



**EXECUTIVE COMMITTEE
MEETING MINUTES
Monday, September 26, 2011
Lake~Sumter MPO
1616 South 14th Street
Leesburg, Florida 34748**

Members Present

Commissioner Jennifer Hill (Chairman)
Commissioner Don Burgess (Chairman-Elect)
Mayor Jim Richards (1st Vice-Chairman)
Commissioner Sean Parks (2nd Vice-Chairman)
Mayor Pro-Tem Sanna Henderson (Immediate Past Chairman)
Councilmember Eric Olson (Lake/At-Large Representative)
Vice-Mayor Warren Maddox (Sumter/At-Large Representative)

Representing

Lake County
Sumter County
Town of Lady Lake
Lake County
City of Leesburg
City of Umatilla
City of Bushnell

Staff

T.J. Fish
Sandy Minkoff
Pamela Richmond
Mike Woods
Susan Goldfuss

Executive Director
Attorney
MPO Project Manager
Transportation Planner
Executive Assistant

Commissioner Jennifer Hill, Chairman, called the meeting to order at 2:05 p.m. It was noted that the meeting was properly noticed and that a quorum was present.

AGENDA UPDATE

MOTION was made by Sean Parks to add Tab 15, Freight Study with Metroplan Orlando, as an Action Item; seconded by Don Burgess – **motion passed seven to zero.**

CONSENT AGENDA

Tab 1 Consent approval of the following items is requested:

- A. Minutes for the June 20, 2011 Executive Committee meeting
- B. Appointments to the Lake County and Sumter County Transportation Disadvantaged Coordinating Boards
- C. Resolution 2011-24 Approving the Public Transportation Joint Participation Agreement with the Florida Department of Transportation that was approved August 24, 2011
- D. Resolution Authorizing Executive Director to Execute Subsequent Notifications of Funding Associated with the Public Transportation JPA with FDOT
- E. Resolution Amending the FY 2011/12 Budget to Account for Unanticipated Revenue for the Safe School Access Transportation Study
- F. Cancel October 26, 2011 Governing Board Meeting

MOTION was made by Jim Richards to approve the Consent Agenda with special mention noting Item F; seconded by Sean Parks -- **motion passed seven to zero.**

ACTION ITEMS ON GOVERNING BOARD AGENDA

Tab 4 FY 2010/11 Audit – Financial Statement

Mr. Fish explained the recommendation of the auditors for a reserve fund policy. The governing board will be requested to accept the audit and approve the resolution in two separate actions; however, the Executive Committee can do one if they so desire. After a brief discussion, **MOTION** was made by Don Burgess to accept the FY 2010/11 Audit – Financial Statement and approve Resolution of Reserve Fund Policy; seconded by Sean Parks -- **motion passed seven to zero.**

Tab 5 Resolution to Amend the FY 2011/12 – 2015/16 Transportation Improvement Program

After a brief explanation by Mr. Fish, **MOTION** was made by Sean Parks to approve same; seconded by Don Burgess -- **motion passed seven to zero.**

Tab 6 Declaration of Support for Rail Solutions to Economic and Transportation Challenges

Mr. Fish explained that in addition to the Declaration of Support, letters have been drafted for Chairman's signature to Congressmen Mica and Webster thanking them for their commitment and support of rail projects in Central Florida. **MOTION** was made by Sean Parks to approve the Declaration of Support; seconded by Sanna Henderson – **motion passed seven to zero.**

Tab 7 2012 Federal Legislative Positions

After Mr. Fish explained the positions of the transportation bill, Safe Routes to School, truck weights and MPO thresholds, **MOTION** was made by Sanna Henderson to approve the 2012 Federal Legislative Positions; seconded by Sean Parks -- **motion passed seven to zero.**

Tab 8 Draft 2012 State Legislative Positions

Mr. Fish reviewed the committee recommendations and staff positions. He will be presenting to the Lake County Delegation on Wednesday prior to the governing board meeting on Thursday. Mr. Fish wants to keep his presentation short and simple, and he wanted to make sure the Executive Committee was comfortable with the list. **MOTION** was made by Sean Parks to approve the Draft 2012 State Legislative Positions as presented by staff and for Mr. Fish to present at Wednesday's legislative meeting; seconded by Jim Richards -- **motion passed seven to zero.**

Tab 9 Executive Director Annual Evaluation due October 1, 2011

Chairman Hill advised that the results of the performance review reflected a couple of 3's, but was mostly 4's and 5's. The majority of the governing board was pleased with Mr. Fish's work.

No action was taken at this time.

Tab 10 Executive Director Contract due October 1, 2011

After a brief review of the contract, **MOTION** was made by Sean Parks to approve Tab 9 and Tab 10 together; seconded by Don Burgess -- **motion passed seven to zero.**

DISCUSSION ITEMS ON GOVERNING BOARD AGENDA

Tab 11 Lake-Orange Rail Initiative

Mr. Fish explained the recent action by the City of Apopka to participate in the rail initiative and the announcement made recently by the U.S. Department of Transportation awarding a grant to the City of Tavares for a rail line relocation project. The MPO had assisted in the grant application.

Tab 12 County Road 466A

After a brief explanation, discussion ensued regarding right-of-way purchases from Lake County and a prop share agreement with the Hills of Minneola.

DISCUSSION ITEM FOR EXECUTIVE COMMITTEE

A. Independent Legal Counsel

Mr. Fish explained that while staff is happy working with the Lake County Attorney's Office, with the growth of the MPO as a two-county MPO, he is considering going through the Request for Proposal process to hire independent legal counsel. He would like to use the Executive Committee as the selection committee for the process, and he would not want to hire any legal counsel connected to a municipality. Discussion ensued regarding cost, keeping the selection local, current possible conflict of interest when assisting with an interlocal agreement with Lake County, and amending the staff services agreement. In response to Mr. Fish, Don Burgess stated that Sumter County is comfortable with the current attorney. The committee did not want to give the perception of conflict; and therefore, the consensus of the committee was to explore the possibility of just using outside counsel for any legal documents associated with Lake County. Mr. Fish would bring the proposal to the committee in January.

PRESENTATIONS ON GOVERNING BOARD AGENDA

Tab 2 Florida Department of Transportation and Florida's Turnpike Enterprise Tentative 5-Year Work Programs for FY 2012/13 – 2016/17

Mr. Fish gave a brief explanation of the annual presentation.

Tab 13 Economic Preparedness Update

Mr. Fish gave a brief update on his presentation for the governing board meeting.

Tab 14 SR 50 PD&E Study in Groveland

Consultants will be presenting an update for the upcoming public hearings.

ADDENDUM ITEM

Tab 15 Freight Study with Metroplan Orlando

After a brief explanation of the amount of funding being requested of the LSMPO changing from \$16,000 to zero; **MOTION** was made by Sean Parks to approve adding the item to the governing board agenda; seconded by Jim Richards – **motion passed seven to zero.**

STAFF REPORT / COMMENTS

None

EXECUTIVE COMMITTEE MEMBERS / COMMENTS

Don Burgess questioned the absence of a Sumter County project from the FDOT report for other projects pending. There is a prop share agreement to place an entrance to the turnpike on US 301. Mr. Fish explained that FDOT has not programmed it yet, but they are obligated to do so. The MPO is monitoring, and he has talked with County Manager Bradley Arnold about the project.

PUBLIC COMMENTS

None

ADJOURNMENT

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