



November 7, 2016

MEMORANDUM

TO: Transportation Disadvantaged Coordinating Board, News Media and Interested Citizens

FROM: Commissioner Charles Lake, TD Coordinating Board Chairman

SUBJECT: **Annual Public Hearing and Transportation Disadvantaged Coordinating Board Meeting**  
Monday, November 14, 2016 at 1:30 p.m.  
Polk County Commission Board Room  
Polk County Neil Combee Administration Building

The Polk Transportation Disadvantaged Local Coordinating Board will meet on Monday, November 14, 2016 immediately following a Public Hearing at 1:30 P.M. in the Polk County Commission Board Room on the first floor of the Polk County Neil Combee Administration Building at 330 West Church Street in Bartow, Florida. The Annual Public Hearing is to allow the public an opportunity to voice any concerns or challenges regarding transportation disadvantaged issues in Polk County.

The meeting agenda, previous meeting minutes and attachments are enclosed. If you have any questions regarding the meeting, or are unable to attend, please call TPO Staff at (863) 534-6486.

CL:ds

Enclosure

In accordance with the Americans with Disabilities Act, persons with disabilities needing special accommodations to participate in this proceeding should contact the Board of County Commissioners, Public Information Office, at 330 W. Church Street, Bartow. Telephone (863) 534-6090, not later than four days prior to the proceeding. If hearing impaired call: (TDD) (863) 534-7777 or 1-800-955-8771, or Voice impaired call: 1-800-955-8770, via Florida Relay Service.

The TPO planning process is conducted in accordance with Title VI of the Civil Rights Act of 1964 and Related Statutes. Any person or beneficiary who believes they have been discriminated against because of race, color, religion, sex, age, national origin, disability, or family status may file a written complaint with the TPO's Title VI Specialist at Drawer TS05, P. O. Box 9005, Bartow, Florida 33831-9005.

**POLK TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD  
ANNUAL PUBLIC HEARING**

MONDAY, NOVEMBER 14, 2016

1:30 P.M.

Polk County Neil Combee Administration Building – BOCC Board Room  
330 West Church Street, Bartow, Florida 33830

**1. Roll Call**

**2. Public Comment**

*The public is invited to address the Board regarding transportation disadvantaged issues in Polk County.*

**3. Adjournment**

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## REGULAR AGENDA

### POLK TRANSPORTATION DISADVANTAGED COORDINATING BOARD POLK COUNTY COMMISSION BOARD ROOM MONDAY, NOVEMBER 14, 2016, 1:30 P.M.

#### Roll Call

#### Approve Minutes

- **September 12, 2016** Regular meeting ([Attachment](#))

#### 1. Public Comment

#### 2. Proposed Meeting Schedule for 2017

*Ms. Diane Slaybaugh, TPO, will seek approval of the proposed meeting schedule of the TD LCB for 2017. Action is requested. ([Attachment](#))*

#### 3. Annual Review and Approval of Update to LCB Bylaws

*The Local Coordinating Board is required to review and update the LCB Bylaws annually. TPO staff will review the adopted Bylaws with the Board and seek approval. Action is requested. ([Attachment](#))*

#### 4. Annual Review and Approval of Grievance and Complaint Policy

*The Local Coordination Board is required to review and update the Grievance and Complaint Policy that is part of the Transportation Disadvantaged Service Plan. Staff will review the current policies with the Board and seek approval. Action is requested. ([Attachment](#))*

#### 5. Designate Board Subcommittee for Annual CTC Evaluation

*The Board will be asked to assign members to a subcommittee to work with TPO staff to perform the annual evaluation of the CTC. Action is requested.*

#### 6. Review and Ratification of the Annual Operating Report (AOR)

*CTC staff will present the final AOR report as submitted to the Florida Commission for the Transportation Disadvantaged, and seek Board approval. Action is requested. ([Attachment](#))*

#### 7. CTC Report

*Staff will provide the Board an update on CTC activities and performance measures. This item for informational purposes only. ([Attachment](#))*

#### 8. Other Communications and Reports

- A. *TPO Community Forum – November 16, 2016 ([Attachment](#))*

#### 9. Adjournment – Next meeting on February 13, 2017 in BOCC Board Room.

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