CST CST CST CST
2424847	I-4	W of SR 528/Beachline Expy.	W of SR 435/Kirkman Rd.	Add 4 Managed Lanes	\$6,623,624	ACNP	PE
2424848	I-4	Orange/Osceola Co. Line	W of SR 528/Beachline Expy.	Add 4 Managed Lanes	\$2,094,127	ACNP	PE
4084161	I-4 Master Plan	Countywide		Advance ROW Acquisition	\$124,857	ACNP	ROW
4290791	I-4	Orange/Osceola Co. Line	E of SR 536	Resurfacing	\$3,306,485	IM	CST
4306441	I-4	E of SR 536	W of SR 528/Beachline Expy.	Resurfacing	\$1,081 \$8,634,470	ACNP ACNP	PE CST
4324531	I-4	SR 528/Beachline Expy.	SR 435/Kirkman Rd.	Resurfacing	\$4,640	ACNP	PE
4330651	SR 50	Dean Rd.	Old Cheney Hwy.	Lighting	\$1,000	SA	CST
4344241	SR 500/US 441	S of Taft Vineland Rd.	S of SR 528/Beachline Expy.	Safety/Access Management	\$283,697	HSP	PE
4344251	SR 436	N of SR 50	S of Old Cheney Hwy.	Safety/Access Management	\$392,465	HSP	PE
4349501	SR 500/US 441	Rail Crossing #75929135		Railroad Signal Safety Project	\$155,346	RHP	RRU
4349511	SR 423/Lee Rd.	at Florida Central Rail Crossing		Railroad Signal Safety Project	\$377,875	RHP	RRU
4349521	N. Clarke Rd.	at Florida Central Rail Crossing		Railroad Signal Safety Project	\$277,960	RHP	RRU
4373551	Silver Star Rd.	at Seaboard Rail Line		Railroad Signal Safety Project	\$43,456 \$93,850	RHH RHP	RRU RRU
4375571	Lakeview Dr. (Apopka)	at Florida Central Rail Crossing		Railroad Signal Safety Project	\$190,505	RHH	RRU
4375831	S. Hawthorne Ave.	at Florida Central Rail Crossing		Railroad Signal Safety Project	\$205,024	RHP	RRU
4375841	Sawmill Blvd. (Ocoee)	at Florida Central Rail Crossing		Railroad Signal Safety Project	\$18,508 \$173,197	RHH RHP	RRU RRU

MetroPlan Orlando
Highway Projects for which
Federal Funds were Obligated During FY 2014/15
Osceola County

FDOT Financial Management Number	Project Name or Designation	Project Description			Federal Funding Amount	Federal Funding Sources	Project Phases
		From	To	Work Description			
4314561	I-4	Polk/Osceola Co. Line	Orange/Osceola Co. Line	Add 4 Managed Lanes	\$2,800,436	ACNP	PE
4336931	Poinciana Pkwy./ Southport Connector	Florida's Turnpike	Pleasant Hill Rd.	Project Development & Environment Study	\$20,000 \$7,019	EB SU	PD&E PD&E
4336932	Poinciana Pkwy.	CR 54	I-4 at SR 429	Project Development & Environment Study	\$449 \$29,855 \$12,500	ACSU EB SU	PD&E PD&E PD&E

Seminole County

2402002	SR 429/46	Wekiva River Rd.	Orange Blvd.	New Road Construction	\$14,327	ACSA	PE
2425924	I-4	E of SR 434	Seminole/Volusia Co. Line	Add 4 Managed Lanes	\$1,434,545	ACNP	PE
4150303	SR 426/CR 419	Pine Ave.	Avenue B	Widen to 4 Lanes	\$802,000	SU	ROW
4207521	Various Roadways	Countywide		Advance ROW Acquisition	\$1,000	SA	ROW
4220151	SR 419/434	W of Jetta Pt.	N of Mitchell Hammock Rd.	Resurfacing	\$14,728	SA	CST
4318072	S. Pomegranate Ave.	8th St.	SR 46	Road Extension/Bridge	\$1,658,861 \$617,901 \$10,000	ACSA EB SA	PE PE PE

MetroPlan Orlando
Transportation Systems Management & Operations Projects for which
Federal Funds were Obligated During FY 2014/15
Orange County

FDOT Financial Management Number	Project Name or Designation	Project Description		Federal Funding Amount	Federal Funding Sources	Project Phases
		From	To			
4172581	International Dr.	Universal Blvd.	Oak Ridge Rd.	\$7,000	EB	CST
4270462	Traffic Signal Retiming	Countywide		\$205,232	SU	PE
4336481	SR 527/Orange Ave.	S of Lake Gatlin Rd.	N of Holden Ave.	\$30,436 \$23,762	SA SU	PE PE
4346941	SR 552/Curry Ford Rd.	at SR 436		\$270,365	HSP	PE
4355291	Orange Co. Advanced Traffic Management System Phase 3	Countywide		\$1,000	SA	CST

Osceola County

4270463	Traffic Signal Retiming	Countywide		\$43,579	SU	PE
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Seminole County

4270464	Traffic Signal Retiming	Countywide		\$7,738	SU	PE
4295851	CR 46A	W of Georgia Ave.	E of Marshall Ave.	\$17,000 \$131,000 \$234,000	SA ACCM SU	PE ROW ROW
4321411	SR 46	at Jungle Rd. & Rest Haven Rd.		\$2,599	SU	CST
4326421	SR 434	at Winding Hollow Blvd.		\$6,934	ACSA	PE
4326422	SR 434	at Tuskawilla Rd.		\$1,623,778	SU	CST
4330401	SR 434	Mitchell Hammock Rd.	Alexandria Blvd.	\$377,745	HSP	PE
4347131	SR 46 Sanford Amtrak Station	International Pkwy.	Airport Blvd.	\$893,800	ACNP	CST

MetroPlan Orlando
Bicycle & Pedestrian Projects for which
Federal Funds were Obligated During FY 2014/15
Orange County

FDOT Financial Management Number	Project Name or Designation	Project Description			Federal Funding Amount	Federal Funding Sources	Project Phases
		From	To	Work Description			
4280461	Orlando	Citywide		Sidewalk Improvement Project	\$1,156,584	SU	CST
4280471	Pine Hills Trail Ph. 2	Alhambra Dr.	Clarcona-Ocoee Rd.	Bike Path/Trail	\$534,617 \$2,545,366 \$172,007 \$465,816 \$906,384 \$1,332,560	ACSA ACSU ACTU SA SU TALU	CST CST CST CST CST CST
4290541	SR 500/US 441	S of Gore St.	S of Central Blvd.	Sidewalk	\$15,446	SU	CST
4315291	Brookshire Elementary School Sidewalks			Sidewalk	\$10,000 \$5,000 \$82,108	ACTA TALL TALT	CST CST CST
4349151	SR 50 Pedestrian Overpass	Gertrude's Walk	Dinky Line Trail	Pedestrian Overpass	\$5,000	SU	CST
4355211	St. Andrew's Trail	Cady Way Trail	Aloma Ave.	Bike Path/Trail	\$88,806 \$272,994 \$90,000	ACSU SU TALU	PE PE PE
4355221	Maitland/Eatonville Wayfinding			Bicycle Route Signs	\$123,672 \$141,648	ACSU SU	CST CST

Osceola County

4302257	Shingle Creek Trail	S of US 192	Shingle Creek Park	Bike Path/Trail	\$253,989	TALU	CST
4280431	Kissimmee Trail Overpass	N of US 192	between Donegan Ave. & Columbia Ave.	Pedestrian Overpass	\$179,533 \$25,143	ACTA SA	CST CST

MetroPlan Orlando
Bicycle & Pedestrian Projects for which
Federal Funds were Obligated During FY 2014/15
Seminole County

FDOT Financial Management Number	Project Name or Designation	Project Description			Federal Funding Amount	Federal Funding Sources	Project Phases
		From	To	Work Description			
4278981	CR 46A/Persimmon Ave.	Southwest Rd.	W 8th St.	Sidewalk	\$20,000 \$31,173	SA TALU	CST CST
4349141	Evans St.	CR 419/E. Broadway St.	Lockwood Blvd.	Bike Path/Trail	\$9,098 \$148,590	ACTU TALU	CST CST
4354981	Rinehart Rd.	CR 46A	SR 46	Bike Path/Trail	\$145,000 \$56,890 \$497,110 \$196,842	ACTU SU TALT TALU	CST CST CST CST
4374561	Forest City Elementary School Sidewalks	Bedford Rd. Citrus Rd.	Camden Rd. Wessex Rd.	Sidewalks	\$106,188 \$141,243	SU TALU	CST CST

MetroPlan Orlando
Planning Projects for which
Federal Funds were Obligated During FY 2014/15
Orange County

FDOT Financial Management Number	Project Name or Designation	Project Description		Federal Funding Amount	Federal Funding Sources	Project Phases
		From	To			
4179611	MetroPlan Orlando			\$1,252,329 \$200,000	PL SU	PLN PLN

Osceola County

4374721	Downtown Kissimmee Corridor Study	John Young Pkwy.	US 192	Multimodal Improvements	\$276,000 SU	PLN
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MetroPlan Orlando
Transit Projects for which
FTA Federal Funds were Obligated During FY 2014/15
LYNX

FDOT Financial Management Number	Project Description	Federal Funding Amount	Federal Funding Sources
4147491	Capital for Fixed Route	\$24,450,734	FTA Sec. 5307
4254421	Purchase Transit Coaches - SU Set-Aside from MetroPlan Orlando	\$7,850,500	SU
4357121	Capital for Fixed Route	\$5,443,294	FTA Sec. 5339
4360291	Enhanced Mobility for Seniors and Individuals with Disabilities	\$2,560,222	FTA Sec. 5310
4372801	Ladders of Opportunity: Articulated CNG Bussess	\$8,390,860	FTA Sec. 5309

MetroPlan Orlando
Aviation Projects for which
Federal Funds were Obligated During FY 2014/15
Orlando International Airport

FDOT Financial Management Number	Project Description	Federal Funding Amount	Federal Funding Sources
2478091	Rehabilitate Taxiways G & H Safety Area Improvements (Design)	\$112,882	FAA
2478151	Rehabilitate Portions of Taxiway C (Design)	\$414,727	FAA
2478121	Security Enhancements (CCTV Design)	\$177,782	FAA
2478291	Acquire ARFF Vehicle	\$600,739	FAA

Kissimmee Gateway Airport

4184911	Wildlife Hazard Assessment	\$100,000	FAA
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Orlando Sanford International Airport

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4076521	Rehab Air Carrier & GA Southwest Ramp - Bid Package 3A	\$7,803,522	FAA



metroplan orlando
A REGIONAL TRANSPORTATION PARTNERSHIP

APPROVED
2016 MetroPlan Orlando
Board and Committees Meeting Schedule
250 South Orange Ave
Suite 200
Orlando, FL 32801

APPROVED BY
METROPLAN ORLANDO
11/4/15 *[Signature]*

	MetroPlan Orlando Board	New CAC	TAC	TSMO	TDLCB	MAC
January	2nd Wed. @ 9:00 a.m.	4th Wed. @ 9:30 a.m.	4th Fri. @ 10:00 a.m.	4th Fri. 8:30 a.m.	2nd Thurs. Qtrly @ 10:00 a.m.	Thurs. prior to MetroPlan Board meeting @ 9:30 a.m.
February	February 10, 2016	January 27, 2016	January 22, 2016	January 22, 2016		
March	March 9, 2016	February 24, 2016	February 26, 2016	February 26, 2016	February 11, 2016	February 4, 2016
April		April 27, 2016	April 22, 2016	April 22, 2016		March 3, 2016
May	May 11, 2016	May 25, 2016	May 27, 2016	May 27, 2016	May 12, 2016	May 5, 2016
June	June 8, 2016	June 22, 2016	June 24, 2016	June 24, 2016		June 2, 2016
July	July 13, 2016					July 7, 2016
August		August 24, 2016	August 26, 2016	August 26, 2016	August 11, 2016	
September	September 14, 2016					September 8, 2016
October		October 26, 2016	October 28, 2016	October 28, 2016		
November	November 9, 2016	*November 30, 2016	*December 2, 2016	*December 2, 2016	November 10, 2016	November 3, 2016
December	December 14, 2016					December 8, 2016

NOTE(S): No Meeting * Holiday Adjustment ----- Quarterly Mtgs

- CAC** Community Advisory Committee
TAC Technical Advisory Committee
TSMO Transportation Systems Management & Operations Committee
TDLCB Transportation Disadvantaged Local Coordinating Board
MAC Municipal Advisory Committee



GOV. SCOTT'S FLORIDA FIRST BUDGET WILL MAKE FLORIDA FIRST IN TRANSPORTATION INFRASTRUCTURE BY INVESTING \$9.9 BILLION

NOVEMBER 23, 2015
4573

Tom Yu, (850) 414-
tom.yu@dot.state.fl.us

TALLAHASSEE – Governor Rick Scott today announced that the Florida Department of Transportation (FDOT) will receive a total \$9.9 billion in the "Florida First" budget to make strategic transportation investments statewide and maintain Florida's world-class transportation system.

Governor Scott said, "Our Florida First budget ensures Florida will have one of the best and well-maintained transportation systems in the world. We are making critical infrastructure investments in our highways, bridges, seaports, airports, transit and trails. Having a strong infrastructure system is vital to our continued economic growth and making Florida first for job growth. We consistently have a top-rated infrastructure system and we will continue to make strategic investments to make Florida first for transportation."

The Governor's FY 2016/2017 transportation budget makes the following investments:

- \$3.3 billion for construction of highway projects to keep Florida's transportation infrastructure among the best in the country.
- \$153.9 million in seaport infrastructure improvements to keep Florida First in the world for ocean cruise passengers and a major U.S. cargo gateway.
- \$237.6 million for aviation improvements to keep Florida First in airport infrastructure investments.
- \$731.9 million for scheduled repair of 48 bridges and replacement of 21 bridges to keep Florida's bridges among the best structures in the country.
- \$963.4 million for maintenance and operation to keep Florida's infrastructure among the best maintained in the country.
- \$574 million for public transit development grants to keep Florida's growth in transit ridership over the last five years among the best in the country.
- \$159 million for safety initiatives to continue to improve the safety of families and visitors on our roads.
- \$46.6 million for bike and pedestrian trails to keep Florida's trail development among the best in the country.

FDOT Secretary Jim Boxold said, "This budget continues Governor Scott's commitment to keeping Florida First in the nation for transportation. The Governor's budget recommendation will ensure Florida has the world class transportation system it needs for its growing population and record visitors, and new and expanding businesses."

Major projects for FY 2017 by region include:

Northeast Florida

- \$36.0M to acquire right of way for the First Coast Expressway in Clay County. FDOT is currently building the First Coast Expressway in Duval County. This funding will allow the department to complete land acquisition in Clay County, the next step to ensuring that construction continues its current location through Clay County. The First Coast Expressway is a new all electronic toll facility that will improve the movement of people and goods throughout the region.
- \$64.0M to build the Baldwin Bypass around SR 200 (US 301) from South of Baldwin to North of Baldwin in Duval County. This project will provide relief to drivers currently impacted by rail traffic in Baldwin. It will relieve congestion and speed the movement of people and freight on this facility, which is part of the state's Strategic Intermodal System (SIS).
- \$43.8M to add additional lanes and reconstruct the existing SR 200 (A1A) from I-95 to west of Still Quarters Road in Nassau County. This project will relieve congestion and improve movement of people and goods to the Port of Fernandina.
- \$25.0M to continue land acquisition along the SR 20 corridor in Putnam County (from SW 56th Avenue to CR 315). This corridor, which is part of the state's Strategic Intermodal System (SIS), serves as a critical link between Gainesville and Palatka. When constructed, the project will provide relief from traffic congestion and increase capacity.
- \$20.9M at JAXPORT to support channel and terminal improvements, and cargo crane acquisition.

Northwest Florida

- \$496.5M to replace the Pensacola Bay Bridge in Escambia County connecting downtown Pensacola with the City of Gulf Breeze across the bay. This project will also expand the structure and the approaches to six-lanes, easing traffic and congestion for commuters and tourists.
- \$47.4M to improve the roadway and add lanes on SR 390 in Bay County (from 23rd Street to Jenks Avenue). This project will relieve congestion and promote opportunities for growth along the corridor by converting the roadway to a six-lane divided facility with buffered bike lanes and sidewalks. An improved Strategic Intermodal System corridor will also better serve as a Hurricane Evacuation Route for surrounding communities.
- \$25.6M to improve the roadway and add lanes on 3.4 miles of SR 30 in Walton County through the Miramar Beach area. This project will relieve congestion and improve safety by converting the corridor to a six-lane road with raised median, buffered bike lanes and eight feet sidewalks.
- \$13.2M to improve and expand 1.6 miles of SR 390 in Bay County through the City of Lynn Haven. This project will relieve congestion and improve safety for the 24,000 daily trips on this SIS facility. Drivers, cyclists and pedestrians will benefit when the two-lane road is widened to a six-lane road with a raised median, buffered bike lanes and sidewalks. The project also includes drainage improvements, storm water facilities, and installation of roadway lighting.

Southwest Florida

- \$66.2M to improve and expand SR 80 in Hendry County. It also improves access to and from the cities of LaBelle, Moore Haven and Clewiston, as well as regional access to and from the east and west coasts. The project will accommodate future traffic within the corridor, improve safety and provide adequate capacity for future growth and development. Additionally, Lee and Palm Beach county residents will benefit from the improvements to this important hurricane evacuation route.

Southeast Florida

- \$247M to improve and expand the I-395 corridor in Miami-Dade County (from the I-95/Midtown Interchange (I-95/State Road 836/I-395) to the MacArthur Causeway Bridge in the City of Miami Beach. The proposed improvements will improve flow of traffic along the mainline as well as the connections to I-95 and SR 836, both northbound and southbound. The corridor is noteworthy for its raised structures and signature bridge over Biscayne Blvd and subsurface streetscapes serving bicyclists, pedestrians and community activities. Local neighborhoods will also benefit from improvements to various intersections along North Miami Avenue (NE 2 Avenue, NE 1 Avenue and Biscayne Boulevard).
- \$48.7M to expand and improve Krome Avenue in Miami-Dade County (from SW 296th Street to south of SW 136th Street). This project will improve safety, traffic operations and access points to reduce fatalities in the corridor. The road will be widened from two-lanes to a four-lane divided highway, and will include new bridges over several canals, improve drainage systems and lighting along the length of the project.
- \$42.3M to expand and improve SR 710/Beeline Highway in Martin County (from east of SR 76 to the Palm Beach County Line). This project will relieve congestion by widening from a two-lane undivided to a four-lane divided roadway. Other improvements include an improved drainage system with open swales and a box culvert for wildlife crossing.
- \$38.4M to repair and rehabilitate SR 5/Old 7 Mile Bridge in Monroe County (from Knights Key to Pigeon Key). This project will restore safe vehicular and pedestrian access over the bridge to Pigeon Key as the current structure has been closed to vehicular traffic. Residents and visitors will enjoy improved access to this popular tourist attraction and historic landmark which has only been accessible by ferry service.
- \$17M to extend the runway at Fort Lauderdale - Hollywood International Airport in Broward County. This project will assist with meeting future demands for commercial and general aviation traffic through improvements and modifications to accommodate the eastward construction of the New South Runway and one parallel taxiway.

East Central Florida

- \$246M to extend the Wekiva Parkway five miles from Lake County into Seminole County. The project includes a new bridge across the Wekiva River which has been engineered to high environmental and aesthetic specifications in order to preserve the natural state of the environmentally sensitive area. The bridge will also include a separated and safe area for bicyclists and pedestrians providing links to trail systems in the area. Wekiva Parkway in east Lake County will also feature parallel, non-tolled, service roads for local trips.
- \$50.6M to replace the SR 19 bridge over Little Lake Harris in Lake County. The new two-lane bridge will increase mobility and safety of travelers as it includes shoulders, sidewalk and roadway approaches on both ends of the bridge.
- \$7.5M for Space Florida Launch Complex Improvements in Brevard County demonstrating Florida's leadership and commitment to space flight and related businesses as the Space Center transitions to commercial space flight. Improvements will help attract more commercial activity to the area.
- \$6.3M for improvements at Orlando International Airport's south airport passenger terminal complex in Orange County. The state has partnered with the airport to assist with their \$1.1 billion-plus expansion to ensure processing and transition of approximately 37 million passengers they welcome each year.

West Central Florida

- \$55M for Tampa International Airport in Hillsborough County to continue development and construction of an automated people mover. The people mover will transport visitors from a consolidated rental car facility to the main terminal thereby reducing the congestion along George Bean Parkway. It will also connect the proposed Westshore Multimodal Center with the airport and greatly enhance the movement of visitors and residents throughout the region.

- \$5M for right-of-way for the future widening of SR 574/Dr. Martin Luther King Jr. Boulevard in Hillsborough County (from east of Kings Way to east of McIntosh Road). This project will support growth in the area from the current low density development (mixture of agricultural, commercial, and planned residential developments) to a future urban environment.

Florida Transportation Commission Chairman Jay Trumbull said, “Governor Scott’s continued investments in transportation infrastructure have led to a strong economy and more jobs. His focus on transportation investments supports our state’s businesses, enhances the quality of life for our residents and provides safety and convenience for our visitors.”

Florida Transportation Builders’ Association President Bob Burleson said, “Governor Scott’s budget makes important strategic investments in transportation infrastructure. A robust transportation budget creates a solid foundation for a growing economy and more jobs for Florida’s families.”

Florida Ports Council President and CEO Doug Wheeler said, “Governor Scott recognizes that the growth of Florida’s seaports is critical to the success of our state’s economy and future of Florida. His budget recommendation this year reflects his administration’s continuing priority to position Florida as a leader in freight movement and a global hub for trade.”

Floridians for Better Transportation President Matthew D. Ubben said, “Governor Scott’s significant investment in our transportation system will continue to pay dividends with more jobs with higher wages and continued expansion in our economy.”

Asphalt Contractors Association of Florida 2015-16 President Mark Marine said, “Governor Scott continues to invest in our transportation system for Florida’s future economic growth. A strong transportation system keeps Florida moving.”

Florida Concrete & Products Association President Mike Murtha said, “Governor Scott’s transportation budget demonstrates why Florida’s transportation infrastructure remains one of the best in the nation. With each budget, Governor Scott continues to solidify his legacy as one focused on building a transportation system that supports Florida jobs and Florida families.”

Florida Public Transportation Association Executive Director Lisa M. Bacot said, “Governor Scott’s transportation budget makes significant investments in transportation infrastructure for all Floridians. Governor Scott demonstrates continued leadership in providing transportation resources for those who need it the most.”

Florida Airports Council President and CEO Lisa Lyle Waters said, “Governor Scott continues his strong record of investments in our state’s airports. Over half of all visitors to our state come through our airports. With the record growth in Florida tourism and its contribution to our economy, by continuing to invest in our airports, we invest in the future of our state.”

For additional details on the Governor’s “Florida First” budget for FY 2016-2017, visit www.FloridaFirstBudget.com

Celebrating 100 Years of Innovation, Mobility and Economic Development
www.dot.state.fl.us/agencyresources/anniversary/

Legislative Priorities & Policy Positions

Florida

Metropolitan Planning Organization

Advisory Council

2016

The MPOAC supports State Legislation that:

Implements the recommendations from the MPOAC transportation revenue study and other options for expanding transportation revenue sources.

Restores funding for the Transportation Regional Incentive Program in order to promote regional planning and project development through sustainable funding mechanisms, in addition to documentary stamp revenues.

Regulates distracted driving as a primary offense by prohibiting the use of electronic wireless communications devices and other similar distracting devices while operating a moving motor vehicle.

Allows Strategic Intermodal System (SIS) funds to be used on roads and other transportation facilities not designated on the SIS if the improvement will enhance mobility or support freight transportation on the SIS.

Establishes state funding for railroad crossings to improve safety and establish quiet zones.



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MPOAC

The Florida Metropolitan Planning Organization Advisory Council (MPOAC) represents the collective interests of Florida's 27 MPOs, and assists the MPOs in carrying out the urbanized area transportation planning process by serving as the principal forum for collective policy discussion. The MPOAC was created by the Florida Legislature pursuant to Section 339.175, Florida Statutes, to augment and not supplant the role of the individual MPOs in the cooperative transportation planning process.

The organization is made up of a Governing Board (27 members) consisting of local elected officials from each of the MPOs and a Staff Directors' Advisory Committee consisting of the staff directors from each of the MPOs. The MPOAC also includes a Policy and Technical Subcommittee and other committees as assigned by the Governing Board. The Policy and Technical Subcommittee annually prepares legislative policy positions and develops initiatives to be advanced during Florida's legislative session. The MPOAC actively participates in the activities of the national Association of MPOs (AMPO) and the National Association of Regional Councils (NARC) in Washington DC and works with other stakeholder groups to help shape state and national policy regarding metropolitan transportation issues.

PRIORITY POLICY POSITIONS

The MPOAC Supports State Legislation that:

1. **Implements the recommendations from the MPOAC transportation revenue study and other options for expanding transportation revenue sources.**

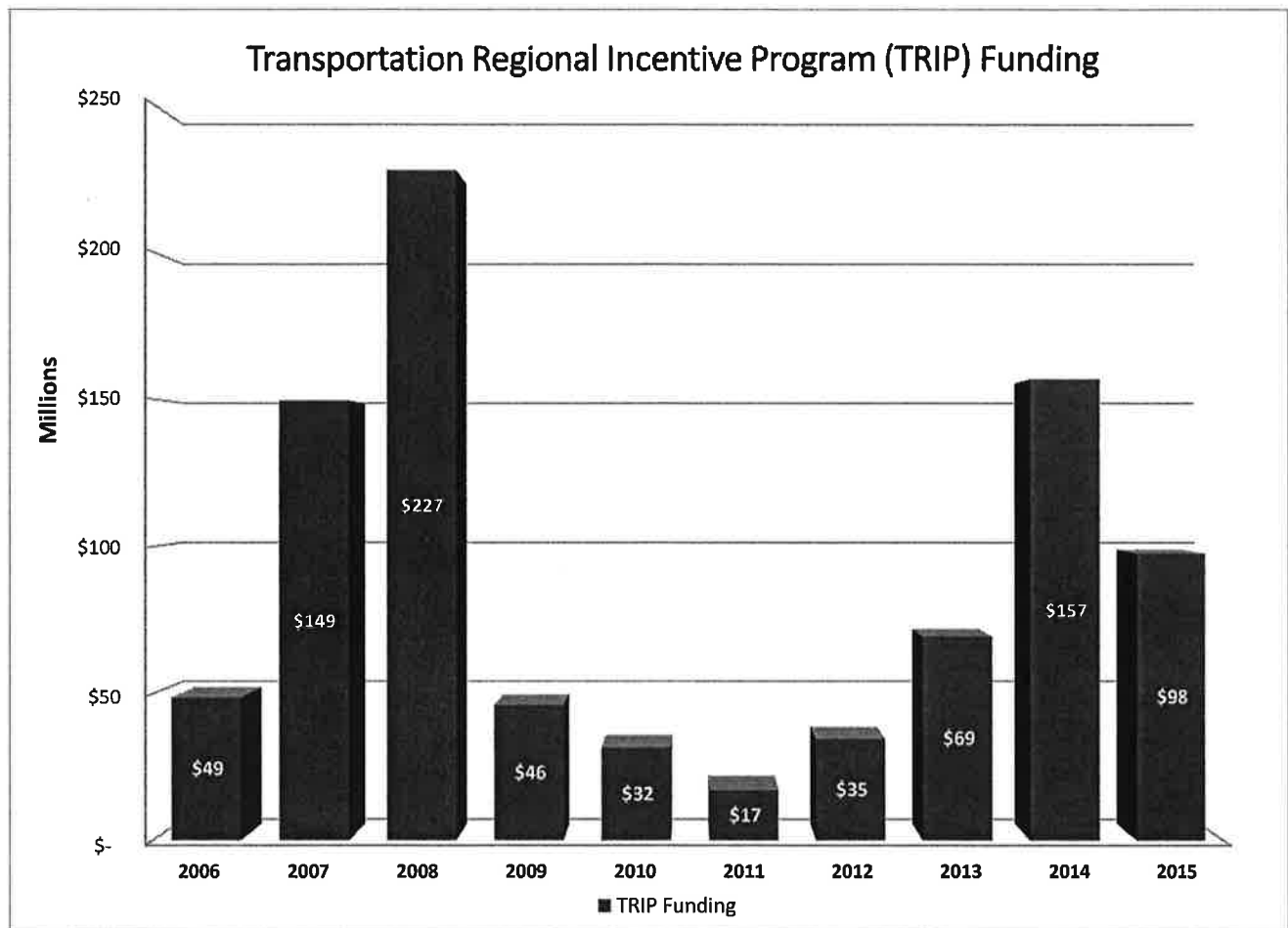
Key Recommendations:

- Expand the Charter County and Regional Transportation System Surtax to allow municipalities over 150,000 in population (or the largest municipality in a county) and all counties located in MPO areas to enact up to a one cent local option surtax by referendum.
- Index local option fuel taxes to the consumer price index in a manner similar to the current indexing of state fuel taxes.
- Direct the Florida Department of Transportation to develop a plan and conduct one or more pilot tests to move Florida toward a Mileage Based User Fee, which protects individual privacy, in lieu of the traditional fuel tax.

2. **Regulates distracted driving as a primary offense by prohibiting the use of electronic wireless communications devices and other similar distracting devices while operating a moving motor vehicle.**

The 2013 Florida legislature enacted the "Florida Ban on Texting While Driving Law." The law prohibits operation of a moving motor vehicle while manually typing, sending or reading interpersonal communication (texting, e-mailing, instant messaging, etc.) using a wireless communications device, with certain exceptions. The law provides for enforcement of the ban as a secondary offense, meaning a driver would have to be pulled over for some other violation to get a ticket for violating the ban on texting. The 2014 and 2015 Florida Legislatures underscored the severity of distracted driving by considering bills that would have substantially increased the penalty for distracted driving. This legislative proposal would seek to strengthen the enforcement mechanism for the texting while driving ban by making it a primary offense.

3. Restores funding for the Transportation Regional Incentive Program in order to promote regional planning and project development through sustainable funding mechanisms, in addition to documentary stamp revenues.



ADDITIONAL POLICY POSITIONS

The MPOAC Supports State Legislation that:

4. **Allows Strategic Intermodal System (SIS) funds to be used on roads and other transportation facilities not designated on the SIS if the improvement will enhance mobility or support freight transportation on the SIS.**

Current state law does not permit SIS funds to be spent on roads or other transportation facilities that are not part of the SIS, even if proposed improvements would directly benefit users of SIS facilities by enhancing mobility options or supporting freight movement in a SIS corridor. This legislative proposal would broaden the State's ability to improve passenger and freight mobility on SIS corridors by making eligible the expenditure of SIS funds on non SIS roads and other transportation facilities where the benefit to users of SIS facilities can be demonstrated.

5. **Establishes state funding for railroad crossings to improve safety and establish quiet zones.**

This proposal recognizes growing economic activity at Florida's ports and provides financial support to ensure the continued quality of life and safety in communities along increasingly busy rail corridors.

Florida Metropolitan Planning Organization Advisory Council



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