



## **Governing Board**

### **AGENDA** **(With Actions)**

**February 28, 2018**

**2 p.m.**

**Lake~Sumter MPO  
225 W. Guava Street  
Suite 217  
Lady Lake, Florida 32159**

***"Promoting Regional Transportation Partnerships"***

[www.LakeSumterMPO.com](http://www.LakeSumterMPO.com)

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Phone (352) 315-0170 – Fax (352) 315-0993

Agenda posted for public review: February 21, 2018

**Executive Committee Members**

**Chair- Tim Sullivan, Lake County**

**Chair-Elect Nick Girone, City of Mount Dora**

**1<sup>st</sup> Vice-Chair Leslie Campione, Lake County**

**2nd Vice-Chair Jim Richards, Town of Lady Lake**

**Immediate Past Chair - Pat Kelley, City of Minneola**

**Lake County At-Large Representative Katherine Adams, City of Umatilla**

**Sumter County At-Large Representative Joe Elliott, City of Wildwood**

**Governing Board Members**

Sean Parks	Lake County
Wendy Breeden	Lake County
Josh Blake	Lake County
Don Burgess	Sumter County
Doug Gilpin	Sumter County
Al Butler	Sumter County (Alternate)
Steve Printz	Sumter County (Alternate)
Bil Spaude	City of Bushnell
Ray Goodgame	City of Clermont
Diane Travis	City of Clermont (Alternate)
Robert Morin	City of Eustis
Marie Aliberti	City of Eustis (Alternate)
Dan Vincent	Town of Lady Lake (Alternate)
Bob Bone	City of Leesburg
Dan Robuck	City of Leesburg (Alternate)
Lisa Jones	City of Minneola (Alternate)
Marc Crail	City of Mount Dora (Alternate)
Troy Singer	City of Tavares
Kirby Smith	City of Tavares (Alternate)
Mitchell Mack	Town of Astatula
Rick Ranize	City of Fruitland Park
John Gunter	City of Fruitland Park (Alternate)
Dina Sweatt	City of Groveland
Ed Conroy	Town of Howey-in-the-Hills
David Nebel	Town of Howey-in-the-Hills (Alternate)
Sally Rayman	City of Mascotte
Barbara Krull	City of Mascotte (Alternate)
Joe Wynkoop	Town of Montverde
Jim Ley	Town of Montverde (Alternate)
Eric Olson	City of Umatilla (Alternate)
Richard Huff	City of Coleman
Mike Foote	City of Webster
Bobby Yost	City of Webster (Alternate)
Ed Wolf	City of Wildwood
Sean Parks	Central Florida Expressway Authority
Pete Petree / Matt Schwerin	Florida Central Railroad
Sandy Gamble	Lake County Schools
Christine Norris	Sumter County Schools

## **ITEMIZED AGENDA**

- 2 p.m.** Call to Order by the Honorable Tim Sullivan, Chair
- A. Invocation / Pledge of Allegiance
  - B. Proper Noticing
  - C. Roll Call
  - D. Chair's Announcements
  - E. Executive Director's Announcements

### **I. AGENDA UPDATE**

Proposed revisions to today's Agenda.

### **II. OPPORTUNITY FOR PUBLIC COMMENT** *(on agenda items or general comments)*

At this point in the meeting the Board will hear questions, comments and concerns from the citizens. If the issue raised is not on today's agenda, action will not be taken by the Board at this meeting. Questions may be answered by staff, or referred for appropriate staff action. If further action is necessary, the item may be placed on a future Governing Board agenda. Public comment shall be limited to three minutes per person.

### **III. PUBLIC HEARING - Update of the Public Engagement Documentation: Public Involvement, Limited English Proficiency, Title VI Plans and the Disadvantaged Business Enterprise Plan.**

- A.** Chair Tim Sullivan will open the Public Hearing for update to the Public Engagement Documentation – Alex Trauger, Transportation Planner, with HDR will present the draft plan for Board review and approval to open the 45 day public hearing period. Final approval will happen at the Governing Board meeting April 25, 2018.

### **IV. CONSENT AGENDA**

- Tab 1 Consent approval is requested of the following items: **Approved**
- A. December 13, 2017 Meeting Minutes
  - B. Approval of Resolution 2018-1 Amending the Unified Planning Work Program (UPWP). De obligation of FY 16/17 unused PL 112 funds in the amount of \$149,301.32 and SL funds in the amount of \$280,000 into FY 2018/19 of the new UPWP.
  - C. Approval of Resolution 2018-2 Amending the FY 2017/18 Budget. Amend the FY 2017/18 Budget to account for carryover Funds in the total amount of \$ 134,490 From FY 2016/17 and in order to account for unanticipated revenues and expenditures in the total amount of \$ 310,000
  - D. Approval to cancel June Meetings for MPO Board and Committees. The June 27<sup>th</sup> MPO Governing Board meeting occurs on the same day as the Florida Association of County Attorney's Conference, as well as the Florida Association of Counties Annual conference.

## V. ACTION ITEMS

- Tab 2      **Consider Acceptance of FY 2016/17 Independent Financial Audit and Financial Statement.** MOORE STEPHENS LOVELACE, P.A. will present the draft results of the independent financial audit performed for the fiscal year from July 1, 2016 through June 30, 2017. The audit is required as a condition of receiving federal funds. The audit documentation will be posted on the MPO website. **Accepted 2016/17 Independent Financial Audit and Financial Statement**
- Tab 3      **Consider Approval of Amending the FYs 2017/18-2021/22 Transportation Improvement Program (TIP).** The current five-year Transportation Improvement Program requires amendment for consistency with the FDOT Work Program. The first project is to widen Florida's Turnpike from the Orange/Lake County Line to the Minneola Interchange. Additional Turnpike Improvement funds in FY 2018 and FY 2019 for Right-of-way purchase acquisition. **Approve Amending the FYs 2017/18-2021/22 Transportation Improvement Program (TIP)**
- Tab 4      **Consider Approval of Financial Report as Presented By Milestone Professional Services.** Milestone Professional Services (MPS) has prepared a Financial Report that encompasses the period through December 31. The report will address the MPO's various funding sources and expenses. The report includes information up to the current month on the MPO's utilization of Lake County's pooled cash fund. Donna Collins, CPA from MPS, will present the monthly Financial Report. **Approved Financial Report**

## VI. EXECUTIVE COMMITTEE RECOMMENDATIONS for ACTION – MPO Executive Director Recruitment

- Tab 5      **MPO Executive Director Recruitment - Recommendations from Executive Committee.** **No Action Taken**
- Tab 6      **Consider Approval to add March Meetings for MPO Executive Committee and MPO Governing Board.** **No Action Taken**

## VII. DISCUSSION ITEMS

- Tab 7      **FDOT Update** – Staff Changes at FDOT District 5, Mike Shannon, District 5 Secretary
- Tab 8      **MPO Safety Initiative:** Top 25 Non-signalized Intersections by crash rate. Brian Hutt, Transportation Management System, Manager will present the findings from the crash data research in the MPO Planning Area.

Tab 9            **2018 List of Priority Projects Update** - 2018 New Submittals and Prioritization, final approval is scheduled for the April meeting cycle. Jennifer Musselman, E.I. with Kittelson and Associates will present the update.

Tab 10           **2018 Legislative Positions and Priorities Update** – Staff will update the Board on the legislative issues of importance to the MPO. The latest MPOAC legislative update comes out on Saturday, February 24<sup>th</sup> and will be provided for review at the Board meeting.

Tab 11           **Letter Requesting Consideration and Approval from City of Groveland** - Granting a Voting Representative on the MPO Governing Board

### **VIII. INFORMATIONAL ITEMS**

Tab 12           **2018/19 Transportation Management System (TMS) Draft Budget.**  
A new budget for the Transportation Management System is to be approved by the MPO Governing Board in time for local governments to plan for the upcoming 2018/19 budgets. The draft TMS budget includes: personnel costs, consultant costs, data collection costs and program overhead costs for the TMS program. Final approval is scheduled for the April 25, 2018 meeting.

Tab 13           **MPO Committee structure update** – Revised committee bylaws will be presented in April to address issues in the current MPO committee structure and community representation.

### **IX. WRITTEN REPORTS**

- A.     Transportation Agency Reports
  - 1.     Florida Department of Transportation (FDOT)
  - 2.     Florida's Turnpike Enterprise (FTE)
  - 3.     Central Florida Expressway Authority (CFX)
  - 4.     Public Works Reports
  - 5.     Transit Reports
- B.     Regional Groups (WOSLTEDTF & EL-NWO Meeting of Elected Officials)
- C.     Central Florida MPO Alliance (CFMPOA) & MPO Advisory Council (MPOAC)
- D.     Association of MPOs (AMPO) & National Assoc. of Regional Councils (NARC)
- E.     Lake~Sumter MPO Staff Report & MPO Governing Board Member Reports
- F.     Transportation Management System Report
- G.     MPO Planning Area Project Update

### **X. ADJOURNMENT NEXT MEETING: **April 25, 2018, 2 PM, Lake~Sumter MPO****