



MEETING NOTICE

DATE: Wednesday, February 10, 2016

TIME: 9:00 a.m.

LOCATION: MetroPlan Orlando
Park Building
250 S. Orange Ave, Suite 200
Orlando, FL 32801

Wireless access available
Network = MpoBoardRoom
Password = mpoaccess

New Office Location



Commissioner Scott Boyd, Board Chairman, Presiding

PLEASE SILENCE CELL PHONES

- I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
 - II. CHAIRMAN'S ANNOUNCEMENTS - Chairman Boyd
 - III. EXECUTIVE DIRECTOR'S ANNOUNCEMENTS - Mr. Barley
- Remarks by Mr. Ken Wright
Vice Chairman, Florida Transportation Commission
- IV. CONFIRMATION OF QUORUM - Ms. Tolliver

V. AGENDA REVIEW - Mr. Barley

VI. COMMITTEE REPORTS

Municipal Advisory Committee - Mayor Charles Lacey
Technical Advisory Committee - Ms. Andrea Ostrodka
Transportation Systems Management & Operations Advisory Committee - Mr. Corey Quinn
Community Advisory Committee - Mr. Tom O'Hanlon

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 - December 9, 2015 Board Meeting (Tab 1)

The minutes of the December 9, 2015 Board meeting are provided at Tab 1.

B. Approval of November - December 2015 Monthly Financial Reports; and acknowledgement of December 2015 and January 2016 Travel Reports (Tab 2)

The financial reports for November through December 2015 are provided at Tab 2 for approval. Acknowledgment is also requested of travel outside our region during the month December 2015 and January 2016, also provided at Tab 2.

C. Approval of Amendment to Section 125 Cafeteria Plan (Tab 3)

Approval is requested to amend MetroPlan Orlando's Section 125 Cafeteria Plan to capture recent plan changes and additions, and to reflect Internal Revenue Service (IRS) Section 125 updates and Patient Protection and Affordable Care Act (PPACA) changes made since the plan document was last revised. The effective date of this restatement will be January 1, 2015. A list of changes to the plan and the updated plan are available at Tab 3.

E. Approval of 2016 Board Committee Appointments (Tab 4)

The proposed 2016 MetroPlan Orlando Board Committee Appointments are provided at Tab 4. These appointments designate members for the Executive, Personnel and Finance Committees and the Regional Leadership Council. Other appointments include the Central Florida MPO Alliance, Transportation Funding Task Force and the Transportation Disadvantaged Local Coordinating Board. Board approval is requested.

F. Acceptance of MetroPlan Orlando's Annual Certification Review

(Tab 5)

An annual certification review is conducted of MetroPlan Orlando to ensure that all federal and state policies and procedures are being followed, along with calling attention to best practices. Maintaining our federal and state certifications is one of the organization's annual goals. Representatives of the U.S. Department of Transportation conduct this certification every four years, and the last one done by our federal partners was in 2015. The review in intervening years is conducted with representatives from the Florida Department of Transportation. This year's certification review was conducted on January 19, 2016. MetroPlan Orlando was found to be in full compliance. Documentation from this review is provided at Tab 5. An action by the Board documenting acceptance of this report is requested.

G. Ratification of Resolution No. 16-01 USDOT Smart Cities Grant Application

(Tab 6)

The City of Orlando applied for a federal "Smart City" grant from the United States Department of Transportation with a filing deadline of February 4, 2016. The MetroPlan Orlando Board Chairman needed to sign Resolution No. 16-01 (provided at Tab 6) in support of this grant application in order to meet this deadline which was prior to the next scheduled MetroPlan Orlando Board meeting. Under MetroPlan Orlando's Internal Operating Procedures, and to maintain the integrity of our public involvement process, the Advisory Committees were requested to provide their input prior to ratification by the Board. This was done as follows:

TSMO Advisory Committee - recommend approval (with revisions as incorporated)

Technical Advisory Committee - recommend approval (with revisions as incorporated)

Community Advisory Committee - recommend approval

Municipal Advisory Committee - will meet on February 4, 2016

The Board is requested to ratify Board Resolution No. 16-01.

H. Travel Authorizations for Florida MPO Advisory Council Weekend Institute 2016

Authorization is requested for three Board members (or alternates) to attend the 2016 Weekend Institute for Elected Officials sponsored by the Florida MPO Advisory Council from Friday, April 15, 2016 through Sunday, April 17, 2016 in Orlando, Florida or from Friday, May 13, 2016 through Sunday, May 15, 2016 in Tampa, Florida. This is a training program for MPO Board members from throughout the state. MetroPlan Orlando played a role in developing this program and it has gotten excellent reviews. Funds are available for this expense in our approved FY2015/2016 budget.

I. Teen Drive Alert Contribution

Board approval is requested to make a \$20,000 contribution to assist Teen Drive Alert, a 501(c)3 organization that works with teenagers and parents doing driving safety awareness and crash prevention programs. Traffic crashes involving teenagers, most of which are caused by distracted driving, are a major problem and this is trending in an unfavorable direction. The initial phase of the public outreach and education campaign will be in Orange County through June 2016 where the organization is working to engage additional partners. We have encouraged the organization's leaders to consider expanding the program to include Seminole County and Osceola County with appropriate partners in

those jurisdictions for the period July 2016-June 2017. In connection with this, we may be coming to the Board for approval of another contribution later this year.

J. Approval of Budget Amendment #5 (Tab 7)

Approval is requested of budget amendment #5 provided at Tab 7 to provide a contribution to Teen Drive Alert in the amount of \$20,000 (see agenda I. above) and to reallocate general planning consultant funds to allow for additional traffic signal retiming studies.

K. Deobligation of PL funds from FY2014/2015

Approval is requested to deobligate \$153,114 from FY'15 PL funds to have available to budget in FY'17. This amount represents the ending balance of PL funds from FY'15. To have available to spend in FY'17, a deobligation request must be made to FDOT by April 15, 2016.

IX. OTHER ACTION ITEMS

A. Approval of FDOT Amendments to FY2015/16-2019/20 TIP & Resolution No. 16-02 (Tab 8)

(ROLL CALL REQUIRED)

Mr. Jamil Gutierrez, FDOT, will request approval to amend the FY2015/16-2019/20 TIP be amended to include funding for two railroad crossing project. A letter explaining the amendments and a copy of Resolution No. 16-02 is provided at Tab 8.

TSMO Advisory Committee - recommend approval with conditions
Technical Advisory Committee - recommend approval with conditions
Community Advisory Committee - recommend approval
Municipal Advisory Committee - will meet on February 4, 2016

B. Approval of Florida's Turnpike Enterprise Amendments to FY2015/16-2019/20 TIP & Resolution No. 16-03 (Tab 9)

(ROLL CALL REQUIRED)

Ms. Carol Scott, Florida's Turnpike Enterprise, will request approval to amend the FY 2015/16-2019/20 TIP to include funding for a PD&E study on SR 528 and scheduling adjustments for projects on Florida's Turnpike mainline. A letter explaining the amendments and a copy of Resolution No. 16-03 is provided at Tab 9.

TSMO Advisory Committee - recommend approval
Technical Advisory Committee - recommend approval
Community Advisory Committee - recommend approval
Municipal Advisory Committee - will meet on February 4, 2016

C. Approval of Public Involvement Plan

(Tab 10)

Ms. Mary Ann Horne, MetroPlan Orlando Staff, will request Board approval of MetroPlan Orlando's Public Involvement Plan following a presentation on the plan. An attachment is provided at Tab 10.

TSMO Advisory Committee - recommend approval
Technical Advisory Committee - recommend approval
Community Advisory Committee - recommend approval
Municipal Advisory Committee - will meet on February 4, 2016

D. 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 the FY2015/2016-2019/2020 Transportation Improvement Program (TIP)

Mr. Harry Barley, MetroPlan Orlando will provide a status report of the December 9, 2015 MetroPlan Orlando Board meeting where it was requested that this item be added to the agenda for the next meeting for another update 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 original 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. SR 417 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 11)

A. Correspondence

- Letter from Congressman Mica dated December 21, 2015
- Email from FDOT/Mr. Gutierrez to Commissioner Dallari regarding mitigation costs as a follow-up to the December 9, 2015 Board meeting
- Memo from Chairman Boyd to all Board members dated January 11, 2016 requesting input on the FY2016/2017 and FY2017/2018 Unified Planning Work Program

- Memo from Mr. Barley to Board members dated January 29, 2016, Subject: Significant Changes from 1990-2015 (follow-up to Board request at December 9, 2015 meeting)

B. Status Updates

- MetroPlan Orlando Board Attendance Report for 2015
- Full Membership Roster for the new Community Advisory Committee
- FDOT Second Quarter Variance Report for the period October-December 2015
- FDOT Monthly Construction Status Report - January 2016

C. General Information

- 2016 State Legislative Priorities as approved by the MetroPlan Orlando Board on December 9, 2015
- 2016 Central Florida MPO Alliance Approved Legislative Transportation Priorities
- Central Florida MPO Alliance Regional Indicators Report, produced by MetroPlan Orlando
http://www.metroplanorlando.com/files/view/2015_regional_indicators_report_505.pdf
- Overview of new federal transportation bill - FAST (Fixing America's Surface Transportation) Act approved by Congress and the President in December 2015
- FDOT Trends and Conditions Report - 2015 to be provided in Board members' supplemental folders
- Quarterly meeting of the Transportation Disadvantaged Local Coordinating Board - February 11, 2016 at MetroPlan Orlando
- Central Florida Commuter Rail Commission meeting hosted by MetroPlanOrlando - March 2, 2016

D. Featured Articles and Research

- *"What the Presidential Candidates Need to Know about Infrastructure: Issues and Options,"* William A. Galston and Robert J. Puentes, The Brookings Institute, December 2015
<http://www.brookings.edu/research/papers/2015/11/campaign-2016-presidential-candidates-infrastructure>
- *"Liability Considerations for Automated and Connected Vehicles,"* Texas A&M Transportation Institute, December 2015
<http://d2dtl5nnlpfr0r.cloudfront.net/tti.tamu.edu/documents/TTI-2015-1.pdf>

- *“Pedestrians and Cyclists: Cities, States and DOT Are Implementing Actions to Improve Safety,”* United States Government Accountability Office, November 2015
<http://www.gao.gov/assets/680/673782.pdf>

XI. OTHER BUSINESS

A. Preview of Draft Unified Planning Work Program (UPWP) for FY2016//2017 and FY 2017/2018

Mr. Gary Huttman, MetroPlan Orlando staff, will present a preview of the FY 2016/17-2017/18 Unified Planning Work Program (UPWP). The UPWP identifies the activities and projects to be undertaken during a two-year period starting July 1, 2016 and includes the organization’s budget. Chairman Boyd sent a memo to all Board members requesting input on projects, studies and activities for the coming year. This presentation will provide another opportunity for input before the document comes back to the Board for approval on March 9, 2016. Following this, the document is submitted to our federal and state partners for review.

B. Discussion of the District Dedicated Revenue/Transit Funding Policy (Tab 12)

The Orange County Board of County Commissioners requested that the Board-approved District Dedicated Revenue/Transit Funding Policy and its implementation be discussed by the MetroPlan Orlando Board. Mr. Gary Huttman, MetroPlan Orlando staff, will review the development of this policy, its approval by the Board on May 13, 2015 and how it has been implemented as background information for the Board’s discussion. Supporting material is provided at Tab 12.

C. Overview of Transportation Systems Management & Operations (TSMO) Regional Consortium

Mr. Jeremy Dilmore, FDOT, District 5, will give a presentation on the Central Florida Transportation Systems Management and Operations (TSMO) Consortium.

TSMO is a program within the Florida Department of Transportation (FDOT) that is based upon: performance measurement, active management of the multi-modal transportation network, positive safety and mobility outcome delivery to Florida’s traveling public. The Central Florida TSMO Consortium members include traffic engineers and planners from the each of the counties, municipalities, transportation planning and operating jurisdictions in FDOT District 5.

D. Report on “ReThink Your Commute” Program

Ms. Courtney Reynolds will report on the work being done by “ReThink Your Commute,” an FDOT-funded program. This program encourages commuters and employers throughout FDOT, District 5 to take advantage of alternatives to the single-occupant auto.

XII. BOARD MEMBER COMMENTS

XIII. PUBLIC COMMENTS (GENERAL)

XIV. NEXT MEETING - March 9, 2016

XV. 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, Park Building 250 S. Orange Avenue, Suite 200, 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, December 9, 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. Buddy Dyer, City of Orlando
Hon. Cheryl Grieb, Osceola County
Hon. Samuel B. Ings, City of Orlando
Hon. Teresa Jacobs, Orange County
Hon. Viviana Janer, LYNX/Central Florida Commuter Rail Commission
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. Jennifer Thompson, Orange County
Hon. Jeff Triplett, City of Sanford

Advisors in Attendance:

Ms. Noranne Downs, District 5 Secretary, FDOT
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:

Ms. Candy Bennage, Kissimmee Gateway Airport
Hon. Ted Edwards, Orange County
Hon. Fred Hawkins, Jr., Central Florida Expressway Authority

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
Ms. Gabriella Arismendi

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Jim Swan called the meeting to order at 9:00 a.m. and Commissioner Samuel B. Ings led the Pledge of Allegiance.

II. CHAIRMAN'S ANNOUNCEMENTS

Mayor Swan reported that MetroPlan Orlando hosted a meeting for Congressman Mica on November 9, 2015 to discuss new traffic signal technology and possible federal grant opportunities. Commissioner Viviana Janer reported on the TDLCB Public Hearing and Quarterly Meeting held on November 12, 2015. The following retiring Advisory Committee Chairmen were recognized for their service and received awards: Mr. Brock (TAC); Mr. El-Assar (TSMO) and Mr. McKey (BPAC).

III. EXECUTIVE DIRECTOR'S ANNOUNCEMENTS

Mr. Harry Barley acknowledged special guests: State Representative Bob Cortes, Commissioner John Horan in his role as the new Chairman of the Seminole County Board of County Commissioners and Ms. Carol Scott, FTE (MPO Liaison). He reported on the New Federal Transportation Bill approved by Congress last week and signed into law by President Obama. The new bill Fixing America's Surface Transportation (FAST) Act replaces MAP-21. The 5-year bill brings a 7% increase in funding to \$56 billion per year. A synopsis from NARC was provided in members' supplemental folders. He announced that Brightline is the new name for All Aboard Florida and reported that the District Dedicated Revenue (DDR) funding policy discussion has been requested by Orange County and is tentatively scheduled for the February 10, 2016 Board Agenda pending the Chairman's approval. The discussion will address concerns with the implementation of the approved policy. Mr. Barley called attention to the Regional Population Growth material in members' supplemental folders and reported that MetroPlan Orlando will move to the new office location on December 17 & 18. A presentation showing pictures of the new location was provided. He announced the Volunteer Appreciation Luncheon on January 13 from 11:30-1:30 p.m. followed by an Open House from 2:00-4:00 p.m. and called attention to the MPOAC 2016 Legislative Priorities provided in members' supplemental folders. Mr. Barley introduced Ms. Susan Ennis, MPO Temporary Staff and announced that today is Ms. Gaby Arismendi's last day with MetroPlan Orlando. Regarding the 2015 population figures, Commissioner Dallari asked staff to bring back comparative information on the region's transportation network from 1990.

IV. CONFIRMATION OF QUORUM

Ms. Lena Tolliver confirmed a quorum of 18 voting members present. Also present were 5 advisors; and the meeting having been duly convened was ready to proceed with business.

V. AGENDA REVIEW

Mr. Barley reported that Consent Item VIII. G. Resolution No. 15-19 Support for Innovative Traffic Signal Technologies Pilot Project was revised and called attention to the updated copy provided in members' supplemental folders for approval today. He also noted that an updated version of the MetroPlan Orlando Board Community Advisory Committee Appointments is also provided in members' supplemental folders for approval today. He also suggested that the discussion on LYNX/SunRail Consolidation under Presentations be moved up from B. to A.

VI. COMMITTEE REPORTS

Technical Advisory Committee (TAC): Mr. Kelly Brock reported that the TAC met on December 4, 2015 and recommended approval of the TIP amendment requests from FDOT, and also recommended approval of the re-adoption of the 2040 LRTP. In addition, TAC held its election of officers for 2016 and elected Ms. Andrea Ostrodka from LYNX as the Chairman and Ms. Mary Moskowitz from Osceola County as the Vice-Chairman.

Transportation Systems Management & Operations (TSMO) Advisory Committee: Mr. Hazem El-Assar reported that the TSMO met on December 4, 2015 and recommended approval of the

TIP amendment requests from FDOT, and also recommended approval of the re-adoption of the 2040 LRTP. TSMO held its election of officers for 2016 and elected Mr. Corey Quinn from Central Florida Expressway Authority as the Chairman and Ms. Joedel Zaballero from Osceola County as the Vice-Chairman.

Citizens' Advisory Committee (CAC): Mr. Tom O'Hanlon reported that the last meeting of the Citizens' Advisory Committee as it is presently known was held on December 2, 2015. He noted that in 2016 the Community Advisory Committee will be established and Board approval is requested of the proposed appointments on today's Consent agenda.

Bicycle and Pedestrian Advisory Committee (BPAC): Mr. Rob McKey reported that the BPAC held its last meeting on December 2, 2015 and recommended the FDOT TIP Amendments and the Re-adoption of the 2040 LRTP. Relative to the Legislative Priorities BPAC also request that the fourth item in the "*We support*" section to read: "Revises, clarifies and strengthens language in statutes in order to better address pedestrian and bicyclist safety."

Municipal Advisory Committee (MAC): Mayor Charles Lacey reported that the MAC met on December 3, 2015 and approved the FDOT TIP Amendments and the Re-adoption of the 2040 LRTP.

VII. PUBLIC COMMENTS ON ACTION ITEMS

None

VIII. CONSENT AGENDA (ACTION ITEMS)

A. Approval of Minutes - November 4, 2015 Board Meeting

A copy of the November 4, 2015 Board meeting minutes was provided.

B. Approval of October Monthly Financial Report; and acknowledgement of November 2015 Travels

The financial report for the period ending October 31, 2015 was provided for approval. Acknowledgment was also requested of travel outside our region during the month November 2015, also provided.

C. Approval of Updated Internal Operating Procedures

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 was provided. Approval of the revisions to MetroPlan Orlando's Internal Operating Procedures was requested.

D. Approval of MetroPlan Orlando Board Community Advisory Committee Appointments

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 was requested for the 16 MetroPlan Orlando Appointees. An updated list of the recommended appointees which also include the Geographic Appointments made by local governments was provided in members' supplemental folders for approval.

E. Approval of TDLCB Appointments and Annual Membership Certification

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 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 was 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

Approval was 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 was requested to negotiate with the second and third ranked proposers. The ranking of the proposers was provided.

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

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 were provided and an updated version was provided in members' supplemental folders 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

Staff requested 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 was provided.

I. Travel Authorizations

- (1) Authorization was 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 provided to the Board.
- (2) Authorization was 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 provided to the Board.

MOTION: Commissioner Samuel Ings moved approval of the Consent Agenda (Items A-I). Commissioner Scott Boyd seconded the motion, which passed unanimously.

IX. OTHER ACTION ITEMS

A. Election of Board Officers

Mr. Steve Bechtel, General Counsel, reviewed the rules pertaining to Board Officers (Chairman, Vice-Chairman and Secretary-Treasurer) and conducted elections for the period January 1, 2016 - December 31, 2016. A copy of the history of past Chairs was provided.

Office of Chairman

Mayor Jacobs nominated Commissioner Boyd for the office of Chairman.

Commissioner Clarke seconded the motion. The motion passed unanimously.

MOTION: Mayor Swan moved nominations cease, seconded by Commissioner Clarke. The motion passed unanimously.

Commissioner Boyd was declared Chairman by acclamation.

Office of Vice Chairman

Mayor Swan nominated Commissioner Dallari for the office of Vice-Chairman.

Mayor Jacobs seconded the motion. The motion passed unanimously.

MOTION: Mayor Swan moved nominations cease, seconded by Commissioner Grieb. The motion passed unanimously.

Commissioner Dallari was declared Vice-Chairman by acclamation.

Office of Secretary, Treasurer

Mayor Swan nominated Commissioner Grieb for the office of Secretary/Treasurer.

Commissioner Dallari seconded the motion. The motion passed unanimously.

MOTION: Mayor Swan moved nominations cease, seconded by Commissioner Dallari. The motion passed unanimously.

Commissioner Grieb was declared Secretary/Treasurer by acclamation.

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

Mr. Jamil Gutierrez, FDOT, requested 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 was provided. Mr. Gutierrez called attention to an updated letter and Resolution No. 15-20 provided in members' supplemental folders and noted that the request for approval included a change in the dollar amount for the Fortune-Lakeshore Multi-Use Trails from US 192 to East Lakeshore Blvd. project noting that the funding was changed from \$274,188 to \$348,165.

Members requested additional information on the mitigation banks and the increase for wetland impacts which shows a 30 acres increase as presented for the I-4 East of SR 522 (Osceola Parkway) to West of SR 528, add 4 managed lanes as part of the I-4 Beyond the Ultimate project. Mr. Gutierrez will provide additional information.

MOTION: Commissioner Viviana Janer moved approval of 2015/16-2019/20 TIP Amendments and Resolution No. 15-20. Commissioner Scott Boyd seconded the motion, which passed unanimously. (Roll Call Conducted)

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

Mr. Alex Trauger, MetroPlan Orlando staff, requested 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 was provided for approval.

MOTION: Commissioner Samuel Ings moved approval of the Re-adopted 2040 LRTP and Resolution No. 15-18. Commissioner Janer seconded the motion, which passed unanimously. (Roll Call Conducted) *Mayor Jacobs was out of the room.*

D. Approval of Additional 2016 Legislative Priorities

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, presented 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, was provided.

MOTION: Commissioner Lee Constantine moved approval to remove the tabled discussion from the table relative to Approval of Additional 2016 Legislative Priorities from the November 4, 2015 meeting. Mayor Joe Kilsheimer seconded the motion, which passed unanimously.

Legislative Item Previously Tabled

Ms. Whittington requested approval to revise #4 under the We Support Legislation that category, to include the BPAC Statute Review Task Force recommendation: “Revises, clarifies and strengthens language in statutes in order to better address pedestrian and bicyclist safety”.

MOTION: Commissioner Bob Dallari moved approval of the recommendation “We Support” - Revises, clarifies and strengthens language in statutes in order to better address pedestrian and bicyclist safety. Commissioner Cheryl Grieb seconded the motion, which passed unanimously.

Legislative Item Previously Tabled

Ms. Whittington requested approval to add a #6 priority under We Support Legislation that “Expands the Charter County and Regional Transportation System Surtax to municipalities over 150,000 in population” She noted that this is consisted with the MPOAC Legislative Priorities and it is also was carried over from last year’s MetroPlan Orlando Legislative Priorities list.

MOTION: Mayor Buddy Dyer moved approval to add a #6 priority under We Support Legislation that “Expands the Charter County and Regional Transportation System Surtax to municipalities over 150,000 in population”. Commissioner Samuel Ings seconded the motion.

Mayor Dyer provided background on the bill and noted that this would allow additional revenue sources knowing that the legislature is unlikely to give local governments any

additional options for revenue sources but this gives voters the option to raise revenues if they desire under local control. Discussion ensued relative to the mechanics of the counties and cities within and/or multiple cities pursuing the Charter County Surtax. Members noted that it is unlikely that a bill would be filed this session, and noted that local government control is good and an interlocal agreement should be adopted to allow counties to have multiple opportunities in the process. Mayor Lacey noted that the item did not make the Florida League of Cities tax priorities because of controversy.

Commissioner Dallari stated that he would support the item as a We Support Legislation that; but not as a Top Priority because more information is needed. Mayor Swan suggested that our lobbyist develop some language consistent with the comments made today. It was requested that the item not be included as a top priority and the motion maker amended the motion:

RESTATED MOTION: Mayor Buddy Dyer moved approval to add a #6 priority under We Support Legislation that “Expands the Charter County and Regional Transportation System Surtax to municipalities over 150,000 in population”. Commissioner Samuel Ings seconded the motion, which passed: 15-3 (opposed: Asher, Lacey and Smith)

Legislative Item Previously Tabled

Ms. Whittington recommended approval to add a Top Priority that supports a study to outline issues and opportunities associated with the integration of LYNX and SunRail, and oppose any governance structure changes at LYNX until a regional integration of transit systems has been evaluated.

State Representative Robert (“Bob”) Cortes addressed the Board regarding HB155 pertaining to privatizing 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. He noted that the bill was initiated based on problems with LYNX and the Flexbus project that has not materialized even though cities spent money on the project. Representative Cortes also stated that there is concern for the future of the region’s transportation network and the need to address the future funding needs of transit and the importance of gaining control and cost savings to LYNX. Representative Cortes reported on recent actions on HB155: The bill passed in the first committee and is now in the Governmental Operations Committee where it was learned that the original OPPAGA study would allow the Speaker to call for an Office of Program Policy Analysis & Government Accountability (OPPAGA) study to look into the privatization of the system on whether it will benefit the system or not. He also noted that the LYNX board voted to support a study and under current law LYNX is allowed to privatize if so needed or if it feels it would be beneficial for the system. Therefore, there is no need for the Legislature to mandate the privatization if the results of the study recommends privatization. Another concern to be studied is whether a merger between SunRail and LYNX could benefit the system. However, this study would need to be conducted through the Office of Policy and Budget and not OPPAGA. Discussions on this study are underway to determine the objectives of the study. Another topic being explored is including Volusia County as a combined regional transit system and if any funding and/or alternate revenue sources could be considered. Representative Cortes has agreed to remove in the next committee stop any reference to any mandates of LYNX privatization, upper management and administration, and the studies in legislation. The remaining bill will include changing the governance of the LYNX Board to include the largest city in each county and

several citizens and perhaps a member of the legislature to be chosen by Central Florida delegation. Laws pertaining to a member of the legislature sitting on the LYNX Board are under review.

Commissioner Nelson had to leave.

Discussion ensued relative to the LYNX search for a Chief Executive Officer and the impact of hiring the right candidate to run the existing system or a future system to include rail. Members also discussed what prompted HB 155 and Mayor Jacobs felt that a discussion would be beneficial to resolve concerns relative to LYNX and the Flexbus project.

Members recommended that any change in LYNX governance should be withheld until next year. Representative Cortes requested that the Board afford him the opportunity to continue the study.

MOTION: Mayor Jacobs called for the question, Commissioner Jennifer Thompson seconded the motion. Chairman Swan called for the vote, which passed unanimously.

MOTION: Commissioner Janer moved approval to oppose any LYNX governance structure changes until a regional integration of transit systems has been evaluated. Mayor Jacobs seconded the motion which passed unanimously.

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)

Mr. Barley reported that discussions continue between FDOT and CFX on the possible change of ownership transaction. He said FDOT has stated that SR 417 in Seminole County will not be sold to CFX but they are open to a swap, consistent with what Secretary Boxold stated at our July 2015 meeting. He said Secretary Boxold is committed to working with CFX to find a swap deal. CFX has a meeting with the Division of Bond Finance on December 17, 2015. Following that meeting, Secretary Boxold will put together a negotiating team at FDOT Central Office to work on a deal with CFX that is good for both parties and the traveling public. Mayor Swan stated that he didn't feel action was needed today. Commissioner Dallari stated that action would be premature and recommended that the discussion be continued to the February 10, 2016 meeting.

MOTION: Commissioner Dallari moved that the discussion 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) be deferred to the February 10, 2016 Board meeting. Commissioner Janer seconded the motion, which passed unanimously.

X. INFORMATION ITEMS FOR ACKNOWLEDGEMENT (Action Item)

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

MOTION: Commissioner Bob Dallari moved approval of Information Items for Acknowledgement (A-D). Commissioner Samuel Ings seconded the motion, which passed unanimously.

XI. PRESENTATIONS

A. Discussion on LYNX/SunRail Consolidation (Taken Out of Order)

As a follow-up to the brief discussion that took place at the November 4, 2015 Board meeting, Mr. Barley led 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).

Mayor Dyer suggested that the Board not take any action today and to defer the item to the February 10, 2016 Board Meeting. He also suggested that Mr. Barley’s presentation be made to regional county, and city boards.

Mayor Jacobs had to leave.

B. What Do Millennials Want?

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

XII. OTHER BUSINESS

A. Discussion on LYNX/SunRail Consolidation (Moved to Presentations: A)

XIII. BOARD MEMBER COMMENTS

Commissioner Dallari noted that Seminole County passed a Bear Ordinance and asked staff to look into installing barriers along I-4 to prevent bear crossings.

XIV. PUBLIC COMMENTS (GENERAL)

Mr. John Casselberry suggested that SunRail be relocated to Denning Drive in Winter Park.

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

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

XVI. ADJOURNMENT

There being no further business, the meeting adjourned at 11:30 a.m. The meeting was transcribed by Lena Tolliver.

Approved this 10th day of February, 2016.

Commissioner Scott Boyd, 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 12/31/15

ASSETS

Operating Cash in Bank	\$ 2,540,393.91
Petty Cash	\$ 125.00
SBA Investment Account	\$ 2,093,817.45
Rent Deposit	\$ 34,120.66
Prepaid Expenses	\$ 28,578.38
Accounts Receivable - Grants	\$ 253,938.15
Fixed Assets-Equipment	\$ 455,913.01
Accumulated Depreciation	\$ (292,872.79)

TOTAL ASSETS:	\$ 5,114,013.77
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LIABILITIES

Accrued Personal Leave	\$ 278,535.78
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TOTAL LIABILITIES:	\$ 278,535.78
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EQUITY

FUND BALANCE:

Nonspendable:

Prepaid Items	\$ 28,578.38
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Deposits	\$ 34,120.66
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Unassigned:	\$ 4,772,778.95
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TOTAL EQUITY:	\$ 4,835,477.99
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TOTAL LIABILITIES & EQUITY:	\$ 5,114,013.77
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Net difference to be reconciled:	\$ -
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METROPLAN ORLANDO
AGENCYWIDE REVENUES & EXPENDITURES
For Period Ending 12/31/15

REVENUES	CURRENT	Y-T-D	BUDGET	VARIANCE (over)/under	PERCENTAGE OF BUDGET
			as of B/E #4		
Federal	\$ 227,495.78	\$ 845,307.52	\$ 3,998,152.00	\$ 3,152,844.48	21.14%
State	\$ 26,442.37	\$ 69,447.78	\$ 253,212.00	\$ 183,764.22	27.43%
Local	\$ -	\$ 552,675.50	\$ 1,105,319.00	\$ 552,643.50	50.00%
Interest Income	\$ 630.90	\$ 2,593.46	\$ 2,800.00	\$ 206.54	92.62%
Other	\$ 84.88	\$ 351.26	\$ 16,250.00	\$ 15,898.74	2.16%
Contributions	\$ -	\$ 25,000.00	\$ 25,000.00	\$ -	100.00%
Cash Carryforward	\$ -	\$ -	\$ 341,717.00	\$ 341,717.00	0.00%
Local Funds Transfer	\$ 7,855.81	\$ 36,187.62	\$ 155,388.00	\$ 119,200.38	23.29%
TOTAL REVENUES:	\$ 262,509.74	\$ 1,531,563.14	\$ 5,897,838.00	\$ 4,366,274.86	25.97%

EXPENDITURES

Salaries	\$ 159,555.18	\$ 649,812.94	\$ 1,730,930.00	\$ 1,081,117.06	37.54%
Fringe Benefits	\$ 43,466.73	\$ 188,993.53	\$ 533,004.00	\$ 344,010.47	35.46%
Local Match-Transf Out	\$ 7,855.81	\$ 36,187.62	\$ 155,388.00	\$ 119,200.38	23.29%
Audit Fees	\$ -	\$ 26,000.00	\$ 39,500.00	\$ 13,500.00	65.82%
Computer Operations	\$ 1,723.09	\$ 13,655.09	\$ 64,195.00	\$ 50,539.91	21.27%
Dues & Memberships	\$ 150.00	\$ 7,710.00	\$ 12,345.00	\$ 4,635.00	62.45%
Equipment & Furniture	\$ 3,348.00	\$ 4,503.00	\$ 166,600.00	\$ 162,097.00	2.70%
Graphic Printing/Binding	\$ 320.00	\$ 1,284.00	\$ 29,125.00	\$ 27,841.00	4.41%
Insurance	\$ 1,518.33	\$ 9,475.32	\$ 27,548.00	\$ 18,072.68	34.40%
Legal Fees	\$ 2,250.00	\$ 14,175.00	\$ 40,000.00	\$ 25,825.00	35.44%
Office Supplies	\$ 2,043.05	\$ 11,110.71	\$ 63,918.00	\$ 52,807.29	17.38%
Postage	\$ 750.00	\$ 2,605.27	\$ 5,884.00	\$ 3,278.73	44.28%
Books, Subscrips/Pubs	\$ 417.45	\$ 5,218.85	\$ 7,428.00	\$ 2,209.15	70.26%
Exec. Dir 457 Def. Comp.	\$ -	\$ -	\$ 19,000.00	\$ 19,000.00	0.00%
Rent	\$ 20,070.25	\$ 112,060.06	\$ 258,586.00	\$ 146,525.94	43.34%
Equipment Rent/Maint.	\$ 1,207.87	\$ 8,004.35	\$ 25,560.00	\$ 17,555.65	31.32%
Seminars & Conf. Registr.	\$ 685.00	\$ 6,437.78	\$ 22,610.00	\$ 16,172.22	28.47%
Telephone	\$ 284.89	\$ 2,356.09	\$ 6,750.00	\$ 4,393.91	34.91%
Travel	\$ 3,273.45	\$ 15,088.43	\$ 33,895.00	\$ 18,806.57	44.52%
Small Tools/Ofc. Mach.	\$ 207.32	\$ 359.50	\$ 2,500.00	\$ 2,140.50	14.38%
HSA Annual Employer Contrib.	\$ -	\$ -	\$ 16,250.00	\$ 16,250.00	0.00%
Computer Software	\$ 12,039.99	\$ 12,039.99	\$ 55,000.00	\$ 42,960.01	21.89%
Contingency	\$ -	\$ -	\$ 29,235.00	\$ 29,235.00	0.00%
Contractual/Temp Services	\$ 337.00	\$ 1,141.40	\$ 28,450.00	\$ 27,308.60	4.01%
Pass-Thru Expenses	\$ -	\$ 14,184.80	\$ 512,553.00	\$ 498,368.20	2.77%
Consultants	\$ 69,391.88	\$ 122,557.18	\$ 1,811,000.00	\$ 1,688,442.82	6.77%
Repair & Maintenance	\$ -	\$ 122.05	\$ 1,200.00	\$ 1,077.95	10.17%
Advertising/Public Notice	\$ 1,195.75	\$ 5,230.69	\$ 24,303.00	\$ 19,072.31	21.52%
Other Misc. Expense	\$ 146.10	\$ 2,276.28	\$ 9,240.00	\$ 6,963.72	24.64%
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:	\$ 332,237.14	\$ 1,388,089.93	\$ 5,897,838.00	\$ 4,509,748.07	23.54%
AGENCY BALANCE	\$ (69,727.40)	\$ 143,473.21			

METROPLAN ORLANDO
AGENCYWIDE
BALANCE SHEET
For Period Ending 11/30/15

ASSETS

Operating Cash in Bank	\$ 2,650,065.42
Petty Cash	\$ 125.00
SBA Investment Account	\$ 2,093,186.55
Rent Deposit	\$ 34,120.66
Prepaid Expenses	\$ 44,573.43
Accounts Receivable - Grants	\$ 193,661.67
Fixed Assets-Equipment	\$ 455,913.01
Accumulated Depreciation	\$ (292,872.79)

TOTAL ASSETS:	\$ 5,178,772.95
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LIABILITIES

Accrued Personal Leave	\$ 273,567.57
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TOTAL LIABILITIES:	\$ 273,567.57
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EQUITY

FUND BALANCE:

Nonspendable:

Prepaid Items	\$ 44,573.43
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Deposits	\$ 34,120.66
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Unassigned:	\$ 4,826,511.29
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TOTAL EQUITY:	\$ 4,905,205.38
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TOTAL LIABILITIES & EQUITY:	\$ 5,178,772.95
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Net difference to be reconciled:	\$ -
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METROPLAN ORLANDO
AGENCYWIDE REVENUES & EXPENDITURES
For Period Ending 11/30/15

REVENUES	CURRENT	Y-T-D	BUDGET	VARIANCE (over)/under	PERCENTAGE OF BUDGET
			as of B/E #4		
Federal	\$ 141,413.82	\$ 617,811.74	\$ 3,998,152.00	\$ 3,380,340.26	15.45%
State	\$ 7,155.17	\$ 43,005.41	\$ 253,212.00	\$ 210,206.59	16.98%
Local	\$ 169,176.00	\$ 552,675.50	\$ 1,105,319.00	\$ 552,643.50	50.00%
Interest Income	\$ 428.68	\$ 1,962.56	\$ 2,800.00	\$ 837.44	70.09%
Other	\$ 69.17	\$ 266.38	\$ 16,250.00	\$ 15,983.62	1.64%
Contributions	\$ -	\$ 25,000.00	\$ 25,000.00	\$ -	100.00%
Cash Carryforward	\$ -	\$ -	\$ 341,717.00	\$ 341,717.00	0.00%
Local Funds Transfer	\$ 7,155.17	\$ 28,331.81	\$ 155,388.00	\$ 127,056.19	18.23%
TOTAL REVENUES:	\$ 325,398.01	\$ 1,269,053.40	\$ 5,897,838.00	\$ 4,628,784.60	21.52%

EXPENDITURES

Salaries	\$ 103,678.54	\$ 490,257.76	\$ 1,730,930.00	\$ 1,240,672.24	28.32%
Fringe Benefits	\$ 29,743.58	\$ 145,526.80	\$ 533,004.00	\$ 387,477.20	27.30%
Local Match-Transf Out	\$ 7,155.17	\$ 28,331.81	\$ 155,388.00	\$ 127,056.19	18.23%
Audit Fees	\$ -	\$ 26,000.00	\$ 39,500.00	\$ 13,500.00	65.82%
Computer Operations	\$ 1,643.95	\$ 11,932.00	\$ 64,195.00	\$ 52,263.00	18.59%
Dues & Memberships	\$ 790.00	\$ 7,560.00	\$ 12,345.00	\$ 4,785.00	61.24%
Equipment & Furniture	\$ -	\$ 1,155.00	\$ 166,600.00	\$ 165,445.00	0.69%
Graphic Printing/Binding	\$ 433.00	\$ 964.00	\$ 29,125.00	\$ 28,161.00	3.31%
Insurance	\$ 1,518.34	\$ 7,956.99	\$ 27,548.00	\$ 19,591.01	28.88%
Legal Fees	\$ 1,665.00	\$ 11,925.00	\$ 40,000.00	\$ 28,075.00	29.81%
Office Supplies	\$ 2,269.33	\$ 9,067.66	\$ 63,918.00	\$ 54,850.34	14.19%
Postage	\$ 105.48	\$ 1,855.27	\$ 5,884.00	\$ 4,028.73	31.53%
Books, Subscrips/Pubs	\$ 87.30	\$ 4,801.40	\$ 7,428.00	\$ 2,626.60	64.64%
Exec. Dir 457 Def. Comp.	\$ -	\$ -	\$ 19,000.00	\$ 19,000.00	0.00%
Rent	\$ 19,632.39	\$ 91,989.81	\$ 258,586.00	\$ 166,596.19	35.57%
Equipment Rent/Maint.	\$ 1,117.87	\$ 6,796.48	\$ 25,560.00	\$ 18,763.52	26.59%
Seminars & Conf. Registr.	\$ 890.00	\$ 5,752.78	\$ 22,610.00	\$ 16,857.22	25.44%
Telephone	\$ 534.47	\$ 2,071.20	\$ 6,750.00	\$ 4,678.80	30.68%
Travel	\$ 3,181.71	\$ 11,814.98	\$ 33,895.00	\$ 22,080.02	34.86%
Small Tools/Ofc. Mach.	\$ 69.99	\$ 152.18	\$ 2,500.00	\$ 2,347.82	6.09%
HSA Annual Employer Contrib.	\$ -	\$ -	\$ 16,250.00	\$ 16,250.00	0.00%
Computer Software	\$ -	\$ -	\$ 55,000.00	\$ 55,000.00	0.00%
Contingency	\$ -	\$ -	\$ 29,235.00	\$ 29,235.00	0.00%
Contractual/Temp Services	\$ -	\$ 804.40	\$ 28,450.00	\$ 27,645.60	2.83%
Pass-Thru Expenses	\$ 14,184.80	\$ 14,184.80	\$ 512,553.00	\$ 498,368.20	2.77%
Consultants	\$ 28,630.45	\$ 53,165.30	\$ 1,811,000.00	\$ 1,757,834.70	2.94%
Repair & Maintenance	\$ -	\$ 122.05	\$ 1,200.00	\$ 1,077.95	10.17%
Advertising/Public Notice	\$ 603.75	\$ 4,034.94	\$ 24,303.00	\$ 20,268.06	16.60%
Other Misc. Expense	\$ 84.72	\$ 2,130.18	\$ 9,240.00	\$ 7,109.82	23.05%
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:	\$ 218,019.84	\$ 1,055,852.79	\$ 5,897,838.00	\$ 4,841,985.21	17.90%
AGENCY BALANCE	\$ 107,378.17	\$ 213,200.61			



metroplan orlando

A REGIONAL TRANSPORTATION PARTNERSHIP

Monthly Travel Summary December 1, 2015 - January 31, 2016

Traveler:	Eric T. Hill
Dates:	11/30 - 12/02/15
Destination:	Jacksonville, FL
Purpose of Trip:	To attend Florida Automated Vehicles Summit
Cost:	\$804.79
Paid By:	MetroPlan Orlando funds

Traveler:	Gabriella S. Arismendi
Dates:	12/07 - 12/09/15
Destination:	from Denver, CO, to Orlando, FL
Purpose of Trip:	To give presentation at MPO Board meeting
Cost:	\$942.75
Paid By:	MetroPlan Orlando funds

Traveler:	Michael R. Wilson
Dates:	1/05 - 1/08/16
Destination:	Washington, D.C.
Purpose of Trip:	To attend Nat'l Committee on Uniform Traffic Control Devices for Bicycles meeting
Cost:	\$1,070.21
Paid By:	MetroPlan Orlando funds

Traveler:	Alexander C. Trauger
Dates:	1/09 - 1/14/16
Destination:	Washington, D.C.
Purpose of Trip:	To attend the Transportation Research Board Annual Meeting
Cost:	\$1,914.12
Paid By:	MetroPlan Orlando funds

Traveler: Commissioner Lee Constantine
Dates: 1/20 - 1/22/16
Destination: Tallahassee, FL
Purpose of Trip: To attend 2016 Public Transportation & TD Legislative Awareness Day
Cost: \$756.80 (estimated)
Paid By: MetroPlan Orlando funds

Traveler: Marilyn Baldwin
Dates: 1/20 - 1/22/16
Destination: Tallahassee, FL
Purpose of Trip: To attend 2016 Public Transportation & TD Legislative Awareness Day
Cost: \$461.00
Paid By: MetroPlan Orlando funds

Traveler: Virginia F. Lewis
Dates: 1/20 - 1/22/16
Destination: Tallahassee, FL
Purpose of Trip: To attend 2016 Public Transportation & TD Legislative Awareness Day
Cost: \$634.01
Paid By: MetroPlan Orlando funds

Traveler: Harold W. Barley
Dates: 1/27 - 1/29/16
Destination: Tallahassee, FL
Purpose of Trip: To attend MPOAC Strategic Directors' Committee Meeting & MPOAC regular meetings
Cost: \$688.38 (estimated)
Paid By: MetroPlan Orlando funds

Traveler: Gary D. Huttman
Dates: 1/27 - 1/29/16
Destination: Tallahassee, FL
Purpose of Trip: To attend MPOAC Strategic Directors' Committee Meeting & MPOAC regular meetings
Cost: \$517.88 (estimated)
Paid By: MetroPlan Orlando funds

TAB 3

Section 125 Plan Changes

The purpose of this item is to seek Board approval on revisions made to MetroPlan Orlando's Benefits Plan Document to capture recent Plan changes and additions, and to reflect Internal Revenue Service (IRS) Section 125 updates and Patient Protection and Affordable Care Act (PPACA) changes made since the plan document was last revised.

Background

MetroPlan Orlando first established a Section 125 Cafeteria Plan in October 2012. The plan, authorized by Section 125 of the Internal Revenue Code, allows MetroPlan Orlando to deduct employee premium contributions on a pre-tax basis for the qualified benefit options selected (medical, dental, etc.) inclusive of Flexible Spending Arrangements.

Under Section 125, these benefit options reduce the federal and FICA taxes paid by the employee and the payroll taxes paid by MetroPlan Orlando. Under Section 125, employers are required to have a written Plan document. MetroPlan Orlando's Section 125 Wellness for Life Plan document was first established and approved by the board effective January 2013. The current Plan document was last updated and approved September 10, 2014, effective January 1, 2015.

Proposed Wellness For Life Plan Document Changes

- **Effective Date** - The proposed effective date of this Plan document restatement is January 1, 2015.
- **Benefit Definition** - Revisions are being made to the language describing Dependent to provide clarity to include the definition under IRC § 152 and the expanded definition under the Patient Protection and Affordability Care Act and the Healthcare Reconciliation and Education Act of 2010 (Article II.2.01(J)).
- **Benefit Definition** - "Marketplace" - A state or federal health insurance exchange as outlined in Section 2311 of the Patient Protection and Affordable Care Act (Article II 2.01(U)).
- **Benefit Definition** - "Spouse" - An individual who is legally married to the Employee as defined under federal law and as modified by Revenue Ruling 2013-17 (Article II 2.01(GG)).
- **Benefit Revision** - An Employee may prospectively revoke an election of coverage under the group health plan that is not a Medical Flexible Spending Account if the Employee is eligible to enroll in a qualified health plan through a Marketplace pursuant to guidance issued by the Department of Health and Human Services and any other applicable guidance either through a special enrollment period or through a Marketplace annual open enrollment period as long as the Employee and/or Spouse/Dependents under the existing plan enroll in Marketplace coverage that is effective no later than the day immediately following the last day of coverage under the original plan (Article V 5.04(0)),
- **Benefit Revision** - Clarification of the benefit election effective date relative to loss of benefit eligibility as reflected in Article III 3.04 Cessation of Participation (Article V 5.04).

- **Benefit Revision** - Expansion of eligibility for Health Savings Accounts pursuant to Surface Transportation and Veterans Health Care Choice Improvement Act of 2015
Eligibility; Health Savings Accounts are not affected by the receipt of medical care for a service connected disability.
- **Benefit Revision** - Maximum Employer Contribution. The maximum Employer contribution into a Medical Flexible Spending Account includes Non-Elective Contributions made by the Employer and Elective Contributions on behalf of a Participant pursuant to a Salary Reduction Agreement. The Elective Contributions through the Participant's Salary Reduction Agreement shall be limited to \$2,550 (indexed for inflation) under Internal Revenue Code 125(i) and communicated to the Participants in writing (Article VIII 8.05).
- **Benefit Revision** - Change to type of Flexible Spending Account offered to former Low Deductible Plan Participants. Employees enrolled in a Medical Flexible Spending Account and who chose to enroll in the High Deductible Plan with a Health Savings Account the subsequent plan year will have their Medical Flexible Spending Account converted into a Limited Purpose Flexible Spending Account during the Medical Flexible Spending Account's Grace Period and 90 day Run-Out Period (Article VIII 8.08).
- **Benefit Revision** - Maximum Employer Contribution. The maximum Employer contribution into a Limited Purpose Flexible Spending Account includes Non-Elective Contributions made by the Employer and Elective Contributions on behalf of a Participant pursuant to a Salary Reduction Agreement. The Elective Contributions through the Participant's Salary Reduction Agreement shall be limited to \$2,550 (indexed for inflation) under Internal Revenue Code 125(i) and communicated to the Participants in writing (Article IX 9.05).

MetroPlan Orlando

Wellness for Life Plan
Section 125 Cafeteria Plan

Original Effective Date: January 1, 2013

Effective Date of this Restatement: January 1, 2015

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ARTICLE I ESTABLISHMENT OF PLAN

1.01 Establishment of Plan. The MetroPlan Orlando Wellness For Life Plan (WFL) was adopted by MetroPlan Orlando on behalf of its eligible Employees to be effective January 1, 2013. This document amends and restates the MetroPlan Orlando WFL Plan in its entirety to be effective January 1, 2015.

1.02 Purpose of Plan; Intent of Employer. The MetroPlan Orlando WFL Plan is intended to qualify under Section 125 of the Internal Revenue Code of 1986 as a “cafeteria plan” with participating Employees permitted to elect taxable or non-taxable benefits hereunder. The MetroPlan Orlando WFL Plan should be read and construed in a manner which is consistent with the terms of Internal Revenue Code Section 125, other applicable sections of the Internal Revenue Code and Department of Treasury Regulations promulgated thereunder.

ARTICLE II DEFINITIONS

2.01 Definitions. Unless expressly provided to the contrary, whenever used in the Plan, the following words or phrases shall have the designated meanings set forth below, when the initial letter of each word of the term is capitalized.

- A. "Account" - The individual account established on the Employer's records and maintained in the name of each Participant for the purpose of accounting for contributions allocated to and benefits paid or acquired for such Participant, as a result of the Elections made pursuant to the Plan and as permitted under Section 125 of the Code.
- B. "Administrator" - The Employer or such other person or committee as may be appointed from time to time by the Employer to supervise the administration of the Plan, as provided in Article XI and Exhibit A.
- C. "COBRA" - The Consolidated Omnibus Budget Reconciliation Act of 1985 and regulations promulgated thereunder.
- D. "Code" - The Internal Revenue Code of 1986, as amended from time to time. Reference to any section or subsection of the Code includes reference to any comparable or succeeding provisions of any legislation, which amends, supplements or replaces such section or subsection and includes applicable final, temporary, or proposed regulations issued by the Department of the Treasury.
- E. "Compensation" - The regular basic salary paid by the Employer to an Employee, determined prior to any Election to reduce such salary by contributions to the Plan pursuant to a Salary Reduction Agreement; provided, however, Compensation shall not include bonuses, overtime, shift premium, or other forms of additional remuneration.
- F. "Component Plan" - The Employee welfare benefit plans sponsored by Orange County, Florida on behalf of its Employees, the Employees of other state or local governments and the Employees which are intended to be included in the Plan and which are listed in the attached Exhibit "B," as they may be amended from time to time and as described in the plan document for each such Component Plan each of which is incorporated herein by reference.
- G. "Core Benefits" - The Non-Taxable Benefits provided under Component Plans to Employees and/or Dependents who are eligible for such benefits as determined by the terms of the applicable Component Plans. The Non-Taxable Benefits, which are to be considered "Core Benefits", shall be determined annually by the Employer in advance of each Plan Year under rules uniformly applicable to all Employees similarly situated and the costs of

- which shall be paid by Employer Non-Elective Contributions and/or Employee contributions.
- H. "County" - Orange County, Florida, a political subdivision and charter county existing under the Constitution and laws of the State of Florida and Orange County Charter.
 - I. "Dependent" - With respect to any Employee, any such Employee's legally married spouse, child, or other family member subject to further limitations provided by each Component Plan and IRS Code 152 sections (c)(1) and (d)(1) and The Patient Protection and Affordable Care Act and Health Care and Education Reconciliation Act of 2010 as it refers to the dependent age.
 - J. "Dependent Care Flexible Spending Account" - A separate and segregated portion of the Account of the Participant established for the purpose of accounting for contributions allocated to Dependent Care Flexible Spending Account Benefits paid for such Participant, as a result of the Elections made pursuant to Article VII and as permitted under section 129 of the Code.
 - K. "Effective Date" - January 1, 2013.
 - L. "Election" - The Employee's decision, per their enrollment form, which specifies the Participant's election for the ensuing Plan Year with respect to the Plan and which shall include:
 - a. The Participant's selection of Employee and/or Dependent coverage, for each applicable Component Plan;
 - b. The Participant's selection of Optional Benefits;
 - c. The Participant's selection to receive Optional Benefits as either Taxable Benefits or Non-Taxable Benefits; and
 - d. A Salary Reduction Agreement, which shall specify either, the amount of the Participant's Elective Contributions or the Optional Benefits to be purchased with Elective Contributions.
 - M. "Elective Contributions" - Amounts contributed to the Plan on behalf of a Participant pursuant to a Salary Reduction Agreement whereby a Participant's Compensation is reduced by an amount equal to the cost of Optional Benefits provided as Non-Taxable Benefits elected by the Participant.
 - N. "Employee" - Any individual employed by the Employer as an administrative (appointed) or regular full time or part time employee.
 - O. "Employer" - MetroPlan Orlando
 - P. "Grace Period" -A period of two and one half months immediately following the end of the Plan Year, as determined by the Employer. Expenses from Medical Flexible Spending Accounts, Dependent Care Flexible Spending Accounts and Limited Purpose Flexible Spending Accounts incurred during the

Grace Period qualify for reimbursement from contributions remaining unused at the end of the immediately preceding Plan Year. To the extent any Participant's unused contributions from the immediately preceding Plan Year exceed the eligible expenses for the Medical Flexible Spending Account, Dependent Care Flexible Spending Account and Limited Purpose Flexible Spending Account incurred during the Plan Year and Grace Period, the remaining unused contributions may not be carried forward to any subsequent Plan Year. Participants are not entitled to a refund of any contributions made to the Plan.

- Q. "Health Savings Account (HSA)" - A special banking account that an individual can only establish with a qualified HSA trustee or custodian bank if the individual has health plan coverage under a High Deductible Health Plan. An HSA allows eligible individuals to pay for Qualified HSA Medical Expenses on a tax-free basis as defined by Code 213 and 223.
- R. "High Deductible Health Plan (HDHP)" - A health plan which has a minimum annual deductible and maximum out of pocket expenses as defined by the IRS under Code 223(c) (2) (A) and restated annually by the designated federal agency.
- S. "Insurer" - Any insurance company issuing an insurance contract for coverage provided to an Employee or a Dependent by a Component Plan.
- T. "Limited Purpose Flexible Spending Account" - A separate and segregated portion of the Account of the Participant established for the purpose of accounting for contributions allocated to Limited Purpose Flexible Spending Account Benefits paid for such Participant, as a result of the Elections made pursuant to Article IX and as permitted under sections 105, 125, and 213 of the Code.
- U. "Marketplace" - A state or federal health insurance exchange as outlined in Section 2311 of the Patient Protection and Affordable Care Act.
- V. "MetroPlan Orlando" - The Orlando Urban Area Metropolitan Planning Organization d/b/a MetroPlan Orlando, A Regional Transportation Partnership, created through interlocal agreement under Florida Statute 339.175
- W. "Medical Care Reimbursement Spending Account" or "Medical Flexible Spending Account" - A separate and segregated portion of the Account of the Participant established for the purpose of accounting for contributions allocated to Medical Flexible Spending Account Benefits paid for such Participant, as a result of the Elections made pursuant to Article VIII and as permitted under sections 105, 125 and 213 of the Code.
- X. "Non-Elective Contributions" - Contributions to the Plan made by the Employer which are not pursuant to a Salary Reduction Agreement. Such contributions shall include:

- a. Contributions necessary to provide the Core Benefits;
 - b. Additional contributions determined prior to the close of each Plan Year, which shall be allocated uniformly to all similarly situated Employees;
 - c. For a Participant who affirms evidence of alternative medical coverage satisfactory to the Employer and completes the Employer's annual wellness requirements, an amount that shall be not greater than the contributions necessary to purchase the maximum Optional Benefits for which the Participant is eligible; and
 - d. For a Participant who satisfactorily completes the Employer's annual wellness requirements, the employer may allocate an amount, established by the Plan and communicated to Participants in writing, which shall be contributed to the Optional Benefit for which the Participant is eligible.
- Y. "Non-Taxable Benefit" - Core Benefits purchased with Non-Elective Contributions and Optional Benefits purchased with Elective or Non-Elective Contributions.
- Z. "Optional Benefit" - The Taxable Benefits or Non-Taxable Benefits provided under Component Plans which are not Core Benefits, and for which Employees and/or their Dependents are eligible as determined under the terms of the applicable Component Plans. The cost of such "Optional Benefits" shall be paid as specified during Employee's enrollment:
 - a. With Elective Contributions;
 - b. With Non-Elective Contributions;
 - c. With the Participant's Compensation, on an after-tax basis.
- AA. "Participant" - An Employee who participates in the Plan in accordance with the eligibility requirements as set forth in Article III.
- BB. "Plan" - The MetroPlan Orlando WFL Plan as set forth herein, together with any and all amendments and supplements thereto which may from time to time be in effect.
- CC. "Plan Year" - The period commencing on January 1, 2013 and ending on December 31, 2013 of the initial year and for each calendar year thereafter, commencing on January 1, and ending on December 31 of each year.
- DD. "Qualified Reservist Distribution" - The portion of the Medical Flexible Spending Account and/or the Limited Purpose Flexible Spending Account a Participant may receive if the Participant is a member of a reserve component ordered or called to active duty.
- EE. "Run-Out Period" - A period of 90 calendar days after the end of the Grace Period in which the Participant may submit claims for expenses for the Medical Flexible Spending Account, Dependent Care Flexible Spending

Account and Limited Purpose Flexible Spending Account incurred during the prior Plan Year and Grace Period. For Participants who are no longer eligible to participate, a period of 90 calendar days after cessation of participation.

FF. "Salary Reduction Agreement" - The agreement between a Participant and the Employer whereby the Participant directs the Employer to reduce the Participant's taxable Compensation to obtain the Non-Taxable Benefit under the Plan.

GG. "Severance" - A Participant's voluntary or involuntary termination of employment with the Employer for any reason which prevents the Participant from continuing employment with the Employer, including resignation, discharge, retirement, death, or disability.

HH. "Spouse" - An individual who is legally married to the Employee as defined under federal law and as modified by Revenue Ruling 2013-17.

II. "Taxable Benefit" - Optional Benefits purchased with Compensation on an after-tax basis.

JJ. "Third Party Administrator" - A firm employed to provide administrative services to the Employer in connection with the operation of the Plan including the approval and processing of claims for payment and the performance of other Plan-connected services in compliance with applicable state and federal laws.

ARTICLE III PARTICIPATION

3.01 Notice of Participation. Employees shall be notified when they become eligible to become a Participant, and at such time shall be furnished with a summary of the Plan and an Election form.

3.02 Commencement of Participation. Each Employee who is eligible for Employee and/or Dependent coverage under a Component Plan shall be eligible to participate in the Plan. An Employee who has met such eligibility requirements shall become a Participant on the later of:

- A. The Effective Date of this document; or
- B. For an Employee who is hired thereafter, the first day of the pay period following 60 calendar days of employment.
- C. For an Employee returning from a leave whose coverage has lapsed, the date they return to work, or the first day of the pay period within 30 days of return from leave, pursuant to IRS family status change rules.
- D. Core life & disability begin on the date of hire.

3.03 Provisions of Plan Binding on Participants. Upon becoming a Participant, a Participant shall be bound then and thereafter by the terms of the Plan, including all amendments thereto.

3.04 Cessation of Participation. A Participant shall cease to be a Participant as of the earliest of:

- A. The date on which the Plan terminates;
- B. The end of the pay period in which Participant ceases to be an Employee eligible to participate in the Plan (except in the case of the Medical Flexible Spending Account and the Limited Purpose Flexible Spending Account which terminate on the date the Participant ceases to be an Employee); or
- C. The end of the pay period in which the Employee receives Severance and cessation of Compensation (except in the case of the Medical Flexible Spending Account and the Limited Purpose Flexible Spending Account which terminate on the date the Participant ceases to be an Employee).

When an Employee ceases to be a Participant, Elective and Non-Elective Contributions on the Employee's behalf to the Plan shall be discontinued, but the Employee may continue to receive benefits under one or more of the Component Plans in accordance with the terms and conditions thereof or as provided in Articles VI, VII, VIII and IX.

3.05 Reinstatement of Former Participant. A former Participant shall become a Participant again if and when the eligibility requirements of Section 3.02 are met.

ARTICLE IV BENEFITS

4.01 Employer Contributions. The Employer, in its sole discretion, may determine in advance of each Plan Year, to make a Non-Elective Contribution to the Plan for each Participant. Such Non-Elective Contribution shall be a defined monetary amount specified in writing by the Employer for each group of similarly situated Employees. Non-Elective Contributions shall be determined for each Plan Year in a uniform and non-discriminatory manner based solely on the Employer's decision of the amount of funds available for such Non-Elective Contributions for each applicable group of similarly situated Employees. Each Participant shall be eligible to receive the same maximum annual Non-Elective Contribution as the amount contributed on behalf of each other member of the group of similarly situated Employees to which the Participant belongs unless such Participant commences or terminates employment during the Plan Year, and such other circumstances occur that affect such Participant's eligibility for the maximum annual Non-Elective Contribution.

Non-Elective Contributions in excess of the cost of Core Benefits may be applied, at the Participant's Election, to purchase Optional Benefits. Any unused Non-Elective Contributions not applied to purchase Optional Benefits shall not be paid as additional Compensation to the Participant.

The maximum annual Employer contribution to the Plan for the Plan Year on behalf of each Participant consisting of both Elective Contribution and Non-Elective Contributions shall be the amount specified in writing by the Employer in advance of the beginning of the Plan Year and equal to the sum of:

- A. The maximum amount, which may be contributed on behalf of a Participant to a Health Savings Account, Dependent Care Flexible Spending Account, a Medical Flexible Spending Account or a Limited Purpose Flexible Spending Account permitted by law and, as provided in Articles VI, VII, VIII or IX respectively;
- B. The premium costs for any Plan Year of the most expensive Component Plan options available to the Participant hereunder (including the portion of such costs payable with Non-Elective Contributions, if any); and
- C. Any administrative fees payable which are attributable to a Participant's Plan participation, with such sum as aforementioned in A, B and C adjusted, as required, due to increases or decreases in the costs of Component Plans.

4.02 Description of Non-Taxable Benefit. The Election to receive Optional Benefits as Non-Taxable Benefits shall be made pursuant to the terms of the Plan for the purpose of obtaining Employee and/or Dependent coverage on a tax-favored basis, but the Optional Benefits shall be provided not by the Plan but by the terms of the applicable Component Plan. The type and amount of benefit, the requirements for participants in such option, and the other terms and conditions of coverage and benefits under such option are as set forth from time to time in the applicable Component Plan document(s).

If there is any conflict between the provisions of the Plan and the Component Plan (or any insurance contracts that constitute or are incorporated into the Component Plan), the provisions of the Component Plan shall control.

4.03 Election of Taxable Benefits or Non-Taxable Benefits. A Participant may elect to receive Optional Benefits as either Taxable Benefits or as Non-Taxable Benefits. If a Participant shall elect Non-Taxable Benefits, the Participant's Compensation shall be reduced, and an amount equal to the reduction shall be contributed by the Employer to cover the Participant's share of the cost of Optional Benefits. If a Participant shall elect Taxable-Benefits, the cost of Optional Benefits shall be paid by the Participant with after-tax contributions.

4.04 Change in Component Plan Costs. If the cost of coverage under a Component Plan is increased or decreased during the Plan Year, the Participant's Elective Contributions or after-tax contributions shall be increased or decreased automatically by an equivalent amount.

Alternatively, at the sole discretion of the Administrator, if the Participant's share of the cost of Employee and/or Dependent coverage under a Component Plan for medical care increases substantially or if the coverage provided by an independent third-party provider is significantly curtailed during the Plan Year, each affected Participant may be permitted to revoke their Election form for the balance of a Plan Year. Such revocation shall be permitted only if the Participant may enroll prospectively for comparable coverage under another Component Plan for medical care sponsored by the Employer.

4.05 Non-Discrimination Standards. The Plan shall be operated in a non-discriminatory manner in compliance with requirements of the Code. As provided in Section 5.05, the Administrator may modify or reject any Salary Reduction Agreement to the extent the Administrator, in its discretion, deems necessary, to ensure that this Section 4.05 is not violated.

4.06 No Refund or Carryover. Neither a Participant nor any beneficiary of the Participant shall be entitled to a refund of any amounts contributed to the Plan. Furthermore, amounts contributed to the Plan for one Plan Year may not be carried forward to purchase or provide benefits in subsequent Plan Years, except as permitted during the Grace Period. Benefits accrued or incurred during a Plan Year, however, may be paid during the subsequent Plan Year. Benefits shall be treated as accrued or incurred when the Component Plans coverage is provided, and not when the Participant is formally billed or charged for the expense or submits a claim for benefits.

4.07 Forfeitures. If any Non-Taxable Benefits are forfeitable at the end of the Plan Year and the applicable Grace Period because the Participant is not entitled to a refund or carryover of contributions to the Plan, such unallocated amounts shall revert to the Employer.

ARTICLE V ELECTION PROCEDURE

5.01 Annual Election Procedure. Prior to the commencement of each Plan Year, the Administrator shall notify each Participant, and other Employees who are eligible to become a Participant at the beginning of the Plan Year, concerning the right to revoke or change their Election. Election revocations or changes must be made prior to the commencement of each Plan Year and shall not be later than the beginning of the first pay period for which the Participant's Salary Reduction Agreement, if any, shall apply. An Election form must be completed and returned to the Administrator on or before such date as the Administrator shall specify.

5.02 New Participants. For Employees who become eligible to participate in the Plan after the Effective Date or after the beginning of a succeeding Plan Year, as soon as practicable after an Employee becomes eligible to participate in the Plan, the Administrator shall provide the Employee with an Election form. The Election form must be completed and returned to the Administrator on or before such date as the Administrator shall specify, which date shall not be later than the beginning of the first pay period for which the Participant's Salary Reduction Agreement, if any, shall apply.

5.03 Failure to Elect. In order to participate in the Plan, Participants must complete an Election form and a new Election form prior to each subsequent Plan Year in which they are eligible to participate. A Participant who fails to return a completed Election form to the Administrator on or before the specified due date in advance of the Plan Year shall be deemed to have elected either:

- A. Coverage for Core Benefits only
- B. The same coverage as that specified on the Participant's most current Election form for the preceding Plan Year (with the exception of the Medical Flexible Spending Account, Limited Purpose Flexible Spending Account and the Dependent Care Flexible Spending Account, which require a new election annually).

5.04 Irrevocability of Election by the Participant During the Plan Year. Elections made under the Plan (or deemed to be made under Section 5.03) shall be irrevocable by the Participant during the Plan Year, subject to status change events in accordance with IRC Reg. Sec. 1.125-4. A Participant may revoke an Election for the balance of a Plan Year and, may file a new Election form only if both the revocation and the new Election are consistent with the status change. An Election change satisfies the consistency rule only if the Election change corresponds with a change in status that affects eligibility for coverage under the Plan. A midyear election change is permitted if one of the following status changes occurs. This list is not exhaustive

- A. A change in legal marital status. Events that change a Participant's legal marital status, including the following: marriage, death of Spouse, divorce, legal separation, and annulment.

- B. A change in number of Dependents. Events that change a Participant's number of Dependents, including the following: birth, death, adoption, foster care and placement for adoption.
- C. A change in employment status of the Employee, Spouse or other Dependent that affects eligibility of group coverage. Events that change the employment status of the Participant, the Participant's Spouse, or the Participant's Dependent include the following: a termination or commencement of employment, a strike or lockout, a commencement of or return from an unpaid leave of absence, a change in worksite and, the extent permitted in Treas. Reg. 1.125-4 and Section 3.03, change in employment status resulting in gaining or losing eligibility under the Plan.
- D. A Dependent (as determined by a Core Benefit or Optional Benefit) satisfies or ceases to satisfy eligibility requirements. Events that cause a Participant's Dependent to satisfy or cease to satisfy eligibility requirements for coverage may include: age, student status, marital status, or any similar circumstance.
- E. A change in the place of residence of the Employee or Dependent, if change of residence materially changes health plan availability.
- F. The commencement or termination of an adoption proceeding.
- G. An Employee's Spouse or Dependent makes a new election under a group medical plan that corresponds with the special enrollment rights provided by HIPAA, including those authorized under the provisions of the Children's Health Insurance Program Reauthorization Act of 2009 (CHIPRA)
- H. Involuntary loss of eligibility under another group plan (other than Medicare or Medicaid programs)
- I. An Employee is required to provide coverage for the Employee's Dependent child due to a judgment, decree, or court order resulting from a divorce, legal separation, annulment, or change in legal custody, including a qualified medical child support order.
- J. An Employee's Dependent, who is enrolled in a group medical plan, becomes entitled to health coverage under Medicare or Medicaid. Conversely, if an Employee or Dependent who has been covered under Medicare or Medicaid loses coverage, the Employee may elect to commence or increase coverage under the Plan.
- K. An Employee taking or returning from Family and Medical Leave as may be provided for under the FMLA.
- L. An Employee's Dependent experiences a significant cost increase or decrease under the Dependent's group health plan during the Plan Year. (Does not apply to a Medical Flexible Spending Account, Limited Purpose Flexible Spending Account or Dependent Care Flexible Spending Account.)
- M. An Employee's Dependent experiences a significant curtailment of coverage or significant improvement in coverage under the Dependent's group health plan during the Plan Year.

- N. An Employee's Dependent plan year or annual enrollment for group benefits differs from the Employee's Plan Year.
- O. An Employee may prospectively revoke an election of coverage under the group health plan that is not a Medical Flexible Spending Account if the Employee is eligible to enroll in a qualified health plan through a Marketplace pursuant to guidance issued by the Department of Health and Human Services and any other applicable guidance either through a special enrollment period or through a Marketplace annual open enrollment period as long as the Employee and/or Spouse/Dependents under the existing plan enroll in Marketplace coverage that is effective no later than the day immediately following the last day of coverage under the original plan.
- P. Entitlement to Medicare or Medicaid. A Participant may modify an Election for benefits attributable to a County-sponsored accident or health plan if the Participant, Spouse, or Dependent becomes entitled to coverage under Medicare or Medicaid (other than coverage consisting solely of benefits under the program for distribution of pediatric vaccines). The Participant may make a prospective Election change to cancel or reduce coverage of that Participant, Spouse, or Dependent under the accident or health plan. Corresponding rights to commence or increase benefits under the accident or health plan shall be granted in the case of loss of coverage under Medicare or Medicaid.
- Q. Such other events that the Administrator determines shall permit a revocation of a Salary Reduction Agreement during a Plan Year in compliance with applicable regulations and rulings of the Internal Revenue Service.
- R. Employees who are found to have ineligible Dependents on the medical plan may cease to be eligible to participate in the medical plan for a period of one year. Additional disciplinary action may be taken.

Unless otherwise noted above, if a Participant desires to change their Election due to a qualifying status change event, the Participant must contact the Administrator within 60 calendar days of the change.

A Participant who has selected Taxable Benefits will be subject to the Election eligibility rules of the Component Plan.

Any new Election under this Section 5.04 shall be effective upon approval by the Administrator, but not earlier than the first pay period beginning after the new Election form is completed and returned to the Administrator. This shall not preclude any eligibility rights provided under applicable federal law (e.g., birth or adoption of child) or termination of participation rules under Section 3.04 of this plan document.

5.05 Unilateral Changes by Administrator. If the Administrator shall determine, before or during any Plan Year, that the Plan may fail to satisfy for such

Plan Year any nondiscrimination requirement imposed by the Code, the Administrator shall take such action as the Administrator deems appropriate, under rules uniformly applicable to similarly situated Participants, to assure compliance with such requirements or limitations. Such action may include, without limitation, a modification or rejection of the Election of any Employee, with or without the consent of such Employee.

5.06 Automatic Termination of Election. Elections made under the Plan shall automatically terminate on the date on which the Participant ceases to be a Participant, although coverage or benefits under the Component Plans or as provided by Articles VI, VII, VIII or IX may continue if and to the extent provided by such Component Plans or Articles VI, VII, VIII or IX or by applicable law.

ARTICLE VI HEALTH SAVINGS ACCOUNT (HSA)

6.01 Special Definitions. Whenever used in this Article VI, the following words or phrases shall have the designated meanings set forth below, notwithstanding other meanings assigned elsewhere in the Plan and when the defined meaning is intended within this Article VI; the initial letter of each word of the term is capitalized.

A. "Qualified HSA Medical Expenses"- Expenses incurred by the HSA owner, his or her Spouse and Dependents that

1. would qualify under Code Section 213 (d), which includes
2. would qualify as health insurance premiums for HSA owners who are age 65 or over, COBRA beneficiaries, or individuals receiving unemployment compensation, or
3. would qualify as long-term care premiums.

6.02 Establishment of Health Savings Accounts (HSA). Employees will be provided forms necessary to establish an HSA. Employees will be responsible for establishing and managing their HSA, including choosing how HSA funds are invested and following the rules that the HSA bank and IRS impose. Once the Employer's eligible contributions have been deposited into an HSA, Employees will have a nonforfeitable interest in the funds and the Employees will be free to request a distribution of the funds or to move them to another HSA provider, to the extent allowed by law.

6.03 Eligibility for Health Savings Accounts. Employees may open an HSA if they meet the following requirements:

1. Employee is covered by a qualified single or family High Deductible Health Plan (HDHP)
2. Employee is not covered by any other non-HDHP plan that provides any benefits already covered under the Employer's HDHP
3. Employee is not currently receiving Medicare or Veteran's Affairs (VA) benefits for a non-service connected disability
4. Employee cannot be claimed as a Dependent on another person's tax return
5. Employee cannot also be enrolled in a Medical Flexible Spending Account (they, however, can have a Limited Purpose Flexible Spending Account)

6.04 Employer Contribution. The Employer shall contribute to the Health Savings Account for participation in any approved Employer sponsored health management program or programs related to the HDHP, which may be established each year by the Employer and communicated to Participants and eligible Employees in writing.

6.05 Maximum HSA Contribution. The maximum amount which the Participant shall contribute to the Health Savings Account, inclusive of any Employer

contribution, pursuant to such Participant's Salary Reduction Agreement and applicable law.

6.06 Crediting of Health Savings Accounts. As of each date on which Compensation is paid to a Participant in the applicable Plan Year, there shall be credited to the Health Savings Account of the Participant an amount that included the reduction in their Compensation attributable to their Election to voluntarily participate in a Health Savings Account in accordance with their Salary Reduction Agreement. All amounts credited to the Health Savings Account of the Participant shall be the property of the Employee.

ARTICLE VII DEPENDENT CARE FLEXIBLE SPENDING ACCOUNT

7.01 Special Definitions. Whenever used in this Article VII, the following words or phrases shall have the designated meanings set forth below, notwithstanding other meanings assigned elsewhere in the Plan and when the defined meaning is intended within this Article VII; the initial letter of each word of the term is capitalized.

A. "Dependent" - A person who is either:

1. A dependent of a Participant who is under the age of thirteen (13) with respect to whom the Participant is entitled to an exemption under Section 151(c) of the Code; or
2. A dependent or Spouse of the Participant who is physically or mentally incapable of caring for their self in the meaning of Code Section 21(b).
3. In the case of the separation or divorce of a Dependent child's parents, the child shall be considered a Dependent of the Participant if:
 - a. The Participant is the custodial parent of the child [within the meaning of Code Section 152(e) (1)];
 - b. Code Section 152(e) (2) or 152(e) (4) applies to the child of the Participant; and
 - c. Such child is under the age of thirteen (13) or is physically or mentally incapable of self-care.

B. "Dependent Care Flexible Spending Account Benefit" - The payment made from the Participant's Dependent Care Flexible Spending Account to or on behalf of the Participant in the form of reimbursement of the Participant for Dependent Care Expenses as permitted by Code Section 129.

C. "Earned Income:" - All income derived from wages, salaries, tips, self employment and other Employee compensation as provided in Code section 32(c)(2) but excluding amounts received under the Plan or under any other plan providing dependent care assistance. In the case of a Spouse of a Participant who is a Student or who is physically or mentally incapable of caring for their self, such Spouse shall be deemed to have Earned Income of not less than two hundred and fifty dollars (\$250) per month if the Participant has one Dependent and five hundred dollars (\$500) per month if the Participant has two or more Dependents.

D. "Dependent Care Expense" - Any expense incurred by a Participant, which is:

1. Paid or incurred for the care of a Dependent or for related household services;
2. Paid or incurred to a Provider; and

3. Incurred to enable a Participant to be gainfully employed for any period for which there are one or more Dependents with respect to the Participant.

A Dependent Care Expense shall be deemed to be incurred at the time the services to which the Dependent Care Expense relates is rendered.

- E. "Provider" - A person or entity which shall provide care or other services for which a Dependent Care Expense may be incurred as provided in Section 7.01(E) but not including:
 1. A dependent care center, as provided in Code section 21(b)(2)(D) unless the requirements of Code section 21(b)(2)(C) have been satisfied; or
 2. A related individual for whom a deduction is allowable under Code section 151 (c) to the Employee or their Spouse or who is a child of the Employee under the age of 19 at the close of the Plan Year, as provided in Code section 129(c).
- F. "Student" - An individual who, during each of five calendar months during a Plan Year, is a full time student at an educational institution which normally maintains a regular faculty and curriculum and normally has a regularly enrolled body of pupils in attendance at the place where its educational activities are regularly carried out.

7.02 Establishment of Dependent Care Flexible Spending Accounts. The Administrator shall establish and maintain a Dependent Care Flexible Spending Account with respect to each Participant who has elected to receive Dependent Care Flexible Spending Account Benefits for each Plan Year during which the Employer permits contributions to the Dependent Care Flexible Spending Accounts of Participants. Prior to the beginning of each Plan Year, the Employer shall notify Employees if contributions may be made to Dependent Care Flexible Spending Accounts for such Plan Year.

The Employee's Election to receive Dependent Care Flexible Spending Account Benefit shall be made pursuant to the terms of the Plan and this Article VII for the purpose of obtaining reimbursement for Dependent Care Expenses on a tax-favored basis.

7.03 Cessation of Participation (Dependent Care Spend Down). The Plan allows Employees that cease to be Participants in the Plan to spend down unused Dependent Care Flexible Spending Account balances. Employees that cease to participate in the Plan (due to termination or any other reason) may be reimbursed for unused benefits through the end of the Grace Period for the Plan Year in which the termination of participation occurs to the extent the claims do not exceed the balance of the Dependent Care Flexible Spending Account.

7.04 Maximum Employer Contribution. The maximum amount which the Employer shall contribute to the Dependent Care Flexible Spending Account of any

Participant pursuant to such Participant's Salary Reduction Agreement shall be the least of:

- A. The Participant's Earned Income for the Plan Year;
- B. The actual or deemed Earned Income of the Participant's Spouse for the Plan Year; or
- C. Five thousand dollars (\$5,000). (This amount shall be reduced to two thousand five hundred dollars (\$2,500) if a separate income tax return is filed for the Plan Year for a married Participant.)

The Dependent Care Flexible Spending Account of a Participant may be funded with Non-Elective Contributions in addition to any amount allocated to the Dependent Care Flexible Spending Account pursuant to the Participant's Salary Reduction Agreement.

7.05 Crediting of Dependent Care Flexible Spending Accounts. As of each date on which Compensation is paid to a Participant in the applicable Plan Year, there shall be credited to the Dependent Care Flexible Spending Account of the Participant an amount equal to the reduction in their Compensation attributable to their Election to receive Dependent Care Flexible Spending Account Benefits in accordance with their Salary Reduction Agreement. All amounts credited to the Dependent Care Flexible Spending Account of the Participant shall be the property of the Employer until distributed, as provided in Section 7.06.

7.06 Debiting of Dependent Care Flexible Spending Accounts. A Participant's Dependent Care Flexible Spending Account shall be debited periodically in the amount of any payment as provided in Section 7.08 to or for the benefit of the Participant for Dependent Care Expenses incurred during the Plan Year. Amounts debited from the Dependent Care Flexible Spending Account shall be the amounts first credited to the Dependent Care Flexible Spending Account, which have not yet been distributed.

7.07 Claims for Reimbursement. A Participant with a Dependent Care Flexible Spending Account may apply to the Administrator for reimbursement of Dependent Care Expenses incurred by the Participant during the Plan Year or within the Grace Period by submitting an application in writing to the Administrator, in such form as the Administrator may prescribe, setting forth:

- A. The amount, date and nature of the Dependent Care Expenses with respect to which a benefit is requested accompanied by bills, invoices, receipts, or other statements showing the amount of such Dependent Care Expenses;
- B. The name and federal tax identification number of the person, organization or entity to which the Dependent Care Expense was or is to be paid; and
- C. Such other information as the Administrator, from time to time, shall request.

7.08 Reimbursement or Payment of Dependent Care Expenses. The

Administrator shall reimburse the Participant from the Participant's Dependent Care Flexible Spending Account for Dependent Care Expenses incurred during the Plan Year or Grace Period for which the Participant submits documentation in accordance with Section 7.07. The Participant has a Run-Out Period (90 calendar days after the end of the Grace Period) to submit claims for Dependent Care Expenses incurred during the Plan Year and Grace Period. No reimbursement of Dependent Care Expenses shall exceed the balance of the Participant's Dependent Care Flexible Spending Account at the time the request for reimbursement is submitted to the Administrator. Any such Dependent Care Expenses which exceed the balance of the Participant's Dependent Care Flexible Spending Account shall be carried over and reimbursed or paid only if and when the balance in such Dependent Care Flexible Spending Account permits such reimbursement or payment; provided, however, that no Dependent Care Expenses may be carried over from one Plan Year to the next, with the exception of the Grace Period.

7.09 Report to Participants. On or before January 31 of each year, the Administrator shall furnish to each Participant with a Dependent Care Flexible Spending Account for the preceding Plan Year a written statement showing the amount of Dependent Care Flexible Spending Account Benefits paid by the Employer during such Plan Year with respect to the Participant.

ARTICLE VIII
MEDICAL CARE REIMBURSEMENT SPENDING ACCOUNT
(Medical Flexible Spending Account)

8.01 Special Definitions. Whenever used in this Article VIII, the following words or phrases shall have the designated meanings set forth below, notwithstanding other meanings assigned elsewhere in the Plan and when the defined meaning is intended within this Article VIII, the initial letter of each word of the term is capitalized.

- A. "Medical Flexible Spending Account Benefit" - The payment made from the Participant's Medical Flexible Spending Account to or on behalf of the Participant in the form of reimbursement of the Participant for Qualifying Medical Expenses.
- B. "Qualifying Medical Expense" - An expense incurred by a Participant, or by the Spouse or Dependent of such Participant for medical care as defined in Code Section 213; provided, however, that a premium payment for accident and health insurance shall not constitute a Qualifying Medical Expense. An expense shall be considered a Qualifying Medical Expense only to the extent that the Participant (or their Spouse or Dependent, if applicable) is not reimbursed for the expense and the expense is not reimbursable through insurance or otherwise (except as provided by the Plan).

8.02 Establishment of Medical Flexible Spending Accounts. The Administrator shall establish and maintain a Medical Flexible Spending Account for each Plan Year with respect to each Participant who is not eligible for contributions into an HSA and has elected to receive Medical Flexible Spending Account Benefit. The Election to receive Medical Flexible Spending Account Benefits shall be made pursuant to the terms of the Plan and this Article VIII for the purpose of obtaining reimbursement for Qualifying Medical Expenses on a tax-favored basis.

8.03 Cessation of Participation. When an Employee ceases to be a Participant, contributions on their behalf to the Medical Flexible Spending Account shall be discontinued, but the Employee may receive Medical Flexible Spending Account Benefits for Qualifying Medical Expenses incurred on or before the date on which their participation terminates. Claims must be submitted for reimbursement within 90 calendar days after the Employee's date of termination.

8.04 Irrevocability of Medical Flexible Spending Account Election. An Election by a Participant directing Elective Contributions to the Medical Flexible Spending Account shall be irrevocable by the Participant during the Plan Year to which it applies, subject to certain status change events. A Participant may revoke the Election form for the balance of a Plan Year and, if they choose, file a new Election form only if both the revocation and the new Election are on account of and consistent with certain status changes and the amount of the new Election is for a lesser amount. Qualified status changes for the purpose of this Article shall include:

- A. A change in legal marital status;
- B. A change in the number of Dependents;
- C. A change in the employment status of the Employee or Dependent;
- D. Such other events that the Administrator determines shall permit a revocation of a Salary Reduction Agreement during a Plan Year in compliance with applicable regulations and rulings of the Internal Revenue Service.

8.05 Maximum Employer Contribution. The maximum Employer contribution into a Medical Flexible Spending Account includes Non-Elective Contributions made by the Employer and Elective Contributions on behalf of a Participant pursuant to a Salary Reduction Agreement. The Elective Contributions through the Participant's Salary Reduction Agreement shall be limited to \$2,550 (indexed for inflation) under Internal Revenue Code 125(i) and communicated to the Participants in writing.

8.06 Crediting of Medical Flexible Spending Accounts. As of each date on which Compensation is paid to a Participant in the applicable Plan Year, there shall be credited to the Medical Flexible Spending Account of the Participant an amount equal to the reduction in Compensation attributable to the Participant's Election to receive Medical Flexible Spending Account Benefits in accordance with the Salary Reduction Agreement. All amounts credited to the Medical Flexible Spending Account of the Participant shall be the property of the Employer until distributed, as provided in Section 8.07.

8.07 Debiting of Medical Flexible Spending Accounts. A Participant's Medical Flexible Spending Account shall be debited periodically in the amount of any payment as provided in Section 8.10 to or for the benefit of the Participant for Qualifying Medical Expenses incurred after the Employee becomes a Participant and during the Plan Year.

8.08 Change to type of Flexible Spending Account offered to former Low Deductible Plan Participants. Employees enrolled in a Medical Flexible Spending Account and who chose to enroll in the High Deductible Plan with a Health Savings Account the subsequent plan year will have their Medical Flexible Spending Account converted into a Limited Purpose Flexible Spending Account during the Medical Flexible Spending Account's Grace Period and 90 day Run-Out Period.

8.09 Election for COBRA Continuation. An Employee who ceases to be a Participant due to their Severance (other than by reason of gross misconduct) or other "qualifying event" as such term is defined by COBRA, may elect to continue participation in their Medical Flexible Spending Account on an after-tax basis. The amount of any continued contributions shall be credited to the Medical Flexible Spending Account of the Employee, as long as the minimum contribution is made on a monthly basis as determined by the Employer. The Administrator may, at its sole discretion, impose an administrative charge of up to two percent (2 %) of the amount of continued contributions, which the Employee shall remit to the Administrator together with the continued contributions.

If the Employee shall fail to remit continued contributions for the Medical Flexible Spending Account and administrative charges to the Administrator in a timely manner, as provided by COBRA, the Employer shall reduce any reimbursement for Qualifying Medical Expenses remaining to be paid to the Employee by the amount of unremitted contributions to the Medical Flexible Spending Account scheduled but not paid for the remainder of the Plan Year.

8.10 Claims for Reimbursement. A Participant who has elected Non-Taxable Benefits for a Plan Year may apply to the Administrator for reimbursement of Qualifying Medical Expenses incurred by the Participant during the Plan Year or within the Grace Period by submitting an application in writing to the Administrator, in such form as the Administrator may prescribe, setting forth:

- A. The amount of the Qualifying Medical Expenses with respect to which a benefit is requested accompanied by bills, invoices, receipts, or other proof that the Qualifying Medical Expenses have been incurred;
- B. A statement from the Employee specifying that the Qualifying Medical Expenses have not been reimbursed under the Plan or any other plan that covers the Employee or a Dependent; and
- C. Such other information as the Administrator, from time to time, shall request.

8.11 Reimbursement or Payment of Qualifying Medical Expenses. The Administrator shall reimburse the Participant from the Participant's Medical Flexible Spending Account for Qualifying Medical Expenses incurred during the Plan Year or within the Grace Period for which the Participant submits documentation in accordance with Section 8.09. . The Participant has a Run-Out Period (90 calendar days after the end of the Grace Period) to submit claims for Qualifying Medical Expenses incurred during the Plan Year and Grace Period. The Administrator may, at its option, pay any such Qualifying Medical Expenses directly to the person providing or supplying medical care in lieu of reimbursing the Participant. Distributions from a Participant's Medical Flexible Spending Account shall be made when requested at least monthly or, if later, when the total amount requested is at least twenty-five dollars (\$25).

No reimbursement or payment of Qualifying Medical Expenses incurred during a Plan Year or within the Grace Period shall at any time exceed the total amount of the

Participant's Salary Reduction Agreement (properly reduced for prior reimbursements for the same Plan Year). However, reimbursement of the total amount of the Participant's Salary Reduction Agreement for the applicable Plan Year (reduced by any prior reimbursements attributable to such Plan Year) shall be available for distribution at all times during the Plan Year regardless of the balance in the Medical Flexible Spending Account of the Participant at the time a distribution is requested.

8.12 Qualified Reservist Distributions. A Participant may receive a distribution of the portion of his Medical Flexible Spending Account provided that such amount was in existence on or after June 18, 2008. The distribution will only be made if: (i) such Participant was a member of a reserve component ordered or called to active duty for a period in excess of 179 days or for an indefinite period and (ii) such distribution is made during the period beginning on the date of such order or call and ending on the last date that reimbursements could otherwise be made under the Plan for the Plan Year which includes the date of such order or call. A Participant ordered or called to active duty before June 18, 2008 is eligible for a Qualified Reservist Distribution if the Participant's period of active duty continues after June 18, 2008 and meets the duration requirements of IRS Notice 2008-82. A Qualified Reservist Distribution may not be made based on an order or call to active duty of any individual other than the Participant, including the Spouse of the Participant.

The Plan shall permit a Participant to submit Medical Flexible Spending Account claims for Qualifying Medical Expenses incurred before the date a Qualified Reservist Distribution is requested. The Participant shall not have the right to submit claims for Qualifying Medical Expenses incurred after the date such Qualified Reservist Distribution is requested. The County shall pay the Qualified Reservist Distribution to the Participant within a reasonable time, but not more than sixty days after the request for a Qualified Reservist Distribution has been made.

The amount available as a Qualified Reservist Distribution will be the amount contributed to the Medical Flexible Spending Account as of the date of the Qualified Reservist Distribution request minus Medical Flexible Spending Account reimbursements received as of the date of the Qualified Reservist Distribution request.

ARTICLE IX
LIMITED PURPOSE FLEXIBLE SPENDING ACCOUNT

9.01 Special Definitions. Whenever used in this Article IX, the following words or phrases shall have the designated meanings set forth below, notwithstanding other meanings assigned elsewhere in the Plan and when the defined meaning is intended within this Article IX, the initial letter of each word of the term is capitalized.

- A. "Limited Purpose Flexible Spending Account Benefit" - The payment made from the Participant's Limited Purpose Flexible Spending Account to or on behalf of the Participant in the form of reimbursement of the Participant for Qualifying Expenses.
- B. "Qualifying Expense" - An expense incurred by a Participant, or by the Spouse or Dependent of such Participant for dental and/or vision care as defined in Code Section 213 and/or preventive care as defined in Code Notice 2004-23 and Notice 2004-50. A qualifying expense shall be considered a Qualifying Expense only to the extent that the Participant (or their Spouse or Dependent, if applicable) is not reimbursed for the expense and the expense is not reimbursable through insurance or otherwise (except as provided by the Plan).

9.02 Establishment of Limited Purpose Flexible Spending Accounts. The Administrator shall establish and maintain a Limited Purpose Flexible Spending Account with respect to each Participant who has elected to receive Limited Purpose Flexible Spending Account Benefits to the extent permitted by law. The Election to receive Limited Purpose Flexible Spending Account Benefits shall be made pursuant to the terms of the Plan and this Article IX for the purpose of obtaining reimbursement for Qualifying Expenses on a tax-favored basis.

9.03 Cessation of Participation. When an Employee ceases to be a Participant, contributions on their behalf to the Limited Purpose Flexible Spending Account shall be discontinued, but the Employee may receive Limited Purpose Flexible Spending Account Benefits for Qualifying Expenses incurred on or before the date on which their participation terminates. Claims must be submitted for reimbursement within 90 calendar days after the Employee's date of termination.

9.04 Irrevocability of Limited Purpose Flexible Spending Account Election. An Election by a Participant directing Elective Contributions to the Limited Purpose Flexible Spending Account shall be irrevocable by the Participant during the Plan Year to which it applies, subject to certain status change events. A Participant may revoke the Election form for the balance of a Plan Year and, if they choose, file a new Election form only if both the revocation and the new Election are on account of and consistent with certain status changes and the amount of the new Election is for a lesser amount. Qualified status changes for the purpose of this Article shall include:

- A. A change in legal marital status;
- B. A change in the number of Dependents;
- C. A change in the employment status of the Employee or Dependent;
- D. Such other events that the Administrator determines shall permit a revocation of a Salary Reduction Agreement during a Plan Year in compliance with applicable regulations and rulings of the Internal Revenue Service.

9.05 Maximum Employer Contribution. The maximum Employer contribution into a Limited Purpose Flexible Spending Account includes Non-Elective Contributions made by the Employer and Elective Contributions on behalf of a Participant pursuant to a Salary Reduction Agreement. The Elective Contributions through the Participant's Salary Reduction Agreement shall be limited to \$2,550 (indexed for inflation) under Internal Revenue Code 125(i) and communicated to the Participants in writing.

9.06 Crediting of Limited Purpose Flexible Spending Accounts. As of each date on which Compensation is paid to a Participant in the applicable Plan Year, there shall be credited to the Limited Purpose Flexible Spending Account of the Participant an amount equal to the reduction in Compensation attributable to the Participant's Election to receive Limited Purpose Flexible Spending Account Benefits in accordance with the Salary Reduction Agreement. All amounts credited to the Limited Purpose Flexible Spending Account of the Participant shall be the property of the Employer until distributed, as provided in Section 9.07.

9.07 Debiting of Limited Purpose Flexible Spending Accounts. A Participant's Limited Purpose Flexible Spending Account shall be debited periodically in the amount of any payment as provided in Section 9.10 to or for the benefit of the Participant for Qualifying Expenses incurred after the Employee becomes a Participant and during the Plan Year.

9.08 Election for COBRA Continuation. An Employee who ceases to be a Participant due to their Severance (other than by reason of gross misconduct) or other "qualifying event" as such term is defined by COBRA, may elect to continue participation in their Limited Purpose Flexible Spending Account on an after-tax basis. The amount of any continued contributions shall be credited to the Limited Purpose Flexible Spending Account of the Employee, as long as the minimum contribution is made on a monthly basis as determined by the Employer. The Administrator may, at its sole discretion, impose an administrative charge of up to two percent (2 %) of the amount of continued contributions, which the Employee shall remit to the Administrator together with the continued contributions.

If the Employee shall fail to remit continued contributions for the Limited Purpose Flexible Spending Account and administrative charges to the Administrator in a timely manner, as provided by COBRA, the Employer shall reduce any

reimbursement for Qualifying Expenses remaining to be paid to the Employee by the amount of unremitted contributions to the Limited Purpose Flexible Spending Account scheduled but not paid for the remainder of the Plan Year.

9.09 Claims for Reimbursement. A Participant who has elected Non-Taxable Benefits for a Plan Year may apply to the Administrator for reimbursement of Qualifying Expenses incurred by the Participant during the Plan Year or within the Grace Period by submitting an application in writing to the Administrator, in such form as the Administrator may prescribe, setting forth:

- A. The amount of the Qualifying Expenses with respect to which a benefit is requested accompanied by bills, invoices, receipts, or other proof that the Qualifying Expenses have been incurred;
- B. A statement from the Employee specifying that the Qualifying Expenses have not been reimbursed under the Plan or any other plan that covers the Employee or a Dependent; and
- C. Such other information as the Administrator, from time to time, shall request.

9.10 Reimbursement or Payment of Qualifying Expenses. The Administrator shall reimburse the Participant from the Participant's Limited Purpose Flexible Spending Account for Qualifying Expenses incurred during the Plan Year or within the Grace Period for which the Participant submits documentation in accordance with Section 9.09. The Participant has a Run-Out Period (90 calendar days after the end of the Grace Period) to submit claims for Qualifying Expenses incurred during the Plan Year and Grace Period. The Administrator may, at its option, pay any such Qualifying Expenses directly to the person providing or supplying care in lieu of reimbursing the Participant. Distributions from a Participant's Limited Purpose Flexible Spending Account shall be made when requested at least monthly or, if later, when the total amount requested is at least twenty-five dollars (\$25).

No reimbursement or payment of Qualifying Expenses incurred during a Plan Year or within the Grace Period shall at any time exceed the total amount of the Participant's Salary Reduction Agreement (properly reduced for prior reimbursements for the same Plan Year). However, reimbursement of the total amount of the Participant's Salary Reduction Agreement for the applicable Plan Year (reduced by any prior reimbursements attributable to such Plan Year) shall be available for distribution at all times during the Plan Year regardless of the balance in the Limited Purpose Flexible Spending Account of the Participant at the time a distribution is requested.

9.11 Qualified Reservist Distributions. A Participant may receive a distribution of the portion of his Limited Purpose Flexible Spending Account provided that such amount was in existence on or after June 18, 2008. The distribution will only be made if: (i) such Participant was a member of a reserve component ordered or called to active duty for a period in excess of 179 days or for an indefinite period and (ii) such distribution is made during the period beginning on the date of such order or call and

ending on the last date that reimbursements could otherwise be made under the Plan for the Plan Year which includes the date of such order or call. A Participant ordered or called to active duty before June 18, 2008 is eligible for a Qualified Reservist Distribution if the Participant's period of active duty continues after June 18, 2008 and meets the duration requirements of IRS Notice 2008-82. A Qualified Reservist Distribution may not be made based on an order or call to active duty of any individual other than the Participant, including the Spouse of the Participant.

The Plan shall permit a Participant to submit Limited Purpose Flexible Spending Account claims for Qualifying Expenses incurred before the date a Qualified Reservist Distribution is requested. The Participant shall not have the right to submit claims for Qualifying Expenses incurred after the date such Qualified Reservist Distribution is requested. The County shall pay the Qualified Reservist Distribution to the Participant within a reasonable time, but not more than sixty days after the request for a Qualified Reservist Distribution has been made.

The amount available as a Qualified Reservist Distribution will be the amount contributed to the Limited Purpose Flexible Spending Account as of the date of the Qualified Reservist Distribution request minus Limited Purpose Flexible Spending Account reimbursements received as of the date of the Qualified Reservist Distribution request.

ARTICLE X EMPLOYEE BENEFIT CLAIMS PROCEDURE

10.01 Submission of Claim. In the event that Participants believe that they are due a benefit, entitlement or right under the Plan, which has been curtailed or denied, Participants may deliver a written request to the Administrator for a review of their claim. Upon receipt of such request, the Administrator may require the Participant to complete such other forms and provide such additional information as may be necessary or helpful to establish the Participant's claim under the Plan.

10.02 Refunds/Indemnification. If the Administrator determines that any Participant has directly or indirectly received excess payments/reimbursements or has received payments/reimbursements that are taxable to the Participant, the Administrator shall notify the Participant and the Participant shall repay such excess amount (or at the option of the Administrator, the Participant shall repay the amount that should have been withheld or paid as payroll or withholding taxes) as soon as possible, but in no event later than 30 days after the date of notification. A Participant shall indemnify and reimburse the Employer for any liability the Employer may incur for making such payments including, but not limited to, failure to withhold or pay payroll or withholding taxes from such payments or reimbursements. If the Participant fails to timely repay an excess amount and/or make sufficient indemnification, the Administrator may: (i) to the extent permitted by applicable law, offset the Participant's salary or wages, and/or (ii) offset other benefits payable hereunder.

10.03 Debit, Credit or Other Stored Value Cards. To the extent provided in the Plan, the Employer may enter into an agreement with a financial institution and/or Third Party Administrator to provide a Participant with a debit, credit or other stored value card to provide immediate payment of reimbursements available provided that the use of such card complies with IRS Notice 2006-69 and IRS Revenue Ruling 2003-43 (to the extent not superseded by IRS Notice 2006-69). A Participant may obtain benefits without the use of the card.

10.04 Death. If a Participant dies, his beneficiaries or his estate may submit claims for expenses or benefits for the portion of the Plan Year preceding the date of the Participant's death. A Participant may designate a specific beneficiary for this purpose. If no such beneficiary is specified, the Administrator may pay any amount due hereunder to the Participant's Spouse, one or more of his or her Dependents or a representative of the Participant's estate. Such payment shall fully discharge the Administrator and the County from further liability on account thereof.

10.05 Notice of Claim Denial by Administrator. In the event that a claim is wholly or partially denied, the Administrator shall notify the Participant of the denial of the claim. Such notice of denial:

- A. Shall be in writing;
- B. Shall be written in a manner calculated to be understood by the Participant;

and

C. Shall contain:

1. The specific reason or reasons for denial of the claim;
2. A specific reference to the pertinent Plan provisions upon which the denial is based;
3. A description of any additional material or information necessary to perfect the claim, along with an explanation of why such material or information is necessary; and
4. An explanation of the claim review procedure.

Such notice shall be delivered to the Participant within 30 days after receipt of the claim. If the Administrator requires additional time to process the claim, the initial period may be extended for an additional 30 days by giving written notice to the Participant before the end of the initial 30 day period stating the circumstances requiring the extension and the date by which a final decision is expected. Failure to provide a notice of decision within the time specified shall constitute a denial of the claim.

10.06 Request for Review of Claim Denial. The Participant whose claim has been denied, or the Participant's duly authorized representative, may by written request seek a review of the denied claim and the Participant, or the Participant's duly authorized representative, may review the pertinent Plan documents and may submit issues and comments in writing to that end. The written request shall be made by the Participant, or the Participant's duly authorized representative, within 30 days after the earlier of:

- A. Receipt by the Participant of written notice of the denial of the Participant's claim; or
- B. The expiration of the claims process period, including an extension, if applicable.

10.07 Decision on Review of Claim Denial. The decision to review the denial of any claim hereunder shall be made by the Administrator who may, at its discretion, hold a hearing to assist in the review of the denied claim. The decision shall be made no later than 60 days after the receipt by the Administrator of the request to review. If special circumstances require more than 60 days to process the claim, this period may be extended for up to an additional 60 days by giving written notice to the Participant by the end of the initial 60 day period stating the special circumstances (including the need to hold a hearing) and the date by which a final decision is expected. If the review results in the denial of the claim being upheld, such decision shall:

- A. Be written in a manner calculated to be understood by the Participant;
- B. Include the specific reason or reasons for the decision; and

- C. Contain a specific reference to the pertinent Plan provisions upon which the decision is based.

10.08 Claims Procedure for Non-Taxable Benefits Provided by Insurer. When Plan benefits are to be provided in whole or in part under an insurance contract issued by an Insurer, the initial decision and notice of decision regarding a claim for benefits under an insurance contract shall be made by the Insurer issuing the insurance contract in accordance with the provisions of the insurance contract. The Insurer shall have the sole responsibility for review of any denied claims, and the appeal of such denied claims and the final decision with respect thereto shall be as specified in the insurance contract. The Employer shall have no liability to any Participant whose claim for benefits is denied in whole or in part by the Insurer.

10.09 Additional Internal and External Claims Review Procedures. The Employer has entered into agreements with the applicable Third Party Administrators to provide Participants with an internal and external claims review process. The internal and external claims review process includes an adverse benefit determination, full and fair review and required notices as determined under Department of Labor (DOL) Reg. 2590.715-2719 and any superseding guidance. This section has been included to comply with DOL Technical Releases including Technical Release No. 2011-02.

ARTICLE XI ADMINISTRATION OF PLAN

11.01 Plan Administrator. The administration of the Plan shall be under the supervision of the Administrator. It shall be a principal duty of the Administrator to see that the Plan is carried out in accordance with its terms, for the exclusive benefit of the Participants without discrimination among them. The Administrator shall have full power to manage, operate and administer the Plan in all of its details, subject to applicable requirements of law. For this purpose, in addition to all other powers provided by the Plan, the Administrator's powers shall include, but shall not be limited to, the following:

- A. To formulate, adopt, issue and enforce such rules and regulations as it deems necessary or proper for the efficient operation and administration of the Plan, including the establishment of any claims procedures that may be required by applicable provisions of law, and to amend or rescind such rules, regulations and procedures, from time to time;
- B. To interpret the Plan, and to interpret all questions of law or fact arising under it, such interpretation thereof in good faith to be final and conclusive on all persons claiming benefits under the Plan;
- C. To decide all questions concerning the Plan and the eligibility of any person to participate in the Plan;
- D. To adopt and prescribe the use of necessary forms;
- E. To maintain records of Plan Participants;
- F. To appoint such agents, counsel (who may be counsel to the Employer), accountants, consultants and other persons as may be required to assist in the administration of the Plan;
- G. To allocate and delegate its responsibilities under the Plan and to designate other persons to carry out any of its responsibilities under the Plan, any such allocation, delegation or designation to be in writing; and
- H. To act as designated agent for service of legal process.

Notwithstanding the foregoing, any claim, which arises under any of the Component Plans, shall not be subject to review under the Plan, and the Administrator's authority shall not extend to any matter under any of the Component Plans. All matters and claims under any of the Component Plans shall be determined by the administrator of the Component Plan and any determination made under the Plan shall not reflect upon, influence or determine any matters, issues or claims arising under the Component Plans.

11.02 Examination of Records. The Administrator shall make available to each Participant the Plan records which pertain to such Participant, for examination at reasonable times during normal business hours.

11.03 Reliance on Information. In administering the Plan, the Administrator shall be entitled to the extent permitted by law to rely conclusively on all tables, valuations, certificates, opinions and reports which are furnished by, or in accordance with, the instructions of the administrators of the Component Plans, or by accountants, counselor other experts employed or engaged by the Administrator.

11.04 Nondiscriminatory Exercise of Authority. Whenever, in the administration of the Plan, any discretionary action by the Administrator is required, the Administrator shall exercise its authority in a nondiscriminatory manner so that all persons similarly situated shall receive substantially the same treatment.

11.05 Indemnification of Administrator. In the event and to the extent not insured against by any insurance company pursuant to provisions of any applicable insurance policy, the Employer agrees to indemnify and to defend to the fullest extent permitted by law any Employee serving as the Administrator or as a member of a committee designated as Administrator (including any Employee or former Employee who formerly served as Administrator or as a member of such committee) against all liabilities, damages, costs and expenses (including attorney's fees and amounts paid in settlement of any claims approved by the Employer) occasioned by any act or omission to act in connection with the Plan, if such act or omission is in good faith. No Administrator shall be liable for the acts or omissions of the Component Plans administrator(s), any Insurer thereunder, or any other person or persons connected with the administration of the Component Plans.

11.06 No Guarantee of Non-Taxability. The Plan is designed and is intended to be a "cafeteria plan" under Code Section 125. Nonetheless, neither the Employer nor the Administrator shall in any way be liable for any taxes or other liability incurred by a Participant, or anyone claiming through the Participant, by virtue of participation in the Plan. The Plan does not prohibit, and indeed, contemplates providing Taxable Benefits under certain of the Component Plans.

11.07 Compensation and Expenses. The Administrator shall serve without compensation for the Administrator's services hereunder. All expenses of the Administrator shall be paid by the Employer and the Employer shall furnish the Administrator with such clerical and other assistance as is necessary for the performance of the Administrator's duties. Notwithstanding the foregoing, the Administrator may contract with a Third Party Administrator and/or financial institution to provide services to the Plan and the expenses of such services may, at the sole discretion of the Employer, be paid either by the Employer or from the Plan.

11.08 Health Insurance Portability and Accountability Act (HIPAA) Privacy Rules

Application. This Section 11.08 shall only apply in the event that this Plan constitutes a group health plan as defined in section 2791(a)(2) of the Public Health Service Act.

- A. Privacy Policy. The Plan shall adopt a HIPAA privacy policy, the terms of which are incorporated herein by reference.
- B. Business Associate Agreement. The Plan will enter into a business associate agreement with any persons as may be required by applicable law as determined by the Administrator.
- C. Notice of Privacy Practices. The Plan will provide each Participant with a notice of privacy practices to the extent required by applicable law.
- D. Disclosure to the County and the Employer.
 1. In General. This subsection permits the Plan to disclose protected health information ("PHI"), as defined in the HIPAA privacy rules, to the County and the Employer to the extent that such PHI is necessary for the County and the Employer to carry out its administrative functions related to the Plan.
 2. Permitted Disclosure. The Plan may disclose the PHI to the County and the Employer that is necessary for the County and the Employer to carry out the following administrative functions related to the Plan: eligibility determinations, enrollment and dis-enrollment activities, and Plan amendments or termination. The County and the Employer may use and disclose the PHI provided to it from the Plan only for the administrative purposes described in this subsection.
 3. Limitations. The County and the Employer agree to the following limitations and requirements related to its use and disclosure of PHI received from the Plan:
 - a. Use and Further Disclosure. The County and the Employer shall not use or further disclose PHI other than as permitted or required by the Plan document or as required by all applicable law including, but not limited to, the HIPAA privacy rules. When using or disclosing PHI or when requesting PHI from the Plan, the County and the Employer shall make reasonable efforts to limit the PHI to the minimum amount necessary to accomplish the intended purpose of the use, disclosure or request.
 - b. Agents and Subcontractors. The County and the Employer shall require any agents, including subcontractors, to whom it provides PHI received from the Plan to agree to the same restrictions and conditions that apply to the County and the Employer with respect to such information.
 - c. Employment-Related Actions. Except as permitted by the HIPAA privacy rules and other applicable federal and state privacy laws, the County and the Employer shall not use PHI for employment-

related actions and decisions, or in connection with any other Employee benefit plan of the County or the Employer.

- d. Reporting of Improper Use or Disclosure. The County and the Employer shall promptly report to the Plan any improper use or disclosure of PHI of which it becomes aware.
- e. Adequate Protection. The County and the Employer shall provide adequate protection of PHI and separation between the Plan and the County by: (i) ensuring that only those Employees who work in the human resources department of the County, those Employees who work in the Comptroller's Office payroll department who manage or execute the Plan on issues related to the healthcare components of the Plan, and those Employees who work in the MetroPlan Orlando Department of Finance & Administration will have access to the minimum necessary PHI provided by the Plan; (ii) restricting access to and use of PHI to only the Employees identified in clause (i) above and only for the administrative functions performed by the County and the Employer on behalf of the Plan that are described herein; (iii) requiring any agents of the Plan who receive PHI to abide by the Plan's privacy rules; and (iv) using the County's and the Employer's established disciplinary procedures to resolve issues of noncompliance by the Employees identified in clause (i) above.
- f. Return or Destruction of PHI. If feasible, the County and the Employer shall return or destroy all PHI received from the Plan that the County maintains in any form, and retain no copies of such information when no longer needed for the purpose for which disclosure was made. If such return or destruction is not feasible, the County and the Employer shall limit further uses and disclosures to those purposes that make the return or destruction of the information infeasible.
- g. Participant Rights. The County and the Employer shall provide Participants with the following rights: (i) the right to access to their PHI in accordance with 45 C.F.R. §164.524; (ii) the right to amend their PHI upon request (or the County will explain to the Participant in writing why the requested amendment was denied) and incorporate any such amendment into a Participant's PHI in accordance with 45 C.F.R. §164.526; and (iii) the right to an accounting of all disclosures of their PHI in accordance with 45 C.F.R. §164.528.
- h. Cooperation with the United States Department of Health and Human Services (HHS) or appropriate federal agencies. The County and the Employer shall make its books, records, and internal practices relating to the use and disclosure of PHI received from the Plan available to HHS for verification of the Plan's compliance with the HIPAA privacy rules.

4. Certification. The Employer hereby certifies that the Plan documents have been amended in accordance with 45 C.F.R. §164.504(f), and that the Employer shall protect the PHI as described in subsection 3 herein.
5. Security Standards Requirement. To comply with the security standards regulations that were published on February 21, 2003, the County and the Employer must:
 - a. implement administrative, physical and technical safeguards that reasonably and appropriately protect the confidentiality, integrity and availability of the electronic PHI that it creates, receives, maintains or transmits on behalf of the Plan;
 - b. ensure that the adequate separation required by 45 C.F.R. 164.504(f)(2)(iii) is supported by reasonable and appropriate security measures;
 - c. ensure that any agent, including a subcontractor, to whom it provides this information agrees to implement reasonable and appropriate security measures to protect the information; and
 - d. report to the Plan any security incident of which it becomes aware.
6. HITECH Act Requirement. To comply with the requirements of sections 13401 and 13404 of the Health Information Technology for Economic and Clinical Health ("HITECH") Act, the County and the Employer agree to incorporate all requirements of the HITECH Act into the County's and the Employer's business associate agreements.
7. Amendment. Notwithstanding any other provision of the Plan, this section may be amended in any way and at any time by the Employer.
8. Effective Dates. Subsections (1) - (4) and subsection (6) apply to the Plan no later than April 14, 2003, or such other date that the HIPAA Privacy Regulations apply to the Plan. Section (5) applies to the Plan no later than April 20, 2005, or such other date that the HIPAA Security Regulations apply to the Plan.

**ARTICLE XII
AMENDMENT AND TERMINATION OF PLAN**

12.01 Amendment and Termination. The Employer expects the Plan to be permanent and continue indefinitely, but since future conditions affecting the Employer cannot be anticipated or foreseen, the Employer must necessarily and does hereby reserve the right to amend, modify, supplement, or terminate the Plan at any time. The Employer may make any modifications or amendments to the Plan that are necessary or appropriate to qualify or maintain the Plan as a Plan meeting the requirements of Code sections including but not limited to 79, 105, 106, 125, 129, 152, 213, and 223 as now in effect or hereafter adopted or the Regulations issued thereunder. Such amendments shall be as set forth in an instrument in writing executed by the Employer.

Any amendment may be current, retroactive or prospective, in each case as provided therein; provided, however, that no amendment shall create or effect any discrimination prohibited by the Code.

12.02 Exclusive Benefit. The Plan is adopted for the exclusive benefit of the Employees of the Employer. No amendment to the Plan or action by the Employer or Administrator shall cause the Plan to be operated other than for the exclusive benefit of Employees and Participants.

12.03 Accrued Benefits Upon Termination or Amendment of Plan. The amendment or termination of the Plan shall not cause the loss or forfeiture of any benefits accrued or owing to the Participants prior to the date of the amendment or termination.

ARTICLE XIII
MISCELLANEOUS PROVISIONS

13.01 Number. Any term herein in the singular may also include the plural.

13.02 Gender. Whenever any words are used herein in the masculine, feminine or neuter gender, they shall be construed as though they were also used in another gender in all cases where they would so apply.

13.03 Information to be Furnished. Participants shall provide the Employer and Administrator with such information and evidence, and shall sign such documents as may reasonably be requested from time to time for the purpose of administration of the Plan and to avoid payment of benefits for which the Plan, a Component Plan or an Insurer is not primarily liable.

13.04 Limitation of Employee's Rights. Neither the establishment of the Plan nor any amendment hereof, nor the payment of any benefits, shall be construed as giving to any Participant or to any other person any legal or equitable right against the Employer, or any officer or Employee thereof, the Administrator, or any other person, except as herein provided. Participation in the Component Plans by Employees and their Dependents shall be governed by the terms and provisions of the Component Plans and nothing in the Plan shall be construed as giving to any Participant or to any other person any rights under the Component Plans except as provided under such Component Plans.

13.05 Indemnification by Participants. If any Participant receives a reimbursement from a Medical Flexible Spending Account, Limited Purpose Flexible Spending Account or a Dependent Care Flexible Spending Account for expenses which are not Qualifying Medical Expenses, Qualifying Expenses or Dependent Care Expenses, respectively, the Participant shall indemnify and reimburse the Employer for any liability it may incur for failure to pay or withhold federal income or employment taxes from such payment or reimbursement. However, such indemnification and reimbursement shall not exceed the amount of additional federal income taxes which the Participant would have owed if the payments or reimbursements had been made to the Participant as additional Compensation in the form of Taxable Benefits together with the Participant's share of any employment taxes that would have been paid on such Compensation reduced by any such additional income and employment taxes actually paid by the Participant.

13.06 Flexible Spending Account Assets or Funds. The Account of each Participant shall not represent actual Participant deposits into any fund. No assets or funds shall be invested in any separate trust. Until distributed, the Participant's Election of Non-Taxable Benefits pursuant to a Salary Reduction Agreement shall remain as part of the Employer's general assets. No Participant or any other party shall have any claim against, right to, or security or other interest in, any fund, Account or asset of the Employer from which any payment under the Plan may be made.

13.07 Employment Rights. The establishment and maintenance of the Plan shall not be construed as conferring any legal rights upon any Employee or other person for a continuation of employment, nor shall it interfere with the rights of the Employer to discharge any Employee and to treat Employee without regard to the effect which such treatment might have upon Employee as a Participant in the Plan.

13.08 Application of COBRA. In the event a Participant (or the Participant's beneficiary) sustains a qualifying event, as defined in Code section 4980B, the Participant (or their beneficiary, if applicable), shall be entitled to continuation of coverage through this Plan and Component Plans to the extent prescribed by Code section 4980B, notwithstanding the provisions of Section 3.02. Any Participant rights under COBRA shall not be deemed to extend any additional rights under the Plan that are not expressly provided herein to Employees or Participants.

13.09 Spendthrift Clause. The interests of Participants in the Plan shall not be subject to assignment or alienation by operation of law or legal process, nor shall such interests be assignable, alienable, or transferable in any way.

13.10 Governing Law. The Plan shall be construed, administered and enforced according to the laws of the State of Florida, to the extent not preempted by applicable Federal law; provided, however, that the governing law with respect to any Component Plan shall be as provided in the Component Plan.

13.11 Tax Effect. The Plan does not represent or guarantee that any particular federal, state or local income, payroll, personal property or other tax consequences will result from participation in this Plan. A Participant should consult with professional tax advisors to determine the tax consequences of his or her participation.

13.12 Severability. If any provision of the Plan shall be invalid or unenforceable, the remaining provisions hereof shall continue to be fully effective.

13.13 Headings. Paragraph headings used in the Plan are inserted for convenience of reference only, and any conflict among the headings and the text shall be resolved in favor of the text.

13.14 Counterparts. The Plan may be adopted in an original and any number of counterparts, each of which shall be deemed to be an original of one and the same instrument.

IN WITNESS WHEREOF, the Employer has caused the Plan to be executed in its name and on its behalf on the ____ day of _____, 2016, and to become effective the 1st day of January, 2015.

BY: _____
Harold W. Barley, Executive Director

Date: _____

MetroPlan Orlando

EXHIBIT A

Administrator

The Administrator of the MetroPlan Orlando WFL Plan shall be the Director of Finance & Administration.

EXHIBIT B

The Orange County, Florida Medical Plans

The Orange County, Florida Life and Accidental Death and Dismemberment Plan

The Orange County, Florida Disability Plans

The Orange County, Florida Dental Plans

The Orange County, Florida Vision Plan

The Orange County, Florida TRICARE Supplement Plan

TAB 4

**Proposed 2016 MetroPlan Orlando
Board Committee Appointments**

Executive Committee

Commissioner Scott Boyd (C)
Commissioner Bob Dallari (VC)
Commissioner Cheryl Grieb (S/T)
Mayor Teresa Jacobs
Mayor Buddy Dyer
Mayor Pat Bates
Mayor Jeff Triplett
Mayor Jim Swan (IPC)

Personnel Committee

Commissioner Scott Boyd (C)
Commissioner Bob Dallari (VC)
Commissioner Jennifer Thompson
Mayor Jim Swan (IPC)

Finance Committee

Commissioner Scott Boyd (C)
Commissioner Bob Dallari (VC)
Commissioner Cheryl Grieb (S/T)
Commissioner Bryan Nelson
Commissioner Frank Hawkins, Jr.
Mayor Pat Bates

Regional Leadership Council*

Commissioner Scott Boyd (C)
Commissioner Bob Dallari (VC)
Mayor Charles Lacey - MAC (C)

Other Appointments:

Central Florida MPO Alliance*

Designated Member

Commissioner John Horan
Commissioner Scott Boyd
Commissioner Cheryl Grieb

Alternate Member

Commissioner Bob Dallari
Commissioner Jennifer Thompson
Commissioner Michael Harford

Transportation Funding Task Force*

Commissioner Scott Boyd
Commissioner Samuel B. Ings
Commissioner Ted Edwards

Commissioner Bob Dallari
Commissioner Viviana Janer
Mayor Joe Kilsheimer

Transportation Disadvantaged Local Coordinating Board*

Designated Members

Commissioner Pete Clarke, Chairman
Commissioner Lee Constantine, Vice Chairman
Commissioner Michael Harford

**Committees also include non-MetroPlan Orlando Board members*

C- Chairman; VC- Vice-Chairman; S/T- Secretary/Treasurer; IPC- Immediate Past Chairman

TAB 5

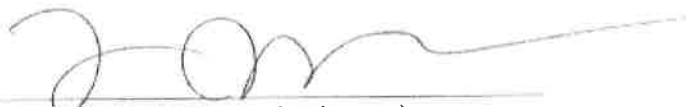
JOINT CERTIFICATION STATEMENT ON THE METROPOLITAN TRANSPORTATION PLANNING PROCESS

Pursuant to the requirements of 23 U.S.C. 134 (k)(5), 23 CFR 450.334(a), the Department and the MPO have performed a review of the certification status of the metropolitan transportation planning process for the **METROPLAN ORLANDO MPO** with respect to the requirements of:

1. 23 U.S.C. 134 and 49 U.S.C. 5303;
2. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 C.F.R. Part 21
3. 49 U.S.C. 5332 prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Section 1101(b) of MAP-21 and 49 C.F.R. Part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
5. 23 C.F.R. Part 230 regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
6. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and the regulations found in 49 C.F.R. Parts 27, 37, and 38;
7. The Older Americans Act, as amended (42 U.S.C. 6101) prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
8. Section 324 of 23 U.S.C. regarding the prohibition of discrimination on the basis of gender; and
9. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 C.F.R. Part 27 regarding discrimination against individuals with disabilities.

Included in this certification package is a summary of noteworthy achievements by the MPO, attachments associated with these achievements, and (if applicable) a list of any recommendations and/or corrective actions. The contents of this Joint Certification Package have been reviewed by the MPO and accurately reflect the results of the joint certification review meeting held on **January 19, 2015**.

Based on a joint review and evaluation, the Florida Department of Transportation and the **METROPLAN ORLANDO MPO** recommend that the Metropolitan Planning Process for the **METROPLAN ORLANDO MPO** be certified.



District Secretary (or designee)

1/26/2016

Date

MPO Chairman (or designee)

Date

2016 MODIFIED JOINT CERTIFICATION REVIEW

Florida Department of Transportation, District Five And MetroPlan Orlando Metropolitan Planning Organization

Attendees: Harry Barley (MPO), Gary Huttman (MPO), Keith Caskey (MPO), Virginia Whittington (MPO), Alex Trauger (MPO), Jason Loschiavo (MPO), Mary Ann Horne (MPO), Eric Hill (MPO), Andrea Ostrodka (LYNX), Mary Schoelzel (FDOT), Jamil Gutierrez (FDOT), Jo Santiago (FDOT)

The MetroPlan Orlando Metropolitan Planning Organization (MPO) has the responsibility for ensuring that the major transportation issues in their planning areas are addressed and that the requirements in state and federal law governing the metropolitan transportation planning process are met. Certification reviews are the tool used to determine whether the MPOs are fulfilling this responsibility. They are conducted on an annual basis by the Florida Department of Transportation (FDOT) and on a four (4) year cycle by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) for MPOs in TMA areas. The only exception is “conditional certification” issued for a MPO by FHWA. The next federal certification review for the MetroPlan Orlando Metropolitan Planning Organization will be conducted in year 2019.

The 2016 State Modified Joint Certification Review for the MetroPlan Orlando MPO was held on January 19, 2016. The discussions were organized around a set of questions developed by FDOT Staff to review all of the transportation planning processes and requirements mandated by law. The MetroPlan Orlando MPO staff provided responses to the questions. The findings, summary of noteworthy achievements, and recommendations presented in this Modified Joint Certification Review are drawn from the responses to the questions. They also reflect the emerging importance of regionalism, the increasing emphasis being placed on development of interconnected multi-modal transportation systems, and the need to improve linkages between transportation planning and land use planning. FDOT District Five Staff will provide the results of the 2016 Modified Joint Certification Review to the MetroPlan Orlando MPO Board and its committees.

FINDINGS

General

The MetroPlan Orlando MPO continues to work with the Florida Department of Transportation, Local Governmental Agencies, Regional Planning Agencies, and other Transportation Agencies to support the initiatives needed to support a vibrant transportation system in Orange, Osceola, and Seminole Counties. The MetroPlan Orlando MPO Staff have worked very hard in the past year to plan and prioritize projects of importance in their MetroPlan Orlando MPO boundary area. They continue to move

forward with working on regional planning and developing regional projects, such as the Central Florida MPO Alliance Projects for Prioritization. This also includes Strategic Intermodal System (SIS) projects, Trail projects, and Transit projects. This collaborated effort has assisted the Department with developing the Tentative Five Year Work Program. The MetroPlan Orlando MPO has successfully completed and submitted their annual Transportation Improvement Program (TIP) and Amendments, their Unified Planning Work Program (UPWP) which is done every two years and Amendments, their Long Range Transportation Plan which is done every five years, and their annual Prioritized List of Projects. They continue to have a positive relationship with other Local Governmental Agencies, Regional Planning Agencies and other transportation and land use agencies. The MetroPlan Orlando MPO Staff continues to support their MPO Board and its committees with updated information and training to help them better understand their roles and the importance of their participation. FDOT appreciates the support that the MetroPlan Orlando MPO and Local Agencies provide to move projects forward to meet the transportation needs in the MetroPlan Orlando MPO areas that they represent.

Summary of Noteworthy Achievements

MetroPlan Orlando just relocated their offices to a new location in Orlando (250 South Orange Avenue, Suite 200, Orlando, Florida 32801). During this move MetroPlan Orlando MPO continued to work business as usual with very little interruption to the public and the governmental agencies that it represents.

During this certification period MetroPlan Orlando MPO conducted a Health Impact Assessment (HIA) Study on State Road 50 in partnership with the Winter Park Health Foundation and the University of Central Florida for bus rapid transit services. This study uses data sources and analytic methods and considers input from stakeholders to determine the potential effects of the proposed policy, plan, program, or project on the health of a population. It also helps decision makers understand the health implications of a proposed development, policy, or procedural change. A steering committee was developed and met once a month to discuss study and findings. The assessment included walking audits in neighborhoods surrounding proposed bus rapid transit stations, it included surveys of corridor transit users and it also developed scenario concepts for three target demonstration areas along the corridor.

As part of MetroPlan Orlando MPO's Strategic Business Plan the MPO developed new bylaws for the Transportation Systems Management and Operations (TSMO) Advisory Committee. The purpose for the bylaws is to have the MPO represent various public governmental bodies, authorities, agencies, and safety-related organizations of the Orlando Urbanized Area. It shall involve the process of integrating various strategies to optimize performance and safety of the region's surface transportation system by the establishment of a TSMO committee.

The MPO is to be commended for showing their support and attending the annual Transportation Disadvantaged Legislative Day held in Tallahassee Florida this past March.

MetroPlan Orlando is to be commended for their support and sponsorship of the Florida MPO Advisory Council Weekend Institute in 2015. MetroPlan Orlando sent three board members to the training and also played a role in developing the program.

The MetroPlan Orlando MPO is to be commended for their approach into making the 2040 Long Range Transportation Plan (LRTP) process more user friendly for members and the general public. The MPO Staff is looking beyond the traditional approach of using traffic models to produce their LRTP. They are recognizing the relationship between transportation and land-use to be a more effective way to producing a plan or vision for Orange, Osceola and Seminole communities. The MPO continues to work with their members and the communities to better understand their visions and needs. The MPO continues to work with the “How Shall We Grow?” initiative to develop their LRTP.

This past spring MetroPlan Orlando approved and entered into a contract with the University of Central Florida, Institute for Social and Behavioral Sciences for a market research project done in the three county (Orange, Osceola, and Seminole) area that it represents to better understand transportation issues of importance to the region, generate input on future funding options and identify education deficiencies. This project included telephone surveys and internet surveys to collect and analyze information from the public to identify trends in public opinion.

MetroPlan Orlando has been very instrumental in assisting the Department and the Local Governmental agencies in improving the Department Priority Projects Program Process (a/k/a 4P) to help projects become ready to go. MetroPlan Orlando has developed a tool called Project Application Tool (PAT) that will help the local agencies in speeding up their applications to get projects programmed sooner. The Department appreciates the support that MetroPlan Orlando is giving for this process.

MetroPlan Orlando has made a significant change in their efforts to apply what they have been hearing from the public to spend more time and funding on intermodal projects. MetroPlan Orlando has adjusted their allocations for their federal Surface Transportation Program Funding (Urban Attributable Funding or (SU)) to allow more funding to be used on multi-modal projects. They have also asked the Department to allow a percentage of District Dedicated Revenue (DDR) funding that would be allocated to their area for roadway projects to be used for transit initiatives starting in the Department’s Fiscal Year 2020/2021. The Department has agreed to assist in any way that we can.

MetroPlan Orlando is to be commended for their continued support and contribution to Bike/Walk Central Florida to continue work with the “Best Foot Forward” bicycle and pedestrian safety program to focus on educating and enforcing that safety comes first and

is a high priority for their area. With MetroPlan Orlando's financial support, the program will expand to include a presence in Seminole and Osceola counties as well.

MetroPlan Orlando continues to care and reach out and address all transportation needs of their area for the aging and disabled. This past year they approved the support and contribution to assist ITNAmerica (Independent Transportation Network of Orlando) for an innovative program to provide dignified transportation services to senior citizens and people with visual impairments using both volunteer and paid drivers.

MetroPlan Orlando is to be commended for their initiative to request and declare that October 10, 2015 would be "Put the Brakes on Fatalities Day" in the Orlando metropolitan area. This event is declared across the country. It is a national initiative that focuses on reducing the number of highway fatalities by improving our roadways, vehicles, and driver behavior. The goal is to unite the country to achieve one full day of zero traffic deaths by promoting safer highways and encouraging safe behavior. MetroPlan Orlando also declared October 15, 2015 as "Blind Americans Equality Day". This event has been around since 1964 and was called at the time "White Cane Safety Day". The name was changed by President Barack Obama in year 2011 to "Blind American Equality Day".

MetroPlan Orlando continues to keep up and report to the MPO Board key trends affecting the transportation industry, including the new federal air quality standards.

Accountability

The content of the quarterly reports submitted by the MetroPlan Orlando MPO with invoices have been adequate. These reports are intended to document progress made and difficulties encountered in implementing an MPO's UPWP. They also are used to help assess the eligibility and reasonableness of MPO expenses to be reimbursed with federal funds.

MetroPlan Orlando MPO has continued to keep its Board and Committees informed of the status of mega-projects underway including SunRail initiatives, the Ultimate I-4 project, and the Beyond the Ultimate I-4 initiatives, and the Wekiva Parkway project.

Planning Fund Carryover Balances

The MetroPlan Orlando MPO is to be commended for their continued work in spending their Planning Funds. These funds are intended to be used for productive purposes within a reasonable time frame and are subject to redistribution or loss if certain requirements are not met.

Public Involvement

The MetroPlan Orlando MPO continues to improve and update their public outreach and information efforts by making it more user-friendly. This website address is: <http://www.volusiacountympo.com>.

RECOMMENDATIONS/ACTIONS

1. The MetroPlan Orlando MPO should make sure that any requests that are made concerning any project come to the Department in writing by e-mail or letter. This is so that there is a paper trail of any and all changes made to a project. This is a FDOT Policy. All project requests should come to the FDOT MPO Liaison directly.
2. The MetroPlan Orlando MPO should make sure that they work with their FDOT MPO Liaison concerning any issues or requests. All inquiries and requests should come to the FDOT MPO Liaison directly and if others need to be informed it will be the responsibility of the FDOT MPO Liaison to assure that they are informed.
3. The MetroPlan Orlando MPO staff needs to ensure that their FY 2016/2017 and FY 2017/2018 UPWP production plan and schedule is fully achieved.

TAB 6



RESOLUTION NO. 16-01

SUBJECT:

**Support for the City of Orlando's
"Beyond Traffic: The Smart City Challenge" Grant Application
being submitted to the United States Department of Transportation**

WHEREAS, MetroPlan Orlando is the duly designated and constituted body under federal and state laws responsible for carrying out the urban transportation planning and programming for the Orlando and Kissimmee Urbanized Areas; and

WHEREAS, the United States Department of Transportation (USDOT) is encouraging cities to put forward their best and most creative ideas for innovatively addressing the challenges they are facing in an application for the "Smart City Challenge" grant; and

WHEREAS, the "Smart City Challenge" grant will enable a city to demonstrate and evaluate a holistic, integrated approach to improving surface transportation performance within a city and integrating this approach with other smart city domains such as public safety, public services, and energy; and

WHEREAS, the USDOT intends for this challenge grant to address how emerging transportation data, technologies, and applications can be integrated with existing systems in a city to address transportation challenges; and

WHEREAS, the USDOT's ideal "Smart City" for this grant opportunity is a mid-sized city with a population between approximately 200,000 and 850,000 people, a population density that includes a significant share (greater than 15%) of the overall population of its urbanized area using 2010 United States Census data, an environment conducive to demonstrating proposed strategies, an existing public transportation system and a commitment to integrating transportation services with the sharing economy; and

WHEREAS, the City of Orlando meets these criteria with a 2010 United States Census population of 235,992 representing 16% of the urbanized area's population, a track record of demonstrating innovative technologies, an existing public transportation system consisting of LYNX bus and paratransit services and the SunRail commuter rail project, and both auto and bike sharing programs; and

WHEREAS, under a first solicitation, the USDOT is requesting applications for assistance to result in awards to selected “Smart City Challenge Finalists” where it is expected that five finalists will be chosen by USDOT to receive fixed amount cooperative agreement awards of federal funding in the amount of \$100,000 each; and

WHEREAS, under the second follow-on solicitation, the USDOT intends to solicit applications for assistance to result in one award to provide funding support for the implementation of a “Smart City Challenge,” in the estimated federal funding amount of \$40 million; and

WHEREAS, Paul G. Allen’s Vulcan Inc. has announced its intent to award up to \$10 million to the USDOT winner of the “Smart City Challenge;” and

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

WHEREAS, the Orlando metropolitan area is the nation’s top visitor destination with more than 62 million visitors last year (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, Orlando International Airport (a major regional asset located in the City of Orlando) recently set a new record with serving 38 million passengers over the past year and is the site of a new intermodal transportation facility that is under construction; and

WHEREAS, the growth in population, employment and visitors in the City of Orlando has contributed to increased traffic volumes and, with this, an increase in the number of all types of crashes from 16,791 in 2013 to 34,302 in 2015, a 104 percent increase; and

WHEREAS, the implementation of Intelligent Transportation Systems (ITS) have been shown to reduce the number of transportation related collisions, fatalities, and injuries; and

WHEREAS, the City of Orlando has a proven track record of implementing innovative solutions such as ITS to meet transportation challenges, starting in 1992 with the TravTek pilot project, a public/private partnership test of an advanced driver information system; and

WHEREAS, since making the business case for ITS with the TravTek project, the City of Orlando has made significant investments to improve mobility using information communication and technology; and

WHEREAS, the City of Orlando's ITS infrastructure includes 55 miles of fiber optic network with redundant paths between hubs; ethernet-based traffic signal controllers; 101 CCTV cameras; Bluetooth travel time/origin-destination data collection equipment; 20 smart bike share stations; smart parking meters; 14 red light cameras; transit system priority at key intersections; and annual traffic signal retiming; and

WHEREAS, the City of Orlando hosted the USDOT *Beyond Traffic Forum for the Florida Megaregion* in October 2015, one of a series held across the country to lay the groundwork for innovative transportation solutions to improve transportation performance and traffic safety; and

WHEREAS, MetroPlan Orlando provides funding support for ITS deployment in the City of Orlando and coordinates with the City on innovative arterial management strategies, including policies to improve mobility options; and

WHEREAS, the City of Orlando is the beneficiary of \$10 million of ITS investments that are programmed in MetroPlan Orlando's Transportation Improvement Program for Fiscal Year 2015/16 - 2019/20; and

WHEREAS, the City of Orlando is actively involved in MetroPlan Orlando's Transportation Systems Management and Operations (TSMO) Committee and appoints staff to this Committee to champion ITS projects and strategies within the City and throughout the region; and

WHEREAS, ITS projects that are managed by the City of Orlando are an important component of MetroPlan Orlando's regional Congestion Management Process (CMP); and

WHEREAS, MetroPlan Orlando has been using traffic data collected by ITS devices deployed by the City of Orlando to meet Public Law 112-141, the Moving Ahead for Progress in the 21st Century Act (MAP-21) to create a streamlined, performance-based, multimodal program to address the needs of our regional transportation system; and

WHEREAS, the ITS infrastructure in the City of Orlando also contributes important data to MetroPlan Orlando's *Tracking the Trends* report that identifies trends affecting highway, transit, aviation, rail, bicycle, and pedestrian systems, as well as freight movement; and

WHEREAS, the MetroPlan Orlando Board recognizes that the metropolitan area's continued growth and prosperity depends on a transportation system that integrates ITS elements and services to safely and efficiently move an ever greater volume of people and goods; and

WHEREAS, the Florida Automated Vehicles (FAV) program, led by the Florida Department of Transportation (FDOT), is helping to educate the public by engaging stakeholders, such as the City of Orlando, to develop, research and pilot projects and to broaden awareness of this technology; and

WHEREAS, in 2012, the Florida Legislature approved House Bill 1207 to make Florida one of four states (plus Washington, D.C.) to legally allow the explicit use of autonomous technology within vehicles operating on public roadways for testing purposes; and

NOW, THEREFORE, BE IT RESOLVED that MetroPlan Orlando enthusiastically supports the City of Orlando's grant application to be selected as a finalist for the "Smart City Challenge" grant; and

BE IT FURTHER RESOLVED that MetroPlan Orlando and its partners will support the City of Orlando in the preparation of a more detailed application for demonstration and implementation of the City's vision of a "Smart City" under the second solicitation.

CERTIFICATE

The Chairman of the MetroPlan Orlando Board certifies that the foregoing is a true and correct copy of a Resolution approved in accordance with Section IX. (m) of MetroPlan Orlando's Internal Operating Procedures for emergency amendments which shall be presented to the full MetroPlan Orlando Board for ratification at their next meeting on February 10, 2016.

Signed on January 28, 2016



Honorable Scott Boyd, Chairman

Attest:



Lena E. Tolliver,
Senior Board Services Coordinator

Resolution No. 16-01

Page 4 of 5

Ratification

BE IT FURTHER RESOLVED that the aforementioned amendments listed above are hereby duly ratified by the MetroPlan Orlando Board this 10th day of February, 2016

Honorable Scott Boyd, Chairman

Attest:

Lena E. Tolliver,
Senior Board Services Coordinator

TAB 7

FINANCE USE ONLY:

Approved Bd Mtg:
Agenda Item #:

Entered:

B E No. : FY 2016
5

REQUEST FOR UPWP BUDGET AMENDMENT

DATE: 1/26/2016

<u>PROJECT</u>	<u>ELEMENT</u>	<u>CODE</u>	<u>DESCRIPTION</u>	(WHOLE DOLLARS ONLY) <u>AMOUNT</u>
37016	716100	62500	Contingency	20,000
38016	816840	63000	Consultants	18,500

TOTAL: \$ 38,500

INCREASE BUDGET:

<u>PROJECT</u>	<u>ELEMENT</u>	<u>CODE</u>	<u>DESCRIPTION</u>	(WHOLE DOLLARS ONLY) <u>AMOUNT</u>
37016	716820	64400	Contributions	20,000
38016	816820	63000	Consultants	18,500

TOTAL: \$ 38,500

REASON(S):

1) To provide a contribution to Teens Drive Alert to promote public safety. 2) To reallocate general planning consultant funds to allow for additional traffic signal retiming studies

Finance Director's Signature:

Jason S. Loschiavo

Date:

Executive Director's Signature:

Harold W. Barley

Date:

REMARKS:

Revised 06/20/12

TAB 8

RESOLUTION NO. 16-02

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 #4390971 - Spring Avenue Railroad Crossing #621876-G in the City of Ocoee - Funding consists of \$167,070 in Railroad Highway Program (RHP) funds for construction in FY 2015/16;**
- **FM #4390991 - Laughlin Road Railroad Crossing #625237-C in the City of Zellwood - Funding consists of \$97,266 in Railroad Highway Hazard (RHH) funds and \$33,508 in Railroad Highway Program (RHP) funds for construction 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 10th day of February, 2016.

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 Scott Boyd, 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**

January 7, 2016

Mr. Gary Huttman
Deputy Executive Director
MetroPlan Orlando
250 South Orange Ave. Suite 200
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 439097-1 Spring Avenue Crossing. Railroad Crossing # 621876-G in the City of Ocoee

Current TIP Status:

Project currently is not in Fiscal Year 2015/16 – 2019/20 TIP

Proposed Amendment:

Adding Construction Railroad Phase – Fiscal Year 2015/16 - \$167,070 Rail Highway Program (RHP) Funding

Explanation:

Railroad funding became available from Central Office and this project was selected to receive funding.

Project:

FM 439099-1 Laughlin Road Railroad crossing # 625237-C in the City of Zellwood

Current TIP Status:

Project currently is not in Fiscal Year 2015/16 – 2019/20 TIP

Proposed Amendment:

Adding Construction Railroad Phase - Fiscal Year 2015/16 - \$97,266 Railroad Highway Hazard (RHH) Funding

Adding Construction Railroad Phase - Fiscal Year 2015/16 - \$33,508 Railroad Highway Program (RHP) Funding

Explanation:

Railroad funding became available from Central Office and this project was selected to receive funding.

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 9

RESOLUTION NO. 16-03

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, Florida's Turnpike Enterprise 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 #4380301 - SR 528/Beachline Expressway from SR 520 in Orange County to east of Industry Road in Brevard County - Add Express Lanes and Service Plaza - Funding consists of \$5,300,00 in State Inter/Intrastate (DI) funds for PD&E in FY 2015/16;
- FM #4114061 - Florida's Turnpike from the Orange/Osceola County Line to SR 528/Beachline Expressway - Add 4 Express Lanes -

Programmed project phase to be deleted: \$2,486,000 in State Inter/Intrastate (DI) funds and \$137,212,000 in Toll/Turnpike (PKYI) funds for construction in FY 2015/16, and \$2,830,000 in Toll/Turnpike (PKYI) funds for construction in FY 2016/17 due to the letting for the project being moved from June 2016 (FY 2015/16) to August 2016 (FY 2016/17);

Programmed project phase to be added: \$2,548,000 in State Inter/Intrastate (DI) funds and \$175,666,000 in Toll/Turnpike (PKYI) funds for construction in FY 2016/17 due to the letting for the project being moved from June 2016 (FY 2015/16) to August 2016 (FY 2016/17);

Osceola County

- FM #4114064 - Florida's Turnpike from south of Osceola Parkway to the Orange/Osceola County Line - Add 4 Express Lanes -

Programmed project phase to be deleted: \$5,140,000 in Toll/Turnpike (PKYI) funds for construction in FY 2015/16 due to the letting for the project being moved from

June 2016 (FY 2015/16) to August 2016 (FY 2016/17);

Programmed project phase to be added: \$10,082,000 in Toll/Turnpike (PKYI) funds for construction in FY 2016/17 due to the letting for the project being moved from June 2016 (FY 2015/16) to August 2016 (FY 2016/17); 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 Florida's Turnpike Enterprise'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 10th day of February, 2016.

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 Scott Boyd, Chairman

Attest:

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

January 11, 2016

Mr. Gary Huttman
Deputy Executive Director
MetroPlan Orlando
250 S. Orange Ave, Suite 200
Orlando, Florida 32801

Dear Mr. Huttman:

The Florida Department of Transportation (FDOT) requests the following changes be made to the MetroPlan Orlando Adopted FY 2015/2016 – FY 2019/2020 Transportation Improvement Program (TIP) in coordination with the corresponding change to FDOT's Work Program:

- 1) **Add Project FPN 4380301** for a Project Development and Environmental (PD&E) study to widen Beachline East from SR 520 in Orange County to East of Industry Road in Brevard County.

Programmed project phase to be added:

Phase 22 (PD&E) in the amount of \$5,300,000 of State Inter/Intrastate Hwy (DI) funds in FY 2016.

Reason for Request:

This study will evaluate the impacts of the addition of express lanes and a service plaza to a future widening project.

- 2) **Delete Project FPN 4114061** for widening the Turnpike from the Osceola County line to the Beachline West Expressway, with express lanes (4 to 8 lanes) in Orange County.

Programmed project phase to be deleted:

Phase 52 (CST) in the amount of \$2,486,000 of State Inter/Intrastate Hwy (DI) funds, \$137,212,000 of Toll/Turnpike (PKYI) funds in FY 2016, and \$2,830,000 of Toll/Turnpike (PKYI) funds in FY 2017.

Reason for Request:

The letting for this project was moved from June 2016 (FY 2016) to August 2016 (FY 2017).

- 3) **Add Project FPN 4114061** for widening the Turnpike from the Osceola County line to the Beachline West Expressway, with express lanes (4 to 8 lanes) in Orange County.

Programmed project phase to be added:

Phase 52 (CST) in the amount of \$2,548,000 of State Inter/Intrastate Hwy (DI) funds and \$175,666,000 of Toll/Turnpike (PKYI) funds in FY 2017.

Reason for Request:

The letting for this project was moved from June 2016 (FY 2016) to August 2016 (FY 2017)

- 4) **Delete Project FPN 4114064** for widening the Turnpike from south of Osceola Parkway to the Osceola County line, with express lanes (4 to 8 lanes) in Osceola County.

Programmed project phase to be deleted:

Phase 52 (CST) in the amount of \$5,140,000 of Toll/Turnpike (PKYI) funds in FY 2016.

Reason for Request:

The letting for this project was moved from June 2016 (FY 2016) to August 2016 (FY 2017).

- 5) **Add Project FPN 4114064** for widening the Turnpike from south of Osceola Parkway to the Osceola County line, with express lanes (4 to 8 lanes) in Osceola County.

Programmed project phase to be added:

Phase 52 (CST) in the amount of \$10,082,000 of Toll/Turnpike (PKYI) funds in FY 2017.

Reason for Request:

The letting for this project was moved from June 2016 (FY 2016) to August 2016 (FY 2017).

Thank you for your assistance with this matter. If you have any questions, please contact me at (407) 264-3494.

Sincerely,



Carol Scott
MPO Liaison

cc: Harry Barley, Executive Director, MetroPlan Orlando
Keith Caskey, Manager of Planning Services, MetroPlan Orlando
Randy Fox, Intermodal Systems Development Manager, Florida's Turnpike Enterprise
Tim George, Work Program Administrator, Florida's Turnpike Enterprise

TAB 10



metroplan orlando
A REGIONAL TRANSPORTATION PARTNERSHIP

PUBLIC INVOLVEMENT PLAN

DRAFT

Prepared by:

MetroPlan Orlando
250 South Orange Avenue, Suite 200
Orlando, FL 32801
(407) 481-5672

MetroPlanOrlando.org

[MetroPlan Orlando](http://MetroPlanOrlando.org)



[@MetroPlan_Orl](https://twitter.com/MetroPlan_Orl)



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TO FIND OUT HOW **YOU** CAN GET INVOLVED WITH REGIONAL
TRANSPORTATION, PLEASE CONTACT:

Community Outreach Specialist
MetroPlan Orlando
250 S. Orange Ave., Suite 200
Orlando, FL 32801

(407) 481-5672, ext. 305

Info@MetroPlanOrlando.org



About MetroPlan Orlando

MetroPlan Orlando is the metropolitan planning organization (MPO) for Orange, Osceola and Seminole counties - an agency created under federal law to direct urban transportation planning and the allocation of federal and state funds. 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. Comments received from all these sources were reviewed and shared with board members before arriving at the final version.

MetroPlan Orlando Board & Committees

The MetroPlan Orlando Board

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

GETTING THE MOST CURRENT INFORMATION

The most up-to-date information about our meetings is on MetroPlan Orlando's website calendar.

You can access it here:
<http://www.metroplanorlando.org/calendar/>

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 near the conclusion of the meeting - are included in each meeting.

METROPLAN ORLANDO BOARD MEETINGS

The MetroPlan Orlando Board meets on the second Wednesday of the month (unless otherwise advertised). Meetings begin at 9 a.m. in the MetroPlan Orlando Board Room, 250 S. Orange Ave., Suite 200, Orlando, FL 32801. All meetings are open to the public, and your participation is encouraged. The agenda is available online at www.metroplanorlando.org/board-committees/

NOTE: The board may not meet every month. Dates and times may change due to holidays or other conflicts.

Throughout the planning process, the MetroPlan Orlando Board receives input and recommendations from its advisory groups. Committee chairmen serve as non-voting advisors on the board - except for the Municipal Advisory Committee, which has a voting seat. The standing advisory groups 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.

COMMUNITY ADVISORY COMMITTEE MEETINGS

The Community Advisory Committee meets on the fourth Wednesday of the month (unless otherwise advertised). Meetings begin at 9:30 a.m. in the MetroPlan Orlando Board Room, 250 S. Orange Ave., Suite 200, Orlando, FL 32801. All meetings are open to the public, and your participation is encouraged. The agenda is available online at www.metroplanorlando.org/board-committees/

NOTE: The committee may not meet every month. Dates and times may change due to holidays or other conflicts.

The Community Advisory Committee is the only standing advisory committee for which citizens can volunteer their services. Residents interested in serving on the committee in a MetroPlan Orlando appointed seat will need to fill out an application, found [here in the Board/Committees section of the organization's website](#) 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.

TECHNICAL ADVISORY COMMITTEE MEETINGS

The Technical Advisory Committee meets on the fourth Friday of the month (unless otherwise advertised). Meetings begin at 10 a.m. in the MetroPlan Orlando Board Room, 250 S. Orange Ave., Suite 200, Orlando, FL 32801. All meetings are open to the public, and your participation is encouraged. The agenda is available online at www.metroplanorlando.org/board-committees/

NOTE: The committee may not meet every month. Dates and times may change due to holidays or other conflicts.

Transportation Systems Management & Operations Advisory Committee

The Transportation Systems Management & Operations Advisory (TSMO) Committee 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.

TSMO ADVISORY COMMITTEE MEETINGS

The Transportation Systems Management & Operations Advisory Committee meets on the fourth Friday of the month (unless otherwise advertised). Meetings begin at 8:30 a.m. in the MetroPlan Orlando Board Room, 250 S. Orange Ave., Suite 200, Orlando, FL 32801. All meetings are open to the public, and your participation is encouraged. The agenda is available online at www.metroplanorlando.org/board-committees/

NOTE: The committee may not meet every month. Dates and times may change due to holidays or other conflicts.

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 has a vote on the board and 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.

MUNICIPAL ADVISORY COMMITTEE MEETINGS

The Municipal Advisory Committee meets on the Thursday prior to the MetroPlan Orlando Board meeting (unless otherwise advertised). Meetings begin at 9:30 a.m. in the MetroPlan Orlando Board Room, 250 S. Orange Ave., Suite 200, Orlando, FL 32801. All meetings are open to the public, and your participation is encouraged. The agenda is available online at www.metroplanorlando.org/board-committees/

NOTE: The committee may not meet every month. Dates and times may change due to holidays or other conflicts.

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 (TDLCB). 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.

TDLCB MEETINGS

The Transportation Disadvantaged Local Coordinating Board meets on the second Thursday quarterly (unless otherwise advertised). Meetings begin at 10 a.m. in the MetroPlan Orlando Board Room, 250 S. Orange Ave., Suite 200, Orlando, FL 32801. All meetings are open to the public, and your participation is encouraged. The agenda is available online at www.metroplanorlando.org/board-committees/

NOTE: Dates and times may change due to holidays or other conflicts.

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 at MetroPlanOrlando.org. The calendar is updated continuously and will reflect the latest information - including meetings that may have been scheduled on short notice or to address an emergency situation.

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 [here 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 alternative language services who desire to participate in a MetroPlan Orlando event. To arrange



COMMON TERMS

Sometimes it seems like transportation planning has its own language.

Here are some common terms that you may encounter:

ADA - Americans with Disabilities Act - a federal law that requires public facilities (including transportation services) to be accessible to persons with disabilities.

LEP - Limited English Proficiency - refers to a person who is not fluent in the English language. MetroPlan Orlando has an LEP plan to ensure individuals with limited English skills can participate in the transportation planning process.

LRTP - Long Range Transportation Plan - a 20-year forecast plan required of state planning agencies and Metropolitan Planning Organizations to consider a range of factors in determining regional goals and how transportation can best meet these goals.

Title VI - The portion of the Civil Rights Act of 1964 that says no person in the U.S. can be excluded from programs or activities receiving federal financial assistance.

For more terms often used in transportation planning, see MetroPlan Orlando's electronic acronym guide, [available here on our website](#).

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. We also reviewed other similar public involvement plans and researched new methods for community outreach that might be useful for the plan. 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 LRTP 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 (LRTP) 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 website

Long Range Transportation Plan Amendments

Amendments to the long range transportation plan are occasionally requested. The proposed amendments may be deemed either “substantial,” or “non-substantial,” according to guidelines in MetroPlan Orlando’s Internal Operating Procedures (available [here on the organization’s website](#)).

Substantial amendments have a major impact on the plan - usually in terms of funding or needs identification. Their approval follows a public involvement process similar to the original adoption of the plan. Non-Substantial Amendments, which do not affect the cost-feasibility elements of the plan - are approved through a more streamlined process.

Both public involvement processes are laid out here.

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 website

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 website

Prioritized Project List

Once 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 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 website

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 the Florida Department of Transportation (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 website

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
Amendment is published on MetroPlanOrlando.org	When final documents can be uploaded to the website

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
Amendment is published on MetroPlanOrlando.org	When final documents can be uploaded to the website

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. It is also the organization's official budget document. 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 website

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. Use targeted meetings, non-traditional partnerships and other tools to foster meaningful participation.
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 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. Use social media channels to drive visitors to the website. Reduce printing and related costs by incorporating more content on MetroPlanOrlando.org.
2. 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.
3. 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.
4. 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 **5,500** 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 **12,000** 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 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.
7. Evaluate new social media tools for possible use in outreach efforts.

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 in the region 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](https://news.on.MetroPlanOrlando.org) for easy access by the media and public.
8. Clarify any misinformation about the organization that makes its way into media local reports.

Measurement

Media clips

Objective #7

Meet all federal and state requirements for public involvement, by having successful certifications annually by the Florida Dept. of Transportation (FDOT) and every four years by the Federal Highway Administration (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 use has become a must for public involvement toolboxes, but it brings its own special set of needs and considerations.

The Evolving 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:

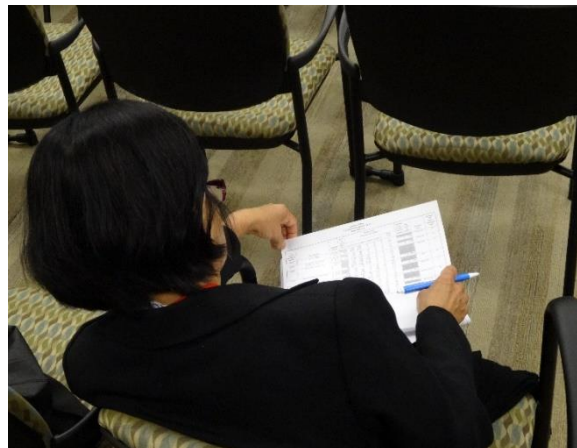
- i. The following forms of content shall not be allowed:

- 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) both require public involvement to ensure that various parties -- 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 others -- are given reasonable opportunities 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](#).

MetroPlan Orlando recognizes that diverse public involvement is a cornerstone of the planning process, improving decision-making, strengthening community partnerships and providing traditionally underserved populations with opportunities to learn about and influence the ways transportation affects their lives.

To ensure all interested persons in Central Florida have the opportunity to offer input, MetroPlan Orlando provides a 45-day comment period, during which the draft Public Involvement Plan is available on the organization's website. The draft plan is distributed in print and electronically to board and committee members for review.

Once the feedback is incorporated and the plan is approved by the MetroPlan Orlando Board, it is posted in the Public Involvement section of the website. Those persons who want a printed copy of either the draft or approved plan may request it by calling the Community Outreach Specialist at 407-481-5672.

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](https://www.MetroPlanOrlando.org) [electronic](#)

[calendar](#), 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

MetroPlan Orlando encourages public comment.

This document is available on our website, at
<http://www.metroplanorlando.com/public-involvement/>
or call our Public Information Officer/Title VI Coordinator at
(407) 481-5672, ext. 320 for a copy.



PUBLIC INVOLVEMENT EVALUATION DASHBOARD

DRAFT

Prepared by:

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Orlando, FL 32801
MetroPlanOrlando.org

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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TAB 11

JOHN L. MICA
7TH DISTRICT, FLORIDA

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www.Facebook.Com/JohnMica

COMMITTEE ON
OVERSIGHT AND GOVERNMENT REFORM
SUBCOMMITTEE ON TRANSPORTATION
AND PUBLIC ASSETS
CHAIRMAN

COMMITTEE ON
TRANSPORTATION AND INFRASTRUCTURE

Congress of the United States
House of Representatives
Washington, DC 20515-0907

December 21, 2015

RECEIVED

METROPLAN ORLANDO

Mr. Harold W. Barley
Executive Director
Metropolitan Orlando
315 E Robinson St, Ste 355
Orlando, FL 32801-1949

Dear Harry:

As we come to the end of 2015, I wanted to provide you with information regarding the recently passed five year transportation bill and some local transportation initiatives that may be of interest to you as a community leader.

Congress passed, and the President signed into law, the *Fixing America's Surface Transportation (FAST) Act*. This \$305 billion, revenue neutral legislation provides policy and funding through 2020 and follows the *MAP-21* legislation that I passed as Chairman of the House Transportation and Infrastructure Committee. In my proceeding legislation, we attempted to devolve more programs to state and local governments, expedite federal permitting and cut red tape. The *FAST Act* builds on these and other reforms initiated in *MAP-21*. The *FAST Act* also includes important provisions that provide long-term certainty and added flexibility for state and local governments so they can more effectively address their infrastructure needs.

Florida, specifically in the *FAST Act*, is estimated to receive an overall increase of approximately \$891 million in annual highways funding. Our State's apportioned highway funding will grow from \$9.1 billion in 2015 to an estimated \$10 billion annually from 2016 to 2020. Funding for transit in Florida will grow from \$360 million in 2015 to \$370 million in 2016 and \$401 million in 2020. Most of the additional dollars will flow through the State of Florida Department of Transportation.

Also included in that bill were provisions I authored to initiate Amtrak reforms that will open up service to private competition and cut taxpayer subsidies. For your information, I have enclosed additional information on some of the key provisions of the *FAST Act*.

The *FAST Act* and recently passed federal *Omnibus Appropriations* legislation both ensure projects like I-4, SunRail and airport expansions will move forward in 2016 and beyond.

The current I-4 expansion is only 21 miles and will be under construction until 2021. To move up the links beyond Kirkman Road to US 27 and above State Road 434 into Volusia County, I have enlisted Mayor Teresa Jacobs, State and local leaders to help move those future

links forward. Competition for projects is stiff, and Central Florida will be competing for the same limited funds as South and West Florida. It is vital that we organize early as these important links have a \$2 billion price tag above and beyond the \$2.4 billion current expansion. Currently with a record number of infrastructure projects underway, construction employment is the best it has been in years and should continue.

Also as you may know, I have launched a Central Florida initiative to develop and utilize advanced technology systems on some of our major arterial roads to expedite traffic. This effort to better control and manage traffic on our most congested thoroughfares will use electronic signals from cars and vehicles to change traffic lights in real time. The federal grant program for deploying new surface transportation technology is authorized for the next five years with \$337 million available for projects.

Working with MetroPlan Orlando, we are currently asking local governments to voluntarily sign up for participation in these coordinated efforts since many routes transverse multiple local government jurisdictions. I intend to vigorously pursue federal support for this impactful and cost-effective initiative. Please urge local officials to join in this effort.

Finally in my current capacity as Chairman of the House Transportation and Public Assets Oversight Subcommittee, I continue to hold federal agencies' feet to the fire to ensure our legislative policies are properly carried out. I have conducted numerous hearings this year to hold agencies accountable, stop government waste, consolidate or eliminate programs, examine options for more efficient government operations and improve transparency. My work continues to ensure that we maximize idle federal assets, dispose of vacant properties and gain a positive return for taxpayers on federal assets.

Thank you again for your support of our local and State transportation infrastructure projects. I look forward to working with you and other community leaders in 2016 as we tackle our transportation challenges together.

Please keep me posted on any questions or concerns. In Washington, you can contact me or Sean McMaster, our Transportation legislative assistant, at (202) 225-4035. Locally, I or one of our 7th Congressional District Representatives can be contacted. The phone numbers are (407) 657-8080 [Leslie O'Shaughnessy] in Maitland, (407) 366-0833 [Patrick Kelly] in Oviedo or (386) 860-1499 [Barry Cotton] in Deltona.

With my best wishes for the coming year, I remain

Most respectfully,

A handwritten signature in dark ink, appearing to read "John L. Mica", with a large, stylized loop at the end.

John L. Mica
Member of Congress

FAST ACT

FAST ACT BENEFITS FOR OUR STATES AND LOCAL GOVERNMENTS

The Fixing America's Surface Transportation (FAST) Act is five-year legislation to improve the Nation's surface transportation infrastructure. The FAST Act includes important provisions and reforms to provide long-term certainty and more flexibility for states and local governments to more effectively address their infrastructure needs.

PROVIDES FOR LONG-TERM INVESTMENTS IN ROADS, BRIDGES, & REGIONAL PRIORITIES

- Five-year, fully paid-for authorization provides needed certainty for states and local governments to plan and undertake long-term, complex projects.
- Continues the federally funded, state administered structure for federal surface transportation programs.
- Increases each state's formula funding under the Federal-aid Highway Program (map included).
- Establishes the Nationally Significant Freight and Highway Projects Program – a new competitive grant program that includes large-scale projects of regional importance.
- Expands funding available for bridges off the National Highway System.
- Promotes innovation by providing states and local governments with funding to invest in transportation technologies in order to relieve congestion and improve safety.

GIVES STATES AND LOCAL GOVERNMENTS MORE CONTROL IN ADDRESSING THEIR NEEDS

- Converts the Surface Transportation Program (STP) to a block grant program, maximizing the flexibility of STP for states and local governments.
- Provides states and local governments with increased flexibility by rolling the Transportation Alternatives Program into STP, and allowing 50 percent of the local's transportation alternatives funding to be used on any STP-eligible project.
- Increases the amount of STP funding that is distributed to local governments from 50 percent to 55 percent over the life of the bill.
- Enables states to spend more funds on the pressing safety needs unique to their state by increasing the percentage of National Priority Safety Program funds that can be spent on each state's traditional safety program.
- Consolidates nine existing Federal Motor Carrier Safety Administration grant programs into four and streamlines program requirements to reduce administrative costs and improve flexibility for states.
- Reforms the Impaired Driving Countermeasures, Distracted Driving, and State Graduated Driver License Incentive programs to reduce barriers to state eligibility and improve incentives for states to adopt laws and regulations to improve highway safety.

STREAMLINES PROJECT APPROVALS AND REDUCES BUREAUCRACY

- Eliminates duplicative regulatory processes by creating a pilot program to empower states to use their own existing environmental laws and regulations if their laws are at least as stringent as the National Environmental Policy Act (NEPA).
- Requires an assessment of previous efforts to accelerate the environmental review process, as well as recommendations.
- Improves transparency by tracking the status of all projects undergoing environmental review.
- Eliminates or consolidates at least six separate offices within the Department of Transportation that perform duplicative functions, and establishes a National Surface Transportation and Innovative Finance Bureau to help states, local governments, and private sector partners with transportation project delivery.
- Promotes best practices for innovative financing methods.
- Increases transparency by requiring the Department of Transportation to provide project-level information to Congress and the public.

Lena Tolliver

From: Harry Barley
Sent: Wednesday, December 23, 2015 11:06 AM
To: Bob Dallari (bdallari@seminolecountyfl.gov)
Cc: Lena Tolliver
Subject: FW: Response for FM# 242484-8, STATE ROAD 400 (I-4) EAST OF STATE ROAD 522 (OSCEOLA PARKWAY TO WEST OF STATE ROAD 528)

Commissioner Dallari:

See below from FDOT/D5 in response to a question you asked at our December 9, 2015 Board meeting. If you have additional questions, please let me know. Since this was raised at the Board meeting, all members will be provided with a copy of the response as part of the Board agenda workbook for our next Board meeting on February 11, 2016.

Harry

Harold W. Barley
Executive Director

NEW OFFICE LOCATION STARTING DEC. 17!
250 S. Orange Ave., Suite 200, Orlando, FL 32801

Please be patient during our transition from December 17-31 while we're moving and getting set up in our new space.

MetroPlan Orlando

One Landmark Center ♦ 315 East Robinson Street ♦ Suite 355 ♦ Orlando, Florida 32801
P: (407) 481-5672 Ext. 313
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Email: hbarley@metroplanorlando.com
www.metroplanorlando.com



Connect with MetroPlan Orlando on
our [website](#), [Facebook](#), and [Twitter](#)!

*Please note: Florida has a very broad public records law. Most written communications to or from local officials regarding organization business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.

From: Lena Tolliver
Sent: Wednesday, December 23, 2015 10:39 AM
To: Jamil E. Gutierrez (jamil.gutierrez@dot.state.fl.us) <jamil.gutierrez@dot.state.fl.us>
Cc: Harry Barley <HBarley@metroplanorlando.com>; Gary Huttman <GHuttman@metroplanorlando.com>
Subject: FW: Response for FM# 242484-8, STATE ROAD 400 (I-4) EAST OF STATE ROAD 522 (OSCEOLA PARKWAY TO WEST OF STATE ROAD 528)

Jamil, I've copied Harry for direction on how he would like for us to get the response to the Commissioner. Thanks for the information.

Lena Tolliver
Senior Board Services Coordinator/
Notary Public

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From: Gutierrez, Jamil [<mailto:Jamil.Gutierrez@dot.state.fl.us>]

Sent: Wednesday, December 23, 2015 10:30 AM

To: Lena Tolliver <LTolliver@metroplanorlando.com>

Subject: Response for FM# 242484-8, STATE ROAD 400 (I-4) EAST OF STATE ROAD 522 (OSCEOLA PARKWAY TO WEST OF STATE ROAD 528)

Hello Lena,

This email is in response to Commissioner Dallari's inquire regarding the mitigation credits question for the TIP Amendment of project FM# 242484-8, STATE ROAD 400 (I-4) EAST OF STATE ROAD 522 (OSCEOLA PARKWAY TO WEST OF STATE ROAD 528).

When the first draft reports were prepared for Segment 1, they were based upon the alignment and pond sites provided by HNTB at that time. Field work was conducted in late 2013 and early 2014 based upon the premise that we were taking a 500 foot buffer around the existing right-of-way as design files had not been completed at that time. When we were given an early version of the pond sites in early 2014 in order to prepare for the sand skink survey, additional work was conducted on those. The full draft set of pond sites was given to us in May 2014. The wetlands were identified using a combination of field work with GPS and GIS mapping. Draft reports were prepared based upon this information in June 2014 and submitted. During the time between these initial draft reports being submitted, and the revised draft reports being submitted in July 2015, there were design changes in the project. These included changes with the typical section (incorporating elevated sections of roadway such as the EB Express Lanes from SR 429 to World Drive, both EB and WB GUL from SR 536 to SR 535, and WB GUL from SR 535 to Daryl Carter), changes with the Osceola Parkway interchange incorporating the filling in and re-direction of Bonnet Creek, and changes in pond site locations based upon meetings with Disney / Reedy Creek Improvement District. As you are aware, it is not easy to locate property

for ponds around the Disney area. The changes in pond sites included new locations that were not considered during the first set, and several additional ponds to meet Flood Plain Compensation needs (there are 89 pond sites in Segment 1). This included placing a large regional-type pond at the Crossroads at Lake Buena Vista, a new pond west of SR 535 and Palm Parkway, and new pond options west of Palm Parkway / Turkey Lake Road where a previous pond site had been developed into apartments.

Please let me know if the commissioner has any further question. Thank you

Respectfully,

Jamil E. Gutierrez

MetroPlan Orlando Liaison

Florida Department Of Transportation

719 S. Woodland Blvd.

DeLand, FL 32720

Wk (386) 943-5791

Cell (386) 956-6067

Jamil.gutierrez@dot.state.fl.us



Serving the People of Florida!



metroplan orlando

A REGIONAL TRANSPORTATION PARTNERSHIP

January 11, 2016

TO: Board Members

FROM: Commissioner Scott Boyd, Board Chairman

SUBJECT: Request for Input - Unified Planning Work Program

At the next MetroPlan Orlando Board meeting on Wednesday, February 10, 2016, staff will be previewing the draft Unified Planning Work Program (UPWP) for the two-year period starting July 1, 2016. Approval of the draft UPWP will be requested at the March 9, 2016 Board meeting.

The UPWP spells out the work we will be doing over the next two years. This relates directly to our budget development process. Some of the work included in the UPWP is done on an annual basis to comply with federal and state requirements in support of the region's transportation planning process but we also have an opportunity to include new initiatives, studies and special projects.

I encourage Board members to give some thought to items that you would like to see included in the new Unified Planning Work Program. These can be submitted to Mr. Barley in the coming weeks or they can be suggested at the February 10, 2016 Board meeting. The same will be requested of our Committees at the upcoming round of meetings in late January and early February.

Thank you.



January 29, 2016

TO: Board Members
FROM: Harold W. Barley, Executive Director *Hwb*
SUBJECT: Significant Changes from 1990-2015

At our Board meeting on December 9, 2015, I reported that the population of our 3-county area had just reached a major milestone with 2 million people. Our population was 1 million in 1990 so population has just about doubled in the past 25 years.

Tied into this, Commissioner Dallari asked for additional information about growth and some figures showing how the region's transportation system has evolved during this same period of time. An exhibit showing this information is attached. Note that some of the data needed for this comparison was not collected or reported as far back as 1990.

Here are some of the market indicators that have exceeded and trailed the overall rate of population growth:

Exceeded

Visitors
CFX toll transactions
FTE toll transactions
LYNX vehicle fleet
LYNX revenue miles
LYNX passenger trips
Orlando Sanford Int'l passengers
Bicycle fatalities
Port Canaveral passengers

Trailed

Employment
Interstate lane miles
Toll road centerline and lane miles
State road centerline and lane miles
Local road centerline miles
Traffic crashes (*a good thing*)
Traffic fatalities (*a good thing*)
Pedestrian fatalities (*a good thing*)

Attachment

Comparison of Selected Market Indicators

February 2015

Note: The following statistics compare the earliest data with the latest data that is available for each category of market indicators within the 1990 to 2015 timeframe. Therefore, the years of the earliest and latest data for each category will vary depending on data availability.

Demographics			
<u>Population</u>	<u>1990</u>	<u>2015</u>	<u>Percent Change</u>
Orange County	677,491	1,252,396	+84.9%
Osceola County	107,728	308,327	+186.2%
Seminole County	287,529	442,903	+54.0%
Total	1,072,748	2,003,626	+86.8%
<u>Employment</u>	<u>1990</u>	<u>2015</u>	<u>Percent Change</u>
Orange County	368,840	658,572	+78.6%
Osceola County	55,720	145,165	+160.5%
Seminole County	159,422	231,547	+45.2%
Total	583,982	1,035,284	+77.38%
<u>Visitors</u>	<u>1995</u>	<u>2014</u>	<u>Percent Change</u>
	32,407,000	62,735,000	+93.5%
Roadway Mileage - State Highway System			
<u>Interstate Centerline Miles</u>	<u>1998</u>	<u>2015</u>	<u>Percent Change</u>
Orange County	24.7	24.7	0%
Osceola County	7.9	7.9	0%
Seminole County	14.1	14.1	0%
Total	46.7	46.7	0%

<u>Interstate Lane Miles</u>			
Orange County	<u>1998</u>	<u>2015</u>	<u>Percent Change</u>
Osceola County	158.7	179.5	+13.1%
Seminole County	33.6	47.3	+40.8%
Total	66.0	84.8	+28.5%
	258.3	311.6	+20.6%
<u>Toll Road Centerline Miles</u>			
Orange County	<u>1998</u>	<u>2015</u>	<u>Percent Change</u>
Osceola County	112.6	153.2	+36.1%
Seminole County	61.5	66.2	+0.8%
Total	12.2	17.4	+42.6%
	186.3	236.8	+27.1%
<u>Toll Road Lane Miles</u>			
Orange County	<u>1998</u>	<u>2015</u>	<u>Percent Change</u>
Osceola County	471.7	782.4	+65.9%
Seminole County	246.2	264.5	+7.4%
Total	48.7	71.1	+46.0%
	766.6	1,118.0	+45.8%
<u>State Road Centerline Miles</u>			
Orange County	<u>1998</u>	<u>2015</u>	<u>Percent Change</u>
Osceola County	234.2	220.9	-5.7%
Seminole County	129.3	128.6	-0.5%
Total	86.9	88.6	+2.0%
	450.4	438.1	-2.7%
<u>State Road Lane Miles</u>			
Orange County	<u>1998</u>	<u>2015</u>	<u>Percent Change</u>
Osceola County	912.5	998.6	+9.4%
Seminole County	357.8	431.0	+20.5%
Total	295.8	352.9	+19.3%
	1,566.1	1,782.5	+13.8%

⓪ The number of state road centerline miles was reduced between 1998 and 2015 in Orange and Osceola Counties due to the transfer of roadway sections from the state road system to local jurisdictions.

Roadway Mileage - City/County Roads (Paved)

<u>Local Gov't Centerline Miles</u>	<u>1998</u>	<u>2015</u>	<u>Percent Change</u>
Orange County	3,051.1	4,031.4	+32.1%
Osceola County	846.2	1,190.6	+40.7%
Seminole County	1,169.3	1,496.4	+28.0%
Total	5,066.6	6,718.4	+32.6%

Safety

<u>Crashes</u>	<u>1998</u>	<u>2015</u>	<u>Percent Change</u>
Orange County	16,668	28,104	+68.6%
Osceola County	2,353	5,586	+137.4%
Seminole County	3,655	6,736	+84.3%
Total	22,676	40,426	+78.3%

Fatalities (All Crash Types)

	<u>1998</u>	<u>2015</u>	<u>Percent Change</u>
Orange County	180	141	-21.7%
Osceola County	55	47	-14.5%
Seminole County	39	42	+7.7%
Total	274	230	-16.1%

Bicycle Fatalities

	<u>1998</u>	<u>2015</u>	<u>Percent Change</u>
Orange County	5	10	+100.0%
Osceola County	1	5	+400.0%
Seminole County	0	3	+300.0%
Total	6	18	+200.0%

Pedestrian Fatalities

	<u>1998</u>	<u>2015</u>	<u>Percent Change</u>
Orange County	49	38	-22.4%
Osceola County	9	13	+44.4%
Seminole County	13	6	-53.8%
Total	71	57	-19.7%

Vehicle Miles Traveled on Public Roads

	<u>1997</u>	<u>2014</u>	<u>Percent Change</u>
Orange County	21,406,825	36,389,540	+70.0%
Osceola County	4,952,094	10,034,811	+102.6%
Seminole County	6,576,659	10,338,424	+57.2%
Total	32,935,578	56,762,775	+72.3%

Toll Transactions

	<u>FY 1995/96</u>	<u>FY 2014/15</u>	<u>Percent Change</u>
Central Fla. Expy. Authority	119,700,000	366,400,000	+206.1%
Fla. Turnpike Enterprise	50,600,000	160,900,000	+218.0%
Total	170,300,000	527,300,000	+209.6%

Public Transportation - LYNX Fixed Route Service

	<u>FY 1989/90</u>	<u>FY 2014/15</u>	<u>Percent Change</u>
Vehicle Fleet	102	289	+183.3%
Revenue Miles	4,802,320	14,493,328	+201.8%
Passenger Trips	8,026,790	26,018,099	+224.1%

Aviation Activity

	<u>1997</u>	<u>2015</u>	<u>Percent Change</u>
<u>Orlando Int'l Airport</u>			
Passengers	27,300,000	38,500,000	+41.0%
Tons of Cargo	242,809	184,141	-24.2%
Aircraft Operations	360,640	306,950	-14.9%
<u>Orlando Sanford Int'l Airport</u>			
Passengers	1,044,496	2,480,122	+137.4%
Tons of Cargo	15,737	1,316	-91.6%
Aircraft Operations	348,993	293,742	-15.8%

<u>Orlando Exec. Airport</u>	<u>1997</u>	<u>2015</u>	<u>Percent Change</u>
Aircraft Operations	189,047	111,219	-41.2%
<u>Kissimmee Gateway Airport</u>	<u>1997</u>	<u>2015</u>	<u>Percent Change</u>
Aircraft Operations	49,605	81,377	+64.0%

Port Canaveral

	<u>FY 1994/95</u>	<u>FY 2013/14</u>	<u>Percent Change</u>
Passengers	939,500	4,167,258	+343.6%
Tons of Cargo	3,266,581	3,362,281	+2.9%



2015 MetroPlan Orlando Board Attendance Report

NAME	ORGANIZATION	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
BOYD, Scott	Orange County		P	P		P		P		P		p	P
CLARKE, PETE	Orange County		P	P		P		P		P		p	P
EDWARDS, Ted	Orange County		R	R		P		P		P		p	A
JACOBS, Teresa	Orange County		A	P		P		P		P		p	P
NELSON, Bryan	Orange County		P	P		P		P		P		p	P
THOMPSON, Jennifer	Orange County		P	P		P		R		P		R	P
GRIEB, Cheryl	Osceola County		P	P		A		P		P		p	P
DALLARI, Robert	Seminole County		A	P		P		P		P		p	P
CONSTANTINE, Lee	Seminole County		P	P		P		P		P		p	P
BATES, Pat	City of Alt. Spgs		P	P		P		P		P		p	P
KILSHEIMER, Joe	City of Apopka		P	A		P		P		P		R	P
SWAN, Jim	City of Kissimmee		P	P		P		P		P		p	P
INGS, Samuel	City of Orlando		P	R		P		P		P		R	P
TRIPLETT, Jeff	City of Sanford		A	P		P		P		P		p	P
ASHER, Dean	GOAA		P	P		A		P		P		p	P
JANER, Viviana	LYNX/SunRail		P	P		P		P		P		p	P
DYER, Buddy	City of Orlando		A	P		P		P		P		A	P
HAWKINS, Fred	CFX		P	P		P		A		P		A	A
SMITH, Stephen	Sanford Airport											p	P
DALE, Larry	Sanford Airport		R	R		R		P		P			
LACEY, Charles	MAC					P		P		P		p	P
BRADLEY, Ken	MAC		P	P									
DOWNS, Noranne	FDOT		R	R		P		P		P		p	P
BENNAGE, Candy	Kissimmee Airport		A	P		R		R		P		p	A
O'Hanlon	CAC									P		p	P
EVANS, Carnot	CAC		P	P		P		R		R			
MCKEY, Rob	BPAC		P	P		P		P		P		p	P
BROCK, Kelly	TAC		P	P		P		P		P		p	P
EL-ASSAR, Hazem	TSMO			P		P		P		P		p	P

A = Absent; * = Representing MPO @ NARC Board Mtg.

P = Present; R = represented by alt; V = Vacant; I = inactive;

Italicized name = former representative (listed below current representative)



metroplan orlando

A REGIONAL TRANSPORTATION PARTNERSHIP

COMMUNITY ADVISORY COMMITTEE ROSTER January 2016

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Mr. Bill Dehlinger
1601 Tiverton St.
Winter Springs, FL 32708

Mr. Jeffrey Campbell
2318 Westminster Terrace
Oviedo, FL 32765
407-671-8333

**NON-VOTING LIAISONS
LYNX**

Mr. Myles O'Keefe
455 N. Garland Ave., Ste 400
Orlando, FL 32801

Alternate: Ms. Laura Minns

FDOT DISTRICT 5

Mr. Jamil Gutierrez
719 S. Woodland Blvd.
DeLand, FL 32720
386-943-5791



Florida Department of Transportation

RICK SCOTT
GOVERNOR

719 South Woodland Boulevard
DeLand, Florida 32720

JIM BOXOLD
SECRETARY

January 13, 2016

Mr. Gary Huttman
Deputy Executive Director
MetroPlan Orlando
250 South Orange Ave, Suite 200
Orlando, FL 32801

Dear Mr. Huttman:

SUBJECT: SECOND QUARTER VARIANCE REPORT
Fiscal Year 2015/16

This letter is to provide MetroPlan Orlando with a variance report that compares the July 1, 2015 adopted work program with changes made to the adopted work program in the second quarter of Fiscal Year 2015/16. This listing includes projects with cost increases that are equal to or greater than the minimum parameters set by MetroPlan Orlando.

ORANGE COUNTY

1) Project: FM# 242484-8 – SR 400 (I-4) E of SR 522 (Osceola Parkway) to W of SR 528

7/1/15 Adopted Phase Cost: Mitigation Phase = \$4,000,000 (FY 2015/16)

Revised Phase Cost: Mitigation Phase = \$8,700,000 (FY 2015/16)

Phase Cost Increase: Mitigation Phase = \$4,700,000 (118%)

Reason for Cost Increase

The original environmental mitigation phase for wetland impacts was for 32 acres. The new estimate for the wetland impacts has increased to 60 acres. During the time between these initial draft reports being submitted in 2014, and the revised draft reports submitted in July 2015, there were design changes in the project. These included changes with the typical section (incorporating elevated sections of roadway such as the East Bound Express Lanes from State Road 429 to World Drive, both East Bound and West Bound general utilized lanes from State Road 536 to State Road 535, and West Bound general utilized lanes from State Road 535 to Daryl Carter), changes with the Osceola Parkway interchange incorporating the filling in and re-direction of Bonnet

Variance Report

Page 1 of 2

January 13, 2015

Agenda Page 155

Creek, and changes in pond site locations based upon meetings with Disney/Reedy Creek Improvement District. The changes in pond sites included new locations that were not considered during the first set submitted, and several additional ponds to meet Flood Plain Compensation needs (there are 89 pond sites in Segment 1). This included placing a large regional-type pond at the Crossroads at Lake Buena Vista, a new pond west of State Road 535 and Palm Parkway, and new pond options west of Palm Parkway/Turkey Lake Road where a previous pond site had been developed into apartments.

Impact of phase cost increase

The cost increase has no impact on the work program.

Please do not hesitate to call me at 386-943-5791 if you have any questions.

Sincerely,

A handwritten signature in cursive script, appearing to read "Jamil Gutierrez".

Jamil Gutierrez
FDOT, MPO Liaison

CIM Active Contracts By District Report
Generated: 01-11-2016, District 5, Contract Type: All Construction

ORANGE COUNTY

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	692
Project Manager	CN507TW Womick, Todd	Cost Perf. Measure	68.47%
Project Admin.	KNTBEGS Scales, Geoff	Time Perf. Measure	63.68%
SM Contract Type	CC Const Contract	Adj. Est. Completion	12-25-2016

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 PVMNT	SR 50 (COLONIAL DR)FROM E OF CR425 (DEAN RD) TO E OF OLD CHENEY HWY	-
239203-4-56-01	No	SR50;SR500 TO BREV.	-	0218 ADD LANES & REHABILITATE PVMNT	SR 50 (COLONIAL DR)FROM E OF CR425 (DEAN RD) TO E OF OLD CHENEY HWY	-

Contract #	T5528	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	109
Project Manager	CN507CC Coleman, Christopher	Cost Perf. Measure	56.83%
Project Admin.	CN507CC Coleman, Christopher	Time Perf. Measure	49.00%
SM Contract Type	CLS Const Lump Sum	Adj. Est. Completion	03-25-2016

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
430669-1-52-01	Yes	SR15&600,526;500-SEM	-	0227 RGD 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	MASCI GENERAL CONTRACTORS, INC	Days Used as of Last Approved Estimate	97
Project Manager	CN507CC Coleman, Christopher	Cost Perf. Measure	71.05%
Project Admin.	CN507CC Coleman, Christopher	Time Perf. Measure	61.25%
SM Contract Type	CLS Const Lump Sum	Adj. Est. Completion	02-23-2016

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
432226-1-52-01	Yes	426;PARK AV-SEMINOLE	-	0010 TRAFFIC OPS IMPROVEMENT	SR 426 AT SR 438	-

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	126
Project Manager	CN509WT Williams, Trevor	Cost Perf. Measure	17.54%
Project Admin.	KNTEGLB Barbato, Daniel	Time Perf. Measure	10.77%
SM Contract Type	CC Const Contract	Adj. Est. Completion	03-11-2019

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 CONWAYROAD	-
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 CONWAYROAD	-

Contract #	ESW67	Work Begin	03-04-2015
County	ORANGE	Present Amount	\$ 2,340,765.00
Contractor	RIC-MAN CONSTRUCTION FLORIDA, INC.	Days Used as of Last Approved Estimate	334
Project Manager	CN509BM Bouazizi, Monaem	Cost Perf. Measure	87.17%
Project Admin.	CN509BM Bouazizi, Monaem	Time Perf. Measure	108.00%
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	-

Contract #	E5W31	Work Begin	10-31-2014
County	ORANGE	Present Amount	\$ 11,820,000.00
Contractor	HUBBARD CONSTRUCTION COMPANY	Days Used as of Last Approved Estimate	409
Project Manager	CN507OJ Oakes, Jeff	Cost Perf. Measure	40.35%
Project Admin.	KNETMJW Wilson, Joe	Time Perf. Measure	59.78%
SM Contract Type	CDB Const Design Build	Adj. Est. Completion	09-15-2016

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	76.56%
Project Admin.	CN507LC Long, Charles	Time Perf. Measure	94.76%
SM Contract Type	CC Const Contract	Adj. Est. Completion	01-20-2016

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	-

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	277
Project Manager	CN509WT Williams, Trevor	Cost Perf. Measure	61.73%
Project Admin.	KNMEHWK Worrell, Kerry	Time Perf. Measure	88.62%
SM Contract Type	CLS Const Lump Sum	Adj. Est. Completion	02-06-2016

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
430644-1-52-01	Yes	SR400; OSCE. - SEMIN.	0042263	0012 RESURFACING	I-4 (SR 400) FROM EAST OF SR 536 TO W OF SR 528 (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	238
Project Manager	CN509CD Daley, Carlton	Cost Perf. Measure	39.88%
Project Admin.	KICDMSG Shelton, Greg	Time Perf. Measure	33.75%
SM Contract Type	CC Const Contract	Adj. Est. Completion	04-14-2017

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

OSCEOLA COUNTY

Contract #	ESV01	Work Begin	-
County	OSCEOLA	Present Amount	\$ 253,660.00
Contractor	SEG & SONS, INC.	Days Used as of Last Approved Estimate	0
Project Manager	CN509WT Williams, Trevor	Cost Perf. Measure	-
Project Admin.	CN509WT Williams, Trevor	Time Perf. Measure	0.00%
SM Contract Type	CC Const Contract	Adj. Est. Completion	04-04-2016

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
435403-1-52-01	Yes	S ORANGE BLOSSOM TRL/JOHN YOUNG PKWY	-	0024 BRIDGE-REPAIR/REHABILITATION	SR15 (US441) & SR600 (US 17/92) OVER BLUE CYPRESS/SHINGLE CREEK BRIDGE	-

Contract #	BE035	Work Begin	-
County	OSCEOLA	Present Amount	\$ 8,797,000.00
Contractor	COLLAGE DESIGN AND CONSTRUCTION GROUP, INC.	Days Used as of Last Approved Estimate	0
Project Manager	CN507AT Andrews, Tammie	Cost Perf. Measure	-
Project Admin.	KIHNTMM Miller, Mathew	Time Perf. Measure	0.00%
SM Contract Type	CLS Const Lump Sum	Adj. Est. Completion	12-08-2016

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
433874-1-52-01	Yes	-	-	0206 PARKING FACILITY	KISSIMMEE PARKING GARAGE AT SUNRAIL	-

Contract #	T5518	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	70
Project Manager	CN509OD Olund, David	Cost Perf. Measure	14.34%
Project Admin.	KHRKKAT Tehrani, Ali	Time Perf. Measure	11.47%
SM Contract Type	CC Const Contract	Adj. Est. Completion	11-01-2017

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 PVMIT	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 PVMIT	SR 500 (US 192) FROM EASTERN AVE TO CR 532	-

Contract #	T5506	Work Begin	11-16-2015
County	OSCEOLA	Present Amount	\$ 12,348,616.43
Contractor	MASCI GENERAL CONTRACTORS, INC	Days Used as of Last Approved Estimate	29
Project Manager	CN509BM Bouazizi, Monaem	Cost Perf. Measure	2.68%
Project Admin.	CN509BM Bouazizi, Monaem	Time Perf. Measure	5.13%
SM Contract Type	CC Const Contract	Adj. Est. Completion	01-23-2018

Finproj	Lead	St. Rd. #	FAP	Work Mix	Contract Location	Federal Project Oversight
418403-2-52-01	Yes	SR 600 / CR 525 / JOHN YOUNG PKWY	-	0213 ADD LANES & RECONSTRUCT	SR 600(US17/92) JYPFROM S. OF PORTAGE ST TO N. OF VINE ST (US192)	-
418403-2-56-01	No	SR 600 / CR 525 / JOHN YOUNG PKWY	-	0213 ADD LANES & RECONSTRUCT	SR 600(US17/92) JYPFROM S. OF PORTAGE ST TO N. OF VINE ST (US192)	-

SEMINOLE COUNTY

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	161
Project Manager	CN507NK Navarro, Kim	Cost Perf. Measure	93.54%
Project Admin.	CN507NK Navarro, Kim	Time Perf. Measure	88.64%
SM Contract Type	CLS Const Lump Sum	Adj. Est. Completion	12-29-2015

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 #	E5W91	Work Begin	11-09-2015
County	SEMINOLE	Present Amount	\$ 648,777.10
Contractor	LAFLEUR NURSERIES AND GARDEN CENTER LLC	Days Used as of Last Approved Estimate	35
Project Manager	CN507NK Navarro, Kim	Cost Perf. Measure	15.16%
Project Admin.	CN507NK Navarro, Kim	Time Perf. Measure	2.88%
SM Contract Type	CLS Const Lump Sum	Adj. Est. Completion	07-23-2018

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	-



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



Approved
01-15-2016

2016 Legislative Session Transportation Priorities

Safety

Bicycle and Pedestrian Safety

Support legislation that increases funding to improve bicycle and pedestrian safety awareness programs, facility improvements, and seeks to reduce bicycle and pedestrian injuries and fatalities statewide. This includes support for reexamining current legislation to strengthen laws to protect bicyclists and pedestrians.

Strengthen Ban on Use of Hand-held Electronic Devices While Driving

Support legislation that reduces distracted driving by regulating as a primary offense the use of electronic wireless communications devices and other similar distracting devices while operating a motor vehicle.

Currently a secondary offense, the use of electronic wireless devices while driving leads to distracted drivers who may be manually texting, emailing, messaging, or utilizing the device without the hands-free feature. Bills increasing the penalty have been introduced in 2014 and 2015. The strengthening of the 2013 "Florida Ban on Texting While Driving Law" by establishing the violation as a primary offense would lead to stronger enforcement.

Funding

Support Continued Funding for the Central Florida Coast-to-Coast Trail and Other Regional Trail Projects such as the Heart of Florida Loop

The development of the Coast to Coast Connector, the Heart of Florida Loop and other trails of statewide significance will provide an international attraction for ecotourism. Great momentum is underway in the closing of gaps in the Coast to Coast Trail between existing trails from Brevard County to Pinellas County. The CFMPOA supports the continuation of funding for regional multi-use trails and the allocation of a portion of funds generated from Amendment 1 to trail development and maintenance which would allow local agencies to expand and sustain these vital regional assets.

Enhance and Protect the State Transportation Trust Fund and Transportation Disadvantaged Trust Fund

In addition to revenues generated by transportation-related surcharges already directed outside the Transportation Trust Fund, millions of transportation dollars have been diverted from the Transportation Trust Fund for other purposes. Overall, such diversions and lost revenues degrade the state's infrastructure

and impact Central Florida's competitiveness for federal discretionary funding. Likewise, negative impacts to the Transportation Disadvantaged Trust Fund should also be discouraged.

Amend Charter County and Regional Transportation System Surtax to Make Eligible to all Counties with an MPO

The current legislation allows a surtax to be taken before voters as a referendum to fund transportation projects through an up to one percent consumption tax. The law has evolved through the last 25 years to now be eligible to all charter counties, as well as to any non-charter county that is part of a Regional Transportation Authority. The transportation surtax is an appropriate referendum option for urban counties and therefore should be extended to all counties served by a metropolitan planning organization in order to provide funding for cost-feasible transportation plans.

The CFMPOA will support legislation that:

- Restores funding for the Transportation Regional Incentive Program (TRIP) to promote regional planning and project development.
- Authorizes a local option rental car surcharge (implemented through a public referendum) with proceeds committed to regional transportation projects.
- Preserves transportation funding and provides greater flexibility of funding options at the state and local level that support the transportation system.
- Allows up to a one-cent municipal option sales tax for cities with population in excess of 150,000 (or the largest municipality in a county).
- Allows for indexing of local option fuel taxes to CPI, consistent with indexing allowed for state fuel taxes.
- Allows Strategic Intermodal System (SIS) funds to be used on roads and other transportation facilities not designated on the SIS if the improvements will relieve congestion on the SIS.
- Preserves the existing coordinated system for paratransit service.
- Advances Florida's Comprehensive, Statewide Rail System Plan.
- Continues investments in Space Transportation Infrastructure.
- Prohibits additional increases in federal truck weight limits in the State of Florida.

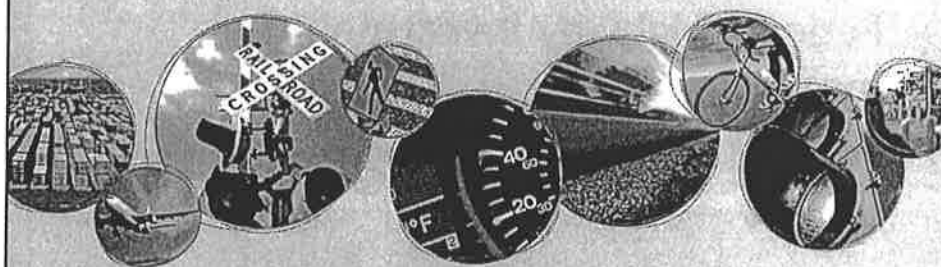
The CFMPOA will monitor legislation that:

- Seeks to alter or repeal Red Light Camera Enforcement legislation.
- Legislation on Developments of Regional Impact (DRIs)

Contacts:

Lake-Sumter MPO	Mr. TJ Fish, Executive Director, (352) 315-0170
Polk TPO	Mr. Tom Deardorff, Director, (863) 534-6454
MetroPlan Orlando	Mr. Harold W. Barley, Executive Director, (407) 481-5672 x313
Ocala-Marion TPO	Mr. Greg Slay, Executive Director, (352) 629-8297
Space Coast TPO	Mr. Bob Kamm, Executive Director, (321) 690-6890
River to Sea TPO	Ms. Lois Bollenback, Executive Director, (386) 226-0422 ext. 20419
CFMPOA	Ms. Virginia Whittington, Director of Regional Partnerships, (407) 481-5672 x314

New Federal Transportation Bill *Fixing America's Surface Transportation Act* (FAST)



Harold W. Barley
Executive Director
January 2016



metroplan orlando
A REGIONAL TRANSPORTATION PARTNERSHIP

Overview



- First long-term transportation law since 2005!
- Bill passed by House and Senate on December 3, 2015
- Signed into law by President Obama on December 4, 2015
- FAST replaces MAP-21

Funding



- FAST is a 5-year bill - \$300 billion
- Federal highway investment increases by 15%
- Federal transit investment increases by 18%

What this means for Florida



Highways

- FY 2015 \$1.82 billion
- FY 2016 \$1.92 billion
- FY 2020 \$2.09 billion
- Over 5-year period \$10.03 billion; up 15%
- Florida gets 95% rate of return on formula funds

What this means for Florida



Transit

- FY 2015 \$360 million
- FY 2016 \$370 million
- FY 2020 \$401 million
- Over 5-year period, up 11%
- Additional funding through discretionary programs

Interesting Provisions



- Establishes new freight program; dedicated funding
- Creates an Innovative Finance Bureau
- \$95 million for research/testing of gas tax alternatives
- Funding for innovative uses of technology
- Competitive/discretionary programs

What is means for MPOs



- Annual nationwide funding increases from \$314 million to \$359 million; 14% increase over the 5-year period
- 2009 population numbers for national funding distribution
- Fix made for transit representation on MPO governing boards
- Plans must include intercity buses and bus facilities
- Tourism and natural disaster/storm risk reduction
- System resiliency and reliability
- Engagement of ports, intercity bus operators, and employer-based commuting programs

FAST does not fix Federal Highway Trust Fund revenue deficit



- Annual funding gap of \$16 billion
- Filled by one-time costs savings and non-transportation funds
- Federal gas tax revenues will continue to decline
- Florida is fortunate - only 25% of FDOT budget is federal funds





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A REGIONAL TRANSPORTATION PARTNERSHIP

CERTIFICATION

STATE OF FLORIDA

§

COUNTY OF ORANGE

I HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No.15-08 approved in a regular meeting of the MetroPlan Orlando Board on May 13, 2015. The original copy of this document is on file in the Administrative Offices of MetroPlan Orlando, 315 East Robinson Street, Suite 355, Orlando, Florida.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal of the MetroPlan Orlando Board, this 13th day of May, 2015.

By:

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



RESOLUTION NO. 15-08

SUBJECT: District Dedicated Revenue (DDR) Funds for Transit Operating Assistance

**GUIDANCE TO THE FDOT ON PROGRAMMING DDR FUNDS FOR
TRANSIT OPERATING ASSISTANCE**

WHEREAS, the Orlando Urbanized Area Metropolitan Planning Organization (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; and

WHEREAS, the MetroPlan Orlando Board adopted the Year 2040 Long Range Transportation Plan (LRTP) in June 2014, and the plan sets the direction for growth and investment in the transportation system for the next 20 years; and

WHEREAS, the 2040 Long Range Transportation Plan identifies transportation system improvements that are realistically expected to be funded, within an acceptable margin of estimates for both costs and revenues, by the year 2040; and

WHEREAS, the Central Florida Regional Transportation Authority (Lynx) is the transit operator for Orange, Osceola and Seminole Counties; and

WHEREAS, Lynx provides transit within their service area based upon the revenue allocated to them each year with no guarantee of funding for subsequent years; and

WHEREAS, without a dedicated funding source Lynx is challenged each year to stretch its operating dollars to maintain existing levels of transit service; and

WHEREAS, staff looked for options to advance regionally transformative transit projects included in the 2040 LRTP and that have gone through either an Alternatives Analysis or similar analysis at a substantial cost to federal, state and local partners; and

WHEREAS, Alternative Analyses have either been approved or are underway for US 192, US 441, SR 50, and the Orlando International Airport to Orange County Convention Center; and

WHEREAS, the MetroPlan Orlando Board approved the US 192 Alternatives Analysis Locally Preferred Alternative in October, 2013 and approved the SR 50 Alternatives Analysis Locally Preferred Alternative in March 2015; and

WHEREAS, FDOT has indicated their willingness to work with MetroPlan to allocate a portion of the District Dedicated Revenue (DDR) funds to transit operating assistance; and

WHEREAS, the proposed policy guidance developed by staff was presented to the MetroPlan Orlando Citizens' Advisory Committee (CAC), the Bicycle and Pedestrian Advisory Committee (BPAC), the Technical Advisory Committee (TAC), and the Municipal Advisory Committee (MAC); and

WHEREAS, the BPAC, TAC, and MAC have recommended that the Regional Leadership Council recommend that the MetroPlan Orlando Board approve the use of DDR funds for transit; and operating assistance; and

WHEREAS, the Regional Leadership Council has considered the input of the MetroPlan Orlando Advisory Committees, discussed the proposed policy at their March 27, 2015 meeting, and recommends Board approval of using up to 30% of the DDR funds allocated each year to MetroPlan Orlando for operating assistance for regionally transformative transit projects beginning in Fiscal Year 2021;

NOW, THEREFORE, BE IT RESOLVED by the MetroPlan Orlando Board in their capacity as the Orlando Urbanized Area Metropolitan Planning Organization and ensuring the implementation of improvements identified in the 2040 Long Range Transportation plan, do hereby approve working with FDOT to allocate up to 30% of the DDR funds allocated to the MetroPlan Orlando area as eligible for operating assistance for regionally transformative transit projects.

BE IT FURTHER RESOLVED that the funds shall be made available beginning in Fiscal Year 2021 to avoid impacting projects now funded in the approved MetroPlan Orlando Five Year Transportation Improvement Program.

Passed and duly adopted at a regular meeting of the MetroPlan Orlando Board on the 13th day of May, 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, Chairman

Attest:



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

Fact Sheet: District Dedicated Revenue (DDR) Policy

What is the MetroPlan Orlando Board's policy on District Dedicated Revenues (DDR)?

At its May 13, 2015 meeting, the MetroPlan Orlando Board approved a new way to jumpstart regionally significant transit projects. Starting in fiscal year 2020/21, up to 30% of our region's District Dedicated Revenue (DDR) funds can be used for the operation and maintenance of transformative transit projects. This policy is a way for the board to provide incentives for further investment in new transit options for Central Florida so citizens don't have to rely on just the automobile to get around.

A recent public opinion survey conducted in partnership with UCF found that the community wants more transit. A huge majority (93%) thinks Central Florida needs a more balanced transportation system, including increased options like trains and buses. Majorities exceeding 90% agree that "the community has an obligation to provide public transportation" and that "public transportation benefits everyone."

What are District Dedicated Revenues (DDR)?

DDR funds are state gas taxes that are returned to the region and controlled by FDOT in consultation with MetroPlan Orlando. These funds have historically been used on road improvements, but the board's updated policy allows a portion of these funds to also be used on major transit projects. DDR funds can only be spent on state roads or on transit projects running on state roads. The funds cannot be used on local roads.

How does the DDR policy work?

In order to be eligible to receive DDR funds, a transit project must be in the 2040 Long Range Transportation Plan and have had extensive study and preparation. If no suitable transit projects are ready in a given fiscal year, the funds will be re-directed to road projects.

On occasions when the MetroPlan Orlando Board creates policies directing a percentage of federal or state funds to a category of projects (like roads, transit, bicycle/pedestrian, etc.), MetroPlan Orlando staff then works with FDOT to ensure that this guidance is followed. Specific funds are not generally approved by the board on a project-by-project basis.

When a transit project receives DDR funds, the local government match will increase over time, while the DDR funds will decrease over time. In the fifth year of funding, the locals would cover the entire cost. This is similar to FDOT's current Service Development Grant process where state funds decrease over time. This gives local governments assistance in jump-starting major transit projects. This is how the DDR and local share would work out:

	DDR Funds	Local Share
Year 1	80%	20%
Year 2	60%	40%
Year 3	40%	60%
Year 4	20%	80%
Year 5	0%	100%

What projects will receive DDR funding and when?

The first year that DDR funds can be used on transit is fiscal year 2020/21. Our region (Orange, Osceola and Seminole counties) is expecting about \$90 million total District Dedicated Revenues that year. Though up to 30% of the funds annually are allowed to be used on transit per the policy, only about 15% (\$13.6M) is projected to be spent in FY 2020/21 on the following transit projects:

- US 192 Bus Rapid Transit: \$8 million
- LYMMO North/South line: \$5.6 million

This means that \$13.6M of the DDR funds are expected to be spent on transit and approximately \$76M on roads in fiscal year 2020/21.