



Transportation Disadvantaged Local Coordinating Board (TD LCB)

Draft Meeting Minutes
Monday, May 9, 2016

Polk County Administration Building,
Multi-Purpose Room 413
330 West Church Street
Bartow, FL 33830

Members Present:

Aaron Lounsberry
Mike Bingham
Rebecca Leng
Coleen Collinsworth (late)
Kevin Gilds, *Vice-Chairman*
Michelle Peronto
Juanita Warner
Comm. Steven Hunnicutt
Mayor Charles Lake, *Chairman*
Katie Kummer
Shela Stewart-Lucas

Others Present:

Dave Walters
Jane Hammond
Sarah Catala
David Persaud
Marcia Roberson
John Satchell
Rodney Wetzel
Ronnie Blackshear
Jean Parlow
Cherie Simmons
Diane Slaybaugh
Joan Miller

Representing:

AHCA
Citizen Advocate
Citizen's Advocate #2
Children's and Families
Elderly Services
Florida Department of Transportation
Healthy Families
Mass Transit
Polk Transportation Planning Organization
Vocational Rehab
Workforce Board Rep

Representing:

Citrus Connection
Elder Point Ministries
FDOT
LAMTD
LAMTD
LAMTD
Citrus Connection
Polk TPO Staff
Polk TPO Staff
Polk TPO Staff
Polk TPO Staff
Sunrise Community

Call to Order and Roll Call

Chairman Charles Lake called the Transportation Disadvantaged Local Coordinating Board meeting to order a 1:30 pm. A quorum was present with 10 members in attendance.

Approval of Minutes

- *February 8, 2016 Regular Meeting*

Motion: Commissioner Steven Hunnicutt motioned, seconded by Ms. Katie Kummer, to approve the minutes as printed. Motion carried without dissent.

1. Public Comment

Public Comment was opened. With no public comment was heard, Public Comment was closed.

2. Florida Transportation Plan (FTP) and Strategic Intermodal Systems (SIS) Plans Update

Ms. Sarah Catala, FDOT staff presented an update of the SIS Plan as part of their public outreach efforts. The SIS Multi Modal Unfunded Needs Plan will be a long range transportation plan consisting of unfunded needs. It is a statewide coordination effort. The plan is expected to be adopted in March of 2017.

3. Review and Approval of Rate Calculation Model/CTC Reimbursement Rates

Mr. Rodney Wetzel, Citrus Connection staff reviewed the Model. The reimbursement rate is \$2.67 per mile for ambulatory and \$4.58 per mile for wheelchair.

Motion: Commissioner Steven Hunnicutt motioned, seconded by Ms. Shela Stewart-Lucas, to approve the reimbursement rates as presented. Motion carried without dissent.

4. Review and Approval of Amendment to TD Trip/Equipment Grant for 2015/2016

Mr. Rodney Wetzel, Citrus Connection staff presented an amendment to the 12015/2016 TD Trip/Equipment Grant. This amendment is for the final 3 months of the fiscal year. The amendment includes a request of capital funds in the amount of \$142,937 to purchase backup servers, \$ 514,574 in grant funding and \$57,175 in matching funds.

Motion: Commissioner Steven Hunnicutt motioned, seconded by Ms. Shela Stewart-Lucas to approve the amendment as presented. Motion carried without dissent.

5. Review and Approval of TD Trip/Equipment Grant for 2016/2017

Mr. Rodney Wetzel, Citrus Connection staff presented the 2016/2017 grant. . The application includes a request of capital funds in the amount of \$344,544 to purchase new vehicles, \$ 1,240,365 in grant funding and \$137,818 in matching funds.

Motion: Ms. Rebecca Leng motioned, seconded by Ms. Shela Stewart-Lucas to approve the application as presented. Motion carried without dissent.

6. Review and Approval of Coordination Agency Agreements with new CTC

Mr. Rodney Wetzel, Citrus Connection staff presented the eight agreements to the board. The agreements were for ElderPoint Ministries, Faith in Action, South Eastern Christian Assemblies of God, Noah's Ark, The Rainey House, Alliance for Independence, Sunrise Community of Polk County, Peace River Center and Polk Training Center.

Motion: Each Agreement had a separate vote. All motions for approval were unanimous with Commissioner Charles Lake abstaining from the vote for Polk Training Center.

7. Annual Update of Transportation Disadvantaged Service Plan (TDSP)

Ms. Diane Slaybaugh, TPO staff presented the TDSP for Lakeland Area Mass Transit District (LAMTD). As the new CTC for Polk County, LAMTD is required to develop and submit a new TDSP for approval within 120 days from April 1, 2016. Upon approval the TDSP will be forwarded to the Commission for the Transportation Disadvantaged (CTD).

Motion: Ms. Rebecca Leng motioned, seconded by Ms. Shela Stewart-Lucas to approve the TDSP for submittal to the CTD. Roll call vote was unanimous.

8. CTC Report

Mr. Wetzel, Citrus Connection staff presented an update to the CTC report. Total funding for July 1, 2015 through June 30, 2016 was \$1,189,086. 68,460 trips were provided over a 9-month period ending March 2016. 1,421 clients were served in that time frame. On time compliance is at 94 percent. Safety, complaints and hold times were reviewed. 1396 bus passes were generated through the Bus Pass Program. Ridership decreased 20% from April 2014 through March 2015.

9. Other Communications and Reports

A. Signage in CTC Vehicles.

- a. Mr. Aaron Dunn reported that all vehicles were checked for adequate signage and any problems were corrected.

10. Adjournment- Next meeting on September 12, 2016.

There being no further business the meeting was adjourned at 2:27 p.m.

Section 286.0105, Florida Statutes, states that if a person decides to appeal any decision made by a board, agency or commission with respect to any matter considered at a meeting or hearing, he will need a record of the proceedings, and that, for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.