

Board of County Commissioners

**MetroPlan Orlando Board Meeting
September 13, 2023
Agenda Briefing**

September 12, 2023



Consent Agenda

- Board Meeting Minutes from July 12, 2023
- Financial Report for June and July 2023
- Travel Report for June and July 2023
- FY 2024 Budget Amendment #2
- Personnel Committee recommendation for Executive Director's Annual Review
- Personnel Committee recommendation for Employee Handbook changes
- Contribution to Bike Walk Central Florida for Best Foot Forward Program
- Board Resolution in support of Blind Americans Equality Day
- Transfer of Legal Counsel Agreement from Mateer Harbert to Dinsmore Shohl LLP





Consent Agenda

- **Financial Report for June and July 2023**
 - No net differences to be reconciled
- **Travel Report for June and July 2023**
 - \$3,663.04: NARC Annual Meeting, NCUTCD Committee Meeting
- **FY 2024 Budget Amendment #2**
 - Roles FY 23 grant funds into FY 24 budget
- **Personnel Committee recommendation for Executive Director's Annual Performance Review**
 - Unanimous Committee opinion Mr. Huttman and his staff continue to do an outstanding job
 - Executive Director salary increases by 10% (\$251,240 – maximum contractual increase)
 - Increase of 457 Plan to \$25K annually
 - Executive Incentive Plan of 5% current base salary





Consent Agenda

- **Personnel Committee recommendation for Employee Handbook changes**
 - MPO staff-initiated Handbook update every two years
 - Allow employees with topped out salaries to receive a one-time payment in lieu of salary increase
 - Added two holidays to schedule; Juneteenth and Veterans Day
 - Other corrective edits
- **Contribution to Bike Walk Central Florida for Best Foot Forward Program**
 - \$100,000 contribution to Bike Walk Central Florida
 - Funds Best Foot Forward pedestrian and bicycle safety program over the next year





Consent Agenda

- **Board Resolution in support of Blind Americans Equality Day**
 - Observation of this day with appropriate ceremonies, activities, and programs to celebrate and recognize the accomplishments and contributions of blind and visually impaired Americans
- **Transfer of Legal Counsel Agreement from Mateer Harbert to Dinsmore Shohl LLP**
 - MPO Board approved two year with Mateer Harbert on February 8, 2023
 - The term of this agreement ends March 19, 2025
 - Dinsmore Shohl agreed to honor the rates (\$325/\$100 per hour paralegals)





Other Action Items

- **FDOT Amendment to FY 2024 - FY 2028 Transportation Improvement Plan (TIP) Roll Call Vote**
 - Incorporates a new Complete Streets project through a \$1.2M federal discretionary Tiger grant
 - 10th Street Complete Streets Phase 1 (PD&E Phase)
- **FDOT Roll-Forward Amendment to FY 2023 – 2028 TIP**
 - Routine fiscal year-end procedure for continuous program management
 - Includes SunRail projects
- **Executive Committee Recommendation on Board Apportionment (August 15, 2023)**
 - Required by State and Federal Law
 - Must be submitted to FDOT by November 14, 2023





Other Action Items

▪ Executive Committee Recommendation on Board Apportionment (August 15, 2023)

– Action to approve MPO Membership Apportionment Plan

- Includes voting seats for cities with populations greater than 50K (2020 Census) and/or two largest cities by population within the MPO Planning Area
- Update Board voting seats for one voting seat per 150K population
- Maintain one voting seat for the Municipal Advisory Committee
- Maintain four voting seats for operating agencies:
 - LYNX/SunRail, CFX, GOAA and Sanford Aviation Authority
- Two new seats: one for City of St. Cloud and one for Orange County
- Board structure: 22 voting members and 5 non-voting advisors





Other Action Items

Executive Committee Recommendation on Board Apportionment



Scenario B.2:

Update voting membership based on statutory requirements with consideration to geographic-population distribution, maintaining existing apportioned seats (1 seat / 150k pop).

- Preserves currently apportioned voting seats
- Includes cities >50k population and/or two largest cities per county within MPA
- **Adds new seats (1 each) for Orange Co. and the City of St. Cloud**
- Maintains one (1) voting seat for the Municipal Advisory Committee (MAC)
- Maintains four (4) voting seats for operating agencies: LYNX, CFX, GOAA, and SFB

Jurisdiction	Population (2020)	% Total Pop	Seats	% Seats/Pop (+/-)	% Total Votes
Orange County	1,067,462	46.63%	7	41.18%	31.82%
City of Orlando	307,573	13.43%	2	11.76%	9.09%
City of Apopka	54,873	2.40%	1	5.88%	4.55%
	1,429,908	62.46%	10	58.82%	45.45%
		Pop/Voting Seat=	142,991		
Seminole County	363,574	15.88%	2	11.76%	9.09%
City of Altamonte Springs	46,231	2.02%	1	5.88%	4.55%
City of Sanford	61,051	2.67%	1	5.88%	4.55%
	470,856	20.57%	4	23.53%	18.18%
		Pop/Voting Seat=	117,714		
Osceola County	250,466	10.94%	1	5.88%	4.55%
City of Kissimmee	79,226	3.46%	1	5.88%	4.55%
City of St. Cloud	58,964	2.58%	1	5.88%	4.55%
	388,656	16.98%	3	17.65%	13.64%
		Pop/Voting Seat=	129,552		
	2,289,420	100.00%	17	100.00%	77.27%
		Avg Pop/Voting Seat=	134,672		
Municipal Advisory Committee			1		4.55%
LYNX/SunRail			1		4.55%
GOAA			1		4.55%
Sanford Airport Authority			1		4.55%
CFX			1		4.55%
			5		22.73%
			Seats	Remaining	Change
TOTALS (Voting Seats)			22	3	+2
					100.00%



Other Action Items

- **Executive Committee Recommendation on internal operating procedures**
 - Update for apportionment
 - Alternate member voting
 - Board Officers and Officer Duties, Board Officer Elections, Elections Process and Board Officer vacancies
- **Federal Certification Report**
 - FHWA and FTA reviews MPO processes every four years for regulatory compliance
 - There were no corrective actions, and no recommendations to improve
 - MetroPlan Orlando, substantially meets the federal planning requirements



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