



**CITY OF BELLE ISLE, FLORIDA
CITY COUNCIL AGENDA ITEM COVER SHEET**

Meeting Date: January 15, 2019

To: Honorable Mayor and City Council Members

From: B. Francis, City Manager

Subject: Appointments to MetroPlan Orlando Municipal Advisory Committee (MAC) and Transportation System and Operations Committee (TSMO)

Background: MetroPlan Orlando is required by their bylaws to contact municipalities to reaffirm their intent to participate as a member of the Municipal Advisory Committee. Mayor Pisano is the City's Representative to the MAC and the City should continue to participate. The MAC Director suggested that the City appoint a primary and alternate representative to the MAC.

The City also has a voting membership to the TSMO Committee, but Belle Isle never appointed a representative. Again, it was suggested that a primary and alternate representative be appointed.

Attached is a schedule of the meeting dates and times for 2019.

Staff Recommendation: Appoint an elected official to each serve as the primary and alternate to the MAC; appoint the City Manager as primary and an elected official as an alternate to the TSMO Committee

Suggested Motion: I move we appoint ??? as the primary representative to the Municipal Advisory Committee and ??? as the alternate. I also move we appoint the City Manager as primary representative to the Transportation Systems Management and Operation Committee and ??? as the alternate.

Alternatives: Do not approve and not participate in MetroPlan.

Fiscal Impact: \$508 (\$254/6 months) to membership.

Attachments: MetroPlan Letter
MetroPlan Meeting Schedule
Excerpt from MAC bylaws



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December 10, 2018

Honorable Lydia Pisano
Mayor
City of Belle Isle
1600 Nela Avenue
Belle Isle, FL 32809

DEC 12 '18 PM 2:49

Dear Mayor Pisano,

Each year, cities eligible for representation on MetroPlan Orlando's Municipal Advisory Committee are asked to reaffirm their desire to continue participating on the Committee. This also allows opportunity for cities that are eligible, but have not been active, to designate a member and become an active participant.

The Municipal Advisory Committee bylaws offer options for either you or a member of your City Commission or Council to be designated as your representative. However, if this is not feasible, your city manager or a senior staff member may be designated in your stead.

I ask that you please notify me of your intention to either continue serving, designate another to represent your city, or decline participation on the Committee. Any changes in your current representation should be submitted to MetroPlan Orlando in writing. Copies of the official 2018 Attendance Record and the 2019 Board & Committee Meeting Schedule are enclosed for your information.

If you have questions, I can be reached at 407-481-5672 ext. 314 or by e-mail at vlwhittington@metroplanorlando.org.

We look forward to your response and a successful year.

Sincerely,


Virginia Whittington
Director of Regional Partnerships

Enclosure



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MetroPlan Orlando
2019 Board & Committee Meeting Schedule
250 S. Orange Avenue, Suite 200
Orlando, FL 32801

	MetroPlan Orlando Board	Community Advisory Committee (CAC)	Technical Advisory Committee (TAC)	TSMO***	TDLCB***	Municipal Advisory Committee (MAC)
	2 nd Wednesday @ 9:00 a.m.	4 th Wednesday @ 9:30 a.m.	4 th Friday @ 10:00 a.m.	4 th Friday @ 8:30 a.m.	2 nd Thursday Quarterly @ 10:00 a.m.	Thursday prior to the Board meeting @ 9:30 a.m.
January		January 23	January 25	January 25		
February	February 13	February 27	February 22	February 22	February 14	February 7
March	March 13					March 7
April		April 24	April 26	April 26		
May	May 8	May 22	May 24	May 24	May 9	May 2
June	June 12	June 26	June 28	June 28		June 6
July	July 10					*
August		August 28	August 23	August 23	August 8	
September	September 11					September 5
October		October 23	October 25	October 25		
November	November 13				November 14	November 7
December	December 11	December 4*	December 6*	December 6*		December 5

No meeting

* Holiday Adjustment

** Adjustment Due to Conflict

*** TSMO – Transportation Systems Management & Operations
TDLCB – Transportation Disadvantaged Local Coordinating Board

- B. Conduct public information programs through open public meetings.
- C. Provide an effective review of the preliminary findings and recommendations of all transportation studies, reports, plans and/or programs and making recommendations to the MetroPlan Orlando Board.
- D. Participate in the development and review of the Orlando Urban Area Long Range Transportation Plan.
- E. Assist in other functions as deemed desirable by the MetroPlan Orlando Board.

Section 4. Membership, Appointments, Terms of Office, Vacancies

A. Committee Membership

1. Membership of the Committee shall be comprised of representatives from municipalities not participating directly on the MetroPlan Orlando Board.
2. All members shall be the Mayor or municipality's appointee. Every effort should be made for the Mayor or a member of the City Commission or Council to represent the membership on the Committee. However, where this is not feasible, a senior staff may be designated to serve. In addition, Mayors should consider the personal qualifications of the individuals relative to transportation. In all cases, an official correspondence should communicate the Mayor's desire to serve or appoint a designee. An alternate may also be designated to serve in the absence of the Mayor or designee.
3. Each year, in December, municipalities will be asked to reaffirm their intent to continue participating as a member of the Municipal Advisory Committee in writing. Those wishing to opt in or opt out may do so without penalty. Subsequently, an annual funding agreement, effective July 1, 20XX-June 30, 20XX must be executed to reaffirm or separate. A representative of the Florida Department of

Transportation, Central Florida Regional Transportation Authority (LYNX), and the Florida Turnpike Enterprise may also serve as non-voting advisors to the Committee.

4. Committee meetings shall be properly noticed in accordance with applicable Florida Government in the Sunshine laws. At the discretion of the Chairperson of the Committee, committee meetings may be held at various locations throughout the region to encourage public involvement.

B. Appointments, Terms of Office

1. Members shall assume the responsibilities of their appointment as of the next Committee meeting.
2. The term of office for a Committee member in good standing will be for a period of four (4) years or until election, or the appointment of a successor.

C. Vacancies in Membership

It is anticipated that membership on the Committee may change due to elections, resignation, and personal time demands upon representatives. The Committee should maintain its continuing nature, however, by endeavoring to fill vacancies within two (2) meetings after a vacancy occurs.

Section 5. Officers, Terms of Office, Removal from Office

- A. After the initial establishment of the Municipal Advisory Committee, the regular June monthly meeting shall be known as the Annual Meeting of the Committee, and shall be for the purpose of electing new officers and conducting such other business as may come before the members. The Municipal Advisory Committee shall elect from its membership the following officers (each of which must be an elected official):

1. Chairperson
2. Vice-Chairperson
3. Second Vice-Chairperson