



MEETING MINUTES

DATE: Wednesday, September 10, 2014

TIME: 9:00 a.m.

LOCATION: MetroPlan Orlando
One Landmark Building
315 E. Robinson Street
Suite 355
Orlando, Florida 32801

Commissioner Bob Dallari, Chairman, Presiding

Members:

Mr. Dean Asher, GOAA
Hon. Pat Bates, City of Altamonte Springs
Hon. Scott Boyd, Orange County
Hon. Pete Clarke, Orange County
Hon. Bob Dallari, Seminole County
Hon. Buddy Dyer, City of Orlando
Hon. Ted Edwards, Orange County
Hon. Carlton Henley, Seminole County
Hon. Samuel B. Ings, City of Orlando
Hon. Joe Kilsheimer, City of Apopka
Hon. Tiffany Russell, Orange County
Hon. Jim Swan, City of Kissimmee
Hon. Jeff Triplett, City of Sanford

Advisors in Attendance:

Ms. Pat Devillers for Ms. Candy Bennage, Kissimmee Gateway Airport
Mr. Frank O’Dea for Ms. Noranne Downs, District 5 Secretary, FDOT
Hon. Ken Bradley, Municipal Advisory Committee
Mr. Kelly Brock for Mr. Charles Ramdatt, Transportation Technical Committee
Mr. Carnot Evans, Citizens’ Advisory Committee
Mr. Steve Noto, Bicycle and Pedestrian Advisory Committee

Members/Advisors not in Attendance:

Hon. Frank Attkisson, LYNX/CF Commuter Rail Commission
Mr. Larry Dale, Sanford Airport Authority
Hon. Teresa Jacobs, Orange County
Hon. John Quinones, Osceola County
Hon. Jennifer Thompson, Orange County
CFX/Vacant

Staff in Attendance:

Ms. Gabriella Arismendi
Mr. Harold Barley
Mr. Steve Bechtel, Mateer & Harbert
Mr. Keith Caskey
Ms. Cathy Goldfarb
Ms. Mary Ann Horne
Ms. Jill Hoskins
Ms. Cynthia Lambert
Mr. Jason Loschiavo
Ms. Sally Morris
Ms. Lena Tolliver
Mr. Alex Trauger
Ms. Virginia Whittington
Mr. Mighk Wilson

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Commissioner Bob Dallari called the meeting to order at 9:00 a.m. and welcomed all; Mayor Jim Swan led the Pledge of Allegiance.

II. CHAIRMAN’S ANNOUNCEMENTS

Commissioner Bob Dallari welcomed everyone and recognized Commissioner Tiffany Russell for her service to the region; she will be retiring from her position as a Commissioner after today’s meeting. Commissioner Russell expressed appreciation to all. Commissioner Dallari reported on a new initiative to build stronger ties between transportation industry leaders and law enforcement officials. Mr. Barley will convene a

meeting of the two groups to discuss mutual interests: ITS technology; reducing crashes and injuries; SunRail passenger safety and other topics. A report will be provided at the next Board meeting.

III. EXECUTIVE DIRECTOR'S ANNOUNCEMENTS

Mr. Barley acknowledged Board Alternates and Non-Voting Advisors: Mr. Kelly Brock representing Mr. Ramdatt (TTC); Mr. Frank O'Dea representing Ms. Downs (FDOT); and Ms. Pat Devillers representing Ms. Bennage (Kissimmee Gateway Airport). He acknowledged Guest: Mr. Tony Morris (American Maglev), and reported on the following topics of interest: Federal Transportation Trust Fund and the extension of the current federal transportation bill known as MAP-21 which expires May 2015; East Central Florida Corridor Task Force/North Ranch Sector Plan; SunRail Phase III to OIA could be operational by 2019; LYNX service options for connectivity from Maitland Center to SunRail Station; Quiet Zones grant applications and submittal process - deadline October 15 and the award announcement is expected by the end of the year. Mr. Barley called attention to the Air Quality report provided, and noted that there were no violations at any of the monitoring stations this year. Ms. Courtney Miller (rethink your commute) presented awards to several agencies for the "Best Work Places for Commuters".

IV. CONFIRMATION OF QUORUM

Ms. Lena Tolliver confirmed a quorum of 13 voting members present. Also present were 6 advisors; and the meeting having been duly convened was ready to proceed with business.

V. AGENDA REVIEW

Mr. Barley asked members to disregard Item: X. C. FDOT Transportation Data Symposium - September 25-26, 2014 - Orlando, which was the tentative event day and was inadvertently printed on the agenda. The correct day is also listed under X.C. as Florida Transportation Data Symposium sponsored by FDOT - October 23-24, 2014 - Renaissance Marriott Sea World, Orlando.

VI. COMMITTEE REPORTS

Municipal Advisory Committee (MAC): Mayor Ken Bradley reported on the activities of the September 4, 2014 MAC meeting. The Committee recommended approval of the following items: Approval of TIP Amendment and Resolution No.14-18; Approval of TIP Amendment and Resolution No. 14-19; Approval of FY Prioritized Project List; and Approval of Central Florida MPO Alliance Prioritized Project List. Mayor Bradley also reported that the MAC discussed the recent action by the state legislature, which increased the maximum voting membership on MPO Boards from 19 to 25 and makes it now permissible to have voting representation for groups like the MAC. He requested that an item be included on the next MetroPlan Orlando Board and/or Executive Committee meeting agendas for consideration of a voting seat for MAC beginning January 2015.

Transportation Technical Committee (TTC): Mr. Kelly Brock (TTC Vice-Chairman) reported on the activities of the August 22, 2014 TTC meeting. The Committee recommended approval of the following items: Approval of TIP Amendment and Resolution No.14-18; Approval of TIP Amendment and Resolution No. 14-19; Approval of FY Prioritized Project List; and Approval of Central Florida MPO Alliance Prioritized Project List.

Citizens' Advisory Committee (CAC): Mr. Carnot Evans reported on the activities of the August 27, 2014 CAC meeting. The Committee recommended approval of the following items: Approval of TIP Amendment and Resolution No.14-18; Approval of TIP Amendment and Resolution No. 14-19; Approval of FY Prioritized Project List; and Approval of Central Florida MPO Alliance Prioritized Project List.

Bicycle and Pedestrian Advisory Committee (BPAC): Mr. Steve Noto reported on the activities of the August 27, 2014 BPAC meeting. The Committee recommended approval of the following items: Approval of TIP Amendment and Resolution No.14-18; Approval of TIP Amendment and Resolution No. 14-19; Approval of FY Prioritized Project List; and Approval of Central Florida MPO Alliance Prioritized Project List. Mr. Noto noted that approval of the Prioritized Project List included the addition of the Ventura Elementary sidewalk project back onto the Bicycle & Pedestrian list and advancement of Riverwalk Phase II to number 9 on the list. Members also discussed expanding the Central Florida MPO Alliance priority lists beyond the Coast to Coast, River to Sea, and Heart of Florida trails; this will continue to be discussed in future meetings.

VII. PUBLIC COMMENTS ON ACTION ITEMS

Mr. Chuck Graham expressed the importance of dedicated funding for transit; and suggested that toll revenue be used to fund transit and that the disabled community become responsible for handicapped parking violation enforcement and they should also receive the revenue generated from enforcement.

VIII. CONSENT AGENDA (ACTION ITEMS)

A. Approval of Minutes - July 9, 2014 Board Meeting

Approval was requested of the minutes of the July 9, 2014 Board meeting.

B. Approval of June and July 2014 Monthly Financial Report and Acknowledgement of July and August 2014 Travel

Approval was requested of the preliminary monthly financial reports for the periods ending June 30, 2014 and July 31, 2014. Acknowledgment was also requested of travels outside our region during the months of July and August 2014.

C. Ratification of Fiscal Year 2014 Budget Amendment #9 and Fiscal Year 2015 Budget Amendment #1

Ratification of Fiscal Year 2014 Budget Amendment #9 and Fiscal Year 2015 Budget Amendment #1 was requested. These amendments were approved by the Board Chairman in August 2014 with the Board's consent from the July 9, 2014 meeting since

there was not a Board meeting in August. The FY'14 amendment reallocated funds due to cost overruns in several line items within UPWP tasks. The FY'15 amendment brings forward prior years' grants to the FY'15 budget.

D. Approval of Resolution No. 14-15 - Construction of Kissimmee Intermodal Center

Board approval was requested of Resolution No. 14-15 requesting that the Florida Department of Transportation fund the Kissimmee Intermodal Center for construction and to incorporate this project in the contract for construction of the Kissimmee SunRail station.

E. Approval of "Put the Brakes on Fatalities Day" and Resolution No. 14-16

The fourteenth annual "Put the Brakes on Fatalities Day" will be held on Wednesday, October 10, 2014, in communities across the country. This is a national initiative that focuses on reducing the number of highway fatalities by improving our roadways, our vehicles and driver behavior. The goal is to unite the country to achieve one full day of zero traffic deaths by promoting safer highways and encouraging safer behavior. In support of this national campaign and recognizing that safety is one of the Board's top priorities, approval was requested of Resolution No. 14-16 declaring October 10, 2014 as "Put the Brakes on Fatalities Day" in the Orlando metropolitan area.

F. Approval of "Blind Americans Equality Day" and Resolution No. 14-17

In 1964, Congress passed a resolution allowing former President Lyndon Johnson to proclaim October 15 to be "White Cane Safety Day". Besides serving as a national observance in the United States, it enables us to celebrate the achievements of people who are blind or visually impaired and the important symbol of blindness and a tool of independence, the white cane. In 2011, "White Cane Safety Day" was named "Blind Americans Equality Day" by President Barack Obama. Approval was requested of Resolution No. 14-17 declaring October 15, 2014 as "Blind Americans Equality Day" in the Orlando metropolitan area.

G. Approval of Sole Source Contract to Update the MetroPlan Orlando Crash Data Base

Approval was requested to award a sole source contract to the University of Florida to update MetroPlan Orlando's Web-based Crash Database. This is a continuing project with the University to update the database through 2015.

This system provides web-based access to crash data and analytical tools to MetroPlan Orlando staff and partners. It is currently hosted at the University of Florida Geoplan Center. Improvement in access to crash data and analysis contribute to the fulfillment of the requirement to include safety as a planning factor that a metropolitan planning organization (MPO) must address in its transportation planning process and will support MetroPlan Orlando's mission to make the roadways safer.

The request is in compliance with the Board-approved procedures for awarding sole source contracts. The sole source contract, which is permitted under our procurement rules since the contractor is another public entity, will be for a total amount of \$30,000. Funds are included in our approved FY 2014/2015 budget for this purpose. A copy of the Scope of Services was provided.

H. Approval of Changes to Section 125 Cafeteria Benefits Plan

Approval was requested to restate MetroPlan Orlando's Section 125 Benefits Plan also known as a Cafeteria Plan Document. This plan, authorized by Section 125 of the Internal Revenue Code, allows MetroPlan Orlando to deduct employee premium contributions on a pre-tax basis for the qualified benefit options selected, such as Medical, Dental, Vision, etc. Employers with Section 125 benefits plans are required to have a Benefit Plan Document. The effective date of this restatement will be January 1, 2015 to coincide with a new plan and tax year. A copy of the Plan and a summary of changes were provided.

I. Approval of Revised Quiet Zone Concept Plan Cost Estimates

Subsequent to the completion of the quiet zone concept plan review process and approval by the MetroPlan Orlando Board, it was determined through discussions with the Federal Railroad Administration (FRA) that a three-quadrant gate treatment does not meet FRA Supplemental Safety Measure (SSM) standards. Based on this determination, adjustments were necessary at several intersections where three-quadrant gate improvements had been recommended. Additionally, FDOT confirmed that several proposed combination pedestrian/road gates could not be used. Revisions have been made to reflect these changes resulting in increase of \$486,475. Therefore, the revised total estimated cost to implement quiet zones along the SunRail corridor is \$15,934,358. A copy of the revised technical memorandum was provided.

J. Board Personnel Committee Report - Renewal of Executive Director's Employment Agreement

The Executive Director's employment agreement automatically renews in March of each year unless notice of non-renewal is provided by October 1st of the prior year. The Board's Personnel Committee (which currently includes Chairman Dallari, Vice Chairman Quinones and Commissioner Thompson) unanimously recommended that the Executive Director's employment agreement be allowed to renew in March 2015.

K. Authority to Exercise Contract Option for Florida State Legislative Services

The Board approved a three year contract, with two options to renew for an additional year each, with William J. Peebles, P.A. for Florida State Government Relations Services effective November 1, 2012, subject to annual renewals at the sole discretion of the Board. The first year of the contract stipulated an annual fee of \$60,000 plus travel expenses approved in advance by the Executive Director. Authority to extend the contract into its second year was approved by the Board on September 11, 2013 with an effective date of November 1, 2013. Authority was requested to continue the contract into the third and final year effective November 1, 2014 at the same rate plus travel under F.S. 112.061 and other expenses as approved in advance by the Executive Director. Funds are in our approved FY2014/2015 budget to cover this expense.

L. Approval of Contract Extension for graphic design services with Popcorn Initiative

The Board approved a three year contract, with two options to renew for an additional year each, with Popcorn Initiative for Graphic Design Services effective October 12, 2011. Approval was requested to exercise the first option to renew the agreement. Funds are in our approved FY2014/2015 budget to cover this expense.

M. Approval of Travel Authorization

Authorization was requested for Chairman Dallari to travel to Des Moines, Iowa on September 25-26, 2014 to attend a Board of Directors meeting of the National Association of Regional Councils (NARC). NARC is a membership organization that includes metropolitan planning organizations from across the country. Chairman Dallari serves on the NARC Board of Directors representing Florida and Georgia. The trip is estimated to cost \$700.00. Funds are available in our approved FY2014/2015 budget to cover this expense.

MOTION: Mayor Jim Swan moved approval of the Consent Agenda (A-M). Commissioner Tiffany Russell seconded the motion, which passed unanimously.

IX. OTHER ACTION ITEMS

A. Approval of FDOT TIP Amendments to FY 2014/15-2018/19

(Items A: 1&2 were approved by one vote)

(1) Approval of TIP Amendment FY 2014/15-2018/19 TIP and Resolution No. 14-18

Ms. Mary Schoelzel, FDOT, requested approval of FDOT amendments to the FY 2014/15-2018/19 TIP to include a new LYNX project, a project length change for a resurfacing project on SR 50, and funding for the PD&E phase for the SunRail extension to Orlando International Airport. Additional information and Resolution No.14-18 were provided.

(2) Approval of TIP Amendment FY 2014/15-2018/19 and Resolution No. 14-19

Ms. Mary Schoelzel, FDOT, requested approval of FDOT amendments to the FY 2014/15-2018/19 TIP to include the projects that rolled forward from FY 2013/14 to FY 2014/15 based on the FY 2014/15-2018/19 Adopted Five Year Work Program, as well as other minor corrections. A letter and other attachments from FDOT and Resolution No. 14-19 were provided.

MOTION: Mayor Buddy Dyer moved approval of both FDOT TIP Amendments supported by Resolution No. 14-18 and Resolution No. 14-19. Commissioner Scott Boyd seconded the motion, which passed unanimously by a roll call vote.

B. Approval of FY 2019/20-2039/40 Prioritized Project List

Action was requested by Mr. Keith Caskey, MetroPlan Orlando staff, to approve the FY 2019/20-2039/40 Prioritized Project List (PPL), a draft copy was provided. The document includes a list of highway, 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 2015/16-2019/20 Five Year Work Program.

Mr. Caskey reported that the City of Sanford and Seminole County had requested that the Riverwalk Phase III project be moved from project #35 to #9. The request was tied into some recent funding developments, including \$12 million now being committed by the City of Sanford and Seminole County for this project as a result of voter approval of the new sales tax and City funding commitments so that the work can be accelerated. However, at the BPAC meeting on August 27, 2014, Osceola County requested that the Ventura Elementary School sidewalk project return to the PPL Bicycle & Pedestrian list at #2, where it was ranked last year. That project had been taken off the list because it was thought to be fully funded; however, additional funding is still needed to complete that project. The BPAC included Osceola County's request in their approval of the PPL, which means that the BPAC is recommending that the RiverWalk Phase III project be moved up from #35 to #10 rather than #9. These changes were reflected in the PPL provided.

MOTION: Mayor Jim Swan moved approval of the FY 2019/20-2039/40 Prioritized Project List which included moving up the Riverwalk Phase III project from #35 to #10 on the Bicycle and Pedestrian list; and the return of the Ventura Elementary School sidewalk project to the Bicycle and Pedestrian list as the #2 project. Commissioner Scott Boyd seconded the motion, which passed unanimously.

C. Approval of Central Florida MPO Alliance Prioritized Project List

Ms. Virginia Whittington, MetroPlan Orlando staff, requested approval of the Central Florida MPO Alliance (CFMPOA) 2015 regional transportation priorities. Copies of the lists were provided.

MOTION: Commissioner Samuel B. Ings moved approval of the Central Florida MPO Alliance 2015 regional transportation priorities. Commissioner Carlton Henley seconded the motion, which passed unanimously.

X. INFORMATION ITEMS FOR ACKNOWLEDGEMENT (Action Item)

A. Correspondence

- Letter from Mr. Barley to Senator Gardiner dated July 9, 2014, Subject: 2014 Legislative Session
- Memo from Mr. Barley to File dated July 10, 2014, Subject: Campaign Contribution
- Letter from Congressman Mica to Mr. Barley dated July 14, 2014, Subject: OIA Intermodal Center
- Letter from Mr. Barley to members of the Central Florida Legislative Delegation dated July 16, 2014, Subject: Medicaid Transportation Services
- City of Maitland Resolution 4-2014 in support of All Aboard Florida, approved July 14, 2014
- Open Letter from USDOT Secretary Anthony Foxx and 11 Former USDOT Secretaries Urging Congress to Address Long-term Transportation Needs - July 21, 2014
- Memo from Congressman Mica dated July 24, 2014, Subject: DMUs to Augment SunRail Service and Mass Transit Connections
- Memo from Mr. Barley to Board members dated August 1, 2014; Subject: Federal Highway Trust Fund Patched; MAP-21 Extended
- Memo from Mr. Barley to Board members dated August 26, 2014; Subject: East Central Florida Corridor Task Force and North Ranch Sector Plan
- Memo from Mr. Barley to Board members dated August 28, 2014; Subject: SunRail Phase 3 to Orlando International Airport

B. Status Updates

- FDOT 4th Quarter Variance Report
- FDOT August Construction Report
- Final 2014 Air Quality Report

C. General Information

- Highlights from Transportation Disadvantaged Local Coordinating Board meeting on August 14, 2014
- Meeting of the East Central Florida Corridor Task Force (New Corridors Project) - September 15, 2014 - at the Brevard Zoo
- Coast-to-Coast Connector Summit - October 1, 2014 - Winter Garden City Hall

- East Central Florida Corridor Task Force Meeting - October 9, 2014 hosted by MetroPlan Orlando
- Central Florida MPO Alliance Meeting - October 10, 2014
- Grand Opening of the CSXT Intermodal Logistics Center in Winter Haven - October 16, 2014
- Florida Transportation Data Symposium sponsored by FDOT - October 23-24, 2014 - Renaissance Marriott Sea World, Orlando
- Central Florida Commuter Rail Commission Meeting - November 12, 2014 hosted by MetroPlan Orlando
- Maitland Bikes! Commuter Bike Event - Maitland Center/Maitland Summit - November 14, 2014
- Florida Automated Vehicle Summit hosted by the Florida Institute of Consulting Engineers (FICE) and organized by FDOT - December 15-16, 2014 - Disney's Coronado Spring Resort

D. Featured Research and Articles

- *“The Changing Nature of State-Federal Relations in Transportation”* Innovation NewsBriefs by Ken Orski, August 4, 2014

<http://www.infrastructureusa.org/the-changing-nature-of-state-federal-relations-in-transportation/>

MOTION: Commissioner Scott Boyd moved approval of Information for Acknowledgment (A-D). Commissioner Carlton Henley seconded the motion, which passed unanimously.

XI. PRESENTATIONS

A. Update on American Maglev Project

Mr. Tony Morris, President and CEO of American Maglev Technology, provided an update of the privately financed rail transit project that is proposed to operate between Orlando International Airport and the Orange County Convention Center/I-Drive area.

Mr. Carnot Evans asked about the circulator and connector lines and the need to transfer from one line to another line verses using a single line from OIA. Mr. Morris explained that separating the line is important to move travelers faster and allows the ability to be positioned above the pedestrian walkways. The circulator would also provide flexibility for future expansion opportunities. Discussion followed relative to passenger service and cost. Members requested that a copy of the presentation be sent electronically to members.

B. Traffic Light Synchronization Travel Time Study and Benefit-Cost Analysis Report

Mr. Anthony Washington, MetroPlan Orlando staff, presented the annual report on the traffic light synchronization travel time study and benefit-cost analysis.

C. Report on Regional Northeast Corridor Concept Study Findings & Opportunities

Ms. Gaby Arismendi, MetroPlan Orlando staff, reported on the findings and opportunities resulting from the Regional Northeast Corridor Concept Study which was done using in-house staff to identify any transit opportunities. In response to one of the opportunities (to extend the SR 50 Alternative Analysis Study Area to the City of Oviedo) Commissioner Dallari advised staff that Seminole County prohibits development in rural areas.

XII. OTHER BUSINESS

A. Coast-to-Coast Trail Update

Mr. Mighk Wilson, MetroPlan Orlando staff, provided an update on plans for the Coast-to-Coast Trail including a status report on each trail segment to show how funds approved during the 2014 legislative session in Tallahassee are being utilized. Commissioner Dallari suggested that counties along the trail be committed to maintaining the trail. Mr. Barley also noted that counties along the trail should display a unified branding concept along the trail to include a consistent design and signage to represent one trail. These topics will be discussed at the Coast-to-Coast Connector Summit on October 1, 2014. He also encouraged members to thank Senator Gardiner who was instrumental with getting funding for this project. Mayor Bradley encouraged members to try to connect other facilities to the trails when possible.

XIII. BOARD MEMBER COMMENTS

None

XIV. PUBLIC COMMENTS (GENERAL)

Regarding Seminole County's right-of-way designs, Mr. John Casselberry stated that building setbacks are needed to adequately determine the potential plans for widening the right-of-way.

XV. NEXT MEETING - November 12, 2014 (The Board will not meet in October)

XVI. ADJOURNMENT

There being no further business, the meeting adjourned at 10:24 a.m. The meeting was transcribed by Lena Tolliver.

Approved this 12th day of November, 2014.

Commissioner Bob Dallari, Chairman

Lena E. Tolliver,
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.