



# metroplan orlando

A REGIONAL TRANSPORTATION PARTNERSHIP

## MUNICIPAL ADVISORY COMMITTEE MINUTES

DATE: Thursday, May 4, 2017

LOCATION: MetroPlan Orlando Board Room  
250 S. Orange Avenue, Suite 200  
Orlando, Florida 32801

TIME: 9:30 a.m.

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Mayor Gary Bruhn, Chairman, presided

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### Members in attendance:

Mayor Nathan Blackwell, City of St. Cloud  
Mayor Gary Bruhn, Town of Windermere  
Council President John Dowless, City of Edgewood  
Mayor Eddie Cole, Town of Eatonville  
Mayor Joe Durso, City of Longwood  
Commissioner Joel Keller, City of Ocoee  
Mayor Steve Leary, City of Winter Park  
Mayor Charles Lacey, City of Winter Springs  
Mayor A. Dale McDonald, City of Maitland  
Commissioner Joseph McMullen, Town of Oakland  
Commissioner Sid Miller, City of Lake Mary  
Mayor Lydia Pisano, City of Belle Isle

### Members not in attendance:

Mayor Charlene Glancy, City of Casselberry  
Mayor Dominic Persampiere, City of Oviedo  
Vacant, City of Winter Garden

### Others in attendance were:

Mr. Roger Dixon, CAO, Town of Eatonville  
Ms. Kellie Smith, FDOT  
Ms. Allison Stettner, Florida's Turnpike Enterprise  
Mr. Eric Hill MetroPlan Orlando  
Mr. Nick Lepp, MetroPlan Orlando  
Ms. Elizabeth Whitton, MetroPlan Orlando  
Mr. Keith Caskey, MetroPlan Orlando  
Ms. Virginia Whittington, MetroPlan Orlando  
Ms. Cathy Goldfarb, MetroPlan Orlando

I. CALL TO ORDER

Chairman Gary Bruhn called the meeting to order at 9:30 a.m.

II. PLEDGE OF ALLEGIANCE

Council President Dowless led the Pledge of Allegiance and Chairman Bruhn led the committee in the invocation.

III. CHAIR'S ANNOUNCEMENTS

Chairman Bruhn introduced students from local schools that are shadowing him for the day. He called attention to a request for a nominating committee for 2017/18 officers that was on the agenda.

IV. CONFIRMATION OF QUORUM

Ms. Goldfarb confirmed a quorum was present.

V. AGENDA REVIEW/FOLLOW-UP

Ms. Virginia Whittington introduced new MetroPlan Orlando Fiscal Manager, Mr. Joe Davenport and Ms. Kellie Smith, FDOT, who was attending as the FDOT liaison. In addition, Ms. Allison Stettner was in attendance for Ms. Carol Scott, Florida's Turnpike Enterprise. Ms. Whittington reported that she will be out of town for the June 8 MAC meeting and Mr. Eric Hill would be filling in as staff liaison for that meeting. She told MAC members that for agenda item IX.C. Mr. Nick Lepp would be the presenter. Ms. Whittington called attention to items in the supplemental folders which included an air quality update and maps of local roundabouts. She informed MAC members of the recent passing of Mr. Harry Barley's mother. Chairman Bruhn offered condolences to Mr. Barley on behalf of MAC members.

VI. PARTNER REPORTS

LYNX

There was no LYNX representative in attendance.

FDOT

Ms. Kellie Smith, FDOT, told MAC members that FDOT's Draft Complete Street's Handbook and Design Manual has been released and could be accessed at <http://www.flcompletestreets.com/CSIHandbook.shtm>. Comments on the draft document, she noted, are being accepted until May 26<sup>th</sup>.

Florida's Turnpike Enterprise

Ms. Allison Stettner, Florida's Turnpike Enterprise (FTE), reported that FTE is opening a new interchange in Minneola at Mile Post 279 on June 10<sup>th</sup>. She told Committee members that a

5K has been planned on June 10<sup>th</sup> as well to honor a Public Information Officer that passed away this year.

**VII. Public Comments on Action Items**

None.

**VIII. Action Items**

**A. Approval of March 2, 2017 Meeting Minutes**

Approval was requested of the March 2, 2017 meeting minutes, which were provided.

**MOTION:** Commissioner Joel Keller moved for approval of the March 2, 2017, meeting minutes. Mayor Joe Durso seconded the motion, which passed unanimously.

**B. Appointment of Nominating & Bylaws Review Task Force**

The Chairman appointed a Nominating & Bylaws Review Task Force to recommend a slate of officers for the term July 2017 through June 2018 as well as review the MAC bylaws and make updates as necessary. Approval of the subcommittee's recommendations will be brought before the MAC in June and the elected officers will assume their duties at the July 6, 2017 meeting. Chairman Bruhn requested volunteers from each of the three counties to serve on the Nominating and Bylaws Task Force. Mayor Nathan Blackwell, Mayor Joe Durso and Mayor Dale McDonald volunteered to serve.

**MOTION:** Council President John Dowless moved for approval of Mayor Blackwell, Mayor Durso and Mayor McDonald serving on the Nominating and Bylaws Task Force. CAO Roger Dixon seconded the motion, which passed unanimously.

**C. FDOT Amendment to FY 2016/17-2020/21 TIP**

Mr. Keith Caskey, MetroPlan Orlando staff, requested the MAC to recommend that the FY 2016/17-2020/21 Transportation Improvement Program (TIP) be amended to advance the construction of a six-laning project on John Young Parkway from FY 2020/21 to FY 2017/18 and to include lighting projects and a railroad crossing project. A letter from FDOT explaining the amendments was provided, along with additional information on the lighting projects and railroad crossing assessment procedures. A fact sheet prepared by MetroPlan Orlando staff that provided more information on the projects was also included, as well as the draft resolution to be presented at the May 10<sup>th</sup> Board meeting. Mr. Caskey provided a brief description of the projects included in the request.

**MOTION:** Mayor Steve Leary moved for approval of the FDOT Amendments to the FY 2016/17-2020/21 TIP. Council President John Dowless seconded the motion, which passed unanimously.

#### **D. 2040 Long Range Transportation Plan Amendments**

Mr. Nick Lepp, MetroPlan Orlando staff, requested the approval of amendments to the 2040 Long Range Transportation Plan (LRTP) to include several new Project Development and Environmental (PD&E) studies for Florida's Turnpike Enterprise projects. More information on these projects was provided. Mr. Lepp reviewed the projects requested in the amendments.

**MOTION:** Mayor Dale McDonald moved for approval of the amendments to the 2040 Long Range Transportation Plan. Mayor Nathan Blackwell seconded the motion, which passed unanimously.

#### **E. ITS Master Plan**

Mr. Eric Hill, MetroPlan Orlando staff, requested approval of the ITS Master Plan. An attachment was provided. Mr. Hill told MAC members that work on the ITS Master Plan had concluded and he was presenting the results along with his request for approval. He reviewed the vision, goals and objectives, the ITS Master Plan team, existing conditions, needs and strategies. In addition, he explained the benefit/cost ratio and calculation and reviewed the proposed strategies, business case, funding options, criteria for the Prioritized Project List, and emerging technologies. Mr. Hill told MAC members that the cameras in Seminole County were not directed at traffic but at the variable message boards and the disparity in funding percentage for Osceola County was going to be addressed. Discussion ensued regarding the cost of the cameras and if there was a recurring cost, where cameras are monitored, and staying up-to-date on the newest technology. Mr. Hill responded that the cameras required some capital investment, as well as recurring cost for maintenance. He added that the cameras are monitored at the Traffic Management Center for each county. Some of the MAC members from Seminole County expressed concern that the cameras were not being directed at traffic and planned to look into the issue. Commissioner Miller questioned the accuracy of Mr. Hill's statement that the Seminole County cameras were not directed at traffic.

**MOTION:** Mayor Steve Leary moved for approval of the ITS Master Plan. Mayor Joe Durso seconded the motion, which passed unanimously.

### **IX. PRESENTATIONS AND STATUS REPORTS**

#### **A. Quiet Zone Update**

Mr. George Gault, SunRail program manager, provided an update on the construction of quiet zones along Phase 1 of the SunRail corridor. Mr. Gault told MAC members that quiet zone efforts are moving forward. He reported that there is \$13 million total in funding allocated with \$4.5 million in local funds and \$8.5 million in FDOT funding and there are 44 grade crossings impacted. Mr. Gault noted that a contractor and designer have been selected, with a notice to proceed expected the end of May or early June. He added that it is projected to take 2<sup>1/2</sup> years to complete the work. Discussion ensued in regards to competitive bidding for the project, project costs increasing, and the time frame to complete a crossing, Mr. Gault responded that they are required to prove to Federal Transit Administration that the cost is reasonable, there is 10% in contingency funding to address cost overruns, and the average time frame for completing a crossing is two weeks.

Ms. Whittington reported that in regard to SunRail Phase II quiet zones, the MetroPlan Orlando Board authorized concept plans for that phase and the draft plans have been received from the consultant. She added that funding had been requested from the legislature and there is \$900,000 in funding tagged for SunRail quiet zones if the appropriation passes.

**B. *Presentation on Orange Avenue Corridor Study***

Mr. J.P. Weesner, Kittelson & Associates, gave a presentation on the corridor study on Orange Avenue from Hoffner Avenue to Pineloch Avenue. Mr. Weesner told committee members that the Orange Avenue Corridor Study was the result of a request from the City of Edgewood to enhance the corridor's walkability, livability and multimodal aspects. He reported that stakeholder engagement was an important part of the study and helped identify issues in the area. Mr. Weesner added that the study sought to address beautification, redevelopment opportunities, access management, traffic congestion, safety, and multimodal alternatives. He reviewed corridor cross section and redevelopment options along with possible Holden/Gatlin intersection realignments. Mayor Pisano asked if consideration had been given to extra traffic expected on Hoffner Avenue due to the closing of Pershing Elementary school and a new school being constructed. Mr. Weesner responded that consideration had been given to traffic on Pershing but not on Hoffner and he would bring that issue back to the study team.

**C. *Presentation on Air Quality and Reporting Methodology***

Mr. Nick Lepp, MetroPlan Orlando staff, gave a presentation on the current status of air quality in the MetroPlan Orlando region and the methodology used to compile air quality data. A copy of the latest air quality report was provided at the meeting. Mr. Lepp explained the relationship between air quality planning and transportation planning and provided a history of the Clean Air Act. He identified sources of pollution and solutions along with criteria for pollutants and health effects along with the benefit cost analysis. In addition, he provided a graph of air quality attainment over a ten-year period, information on local monitoring sites, time frame for reporting and ongoing and future initiatives. Mayor Durso asked how the monitoring sites were selected. Mr. Lepp responded that he would research that information for MAC members. Mayor Leary commented that the City of Winter Park was looking to upgrade the park where a monitor was located and he needed to know who to contact regarding the monitor and the work to be done there. Mr. Lepp reported that staff is partnering with local health agencies to acquire use of portable air quality monitors that could be used to study air quality in other areas, such as on Corrine Drive, for the study being conducted there.

**X. GENERAL INFORMATION**

**A. FDOT Quarterly Variance Report**

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

**B. FDOT Monthly Construction Status Report**

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

**C. *reThink Transit Screen Fact Sheet***

A copy of reThink's Transit Screen Fact Sheet was provided for information.

**D. *Roundabouts Map***

A map showing the location of roundabouts in the MetroPlan Orlando region was provided.

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

Highlights from the March 8, 2017 MetroPlan Orlando Board meeting were provided.

Ms. Whittington called attention to the Transit Screen fact sheet and told MAC members that the Transit Screen is located on the monitor in the lobby. She reported that the 2017 Clean Air Award winner was Seminole County Schools Transportation Division for their use of alternative fuel buses. Ms. Whittington noted that questions regarding ReThink could be directed to MetroPlan Orlando staff member, Ms. Elizabeth Whitton.

Mayor Bruhn suggested that the Nominating/Bylaws Task Force could meet at 9:00 a.m. on June 8<sup>th</sup> right before the scheduled MAC meeting or immediately following the June MAC Meeting. Ms. Whittington noted that in order to take action on nominations and bylaws revisions at the June meeting, it would need to be scheduled before the June meeting. MAC Nominating/Bylaws Task Force members agreed to meet June 8<sup>th</sup> at 9:00 a.m.

**XI. UPCOMING MEETINGS OF INTEREST**

**A. *Next Municipal Advisory Committee meeting***

The next MAC meeting will be held on June 8, 2017.

**B. *Public Hearing for FY 2017/18-2021/22 Transportation Improvement Program & 2040 Long Range Transportation Plan Amendments – June 5, 2017***

A public hearing to review the FY 2017/18-2021/22 TIP and amendments to the 2040 L RTP was held on Monday, June 5, 2017 in the MetroPlan Orlando Board Room, 250 South Orange Avenue, Suite 200, Orlando, FL 32801. Maps were available for review at 5:30 p.m. and the public hearing began at 6:00 p.m.

**XII. MEMBER COMMENTS**

Mayor Eddie Cole called attention to a children's bicycle safety event being held at the Town of Eatonville on Saturday. He noted that bicycle helmets will be given away. Mayor Cole asked for suggestions from MAC members on traffic control measures for Town of Eatonville, such as installing speed bumps. He reported that there has been an increase in traffic through the town as a result of work on I-4. Mayor Cole told committee members that funding for safety improvements would not be available this fiscal year, but they hoped to allocate future funding for improvements. He asked that they contact Mr. Roger Dixon, CAO with any suggestions for future improvements. He added that the Town of Eatonville is celebrating their 130 year

anniversary on August 18<sup>th</sup> and invitations will be going out for the anniversary celebration. Other MAC members indicated that they are also experiencing bicycle and pedestrian safety issues in their jurisdictions.

**XIII. PUBLIC COMMENTS (GENERAL)**

None.

**XV. ADJOURNMENT**

The Municipal Advisory Committee meeting was adjourned at 10:47 a.m.

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

Approved this 8th day of June 2017.



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Mayor Gary Bruhn, Chairman



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Ms. Cathy Goldfarb,  
Senior Board Services Coordinator

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

