




Mayor Susan Haynie  
Chairperson

**MEMORANDUM**

DATE: December 17, 2015  
TO: MPOAC Governing Board & Staff Directors  
FROM: Carl Mikyska, Executive Director   
SUBJECT: January 28, 2016 MPOAC Joint Meeting

The next meeting of the MPOAC is scheduled for **Thursday, January 28, 2016** at the **Florida Department of Revenue, Building 2, Room 2-1250** located at **2450 Shumard Oak Blvd., Tallahassee, Florida 32311.**

A joint meeting of the Governing Board and Staff Directors' Advisory Committee will take place from 12:00 – 3:30 p.m.

A block of rooms has been reserved at the **Courtyard Tallahassee Capital, by Marriott**, 1018 Apalachee Parkway, Tallahassee, 32301 at the rate of \$199.00 plus tax for the nights of January 27 and 28. To get this special rate, please call **1-800-321-2211** to make reservations and indicate that you are with the MPO Advisory Council Room Block. **The deadline to make reservations is Wednesday, January 6, 2016.**

An agenda package will be mailed out in advance of the meeting. Should you have any questions please call me at (850) 414-4062 or Brigitte Messina at (850) 414-4037.

CM/bm