



MEETING NOTICE

DATE: Wednesday, May 11, 2016
TIME: 9:00 a.m.
LOCATION: MetroPlan Orlando
Park Building
250 S. Orange Ave, Suite 200
Orlando, FL 32801

Wireless access available
Network = MpoBoardRoom
Password = mpoaccess

Commissioner Scott Boyd, Board Chairman, Presiding

PLEASE SILENCE CELL PHONES

- I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
- II. CHAIRMAN'S ANNOUNCEMENTS - Chairman Boyd
- III. EXECUTIVE DIRECTOR'S ANNOUNCEMENTS - Mr. Barley
- IV. CONFIRMATION OF QUORUM - Ms. Tolliver
- V. AGENDA REVIEW - Mr. Barley

VI. COMMITTEE REPORTS

Municipal Advisory Committee - Mayor Charles Lacey
Technical Advisory Committee - Ms. Andrea Ostrodka
Transportation Systems Management & Operations Advisory Committee - Mr. Corey Quinn
Community Advisory Committee - Mr. Tom O'Hanlon

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 XIV.

VIII. CONSENT AGENDA (ACTION ITEMS)

A. Approval of Minutes - March 9, 2016 Board Meeting (Tab 1)

The minutes of the March 9, 2016 Board meeting are provided at Tab 1.

B. Approval of February and March 2016 Monthly Financial Reports; Annual Investment Report; and acknowledgement of March and April 2016 Travel Reports (Tab 2)

The preliminary monthly financial reports for the period ending February 29, 2016 and March 31, 2016 are provided at Tab 2 for approval. In addition, Florida Statutes require periodic reports of investment activity to the Board. Included with the Financial Statements for February and March 2016 is a report of month end and average annual balances of all bank deposits and investment accounts and interest earned thereon for the 12-month period spanning March 2015 through February 2016. All investments are classified as Cash and Cash Equivalents. All funds were invested with 1) the State Board of Administration Local Government Surplus Funds Trust Fund (now known as Florida Prime); 2) non-interest-bearing business checking account; and 3) non-interest-bearing checking account (the Municipal NOW account with SunTrust Bank). The rate applied for fee credit offsets for both checking accounts equaled 0.35% and covers all costs associated with both accounts. Despite the continuance of historically low interest rates, interest received and the offset of fees continues to generate sufficient interest earnings/reduction of costs to exceed the benchmarks of the investment policy, while still adhering to the conservative assumptions for safety of principal as expressed in the policy. Actual returns/fee offsets were \$16,717.73, as compared to the benchmark projection of \$7,760.65. Acknowledgment is also requested of travel outside our region during the months of March and April 2016, which is also provided at Tab 2.

C. Approval of the Final Unified Planning Work Program (UPWP) and Budget for FY 2016/2017 and FY 2017/2018 & FDOT/MPO Master Agreement & Resolution No. 16-09 (Tab 3)

Approval is requested of the Final FY 2016/2017 and FY 2017/2018 Unified Planning Work Program and budget, including Resolution No. 16-09, with authorization for the Executive Director to execute the appropriate federal authorizations and assurances and submit and execute grant applications for transit planning funds, Transportation Disadvantaged Trust funds, Federal Highway Administration funds, local agency program agreements, and other agreements and contracts related to the UPWP and budget, and to execute the grant contracts and agreements when awarded. In addition, approval of the line item budget and transfer of line item funds within a UPWP task is requested along with authorization to advertise for budgeted contractual/consulting services and authorization for the Executive Director to sign and execute regular billings for costs incurred against Unified Planning Work Program task elements on behalf of MetroPlan Orlando.

The draft UPWP was submitted to FDOT, FHWA, and FTA following approval by the Board on March 9, 2016. Comments were received by FDOT, FHWA, and FTA and addressed as necessary. The resolution for approval of the final UPWP along with a summary of changes to the UPWP and the final line item budget are included in Tab 3.

The full UPWP document can be downloaded via the following link:

<http://www.metroplanorlando.com/files/view/unified-planning-work-program-2017-18-final-as-of-5-11-16.pdf>

D. Approval of Budget Amendment No. 7 (Tab 4)

Approval is requested of Budget Amendment #7 to add revenue and expenditures for new office purchases made by MetroPlan Orlando but reimbursed by the landlord (\$71,089); to provide for a contribution to the Teen Drive Alert Program (\$25,000); to reallocate funds in grants and local funds for overspent elements (there is no change to agencywide or grant budgets for these items); and to add interest income for higher SBA prime rates and expenses for banking fees. A copy of Budget Amendment No. 7 is provided at Tab 4.

E. Approval of Teen Alert Contribution (Tab 5)

Board approval is requested to make a \$75,000 contribution (\$25,000 in the current budget year and \$50,000 next year) to assist Teen Drive Alert, a 501(c)3 organization that works with teenagers and parents doing driving safety awareness and crash prevention programs, subject to a final agreement between the Executive Director and the organization's leaders. Traffic crashes involving teenagers, many of which are believed to be caused by distracted driving, are a major problem and this is trending in an unfavorable direction. The initial phase of the public outreach and education campaign is expected to be in Orange County through December 2016 as described in the draft document provided at Tab 5, where the organization is already working with Orange County Public Schools, the Sheriff's Office and the Florida Highway Patrol. The organization's leaders will be encouraged to expand the program to include Seminole County and Osceola County with appropriate partners in those jurisdictions for the period January-May 2017, also described in the draft document provided at Tab 5.

F. Approval to Extend Pension & Deferred Compensation Plan Administration with ICMA-RC for Five Years with Reduction In Plan Administration Fees

Approval is requested to extend pension and deferred compensation plan administration services with ICMA-RC for an additional five years. As part of this extension, ICMA-RC has agreed to reduce plan administration fees across the board by fifty-five basis points and reduce fees in indexed funds by up to twenty-one additional basis points. Pension and deferred compensation administration fees are paid from employee balances and a reduction in those fees will add up to tremendous savings to employees' retirement accounts over the employees' lifetimes. The fee reduction will start on July 1, 2016.

G. Approval to Amend Current Federal Transit Administration (FTA) Joint Participation Agreement (JPA) to Correct Federal Numbers

Approval is requested to amend the current FTA planning JPA to correct federal reference numbers. This JPA is for the transit planning funds that MetroPlan Orlando receives. The amendment is at the request of FDOT to correct federal reference numbers that were included incorrectly. The amendment also updates the name of the funds from 5303 to 5305(d) due to the change in the program name with passing of MAP-21. No other changes to this JPA are requested at this time.

H. Approval of Funds for Traffic Homicide Investigation Technology Pilot Project

Approval is requested to allocate \$100,000 from MetroPlan Orlando's Transportation Systems Management Operations (TSMO) funds to support a pilot project for traffic homicide investigation technology. The request was approved unanimously at the April 22, 2016 TSMO Advisory Committee Meeting.

The Central Florida Expressway Authority (CFX), FDOT District Five and MetroPlan Orlando completed an investigation of new technological methods that would assist local and state law enforcement agencies to expedite their traffic homicide investigations. Based on this research, two technologies, the Leica and the Riegl Scanstations were recommended for pilot tests with the Orlando Police Department (OPD) and Florida Highway Patrol (FHP). The CFX will serve as the Project Manager, purchase a single unit for each agency to allow each agency to independently evaluate the devices, vendor training and support services and to provide the required feedback to the sponsors during the pilot program. The Riegl unit will be tested by FHP; the Leica unit will be tested by OPD. The budget estimate for the pilot test is \$300,000 with FDOT District Five, CFX and MetroPlan Orlando sharing in this equally to support the pilot program.

IX. OTHER ACTION ITEMS

- A. **Approval of Request from FDOT for Amendments to MetroPlan Orlando's Transportation Improvement Program (TIP) Resolution No. 16-10** (Tab 6)

(ROLL CALL REQUIRED)

Mr. Jamil Gutierrez, FDOT, request that the FY 2015/16-2019/20 TIP be amended to include funding for several intersection improvement projects. A letter explaining the amendments and Resolution No. 16-10 is provided at Tab 6.

Community Advisory Committee - recommend approval
TSMO Advisory Committee - recommend approval
Technical Advisory Committee - recommend approval
Municipal Advisory Committee - will meet on May 5, 2016

- B. **Approval of District Dedicated Revenue (DDR) Transit Investment Policy and Resolution No. 16- 07** (Tab 7)

Mr. Gary Huttman, MetroPlan staff, will request approval of Board Resolution No. 16-07 as referenced at Tab 7. Resolution No. 16-07 will replace Resolution No. 15-08 approved by the Board on May 13, 2015. Recommended revisions by the Board at the March 9, 2016 Board meeting are reflected as underlined text in Resolution No. 16-07 shown at Tab 7.

X. INFORMATION ITEMS FOR ACKNOWLEDGEMENT (Action Item) (Tab 8)

A. Correspondence

- Letter from Ms. Diane Gutierrez-Scaccetti to Mr. Barley dated April 13, 2016
Subject: SR 417 Widening Project in Seminole County
- Memo from Mr. Barley to Board members dated March 30, 2016, Subject: Proposed TIGER 8 Grant for SunRail Phase 2-North
- Letter from Chairman Boyd to FDOT District Secretary Noranne Downs dated April 7, 2016, Subject: TIGER 8 Grant for SunRail Phase 2-North
- Information from FDOT on Programming Railroad Crossing Improvements will be provided in members' supplemental folders

B. Status Updates

- FDOT Monthly Construction Status Report - April 2016
- FDOT Variance Report - April 2016

- Monthly Air Quality Report - April 2016
http://www.metroplanorlando.com/files/view/air_quality_update_4_20_16.pdf
Copies will also be provided in members' supplemental folders
- MetroPlan Orlando updated and tested its Continuity of Operations Plan (COOP) in April 2016 and incorporated changes related to the new office location and emergency procedures. Testing included staff emergency communication plans, evacuation procedures and testing of technology and server backups.

C. General Information

- MPOAC 2016 Summary of State Legislation - April 2016
- Quarterly meeting of the Transportation Disadvantaged Local Coordinating Board at MetroPlan Orlando - May 12, 2016
- Central Florida Commuter Rail Commission Meeting - May 25, 2016, hosted by MetroPlan Orlando
- Transportation Improvement Plan (TIP) Public Hearing - June 20, 2016; maps available at 5:30 p.m. and the Public Hearing begins at 6:00 p.m.
- Central Florida MPO Alliance Regional Indicators Report - 2015, prepared by MetroPlan Orlando staff
http://www.metroplanorlando.com/files/view/2016_regional_indicators_report.pdf

D. Featured Articles and Research

- *“Active Transportation and Real Estate: The Next Frontier,”* Urban Land Institute, 2016
<http://uli.org/wp-content/uploads/ULI-Documents/Active-Transportation-and-Real-Estate-The-Next-Frontier.pdf>
- *“Pedestrian Traffic Fatalities by State,”* Governors Highway Safety Association, 2016
<http://www.ghsa.org/html/publications/spotlight/peds2015.html>
- *“Open for Business: The Business Case for Investment in Public Transportation,”* APTA, 2016
<http://www.apta.com/resources/reportsandpublications/Documents/APTA-Business-Case-2016.pdf>
- *“Shared Mobility and the Transformation of Public Transit,”* American Public Transportation Association, March 2016
<https://www.apta.com/resources/reportsandpublications/Documents/APTA-Shared-Mobility.pdf>

XI. OTHER BUSINESS

A. CFMPOA Prioritized Project List

Ms. Virginia Whittington, MetroPlan Orlando staff, will report on the work of the Central Florida MPO Alliance (CFMPOA) with establishing prioritized lists of projects (highway, trails and transit) to allow for the fair and orderly development of projects that are of regional significance. This work is very much appreciated by FDOT/D5 and, in fact, we are the only region in the state that goes through this type of process each year. The draft lists were discussed at the meeting of the Central Florida MPO Alliance that was hosted by MetroPlan Orlando on April 8, 2016 and some subsequent work has been done by staff. The latest draft lists will be previewed with the Board and final approval will be requested at the Board's June 8, 2016 meeting. The other MPOs are going through a similar process so final approval can be requested at the next Central Florida MPO Alliance meeting on July 8, 2016. Additional information will be provided in members' supplemental folders.

B. Florida State Legislative Report

Ms. Virginia Whittington, MetroPlan Orlando staff, along with Mr. Bill Peebles and Mr. John Wayne Smith, our representatives in Tallahassee, will report on the transportation-related legislation that was taken up and approved by the Legislature and the Governor during the 2016 session.

C. Intelligent Transportation Systems (ITS) Master Plan and U.S. Department of Transportation (USDOT) Grant Application

Mr. Eric Hill, MetroPlan Orlando staff, will provide a status report on the ITS Master Plan and give an overview of the regional effort to develop a grant application for the USDOT Advanced Transportation and Congestion Management Technologies Deployment Initiative.

D. Sanford Airport Authority Update

Ms. Diane Crews, President of the Sanford Airport Authority, will provide an update on airport operations and capital improvement plans.

XII. BOARD MEMBER COMMENTS

XIII. PUBLIC COMMENTS (GENERAL)

XIV. NEXT MEETING - *June 8, 2016 at Second Harvest Food Bank 411 Mercy Drive, Orlando, Florida 32805*

XV. ADJOURNMENT

Immediately following the Board Meeting, special guest speaker:

Mr. Jeff Speck
Nationally known walkability expert;
author of Walkable City; and coauthor of Suburban Nation

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, Park Building 250 S. 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.