



**MEETING NOTICE**

**DATE:** Wednesday, July 13, 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

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**Commissioner Scott Boyd, Board Chairman, Presiding**

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***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**
- V. AGENDA REVIEW - Mr. Barley**

## VI. COMMITTEE REPORTS

Municipal Advisory Committee - Mayor Gary Bruhn  
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 - June 8, 2016 Board Meeting (Tab 1)

The minutes of the June 8, 2016 Board meeting are provided at Tab 1.

### B. Approval of May 2016 Monthly Financial Report; acknowledgement of June 2016 Travel Report (Tab 2)

The preliminary monthly financial reports for the period ending May 31, 2016 is provided at Tab 2 for approval. Acknowledgment is also requested of travel outside our region during the month of June 2016, which is also provided at Tab 2.

### C. Approval of Budget Amendment No. 8 (Tab 3)

Approval is requested of Budget Amendment #8 to reallocate funds in grants and local funds for overspent elements. This amendment does not change the total budget, any grant-wide budgets, or total salary, total fringe, or total indirect expenses). A copy of Budget Amendment No. 8 is provided at Tab 3.

### D. Approval of Proposed Change to MetroPlan Orlando's Internal Operating Procedures

Our Board-approved Internal Operating Procedures require that a voice vote be conducted of Board members when there is not a unanimous vote. At last month's Board meeting, Mayor Dyer recommended that this policy be revised. It is proposed to revise the Internal Operating Procedures, Section VII, paragraph 7 as follows with new text underlined and text to be omitted shown as ~~strike-through~~:

(7) Voting shall be by voice. A roll call vote shall be held to adopt and/or amend the Long Range Transportation Plan and Transportation Improvement Program, as required by federal and state law. A roll call vote shall be held ~~and~~ in all instances where a voice vote is other than unanimous on all other items, provided that the MetroPlan Orlando

Board may waive a roll call vote in such instances by a less than unanimous voice vote.  
All other questions or procedures shall be governed by the most recent edition of Robert's Rules of Order.

The operational aspect of this provision will be at the discretion of the Board Chairman based on the nature of the item and requests for a roll call vote that may be made by individual Board members.

**E. Approval to Exercise Option to Extend General Planning Consultant Contract**

The Board approved a two-year contract, with one option to renew for an additional one year, with Kittelson & Associates, Inc. for General Planning Consultant Services effective September 1, 2014. Approval is requested to exercise the option to renew the agreement. Funds are available in the approved FY 2017 budget for planned GPC planning activities. Activities are assigned by task work order for each project.

**F. Approval to Award for Traffic Signal Timing Contracts (Tab 4)**

Approval is requested to award three contracts, pending contract negotiations, with the following consultants to perform work related to the Traffic Signal Retiming Project. Funds are budgeted in FY 2017 for this project.

1. Albeck Gerken
2. Faller, Davis & Associates
3. HDR

A Request for Proposals (RFP) was advertised in May 2016 and a selection committee consisting of one MetroPlan Orlando staff member and four outside members met and ranked the five proposals received. A second meeting was held where all five proposers provided oral responses via teleconference to prepared questions and a second scoring was conducted. The combined scores were used to rank the five proposers. Should negotiations fail with any of the three highest ranked proposers, approval is requested to negotiate with the fourth and fifth ranked proposers. The ranking of the short-listed proposers is listed in Tab 4.

**G. Approval of Contribution to Bike/Walk Central Florida**

Board approval is requested to make a contribution to Bike/Walk Central Florida in the amount of \$100,000 to continue the work of the "Best Foot Forward" bicycle and pedestrian safety program with an expanded reach into Seminole and Osceola Counties. Bicycle and pedestrian safety continues to be a high priority focus area for MetroPlan Orlando, local governments and our partner agencies. Funds for this purpose have been included in our approved FY2016/2017 budget.

**H. Approval of Contribution to ITNOrlando**

Board approval is requested to make a contribution to the Independent Transportation Network of Orlando (ITNOrlando), an affiliate of ITNAmerica, in the amount of \$10,000. ITNOrlando is an innovative program providing dignified transportation services to senior citizens and people with visual impairments using both volunteer and paid drivers. Given

the growth in our region's senior population and the lack of alternatives for people who cannot drive, ITNOrlando serves an important need. The current ITNOrlando service area includes Altamonte Springs, Longwood, Casselberry, Maitland, Eatonville, Winter Park, portions of unincorporated Orange County and downtown Orlando. Efforts are underway to expand service to other areas with high concentrations of senior citizens. Commissioner Pete Clarke is a member of the ITNOrlando Board who serves with no compensation and Mr. Barley is a former Board member and he continues to serve as a volunteer driver. Funds are available in our approved FY2016/2017 budget for this purpose.

## **IX. OTHER ACTION ITEMS**

### **A. Approval of Transportation Improvement Program and Board Resolution No. 16-11 (Tab 5) (ROLL CALL VOTE REQUIRED)**

Mr. Keith Caskey, MetroPlan Orlando staff, will request approval of the FY 2016/17-2020/21 Transportation Improvement Program (TIP). This document includes the transportation projects in the MetroPlan Orlando region that are programmed for funding over the next five years. A copy of the draft TIP is provided at Tab 5. A TIP public hearing was held on June 20, 2016. A summary of the comments that were received at that hearing is also provided at Tab 5.

Community Advisory Committee - recommended approval  
TSMO Advisory Committee - recommended approval  
Technical Advisory Committee - recommended approval  
Municipal Advisory Committee - will meet on July 7, 2016

### **B. Repurposing Federal Earmarks**

At the June 8<sup>th</sup> Board meeting, the Board took action to approve FDOT's suggestion to take the total amount of old federal earmark funds available for repurposing for other projects and apply these funds to the six-lane project on Maitland Blvd. from I-4 to Maitland Avenue. An equal amount of funds will then be taken from the Maitland Blvd. project to be applied to another project in the MetroPlan Orlando region. Mr. Gary Huttman, MetroPlan Orlando staff, will be requesting Board approval for a project on which to apply these funds.

Community Advisory Committee - retained original recommendation to use funds on the BRT projects

TSMO Advisory Committee - changed original recommendation and now support using funds to offset additional cost for quiet zones

Technical Advisory Committee - recommended using funds to offset additional cost for quiet zones

Municipal Advisory Committee - recommended at their June meeting to use these funds to offset additional cost for quiet zones. The MAC will meet on July 7, 2016 to reaffirm or change that recommendation

## X. INFORMATION ITEMS FOR ACKNOWLEDGEMENT (Action Item)

(Tab 6)

### A. Correspondence

- Letter from Mr. Barley and Ms. Downs to USDOT Secretary Anthony Foxx dated June 23, 2016, Subject: Transmittal of USDOT Grant Application
- Letter from Mr. Gutierrez to Mr. Barley dated June 9, 2016, Subject: Fiscal 2015/2016 Fourth Quarter Variance Report

### B. Status Updates

- FDOT Monthly Construction Status Report - June 2016
- Monthly Air Quality Report - June 2016  
[http://www.metroplanorlando.com/files/view/air\\_quality\\_update\\_6\\_27\\_16.pdf](http://www.metroplanorlando.com/files/view/air_quality_update_6_27_16.pdf)  
Copies will also be provided in members' supplemental folders

### C. General Information

- MetroPlan Orlando Annual Report: *Plans. Progress. Action.*  
This report to the community provides information on how the planning process works, major projects that are under way, and what we plan to accomplish in the next year.
- MetroPlan Orlando's Tracking the Trends Report  
[http://www.metroplanorlando.com/files/view/tracking\\_the\\_trends\\_2015\\_published\\_june\\_2016.pdf](http://www.metroplanorlando.com/files/view/tracking_the_trends_2015_published_june_2016.pdf)
- Quarterly meeting of the Central Florid MPO Alliance - Hillsborough Community College - Plant City Campus - July 15, 2016
- Annual meeting of the Central Florida MPO Alliance and the West Central Florida Chairs Coordinating Committee - Hillsborough Community College - Plant City Campus - July 15, 2016
- 2016 Florida Transportation Summit hosted by Floridians for Better Transportation - St. Pete Beach - July 18-20, 2016
- Quarterly meeting of the Florida MPO Advisory Council - St. Pete Beach - July 18, 2016
- Quality Assurance Task Force - July 19, 2016
- Quarterly meeting of MetroPlan Orlando's Transportation Disadvantaged Local Coordinating Board - August 11, 2016

#### D. Featured Articles and Research

- “*Shared Mobility and the Transformation of Public Transit*,” American Public Transportation Association/Transit Cooperative Research Program, 2016  
<https://www.apta.com/resources/reportsandpublications/Documents/APTA-Shared-Mobility.pdf>
- “*Planning for a Healthier Future*,” <http://t4america.org/docs/planning-for-a-healthier-future-0616.pdf>
- “*Failure to Act: Closing the Infrastructure Investment Gap for America’s Economic Future*,” American Society of Civil Engineers, 2016  
<http://www.infrastructurereportcard.org/wp-content/uploads/2016/05/2016-FTA-Report-Close-the-Gap.pdf>
- “*The State of Central Florida Infrastructure*,” American Society of Civil Engineers/Florida Section - Government Relations Committee, 2016  
[http://www.metroplanorlando.com/files/view/state\\_of\\_central\\_florida\\_infrastructure\\_asce\\_presentation\\_to\\_smps\\_2016.pdf](http://www.metroplanorlando.com/files/view/state_of_central_florida_infrastructure_asce_presentation_to_smps_2016.pdf)
- “*Let’s Fix Funding*,” by Chris Evers, Florida Reporter - a publication of the American Public Works Association, Spring 2016  
[http://www.kelmanonline.com/httpdocs/files/APWA\\_FL/floridareporterspring2016/files/35.html](http://www.kelmanonline.com/httpdocs/files/APWA_FL/floridareporterspring2016/files/35.html)

#### XI. OTHER BUSINESS

##### A. Preview of Prioritized Project List

(Tab 7)

Mr. Keith Caskey, MetroPlan Orlando staff, will present a preview of the new FY 2021/22-2039/40 Prioritized Project List (PPL) for information purposes. The PPL will be presented to the committees and Board for approval in August/September and submitted to FDOT by the September deadline. A copy of the draft PPL is attached at Tab 7. In addition, the updated version of last year’s FY 2020/21-2039/40 PPL that highlights the projects now funded through construction is also provided for cross reference purposes.

##### B. Tracking and Reporting Process for PD&E Studies

(Tab 8)

Mr. Gary Huttman, MetroPlan Orlando staff, will give a presentation on the effort to track PD&E studies that are underway in the MetroPlan Orlando area.

#### XII. BOARD MEMBER COMMENTS

#### XIII. PUBLIC COMMENTS (GENERAL)

**XIV. NEXT MEETING:** **Wednesday, September 14, 2016**  
Osceola County Council on Aging  
700 Generation Point  
Kissimmee, Florida 34744

**XV. 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, 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.*