

Lake-Sumter MPO – Dec 9th, 2020 Virtual Meeting Instructions

Lake-Sumter MPO - Governing Board (MPO) Meeting
Wed, Dec 9, 2020 2:00 PM - 4:00 PM (EST)

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2 p.m. Call to Order by the Chair

- A. Invocation / Pledge of Allegiance
- B. Proper Noticing
- C. Roll Call – Determination of Quorum
- D. Chair's Announcements

I. UPDATE

Proposed revisions to today's Agenda

II. OPPORTUNITY FOR PUBLIC COMMENT *(on Agenda 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. CONSENT AGENDA

Consent approval is requested of the following items:

- A. **Consideration to approve, Oct 28th, 2020 MPO Governing Board Meeting Minutes**
[Oct 28th, 2020 Governing Board Meeting Minutes](#)
Requested Action: Approval of the Oct 28th, 2020 MPO Governing Board Minutes
- B. **Consideration of 2021 Governing Board & Executive Committee Meeting Schedule**
 - *February 24, 2021 Executive Committee @ 1:00 PM & Governing Board @ 2:00 PM*
 - *April 28, 2021 Executive Committee @ 1:00 PM & Governing Board @ 2:00 PM*

- Jun 23rd, 2021 Governing Board @ 2:00 p.m.
- August 25, 2021 Executive Committee @ 1:00 PM & Governing Board @ 2:00 PM
- October 27, 2021 Executive Committee @ 1:00 PM & Governing Board @ 2:00 PM
- Dec 8th, 2021 Governing Board @ 2:00 p.m.

Requested Action: Approval of the MPO FY 2021 Meeting Calendar as presented

C. Transportation Disadvantaged Coordinating Board (TDCB) appointments:

- i. *Sally Moss, Sumter Co. School Board. Ms. Moss is requesting an appointment with the SCTDCB.*
- ii. *Dominick Nati, Veterans Service Office. Mr. Nati is requesting an appointment with the SCTDCB.*

Requested Action: Approval of the TDCB Appointments as presented

D. Annual update of the MPO's Safety Performance Measurement (PM 1) measures and targets set by FDOT.

MPO SAFETY TARGETS: MPOs can support statewide targets or establish their targets for the MPO planning area. MPOs must set their targets within 180 days after FDOT sets the statewide targets. MPOs set initial safety targets by May 28th, 2018. Beginning in 2019, MPOs must annually update their targets by Feb 27th of each year.

FHWA State Highway Safety Report

Requested Action: Annual approval of MPO's PM1 Safety Targets for the Federally Mandated Performance Measures set by FDOT.

Consent Agenda Requested Action: Approval of the Consent Agenda items as presented

IV. ACTION ITEMS

A. Lake~Sumter MPO Independent Auditor's Report for FY 2019/20.

Joel Knopp, MSL, Certified Public Accountants, will present the results of the independent financial audit performed for the fiscal year from Jul 1st, 2019 through Jun 30th, 2020. This audit is required as a condition of receiving federal funds. The audit documentation is attached and will be posted on the MPO website.

MLS Audit Management Letter

MLS Audit Report

Requested action: Approval of the Independent Auditor's Report as presented.

B. The Executive Committee is tasked with developing the slate of officers for Board Consideration and MPO Appointments effective January 2021.

The following officers shall be elected each year:

- Chair, with appointments to MPOAC, CFMPOA
- Chair-Elect, with appointments to MPOAC, CFMPOA
- 1st Vice-Chair/Secretary, with appointments to MPOAC, CFMPOA

- 2nd Vice-Chair, with the appointment as CFMPOA alternate

Officers shall be voting members on the MPO Governing Board. Officers shall be elected by a majority of the voting members present at the last scheduled organizational meeting of the year and shall serve a term of one (1) year, starting with the new year's first meeting.

Current Executive Committee Members

- Chair-Commissioner Leslie Campione, Lake County
- Chair-Elect – Vacant - (Commissioner Burgess was not re-elected)
- 1st Vice-Chair - Vacant - (Mayor Jim Richards resigned from the Town Commission)
- 2nd Vice-Chair Commissioner Josh Blake, Lake County
- Immediate Past Chair/CFMPOA Alternate – Vacant – (Commissioner Tim Sullivan, Lake County was not re-elected)
- Lake County At-Large Representative John Mobilian, City of Fruitland Park, *As per the MPO Bylaws, Mayor Evelyn Wilson, City of Groveland, will be the next Lake County At-Large Representative*
- Sumter County At-Large Representative Joe Elliott, City of Wildwood *As per the Interlocal Agreement, Mayor Bobby Yost, City of Webster, will be the next Sumter County At-Large Representative*

Requested Action: Approval of Executive Committee Slate of Officers as presented for 2021.

C. Lake~Sumter MPO 2045 Long Range Transportation Plan – Summary and Adoption Report

Approval of Resolution 2020-13 Adopting the Lake~Sumter MPO 2045 Summary and Adoption Report.

The Adoption Report for the MPO's updated Long Range Transportation Plan has been under formal review as part of a public comment period that the Governing Board opened on Oct 28th. The Governing Board is asked to provide a formally adopted by roll call vote the plan that was approved in October. This plan will be transmitted to the Florida Department of Transportation and the Federal Highway Administration within 90 days of plan adoption.

Changes made since the draft document was approved on Oct 28th include enhanced text regarding the Transportation Improvement Program (TIP), Environmental Mitigation, and other minor edits.

Requested Action: Staff recommends that the Board call for final public comments, then close the public comment period, and formally adopt Resolution 2020-13 adopting the 2045 Long Range Transportation Plan.

Lake~Sumter MPO 2045 Long Range Transportation Plan Summary & Adoption Report

D. Executive Director's Annual Evaluation

The employment agreement between the Lake~Sumter Metropolitan Planning Organization and Michael F. Woods specifies an annual review and evaluation. The Executive Committee, as per the bylaws, is responsible for review, evaluation, and to provide recommendations for renewal for the agreement to the Governing Board for approval.

V. DISCUSSION ITEMS

A. Lake~Sumter MPO 2021 List of Priority Projects – Call for Projects

Development of the Lake~Sumter Metropolitan Planning Organization (LSMPO) 2021 List of Priority Projects (LOPP) is underway. It is important that the LOPP accurately reflects the highest unfunded priorities within the LSMPO planning area. Attached are key documents to support you in submitting projects or reaffirming existing projects on the LOPP.

- **2021 LOPP Guidance** – Provides an overview of the process, schedule, and guidance to submit projects for the 2021 LOPP. Please read carefully before submitting a project.
- **2021 LOPP Project Screening Form** – Submit a completed copy of this PDF form for each project your local government wants to include in the 2021 LOPP.
- **LSMPO Project Sufficiency Checklist** – Provides a list of detailed information needed for any project that advances beyond screening. Before submitting a Project Screening Form, preview this list to determine whether your agency will be able to provide the complete information that might later be required for a full Project Information Application.

For additional background on the LOPP process, you can also view the [Nov 20th LOPP Workshop Webinar](#).

Please complete and email the **Project Screening Form(s)** by the deadline of **Jan 8th, 2021**, to jim.wood@kimley-horn.com. If you have questions, please contact me at the phone number below or Jim Wood at 407-982-3300.

VI. REPORTS

A. Transportation Agency Reports

1. **FDOT Construction Status Report**, Anna Taylor, FDOT Governmental Liaison
2. **FTE Construction Report**, Siasoi Fine, FTE MPO Liaison
3. **Lake County Transit Report December 2020**, Jill Brown, LC Transit Manager, Stephen Kennedy, SC Assistant County Manager
4. **Lake County Public Works Report**, Fred Schneider, LC Public Works Director, Deborah Snyder, Sumter County Public Works Director

VII. ADJOURNMENT NEXT MEETING: TBD @ 2PM,

Pursuant to the provisions of Chapter 286, Florida Statutes, Section 286.0105, if any person decides to appeal any decision made by the above-named board with respect to any matter considered at the meeting, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. All interested citizens are welcome to attend. Persons with disabilities needing assistance to participate in any of the proceedings should contact (352) 315- 0170, 48 hours in advance of the meeting.