



MEETING NOTICE

DATE: Wednesday, February 11, 2015

TIME: 9:00 a.m.

LOCATION: Second Harvest Food Bank
411 Mercy Drive
Orlando, Florida 32805



Mayor Jim Swan, Board Chairman, Presiding

PLEASE SILENCE CELL PHONES

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

II. CHAIRMAN'S ANNOUNCEMENTS - Chairman Swan

Remarks by and introduction of Mr. Dave Krepcho, President/CEO of
Second Harvest Food Bank

III. EXECUTIVE DIRECTOR'S ANNOUNCEMENTS - Mr. Barley

IV. CONFIRMATION OF QUORUM - Ms. Tolliver

V. AGENDA REVIEW - Mr. Barley

VI. COMMITTEE REPORTS

Technical Advisory Committee - Mr. Kelly Brock
Citizens' Advisory Committee - Mr. Carnot Evans
Bicycle and Pedestrian Advisory Committee - Mr. Rob McKey
Municipal Advisory Committee - Mayor Ken Bradley

VII. PUBLIC COMMENTS ON ACTION ITEMS

Comments from the public will be heard pertaining to Action Items on the agenda for this meeting. People wishing to speak must complete a "Speakers Introduction Card." Each speaker is limited to two minutes. People wishing to speak on other items will be acknowledged under Agenda Item XV.

VIII. CONSENT AGENDA (ACTION ITEMS)

A. Approval of Minutes - December 10, 2014 Board Meeting (Tab 1)

The minutes of the December 10, 2014 Board meeting are provided at Tab 1.

B. Approval of November and December 2014 Monthly Financial Report and Acknowledgement of December 2014 and January 2015 Travel (Tab 2)

The preliminary monthly financial reports for the periods ending November 30, 2014 and December 31, 2014 are provided at Tab 2 for approval. Acknowledgment is also requested of travels outside our region during the months of December 2014 and January 2015, which is also provided at Tab 2.

C. Approval of Budget Amendment #4 (Tab 3)

Approval is requested of Budget Amendment #4 to provide a \$5,000 contribution to the Florida Greenways & Trails Foundation to assist with funding to develop design guidelines for an enhanced customer experience for the Coast-to-Coast Connector; other metropolitan planning organizations along the route will be making contributions as well. Also included in this budget amendment is a reallocation of staff hours to different tasks within a grant and a reallocation of consultant funds to finalize the project assessment tool update and the Long Range Transportation Plan. There is no change to the total budget. Also included in Tab 3 is an update to the language in task 500 to include the SR50 Health Impact Assessment project.

D. Approval of 2015 Board Committee Appointments (Tab 4)

The proposed 2015 MetroPlan Orlando Board Committee Appointments are provided at Tab 4. These appointments will designate members for the Executive, Personnel and Finance Committees and the Regional Leadership Council. Other appointments include the Central Florida MPO Alliance, Transportation Funding Task Force and the Transportation Disadvantaged Coordinating Board. Board approval is requested.

E. Strategic Business Plan/Committee Restructuring: Request for Approval of the Transportation Systems Management & Operations Advisory Committee (TSMO) Bylaws and Municipal Advisory Committee (MAC) Bylaws and Dues (Tab 5)

As a part of the continued implementation of the Strategic Business Plan, new bylaws have been drafted for the Transportation Systems Management & Operations (TSMO) Advisory Committee. These bylaws have been reviewed by the Committee Restructuring Subcommittee and the current Management & Operations Subcommittee. Upon approval by the Board, the Chairman of the TSMO will join the MetroPlan Orlando Board as a non-voting member, effective March 2015. Additionally, the MetroPlan Orlando Board authorized a voting seat for the MAC. Revisions to the MAC's bylaws are presented for approval, along with staff's recommendation of dues equivalent to the operating agencies (currently \$25,000 a year), with voting membership effective July 1, 2015, which allows time for invoicing and execution of the necessary inter-local agreements. Copies of each set of bylaws are presented for approval at Tab 5.

F. Approval to Renew the Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement (ICAR) (Tab 6)

Approval is requested to renew, with amendments, the Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement. The last reaffirmation of this document was in March 2010. The agreement is a standing agreement between MetroPlan Orlando, the East Central Florida Regional Planning Council, transportation authorities in the region, and the Florida Department of Transportation. The agreement needs to be reviewed and amended or reaffirmed every five (5) years. Staff has reviewed the agreement and its need for amendment. The Florida Department of Transportation has issued a new template document and several agencies have changed since the last signing including the new Central Florida Expressway Authority (replacing the Orlando-Orange County Expressway Authority), the new Osceola County Expressway Authority and the dissolution of the Seminole County Expressway Authority. The new agreement is located in Tab 6 for approval.

G. Approval of Travel Authorization for "Transportation Disadvantaged Day"

Authorization is requested for two members of the Transportation Disadvantaged Local Coordinating Board (TDLCB) to take part in the Annual Transportation Disadvantaged Legislative Day in Tallahassee on March 3, 2015. This will include hotel and travel expenses. Funds are available for this expense in our approved FY2014/2015 budget.

H. Approval of Mateer & Harbert, P.A. Contract Renewal

MetroPlan Orlando's contract with Mateer & Harbert, P.A. for general counsel services has a clause for renewal on a continuing basis measured by successive two (2) year renewal terms. The scope of services and billing rates may be adjusted by mutual agreement of the parties at the expiration of any renewal term. The current term expires March 18, 2015. Counsel has requested an extension with an increase in their contract hourly rates for the next two year renewal. The new rate will be \$225 per hour for partners and associates; paralegals/clerks will increase to \$100 from \$85 per hour. The last rate adjustment to \$205 per hour for partners and associates was approved effective March 2007. Staff requests authorization to exercise the option to renew the attorney services contract with Mateer & Harbert, P.A. for two years effective March 19, 2015, at the new hourly contract rate of \$225.00 per hour for an attorney who is a member of the Florida Bar and \$100.00 per hour for paralegals/clerks, effective with the renewal date. All other provisions of the engagement contract remain the same.

I. Travel Authorization for Florida MPO Advisory Council Weekend Institute 2015

Authorization is requested for three Board members (or alternates) to attend the 2015 Weekend Institute for Elected Officials sponsored by the Florida MPO Advisory Council from Friday, April 24, 2015 through Sunday, April 26, 2015 in Orlando, Florida or from Friday, May 15, 2015 through Sunday, May 17, 2015 in Tampa, Florida. This is a training program for MPO Board members from throughout the state. MetroPlan Orlando played a role in developing this program and it has gotten excellent reviews. Funds are available for this expense in our approved FY2014/2015 budget.

J. Use of Proceeds from Amendment 1

Amendment 1 was approved by Florida's voters in November 2014. This requires that 33% of net revenue from the existing excise tax on documents go to the Land Acquisition Trust Fund for the next 20 years. The estimated yield from this in Fiscal Year 2015-2016 is approximately \$648 million and grows to \$1.3 billion in the twentieth year. The Land Acquisition Trust Fund was designed to acquire and improve conservation easements, wildlife management areas, wetlands, forests, fish and wildlife habitats, beaches and shores, recreational trails and parks, urban open space, rural landscapes, working farms and ranches, historical and geological sites, lands protecting water and drinking water resources and lands in the Everglades Agricultural Areas and the Everglades Protection Area. Given the range of eligible uses, the Florida Legislature is requesting public comments to help them with implementation legislation, including deciding how these funds should be used now and in future years, possibly structured in a manner similar to the Florida Department of Transportation's Five-Year Work Program. Those wishing to make public comment may use the following link to do so: [Please click here to submit comments to the Senate Committee on Environmental Preservation and Conservation \(chaired by Senator Charlie Dean\).](#)

Board authorization is requested to recommend that 10% of these funds be committed to recreational trails of statewide significance, such as the Coast-to-Coast Connector and nine similar projects proposed by the Florida Greenways & Trails Foundation, and that an additional 10% be used as matching funds for pedestrian and bicycle facilities

that will connect to the statewide recreational trail system. This supports two of MetroPlan Orlando's Board-approved legislative priorities: funding for the Coast-to-Coast Connector and increased funding to improve pedestrian facilities.

K. Approval to Amend the ICMA 401 Money Purchase Plan Document and the ICMA 457 Deferred Compensation Plan Document to Allow for In-Service Withdrawals at Age 65

Approval is requested to amend the ICMA 401 and 457 Plan Documents to change the age limit for In-Service Withdrawals from 70 to 65. This will allow employees who continue to work at MetroPlan Orlando beyond normal retirement age the flexibility to monitor and plan for their retirement without undue restrictions.

IX. OTHER ACTION ITEMS

**A. Ratification of TIP Amendment FY 2014/15-2018/19 TIP and Resolution No. 15-01
(Tab 7)**

(ROLL CALL REQUIRED)

The Central Florida Expressway Authority (CFX) applied for a federal Transportation Infrastructure Finance and Innovation Act (TIFIA) loan for their segments of the Wekiva Parkway project. The TIFIA funds must be shown in MetroPlan Orlando's Transportation Improvement Program (TIP) and a signed MetroPlan Orlando Board Resolution approving this as a TIP amendment needed to be provided before the February 11, 2015 Board meeting in order for CFX to meet the federal requirements and be eligible to receive the loan. In the case where a TIP amendment must be approved prior to the next MetroPlan Orlando Board meeting in order for the project to receive funding, 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 Board meeting. The TIP amendment was prepared as Resolution No. 15-01 and was signed by the MetroPlan Orlando Board Chairman. This is provided at Tab 7, supported by the revised TIP pages showing the TIFIA funds added to the CFX Wekiva Parkway projects. Board approval is requested to ratify Board Resolution No. 15-01.

**B. (1) Approval of TIP Amendment FY 2014/15-2018/19 TIP and Resolution No. 15-02
(Tab 8)**

(Roll Call required for items B: 1-2; items may be approved with one vote, unless a board member wishes to remove an item for discussion and separate action)

Mr. Duane Compo, FDOT, is requesting Board approval to amend the FY 2014/15-2018/19 TIP to include a transit project, Regional Complete Streets program development, and the expansion of the Seminole County fiber optic system. A letter from FDOT describing the amendments, Resolution No. 15-02, and a memorandum from MetroPlan Orlando staff regarding the regional complete streets program are provided at Tab 8.

Citizens' Advisory Committee - recommend approval
Bicycle and Pedestrian Advisory Committee - recommend approval
Technical Advisory Committee - recommend approval
Municipal Advisory Committee - will meet on February 5, 2015

**(2) Approval of Emergency TIP Amendment FY 2014/15-2018/19 TIP and Resolution
No. 15-03 (Tab 8)**

Mr. Duane Compo, FDOT, is requesting Board approval to amend the FY 2014/15-2018/19 TIP to include a project to upgrade the eastbound and westbound I-4 rest areas in Seminole County. A letter from FDOT describing the amendments and Resolution No. 15-03 are provided at Tab 8. Due to the emergency nature of this request, it did not go through the committee process.

C. Approval of Office Lease

Mr. Jason Loschiavo, Director of Finance and Administration, will make a presentation and request approval to enter into a lease agreement that will relocate MetroPlan Orlando's offices to the Park Building in downtown Orlando in late 2015. Our current lease with Highwoods for Landmark One, Suite 355, expires December 31, 2015. Staff, with the assistance of a professional leasing company previously approved by the MetroPlan Orlando Board, has surveyed the local central business district market for suitable space. A list of needs was determined including proximity to SunRail, LYNX and LYMMO services, convenience to I-4, parking requirements, usability of space, and ADA accommodations.

Staff reviewed seventeen possible locations and through a lengthy process over calendar year 2014, was able to narrow the possibilities to two spaces: existing space at Landmark One and The Park Building on Orange Avenue. An initial space design was completed on the Park Building and an update for the Landmark One building was completed to make the existing space more usable. These designs were used to develop cost estimates to facilitate the negotiation process. Each location has had multiple counter proposals to reach their final and best offers.

After reviewing each proposal and associated benefits and costs of each proposal, it is the staff recommendation that the Board approve entering into a lease agreement with the Park Building due to its accessibility by SunRail, LYNX and Lymmo, convenience to I-4, ample parking, better public meeting and collaborative spaces, and safety and accessibility for our physically disabled guests. The lease is for ten years with eight free months of rent outside the lease term and the landlord will provide over \$600,000 of tenant improvements for the build-out. Base rates per actual rentable square foot are \$18.27 to \$24.55 from 2016 through 2026, a 3% escalator. The average base rate at the Landmark I building would be \$25.66 per square foot and the current base lease rate at Landmark One is \$23.64 per square foot. The cost per square foot is much lower at the Park Building but due to an increase in space, the total cost is higher at the Park Building by about \$48,000 per year. Additional information will be included in the staff presentation.

D. Value Pricing Study: Proposed Pilot Project

(Tab 9)

The Value Pricing Study and the proposed pilot project were discussed at the MetroPlan Orlando Board meeting on December 10, 2014 and at a Board workshop on January 14, 2015. A copy of the presentation that was used to guide the discussion at the Board workshop is provided at Tab 9, along with some background information on the study. Chairman Swan will summarize what took place at the Board workshop and then open the floor for additional discussion by the Board or a motion.

Three options are presented for the Board's consideration:

Option #1 - approve the pilot project for the Orlando metropolitan area as proposed

Option #2 - approve the pilot project for the Orlando metropolitan area with some modifications

Option #3 - acknowledge the importance of developing viable alternatives (including a mileage-based user fee) to replace the current gas tax and encourage FDOT to conduct a statewide mileage-based user fee pilot project based on the work that has been done by MetroPlan Orlando and other entities with the understanding that MetroPlan Orlando would be a partner in this effort.

X. INFORMATION ITEMS FOR ACKNOWLEDGEMENT (Action Item)

(Tab 10)

A. Correspondence

- Letter from Mayor Swan to Acting FTA Administrator McMillan dated January 21, 2015, Subject: Federal Funding for SunRail Phase II North to DeLand
- Letter from Senator Nelson, Congresswoman Brown, Congressman Mica and Congressman Grayson to Acting FTA Administrator McMillan dated January 12, 2015, Subject: Federal Funding for SunRail Phase II North to DeLand
- Letter from Mayor Kilsheimer to Mr. Barley dated December 10, 2014, Subject: John Land Community Trust
- Memo from Mr. Barley to Board Members dated December 30, 2014, Subject: East Central Florida Corridor Task Force
- 2014 Board Member Attendance Report
- 2015 Transportation Acronym Guide (will be provided at the meeting)

B. Status Updates

- MPOAC Legislative Status Report; House and Senate Committee on Transportation
- FDOT Construction Status Report -January 2015

- FDOT Second Quarter Variance Report

C. General Information

- Press Release: Governor Scott Invests \$9.9 Billion for Transportation Improvements in the Keep Florida Working” Budget, January 28, 2015
- Local Option Rental Car Surcharge - Research Update on Base Rates, Taxes, Fees and Surcharges in Other Markets
- Central Florida MPO Alliance Legislative Priorities
- 2015 Florida MPOAC Legislative Priorities and Policy Positions (provided in workbook sleeve)
- 2014 Florida Transportation Trends and Conditions Pocket Guide (provided in workbook sleeve)
- Shingle Creek Regional Trail-North Phase I Groundbreaking Ceremony - January 9, 2015
- Board Workshop on Value Pricing Pilot Project - January 14, 2015
- Orange County Economic Summit - January 15, 2015
- Central Florida MPO Alliance Quarterly Meeting hosted by MetroPlan Orlando - January 16, 2015
- Annual public hearing on the Transportation Disadvantaged Program - hosted by MetroPlan Orlando and the Transportation Disadvantaged Local Coordinating Board - January 20, 2015
- Opening of the Sanford Riverwalk Phase II - January 22, 2015
- Florida MPO Advisory Council Quarterly Meeting - Orlando, FL - January 22, 2015
- National Conference of Regions hosted by the National Association of Regional Councils (NARC) - Washington, DC - February 8-11, 2015
- Transportation Disadvantaged Local Coordinating Board Quarterly Meeting hosted by MetroPlan Orlando - February 12, 2015
- State of Osceola County Address - Kissimmee, FL - February 12, 2015
- State of Seminole County Address - Lake Mary, FL - February 19, 2015
- Meeting of the Wekiva River Basin Commission - hosted by the ECFRPC - February 20, 2015

D. Featured Articles and Research

- “*How We Pay for Transportation: The Life and Death of the Highway Trust Fund,*” Eno Center for Transportation/The Rockefeller Foundation, December 2014
Click here: <https://www.enotrans.org/wp-content/uploads/wpsc/downloadables/Highway-Trust-Fund2.pdf>
- “*Broken Infrastructure? Broken Governance,*” Governing Magazine, December 2014
Click here: <http://www.governing.com/columns/eco-engines/gov-broken-infrastructure-broken-governance.html>
- “*Autonomous Vehicle Implementation Predictions: Implications for Transport Planning,*” Victoria Transport Policy Institute, December 2014
Click here: <http://www.vtpi.org/avip.pdf>
- “*Transportation Bottom Line,*” 2015 AASHTO Bottom Line Report, Executive Version, American Association of State Highway and Transportation Officials.
Click here: <http://bottomline.transportation.org/Documents/Bottom%20Line%202015%20Executive%20Version%20FINAL.pdf>

XI. PRESENTATIONS

A. Federal Certification Review

Mr. Carl Mikyska, United States Department of Transportation/Federal Highway Administration, will provide an overview of the Federal Certification Review that examines the region’s transportation planning process every four years. Our review is being conducted February 9-11, 2015. This includes a detailed review of MetroPlan Orlando’s policies and procedures, participation by FDOT/D5 and LYNX officials, a public meeting that is scheduled on February 9, an opportunity to call attention to best practices, discussion of areas where assistance may be requested and attendance at a MetroPlan Orlando Board meeting.

B. Preliminary Results from the 2012-2013 Pedestrian & Bicyclist Crash Analysis & Analysis of Bicycle & Pedestrian Crashes & Street Characteristics

Mr. Mighk Wilson, MetroPlan Orlando staff, will give a presentation on the preliminary results of a crash analysis for pedestrians and bicyclists, as well as a presentation on the types of crashes related to bike lanes, medians and lighting.

C. Presentation on SR 50 Health Impact Assessment

Ms. Gaby Arismendi, MetroPlan Orlando staff, will give a presentation on the SR 50 Health Impact Assessment.

XII. OTHER BUSINESS

XIII. BOARD MEMBER COMMENTS

XIV. PUBLIC COMMENTS (GENERAL)

XV. NEXT MEETING - March 11, 2015

XVI. 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, 315 East Robinson Street, Suite 355, 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.

SPECIAL TOUR OF SECOND HARVEST FOOD BANK

Board members and guests are invited to take a guided tour of the Second Harvest Food Bank. This is a state-of-the-art facility and a very impressive operation. But, more importantly, this will be an opportunity to learn more about how the Second Harvest Food Bank is filling such a critical need in our communities.