



TECHNICAL ADVISORY COMMITTEE  
MEETING MINUTES

DATE: Friday, October 28, 2016  
TIME: 10:00 a.m.  
LOCATION: MetroPlan Orlando  
David L. Grovdahl Board Room  
250 South Orange Avenue, Suite 200  
Orlando, Florida 32801

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*Vice-Chairman Mary Moskowitz, Presiding*

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**Members Present:**

Ms. Jamie Boerger, OCPS  
Mr. Kelly Brock, City of Casselberry  
Mr. Gus Castro, City of Orlando  
Mr. Noel Cooper, City of Maitland  
Mr. Joshua Devries, Osceola County  
Mr. Hazem El-Assar, Orange County  
Mr. Kevin Felblinger, City of St. Cloud  
Mr. Brian Fields, City of Winter Springs  
Mr. Russ Gibson, City of Sanford  
Mr. Glen Hammer, Osceola County Public Schools  
Mr. Jim Hitt, City of Apopka  
Mr. Jean Jreij, Seminole County  
Mr. Chris Kintner, City of Longwood  
Mr. Ian Sikonia for Ms. Claudia Korobkoff, City of Orlando  
Mr. Steve Krug, City of Ocoee  
Mr. Keith Moore for Mr. Butch Margraf, City of Winter Park  
Mr. Fred Milch, ECFRPC  
Ms. Mary Moskowitz, Osceola County  
Mr. Nabil Muhaisen, City of Kissimmee  
Mr. Krystal Klem for Mr. John Omana, City of Lake Mary  
Mr. Glenn Pressimone, Central Florida Expressway Authority

Ms. Lee Pulham, Reedy Creek Improvement District  
Mr. Frank Consoli for Mr. Charles Ramdatt, City of Orlando  
Mr. Doug Robinson, LYNX  
Mr. Ramon Senorans, Kissimmee Airport  
Mr. Shad Smith, Seminole County  
Mr. Bill Thomas, Orange County  
Mr. Bill Wharton, Seminole County  
Mr. Tim Wilson, Altamonte Springs  
Mr. Randy Schrader for Mr. Bob Wright, City of Kissimmee  
Mr. Tom Radzai for Mr. Bobby Wyatt, City of Oviedo  
Ms. Joedel Zaballero, Osceola County

**Non-Voting Members Present:**

None

**Members Absent:**

Mr. Michael Cash, City of Sanford  
Mr. Don Cochran, City of Winter Garden  
Mr. Brad Friel, GOAA  
Mr. Renzo Nastasi, Orange County  
Honorable Harvey Readey, City of Belle Isle  
Mr. Michael Rigby, Seminole County Public Schools  
Mr. Jay Marder, Town of Oakland (Non-Voting)

**Others in Attendance:**

Mr. Jamil Gutierrez, FDOT  
Ms. Carol Scott, FTE  
Mr. Nick Lepp, MetroPlan Orlando  
Mr. Eric Hill, MetroPlan orlando  
Mr. Keith Caskey, MetroPlan Orlando  
Ms. Cathy Goldfarb, MetroPlan Orlando

***I. Call to Order***

Vice-Chairman Mary Moskowitz called the Technical Advisory Committee to order at 10:00 a.m.

***II. Confirmation of Quorum***

Ms. Cathy Goldfarb confirmed the presence of a quorum.

***III. Agenda Review/Staff Follow-Up***

Mr. Keith Caskey introduced Mr. Jim Hitt, new TAC member from the City of Apopka. He reported that there were no changes to the agenda. Mr. Caskey told TAC members that under general information there was information on the SR 408 extension, which included a letter from FDOT

Secretary Boxold to Mayor Jacobs, and a flyer with details on the Shingle Creek Trail Phase I opening on November 10<sup>th</sup>. He noted that there was no November TAC meeting and the next TAC meeting was scheduled for Friday, December 2<sup>nd</sup>. Mr. Caskey announced the retirement of MetroPlan Orlando staff member, Ms. Lena Tolliver, and read a brief message from her to the committee.

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

None

#### **V. Common Presentations/Status Reports**

##### ***A. Request for Input on 2017 Legislative Priorities - taken out of order***

Ms. Virginia Whittington, MetroPlan Orlando staff, requested input/recommendations from the TAC regarding MetroPlan Orlando's priorities for the Florida Legislature's 2017 session. Ms. Whittington told committee members that MetroPlan Orlando was in the process of developing legislative priorities for the next legislative session. She noted that in the past, the Executive Committee developed priorities which then went to the committees for input. However this year the committees were being asked for their input first. Ms. Whittington reviewed the 2016 legislative priorities and their outcome from the past session. She called attention to discussion at the October 14<sup>th</sup> Central Florida MPO Alliance meeting regarding truck rest stop issues. She then opened up the floor to TAC members' suggestions for 2017 legislative priorities. Suggestions from TAC members included TRIP and SunRail funding remaining a high priority, looking at any changes in trail funding legislation, and protecting and promoting funding sources. Ms. Moskowitz told TAC members that they could email Ms. Whittington if they had any additional suggestions for legislative priorities.

##### ***B. Presentation on ITS Quarterly Update & Travel Time & Delay Study***

Mr. Eric Hill, MetroPlan Orlando staff, gave the quarterly update on the ITS Master Plan and presentation on MetroPlan Orlando's 2016 Travel Time and Delay Study. A Fact Sheet on the ITS Master Plan and an infographic on the Travel Time and Delay Study were provided. Mr. Hill reviewed the causes of traffic congestion, the purpose of the project, the ITS Master Plan team, and the task timeline, noting that they were currently at task six. He told TAC members that an ITS Master Plan workshop had been held and stakeholders had been polled on a variety of topics related to the plan, including technology needed, strategies for active traffic management, strategies for advanced parking management, strategies for public transport management, and barriers to implementing ITS needs. A fact sheet on the ITS Master Plan workshop responses was provided.

Mr. Hill next gave an update on the 2016 Travel Time and Delay Study. He reviewed why signal retiming is conducted and provided maps of the roadways that were retimed which encompassed 21 corridors over 86 miles. Mr. Hill noted that Bluetooth technology is used to collect the data on the roadways and Kittelson is under contract to collect the data. He provided information on the benefit/cost analysis and the benefit/cost summary. Mr. Hill told TAC members that the project has spanned 7 years and the largest change was seen in the beginning due to going from no signal retiming to retiming. He called attention to an infographic that had been provided with key findings of the study. Mr. Hill reported that previously FDOT had managed the signal retiming project, however, MetroPlan Orlando is now collecting the data and managing the project. The optimal time frame for retiming, he noted, is every 3 years. Mr. Hill added that

there are privacy issues, related to monetizing data, but that a feasibility study could be conducted to see if monetizing the data collected could help provide funding for operations. He told committee members that Ms. Crystal Mercedes is the MetroPlan Orlando staff member managing the project.

Mr. Hill provided a brief update on the Advanced Transportation and Congestion Management Technologies Deployment Initiative (ATCMTD) grant that MetroPlan Orlando applied for. He noted that MetroPlan Orlando did not get selected to receive the grant and a request was made by staff to receive a debrief from Federal Highway Administration on the grant application and outcome. Mr. Hill reported that 90 applications had been submitted nationally and MetroPlan Orlando's was one of 21 applications that had been highly recommended. The 21 highly recommended applications were submitted to the USDOT Secretary, who selected 8. Discussion ensued regarding what FHWA viewed negatively in the application and if MetroPlan Orlando could reapply in the future.

## **VI. Action Items**

### ***A. Approval of the August 26, 2016 TAC Meeting Minutes***

Approval was requested of the August 26, 2016 meeting minutes which were provided.

**MOTION:** Ms. Joedel Zaballero moved approval of the August 26, 2016 meeting minutes. Mr. Bill Wharton seconded the motion, which passed unanimously

### ***B. Election of TAC Officers***

Action was requested to approve the Officer Selection Subcommittee's nominations for the TAC Chairman and Vice-Chairman to serve for the remainder of 2016 and for all of 2017. Mr. Frank Consoli, who served on the nomination subcommittee, reported that the subcommittee looked at candidates for TAC Chairman and Vice-Chairman and their attendance records. He reported that the subcommittee's recommendation for Chairman was Ms. Mary Moskowitz and for Vice-Chairman, Mr. Butch Margraf. Mr. Margraf was not able to attend the meeting, but had indicated that he accepted the nomination for TAC Vice-Chairman.

**MOTION:** Mr. Nabil Muhaisen moved approval of the Officer Selection Subcommittee's recommendation of Ms. Mary Moskowitz for TAC Chairman and Mr. Butch Margraf for TAC Vice-Chairman. Mr. Russ Gibson seconded the motion, which passed unanimously

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

Mr. Jamil Gutierrez, FDOT, requested the TAC to recommend that the FY 2016/17-2020/21 TIP be amended to include the projects that rolled forward from FY 2015/16 to FY 2016/17 based on the FY 2016/17-2020/21 Adopted Five Year Work Program, as well as other minor changes and corrections. A letter explaining the amendments was provided along with a list of lighting improvements referred to in the letter. Mr. Gutierrez noted that the projects included were additions or changes to reconcile what had occurred since approval of the TIP. He noted that approval of these projects needed to be requested after October 1, 2016. Discussion ensued regarding the project listed at US 17-92/Orange Blossom Trail in Osceola County, type of lighting being installed for the lighting projects, who would be maintaining the installed lighting project,

project 439884-1 that appears on the map but is not on the list and why there are LYNX items listed in Seminole County. Mr. Gutierrez reported that project 439884-1 was not on the list due to it already being included in the TIP. He added that he will research the other questions raised by committee members and get the information to Mr. Caskey to distribute to TAC members.

**MOTION:** Mr. Randy Schrader moved approval of the FY 2016/17-2020/21 TIP being amended to include the projects that rolled forward from FY 2015/16 to FY 2016/17 based on the FY 2016/17-2020/21 Adopted Five Year Work Program, as well as other minor changes and corrections. Mr. Shad Smith seconded the motion, which passed unanimously

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

Mr. Jamil Gutierrez, FDOT, requested the TAC to recommend that the FY 2016/17-2020/21 TIP be amended to include operating funds for the SunRail system from FY 2017/18 through FY 2020/21, which is explained in the letter which was provided. (The FY 2016/17 funds were approved by the MetroPlan Orlando Board in an emergency TIP amendment at their September 14<sup>th</sup> meeting. See agenda item VIII-A.) Mr. Gutierrez told TAC members that the requested amendments were new changes that had not been included in the previous TIP. He added that additional funding had become available due to grants, etc. Discussion ensued in regards to where local matching funds were coming from, SunRail Phase III having the same FM number even though it is a separate phase of the project and reconciling funding for Phase II and Phase III, do the FM numbers identify the correct phase, and where are the quiet zone funding sources for projects listed. Mr. Gutierrez responded that he will research the questions raised by TAC members. He added that all regionally significant projects need to be in the TIP and the amendments were capturing projects that were missing for FY 2016/17 to FY 2020/21.

**MOTION:** Mr. Randy Schrader moved approval of the FY 2016/17-2020/21 TIP being amended to include operating funds for the SunRail system from FY 2017/18 through FY 2020/21. Mr. Shad Smith seconded the motion, which passed unanimously.

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

Mr. Jamil Gutierrez, FDOT, requested the TAC to recommend that the FY 2016/17-2020/21 TIP be amended to include additional funding for several trail projects in the area as described in the letter provided. Additional information on these projects, which are part of the SUN Trail program, was provided under agenda item VIII-C. Mr. Gutierrez told TAC members that additional trail funding had become available through legislative action. Mr. Shad Smith, Seminole County, inquired about the Seminole County connection to the Spring to Spring Trail in Volusia County noting that Seminole County had not seen the final plans for that project. Mr. Gutierrez responded that he would forward a copy of the plans to Mr. Smith. Mr. Smith also asked if the Orange County Gap Segment 2 project would connect to the Seminole Wekiva Trail. Mr. Bill Thomas, Orange County, responded that the project did connect to the Seminole Wekiva Trail. Mr. Kelly Brock, City of Casselberry, asked why the design cost was so high for the project. Mr. Thomas responded that the cost was the FDOT estimate for the design.

**MOTION:** Mr. Bill Thomas moved approval of the FY 2016/17-2020/21 TIP being amended to include additional funding for several trail projects in the area as described in the

letter that was provided. Mr. Randy Schrader seconded the motion, which passed unanimously

***F. Use of Funds Made Available from Old Earmarks***

As a follow-up to the action and discussion at previous TAC meetings regarding the use of \$2.6 million in funds from old federal earmarks made available for other projects, staff was recommending that these funds be programmed for the following projects: US 192 BRT project in Osceola County (\$1,300,000); Shingle Creek Trail project from Destination Parkway to Sand Lake Road in Orange County (\$900,000); Traffic Signal Retiming (\$300,000); and CFX Laser Scan Project (\$100,000). A memo providing more details on this recommendation was provided. Mr. Keith Caskey, MetroPlan Orlando staff, requested approval of this recommendation. Mr. Caskey provided a brief history of the old federal earmark request.

**MOTION:** Mr. Joshua Devries moved approval of the staff's recommendation that the old federal earmark funds be programmed for the following projects: US 192 BRT project in Osceola County (\$1,300,000); Shingle Creek Trail project from Destination Parkway to Sand Lake Road in Orange County (\$900,000); Traffic Signal Retiming (\$300,000); and CFX Laser Scan Project (\$100,000). Mr. Bill Thomas seconded the motion, which passed unanimously

***G. Appointment of Travel Demand Model Task Force***

Mr. Nick Lepp, MetroPlan Orlando staff, requested the appointment of a Travel Demand Model Task Force in preparation for developing the new 2045 LRTP. Mr. Lepp told committee members that District 5 was updating the Central Florida Regional Planning Model which extends beyond the MetroPlan Orlando boundaries. He added that MetroPlan Orlando would be retiring its OUATS model and the Central Florida Regional Planning model would become the official model. Mr. Lepp requested representatives from the three counties, plus major cities within the tri-county area to serve on the task force. Mr. Gus Castro, Mr. Shad Smith, Mr. Randy Schrader, Mr. Doug Robinson, Mr. Bill Wharton, and Ms. Mary Moskowitz volunteered to serve on the task force and Orange County staff recommended Mr. Hatem Abou-Sena to serve as well.

**MOTION:** Mr. Hazem El-Assar moved approval of Mr. Gus Castro, Mr. Shad Smith, Mr. Randy Schrader, Mr. Doug Robinson, Mr. Bill Wharton, Mr. Hatem Abou-Sena, and Ms. Mary Moskowitz, plus other appointees to be determined serving on the Travel Demand Model Task Force. Mr. Shad Smith seconded the motion, which passed unanimously

***H. Approval of the Proposed 2017 Board/Committee Meeting Schedule***

Approval was requested of the 2017 MetroPlan Orlando Advisory Board/Committee Meeting Schedule, a copy of which was provided.

**MOTION:** Ms. Joedel Zaballero moved approval of the 2017 MetroPlan Orlando Advisory Board/Committee Meeting Schedule. Mr. Shad Smith seconded the motion, which passed unanimously

***VII. TAC-Only Presentations***

There were no TAC-only presentations.

## **VIII. General Information**

### ***A. Update on Eastern Extension of SR 408***

Information on the latest status of the eastern extension of SR 408 and a letter from FDOT Secretary Jim Boxold regarding this project were provided.

### ***B. Board Action on Emergency TIP Amendment***

The MetroPlan Orlando Board approved an emergency amendment to the TIP at their September 14<sup>th</sup> Board meeting regarding operating funds for SunRail for FY 2016/17. The TIP amendment resolution signed by the Board Chairman was provided.

### ***C. SUN Trail Funding Information***

FDOT has released a statewide list of projects that will receive funding under the Shared Use Non-motorized (SUN) Trail program. The projects within the MetroPlan Orlando region receiving this funding included the Spring to Spring Trail in Seminole and Volusia Counties, the Orange County Gap Segment 2 in Orange County, and the Shingle Creek Trail South Phase 1B in Osceola County. (See the TIP amendment under agenda item VI-E). Additional information is enclosed for information purposes.

### ***D. FDOT Monthly Construction Status Report***

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

### ***E. FDOT Quarterly Variance Report***

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

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

A copy of the September 14, 2016 Board Meeting Highlights was provided.

### ***G. Volunteer Appreciation Luncheon & Toy Drive***

MetroPlan Orlando will be holding its annual Volunteer Appreciation Luncheon and toy drive for Board and committee members, aides and staff assistants in the MetroPlan Orlando David L. Grovdahl Board Room on Thursday, December 15<sup>th</sup> at 12:00 p.m. Additional information was provided at a later date.

### ***H. Five Year Work Program Public Hearing***

FDOT District 5 will be holding an online public hearing to review the new FY 2017/18-2021/22 Tentative Five Year Work Program from Monday, December 5 through Friday,

December 9, 2016. More detailed information about the hearing was available at the following link: [http://www.d5wpph.com/2016/public\\_hearing.shtml](http://www.d5wpph.com/2016/public_hearing.shtml)

**IX. Upcoming Meetings of Interest to TAC Members**

**A. *TDLCB Riders' Forum***

The Transportation Disadvantaged Local Coordinating Board Riders' Forum was held on November 10<sup>th</sup>. A flyer providing additional information on the forum was provided.

**B. *Next TAC Meeting***

The next TAC meeting will be held on December 2, 2016 at 10 a.m. in the MetroPlan Orlando Board Room, 250 South Orange Avenue, Suite 200, Orlando, FL 32801.

**X. Other Business**

None

**XI. Public Comments (General)**

None

**XII. Adjournment**

Mr. Randy Schrader announced the Shingle Creek Phase I Grand Opening on Thursday, November 10, 2016.

There being no further business, Vice-Chairman Mary Moskowitz adjourned the meeting of the Technical Advisory Committee at 11:10 a.m. The meeting was recorded and transcribed by Ms. Cathy Goldfarb.

**Approved this 2nd day of December, 2016**

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Ms. Mary Moskowitz, Vice-Chairman

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Ms. Cathy Goldfarb,  
Senior Board Services Coordinator  
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.