



**EXECUTIVE COMMITTEE
MEETING MINUTES
August 26, 2019
Lake~Sumter MPO
225 W. Guava Street
Suite 217
Lady Lake, Florida 32159**

Members Present

Nick Girone (Chair)
Jim Richards (2nd Vice-Chair)
Tim Sullivan (Immediate Past -Chair)
Bil Spaude (Sumter/At-Large Representative)

Representing

City of Mount Dora
Town of Lady Lake
Lake County
City of Bushnell

Members Absent

Leslie Campione (Chair - Elect)
Don Burgess (1st Vice-Chair)
Mitchell Mack (Lake/At-Large Representative)

Lake County
Sumter County
Town of Astatula

Staff

Mike Woods
Doris LeMay
Diana Johnson

Executive Director
Executive Assistant
MPO Attorney

Mayor Nick Girone, Chair, called the meeting to order at 2:06 PM. It was noted that the meeting was properly noticed and that a quorum was present. (4 voting members present)

I. AGENDA UPDATE

None

II. PUBLIC COMMENTS

None

III. RECOMMENDATION OF CONSENT AGENDA

- A. April 22, 2019 Executive Committee Meeting Minutes

Motion was made by Commissioner Sullivan to approve Item A, seconded by Mayor Bil Spaude – **motion passed 4-0.**

IV. ACTION ITEM

- A. Executive Director's Quarterly Time Sheet and Mileage Report – New Guidance from FHWA and FDOT require MPO Board oversight on the Executive Director's Quarterly Time Sheet and Mileage Reports. Mike Woods provided a brief overview of the new guidance from FHWA and FDOT. Discussion continued.

Motion was made by Mayor Bil Spaude to approve the Executive Director's Quarterly Time Sheet and Mileage Report, seconded by Commissioner Tim Sullivan – **motion passed 4-0.**

V. REVIEW OF ITEMS FOR THE OCTOBER 23, 2019 GOVERNING BOARD MEETING

- A. Milestone Financial Report
- B. Amend FY20 Budget to recognize carry over funds
- C. Lake~Sumter MPO Public Involvement Plan (PIP) Amendment – Open 45 day Public Review Period
- D. Lake~Sumter MPO Continuity of Operations Plan (COOP)
- E. Draft Congestion Management Process (CMP) – Policy and Procedure Manual
- F. TRANSPORTATION 2040 Amendment – Draft LRTP Compliance Document
- G. 2045 LRTP Major Update – Process and Schedule Review
- H. Lake~Sumter MPO List of Priority Projects (LOPP) call for projects for 2020
- I. Lake~Sumter MPO New Website Preview
- J. Wekiva Parkway – Construction Update Presentation

Mike Woods provided brief update of Items A-J. Discussion continued.

VI. EXECUTIVE COMMITTEE DISCUSSION ITEMS

- A. Executive Committee (EC) Structure, Function and Meeting Schedule
Mayor Girone, and Diana Johnson discussed the structure, function, and meeting schedule for the Executive Committee. Discussion continued.
- B. Executive Director's Annual Evaluation – The MPO Board is required to perform an annual evaluation for the Executive Director.
Diana Johnson provided a brief update on the ED's annual evaluation. Discussion continued.
- C. Transportation Management System (TMS) Funding and Management.
Mike Woods provided a brief overview of the TMS Funding and Management. Discussion continued.

VII. EXECUTIVE COMMITTEE MEMBERS REPORTS/COMMENTS

None

VIII. ADJOURNMENT – There being no further business, the meeting was adjourned at 3:23 p.m.

Nick Girone, Chair