



**EXECUTIVE COMMITTEE  
MEETING MINUTES  
April 24, 2017  
Lake~Sumter MPO  
1616 South 14th Street  
Leesburg, Florida 34748**

Members Present

Mayor Pat Kelley (Chairman)  
Commissioner Don Burgess (Chairman-Elect)  
Commissioner Tim Sullivan (1st Vice Chairman)  
Mayor Nick Girone (2<sup>nd</sup> Vice Chairman)  
Commissioner Leslie Campione (Immediate Past Chairman)  
Mayor Joe Wynkoop (Lake/At-Large Representative)  
Council Member Mike Harris (Sumter/At-Large Representative)

Representing

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

Members Absent

Staff

T.J. Fish	Executive Director
Doris LeMay	Executive Assistant
Mike Woods	Multimodal Project Manager
Francis Franco	GIS Manager
Nancy Valenzano	Associate Planner
Brian Hutt	TMS Project Manager
Melanie Marsh	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 Tim Sullivan. It was noted that the meeting was properly noticed and that a quorum was present. (6 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.*

FDOT Post Audit Compliance will be added to Governing Board Agenda under Discussion Item

## II. PUBLIC COMMENTS

None

## III. EXECUTIVE COMMITTEE MINUTES AND RECOMMENDATION OF CONSENT AGENDA

- A. February 17, 2017 Executive Committee Meeting Minutes
- B. March 27, 2017 Executive Committee Meeting Minutes

**Motion** was made by Mayor Nick Girone to approve Items A and B of the Consent Agenda, seconded by Commissioner Don Burgess – **motion passed 7-0.**

Tab 1 Recommendation for approval is requested of the following items to be placed on the Governing Board Consent Agenda:

- C. Resolution 2017-10 Amending the FY 2016/17 Budget to Account for Unanticipated Revenues and Expenditures
- D. Confirmation of Final Expenditure by June 30, 2017 of Remaining 2016 Horizon Awards Dinner Funds on Non-Grant-Eligible Expenses
- E. Joint Certification Statement Between FDOT and MPO
- F. Approval of Contract with Milestone Professional Services, Inc.
- G. Modification of the Unified Planning Work Program (UPWP) to add Public Involvement Plan (PIP) Update
- H. Approval of Modified Transportation Management System and Local Funding Interlocal Agreement with City of Tavares

**Motion** was made by Commissioner Tim Sullivan to approve Items C, D, E, F, G and H of the Consent Agenda, seconded by Mayor Nick Girone – **motion passed 7-0.**

## IV. ACKNOWLEDGEMENT OF PRESENTATION AND COMMITTEE REPORTS

### Presentations

- A. US 301 Project Development and Environment Study (PD&E) - FDOT
- B. Wekiva Parkway Progress Report – FDOT/CFX

Tab 2 Committee Reports

## V. ACTION ITEMS TO RECOMMEND TO GOVERNING BOARD

Tab 3 Recommendation on Resolution 2017-7 Amending the 2040 Long Range Transportation Plan and Acknowledgement of Opening of Public Review Period  
T.J. Fish provided a brief update of Resolution 2017-7. 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 7-0.**

Tab 4 Recommendation on Resolution 2017-8 Adopting the 2017 List of Priority Projects and Acknowledgement of Opening of Public Review Period  
T.J. Fish provided a brief overview of Resolution 2017-8. Discussion continued.

**Motion** was made by Commissioner Tim Sullivan to recommend Tab 4 be moved forward to the Governing Board; seconded by Commissioner Don Burgess – **motion passed 7-0.**

Tab 5 Recommendation on Draft FY 2017/18-2021/22 Transportation Improvement Program and Acknowledgement of Opening of Public Review Period  
T.J. Fish provided a brief update on Draft FY 2017/18-2021/22 Transportation Improvement Program. Discussion continued.

**Motion** was made by Commissioner Don Burgess to recommend Tab 5 be moved forward to the Governing Board; seconded by Commissioner Tim Sullivan – **motion passed 7-0.**

Tab 6 Recommendation on Resolution 2017-9 to Amend the Current Transportation Improvement Program for FY 2016/17-2020/21  
T.J. Fish provided a brief update on Resolution 2017-9. Discussion continued.

**Motion** was made by Commissioner Leslie Campione to recommend Tab 6 be moved forward to the Governing Board; seconded by Commissioner Tim Sullivan – **motion passed 7-0.**

Tab 7 Recommendation to Support Safety Initiative / Regional Analysis of Major Intersections  
T.J. Fish provided a brief update on recommendation to Support Safety Initiative / Regional Analysis of Major Intersections. Discussion continued

**Motion** was made by Commissioner Tim Sullivan to recommend Tab 7 be moved forward to the Governing Board; seconded by Mayor Nick Girone – **motion passed 7-0.**

Tab 8 Recommendations on Transportation Management System Budget  
T.J. Fish provided a brief update on Transportation Management System Budget. Discussion continued.

**Motion** was made by Mayor Nick Girone to recommend Tab 8 be moved forward to the Governing Board; seconded by Mike Harris – **motion passed 7-0.**

Tab 9 Recommendation to Accept Financial Report  
T.J. Fish provided a brief overview of the Financial Report. Discussion continued.

**Motion** was made by Commissioner Don Burgess to recommend Tab 9 be moved forward to the Governing Board; seconded by Mayor Nick Girone – **motion passed 7-0.**

Tab 10 Recommendation on Office/Meeting Room Lease with the Town of Lady Lake  
T.J. Fish provided a brief update on the Office/Meeting Room Lease with the Town of Lady Lake. Discussion continued.

**Motion** was made by Mayor Nick Girone to recommend Tab 10 be moved forward to the Governing Board; seconded by Commissioner Tim Sullivan – **motion passed 7-0.**

Tab 11 Recommendation on Corrective Action Plan for Executive Director  
Commissioner Tim Sullivan provided a brief update on the Corrective Action Plan for Executive Director. Discussion continued.

**Motion** was made by Commissioner Tim Sullivan to recommend Tab 11 be moved forward to the Governing Board; seconded by Mayor Nick Girone – **motion passed 7-0.**

Tab 12 Recommendation to Cancel June Meetings of the Executive Committee and the Governing Board  
T.J. Fish provided a brief update on recommendation to Cancel June Meetings of the Executive Committee and the Governing Board. Discussion continued.

**Motion** was made by Commissioner Tim Sullivan to recommend Tab 12 be moved forward to the Governing Board; seconded by Mayor Nick Girone – **motion passed 7-0.**

## **VI. ACKNOWLEDGEMENT OF DISCUSSION ITEMS ON GOVERNING BOARD AGENDA**

T.J. Fish noted the FDOT will present an update on Post-Audit Compliance

Tab 13 Project Updates  
To be provided to MPO Governing Board.

## **VII. STAFF REPORT/COMMENTS**

None

## **VIII. EXECUTIVE COMMITTEE MEMBERS / COMMENTS**

## **IX. ADJOURNMENT**

There being no further business, the meeting was adjourned at 3:29 p.m.

**NEXT MEETING:** May 22, 2017 @ 2:00 p.m. at the Lake~Sumter MPO

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Pat Kelley, Chairman