



**Transportation Systems Management and Operations (TSMO)
Advisory Committee**

MEETING MINUTES

DATE: Friday, October 28 2016
TIME: 8:30 a.m.
LOCATION: MetroPlan Orlando
David L. Grovdahl Board Room
250 South Orange Avenue
Suite 200
Orlando, Florida 32801

Chairman Corey Quinn, Presiding

Voting Members Present:

Mr. Brett Blackadar, Altamonte Springs
Mr. Benton Bonney, City of Orlando
Mr. Kelly Brock, City of Casselberry
Mr. Edgar Bryant, Osceola County
Mr. Frank Consoli, City of Orlando
Mr. Jay Davoll, City of Apopka
Mr. Hazem El-Assar, Orange County
Mr. Kevin Felblinger, City of St. Cloud
Mr. Brian Fields, City of Winter Springs
Mr. Doug Jamison, LYNX
Mr. Jean Jreij, Seminole County
Mr. Chris Kintner, City of Longwood
Mr. Steve Krug, City of Ocoee

Mr. Kevin Moore for Mr. Butch Margraf, City of Winter Park
Mr. Nabil Muhaisen, City of Kissimmee
Ms. Krystal Clem for Mr. John Omana, City of Lake Mary
Ms. Lee Pulham, Reedy Creek Improvement District
Mr. Corey Quinn, Central Florida Expressway Authority
Mr. Brian Sanders, Orange County
Mr. Ramon Senorans, Kissimmee Gateway Airport
Mr. Steve Douglas for Mr. Charlie Wetzels, Seminole County
Ms. Joedel Zaballero, Osceola County

Voting Members Absent:

Mr. Michael Cash, City of Sanford
Mr. Noel Cooper, City of Maitland
Mr. Brad Friel, GOAA

Non-Voting Members/Advisors Present:

Mr. Glen Hammer, Osceola County CTST

Non-Voting Members/Advisors Absent:

Councilman Lee Chotas, City of Edgewood
Ms. Heather Garcia, FDOT
Mr. Eric Gordin, Florida Turnpike Enterprise
Ms. Susan Hutson, UCF
LT. Pete Kelting, Seminole County CTST
Councilman Robert McKinley, Town of Windermere
Vacant, Orange County CTST

Others in Attendance:

Mr. Jamil Gutierrez, FDOT
Ms. Carol Scott, FTE
Mr. Gary Huttman, MetroPlan Orlando
Mr. Eric Hill, MetroPlan Orlando
Ms. Cathy Goldfarb, MetroPlan Orlando

I. Call to Order

Chairman Corey Quinn called the meeting to order at 8:31 a.m. and welcomed everyone.

II. Confirmation of Quorum

Ms. Cathy Goldfarb confirmed the presence of a quorum.

III. Agenda Review/Staff Follow-Up

Mr. Eric Hill reported that MetroPlan Orlando did not receive 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 and MetroPlan Orlando's was one of 21 applications that had been highly recommended. The 21 highly recommended applications were submitted to the FDOT Secretary who selected 8. Mr. Hill thanked TSMO members who helped put together the grant application. Mr. Hill called attention to agenda item VIII,G which provided information on the upcoming Volunteer Appreciation Luncheon and Annual Toy Drive. He also noted agenda item IX,B, which contained information on the TD Rider's Forum scheduled for Thursday, November 10th. Mr. Hill announced the retirement, effective October 31st, of MetroPlan Orlando staff member, Ms. Lena Tolliver. He read a brief statement from Ms. Tolliver to TSMO members. Chairman Quinn suggested sending a card to Ms. Tolliver from TSMO.

IV. Public Comments on Action Items

None

V. Action Items

A. Approval of the August 26, 2016 TSMO Meeting Minutes

Approval is requested of the August 26, 2016 TSMO meeting minutes which were provided.

MOTION: Mr. Hazem El-Assar moved approval of the August 26, 2016 TSMO Meeting Minutes. Mr. Jay Davoll seconded the motion, which passed unanimously.

B. Election of TSMO Officers

Action was requested to approve an Officer Selection Subcommittee, which will seek nominations for the TSMO Chairman and Vice-Chairman to serve for 2017. Chairman Quinn told TSMO members that three to five volunteers were being sought to serve on the subcommittee. Mr. Hazem El-Assar, Ms. Joedel Zaballero, Mr. Frank Consoli, Mr. Brett Blackadar and Mr. Nabil Muhaisen volunteered to serve on the Officer Selection Subcommittee.

MOTION: Mr. Jay Davoll moved approval of Mr. Hazem El-Assar, Ms. Joedel Zaballero, Mr. Frank Consoli, Mr. Brett Blackadar, and Mr. Nabil Muhaisen serving on the TSMO Officer Selection Subcommittee's. Mr. Hazem El-Assar seconded the motion, which passed unanimously.

C. FDOT Amendment to FY 2016/17-2021/21 TIP

Mr. Jamil Gutierrez, FDOT, was requesting the TSMO to recommend that the FY 2016/17-2020/21 TIP be amended to include the 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. Mr. Gutierrez briefly reviewed the projects included in the amendment.

MOTION: Mr. Hazem El-Assar moved approval of the FY 2016/17-2020/21 TIP be amended to include the projects that rolled forward from FY 2015/16 to FY 2016/17. Mr. Doug Jamison seconded the motion, which passed unanimously.

Mr. El-Assar asked who would be responsible for maintaining the lighting projects included in the TIP amendments. Mr. Gutierrez responded that he would check into who would be maintaining the planned lighting projects and get back to committee members with the answer.

D. FDOT Amendment to FY 2016/17-2020/21 TIP

Mr. Jamil Gutierrez, FDOT, requested the TSMO to recommend that the FY 2016/17-2020/21 TIP be amended to include operating funds for the SunRail system from FY 2017/18 through FY 2020/21. *(The FY 2016/17 funds were approved by the MetroPlan Orlando Board in an emergency TIP amendment at their September 14th meeting. See item VIII-A.)* Additional information was provided. Mr. Gutierrez explained that the amendments captured any changes that needed to be incorporated into the TIP. He added that the new Director of SunRail, Nicola Liquori, reevaluated the SunRail projects and put together the TIP amendment.

MOTION: Mr. Hazem El-Assar moved approval of the FY 2016/17-2020/21 TIP be amended to include operating funds for the SunRail system from FY 2017/18 through FY 2020/21. Mr. Frank Consoli seconded the motion, which passed unanimously.

E. FDOT Amendment to FY 2016/17-2020/21 TIP

Mr. Jamil Gutierrez, FDOT, was requesting the TSMO to recommend that the FY 2016/17-2020/21 TIP be amended to include additional funding for several trail projects in the area as described in the letter which was provided. Additional information on these projects, which are part of the SUN Trail program, was also provided under agenda item VIII-C. Mr. Gutierrez reported that additional state funding became available through the Wheels on the Road program which was being allocated to the projects listed. He reviewed the projects for approval in the TIP amendment. Mr. Nabil Muhaisen asked if coordination efforts for the projects had taken place with the local jurisdictions. Mr. Gutierrez responded that the projects had been submitted in coordination with the local jurisdictions.

MOTION: Mr. Nabil Muhaisen moved approval of the FY 2016/17-2020/21 TIP be amended to include additional funding for several trail projects listed in the requested TIP amendment. Mr. Jean Jrej seconded the motion, which passed unanimously.

F. Use of Funds Made Available from Old Federal Earmarks

As a follow-up to the action and discussion at previous TSMO 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 describing this recommendation was provided. Mr. Eric Hill,

MetroPlan Orlando staff, was requesting approval of this recommendation. Mr. Hill told committee members that the laser scan project, which had previously been funded through the TIP, was not eligible for TIP funds. He also asked TSMO members to consider where future signal retiming funding might come from.

MOTION: Mr. Hazem El-Assar moved approval of the staff's recommendation that the \$2.6 million in old federal earmarks 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). Ms. Joedel Zaballero seconded the motion, which passed unanimously

G. Approval of the Proposed 2016 Board/Committee Meeting Schedule

Approval was requested of the 2016 MetroPlan Orlando Advisory Board/Committee Meeting Schedule, a copy of which was provided.

MOTION: Mr. Jay Davoll moved approval of the 2016 MetroPlan Orlando Advisory Board/Committee Meeting Schedule. Mr. Frank Consoli seconded the motion, which passed unanimously.

VI. Presentation and Status Reports

A. FDOT TSMO Strategy Matrix

Ms. Anita Vandervalk-Ostrander PE, PMP, Cambridge Systematics, gave a presentation on a FDOT study to develop guidance on considering TSMO strategies for transportation corridor improvements. The study consisted of three primary components: (1) Corridor Identification and Needs, (2) TSMO Corridor Analysis, and (3) TSMO Strategy Implementation. The presentation showed the use of TSMO strategies, guidance to aid in an initial determination of which strategies are appropriate, and discussion of funding mechanisms available for operational improvements. Ms. Vandervalk-Ostrander provided a handout that gave an example of a matrix of freeway TSM&O strategies. She explained why TSMO was important in corridor planning and how it was a priority for FDOT. Ms. Vandervalk-Ostrander noted that TSMO strategies have not been fully integrated into the Long Range Transportation Plan or the PD&E process and they need to be a mainstream consideration. She told committee members that corridors and their needs needed to be identified initially in the process and she provided information on the steps in the corridor analysis process. A template was then derived from the analysis, she added, which included introduction, study area and planning horizon, summary of long term corridor improvements, summary of current and projected operating conditions, analysis of TSM&O Strategies (Benefit/Cost), further analyses, recommendations on application of strategies and incorporation in long-range plans and master plans. Ms. Vandervalk-Ostrander provided information on the priority tiers of planning concept of operations(ConOps) which included direct incorporation into an existing corridor study, inclusion in an ITS 10-year cost feasible plan, identification of other funding resources, and further study related to systems engineering concept of operations. She reported that the next steps in the study included making the blueprint and planning-level ConOps template available for review and use, investigating how programming and PD&E steps will include TSM&O Corridor Plans, and applying the blueprint. Mr. Hill asked if the matrix was the same for arterials. Ms. Vandervalk-Ostrander responded that the matrix was not the same and they would be looking to create one for arterials.

VII. Common Presentations/Status Reports (Presentations will be made at the TAC meeting)

A. Presentation on ITS Master Plan Quarterly Update & 2016 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.

B. Request for Input on 2017 Legislative Priorities

Ms. Virginia Whittington, MetroPlan Orlando staff, requested input/recommendations from the TAC regarding MetroPlan Orlando's priorities for the Florida Legislature's 2017 session.

VIII. General Information

A. Update on Eastern Extension of SR 408

Information on the latest status of the eastern extension of SR 408 was provided.

B. Board Action on Emergency TIP Amendment

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

C. SUN Trail Funding Information

FDOT had 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 included 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 VI-E).* 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

A copy of the September 14, 2016 Board Meeting Highlights was provided.

G. Volunteer Appreciation Luncheon & Toy Drive

MetroPlan Orlando will be holding its annual Volunteer Appreciation Luncheon and toy drive for Board and committee members, aides and staff assistants in the MetroPlan Orlando David L. Grovdahl Board Room on Thursday, December 15th at 12:00 p.m. A flyer with more information will be provided at a later date.

H. 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.d5wpph.com/2016/public_hearing.shtml

IX. Upcoming Meetings of Interest to TSMO Members

A. Next TSMO Meeting

The next TSMO Advisory Committee meeting will be held on December 2, 2016 at **8:30 am** at MetroPlan Orlando.

B. TDLCB Riders' Forum

The Transportation Disadvantaged Local Coordinating Board Riders' Forum was held on November 10th. A flyer providing additional information on the forum was provided.

X. Other Business

None.

XI. Public Comments (General)

None

XII. Adjournment

Due to time being available, committee members were asked to report out on any news of interest to TSMO members in their local jurisdiction.

There being no further business, Chairman Quinn adjourned the meeting of the Transportation Systems Management & Operations Advisory Committee at 9:27 a.m. The meeting was recorded and transcribed by Ms. Cathy Goldfarb.

Approved this 2nd day of December, 2016

Mr. Corey Quinn, Chairman

Ms. Cathy Goldfarb,
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.