



metroplan orlando

A REGIONAL TRANSPORTATION PARTNERSHIP

COMMUNITY ADVISORY COMMITTEE
MEETING MINUTES

DATE: Wednesday, January 27, 2016
LOCATION: MetroPlan Orlando
250 S. Orange Avenue, Suite 200
Orlando, Florida 32801
TIME: 9:30 a.m.

Chairman Tom O'Hanlon presided

Members in attendance were:

Ms. Asima Azam, Orange County
Fr. Jabriel Ballentine, Orange County
Ms. Keri Caffrey, MetroPlan Appointee
Mr. Jeffrey Campbell, Seminole County
Ms. Karolyn Campbell, MetroPlan Appointee
Mr. Bill Carpenter, Seminole County
Mr. Bill Dehlinger, MetroPlan Appointee
Ms. Sarah Elbadri, City of Orlando
Mr. John Florio, City of Altamonte Springs
Mr. Tyghe (T.J.) Legacy-Cole, MetroPlan Appointee
Mr. Brady Lessard, City of Sanford
Mr. Hector Lizasuain, Osceola County
Mr. Jacob Lujuan, MetroPlan Appointee
Mr. Mark Loeb, MetroPlan Appointee
Mr. Christopher Maier, Orange County
Mr. Robert McKey, MetroPlan Appointee
Mr. Atlee Mercer, Osceola County
Ms. Theresa Mott, City of Apopka
Mr. R.J. Mueller, MetroPlan Appointee
Mr. Thomas O'Hanlon, Seminole County
Mr. Brindley Pieters, Seminole County
Ms. Marissa Salas, MetroPlan Appointee

Members not in attendance were:

Ms. Pat Devillers, City of Kissimmee

Mr. Casmore Shaw, Osceola County
Mr. Dan Stephens, MetroPlan Appointee
Mr. Tony Tizzio, Seminole County
Mr. Keith Trace, City of St. Cloud
Mr. Adam Valencic, MetroPlan Appointee
Mr. Wade Vose, Orange County
Ms. Leslie Wolcott, MetroPlan Appointee
Mr. Scott Zubarik, MetroPlan Appointee

Others in attendance were:

Mr. Jamil Gutierrez, FDOT
Mr. Myles O'Keefe, LYNX
Ms. Carol Scott, Florida's Turnpike Enterprise
Ms. Marilyn Crotty, Florida Institute of Government
Mr. Jason Loschiavo, MetroPlan Orlando
Mr. Alex Trauger, MetroPlan Orlando
Ms. Mary Ann Horne, MetroPlan Orlando
Ms. Virginia Whittington, MetroPlan Orlando
Ms. Cynthia Lambert, MetroPlan Orlando
Ms. Cathy Goldfarb, MetroPlan Orlando

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

I. CALL TO ORDER

Mr. Harry Barley called the Community Advisory Committee meeting to order at 9:37 a.m.

II. WELCOME & INTRODUCTIONS

Mr. Barley welcomed CAC members and provided a brief background on MetroPlan Orlando, the Community Advisory Committee and why it was formed. He told committee members that the MetroPlan Orlando website contains a wealth of knowledge and staff is also available to assist with any questions.

III. PLEDGE OF ALLEGIANCE - taken out of order

Mr. Harry Barley led the Committee in the Pledge of Allegiance.

Ms. Cynthia Lambert, Community Advisory Committee staff liaison, introduced herself and told committee members that she will be meeting one-on-one with new members to answer any questions they may have and to get to know them better. She asked that committee members RSVP for the meetings so that staff can better track whether there will be a quorum. Committee members then proceeded to introduce themselves.

IV. ORIENTATION

A. MetroPlan Orlando & the Transportation Planning Process

Ms. Cynthia Lambert, MetroPlan Orlando staff, provided an overview of various aspects of the transportation planning process. She reviewed other standing committees and their roles, levels of involvement for CAC members, the major plans that MetroPlan Orlando is responsible for, and funding mechanisms for transportation. Over the next several months, she told CAC members that she will include one or two orientation presentations on the agenda to give an in-depth view of many topics. A copy of the MetroPlan Orlando acronym guide will be sent out to committee members, she reported, after the meeting.

B. Sunshine & Ethics

Ms. Marilyn Crotty, director of the Florida Institute of Government at UCF, discussed Florida's Government in the Sunshine laws and ethics. These were important laws to understand because Community Advisory Committee members are subject to these requirements. Ms. Crotty reviewed what is considered a meeting, requirements for a meeting, meeting locations, meeting noticing, and minutes. She also reviewed requirements for public participation and public records. Ms. Crotty briefly reviewed ethics as related to committee member's participation.

V. CONFIRMATION OF QUORUM

Ms. Cathy Goldfarb confirmed that a quorum was present.

VI. PUBLIC COMMENTS ON ACTION ITEMS

None.

VII. ACTION ITEMS

A. Election of Officers for 2016

The Community Advisory Committee's first action item as a new committee was to elect a chairman and vice chairman to serve for 2016. Ms. Virginia Whittington, MetroPlan Orlando staff, facilitated the elections. Ms. Whittington explained that CAC bylaws referred to the last meeting of the calendar year as the annual meeting and that elections would normally be held at that time. She told CAC members that the CAC Chairman serves as their representative on the MetroPlan Orlando board in a non-voting capacity and the Chairman and Vice-Chair are required to be from different jurisdictions. Ms. Whittington opened the floor for nominations for Chairman.

MOTION: Mr. Bill Carpenter nominated Mr. Tom O'Hanlon for Chairman. Mr. Tony Tizzio seconded the motion.

MOTION: Mr. Rob McKey nominated Mr. Dan Stephens for Chairman. Mr. Stephens declined the nomination.

MOTION: Mr. John Florio nominated Mr. Atlee Mercer for Chairman. Mr. Hector Lizasuain seconded the motion.

MOTION: Mr. Bill Dehlinger moved approval of closing nominations for Chairman. Mr. Tom O'Hanlon seconded the motion, which passed unanimously.

Each nominee or the nominator summarized their qualifications to serve.

MOTION: Mr. Bill Carpenter nominated Mr. Tom O'Hanlon for Chairman. Mr. Tony Tizzio seconded the motion. Mr. O'Hanlon was elected by a vote of 26:2 (Florio, Lizasuain opposed).

Ms. Whittington opened the floor for nominations for Vice-Chairman.

MOTION: Mr. C. J. Maier nominated Mr. Atlee Mercer for Vice-Chairman. Mr. Casmore Shaw seconded the motion.

MOTION: Mr. Scott Zubarik nominated Mr. Rob McKey for Vice-Chairman. Mr. Tom O'Hanlon seconded the motion.

MOTION: Mr. Tom O'Hanlon moved approval of closing nominations for Vice-Chairman. Mr. Bill Carpenter seconded the motion, which passed unanimously.

Each nominee or the nominator summarized their qualifications to serve.

MOTION: Mr. Scott Zubarik nominated Mr. Rob McKey for Vice-Chairman. Mr. Tom O'Hanlon seconded the motion. Mr. McKey was elected by a vote of 16:12 (Azam, Jeffrey Campbell, Karolyn Campbell, Carpenter, Dehlinger, Florio Lizasuain, Maier, Mott, Shaw, Trace and Valencic opposed).

Committee members took a brief break at this time prior to reconvening for the remainder of the meeting.

B. FDOT Amendment to 2015/16-2019/20 Transportation Improvement Program

Mr. Jamil Gutierrez, FDOT, requested the CAC to recommend that the FY 2015/16-2019/20 Transportation Improvement Program (TIP) be amended to include additional funding for two railroad crossing projects. A letter explaining the amendments was provided. Mr. Gutierrez briefly reviewed the projects included in the request.

MOTION: Mr. Scott Zubarik moved for approval of the amendments to the FY 2015/16-2019/20 Transportation Improvement Program. Ms. Theresa Mott seconded the motion, which passed unanimously.

C. Florida's Turnpike Enterprise Amendment to 2015/16-2019/20 Transportation Improvement Program

Ms. Carol Scott, Florida's Turnpike Enterprise (FTE), requested the CAC to recommend that the FY 2015/16-2019/20 Transportation Improvement Program be amended 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 was provided. Ms. Scott provided some additional background information on the projects in the request. Mr. Brindley Pieters asked if project number one, the PD&E study to widen Beachline East from SR 520 in Orange County to East of Industry Road, would interface with the All Aboard Florida project. Ms. Scott responded that FTE was looking to integrate rail. Mr. Wade Vose asked if the requested TIP amendments involved any policy change, or only a change in fiscal year. Ms. Scott responded that the projects did not involve any policy change, only the fiscal year. Mr. Rob McKey inquired about the study cost for project number one, Ms. Scott responded that the PD&E study for the 22 mile project was less than \$5.3 million. Mr. Barley added that there were four steps in the project process. These steps, he noted, were planning, design, right-of-way and construction.

MOTION: Mr. Scott Zubarik moved for approval of the Florida's Turnpike Enterprise Amendment to 2015/16-2019/20 Transportation Improvement Program
Mr. Rob McKey seconded the motion, which passed unanimously.

D. 2016 Public Involvement Plan

Action was requested to approve MetroPlan Orlando's Public Involvement Plan. Ms. Mary Ann Horne, MetroPlan Orlando staff, gave a presentation on the plan prior to action being taken. Ms. Horne told CAC members that the latest revised copy of the public involvement plan was provided in the supplemental folders. She reviewed what was new in the plan, noting that the plan was easier to follow and the objectives, goals and strategies had been rewritten, social media had increased in importance, and an evaluation dashboard had been added. Mr. Mark Loeb inquired about outreach to the business community. Ms. Horne responded that public involvement included a speaker's bureau where staff provided presentations to local community groups, Chambers of Commerce, etc. and acted as a resource for transportation information.

MOTION: Mr. Brindley Pieters moved for approval of the 2016 Public Involvement Plan.
Ms. Theresa Mott seconded the motion, which passed unanimously.

E. Board Resolution #16-01: Support for City of Orlando's Grant Application for USDOT's "Beyond Traffic: The Smart City Challenge"

Action was requested to recommend approval of MetroPlan Orlando Board Resolution #16-01 in support of the City of Orlando's "Smart City" grant application, which must be filed by February 4, 2016. Orlando is the only city in our three-county region that qualified to apply for this grant program. The MetroPlan Orlando Board Chairman requested to sign the resolution prior to February 4 and the MetroPlan Orlando Board was requested to ratify it at its February 10th meeting. Under MetroPlan Orlando's Internal Operating Procedures and to maintain the integrity of our public involvement process, the CAC and the other advisory committees were requested to provide their input prior to ratification by the board. A copy of the resolution was provided. Mr. Eric Hill, MetroPlan Orlando staff, told committee members that USDOT is seeking to encourage cities to use Intelligent Transportation Systems (ITS) through the Smart Cities grant. He noted that the resolution had already been through a number of MetroPlan Orlando committees and MetroPlan Orlando was seeking CAC's approval as well. Mr. Hill reviewed some of the comments

/revisions received from other committees. Chairman O'Hanlon told CAC members that the Citizens' Advisory Committee had supported traffic signal retiming in the past due to the leverage achieved on existing infrastructure for the cost and how it helped improve transportation efficiency. Mr. Hill reported that the grant was for \$50 million with \$40 million of the funds coming from the federal government and \$10 million from a charitable group. Five finalists will be selected, he added, to submit a formal grant application and one applicant from the finalists will be awarded the grant.

MOTION: Mr. Jeffrey Campbell moved for approval of MetroPlan Orlando Board Resolution #16-01 in support of the City of Orlando's "Smart City" grant application. Ms. Leslie Wolcott seconded the motion, which passed unanimously.

VIII. PRESENTATIONS AND STATUS REPORTS

A. *Preview of FY 2016/17-2017/18 Unified Planning Work Program*

Mr. Jason Loschiavo, MetroPlan Orlando staff, presented 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 the two fiscal years starting July 1, 2016 and included the organization's budget. Approval of the FY 2016/17-2017/18 UPWP will be requested at the February 24th meeting. Mr. Loschiavo told CAC members that the UPWP is MetroPlan Orlando's internal budget that provides the tasks for the agency's planning funds. He explained that it is a two-year document which is currently being finalized to be ready for approval at the next CAC meeting. Mr. Loschiavo added that the current year had additional revenue due to the reapportionment of funds slated to go to new MPOs, however no new MPOs had been formed. The upcoming two years, he noted, included a decrease in the federal funding, but were more reflective of the normal budget. Mr. Loschiavo informed CAC members that the budget also included pass-through funds for LYNX. He next reviewed the UPWP goals, candidate task list and sections. In the current UPWP, he told committee members, tasks had been simplified from 67 down to 25 making internal management much easier. Local jurisdictions, he added, have an opportunity to highlight their projects as part of the UPWP appendices.

B. *Project Prioritization: Process Review - deferred*

IX. GENERAL INFORMATION

A. *Approved 2016 List of Legislative Priorities*

Link to MetroPlan Orlando's legislative priorities for the 2016 Florida Legislature session: http://www.metroplanorlando.com/files/view/2016_legislative_priorities_approved_12_9_2015.pdf. This list was approved by the MetroPlan Orlando Board at its December 9, 2015 meeting.

B. *Approved 2016 Board and Committee Meeting Schedule*

The approved 2016 MetroPlan Orlando meeting schedule was provided.

C. FDOT Monthly Construction Status Report

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

D. FDOT Quarterly Variance Report

FDOT's Quarterly Variance Report on cost estimate changes for projects in the Transportation Improvement Program was provided.

E. MetroPlan Orlando Board Highlights

Highlights from the December 2015 MetroPlan Orlando Board meeting were provided.

F. Overview of New Federal Transportation Bill

A copy of a slide presentation giving an overview of the new federal transportation bill, Fixing America's Surface Transportation Act (FAST), was provided.

X. UPCOMING MEETINGS OF INTEREST

A. Next Community Advisory Committee meeting

The next CAC meeting will be on February 24, 2016 at 9:30 a.m.

XI. MEMBER COMMENTS

Mr. Mark Loeb commented that he would like to use SunRail to travel to the CAC meetings, however, the meeting schedule and train schedule currently do not allow him to do that. He asked if the meeting time could be adjusted to coincide better with the train schedule to allow more committee members to take advantage of rail transportation. Ms. Lambert responded that she will poll committee members on a change in start time and it could be discussed at the next CAC meeting.

XII. PUBLIC COMMENTS (GENERAL)

None.

XIII. ADJOURNMENT

There being no further business, the meeting adjourned at 12:45 p.m.

Respectfully transcribed and submitted by Ms. Cathy Goldfarb, MetroPlan Orlando.

Approved this 24th day of February 2016.

Chairperson

Witness

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.