



**EXECUTIVE COMMITTEE
MEETING MINUTES
Monday, January 23, 2017
Lake~Sumter MPO
1616 South 14th Street
Leesburg, Florida 34748**

Members Present

Mayor Pat Kelley (Chairman)
Commissioner Don Burgess (Chairman-Elect)
Mayor Nick Girone (2nd Vice Chairman)
Commissioner Leslie Campione (Immediate Past Chairman)
Mayor Joe Wynkoop (Lake/At-Large Representative)

Representing

City of Minneola
Sumter County
City of Mount Dora
Lake County
Town of Montverde

Members Absent

Commissioner Tim Sullivan (1st Vice Chairman)
Council Member Mike Harris (Sumter/At-Large Representative)

Lake County
City of Webster

Staff

T.J. Fish
Doris LeMay
Mike Woods
Luis Guzman
Diana Johnson

Executive Director
Executive Assistant
Transportation Planner
MPO Attorney
MPO Attorney

Mayor Pat Kelley, Chairman, called the meeting to order at 2:03 PM. A moment of silence was observed and Pledge of Allegiance was led by Commissioner Don Burgess. It was noted that the meeting was properly noticed and that a quorum was present. (5 voting members present)

I. AGENDA UPDATE

Please note the MPO Bylaws require agendas for meetings of the Executive Committee to be distributed to members and posted to the MPO's website seven days prior to the meeting. Agendas for subsequent meetings of the Governing Board are required to be distributed and posted seven days prior to the meetings. Therefore, changes may occur to items on the Governing Board agenda that were not anticipated at the time the Executive Committee agenda was finalized.

Governing Board Agenda Amendments – Deleted Tab 5 Action Items, Amending the Transportation Management System Agreement. Added Item G Consent Agenda, Authorization to Utilize Local Funds to Cover Non-rant-reimbursable Expenses Associated with Executive Director Participation in Lake County Legislative Days February 15-16. Added New Tab 5 Action Items, Consideration of Authorization of Executive Director to Request of the Lake

County Board of County Commissioners a Temporary Limit Increase in the Utilization of Pooled Cash

II. PUBLIC COMMENTS

None

III. EXECUTIVE COMMITTEE MINUTES AND RECOMMENDATION OF CONSENT AGENDA

- A. December 2, 2016, Executive Committee Meeting Minutes
- B. Change date and time of the next Executive Committee meeting from February 20 to February 17 at 10 a.m. (Feb. 20 is a holiday)

Motion was made by Nick Girone to approve Items A and B of the Consent Agenda, Seconded by Commissioner Leslie Campione – **motion passed 5-0**

Tab 1

- A. Appoint Commissioner Campione as voting member of the CFMPOA and Appoint Commissioner Tim Sullivan as an alternate member of the CFMPOA
- B. Consideration of moving June 29, 2017 Governing Board meeting due to Annual FACA Conference
- C. Acknowledgement of Sole Source and Non-Competed Contracts and Maintenance Agreements
- D. Approval of Financial Analyst Outsourcing through New Vendor: Milestones
- E. Acknowledgement of Agency Review Post Operational Audit

Motion was made by Commissioner Don Burgess to approve Items A, B, C, D, and E of the Consent Agenda, seconded by Commissioner Leslie Campione – **motion passed 5-0.**

IV. ACKNOWLEDGEMENT OF PRESENTATION AND COMMITTEE REPORTS

PRESENTATION Lake County Transit Development Plan (TDP) Update – Tomika Monterville

T.J. Fish provided update on the presentations.

Tab 2 Committee Reports

V. ACTION ITEMS TO RECOMMEND TO GOVERNING BOARD

Tab 3 Consideration of Resolution 2017-1 Amending the FHWA Funding Agreement; Modifying the Unified Planning Work Program (UPWP); and Authorizing the Executive Director Amend the Funding Agreement for Future Modifications
T.J. Fish provided a brief update on Resolution 2017-1 Amending the FHWA Funding Agreement. Discussion Continued. **Motion** was made by Commissioner Don Burgess to recommend Tab 3 be moved forward to the Governing Board; seconded by Mayor Nick Girone – **motion passed 5-0.**

- Tab 4 Consideration of Resolution 2017-2 Amending FY 2016/17-2020/21 Transportation Improvement Program
T.J. Fish provided a brief overview of Resolution 2017-2 Amending FY 2016/17-2020/21 Transportation Improvement Program. Discussion Continued. **Motion** was made by Commissioner Don Burgess to recommend Tab 4 be moved forward to the Governing Board; seconded by Mayor Nick Girone– **motion passed 5-0.**
- Tab 5 Consideration of Updated Transportation Management System (TMS) Interlocal Agreement among the MPO and Member Local Governments
No Action Taken
- Tab 6 Consideration of Draft State Legislative Positions and Priorities
T.J. Fish provided a brief overview of the Draft State Legislative Positions and Priorities. Discussion Continued. **Motion** was made by Commissioner Leslie Campione to recommend Tab 6 be moved forward to the Governing Board; seconded by Mayor Nick Girone – **motion passed 5-0.**
- Tab 7 Consideration of Draft Policy 2017-1: Transportation Systems Management and Operations (TSM&O)
T.J. Fish provided a brief overview of the Draft Policy 2017-1. Discussion Continued. **Motion** was made by Commissioner Don Burgess to recommend Tab 7 be moved forward to the Governing Board; seconded by Mayor Nick Girone – **motion passed 5-0.**
- Tab 8 Consideration of Amendments to Committee Bylaws
T.J. Fish provided a brief overview of the Amendments to Committee Bylaws. Discussion Continued. **Motion** was made by Commissioner Leslie Campione to recommend Tab 8 be moved forward to the Governing Board; seconded by Mayor Nick Girone – **motion passed 5-0.**

Motion was made by Ray Goodgame to recommend Tabs 5 – 10 be moved forward to the Governing Board; seconded by Commissioner Leslie Campione.

VI. ACKNOWLEDGEMENT OF DISCUSSION ITEMS ON GOVERNING BOARD AGENDA

- Tab 9 Annual Process to Develop the List of Priority Projects
T.J. Fish provided a brief explanation of the Annual Process to Develop the List of Priority Projects
- Tab 10 State Gas Tax Increase
T.J. Fish provided a brief explanation of the State Gas Tax Increase
- Tab 11 Assignment of National Environmental Protection Act (NEPA) Responsibilities to the Florida Department of Transportation
T.J. Fish provided a brief explanation of the Assignment of National Environmental Protection Act (NEPA) Responsibilities to the Florida Department of Transportation. Discussion Continued.

Tab 12 Update on Potential Relocation of MPO Offices

T.J. Fish provided a brief explanation on the Potential Relocation of MPO Offices

Tab 13 Mount Dora/Lake County Coordination on Wekiva Trail ROW

T.J. Fish provided a brief explanation of the Mount Dora/Lake County Coordination on Wekiva Trail ROW

Tab 14 Project Updates

To be provided to MPO Governing Board.

Motion was made by Commissioner Don Burgess to recommend Tabs 9 through 14 be moved forward to the Governing Board; seconded by Commissioner Leslie Campione – **motion passed 5-0.**

VII. STAFF REPORT/COMMENTS

T.J. Fish provided a brief update on the Project Manager Position and also appointments to the BPAC and CAC.

VIII. EXECUTIVE COMMITTEE MEMBERS / COMMENTS

IX. ADJOURNMENT

There being no further business, the meeting was adjourned at 2:53 p.m.

NEXT MEETING: February 17, 2017 @ 10:00 a.m. at the Lake~Sumter MPO

Pat Kelley, Chairman