



**MUNICIPAL ADVISORY COMMITTEE  
MINUTES**

**DATE:** Thursday, July 1, 2021  
**LOCATION:** Virtual – Zoom Webinar Platform  
**TIME:** 9:30 a.m.

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**Council Member Keith Trace, Vice Chairman, presided**

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**Members in attendance:**

Mayor Phil Anderson, City of Winter Park  
Mayor Eddie Cole, Town of Eatonville  
Mayor John Dowless, City of Edgewood  
Commissioner Richard Firstner, City of Ocoee  
Mayor David Henson, City of Casselberry  
Mayor Kevin McCann, City of Winter Springs  
Mayor Megan Sladek, City of Oviedo  
Commissioner Jordan Smith City of Lake Mary  
Council Member Keith Trace, City of St. Cloud

**Members not in attendance:**

Ms. Sharon Anselmo, City of Maitland  
Commissioner Richard Drummond, City of Longwood  
Mayor Nicholas Fouraker, City of Belle Isle  
Mayor Jim O'Brien, Town of Windermere  
Commissioner Sal Ramos, Town of Oakland  
Vacant, City of Winter Garden

**Others in attendance were:**

Ms. Catalina Chacon, FDOT  
Ms. Rakinya Hinson, FDOT  
Ms. Anna Taylor, FDOT  
Mr. Saiosi Fine, FTE  
Mr. Alex Trauger, MetroPlan Orlando  
Mr. Keith Caskey, MetroPlan Orlando  
Mr. Nick Lepp, MetroPlan Orlando  
Ms. Cynthia Lambert, MetroPlan Orlando

Mr. Mighk Wilson, MetroPlan Orlando  
Mr. Gary Huttman, MetroPlan Orlando  
Ms. Sarah Larsen, MetroPlan Orlando  
Ms. Leilani Vaiaoga, MetroPlan Orlando  
Ms. Mary Ann Horne, MetroPlan Orlando  
Ms. Lara Bouck, MetroPlan Orlando  
Ms. Virginia Whittington, MetroPlan Orlando  
Ms. Cathy Goldfarb, MetroPlan Orlando

## I. CALL TO ORDER

Chairman Keith Trace called the meeting to order at 9:31 a.m. Mr. Jason Loschiavo, MetroPlan Orlando staff, provided a tutorial on the new AV system in the board room.

## II. PLEDGE OF ALLEGIANCE

Mayor Kevin McCann led the Pledge of Allegiance.

## III. CHAIR'S ANNOUNCEMENTS

Chairman Trace called attention to former MAC Chairman/Mayor McDonald in attendance. Mayor McDonald spoke briefly and thanked Mr. Gary Huttman and MetroPlan Orlando staff.

## IV. CONFIRMATION OF QUORUM

Ms. Lisa Smith conducted the roll call and confirmed a quorum in attendance.

## V. AGENDA REVIEW/FOLLOW-UP

Mr. Alex Trauger welcomed MAC members back to in-person meetings at MetroPlan Orlando. He noted that MAC meetings would continue to be livestreamed for the public access. Mr. Trauger also reported that there were no changes to the printed agenda.

## VI. Public Comments on Action Items

None.

## VII. Agency Reports/Partner Updates

- **Florida Department of Transportation**

An update on the I-4 Beyond the Ultimate project was slated for later in the agenda.

- **Florida Turnpike Enterprise**

Mr. Saiosi Fine, FTE, reported that FTE kicked off the public meeting for the Poinciana Parkway extension PD&E Study. The study will analyze alternatives for an extension from CR 532 to the I-4/SR 429 interchange, modifications to SR 429/I-4 interchange and to increase capacity on SR 429. The public meeting was held virtually June 22<sup>nd</sup> and in-person June 24<sup>th</sup>. Mr. Fine noted that additional information on the study could be found online at [www.poincianaextension.com](http://www.poincianaextension.com).

- **LYNX**

There was no LYNX representative in attendance.

## VIII. ACTION ITEMS

### A. *Approval of MAC Virtual Workshop Meeting Minutes: November 2020 – June 2021*

Approval was requested of MAC virtual workshop meeting minutes from November 2020 through June 2021, listing was provided. Copies of minutes had been provided in the respective meeting agendas.

**MOTION:** Mayor John Dowless moved for approval of the MAC virtual workshop meeting minutes from November 2020 through June 2021. Mayor Megan Sladek seconded the motion, which passed unanimously.

***B. Ratification of Board Action Items: November 2020 – June 2021***

Approval was requested of the action items approved by the MetroPlan Orlando Board from November 2020 through June 2021, which were provided.

**MOTION:** Mayor Megan Sladek moved for approval of the MAC action items approved by the MetroPlan Orlando Board from November 2020 through June 2021. Mayor John Dowless seconded the motion, which passed unanimously.

***C. Approval of Emergency FDOT Amendment to FY 2020/21 – FY 2024/25 Transportation Improvement Program***

On May 27, 2021, the MetroPlan Orlando Board Chairwoman signed a resolution approving an amendment to the FY 2020/21- 2024/25 TIP requested by FDOT on an emergency basis in order to meet the June 10, 2021 deadline for amending the State TIP (STIP) for FY 2020/21. The amendment included the following projects:

- FM #4379332 – Cross Seminole Trail Connector from Church Avenue and CR 427 to Cross Seminole Trail
- FM #4357121 – Capital Grant for LYNX Buses and Bus Facilities

Mr. Keith Caskey, MetroPlan Orlando staff, presented an overview of the amendment request. A letter from FDOT explaining the amendment request was provided, along with a fact sheet prepared by MetroPlan Orlando staff and the resolution signed by the Board Chairwoman on May 27<sup>th</sup>. The MAC reviewed and discussed the amendment request which was presented to the MetroPlan Orlando Board for ratification on July 7<sup>th</sup>.

**MOTION:** Mayor Megan Sladek moved for approval of the Emergency FDOT Amendment to the FY 2020/21 – FY 2024/25 Transportation Improvement Program. Mayor Eddie Cole seconded the motion, which passed unanimously.

***D. Approval of FY 2021/22 – FY2025/26 Transportation Improvement Program***

Action was requested by Mr. Keith Caskey, MetroPlan Orlando staff, to recommend approval of the FY 2021/22 - 2025/26 TIP. This document included the transportation projects in the MetroPlan Orlando region that are programmed for funding over the next five years.

The draft TIP can be reviewed at:

<https://metroplanorlando.org/wp-content/uploads/DRAFT-Transportation-Improvement-Program-TIP-2022-2026.pdf>

A fact sheet on the TIP and the draft TIP approval resolution for the July 7th Board meeting were provided. A summary of the comments from the June 21st TIP public meeting was provided separately. Mr. Caskey noted attendance numbers for the TIP public meeting were good and exceeded last year's meeting. He provided some of the questions and comments and poll results from the meeting. Mr. Caskey called attention to partner panelists who participated and thanked them.

**MOTION:** Mayor John Dowless moved for approval of the FY 2021/22 – FY2025/26 Transportation Improvement Program. Mayor Megan Sladek seconded the motion, which passed unanimously.

***E. Approval of FY 2026/27 - 2035/36 Prioritized Project List***

Action was requested by Mr. Nick Lepp, MetroPlan Orlando staff, to recommend approval of the FY 2026/27 - 2035/36 Prioritized Project List (PPL). This document included a list of highway, Transportation Systems Management and Operations, bicycle and pedestrian,

and transit projects that have been ranked in order of priority. FDOT will use the PPL in developing their FY 2022/23 - 2026/27 Five Year Work Program. A fact sheet was provided and the draft PPL can be reviewed at: [https://metroplanorlando.org/wp-content/uploads/Draft-Project-Priority-List-FINAL\\_2026\\_27-2034\\_35.pdf](https://metroplanorlando.org/wp-content/uploads/Draft-Project-Priority-List-FINAL_2026_27-2034_35.pdf).

Mr. Lepp reported that the PPL presented is the finalized version, and it is the 10-year bridge between the MTP and the TIP. He noted that the PPL is a direct link to the MTP Cost Feasible Plan and must support the MTP goals and performance measures, along with being consistent with MetroPlan Orlando funding policies. Mr. Lepp reviewed the 2045 MTP evaluation criteria noting that weighting had been added. He detailed MetroPlan Orlando funding policies and reviewed updated project rankings and next steps. Discussion ensued regarding the 32% complete street funding and accessing the presentation and list of projects. Vice-Chairman Trace commented positively on the change in prioritization to help address pedestrian safety issues.

**MOTION:** Mayor John Dowless moved for approval of the FY 2026/27 - 2035/36 Prioritized Project List. Mayor Megan Sladek seconded the motion, which passed unanimously.

***F. Request for Recommendations for Volunteers for the Pedestrian Safety Working Group***

At the May 21<sup>st</sup> TAC meeting, the TAC Pedestrian Safety Committee presented their recommendation to form a Pedestrian Safety Working Group to improve pedestrian safety throughout the region by primarily focusing on corridor speeds. This Working Group will include representatives from FDOT, TAC, TSMO, CAC and Transportation Disadvantaged Local Coordinating Board as well as LYNX, Best Foot Forward and local law enforcement. The group will work in coordination with the local Community Traffic Safety Teams. Mr. Mighk Wilson, MetroPlan Orlando staff, was requesting recommendations for volunteers (non-elected officials) to participate in the Working Group. The formation of the Working Group will be presented to the MetroPlan Orlando Board for approval at their July 7<sup>th</sup> meeting. Recommendations can be emailed to Mr. Trauger by July 9<sup>th</sup>. Discussion ensued regarding recommending volunteers who are interested from the community. Staff indicated that community members looking to become involved at MetroPlan Orlando are welcome to apply for openings on the Community Advisory Committee.

***G. Appointment of Bylaws Review and Nominating Subcommittee***

The Chairman appointed a Bylaws Review and Nominating Subcommittee to recommend a slate of officers for the term November 2021 through June 2023, as well as review the MAC bylaws and make updates as necessary. Approval of the subcommittee's recommendations will be brought before the MAC in September for approval and the new officers will assume their roles at the November 4<sup>th</sup> meeting. Appointments to the Bylaws and Nominating Subcommittee included Mayor John Dowless, Mayor Kevin McCann, Vice-Chairman Keith Trace, Mayor Eddie Cole and Commissioner Jordan Smith. A poll will be sent to subcommittee members to set up a date and time for a meeting prior to the September MAC meeting.

**MOTION:** Mayor David Henson moved for approval of the appointees to the Bylaws and Nominating Subcommittee. Mayor Megan Sladek seconded the motion, which passed unanimously.

**IX. PRESENTATIONS AND STATUS REPORTS**

***A. Presentation of FY 2019/20 Traffic Signal Retiming Program***

Ms. Lara Bouck, MetroPlan Orlando staff, gave a presentation on MetroPlan Orlando's FY 2019/20 Traffic Signal Retiming Program. Ms. Bouck reviewed why signal retiming is used and the number and category of retiming corridors for 2019 to 2020. She provided statistic results from the retiming and the benefit-cost ratio summary. In addition, she reported information on signal retiming in relation to safety. Discussion ensued regarding timing settings on existing loops or individual updates, extending the use to mass computers and real time optimization, coordination with local traffic engineers and percentage of corridors that stay the same or get worse.

***B. Status Update on I-4 Beyond the Ultimate Project***

Ms. Catalina Chacon, FDOT District 5, gave a status report on the I-4 Beyond the Ultimate project. Ms. Chacon reviewed the agenda, goals of the project, and the north and south segments. She provided an update on the I-4/Sand Lake Road intersection. Ms. Chacon called attention to opportunities available, and the value engineering approach being used to relook at the corridor. She provided an example of an original typical section and a potential typical section after using the new approach. Ms. Chacon detailed the next steps and gave a programming update.

**X. GENERAL INFORMATION**

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

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

***B. MetroPlan Orlando Board Highlights***

A copy of the June 9, 2021 Board Meeting Highlights was provided.

***C. Air Quality Report***

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

***D. LYNX Press Releases***

A set of press releases from LYNX was provided.

***E. Bicycle & Pedestrian Report***

A report on bicycle and pedestrian projects in the MetroPlan Orlando region was provided.

**XI. UPCOMING MEETINGS OF INTEREST**

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

The next MAC meeting was scheduled in person on September 2, 2021 at 9:30 a.m. in the MetroPlan Orlando Board Room, 250 South Orange Avenue, Suite 200, Orlando FL 32801. Members of the public may attend in person or may join the meeting virtually on Zoom.

***B. Next MPO Board Meeting***

The next MetroPlan Orlando Board meeting was scheduled in person on July 7, 2021, at 9:00 a.m. in the MetroPlan Orlando Board Room, 250 South Orange Avenue, Suite 200,

Orlando FL 32801. Members of the public may attend in person or may join the meeting virtually on Zoom.

**XII. MEMBER COMMENTS**

Mr. Alex Trauger commented that he would be following up with the Bylaws and Nominating Subcommittee members.

**XIII. PUBLIC COMMENTS (GENERAL)**

None.

**XIV. ADJOURNMENT**

The Municipal Advisory Committee meeting was adjourned at 10:45 a.m.

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

Approved this 2nd day of September 2021.

  
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Council Member Keith Trace, Chairman

  
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Ms. Cathy Goldfarb,  
Senior Board Services Coordinator

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