



metroplan orlando

A REGIONAL TRANSPORTATION PARTNERSHIP

COMMUNITY ADVISORY COMMITTEE  
MEETING MINUTES

DATE: Wednesday, October 26, 2016  
LOCATION: MetroPlan Orlando  
250 S. Orange Avenue, Suite 200  
Orlando, Florida 32801  
TIME: 9:30 a.m.

---

*Chairman Tom O'Hanlon presided*

---

**Members in attendance were:**

Ms. Asima Azam, Orange County  
Fr. Jabriel Ballentine, Orange County  
Ms. Karolyn Campbell, MetroPlan Appointee  
Mr. Tyghe (T.J.) Legacy-Cole, MetroPlan Appointee  
Ms. Sarah Elbadri, City of Orlando  
Mr. Mark Loeb, MetroPlan Appointee  
Mr. Christopher Maier, MetroPlan Appointee  
Mr. Robert McKey, MetroPlan Appointee  
Ms. Theresa Mott, City of Apopka  
Mr. R.J. Mueller, MetroPlan Appointee  
Mr. Thomas O'Hanlon, Seminole County  
Mr. Brindley Pieters, Seminole County  
Ms. Marissa Salas, MetroPlan Appointee  
Mr. Dan Stephens, MetroPlan Appointee  
Mr. Tony Tizzio, Seminole County  
Mr. Keith Trace, City of St. Cloud  
Mr. Adam Valencic, MetroPlan Appointee

**Members not in attendance were:**

Ms. Candy Bennage, City of Kissimmee  
Ms. Keri Caffrey, MetroPlan Appointee  
Mr. Jeffrey Campbell, Seminole County  
Mr. Bill Dehlinger, MetroPlan Appointee  
Mr. John Florio, City of Altamonte Springs  
Mr. Brady Lessard, City of Sanford  
Mr. Hector Lizasuain, Osceola County  
Mr. Atlee Mercer, Osceola County  
Mr. Casmore Shaw, Osceola County  
Mr. Wade Vose, Orange County  
Ms. Leslie Wolcott, MetroPlan Appointee  
Mr. Scott Zubarik, MetroPlan Appointee  
Vacant, MetroPlan Appointee  
Vacant, MetroPlan Appointee

**Others in attendance were:**

Ms. Carol Scott, Florida's Turnpike Enterprise  
Mr. Jamil Gutierrez, FDOT  
Mr. Myles O'Keefe, LYNX

Mr. Eric Hill, MetroPlan Orlando  
Mr. Keith Caskey, MetroPlan Orlando  
Ms. Elizabeth Whitton, MetroPlan Appointee  
Mr. Nick Lepp, MetroPlan Orlando  
Ms. Cynthia Lambert, MetroPlan Orlando  
Ms. Cathy Goldfarb, MetroPlan Orlando

A complete listing of other attendees may be obtained upon request.

## **I. CALL TO ORDER**

Chairman Tom O'Hanlon called the Community Advisory Committee meeting to order at 9:30 a.m. He commented on roadway issues that exist and the lack of funding for them.

## **II. PLEDGE OF ALLEGIANCE**

Mr. Mark Loeb led the Committee in the Pledge of Allegiance.

## **III. CHAIRMAN'S COMMENTS**

Chairman O'Hanlon thanked members for attending and commented that Central Florida Expressway Authority and FDOT had come to an agreement on the SR 408 extension at east SR 50 to use state owned right-of-way and FDOT would take over the project. He asked Mr. Jamil Gutierrez to update CAC members on what had taken place. Mr. Gutierrez reported that DOT Secretary Boxold was working on an agreement with Central Florida Expressway Authority to resolve the right-of-way issues for the SR 408 extension. He noted that more information would be available next month and that the right-of-way issues would be resolved at the best cost.

## **IV. AGENDA REVIEW**

Ms. Cynthia Lambert introduced Ms. Sally Morris, MetroPlan Orlando staff, who was shadowing Ms. Goldfarb for the CAC meeting in order to learn meeting procedures. She announced that Ms. Lena Tolliver, MetroPlan Orlando Senior Board Services Coordinator, was retiring effective October 31, 2016. Ms. Lambert called attention to two upcoming events, the TD Rider's Forum being held at the Marks Street Senior Center and the Shingle Creek Phase I Grand Opening, both on Thursday, November 10<sup>th</sup>. She asked CAC members to save the date for the annual Volunteer Appreciation Luncheon on Thursday, December 15<sup>th</sup>, 11:30 a.m. Additional information will be sent out at a later date regarding this event. Ms. Lambert noted that a letter from Secretary Boxold to Mayor Teresa Jacobs regarding the SR 408 extension was provided in Tab 8 and staff would keep CAC members updated on any future developments for this project. She informed committee members that information on Action Item, C was provided in the supplemental folders.

## **V. CONFIRMATION OF QUORUM**

Ms. Cathy Goldfarb confirmed that a quorum was present.

## **VI. PUBLIC COMMENTS ON ACTION ITEMS**

None.

## VII. ACTION ITEMS

### *A. Approval of August 24, 2016 Meeting Minutes*

Approval was requested of the August 24, 2016 meeting minutes which were provided.

**MOTION:** Mr. Rob McKey moved for approval of the August 24,, 2016 meeting minutes.  
Fr. Jabriel Ballentine seconded the motion, which passed unanimously.

### *B. FDOT Amendment to FY 2016/17-2020/21 Transportation Improvement Program: Roll-forward Projects*

Mr. Jamil Gutierrez, FDOT, requested the CAC's recommendation to amend the FY 2016/17-2020/21 Transportation Improvement Program (TIP) to include projects that rolled forward from FY 2015/16 to FY 2016/17 based on the FY 2016/17-2020/21 Adopted Five Year Work Program, as well as other minor changes and corrections. A letter explaining the amendments was provided, along with a list of lighting improvements referred to in the letter. Mr. Gutierrez told CAC members that the majority of projects included in the amendment were already in the TIP, however, there were several that were new and all the projects needed to be approved after October 1<sup>st</sup>. He explained that from March to July 1<sup>st</sup>, project lists were reviewed to see if there was new information available, and if they needed to be deferred or advanced. CAC members expressed concern regarding the lack of more specific information on projects listed, so that they would be able to make an informed decision on approving or not approving them. Mr. Mark Loeb asked if an executive summary could be provided. Mr. Gutierrez responded that the format provided had been requested by the MetroPlan Orlando board to compare to the previous five-year work plan. He added that projects not in the TIP needed to be included in order to receive federal funding. Ms. Lambert told CAC members that the roll over amendments were a reconciliation from the TIP that was approved in July. Chairman O'Hanlon suggested tabling approval until the next meeting in order to have more in-depth information.

**MOTION:** Fr. Jabriel Ballentine moved for approval of the FDOT Amendment to FY 2016/17-2020/21 Transportation Improvement Program: Roll-forward Projects. Ms. Karolyn Campbell seconded the motion, which after discussion was withdrawn by both the motion maker and seconder.

**MOTION:** Fr. Jabriel Ballentine moved for approval of tabling the approval of the roll forward TIP amendment to the November meeting. Ms. Karolyn Campbell seconded the motion, which passed unanimously.

CAC members requested an executive summary of the TIP amendments which detailed the changes, why the changes were occurring, and where the funding for the project/change was coming from.

### *C. FDOT Amendment to FY 2016/17-2020/21 Transportation Improvement Program: SunRail Operating Funds*

Mr. Jamil Gutierrez, FDOT, requested the CAC's recommendation to amend the FY 2016/17-2020/21 TIP to include operating funds for the SunRail system from FY 2017/18 through FY 2020/21. Supporting information was emailed to members before the meeting and provided in supplemental folders. Mr. Gutierrez told committee members that these projects had been

omitted in the development of the TIP and some had changes. Discussion ensued regarding totals for the projects, positive train control, and the impact if the amendments are not approved. Ms. Lambert informed committee members that positive train control was not originally included with the SunRail project, however, it now was a federal requirement that now needed to be met. Mr. Loeb commented that more clarification was needed on the projects for citizens and requested an executive summary of the amendment at the next meeting.

**MOTION:** Mr. Rob McKey moved for approval of the FDOT Amendment to FY 2016/17-2020/21 Transportation Improvement Program: SunRail Operating Funds with an executive summary provided at the next CAC meeting. Mr. Tony Tizzio seconded the motion, which passed unanimously.

***D. FDOT Amendment to FY 2016/17-2020/21 Transportation Improvement Program: SUN Trail Program***

Mr. Jamil Gutierrez, FDOT, requested the CAC's recommendation to amend the FY 2016/17-2020/21 TIP to include additional funding for several trail projects in the area as described in the letter that was provided. Additional information on these projects, which are part of the SUN Trail program, was provided under agenda item IX-C. Mr. Gutierrez told CAC members that Wheels on the Road funding had become available from the FDOT central office for the trail projects listed. Mr. Mark Loeb asked about bicycle and pedestrian improvements that were projected for the Seminole County trail project, which included an existing bridge. Mr. Gutierrez responded that the trail project would provide a connection from Seminole County to Volusia County. Mr. Mighk Wilson added that FDOT is working with both Seminole and Volusia Counties on the best approach and a barrier separated path was under consideration for the northeast side of the bridge. Mr. Gutierrez told committee members that he would speak to Ms. Heather Garcia at FDOT and get more information on the trail projects.

**MOTION:** Mr. T.J. Legacy Cole moved for approval of the FDOT Amendment to FY 2016/17-2020/21 Transportation Improvement Program: SUN Trail Program. Fr. Jabriel Ballentine seconded the motion, which passed unanimously.

***E. Use of Funds Made Available from Old Earmarks***

Mr. Keith Caskey, MetroPlan Orlando staff, requested approval of this recommendation. As a follow-up to the action and discussion at previous CAC meetings regarding the use of \$2.6 million in funds from old federal earmarks made available for other projects. Staff was recommending that these funds be programmed for the following projects: US 192 BRT project in Osceola County (\$1,300,000); Shingle Creek Trail project from Destination Parkway to Sand Lake Road in Orange County (\$900,000); Traffic Signal Retiming (\$300,000); and CFX Laser Scan Project (\$100,000). A memo providing more details on this recommendation was provided. Mr. Caskey briefly reviewed the history of the earmarks request.

**MOTION:** Mr. Rob McKey moved for approval of the staff recommendation that \$2.6 million in funds from old federal earmarks be programmed for the following projects: US 192 BRT project in Osceola County (\$1,300,000); Shingle Creek Trail project from Destination Parkway to Sand Lake Road in Orange County (\$900,000); Traffic Signal Retiming (\$300,000); and CFX Laser Scan Project (\$100,000). Ms. Theresa Mott seconded the motion, which passed unanimously.

***F. Appointment of Subcommittee for Officer Nomination and New Member Application Review***

Action was requested to establish a subcommittee to recommend candidates to serve as the CAC Chairman and Vice-Chairman from January through December 2017. The subcommittee will also review applications for two open CAC vacancies and make recommendations on new members. Election of officers and new members will be on the November CAC agenda. Chairman O'Hanlon requested three to six volunteers to serve on the CAC Officer Nomination and New Member Selection subcommittee. Chairman O'Hanlon volunteered to serve, along with Mr. T.J. Legacy Cole, Mr. Dan Stephens, Ms. Marissa Salas, Mr. Brindley Pieters, Mr. Keith Trace and Ms. Theresa Mott. Mr. Tony Tizzio requested to serve as well, however, he was running for office and if elected, he would no longer be eligible to serve on CAC. The subcommittee was scheduled to meet at 8:00 a.m. on November 30<sup>th</sup>, just prior to the November/December CAC meeting.

**MOTION:** Fr. Jabriel Ballentine moved for approval of Chairman O'Hanlon serving along with Mr. T.J. Legacy Cole, Mr. Dan Stephens, Ms. Marissa Salas, Mr. Brindley Pieters, Mr. Keith Trace and Ms. Theresa Mott on the CAC officer nomination and new member selection subcommittee. Mr. T.J. Legacy Cole seconded the motion, which passed unanimously.

***G. Approval of the Proposed 2017 Board/Committee Meeting Schedule***

Approval was requested of the 2017 MetroPlan Orlando Advisory Board/Committee Meeting Schedule, which was provided.

**MOTION:** Mr. Tony Tizzio moved for approval of the 2017 MetroPlan Orlando Advisory Board/Committee Meeting Schedule. Ms. Marissa Salas seconded the motion, which passed unanimously.

**VIII. PRESENTATIONS AND STATUS REPORTS**

***A. ITS Quarterly Update & Travel Time & Delay Study***

Mr. Eric Hill, MetroPlan Orlando staff, gave the quarterly update on the ITS Master Plan and presentation on MetroPlan Orlando's 2016 Travel Time and Delay Study. A fact sheet on the ITS Master Plan and an infographic on the Travel Time and Delay Study were provided. Mr. Hill reviewed the causes of traffic congestion, the purpose of the project, the ITS Master Plan team, and the task timeline, noting that they were currently at task six. He told CAC members that an ITS Master Plan workshop had been held and stakeholders had been polled on a variety of topics related to the plan, including technology needed, strategies for active traffic management, strategies for advanced parking management, strategies for public transport management, and

barriers to implementing ITS needs. A fact sheet on the ITS Master Plan workshop responses was provided. Discussion ensued regarding open data, its availability and its use on local transit. Mr. Hill explained that the data is already available on the private side to develop apps. Mr. Myles O'Keefe, LYNX staff provided information on how LYNX is using real time data both currently and in plans for the future. He explained that buses need to be retrofitted and that would take a few years to complete. Mr. O'Keefe told CAC members that Trapeze is used on ACCESS LYNX and NeighborLink vehicles, but a different system would be needed for the LYNX buses. Ms. Assam inquired about personal data tracking. Mr. Hill responded that only signals are being tracked, not personal data.

Mr. Hill next gave an update on the 2016 Travel Time and Delay Study. He reviewed why signal retiming is conducted and provided maps of the roadways that were retimed which encompassed 21 corridors over 86 miles. Mr. Hill noted that Bluetooth technology is used to collect the data on the roadways. He provided information on the benefit/cost analysis and the benefit/cost summary. Mr. Hill told CAC members that the project has spanned 7 years and the largest change was seen in the beginning due to going from no signal retiming to retiming. He called attention to an infographic that had been provided with key findings of the study. Mr. Hill reported that previously FDOT had managed the signal retiming project, however, MetroPlan Orlando is now managing the project and the optimal retiming time frame is every 3 years. Discussion ensued regarding looking at bicycle and pedestrian traffic, information available on the Oviedo adaptive signals project, and use of drones for data collection. Mr. Hill told committee members that Ms. Crystal Mercedes is the MetroPlan Orlando staff member managing the project. Mr. Hill said that he would check to see if Alafaya trail had recently been retimed, per Mr. R.J. Mueller's request.

Mr. Mark Loeb inquired about the effect of the ITS program and traffic flow on increasing or decreasing bicycle and pedestrian conflicts. Mr. Hill responded that a similar Pinellas County project showed a downward trend in bicycle and pedestrian crashes.

Mr. Hill provided a brief update on the Advanced Transportation and Congestion Management Technologies Deployment Initiative (ATCMTD) grant that MetroPlan Orlando applied for. He noted that MetroPlan Orlando did not get selected to receive the grant and a request was made by staff to receive a debrief from Federal Highway Administration on the grant application and outcome. Mr. Hill reported that 90 applications had been submitted nationally and MetroPlan Orlando's was one of 21 applications that had been highly recommended. The 21 highly recommended applications were submitted to the USDOT Secretary, who selected 8.

### ***B. Request for Input on 2017 Legislative Priorities***

Ms. Virginia Whittington, MetroPlan Orlando staff, requested input/recommendations from the CAC regarding MetroPlan Orlando's priorities for the Florida Legislature's 2017 session. A copy of this year's priorities was provided to aid in the discussion. Ms. Whittington told committee members that MetroPlan Orlando was in the process of developing legislative priorities for the next legislative session. She noted that in the past, the Executive Committee developed priorities which then went to the committees for input. However this year the committees were being asked for their input first. Ms. Whittington reviewed the 2016 legislative priorities and their outcome from the past session. She called attention to discussion at the October 14<sup>th</sup> Central Florida MPO Alliance meeting regarding truck rest stop issues. Discussion ensued in regard to federal and state lobbyists, possible shifts due to election results, Uber and Lyft, previous

opposition to the utility relocation legislation, and technology including drones and autonomous vehicles. Ms. Whittington informed CAC members that MetroPlan Orlando only contracts with a state lobbyist and will look to build a relationship with whoever is elected. She added that MetroPlan Orlando opposed the utility relocation legislation due to the financial impact it could have on local municipalities. Ms. Whittington told committee members to contact her if they had any additional legislative priorities they would like to suggest.

## **IX. GENERAL INFORMATION**

### ***A. Update on Eastern Extension of SR 408***

Information on the latest status of the eastern extension of SR 408 was attached. This follow-up was requested at the August CAC meeting.

### ***B. Board Action on Emergency TIP Amendment***

The MetroPlan Orlando Board approved an emergency amendment to the TIP at its September 14th Board meeting regarding SunRail operating funds for FY 2016/17. The TIP amendment resolution signed by the board chairman was provided.

### ***C. SUN Trail Funding Information***

FDOT has released a statewide list of projects that will receive funding under the Shared Use Non-motorized (SUN) Trail program. The projects within the MetroPlan Orlando region receiving this funding include the Spring to Spring Trail in Seminole and Volusia Counties, the Orange County Gap Segment 2 in Orange County, and the Shingle Creek Trail South Phase 1B in Osceola County. (See the TIP amendment under agenda item VII-D). Additional information was provided.

### ***D. FDOT Monthly Construction Status Report***

The latest FDOT Monthly Construction Status Report for the Orlando area was provided.

### ***E. FDOT Quarterly Variance Report***

The latest FDOT Quarterly Variance Report for the Orlando area was provided.

### ***F. MetroPlan Orlando Board Highlights***

Highlights from the September 2016 MetroPlan Orlando Board meeting were provided.

## **X. UPCOMING MEETINGS OF INTEREST**

### ***A. Next Community Advisory Committee meeting***

The next CAC meeting will be on November 30, 2016. This is the last meeting of the year and will combine November and December business.

***B. Transportation Disadvantaged Riders' Forum***

The Transportation Disadvantaged Local Coordinating Board Riders' Forum will be held on November 10, 2016 at the Marks Street Senior Recreation Complex. Additional information on the forum was provided in the attached invitation.

***C. FDOT Five-Year Work Program Public Hearing***

FDOT District 5 will be holding an online public hearing to review the new FY 2017/18-2021/22 Tentative Five Year Work Program from Monday, December 5 through Friday, December 9, 2016. More detailed information about the hearing is available at the following link: [http://www.d5wpsh.com/2016/public\\_hearing.shtml](http://www.d5wpsh.com/2016/public_hearing.shtml)

***D. Save the Date: Volunteer Appreciation Luncheon & Toy Drive***

MetroPlan Orlando is holding its annual Volunteer Appreciation Luncheon and toy drive for Board and committee members, aides and staff assistants on Thursday, December 15, 2016 at 12:00 p.m. in the MetroPlan Orlando David L. Grovdahl Board Room.

**XI. MEMBER COMMENTS**

Vice Chairman McKey commented on the proposed SR 408 extension suggesting that a public private partnership should be considered, since the I-4 Ultimate project has been so successful using that concept.

Mr. Tony Tizzio thanked CAC members at this time due to the upcoming election and if he wins he will no longer be eligible to serve on the committee.

Mr. R. J. Mueller commented that CFX is able to look at an area 1 mile on either side of SR 50 to build the SR 408 extension. He noted that he serves on the SR 408 Project Advisory Group and he received notification that the group is scheduled to meet January 10, 2017 to look at alternative routes.

**XII. PUBLIC COMMENTS (GENERAL)**

None.

**XIII. ADJOURNMENT**

There being no further business, the meeting adjourned at 11:29 a.m.

Respectfully transcribed and submitted by Ms. Cathy Goldfarb, MetroPlan Orlando.

Approved this 30th day of November 2016.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Witness

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.