



## MUNICIPAL ADVISORY COMMITTEE AGENDA

February 4, 2016 @ 9:30 A.M.

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MUNICIPAL ADVISORY COMMITTEE  
MEETING NOTICE

DATE: February 4, 2016

TIME: 9:30 a.m. ← **NEW TIME**

LOCATION: MetroPlan Orlando  
David L. Grovdahl Board Room  
250 S. Orange Avenue, Suite 200 ← **NEW LOCATION**  
Orlando, Florida 32801  
**\*\*[Click here for Directions to Our New Office](#)\*\***



Wireless access available  
Network = MpoBoardRoom  
Password = mpoaccess

Please remember to silence all electronic devices.

**AGENDA**

*Mayor Charles Lacey, presiding*

- I. Call to Order
- II. Pledge of Allegiance
- III. Chair's Announcements
- IV. Confirmation of Quorum - Ms. Cathy Goldfarb
- V. Agenda Review/Follow-up - Ms. Virginia Whittington

## VI. Partner Reports

- LYNX - Mr. Doug Robinson
- Florida Department of Transportation - Mr. Jamil Gutierrez
- Florida's Turnpike Enterprise - Ms. Carol Scott

## VII. Public Comments on Action Items

Comments from the public will be heard pertaining to items on the agenda for this meeting. People wishing to speak must complete a "Speakers Introduction Card" at the reception desk. Each speaker is limited to two minutes.

## VIII. Action Items

### *A. Approval of Minutes of Previous Meeting* (Tab 1)

Action is requested for approval of the December 3, 2015 meeting minutes.

### *B. FDOT Amendment to 2015/16-2019/20 TIP* (Tab 2)

Mr. Jamil Gutierrez, FDOT, is requesting the MAC to recommend that the FY 2015/16-2019/20 TIP be amended to include funding for two railroad crossing projects. A letter explaining the amendments is provided at Tab 2.

### *C. FTE Amendment to 2015/16-2019/20 TIP* (Tab 3)

Ms. Carol Scott, Florida's Turnpike Enterprise, is requesting the MAC to recommend that the FY 2015/16-2019/20 TIP 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 is provided at Tab 3.

### *D. Public Involvement Plan* (Tab 4)

Action is requested to recommend approval of MetroPlan Orlando's Public Involvement Plan. Ms. Mary Ann Horne, MetroPlan Orlando staff, will give a presentation on the plan prior to action being taken. An attachment is provided at Tab 4.

### *E. Board Resolution #16-01* (Tab 5)

Action is 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. In order to meet the application deadline, the MetroPlan Orlando Board Chairman will be asked to sign the resolution prior to the application deadline and the MetroPlan Orlando Board will ratify it at their February 10<sup>th</sup> meeting. Under MetroPlan Orlando's Internal Operating Procedures and to maintain the integrity of our public involvement process, the MAC and the other advisory committees are asked to provide their input prior to ratification by the Board.

## **IX. Presentations/Status Reports**

### ***A. Preview of FY 2016/17-2017/18 UPWP***

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 the fiscal year starting July 1, 2016 and includes the organization's budget. Approval of the FY 2016/17-2017/18 UPWP will be requested at the March 3<sup>rd</sup> MAC meeting.

### ***B. Project Prioritization: Process Review***

Mr. Alex Trauger, MetroPlan Orlando staff, will provide an introductory presentation about the past and future of MetroPlan Orlando's project application, assessment, and prioritization process.

## **X. General Information**

(Tab 6)

### ***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](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. FDOT Monthly Construction Status Report***

The latest FDOT Monthly Construction Status Report for the Orlando area is enclosed for information purposes.

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

FDOT's Quarter Variance Report on cost estimate changes for projects in the TIP is enclosed for information purposes.

### ***C. MetroPlan Orlando Board Highlights***

A copy of the December 9<sup>th</sup> Board Meeting Highlights is enclosed for information purposes.

### ***D. 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), will be provided at the meeting for information purposes.

## XI. Upcoming Meetings of Interest

### A. MetroPlan Orlando Board Meeting

The MetroPlan Orlando Board will meet on Wednesday, February 10, 2016 at 9:00 a.m.

### B. Municipal Advisory Committee meeting - Thursday, March 3, 2016; 9:30 a.m.

## XII. Public Comments (General)

## XIII. 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. Cathy Goldfarb, MetroPlan Orlando, 250 S. Orange Avenue, Orlando, Florida, 32801 or by telephone at (407) 481-5672 x315 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 x315 or by email at [cgoldfarb@metroplanorlando.com](mailto:cgoldfarb@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**





**MUNICIPAL ADVISORY COMMITTEE  
MINUTES**

**DATE:** Thursday, December 3, 2015

**LOCATION:** MetroPlan Orlando Board Room  
315 E. Robinson Street, Suite 355  
Orlando, Florida

**TIME:** 9:30 a.m.

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Mayor Charles Lacey, Chairman, presided

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**Members in attendance:**

Mayor Gary Bruhn, Town of Windermere  
Mr. Roger Dixon, CAO, for Mayor Anthony Grant, Town of Eatonville  
Council President John Dowless, City of Edgewood  
Mayor Joe Durso, City of Longwood  
Mayor Charlene Glancy, City of Casselberry  
Commissioner Joel Keller, City of Ocoee  
Mayor Charles Lacey, City of Winter Springs  
Mayor Steve Leary, City of Winter Park  
Mayor A. Dale McDonald, City of Maitland  
Commissioner Joseph McMullen, Town of Oakland  
Commissioner Sid Miller, City of Lake Mary  
Mayor Dominic Persampiere, City of Oviedo

**Members not in attendance:**

Mayor Rebecca Borders, City of St. Cloud  
Mayor Bill Brooks, City of Belle Isle  
Commissioner Robert "Bobby" Olszewski, City of Winter Garden

**Others in attendance were:**

Mr. Jamil Gutierrez, FDOT  
Ms. Mary Schoelzel, FDOT  
Mr. Tony Rodriguez, LYNX  
Ms. Carol Scott, Florida's Turnpike Enterprise  
Ms. Courtney Reynolds, reThink  
Ms. Mary Ann Horne, MetroPlan Orlando

Mr. Alex Trauger, MetroPlan Orlando  
Ms. Virginia Whittington, MetroPlan Orlando  
Ms. Cathy Goldfarb, MetroPlan Orlando

**I. CALL TO ORDER**

Chairman Charles Lacey called the meeting to order at 9:30 a.m.

**II. PLEDGE OF ALLEGIANCE**

Chairman Lacey led the committee in a moment of silence and Mayor Bruhn led the committee in the Pledge of Allegiance.

**III. CHAIR'S ANNOUNCEMENTS**

Chairman Lacey reported that he took MAC's recommendation of support for LYNX privatization to the MetroPlan Orlando board. He noted that the board tabled the LYNX privatization item for further consideration, however, there didn't seem to be a lot of support for MAC's position on privatization. Chairman Lacey told MAC members that the board added MAC's position opposing the utility relocation bill but would revisit the issue of expansion of the charter county surtax to municipalities and a BPAC request pending a meeting of the Statute Review Task Force which BPAC formed. Further discussion on legislative priorities will take place at the December 9<sup>th</sup> board meeting. Staff will provide an email update when the priorities are finalized.

**IV. CONFIRMATION OF QUORUM**

Ms. Goldfarb confirmed a quorum was present.

**V. AGENDA REVIEW/FOLLOW-UP**

Ms. Virginia Whittington told MAC members that the 2016 legislative priorities approved as of November 4, were included in the supplemental folders. She called attention to MetroPlan Orlando's upcoming move to the Park Building at 250 S. Orange Avenue, Suite 200, Orlando, FL 32801. The physical move of the office, she noted, will take place December 17<sup>th</sup> and 18<sup>th</sup> and it may be difficult to contact staff during that time frame. Ms. Whittington reported that detailed parking instructions for the new office location will be provided at a later date. She added that there are two events scheduled for January 13, 2016 including the annual volunteer appreciation luncheon from 11:30 a.m. to 1:30 p.m. and an office open house from 2:00 to 4:00 p.m.



## **VI. Partner Reports**

### **LYNX**

Mr. Tony Rodriguez, LYNX, reported that the LYNX Board approved the January service changes at their November meeting. He informed MAC members that there were numerous time and schedule adjustments approved. In addition, Mr. Rodriguez told committee members that LYNX's third downtown BRT line, the Lime Line serving western Orlando, will start service in January. Further expansion of the Lime Line to Creative Village, he added, will be implemented later in 2016.

### **FDOT**

Mr. Jamil Gutierrez, FDOT, reported that FDOT staff recently met with the Orange County Partnering committee in regard to Orange County resurfacing projects underway. A second Orange County Partnering meeting, he told committee members, is scheduled for January 6<sup>th</sup>. Mr. Gutierrez noted that the Osceola Partnering committee is scheduled to meet on December 10<sup>th</sup>.

### **Florida's Turnpike Enterprise**

Ms. Carol Scott, Florida's Turnpike Enterprise, told MAC members that the widening of SR 417 to 8 lanes, from the turnpike to I-4, is underway and is projected to be completed in the summer of 2018. She reported that the interchange at SR 417 and the Mainline is under construction and expected to open in March 2016.

## **VII. Public Comments on Action Items**

None.

## **VIII. Old Business**

None.

## **IX. Action Items**

### ***A. Approval of Minutes of Previous Meeting***

Action was requested for approval of the October 29, 2015 meeting minutes.

**MOTION:** Mayor Gary Bruhn moved for approval of the October 29, 2015 meeting minutes. Mayor Joe Durso seconded the motion, which passed unanimously.

### ***B. FDOT Amendment to 2015/16-2019/20 TIP***

Mr. Jamil Gutierrez, FDOT, requested the MAC to recommend that the FY 2015/16-2019/20 Transportation Improvement Program (TIP) be amended to include

additional funding for an I-4 project, three LYNX projects, and a new trail project. A letter explaining the amendments was provided. Mr. Gutierrez told committee members that the LYNX projects listed did not involve additional funding and that the TIP amendment was necessary due to Federal Transit Administration releasing funding to LYNX, that had already been allocated. He reviewed the projects listed in the request. Mr. Gutierrez reported that there had been a change in a cost estimate for the Fortune-Lakeshore multi-use trail project in Osceola County from \$274,188 to \$348,165 due to new safety improvements. He added that the amendment request going to the MetroPlan Orlando board had been updated to reflect the change.

**MOTION:** Mayor Gary Bruhn moved for approval of FDOT Amendments to 2015/16-2019/20 TIP. Commissioner Joel Keller seconded the motion, which passed unanimously.

### ***C. Re-adoption of 2040 LRTP***

Mr. Alex Trauger, MetroPlan Orlando staff, requested action to approve 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 was provided. Mr. Trauger explained that the re-adoption process only involved amending the current 2040 Long Range Transportation Plan and was needed to allow MetroPlan Orlando to be in sync with the other District V M/TPO's adoption processes. He provided a timeline for the adoption process and reviewed the three major areas in which changes occurred. The three areas, he reported, were a separate environmental mitigation section, more flexibility in mobility needs, and various administrative modifications, such as adding maps, changing page numbers, etc.

**MOTION:** Mayor Gary Bruhn moved for approval of re-adoption of the 2040 Long Range Transportation Plan (LRTP). Mayor Joe Durso seconded the motion, which passed unanimously.

## **X. Presentations/Status Reports**

### ***A. Presentation on reThink Performance***

Ms. Courtney Reynolds, reThink, gave a presentation on the performance of reThink since the program has been in operation. Ms. Reynolds provided the four main goals of rethink which included decreasing traffic congestion, improving air quality, conserving natural resources, and saving people money. She reported that an evaluation of the program had been completed by the Center for Urban Transportation Research (CUTR) which provided data on the big impact rethink has had on the region, since its inception in 2010. Some of the impact reThink has had, she noted, reduced the drive alone rate from 76% down to 58%, contributed to 13 million fewer vehicle miles traveled, provided a \$20,000 daily societal cost savings due to reduction in congestion and air pollution, and saw a nine-to-one benefit cost ratio for the program. Ms. Reynolds told MAC members that the reThink program

now has 10,980 riders in their rideshare database, 392 corporate partners and has increased their staff from the initial two to the six people currently on staff. She added that staff has conducted 146 ride matching events, 17 transit training sessions, 128 Lunch and Learn programs and 3 signature events. In addition, reThink has promoted bicycle safety through a CyclingSavvy lite program, a Ciclovía event held downtown, and a Juice Up Your Week program that involves a series of instructor led rides and safety sessions using the local bikeshare fleet. Ms. Reynolds told committee members that future plans for reThink include creating a commuter ambassador network, encouraging active transportation, and introducing gamification to District V.

***B. Presentation on Draft Public Involvement Plan***

Ms. Mary Ann Horne, MetroPlan Orlando staff, gave a presentation on MetroPlan Orlando's draft Public Involvement Plan. A recommendation for approval of the plan will be requested at the February 4, 2016 Municipal Advisory Committee meeting. A copy of the draft plan can be viewed here:

[http://www.metroplanorlando.com/files/view/2016\\_public\\_involvement\\_plan\\_draft.pdf](http://www.metroplanorlando.com/files/view/2016_public_involvement_plan_draft.pdf)

Ms. Horne explained that the public involvement plan is required by the federal government. She reviewed what is new in the current plan including that it has been streamlined, reduced slightly in size, checklists have been created, and tools have been folded into the objectives and goals for the plan. Ms. Horne noted that MetroPlan Orlando's new physical office address and website address ([www.metroplanorlando.org](http://www.metroplanorlando.org)) are being reflected in the draft plan. She added that the social media policy in the plan is constantly evolving with new trends and technology. Ms. Horne provided the overall goal for the plan, "To establish a comprehensive, inclusive process, through various methods and create continuous opportunities to engage the public in transportation planning" and the seven objectives, such as increasing public involvement activities and website traffic. Additionally, she outlined the next steps in the process which included a public comment period until February 1<sup>st</sup> and committee and board approval slated for the January/February round of meetings.

**XI. General Information**

***A. FDOT Monthly Construction Status Report***

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

***B. Approved 2016 List of Legislative Priorities***

The list of MetroPlan Orlando's legislative priorities approved by the Board at their November 4<sup>th</sup> meeting for the 2016 session of the Florida Legislature was provided. As part of their action on the priorities, the Board voted to bring back three items for further consideration at their December meeting, and those items were listed separately on the back of the attachment.

***C. FY 2014/15 Federally Funded Projects***

A list of the highway, transit and aviation projects in the Orlando and Kissimmee Urbanized Areas for which Federal funds were obligated during FY 2014/15 has been prepared in order to meet the MAP-21 requirement for MPO's. This document could be found on the MetroPlan Orlando web site at the following link:

[http://www.metroplanorlando.com/files/view/federally\\_funded\\_transportation\\_projects\\_fy\\_2014\\_15.pdf](http://www.metroplanorlando.com/files/view/federally_funded_transportation_projects_fy_2014_15.pdf)

***D. Comparison of 2014 & 2015 BEBR Population Estimates***

A spreadsheet comparing the 2014 and 2015 population estimates provided by the University of Florida Bureau of Economic and Business Research (BEBR) for the Central Florida region was provided.

***E. New MetroPlan Orlando Office Location/Open House***

MetroPlan Orlando will be hosting an open house in January for committee and Board members to see the new office location. A flyer providing information on the new office and the open house was provided.

***F. MetroPlan Orlando Board Highlights***

A copy of the November 4<sup>th</sup> Board Meeting Highlights was provided.

***G. Approved 2016 Board/Committee Meeting Schedule***

The approved 2016 MetroPlan Orlando Board and Committee Meeting Schedule was provided.

***H. 2016 Calendar***

A memo from Mr. Barley dated November 2015 along with a copy of MetroPlan Orlando's 2016 appreciation calendar was provided at the meeting.

**XII. Upcoming Meetings of Interest**

***A. MetroPlan Orlando Board Meeting***

The MetroPlan Orlando Board held a meeting on Wednesday, December 9, 2015 at 9:00 a.m.

***B. Municipal Advisory Committee meeting - Thursday, February 4, 2015; 9:30 a.m.***

MAC members were asked to please note MetroPlan Orlando's new office location at the Park Building, 250 S. Orange Avenue, Suite 200, Orlando, FL 32801

**XIII. Public Comments (General)**

None.

**XIV. ADJOURNMENT**

The Municipal Advisory Committee meeting was adjourned at 10:10 a.m.

The meeting was recorded and transcribed by Ms. Cathy Goldfarb.

Approved this 4th day of February, 2016.

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Chairperson

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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.*

**TAB 2**





## ***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:

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#### **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.

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**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.

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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 3**





## *Florida Department of Transportation*

**RICK SCOTT**  
GOVERNOR

Florida's Turnpike Enterprise  
P.O. Box 613069, Ocoee, FL 34761  
407-532-3999

**JIM BOXOLD**  
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 4**





metroplan orlando  
A REGIONAL TRANSPORTATION PARTNERSHIP

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# PUBLIC INVOLVEMENT PLAN

## DRAFT

Prepared by:

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

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

MetroPlan Orlando



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

### 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 MPO 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/](http://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 MPO 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/](http://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](mailto: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 MPO 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/](http://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 MPO 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/](http://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 MPO 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/](http://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 MPO 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/](http://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](http://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](mailto: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](http://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](http://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](http://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 **8,500** organic impressions per month (number of times users may have seen page content in news feeds, tickers or page visits).
- Demonstrate success with Twitter by adding **500** Twitter followers annually, along with an average of **19,000** total Twitter impressions (number potential engagements, based on delivery of the organization’s tweets to Twitter users feeds) per month.



### Strategies & Tools:

1. Position MetroPlan Orlando as the transportation planning expert in Central Florida by posting current transportation information, such as research, plan details, current industry news, and details of public meetings and events.
2. Interact with transportation agencies, local government partners, and interested parties on social media outlets to strengthen relationships.
3. Promote social media efforts during community outreach events, on the 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](http://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 has become a must for public involvement toolboxes, but it brings its own special set of needs and considerations.

## The Potential Reach

Within the last decade, social media has become a common way for people to get information and share comments, so it is a natural place to engage them on transportation planning. Facebook (facebook.com) has about 1.5 billion monthly active users



(people who log on at least every 30 days). Twitter (twitter.com) has 307 million monthly active users. These are the two main social media outlets used for public involvement at MetroPlan Orlando.

## Considerations

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





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

### **Access**

When social media applications provide mechanisms to restrict content access, MetroPlan

Orlando will allow all content to be freely visible and open to any user.

### **Content**

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

### **Posting Comments**

- Use of social media will primarily focus on the dissemination of information relevant to the transportation planning process, with a secondary focus on obtaining input on targeted issues of importance.
- MetroPlan Orlando board and committee members are prohibited from engaging in an exchange or discussion of matters via social media that will foreseeably come before the board or committee for official action.

- User Comments:

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

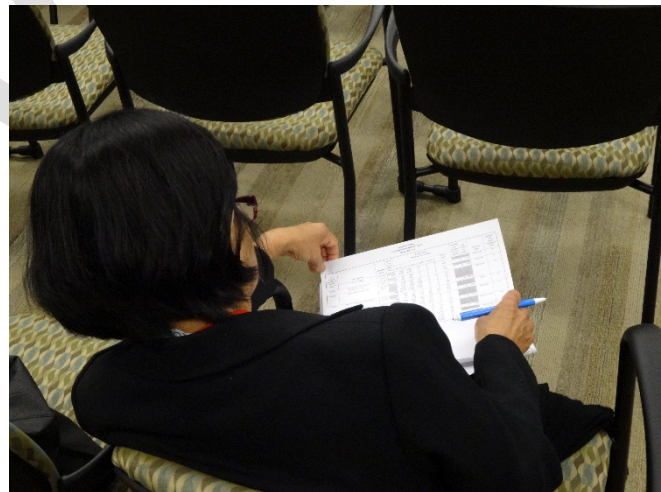
- a) Comments not topically related to the particular social medium article being commented upon;
    - b) Comments in support of or opposition to political campaigns or ballot measures;

- c) Profane language or content;
  - d) Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation;
  - e) Sexual content or links to sexual content;
  - f) Solicitations of commerce;
  - g) Conduct or encouragement of illegal activity;
  - h) Information that may tend to compromise the safety or security of the public or of private entities; or
  - i) Content that violates a legal ownership interest of any other party.
- ii. When a feature allowing users to post a comment is activated and an “approval-required” feature exists, the organization will review all comments prior to publication.
- iii. When a feature allowing users to post a comment is activated and approval features do not exist, the organization will regularly monitor user comments and take appropriate action to delete inappropriate comments.

## Public Record

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

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



## Public Involvement Requirements



As part of the planning process, federal law (§450.316, Code of Federal Regulation), and state law (Section 286, Florida statutes) 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](http://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](http://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:

MetroPlan Orlando  
250 S. Orange Ave., Suite 200  
Orlando, FL 32801  
[MetroPlanOrlando.org](http://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](http://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		
L RTP Substantial Amendment		
L RTP Non-Substantial Amendment		
Prioritized Project List		
Transportation Improvement Program		
TIP Emergency Amendment		
TIP Non-Emergency Amendment		
Unified Planning Work Program		



**MetroPlanOrlando.org**

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

**TAB 5**





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 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 City of Orlando has an estimated population of 262,949 in 2015 (an increase of 13 percent from 2010) and comprises 13 percent of the metropolitan area's total population; and

**WHEREAS**, Orlando 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**, \$24 million of ITS investments are programmed for the City of Orlando 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

**WHEREAS**, the 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 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 would be a mid-sized city with a population between approximately 200,000 and 850,000 people, a dense urban population, 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**, under a first solicitation, the USDOT is requesting applications for assistance to result in awards to selected "Smart City Challenge Finalists." The USDOT estimates selection of five finalists 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."

**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;" 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 approval at their next meeting on February 10, 2016.

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Honorable Scott Boyd, Chairman

Attest:

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Lena E. Tolliver,  
Senior Board Services Coordinator



**TAB 6**





**metroplan orlando**  
A REGIONAL TRANSPORTATION PARTNERSHIP

APPROVED BY  
METROPLAN ORLANDO  
12-9-15 *L. Hall*

## **2016 Legislative Priorities and Positions**

Final as of December 9, 2015

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### 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. Provide 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, clarifies and strengthens language in statutes in order to better address pedestrian and bicyclist 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.
6. Expands the Charter County and Regional Transportation System Surtax to municipalities over 150,000 in population.

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.
2. Seeks to change the governance structure of LYNX until a regional integration of transit systems has been evaluated.

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.

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Contact: Ms. Virginia L. Whittington  
Director of Regional Partnerships  
MetroPlan Orlando  
250 S. Orange Avenue, Suite 200  
Orlando, FL 32801

Approved by MetroPlan Orlando Board  
December 9, 2015

**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 RIGID PAVEMENT REHABILITATION	SR 15 (US 17-92) FROM S OF SR 423 (LEE RD) TO S OF CR 438 (LAKE AVE)	-

Contract #	ESW88	Work Begin	09-08-2015
County	ORANGE	Present Amount	\$ 1,174,704.00
Contractor	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 436	-

Contract #	T5521	Work Begin	08-10-2015
County	ORANGE	Present Amount	\$ 37,089,690.00
Contractor	PRINCE CONTRACTING, LLC.	Days Used as of Last Approved Estimate	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	\$ 2,340,785.00
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 #	ESW31	Work Begin	10-31-2014
County	ORANGE	Present Amount	\$ 11,820,000.00
Contractor	HUBBARD CONSTRUCTION COMPANY	Days Used as of Last Approved Estimate	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 1	-

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.	00422631	0012 RESURFACING	I-4 (SR 400) FROM EAST OF SR 536 TO W OF SR528 (BEACHLINE)	ASSUMED/STATE ADMINISTERED

Contract #	T5313	Work Begin	05-11-2015
County	ORANGE	Present Amount	\$ 37,553,663.43
Contractor	LANE CONSTRUCTION CORPORATION (THE)	Days Used as of Last Approved Estimate	238
Project Manager	CN509CD   Daley, Carlton	Cost Perf. Measure	39.88%
Project Admin.	KNCDMSG   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 #	E5Y01	Work Begin	-
County	OSCEOLA	Present Amount	\$ 253,660.00
Contractor	SIEG & 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.	KNHNTMM   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 #	T5516	Work Begin	10-05-2015
County	OSCEOLA	Present Amount	\$ 16,187,452.27
Contractor	JR. DAVIS CONSTRUCTION CO., INC.	Days Used as of Last Approved Estimate	70
Project Manager	CN509OD   Olund, David	Cost Perf. Measure	14.34%
Project Admin.	KNRKAT   Tehrani, Al	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 PVMNT	SR 500 (US 192) FROM EASTERN AVE TO CR 532	-
239683-1-56-01	No	E BRONSON HWY/13 ST/VINE ST	-	0218 ADD LANES & REHABILITATE PVMNT	SR 500 (US 192) FROM EASTERN AVE TO CR 532	-

Contract #	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 TON. 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 TON. 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	2.86%
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	-



## 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

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

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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

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 blue ink, appearing to read "Jamil Gutierrez".

Jamil Gutierrez  
FDOT, MPO Liaison



## Board Meeting Highlights - December 9, 2015

- **Chairman's Announcements:** Mayor Swan called the meeting to order and Comm. Ings led the Pledge of Allegiance. Reported that MetroPlan Orlando hosted a meeting for Congressman Mica on 11/9/15 to discuss new traffic signal technology and possible federal grant opportunities. Comm. Janer reported on the TDLCB Public Hearing and Quarterly Meeting held on 11/12/15. 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).
- **Executive Director's Announcements:** Acknowledged Special Guests: State Representative Bob Cortes, Comm. John Horan Seminole County BCC, Chairman and Ms. Carol Scott, FTE (MPO Liaison). Reported on the New Federal Transportation Bill approved by Congress last week and signed into law by President Obama. The new bill Fixing America 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. Announced that Brightline is the new name for All Aboard Florida. Reported that the District Dedicated Revenue (DDR) funding policy discussion is tentatively scheduled for the 2/10/16 Board Agenda pending the Chairman's approval. The discussion will address concerns with the implementation of the approved policy. Called attention to the Regional Population Growth material in members' supplemental folders. Reported that MetroPlan Orlando will move to the new office location on December 17 & 18. 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. Called attention to the MPOAC 2016 Legislative Priorities provided in members' supplemental folders. Introduced Ms. Susan Ennis, MPO Temporary Staff.
- Unanimously **Approved** Consent Items: A-I
- Unanimously **Approved** 2016 Officers:
- **2016 Officers:** Comm. Boyd (Chair); Comm. Dallari (V. Chair); Comm. Grieb (Sec/Trea)
- Unanimously **Approved** FDOT TIP Amendments - Resolution No.15-20 (**Roll Call**)
- Unanimously **Approved** Re-Adoption 2040 LRTP - Resolution No. 15-18 (**Roll Call**)
- **2016 Legislative Priorities:** Revisited three previously tabled items resulting in revisions to the 2016 Legislative Priorities including support for stronger language in statutes to better address pedestrian and bicyclist safety; support for expanding the Charter County & Regional Transportation Surtax to municipalities over 150,000 in population; and opposing legislation that seeks to change the governance structure of LYNX at the present time.
- Discussion on the SR 417 Project and work underway by CFX and FDOT on possible transaction (To be further discussed at the February Meeting)
- **Presentations:** What Do Millennials Want? (Ms. Arismendi) and Discussion on LYNX/SunRail Consolidation (Mr. Barley)
- **Public Comments:** Mr. John Casselberry offered road improvements for Denning Drive, Winter Park
- **Other Business:** Comm. Dallari noted that Seminole County passed a Bear Ordinance and asked staff to look into installing barriers along I-4 to prevent bear crossings.
- **Next Board Meeting - February 10, 2016 - new location 250 S. Orange Ave. Suite 200, Orlando**

# New Federal Transportation Bill

## *Fixing America's Surface Transportation Act*

### *(FAST)*



Harold W. Barley  
Executive Director  
January 2016

# 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



metroplan orlando

*A REGIONAL TRANSPORTATION PARTNERSHIP*