



January 22, 2016

TECHNICAL ADVISORY COMMITTEE (TAC)

Agenda & Supporting Documents





TECHNICAL ADVISORY COMMITTEE MEETING NOTICE

DATE: Friday, January 22, 2016

TIME: 10:00 a.m.

LOCATION: MetroPlan Orlando
David L. Grovdahl Board Room
250 South Orange Avenue
Suite 200
Orlando, Florida 32801

New Location



AGENDA

Chairman Andrea Ostrodka, Presiding

(Wi-Fi network = MpoBoardRoom, password = mpoaccess)

- I. Call to Order - Chairman Andrea Ostrodka
- II. Confirmation of Quorum - Ms. Lena Tolliver
- III. Agenda Review/Staff Follow-Up - Mr. Keith Caskey
- IV. 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.

V. 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 February 26th TAC 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.

VI. Action Items

A. *Approval of the December 4, 2015 TAC Meeting Minutes* (Tab 1)

Approval is requested of the December 4, 2015 meeting minutes provided at Tab 1.

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

Mr. Jamil Gutierrez, FDOT, is requesting the TAC to recommend that the FY 2015/16-2019/20 TIP be amended to include funding for two railroad crossing project. 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 TAC 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 approve 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.

VII. TAC-Only Presentations

A. *Discussion of DDR Funding Policy for Transit Projects*

Mr. Gary Huttman, MetroPlan Orlando staff, will present an overview of MetroPlan Orlando's policy regarding the use of DDR for premium transit projects. Discussion of the policy will follow the presentation.

VIII. General Information

(Tab 5)

A. *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 will be provided at meeting.

C. *MetroPlan Orlando Board Highlights*

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

IX. Upcoming Meetings of Interest to TAC Members

A. *Next TAC Meeting*

The next TAC meeting will be held on February 26, 2016 at 10 a.m. in the Board Room in the new MetroPlan Orlando office location.

X. Other Business

XI. Public Comments (General)

XII. 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. Lena Tolliver, MetroPlan Orlando, 250 South Orange Avenue, Suite 200, Orlando, Florida, 32801 or by telephone at (407) 481-5672 x307 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 x307 or by email at ltolliver@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





TECHNICAL ADVISORY COMMITTEE MEETING MINUTES

DATE: Friday, December 4, 2015

TIME: 10:00 a.m.

LOCATION: MetroPlan Orlando
David L. Grovdahl Board Room
315 E. Robinson Street, Suite 355
Orlando, Florida 32801

Chairman Kelly Brock, Presiding

Members Present:

Mr. James Arsenault, City of Kissimmee
Mr. Brett Blackadar, Seminole County
Ms. Sheryl Bower, City of Longwood
Mr. Kelly Brock, City of Casselberry
Mr. Michael Cash, City of Sanford
Mr. Don Cochran, City of Winter Garden
Mr. Noel Cooper, City of Maitland
Mr. Jay Davoll, City of Apopka
Mr. Hazem El-Assar, Orange County
Mr. Kelvin Felblinger, City of St. Cloud
Mr. Brian Fields, City of Winter Springs
Mr. Russell Gibson, City of Sanford
Ms. Claudia Korobkoff, City of Orlando
Mr. Steve Krug, City of Ocoee
Mr. Rick Lilyquist, Osceola County
Mr. Keith Moore for Mr. Butch Margraf, City of Winter Park
Mr. Fred Milch, ECFRPC
Ms. Mary Moskowitz, Osceola County

Mr. Renzo Nastasi, Orange County
Mr. Steve Noto, City of Lake Mary
Ms. Andrea Ostrodka, LYNX
Mr. Glenn Pressimone, CFX
Ms. Lee Pulham, RCID
Mr. Charles Ramdatt, City of Orlando
Mr. Mike Rigby, SCPS
Mr. Ramon Senorans, Kissimmee Gateway Airport
Mr. Matt Davidson for Mr. Brian Walker, Seminole County
Mr. Bill Wharton, Seminole County
Mr. Tim Wilson, City of Altamonte Springs
Mr. Bob Wright, City of Kissimmee
Mr. Bobby Wyatt, City of Oviedo
Ms. Joedel Zaballero, Osceola County

Members Absent:

Mr. Gus Castro, City of Orlando
Mr. Brad Friel, GOAA
Mr. Glen Hammer, Osceola County Schools
Hon. Lydia Pisano, City of Belle Isle
Mr. Tyrone Smith, Orange County Public Schools
Vacant, Orange County

Others in Attendance:

Mr. Jamil Gutierrez, FDOT
Ms. Carol Scott, FTE
Mr. Keith Caskey, MetroPlan Orlando
Ms. Lena Tolliver, MetroPlan Orlando
Mr. Brian Repner, Osceola County Schools

I. Call to Order

Chairman Kelly Brock called the Technical Advisory Committee meeting to order at 10:00 a.m.

II. Confirmation of Quorum

Ms. Lena Tolliver confirmed the presence of a quorum.

III. Agenda Review/Staff Follow-Up

Mr. Keith Caskey reported that today is the last TAC meeting at this location. MetroPlan Orlando will officially open for business at its new location on December 21, 2015 at 250 S. Orange Avenue, Suite 200, Orlando, FL 32801. He also reported that the new UPWP is in the development stage and a presentation will be presented at January 22nd TAC meeting with approval of the new UPWP to be requested in February. Members were asked to submit comments to Mr. Gary Huttman, MetroPlan Orlando staff.

IV. Public Comments on Action Items

None

V. Consent Agenda

A. Approval of the October 23, 2015 TAC Meeting Minutes

Approval was requested of the October 23, 2015 meeting minutes provided.

MOTION: Mr. Renzo Nastasi moved approval of the October 23, 2015 TAC Meeting Minutes. Ms. Mary Moskowitz seconded the motion, which passed unanimously.

VI. Action Items

A. FDOT Amendment to 2015/16-2019/20 TIP

Mr. Jamil Gutierrez, FDOT, requested the TAC to approve the FY 2015/16-2019/20 TIP amendment to include additional funding for an I-4 project and three LYNX projects and to add a new trail project. Mr. Gutierrez also reported a change in the dollar amount for the Fortune-Lakeshore Multi-Use Trails from US 192 to East Lakeshore Blvd. project noting the Funding has been changed to \$348,165 instead of \$274,188 as described in the letter provided.

Mr. Renzo Nastasi asked about the projects listed under Orange County and asked for clarification on if specific projects have been identified and the use of local funds. Ms. Ostrodka stated that these are not specific projects and the funds would be used for operating buses. Mr. Gutierrez and Ms. Orstrodka will follow-up with more information.

MOTION: Mr. Renzo Nastasi moved approval of the TIP Amendment as requested. Mr. Rick Lilyquist seconded the motion, which passed unanimously.

B. Re-adoption of 2040 LRTP

Mr. Alex Trauger, MetroPlan Orlando staff, requested approval of 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.

MOTION: Mr. Jay Davoll moved approval of the Re-adoption of 2040 LRTP. Mr. Renzo Nastasi seconded the motion, which passed unanimously.

C. Election of Officers

Action was requested to approve the Officer Selection Subcommittee's nominations for the TAC Chairman and Vice-Chairman to serve from January through December 2016.

Mr. Renzo Nastasi reported that Ms. Andrea Ostrodka was nominated to serve as Chairman.

MOTION: Mr. Charles Ramdatt moved approval of Ms. Andrea Ostrodka serve as Chair from January - December 2016. Mr. Rick Lilyquist seconded the motion, which passed unanimously.

Mr. Renzo Nastasi also reported that Ms. Mary Moskowitz was nominated to serve as Vice-Chairman.

MOTION: Mr. Brett Blackadar moved approval of Ms. Mary Moskowitz to serve as Vice-Chair from January - December 2016. Mr. Charles Ramdatt seconded the motion, which passed unanimously.

VII. Presentations/Status Reports

A. *Presentation on reThink Performance*

Ms. Courtney Reynolds, reThink, presented the performance of reThink since the program has been in operation.

B. *Presentation on Draft Public Involvement Plan*

Public involvement is an important part of the transportation planning process, and MetroPlan Orlando is federally required to have a Public Involvement Plan to guide the organization's community outreach process. The Technical Advisory Committee will be asked to recommend approval of the plan at the January 22, 2016 meeting. Any comments on the draft plan can be sent to Mary Ann Horne, Community Outreach Specialist, at mhorne@metroplanorlando.com by February 1, 2016.

The draft 2016 Public Involvement Plan is now available for review and comment here: http://www.metroplanorlando.com/files/view/2016_public_involvement_plan_draft.pdf

VIII. General Information

A. *FDOT Monthly Construction Status Report*

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

B. *Approved 2016 List of Legislative Priorities*

The list of MetroPlan Orlando's legislative priorities approved by the Board at their November 4th meeting for the 2016 session of the Florida Legislature was provided for information purposes. 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 also listed in the attachment.

C. *FY 2014/15 Federally Funded Projects*

A list of the highway, transit and aviation projects in the Orlando Urban Area for which Federal funds were obligated during FY 2014/15 has been prepared in order to meet the MAP-21 requirement for MPO's. A link was provided to the document.

D. Tracking the Trends 2014 - a link was provided

E. 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 for information purposes.

F. MetroPlan Orlando Volunteer Appreciation and New Location Open House

MetroPlan Orlando will be hosting a Volunteer Appreciation and Open House on January 13, 2016. A flyer with more information was provided in supplemental folders.

G. MetroPlan Orlando Board Highlights

A copy of the November 4th Board Meeting Highlights was provided for information purposes.

H. Approved 2016 Board/Committee Meeting Schedule

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

I. 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.

IX. Upcoming Meetings of Interest to TAC Members

A. Next TAC Meeting

The next TAC meeting will be held on January 22, 2016 at 10 a.m. in the Board Room in the new MetroPlan Orlando office location.

X. Other Business

Mr. Renzo Nastasi requested that the January 22, 2016 TAC Meeting Agenda include discussion and/or action relative to DDR funds for transit. He noted that members approved the DDR Policy early this year with the understanding that once a transit project has been identified for DDR funds that staff would bring the project back to the committees for approval of funds. At the November Board meeting staff announced that a project was identified and that the issue will be brought to the Board in February for further discussion. He also noted that TAC should also discuss developing a process for the new DDR Policy.

XI. Public Comments (General)

None

XII. Adjournment

There being no further business, Chairman Brock adjourned the meeting of the Technical Advisory Committee at 10:46 a.m. The meeting was recorded and transcribed by Ms. Lena Tolliver.

Approved this 22nd day of January, 2016

Ms. Andrea Ostrodka, Chairman

Ms. Lena E. Tolliver,
Recording Secretary

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

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:

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.

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.

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

PUBLIC INVOLVEMENT PLAN

DRAFT

Prepared by:

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

MetroPlanOrlando.org

MetroPlan Orlando



@MetroPlan_Orl



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Table of Contents

About MetroPlan Orlando	2
MetroPlan Orlando Board & Committees	2
How You Can Get Involved.....	6
Lessons Learned from the 2012 Plan	7
Public Involvement & Transportation Planning.....	7
Public Involvement Goal, Objectives, Strategies & Tools.....	13
Social Media Policy	19
Public Involvement Requirements	22
Evaluation.....	25
Appendix.....	26
Public Involvement Evaluation Dashboard.....	A-2

About MetroPlan Orlando

MetroPlan Orlando is the metropolitan planning organization for Orange, Osceola and Seminole counties. 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, 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.

MetroPlan Orlando Board & Committees

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)

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 prior to the conclusion of the meeting - are included in each meeting.



Throughout the planning process, the MetroPlan Orlando Board receives input and recommendations from its advisory committees and subcommittees. These 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. Citizens interested in serving on this committee in a MetroPlan

Orlando appointee seat will need to fill out an application, found on MetroPlanOrlando.org or available by calling the office. For more information, contact MetroPlan Orlando at (407) 481-5672 or email 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.

Transportation Systems Management & Operations Advisory Committee

The Transportation Systems Management & Operations Advisory Committee (TSMO) 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.

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 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. 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. 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.

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 on MetroPlanOrlando.org. 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 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 / (407) 481-5672.

MetroPlan Orlando will make special accommodations at no cost for persons with disabilities or persons requiring translation services who desire to participate in a MetroPlan Orlando event. To arrange 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. 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

L RTP 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 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 web

Long Range Transportation Plan Amendments

Amendments to the long range transportation plan deemed “substantial,” according to the MetroPlan Orlando Internal Operating Procedures, follow a similar public involvement process to the original adoption of the plan. Non-Substantial Amendments have a different process.

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 web

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 web

Prioritized Project List

Once a 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 chance for 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 web

Transportation Improvement Program

This five-year plan assigns available funding to specific projects in the near future.

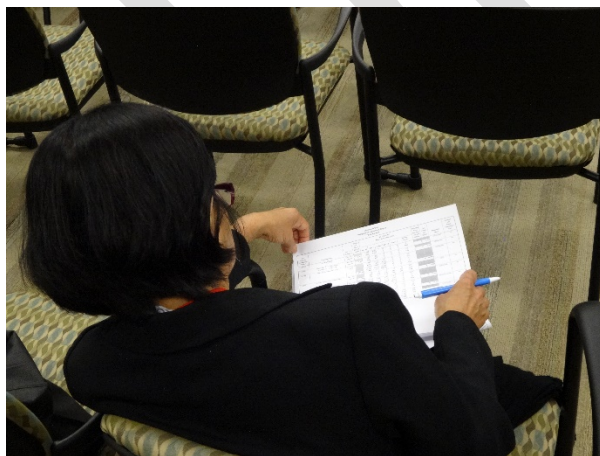
MetroPlan Orlando develops a Transportation Improvement Program (TIP) each year, in cooperation with FDOT.



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 web

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

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

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. 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 web

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.
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](https://www.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.
2. Use social media channels to drive visitors to the website.
3. Reduce printing and related costs by incorporating more content on MetroPlanOrlando.org.
4. 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.
5. Increase awareness of the organization’s website by adding links to MetroPlanOrlando.org on partner and community websites, along with cross-promotion of the website in print and electronic communication.
6. 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 organization’s 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.

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 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 for easy access by the media and public.

Measurement

Media clips

Objective #7

Meet all federal and state requirements for public involvement, by having successful certifications annually by FDOT and every four years by 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](https://www.facebook.com)) has about 1.5 billion monthly active users (people who log on at least every 30 days). Twitter ([twitter.com](https://www.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) require public involvement to ensure 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 other interested parties are given a reasonable opportunity 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](#).

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 website, 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, 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 between plan updates. An example of this evaluation dashboard is included in the appendix to this plan.

Appendix

Public Involvement Evaluation Dashboard

PUBLIC INVOLVEMENT EVALUATION DASHBOARD

DRAFT

Prepared by:

MetroPlan Orlando
250 S. Orange Ave., Suite 200
Orlando, FL 32801
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 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



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	CN509WVT 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	CN509WVT Williams, Trevor	Cost Perf. Measure	-
Project Admin.	CN509WVT 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.	KNRKKAT 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

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

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**