



MEETING MINUTES

DATE: Wednesday, September 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
Mr. Larry Dale, Sanford Airport Authority
Hon. Bob Dallari, Seminole County
Hon. Buddy Dyer, City of Orlando
Hon. Ted Edwards, Orange County
Hon. Cheryl Grieb, Osceola County
Hon. Fred Hawkins, Jr., Central Florida Expressway Authority
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
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
Ms. Candy Bennage, Kissimmee Gateway Airport
Mr. Kelly Brock, Technical Advisory Committee
Mr. Hazem El-Assar, Transportation Systems Management & Operations Committee
Mr. Tom O'Hanlon for Mr. Carnot Evans, Citizens' Advisory Committee
Mr. Rob McKey, Bicycle and Pedestrian Advisory Committee

Members/Advisors not in Attendance:

All Present

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. Lena Tolliver
Mr. Alex Trauger
Ms. Virginia Whittington
Mr. Mighk Wilson

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

II. CHAIRMAN'S ANNOUNCEMENTS

Mayor Swan reported on the cost of traffic congestion as reported in the 2015 Texas Transportation Institute report where the report showed the most congested levels in metropolitan areas across the country. Our region ranked No. 27 with residents losing 46 hours a year in traffic; in comparison with a ranking of No. 8 in 2007 with a loss of 54 hours a year in traffic. He recognized retiring board member Mr. Larry Dale (Sanford Airport Authority) and members wished him well. Mr. Dale thanked Board members for their accomplishments. Mayor Swan reported on the July 10, 2015 CFMPOA meeting and noted that the Executive

Committee would meet immediately following this meeting. Commissioner Viviana Janer reported on the August 13, 2015 TDLCB meeting.

III. EXECUTIVE DIRECTOR'S ANNOUNCEMENTS

Mr. Harry Barley Acknowledged Alternate: Mr. Tom O'Hanlon for Mr. Carnot Evans (CAC) and Acknowledged Guests: State Representative Mike Miller; Commissioner Jose Alvarez, (City of Kissimmee); Ms. Shakira Crandol (FHWA); Mr. Stephen Smith (Sanford Airport Authority); Mr. Welton Cadwell (CFX); Mr. Jamil Gutierrez (FDOT & MPO new Liaison); Ms. Susan Black (LYNX); Ms. Leslie O'Shaughnessy (Congressman Mica's office) and Mr. Dick Harkey. He provided reports on the following topics: Federal Transportation Bill expired on July 31, 2015 and a short-term extension was approved through October 31, 2015. Congress is now in session and a status report will be provided to Board members with the outcomes. Congress will also discuss an annual budget to keep federal government offices open after October 1, 2015; SunRail Phase II South Full Funding Grant Agreement was approved by FTA and now going to Congress for approval. Phase II North awaits announcement on the \$35 million TIGER grant application submitted by FDOT; MetroPlan Orlando was awarded a \$250,000 grant for Strategic Highway Research Program from FHWA in conjunction with UCF; MetroPlan Orlando received the award of Distinction from FPRA; Staff presented the Clean Air Award to Orange County School Board; Announced plans that MetroPlan Orlando will be managing a regional transit study for the 10-County area covered by the CFMPOA (an outgrowth of the East Central Florida Corridor Task Force). FDOT will fund the study, however an agreement on reimbursement of management costs is needed along with a required budget amendment for Board approval; Announced Mr. Anthony Washington and Ms. Gabriella Arismendi resignations and the City of Kissimmee Trail Bridge opening on September 16, 2015 at 10:00 a.m.

IV. CONFIRMATION OF QUORUM

Ms. Lena Tolliver confirmed a quorum of 20 voting members present. Also present were 6 advisors; and the meeting having been duly convened was ready to proceed with business.

V. AGENDA REVIEW

Mr. Barley reported that LYNX was inadvertently omitted from the list of stakeholders in the draft Public Involvement Plan (Agenda Item: VIII. H. Approval of Year 2040 LRTP Re-adoption Public Involvement Plan). The final version will be revised to include LYNX to the list.

VI. COMMITTEE REPORTS

Bicycle and Pedestrian Advisory Committee (BPAC): Mr. Rob McKey reported that BPAC met on August 26, 2015 and recommended approval to ratify FDOT TIP Amendment and Resolution No. 15-14 and approved the Public Involvement Plan for 2040 LRTP Re-adoption. BPAC received a presentation from FDOT on options for the St. Johns River crossing for the Coast to Coast Trail and recommended the Department work with Seminole County and the City of Sanford to determine if their preferences are in line with those of the River to Sea TPO. Members also received a presentation on a metro Orlando loop trail concept which uses many

trails that are already existing, programmed or prioritized that could be eligible for state SUNTrails funding. The Committee recommended that the concept be forwarded to the Office of Greenways and Trails to be included on their Opportunities Map. The Committee will also form a task force to fine-tune the loop concept and recommend next steps for implementation.

Municipal Advisory Committee (MAC): Mayor Charles Lacey reported that the MAC met on September 3, 2015 and recommended approval to ratify FDOT TIP Amendment and Resolution No. 15-14 and approved the Public Involvement Plan for 2040 LRTP Re-adoption. Several communities along the SunRail corridor have expressed concern with an increase of graffiti, trash and overgrown brush along the corridor that the cities would like to either clean up themselves or have cleaned up, but they can't because their access to the right of way is restricted. MetroPlan Orlando staff will draft a letter to District Secretary Downs expressing MAC's support for allowing municipal code enforcement along the SunRail corridor.

Technical Advisory Committee (TAC): Mr. Kelly Brock reported that the TAC met on August 28, 2015 and recommended approval to ratify FDOT TIP Amendment and Resolution No. 15-14; and approved the Public Involvement Plan for 2040 LRTP Re-adoption.

Transportation Systems Management & Operations Committee (TSMO): Mr. Hazem El-Assar reported the TSMO Committee met on August 28 2015. They recommended approval to ratify FDOT TIP Amendment and Resolution No. 15-14; and approved the Public Involvement Plan for 2040 LRTP Re-adoption. They also established an Ad hoc Subcommittee for the ITS Master Plan and the TSMO approved a new meeting time and date for 2016 contingent upon the Technical Advisory Committee approval.

Citizens' Advisory Committee (CAC): Mr. Tom O'Hanlon reported that the CAC met on August 26, 2015 and recommended approval to ratify FDOT TIP Amendment and Resolution No. 15-14 and approved the Public Involvement Plan for 2040 LRTP Re-adoption. CAC also discussed the progress the region has made with reducing traffic congestion even with the Wekiva Parkway and the I-4 Ultimate construction projects now underway.

VII. PUBLIC COMMENTS ON ACTION ITEMS

Mr. David Bottomley called attention to the Community Advisory Committee (CAC) membership application for approval noting that the question on disclosure of physical disability may be illegal. Staff will follow-up on the issue.

VIII. CONSENT AGENDA (ACTION ITEMS)

A. Approval of Minutes - July 8, 2015 Board Meeting

The minutes of the July 8, 2015 Board meeting were provided for approval.

B. Approval of June (preliminary year-end 2015) and July Monthly Financial Reports; and Acknowledgement of July and August 2015 Travels

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

C. Ratification of Budget Amendment #2

Ratification of Budget Amendment #2 was requested. This amendment was made to the UPWP and budget to allocate \$500,000 of SU funds to complete the ITS Master Plan. The Board approved the scope and advertising of this project at the July 8, 2015 meeting and the Board Chairman approved this amendment on July 30, 2015. A copy of budget amendment #2 was provided for approval.

D. Approval of Budget Amendment #3

Approval was requested of budget amendment #3 to carry forward FTA X023 and X024 grant funds from FY 2015 and to reduce new FTA X025 and TD grant funds from estimate to actual. The amendment included a reconciliation of salary, fringe, indirect, consultants, and pass through funds as well as funds for our annual contribution to the Distinguished Lecture Series sponsored by the University of Central Florida's Graduate Program in Urban & Regional Planning and maintenance for a new Long Range Transportation Plan (LRTP) Interactive Tool. A copy of budget amendment #3 was provided for approval.

E. Approval of Community Advisory Committee Membership Application

At the July meeting, the Board approved the bylaws for the new Community Advisory Committee. As part of implementing this new Committee, staff has developed an application process for the 16 MetroPlan Orlando appointees. Board approval of the application provided was requested.

F. Approval of "Put the Brakes on Fatalities Day" and Resolution No. 15-12

The fifteenth nationwide annual "Put the Brakes on Fatalities Day" will be held on, October 10, 2015. This is a national initiative that focuses on reducing the number of highway fatalities by improving our roadways, our 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 safer behavior. In support of this national campaign and recognizing that safety is one of the Board's top priorities, approval was requested of Resolution No. 15-12 declaring October 10, 2015 as "Put the Brakes on Fatalities Day" in the Orlando metropolitan area, a copy of which was provided for approval.

G. Approval of "Blind Americans Equality Day" and Resolution No. 15-13

Approval was requested of Resolution No. 15-13 declaring October 15, 2015 as "Blind Americans Equality Day" in the Orlando metropolitan area. In 1964, Congress passed a resolution allowing former President Lyndon Johnson to proclaim October 15th to be "White Cane Safety Day." Besides serving as a national observance, it enables us to celebrate the achievements of people who are blind or visually impaired and the

important symbol of blindness and a tool of independence, the white cane. In 2011, "White Cane Safety Day" was named "Blind Americans Equality Day" by President Barack Obama. A copy of Resolution No. 15-13 was provided for approval.

H. Approval of Year 2040 LRTP Re-adoption Public Involvement Plan

Action was requested to approve the Public Involvement Plan for the re-adoption of the 2040 Long Range Transportation Plan (LRTP). Public involvement is required in federal law as part of the development of the organization's long range plan. The 45-day public comment period for the draft Public Involvement Plan opened on July 23, 2015. Because most of the technical updates that will be made to the 2040 Plan are administrative in nature, this Public Involvement Plan focuses on Board and Committee involvement at key decision points. It also outlines objectives and strategies for presenting the information to the public - building on extensive efforts previously completed for the original 2040 Long Range Transportation Plan - and providing opportunities for public comment. A copy of the draft Public Involvement Plan was provided for approval.

I. Renew Agreement with University of Florida for Crash Database

Approval was requested to award a sole source contract to the University of Florida to update MetroPlan Orlando's Web-based Crash Database. This is a continuing project with the University of Florida to update the database through 2016. This provides web-based access to crash data and analytical tools to MetroPlan Orlando staff and partners. It is currently hosted at the University of Florida's Geoplan Center. Improvement in access to crash data and analysis contribute to the fulfillment of the requirement to include safety as a planning factor that a metropolitan planning organization must address in its transportation planning process and will support MetroPlan Orlando's mission to make the roadways safer. This request is being handled in compliance with the Board-approved procedures for awarding sole source contracts. The sole source contract, which is permitted under our procurement rules since the contractor is another public entity, will be for a total amount of \$30,000. Funds are included in our approved FY 2015/2016 budget for this purpose. A copy of the Scope of Services was provided for approval.

J. Board Personnel Committee Report - Renewal of Executive Director's Employment Agreement

The Executive Director's employment agreement automatically renews in March of each year unless notice of non-renewal is provided by October 1st of the prior year. The Board's Personnel Committee (which currently includes Chairman Swan, Vice Chairman Boyd, Secretary/Treasurer Dallari and Commissioner Thompson) unanimously recommended that the Executive Director's employment agreement be allowed to renew in March 2016.

K. Approval to Exercise Contract Option for Florida State Legislative Services

The Board approved a three year contract, with two options to renew for an additional year each, with William J. Peebles, P.A. for Florida State Government Relations Services effective November 1, 2012, subject to annual renewals at the sole discretion of the Board. The first year of the contract stipulated an annual fee of \$60,000 plus travel expenses approved in advance by the Executive Director. Authority to extend the contract into its second and third year was approved by the Board on September 11, 2013 and September 10, 2014. Authority was requested to exercise the first renewal option

effective November 1, 2015 at the same rate plus travel under F.S. 112.061 and other expenses as approved in advance by the Executive Director. Funds are in our approved FY2015/2016 budget to cover this expense.

L. Travel Authorization

Authorization was requested for Commissioner Janer and Commissioner Constantine (both of whom serve on our Transportation Disadvantaged Local Coordinating Board) to attend the Annual Florida Public Transportation Association and the Commission for the Transportation Disadvantaged to be held in Daytona Beach on October 25 through October 28, 2015. Funds are available in our approved FY2015/2016 budget.

MOTION: Commissioner Bob Dallari moved approval of Consent Agenda Items (A-L) to include that LYNX be added to the list of Stakeholders in the Year 2040 LRTP Re-adoption Public Involvement Plan. Mr. Larry Dale seconded the motion, which passed unanimously.

IX. OTHER ACTION ITEMS

A. Approval to Ratify FDOT TIP Amendment and Resolution No. 15-14

Ms. Mary Schoelzel, FDOT, requested Board approval to amend the FY 2014/15-2018/19 and 2015/16-2019/20 TIP to include projects pertaining to the I-4 westbound rest area, the Spring Lake Elementary School sidewalks and the Colonial pedestrian overpass. Relative to the rest areas reconstruction projects she reported that the I-4 eastbound project will be deleted and only the westbound will be improved per members of the public's request. Commissioner Dallari clarified that neighborhood groups would like removal of both (eastbound/westbound) projects. The westbound project remains under study.

Due to the emergency nature of these amendments, the Chairman of the MetroPlan Orlando Board signed Resolution No. 15-14 on August 17, 2015 in order for FDOT to be able to allocate the funds for the projects included in the amendment request in a timely manner. The resolution along with a letter from FDOT with a description of the amendments were provided for approval. In the case where a TIP amendment must be approved prior to the next MetroPlan Orlando Board meeting in order for the project to receive funding, the MetroPlan Orlando Board Chairman is authorized to approve the amendment and sign the corresponding resolution on behalf of the Board without having to call an emergency Board meeting. Board approval was requested to ratify Board Resolution No. 15-14.

MOTION: Commissioner Viviana Janer moved approval to ratify FDOT TIP Amendments supported by Resolution No. 15-14 to include projects pertaining to the I-4 westbound rest area, the Spring Lake Elementary School sidewalks and the Colonial pedestrian overpass. Commissioner Samuel Ings seconded the motion, which passed unanimously by a roll call vote. *Mayor Jacobs was not in the room.*

B. Acceptance of 2015 Federal Certification Report

Ms. Shakira Crandol, United States Department of Transportation/Federal Highway Administration, presented the Federal Certification Report prepared for MetroPlan Orlando. Federal law requires the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) to jointly conduct a federal certification review of MetroPlan Orlando (and similar metropolitan planning organizations serving areas with populations in excess of 200,000) at least every four years. This is to ensure compliance with all federal regulations, to identify best practices and to suggest ways of further improving the region's transportation planning process. The federal certification review team conducted their most recent review during a site visit on February 9-11, 2015 during which they made a presentation at a MetroPlan Orlando Board meeting to explain the certification process. Following Ms. Crandol's presentation, Board action was requested to accept the 2015 Federal Certification Report.

Commissioner Dallari expressed appreciation to MetroPlan Orlando staff members for continuous good work. Mr. Barley expressed appreciation to the FHWA/FTA team for their efforts. He stated that it is great to hear noteworthy practices and in respect to the corrective actions and recommendations the organization is committed to continuous improvements and the certification review process helps with that and ensures no interruption with receiving federal funding for the region.

MOTION: Commissioner Bob Dallari moved approval to accept the 2015 Federal Certification Report. Mayor Teresa Jacobs seconded the motion, which passed unanimously.

X. INFORMATION ITEMS FOR ACKNOWLEDGEMENT (Action Item)

A. Correspondence

- Letter to Mr. Barley from Congressman Mica dated July 10, 2015, Subject: Private Management of LYNX
- Letter from Mr. Barley to Secretary Boxold dated July 13, 2015, Subject: FTE SR417 widening project
- Letter to Mr. Barley from Representative Brodeur dated July 28, 2015, Subject: Private Management of LYNX
- Memo to Board members from Mr. Huttman dated August 24, 2015, Subject: Review of Planned Widening of SR414/Maitland Boulevard

B. Status Updates

- FDOT Construction Status Report - August 2015
- Monthly Air Quality Report - provided in members' supplemental folders.

C. General Information

- Regional Prioritized Project Lists approved by the Central Florida MPO Alliance - July 2015
- Central Florida Commuter Rail Commission Meeting - September 23, 2015 hosted by MetroPlan Orlando
- USDOT "Beyond Traffic MegaRegion Tour" hosted by Mayor Dyer - October 2, 2015
- Central Florida MPO Alliance Meeting - October 9, 2015
- FDOT Public Hearing on Tentative Five-Year Work Program - October 15, 2015 - DeLand, FL
- Florida MPO Advisory Council - October 22, 2015 - Orlando, FL

D. Featured Articles and Research

- *"What Do Americans Think About Federal Tax Options to Support Public Transit, Highways and Local Streets and Roads?"* Mineta Transportation Institute, June 2015
<http://transweb.sjsu.edu/PDFs/research/1128-american-survey-federal-taxes-public-transit-highways-streets-roads.pdf>
- *"Why Can't We Move?"* APTA's Passenger Transport, July 2015
http://www.metroplanorlando.com/files/view/commentary_why_can_t_we_move.pdf
- *"Accessible Transit Services for All"* FTA Research, just released but dated December 2014
http://www.fta.dot.gov/documents/FTA_Report_No._0081.pdf
- *"From Horseless to Driverless: If autonomous vehicles rule the world,"* The Economist, August 2015
<http://worldif.economist.com/article/11/what-if-autonomous-vehicles-rule-the-world-from-horseless-to-driverless>
- *"Urban Mobility Scorecard"* Texas A&M Transportation Institute, August 2015
<http://d2dtl5nnlpfr0r.cloudfront.net/tti.tamu.edu/documents/mobility-scorecard-2015-wappx.pdf>

MOTION: Commissioner Bob Dallari moved approval of Information Items for Acknowledgment (A-D). Mayor Jeff Triplett seconded the motion, which passed unanimously.

XI. PRESENTATIONS

A. Development of the Central Florida Expressway Authority's New Master Plan

Ms. Laura Kelley, Executive Director of the Central Florida Expressway Authority, reviewed the process being used to develop a new CFX master plan. She also provided an overview on the I-4 Commuter Relief Program where expressway users will be eligible for discounts during the I-4 Ultimate Project.

Commissioner Bob Dallari requested a status update on the topic of the Florida Turnpike Enterprise (FTE) SR 417 express lanes and change in ownership of SR 528, SR 417 and SR 429. Ms. Kelley stated that coordination discussions are underway relative to CFX having an interest in buying the Seminole County sections of SR 417, Osceola County sections of SR 429 and sections of SR 528. A response relative to the evaluation and methodology was received from FTE and a meeting with Secretary Boxold is scheduled later this month for further discussion.

B. Status Report (Re)adoption of Year 2040 Long Range Transportation Plan

Ms. Mary Raulerson, Kittelson and Associates, provided a status report on the 2040 LRTP re-adoption process with a focus on the regional transit element.

C. Presentation on Traffic Signal Retiming Results

Mr. Eric Hill, MetroPlan Orlando, presented the results of traffic signal retiming in the MetroPlan Orlando area during FY 2014/15.

Mayor Swan requested that staff review the signal retiming at the US17/92 and John Young Parkway intersection for traffic improvements. Mayor Teresa Jacobs suggested that staff look into evaluating the cost of infrastructure improvements to roadways to improve level of service. She noted that this could help identify funding needs. Mayor Jacobs also recommended that staff contact IDEAS (a technology company located in Kissimmee) on their smart sensor technology for a future Board presentation. This technology provides sensors and lights to detect problems on roadways which could benefit the region. Commissioner Jennifer Thompson requested a copy of the presentation.

D. Market Research Findings

Dr. Jim Wright, University of Central Florida, presented the results of the MetroPlan Orlando & UCF 2015 public opinion survey on transportation issues. The full report and an info-graphic was provided via web links.

E. Expansion of Best Foot Forward

Ms. Amanda Day, Bike/Walk Central Florida, provided an update on the Best Foot Forward campaign and on efforts to expand the reach of the Pedestrian and Bicyclist Safety Program in the MetroPlan Orlando service area.

Mayor Pat Bates expressed concern for pedestrian safety and noted that pedestrians should use crosswalks for safety. Discussion followed relative to the importance of several safety measures to help increase pedestrian safety, which involves engineering

improvements, education on behavior changes and cultural changes. Commissioner Pete Clarke expressed that more coordination with LYNX and FDOT is needed on the alignment of crosswalks with bus stops.

F. Florida Transportation Plan Update

Ms. Mary Schoelzel, FDOT, provided an overview of the work that is underway to update the Florida Transportation Plan and to invite participation in the process.

Mr. Larry Dale suggested that the Florida Air Strategic Plan be presented to the Board at a future meeting.

XII. BOARD MEMBER COMMENTS

In response to a question from Commissioner Samuel Ings, a brief update on the MetroPlan Orlando office move was provided noting that the office move will take place between the middle and end of December. In response to a question raised by Commissioner Bob Dallari, a brief update was provided on the status of the Riverwalk project which is scheduled for completion in a few years.

XIII. PUBLIC COMMENTS (GENERAL)

None

XIV. NEXT MEETING - November 4, 2015 - *In place of Veterans Day on November 11th*

XV. ADJOURNMENT

There being no further business, the meeting adjourned at 10:45 a.m. The meeting was transcribed by Lena Tolliver.

Approved this 4th day of November, 2015.

Mayor Jim Swan, Chairman

Lena E. Tolliver,
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.