



**EXECUTIVE COMMITTEE
MEETING MINUTES
Monday April 25, 2016
Lake~Sumter MPO
1616 South 14th Street
Leesburg, Florida 34748**

Members Present

Commissioner Leslie Campione (Chairman)
Mayor Pat Kelley (Chairman-Elect)
Commissioner Don Burgess (1st Vice Chairman)
Commissioner Tim Sullivan (2nd Vice Chairman)
Council Member Ray Goodgame (Immediate Past Chairman)
Sally Rayman (Lake/At-Large Representative)

Representing

Lake County
City of Minneola
Sumter County
Lake County
City of Clermont
City of Mascotte

Members Absent

Council Member Richard Huff (Sumter/At-Large Representative)

City of Coleman

Staff

T.J. Fish
Doris LeMay
Pam Richmond
Melanie Marsh

Executive Director
Executive Assistant
MPO Project Manager
MPO Attorney

Others Present

None

Commissioner Leslie Campione, Chairman, called the meeting to order at 2:08 PM. It was noted that the meeting was properly noticed and that a quorum was present. (6 voting members present)

I. AGENDA UPDATE

None

II. PUBLIC COMMENTS

None

III. EXECUTIVE COMMITTEE MINUTES AND RECOMMENDATION OF CONSENT AGENDA

A. February 22, 2016 Meeting Minutes

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

- B. Amendment to Multi-Year Joint Participation Agreement between MPO and FDOT
- C. Appointment to the Lake County Transportation Disadvantaged Coordinating Board
- D. Joint Certification Statement between FDOT and MPO
- E. Acknowledgement of Receipt of Operational Audit by the Lake County Clerk of the Circuit and County Courts
- F. Acknowledgement of Transmittal of Chairman's Letter to FDOT Secretary Boxold Regarding Operational Audit
- G. Acknowledgement of 2nd Quarter Progress Report Filed with the FDOT
- H. Approval of Agreement with the FDOT for Federal Highway Administration Planning Funds
- I. Agreement with Lake County regarding management of Intelligent Transportation System (ITS) Master Plan

Motion was made by Ray Goodgame to approve Item A and Item B, through I of the Consent Agenda be moved forward to the Governing Board; seconded by Tim Sullivan – **motion passed 6-0.**

IV. ACKNOWLEDGEMENT OF COMMITTEE REPORTS

Tab 2 Committee Reports
TJ Fish stated the reports will be presented at Governing Board Meeting.

V. ACTION ITEMS TO RECOMMEND TO GOVERNING BOARD

Tab 3 Approval of Susan Goldfuss Memorial
TJ Fish provided a brief explanation of the Susan Goldfuss Memorial. Discussion Continued. **Motion** was made by Ray Goodgame to recommend Tab 3 be moved forward to the Governing Board; seconded by Pat Kelley – **motion passed 6-0.**

Tab 4 Resolution 2016-6 Approving Amendment to the 2015/16-2019/20 Transportation Improvement Program
TJ Fish provided a brief explanation of 2016-6 Amendment of the 2015/16-2019/20 Transportation Improvement Program. Discussion Continued. **Motion** was made by Ray Goodgame to recommend Tab 4 be moved forward to the Governing Board; seconded by Pat Kelley – **motion passed 6-0.**

Tab 5 Approval of Draft FY 2016/17-2020/21 Transportation Improvement Program and Open Public Review Period

TJ Fish provided a brief explanation of the Draft FY 2016/17-2020/21 Transportation Improvement Program and requested to open public review period. Discussion Continued. **Motion** was made by Pat Kelley to recommend Tab 5 be moved forward to the Governing Board; seconded by Tim Sullivan – **motion passed 6-0.**

- Tab 6 Resolution 2016-7 Approving the Unified Planning Work Program for FY 2016/17-2017/18
TJ Fish provided a brief explanation of 2016-7 – Unified Planning Work Program for FY 2016/17-2017/18
Discussion Continued. **Motion** was made by Don Burgess to recommend Tab 6 be moved forward to the Governing Board; seconded by Pat Kelley – **motion passed 6-0.**
- Tab 7 Close the Public Review Period and Consider Resolution 2016-8 Adopting the Annual List of Priority Projects for FYs 2020/21-2039/40
TJ Fish provided a brief explanation of Resolution 2016-8 Adopting the Annual List of Priority Projects for FYs 2020/21-2039/40 and requested to close the Public Review Period. Discussion Continued. **Motion** was made by Don Burgess to recommend Tab 7 be moved forward to the Governing Board; seconded by Ray Goodgame – **motion passed 6-0.**
- Tab 8 Risk Management and Employee Benefit Programs Interlocal Agreement
TJ Fish provided a brief explanation of the Risk Management and Employee Benefit Programs Interlocal Agreement. Discussion Continued. **Motion** was made by Pat Kelley to recommend Tab 8 be moved forward to the Governing Board; seconded by Ray Goodgame – **motion passed 6-0.**
- Tab 9 Updated Services Agreement between the MPO and Lake County Board of County Commissioners
TJ Fish provided a brief explanation of the Updated Services Agreement between the MPO and Lake County Board of County Commissioners. Discussion Continued. **Motion** was made by Pat Kelley to recommend Tab 9 be moved forward to the Governing Board; Seconded by Ray Goodgame – **motion passed 6-0.**
- Tab 10 Consideration of Draft Telecommuting and Out-of-Office Activities Policy
TJ Fish provided a brief explanation of the Draft Telecommuting and Out-of-Office Activities Policy. Discussion Continued. **Motion** was made by Tim Sullivan to recommend Tab 10 be moved forward to the Governing Board; seconded by Ray Goodgame – **motion passed 6-0.**
- Tab 11 Consideration of Draft Governing Document of MPO Funding Sources
TJ Fish provided a brief explanation of the Draft Governing Document of MPO Funding Sources. Recommended to move Tab 11 to Discussion Items on the Governing Board Agenda. Discussion Continued. **Motion** was made by Tim Sullivan to recommend Tab 11 be moved forward to the Governing Board; seconded by Ray Goodgame – **motion passed 6-0.**

VI. DISCUSSION ITEMS ON GOVERNING BOARD AGENDA

Tab 12 Status of MPO Office Lease

TJ Fish provided an update on the status of MPO Office Lease.

Tab 13 Long Range Transportation Plan Policy: Complete Streets

TJ Fish provided an update on the Long Range Transportation Plan Policy: Complete Streets.

Tab 14 Legislative Update

TJ Fish made note a Legislative Update will be included in Agenda Package.

Tab 15 Project Updates

TJ Fish noted the Project Updates will be included in Agenda Package.

VII. DISCUSSION ITEM FOR EXECUTIVE COMMITTEE ONLY

STAFF REPORT/COMMENTS

Discussion began to go green and not print and mail agenda packages.

EXECUTIVE COMMITTEE MEMBERS / COMMENTS

Council Member Sally Rayman voiced questions/concerns about roadway areas in Mascotte. Council Member Ray Goodgame asked that a traffic study be conducted in Clermont. Mayor Pat Kelley asked for guidance in parking issues in Minneola. Discussion continued.

ADJOURNMENT

There being no further business, the meeting was adjourned at 4:48 p.m.

NEXT MEETING: Monday May 23, 2016 @ 2 pm at the Lake~Sumter MPO

Leslie Campione, Chairman