



**EXECUTIVE COMMITTEE  
MEETING MINUTES  
Monday October 24, 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 (2<sup>nd</sup> Vice Chairman)

Representing

Lake County  
City of Minneola  
Sumter County  
Lake County

Members Absent

Council Member Ray Goodgame (Immediate Past Chairman)  
Council Member Sally Rayman (Lake/At-Large Representative)  
Council Member Richard Huff (Sumter/At-Large Representative)

City of Clermont  
City of Mascotte  
City of Coleman

Staff

T.J. Fish  
Doris LeMay  
Mike Woods  
Robert Woods  
Melanie Marsh

Executive Director  
Executive Assistant  
Transportation Planner  
Financial Analyst  
MPO Attorney

Commissioner Leslie Campione, Chairman, called the meeting to order at 2:12 PM. It was noted that the meeting was properly noticed and that a quorum was present. (4 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.*

T.J. Fish made mention to the text that he has added to Agenda Updates.

**II. PUBLIC COMMENTS**

None

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

#### A. September 26, 2016 Meeting Minutes

**Motion** was made by Tim Sullivan to approve Item A of the Consent Agenda, seconded by Don Burgess – **motion passed 4-0.**

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

- B. Appointments to the Sumter County Transportation Disadvantaged Coordinating Board (TDCB)
- C. Modification to the Unified Planning Work Program (UPWP) to move activities related to the List of Priority Projects (LOPP) from Task 4.0, Short-Range Planning, to Task 3.0, Long-Range Planning
- D. Interlocal Agreement with the Town of Lady Lake for Pavement Management Services

**Motion** was made by Don Burgess to recommend Tab 1 be moved forward to the Governing Board; seconded by Pat Kelley – **motion passed 4-0.**

### IV. ACKNOWLEDGEMENT OF PRESENTATION AND COMMITTEE REPORTS

PRESENTATION I-75 Relief Task Force – FDOT, Central Office

T.J. Fish provided a brief update of the I-75 Relief Task Force presentation.

Tab 2 Committee Reports

T.J. Fish stated the reports will be presented at Governing Board Meeting.

### V. ACTION ITEMS TO RECOMMEND TO GOVERNING BOARD

Tab 3 Consideration of Resolution 2016-24 Amending FY 2016/17-2020/21 Transportation Improvement Program

T.J. Fish provided a brief update on Resolution 2016-24 Amending FY 2016/17-2020/21 Transportation Improvement Program. Discussion Continued. **Motion** was made by Pat Kelley to recommend Tab 3 be moved forward to the Governing Board; seconded by Don Burgess – **motion passed 4-0.**

Tab 4 Management Recommendations for MPO Discretionary Fund

T.J. Fish provided a brief overview of MPO Discretionary Fund/ Non-Grant-Eligible Activities and Expenses. Discussion Continued. **Motion** was made by Don Burgess to recommend Tab 4 be moved forward to the Governing Board; seconded by Pat Kelley – **motion passed 4-0.**

Tab 5 Consideration of Acceptance of MPO Financial Report for 1<sup>st</sup> Quarter of FY 2016/17  
Robert Williams provided a brief update of the MPO Financial Report for 1<sup>st</sup> Quarter of FY 2016/17. 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 4-0.**

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

Tab 6 Annual Prioritization Process – List of Priority Projects  
T.J. Fish provided a brief explanation of the Annual Prioritization Process – List of Priority Projects.

Tab 7 Draft Policy 2016-8: Intelligent Transportation System – Item Pulled

Tab 8 Update on Transportation Management System (TMS) for FY 2016/17  
T.J. Fish provided a brief explanation of the Transportation Management System

Tab 9 FDOT's Mobility Week  
T.J. Fish provided a brief explanation on the FDOT's Mobility Week.

Tab 10 Update on Potential Relocation of MPO Offices  
T.J. Fish provided a brief explanation of the space being offered by the Lady Lake Library as a possible location for the Lake~Sumter MPO. Discussion Continued.

Tab 11 Project Updates  
To be provided to MPO Governing Board.

**Motion** was made by Pat Kelley to recommend Tabs 6 through 11 be moved forward to the Governing Board; seconded by Don Burgess – **motion passed 4-0.**

## **VII. DISCUSSION ITEM FOR EXECUTIVE COMMITTEE ONLY**

A. Annual Evaluation of the Executive Director  
Discussion Continued with Executive Committee Members

B. Status of Tenth Annual Horizon Awards  
Discussion Continued with Executive Committee Members

## **VIII. STAFF REPORT/COMMENTS**

T.J. Fish provided a brief update on the Request for Proposals (RFP)

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

## **X. ADJOURNMENT**

There being no further business, the meeting was adjourned at 3:34 p.m.

**NEXT MEETING:** Friday, December 2, 2016 @ 10:00 AM at the Lake~Sumter MPO

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Leslie Campione, Chairman