



MEETING MINUTES

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

Hon. Pat Bates, City of Altamonte Springs
Hon. Scott Boyd, Orange County
Hon. Pete Clarke, Orange County
Hon. Lee Constantine, Seminole County
Hon. Bob Dallari, Seminole County
Hon. Tony Ortiz representing Hon. Buddy Dyer, City of Orlando
Hon. Ted Edwards, Orange County
Hon. Michael Harford representing Hon. Cheryl Grieb, Osceola County
Hon. Samuel B. Ings, City of Orlando
Hon. Viviana Janer, LYNX/Central Florida Commuter Rail Commission
Hon. Joe Kilsheimer, City of Apopka
Hon. Charles Lacey, Municipal Advisory Committee
Hon. Bryan Nelson, Orange County
Mr. Stephen Smith, Sanford Airport Authority
Hon. Jim Swan, City of Kissimmee
Hon. Jennifer Thompson, Orange County
Hon. Jeff Triplett, City of Sanford

Advisors in Attendance:

Ms. Brenda Young and Mr. Brian Stanger representing FDOT Secretary Noranne Downs, District 5
Ms. Andrea Ostrodka, Technical Advisory Committee
Mr. Corey Quinn, Transportation Systems Management & Operations Committee
Mr. Tom O’Hanlon, Community Advisory Committee

Members/Advisors not in Attendance:

Mr. Dean Asher, GOAA
Ms. Candy Bennage, Kissimmee Gateway Airport
Hon. Fred Hawkins, Jr., Central Florida Expressway Authority
Hon. Teresa Jacobs, Orange County (Excused)

Staff in Attendance:

Mr. Harold Barley
Mr. Steve Bechtel, Mateer & Harbert
Ms. Lena Tolliver
Mr. Keith Caskey
Ms. Cathy Goldfarb
Ms. Elizabeth Whitton
Mr. Eric Hill
Ms. Mary Ann Horne
Ms. Jill Hoskins
Mr. Gary Huttman
Ms. Cynthia Lambert
Mr. Jason Loschiavo
Ms. Crystal Mercedes
Ms. Sally Morris
Ms. Nikhila Rose
Mr. Alex Trauger
Ms. Virginia Whittington
Mr. Mighk Wilson

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Commissioner Scott Boyd welcomed members and Mayor Jim Swan led the Pledge of Allegiance.

II. CHAIRMAN’S ANNOUNCEMENTS

Commissioner Boyd reported on the CFMPOA meeting held on April 8, 2016 noting that members reviewed the regional prioritized project lists (also on today’s agenda), their next meeting is scheduled for July 15, 2016. In Mayor Jacobs’ absence Mr. Barley reported on the I-4 Task Force meeting held on April 4, 2016 where a Financing Committee was formed to explore and evaluate funding options to include a public-private partnership, along with a new opportunity with the Florida Transportation Financing Corporation. The Florida

Transportation Financing Corporation was approved during the 2016 Legislative session. Commissioner Boyd announced that the June 8, 2016 Board meeting will be at Second Harvest Food Bank.

III. EXECUTIVE DIRECTOR'S ANNOUNCEMENTS

Mr. Harry Barley acknowledged board alternates: Commissioner Michael Harford for Commissioner Grieb; Commissioner Tony Ortiz for Mayor Dyer and Ms. Brenda Young and Mr. Brian Stanger for Secretary Downs. He also acknowledged special guests: Mr. Edward Johnson, LYNX new Executive Director and Mr. Bill Peebles and Mr. John Wayne Smith, Tallahassee representatives. Mr. Barley congratulated Commissioner Janer who is now a graduate of the MPOAC Weekend Institute and announced that MetroPlan Orlando received two Florida Public Relations Association (FPRA) Image Awards. Introduced two new staff members: Ms. Elizabeth Whitton, and Ms. Crystal Mercedes (Transportation Planners) and announced that Mr. Alex Trauger has accepted a position with HDR, his last day with MetroPlan Orlando will be May 13, 2016. He acknowledged Ms. Mary Schoelzel (FDOT) who will be retiring the end of May. Ms. Mary Ann Horne announced the Clean Air Award Winner: Wekiva Island and the Honorable Mentions: City of Casselberry and UCF. Mr. Barley announced the Jeff Speck talk to immediately follow today's Board meeting.

IV. CONFIRMATION OF QUORUM

Ms. Lena Tolliver confirmed a quorum of 17 voting members present. Also present were 4 advisors; and the meeting having been duly convened was ready to proceed with business.

V. AGENDA REVIEW

There were no changes to the agenda.

VI. COMMITTEE REPORTS

Municipal Advisory Committee (MAC) Chairman, Mayor Charles Lacey reported that the MAC met on May 5, 2016 and recommended approval of the TIP amendment presented on today's agenda and the City of Kissimmee's request to change the Shingle Creek Trail limits to extend from the Orange County Line to Kissimmee Lakefront Park. The Committee appointed a nominating committee to recommend a slate of MAC officers for the upcoming year.

Technical Advisory Committee (TAC) Chairman, Ms. Andrea Ostrodka reported that the TAC met on April 22, 2016 and recommended approval of the TIP amendment presented on today's agenda and also recommended approval of the City of Kissimmee's request to change the Shingle Creek Trail project limits to extend from the Orange County Line to Kissimmee Lakefront Park. In addition, the TAC voted to recommend that the SU funding percentages adopted in 2015 - 32% for highway projects, 30% for transit projects, 21% for TSM&O projects, and 17% for bicycle & pedestrian projects - be kept the same this year in developing the new Prioritized Project List.

Transportation Systems Management & Operations Advisory Committee (TSMO) Chairman, Mr. Corey Quinn reported that the TSMO met on April 22, 2016 and recommended approval of the TIP amendment presented on today's agenda and the Shingle Creek Trail limits change. TSMO also approved allocation of \$100,000 from MetroPlan Orlando's Transportation Systems Management & Operations (TSMO) funds to partner with FDOT and CFX on a pilot project for traffic homicide investigation technology.

Community Advisory Committee (CAC) Chairman, Mr. Tom O'Hanlon reported that the CAC met on April 27, 2016 and recommended approval of the TIP amendment presented on today's agenda and the Shingle Creek Trail limits change.

Commissioner Boyd requested that an update on the Shingle Creek Trail project be presented to the Board. Mr. Barley noted that it will be on the June 8, 2016 Board agenda.

VII. PUBLIC COMMENTS ON ACTION ITEMS

Ms. Katie Shannon, Corrine Calming Coalition (C3), briefed members on the vision for Corrine Drive and plans for the shopping district to become a main street road, to include improved safety for bicyclists and pedestrians, beautification and connectivity to trails. Work is underway with Orange County and the City of Orlando for a transportation study and public outreach; funding needed. Commissioner Edwards referred Ms. Shannon to Mr. Renzo Nastasi for more information on an analysis study. Ms. Bette Day, expressed safety concerns for pedestrian accessibility to buses on SR 436 near Frontage Road in Orlando. Commissioner Ortiz noted that the City of Orlando is entering into a contract for a study of the corridor extending north with BRT expected to be the recommended option to become Orlando's transit beltway.

VIII. CONSENT AGENDA (ACTION ITEMS)

A. Approval of Minutes - March 9, 2016 Board Meeting

The minutes of the March 9, 2016 Board meeting were provided.

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

The preliminary monthly financial reports for the period ending February 29, 2016 and March 31, 2016 were provided 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 included 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 was also requested of travel outside our region during the months of March and April 2016, which were also provided.

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

Approval was 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 was 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. A link to download the UPWP document, Resolution No. 16-09 for approval of the final UPWP along with a summary of changes to the UPWP and the final line item budget were provided.

D. Approval of Budget Amendment No. 7

Approval was 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 was provided.

E. Approval of Teen Alert Contribution

Board approval was 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 are encouraged to expand the program to include Seminole County

and Osceola County with appropriate partners in those jurisdictions for the period January-May 2017, that was also described in the draft document provided for approval.

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

Approval was 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 the 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 was 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 was requested by 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 were requested at this time.

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

Approval was 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 contributions from FDOT District Five, CFX and MetroPlan Orlando to support the pilot program.

MOTION: Mayor Jim Swan moved approval of Consent Agenda (A-H). Commissioner Bob Dallari seconded the motion, which passed unanimously.

IX. OTHER ACTION ITEMS

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

Mr. Jamil Gutierrez, FDOT, requested 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 were provided for approval.

MOTION: Commissioner Bob Dallari moved approval to amend the FY 2015/16-2019/20 TIP to include funding for several intersection improvement projects, supported by Resolution No. 16-10. Commissioner Viviana Janer seconded the motion, which passed unanimously by a Roll Call Vote.

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

Mr. Gary Huttman, MetroPlan staff, requested approval of Board Resolution No. 16-07 provided. Mr. Huttman called attention to the revisions that were recommended by the Board at the March 9, 2016 Board meeting, which were reflected as underlined text in Resolution No. 16-07. Commissioner Dallari asked about the process to ensure that the US 192 BRT project is grandfathered in as requested at the March 9, 2016 meeting. He was advised by Counsel that reaffirmation to include this recommendation could be included in a motion. Approved Resolution No. 16-07 will replace Resolution No. 15-08 which had been previously approved by the Board on May 13, 2015.

MOTION: Commissioner Bob Dallari moved approval of Resolution No. 16-07 replacing Resolution No. 15-08 which outlines the new DDR Transit Investment Policy with the affirmation that Osceola County's US 192 BRT project be grandfathered in. Commissioner Samuel Ings seconded the motion, which passed unanimously.

X. INFORMATION ITEMS FOR ACKNOWLEDGEMENT (Action Item)

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 was not available.

B. Status Updates

- FDOT Monthly Construction Status Report - April 2016
- FDOT Variance Report - April 2016
- Monthly Air Quality Report - April 2016
Copies 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 (link was provided)

D. Featured Articles and Research

- *"Active Transportation and Real Estate: The Next Frontier,"* Urban Land Institute, 2016 (link provided)
- *"Pedestrian Traffic Fatalities by State,"* Governors Highway Safety Association, 2016 (link provided)
- *"Open for Business: The Business Case for Investment in Public Transportation,"* APTA, 2016 (link provided)
- *"Shared Mobility and the Transformation of Public Transit,"* American Public Transportation Association, March 2016 (link provided)

MOTION: Mayor Jim Swan moved approval of Information Items for Acknowledgement (A-D). Commissioner Jennifer Thompson seconded the motion, which passed unanimously.

XI. OTHER BUSINESS

A. CFMPOA Prioritized Project List

Ms. Virginia Whittington, MetroPlan Orlando staff, reported on the work of the Central Florida MPO Alliance (CFMPOA) relative to the establishment of prioritized lists of projects (highway, trails and transit) to allow for the fair and orderly development of projects that are of regional significance. 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. 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. She called attention to proposed changes to the Strategic Intermodal System (SIS) projects list noting the I-4 Beyond The Ultimate project from east of SR 434 to the Seminole/Volusia County Line and south to Polk County is proposed for advancement. She also called attention to the ranked list of trail projects, noting that at the April 15th meeting Commissioner Grieb had raised a question about the Shingle Creek Trail not being on the CFMPOA list but the project is reflected on the MetroPlan list; Ms. Whittington explained that the Shingle Creek Trail project did not meet the previous criteria which had been established by the CFMPOA, however the criteria has since been expanded to include the eligibility of projects that bridge two urbanized areas, so the Shingle Creek Trail now qualifies to be on the list as reflected. The Transit list was also reviewed and the final list of projects will come back to the Board next month for Board approval. Mayor Swan commented that he is pleased to see the Shingle Creek Trail project advancing. The latest draft lists were provided in members' supplemental folders.

B. Florida State Legislative Report

Mr. Bill Peebles, one of our Tallahassee representatives, briefed the Board on the transportation-related legislation that was taken up and approved by the Legislature and the Governor during the 2016 session. He highlighted the following items:

- Quiet Zones \$10 million - Vetoed by the Governor (funds are still available from the original funds)
- I-4 Mitigation for LYNX \$1 million - Passed
- Utility Relocation - Passed (the right-of-way relocation issue may come back as early as 2018)
- Noted that Mr. Barley reported on the FDOT Financing Corporation during the I-4 Task Force report earlier on the agenda.
- Transportation network companies (e.g., Uber) - Did Not Pass (slated to return next year)
- Transportation Reinvestment Zones - Did Not Pass

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

Mr. Eric Hill, MetroPlan Orlando staff, provided a status report on the ITS Master Plan followed by an overview of the regional effort to develop a grant application for the USDOT Advanced Transportation and Congestion Management Technologies Deployment Initiative. A copy of a Fact Sheet was provided in members' supplemental folders.

Mr. Tom O'Hanlon complimented the ITS efforts and asked if there are other areas doing better than our region and what are they doing relative to ITS initiatives. Mr. Hill noted that the region is aware of what's going on at the national and international levels and further noted that Florida is one of the ITS leaders. Mr. Hill also stated that replicating other programs may not be beneficial for our region. Commissioner Janer asked if there is a list of projects to be considered for the grant. Mr. Hill noted that all regional arterial roadways for pedestrian and cyclist safety are being considered and the development of the list is a work in progress. Commissioner Ortiz requested a copy of the presentation be sent to all members. Mr. Barley noted that the funding request for the grant is a \$12 million request which is 20% of the total amount to be distributed by USDOT. There is also a 50/50 match requirement with FDOT providing the match. He thanked FDOT for their commitment on the match. Commissioner Boyd recommended that staff consider hosting the ITS World Congress.

D. Sanford Airport Authority Update

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

XII. BOARD MEMBER COMMENTS

Mayor Jim Swan asked that the Board consider having a Board meeting at the Osceola County Council on Aging facility. The Council has various programs to include the Meals on Wheels program. He will provide contact information to staff.

XIII. PUBLIC COMMENTS (GENERAL)

Mr. John Casselberry, provided engineering design recommendations for a two lane bridge on US 17/92.

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

XV. ADJOURNMENT

Special guest speaker Mr. Jeff Speck, Nationally known walkability expert; author of Walkable City; and coauthor of Suburban Nation presentation to follow this meeting.

There being no further business, the meeting adjourned at 10:45 a.m. The meeting was transcribed by Lena Tolliver.

Approved this 8th day of June, 2016.

Commissioner Scott Boyd, 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.

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