



COMMUNITY ADVISORY COMMITTEE  
MEETING MINUTES

DATE: Wednesday, June 28, 2017  
LOCATION: MetroPlan Orlando  
250 S. Orange Avenue, Suite 200  
Orlando, Florida 32801  
TIME: 9:30 a.m.

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*Chairman Tom O'Hanlon presided*

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Members in attendance were:

Ms. Asima Azam, Orange County  
Mr. Tyghe (T.J.) Legacy-Cole, MetroPlan Appointee  
Mr. Gregory Eisenberg, MetroPlan Appointee  
Mr. Russ Hauck, City of Altamonte Springs  
Mr. Hector Lizasuain, Osceola 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. Lisa Portelli, MetroPlan Appointee  
Ms. Marissa Salas, MetroPlan Appointee  
Mr. Dan Stephens, MetroPlan Appointee  
Ms. Venise White, MetroPlan Appointee

Others in attendance were:

Ms. Jennifer Stults, Florida's Turnpike Enterprise  
Ms. Kellie Smith, FDOT  
Mr. Myles O'Keefe, LYNX  
Mr. Keith Caskey, MetroPlan Orlando  
Mr. Nick Lepp, MetroPlan Orlando

Members not in attendance were:

Fr. Jabriel Ballentine, Orange County  
Ms. Keri Caffrey, MetroPlan Appointee  
Ms. Karolyn Campbell, MetroPlan Appointee  
Mr. Jeffrey Campbell, Seminole County  
Mr. Bill Dehlinger, MetroPlan Appointee  
Ms. Sarah Elbadri, City of Orlando  
Mr. Brady Lessard, City of Sanford  
Mr. Mark Loeb, MetroPlan Appointee  
Mr. Christopher Maier, MetroPlan Appointee  
Mr. Casmore Shaw, Osceola County  
Mr. Tony Tizzio, Seminole County  
Mr. Keith Trace, City of St. Cloud  
Mr. Wade Vose, Orange County  
Mr. Adam Valencic, MetroPlan Appointee  
Mr. Scott Zubarik, MetroPlan Appointee  
Vacant, City of Kissimmee

Ms. Crystal Mercedes, MetroPlan Orlando  
Ms. Elizabeth Whitton, MetroPlan Orlando  
Mr. Harry Barley, MetroPlan Orlando  
Mr. Gary Huttman, 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**

Chairman Tom O'Hanlon called the Community Advisory Committee meeting to order at 9:30 a.m.

#### **II. PLEDGE OF ALLEGIANCE**

Mr. Dan Stephens led the Committee in the Pledge of Allegiance.

#### **III. CHAIRMAN'S COMMENTS**

Chairman O'Hanlon had no comments.

#### **IV. AGENDA REVIEW**

Ms. Cynthia Lambert told CAC members that Ms. Kellie Smith, who had been serving as interim MetroPlan Orlando FDOT liaison, is the new MetroPlan Orlando FDOT liaison. She reported that there is no July CAC meeting and the next CAC meeting is scheduled for August 23<sup>rd</sup>. Ms. Lambert called attention to upcoming events which included the Commuter Rail Commission meeting July 19<sup>th</sup> at 9:00 a.m., the July 27<sup>th</sup>, 9:00 a.m. opening of a section of the Wekiva Parkway, and the July 27<sup>th</sup> Corrine Drive Workshop scheduled from 6:00 – 8:00 p.m. at Leu Gardens.

#### **V. CONFIRMATION OF QUORUM**

Ms. Cathy Goldfarb confirmed that a quorum was present.

#### **VI. PUBLIC COMMENTS ON ACTION ITEMS**

None.

#### **VII. ACTION ITEMS**

##### ***A. Approval of May 24, 2017 Meeting Minutes***

Approval was requested of the May 24, 2017 meeting minutes, which were provided.

**MOTION:** Mr. Atlee Mercer moved for approval of the May 24, 2017 meeting minutes.  
Mr. T.J. Legacy-Cole seconded the motion, which passed unanimously.

**B. FY 2017/18 - 2021/22 Transportation Improvement Program**

Action was requested by Mr. Keith Caskey, MetroPlan Orlando staff, to recommend approval of the FY 2017/18 - 2021/22 Transportation Improvement Program (TIP). This document included the transportation projects in the MetroPlan Orlando region that are programmed for funding over the next five years. The draft TIP was provided. A fact sheet on the TIP, the TIP public hearing summary and the draft TIP approval resolution for the July 12<sup>th</sup> Board meeting were also provided. Mr. Caskey told committee members that he had previewed the TIP at the May CAC meeting and TSMO and TAC members had recommended approval. Mr. Dan Stephens asked if the Pine Hills Road project was still under consideration. Mr. Caskey responded that the Pine Hills Road project remained on the TSMO list at number 30. Ms. Kellie Smith reported that earmark projects were not programmed this cycle. Mr. Nick Lepp added that an Orange County Corridor study was underway and the results of the study would be looked at in terms of the Pine Hills Road project, as well as others. Mr. Brindley Pieters asked why the SR 46 project between SR 415 and SR 426 was delayed. Mr. Caskey responded that costs had increased and local residents were not in favor of the project. Chairman O'Hanlon asked Ms. Smith to explain the process for federal funding. Ms. Smith explained that the federal process needed to be followed whenever federal funding was used for a project.

**MOTION:** Mr. Dan Stephens moved for approval of the FY 2017/18 - 2021/22 Transportation Improvement Program. Mr. Atlee Mercer seconded the motion, which passed unanimously.

**C. FY 2022/23 - 2039/40 Prioritized Project List**

Action was requested by Mr. Nick Lepp, MetroPlan Orlando staff, to recommend approval of the FY 2022/23 - 2039/40 Prioritized Project List (PPL). This document included a list of highway, transportation systems management and operations, bicycle and pedestrian, and transit projects that have been ranked in order of priority. FDOT will use the PPL in developing their FY 2018/19-2022/23 Five Year Work Program. The draft PPL and a fact sheet were provided. Mr. Lepp told CAC members that he previewed the PPL at the May CAC meeting. He called attention to a new Off System Complete Streets table that had been added to the PPL. Mr. Rob McKey asked if Mr. Lepp had a cost estimate for the PPL. Mr. Lepp responded that he did not have that information but could research it and provide the cost estimate information.

**MOTION:** Mr. Dan Stephens moved for approval of the FY 2022/23 - 2039/40 Prioritized Project List. Ms. Theresa Mott seconded the motion, which passed unanimously.

**D. Approval of Revised Community Advisory Committee Bylaws**

The CAC Bylaws Review Subcommittee met on May 24<sup>th</sup> to conduct the biannual review of the CAC bylaws. Based on this review, there are several recommended revisions to the bylaws, with the primary revision being made to Section 4-D (Removal from Office). All recommended revisions were highlighted by strike-through and underlining in the bylaws which were provided. A fact sheet summarizing major revisions was also included. Action was requested to approve the revised CAC bylaws. Ms. Lambert noted that included in the revisions was language dealing with excessive absences. Bylaws Review Subcommittee members suggested that a letter be sent after two absences with removal from the CAC after three successive absences. She also noted that Subcommittee members suggested a bylaws review every five years or as needed.

Discussion ensued regarding the absence policy suggested, excused absences, who would determine an excused absence, implementing alternates for members, and extenuating circumstances for absences. Mr. T.J. Legacy-Cole asked when a new absenteeism policy would go into effect. Chairman O'Hanlon responded that the new policy would go into effect after Board approval of the revised bylaws.

**MOTION:** Mr. Russ Hauck moved for approval of the revised CAC bylaws. Mr. Dan Stephens seconded the motion, which passed 13:1(Legacy-Cole opposed).

## VIII. PRESENTATIONS AND STATUS REPORTS

### A. *Presentation on Transportation Systems Management & Operations (TSMO) Activities*

Ms. Crystal Mercedes, MetroPlan Orlando staff, gave a presentation on the latest Transportation Systems Management and Operations (TSMO) activities underway in the MetroPlan Orlando region. Ms. Mercedes reviewed information on the crash database, signal retiming efforts, and congestion management strategies. Discussion ensued regarding factors possibly impacting crashes, safety education targets, comparison to other communities, and yellow light timing issues. Ms. Lambert told CAC members that TSMO has discussed the yellow light issue. Mr. Eric Hill added that TSMO has looked at building some consistencies throughout the area and adaptive signal control measures, however, the traffic pattern is not typical peak to peak. Mr. Dan Stephens suggested a workshop with an expert on signal timing. Mr. Hill offered to have Mr. Jeremy Dilmore, FDOT District 5, present to CAC at a future meeting.

### B. *Assessing Property Impacts of Phase I SunRail Stations*

Ms. Elizabeth Whitton, MetroPlan Orlando staff, presented results of a SunRail Phase 1 Transit-Oriented Development analysis. Florida State University conducted this research for FDOT Central Office. Ms. Whitton noted that this study, conducted by the Planning Department at FSU, was the first study of this type. She provided information on the project purpose, four factors influencing development impact, and the methodology used for the analysis. She noted that there were six main conclusions which included changes in property values around SunRail stations reflect broader economic conditions, county location is a major factor in overall economic performance, property value and assessed value increases have been very uneven, downtown stations and stations at medical centers have experienced the greatest increases, suburban stations have seen a positive shift in property taxes, and for most station areas, the analysis likely underestimated development- and tax-related impacts because much of the new development has yet to hit the tax rolls. Mr. Brindley Pieters requested a link to the presentation. Ms. Lambert responded that she would provide the presentation to CAC members.

## IX. GENERAL INFORMATION

### A. *PD&E Study Tracking Status Report*

A status report tracking the progress of PD&E studies in the MetroPlan Orlando region was provided.

**B. *FDOT Quarterly Variance Report***

The latest FDOT Quarterly Variance Report for the MetroPlan Orlando region was provided.

**C. *FDOT Monthly Construction Status Report***

The latest FDOT monthly construction status report for the Orlando area was provided.

**D. *Air Quality Report***

The latest air quality report for the MetroPlan Orlando area was provided at the meeting.

**E. *MetroPlan Orlando Board Highlights***

Highlights from the June 2017 MetroPlan Orlando Board meeting were provided.

**X. UPCOMING MEETINGS OF INTEREST**

**A. *Next Community Advisory Committee meeting***

The next CAC meeting will be on August 23, 2017. Please note that there is no meeting scheduled in July.

**XI. MEMBER COMMENTS**

Mr. R.J. Mueller commented that he has been working with UCF for a number of years to make the campus more bike friendly. He noted that recently efforts at UCF have taken off in this regard. These efforts have been propelled by UCF President Hitt's edict that UCF be carbon neutral by the year 2050 and efforts by a group of graduate students to make the campus more bike friendly. UCF, he noted, will be submitting an application to the League of American Bicyclists to obtain a special bicycle friendly designation from them, as have other universities. Mr. Mueller added that coordination efforts will also be needed in the future with local counties that connect to the campus.

**XII. PUBLIC COMMENTS (GENERAL)**

None.

XIII. ADJOURNMENT

There being no further business, the meeting adjourned at 10:56 a.m.

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

Approved this 23rd day of August 2017.



Mr. Tom O'Hanlon, Chairperson



Ms. Cathy Goldfarb,  
Senior Board Services Coordinator

As required by Section 286.0105, Florida Statutes, MetroPlan Orlando hereby notifies all interested parties that if a person decides to appeal any decision made by MetroPlan Orlando with respect to any matter considered at such meeting or hearing, he or she may need to ensure that a verbatim record is made to include the testimony and evidence upon which the appeal is to be based.