



**EXECUTIVE COMMITTEE  
MEETING MINUTES  
May 22, 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 2:00 PM. Chairman Pat Kelley led the Pledge of Allegiance and observed a moment of silence. It was noted that the meeting was properly noticed and that a quorum was present. (7 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.*

Legislative Updates will be added to Discussion. Remove Tab 6 from Agenda.

## II. PUBLIC COMMENTS

None

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

A. April 24, 2017 Executive Committee Meeting Minutes

**Motion** was made by Commissioner Don Burgess to approve Items A of the Consent Agenda, seconded by Commissioner Tim Sullivan – **motion passed 7-0.**

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

- B. Resolution 2017-14 Authorizing Execution of Transportation Disadvantaged Trust Fund Grant Agreements
- C. Authorization to Submit Federal Transit Administration 5305(d) Grant Application
- D. Appointment to Lake County Transportation Disadvantaged Coordinating Board
- E. Authorization to Terminated Current Lease with Estate of F. Brown Gregg
- F. Approval to Utilize Local Funds for Certain Expenses Not Eligible for Grant Reimbursement
- G. Authorization to Continue Internship
- H. Acknowledgement of Advertisement of Vacant Project Manager Position

Commissioner Don Burgess asked for explanation of Item F. Commissioner Don Burgess stated that he opposes Item G. Discussion continued.

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

**Motion** was made by Mayor Nick Girone to approve Item G of the Consent Agenda, seconded by Mike Harris – **motion passed 6-1** with Commissioner Don Burgess opposing.

## IV. ACKNOWLEDGEMENT OF PRESENTATION AND COMMITTEE REPORTS

### Presentations

- A. Annual Update on Florida's Sunshine Law and Ethics – Melanie Marsh, MPO Attorney
- B. Get to Know Your MPO – T.J. Fish, Executive Director
- C. Safe Routes to School Programs – Lucy Gonzalez-Barr, Safe Routes to School Coordinator (Lake, Sumter and Marion Counties)

Tab 2 Committee Reports

**Motion** was made by Commissioner Leslie Campione to recommend Tab 2 be moved forward to the Governing Board; seconded by Commissioner Don Burgess – **motion passed 7-0.**

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

Tab 3 Recommendation on Resolution 2017-11 Approving the FY 2017/18 MPO Budget  
T.J. Fish provided a brief update of Resolution 2017-11. Discussion continued.

**Motion** was made by Mayor Nick Girone to recommend Tab 3 be moved forward to the Governing Board; seconded by Mike Harris – **motion passed 7-0.**

Tab 4 Recommendation on Resolution 2017-12 Amending the Unified Planning Work Program (UPWP) for FY 2017/18 and Amending the MPO Funding Agreement with FDOT  
T.J. Fish provided a brief overview of Resolution 2017-12. Discussion continued.

**Motion** was made by Commissioner Leslie Campione to recommend Tab 4 be moved forward to the Governing Board; seconded by Mayor Nick Girone – **motion passed 7-0.**

Tab 5 Recommendation of Closing Public Review Period and Recommendation of Resolution 2017-13 Approving FYs 2017/18-2021/22 Transportation Improvement Program (TIP)  
T.J. Fish provided a brief update on Resolution 2017-13. Discussion continued.

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

Tab 6 Recommendation to Amend the Current Transportation Improvement Program for FY 2016/17-202/21

No Action Taken – Removed from Agenda

Tab 7 Recommendation to Accept Financial Report  
T.J. Fish provided a brief update of the Financial Report. Discussion continued

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

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

Tab 8 FDOT Update on MPO Compliance  
Kellie Smith, FDOT and T.J. Fish gave brief explanation of letter that was received from District 5 Secretary, Steven Martin. Discussion continued.

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

Tab 9 Proposed Amendment to Transportation 2040: Wellness Way Roadway Network

Tab 10 Recommendation on Update of MPO Maps and Tables: (1) Regionally Significant Corridors (2) Emerging Regionally Significant Corridors and (3) Policy Constrained Corridors

Tab 11 MPO Safety Initiative: Data Analysis Phase – Regional Analysis of Major Intersections

Tab 12 FDOT Draft Complete Streets Handbook

Tab 13 MPO's New Location: Lady Lake Library 2<sup>nd</sup> Floor, 225 West Guava Street

Tab 14 Project Updates  
To be provided to MPO Governing Board.

**Motion** was made by Commissioner Don Burgess to recommend Tabs 9-14 be moved forward to the Governing Board; seconded by Commissioner Leslie Campione – **motion passed 7-0.**

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

T.J. Fish provided update on the Termination of the Lease.

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

#### **IX. ADJOURNMENT**

There being no further business, the meeting was adjourned at 3:00 p.m.

**NEXT MEETING:** August 21, 2017 @ 2:00 p.m. at the Lake~Sumter MPO

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Pat Kelley, Chairman