



*Mayor Richard J. Kaplan
Chairman*

MEMORANDUM

Date: September 17, 2012

TO: MPOAC Governing Board & Staff Directors

FROM: Howard Glassman, Executive Director

SUBJECT: Upcoming October 25, 2012 MPOAC Meetings

The next meeting of the MPOAC is scheduled for **Thursday, October 25, 2012** at the **Orlando Airport Marriott Hotel, 7499 Augusta National Drive, Orlando, Florida.**

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 \$129.00 plus tax for the nights of October 23, 24 and 25. To get this special room rate please call 407•851•9000 to make reservations and indicate you are a guest of the Florida Metropolitan Planning Organization Advisory Council (MPO Advisory Council). **The deadline for making reservations is Monday, October 1, 2012.**

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

Howard Glassman, Executive Director

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