



Mayor Susan Haynie
Chairperson

MEMORANDUM

Date: December 3, 2014

TO: MPOAC Governing Board & Staff Directors

FROM: Howard Glassman, Executive Director

SUBJECT: Upcoming January 22, 2015 MPOAC Meetings

The next meeting of the MPOAC is scheduled for **Thursday, January 22, 2015**, at the **DoubleTree By Hilton Hotel Orlando Airport** located at **5555 Hazeltine National Drive, Orlando, Florida 32812**.

The Staff Directors' Advisory Committee will meet from 12:00 p.m. until 3:00 p.m. and the Governing Board will meet from 3:30 p.m. until 6:00 p.m.

A block of rooms has been reserved at the rate of \$140.00 plus tax for the nights of January 21 and 22. To get this room rate please call 407-856-0100 to make reservations and indicate that you are a guest of the Florida MPO Advisory Council. **The deadline for making reservations is Tuesday, December 30, 2014.**

Agenda packages will be mailed out in advance of the meeting. Should you have questions call me at (850) 414-4062 or Brigitte Messina at (850) 414-4037.

HG/bm