



**Lake County Transportation Disadvantaged Coordinating Board
Minutes December 11, 2017
Lake~Sumter MPO
225 W. Guava Street, Suite 217, Lady Lake, Florida**

Members Present

Bebe Chudeusz, Vice Chair
Jo Santiago
Sheri Peterson
Leshia Buchbinder
Steve Homan
Tamyika Young
Darren Armstrong
Candace Stoutamire
Gustavo Henriquez
Mark Godinez
Timothy Bridges
Linda Diaz
Scott Pfender
Colleen Kollmann

Representing

Citizen Advocate
FDOT
Dept. of Children & Families
Children at Risk
FL Department of Elder Affairs
Florida Agency for Healthcare Administration
Medical Community
Vocational Rehabilitation/Dept. of Education
Regional Workforce Development Board
Veterans Service Office Representing Veterans
FL Association CAA/Economically Disadvantaged
Person over 60, Representing Elderly
Public Education/Lake County Schools
Person with a Disability/Representing Disabled

Members Absent

Leslie Campione, Chairman

Representing

Lake~Sumter MPO

Staff Present

TJ Fish
Francis Franco
Michael Woods
David Hope
Amy Bradford
Ola Adelekan
Jill Brown
Rickey Mack

Representing

Lake~Sumter MPO
Lake~Sumter MPO
Lake~Sumter MPO
Lake County Transit Division
Lake County Transit Division
Lake County Transit Division
Lake County Transit Division
McDonald Transit

CALL TO ORDER

The meeting of the Lake County Transportation Disadvantaged Coordinating Board (TDCB) was called to order at 2:00 p.m. by Vice-Chair Bebe Chudeusz. Staff announced that the meeting was properly noticed, the roll was called, at which time it was noted that a quorum was present.

AGENDA UPDATE – None

OPPORTUNITY FOR PUBLIC COMMENT (on agenda items or general comments) –

No comments were received at this time.

PRESENTATIONS

- A. Lake Community Action Agency, Timothy Bridges, Director of Program Operations
Mr. Bridges provided a handout and shared the agency has served Lake County for 51 years and are identified by Federal Government as the anti-poverty agency. He added many of their initiatives center around self-sufficiency and provided information on various projects currently in place.
- B. Transportation Projects in Lake County, T.J. Fish, Executive Director
Mr. Fish provided an update on transportation projects in Lake County. He discussed the opportunity to replace signalized intersections with roundabouts in several areas of Lake County.

INTRODUCTIONS *At the request of Vice-Chair Bebe Chudeusz members introduced themselves and provided information regarding their representation on the board.*

CONSENT AGENDA

- A. Approval of October 2, 2017 Annual Public Hearing Minutes
- B. Approval of October 2, 2017 Meeting Minutes
- C. Approval of 2018 Meeting Schedule
Vice-Chair Chudeusz reviewed the 2018 Meeting Schedule that was included in the agenda packet.

On a motion by Lesha Buchbinder, seconded by Jo Santiago and carried unanimously by a 14-0 vote, the Board approved the Consent Agenda as presented.

ACTION ITEM

- A. Appoint Vice-Chair 2018
Mr. Fish commented on the structure of the Coordinating Board and added that Commissioner Campione has served as the Chair for six (6) years and Bebe Chudeusz has served for five (5) years. Discussion.

On a motion by Bebe Chudeusz, seconded by Timothy Bridges and carried unanimously by a 14-0 vote, the Board approved the nomination of Lesha Buchbinder to serve as Vice-Chair for 2018.

- B. Annual Review and Approval of Grievance Procedures
Michael Woods provided a review of the recommended updates to the Grievance Procedures. The proposed edits were provided by the MPO Attorney and reviewed by the Grievance Subcommittee. Staff recommended updates as presented.

On a motion by Colleen Kollmann, seconded by Bebe Chudeusz and carried unanimously by a 14-0 vote, the board approved the Grievance Procedures with the recommend revisions.

C. Memorandum of Agreement FYs 2018-2023

T.J. Fish provided an update on the process for recommending a Community Transportation Coordinator (CTC) for Lake County. He added the Lake~Sumter MPO is expected to approve by resolution to recommend the Lake County BCC remain the CTC for Lake County beginning July 1, 2018 thru June 30, 2023. The item is on the December 13 agenda.

On a motion by Lesha Buchbinder, seconded by Colleen Kollmann and carried unanimously by a 14-0 vote, the board approved the recommendation of Lake County BCC to continue as the CTC for Lake County beginning July 1, 2018 thru June 30, 2023.

DISCUSSION ITEMS

A. Annual Review of Coordination Contracts

Amy Bradford provided a review of Coordination Contracts. A list of Contractors was provided in the agenda packet. Ms. Bradford added after the first of year they will contact each coordinator to verify if they want to continue with the contracts. There were no questions or comments.

B. FY 2018/2019 Section 5310 and 5311 Grant Updates

Amy Bradford provided update on the Section 5310 and 5311 grant applications Lake County is in the process of applying for. Bebe Chudeusz reminded board members they can still view the ADA Dodge Conversion Caravan purchased with FTA grant funds parked in the back parking lot after the meeting. Mr. Fish commented he was impressed with the amount of space that is inside the vehicle.

C. Florida Department of Transportation On-site Review Update

Amy Bradford provided an update on the November 16 Vehicle Inventory Inspection and added it went very well. She commented McDonald Transit is taking care of the maintenance of vehicles and they are doing a wonderful job. Discussion regarding customer service commendations ensued.

D. ADA Advisory Committee

Jill Brown provided an update on the 2017 Bus Stop Improvement Program. Goals include: 1) To improve safety access and amenities to Lake County transit stops; 2) To enhance communication between FDOT, Lake County and municipalities during transit stop improvements; 3) Create a partnership between Lake County, FDOT and the municipalities in the coordination of transit stop enhancements; and 4) Understand the respective municipal requirements for construction and maintenance of the transit stops throughout Lake County. Ms. Brown discussed the ADA requirements, development of a bus stop data base (ATSIM), Route Shout App, and tracking of all bus stops. Discussion.

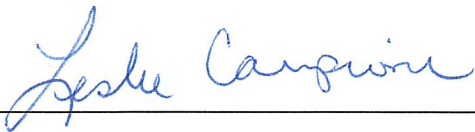
REPORTS

- A. Florida Commission for the Transportation Disadvantaged
Michael Woods reported TD Legislative Day is February 14 and staff plans to attend. The MOA for Lake County is tentatively scheduled for approval at the February 13 CTD Business meeting.
- A. FDOT
Jo Santiago provided update on the annual grant workshop and the 5310 and 5311 grant application process. She added the deadline for grant applications to be received by FDOT is December 22, 2017. Ms. Santiago shared Carlos Colon will be covering for her while she is on maternity leave next year.
- B. Lake County CTC
Amy Bradford reviewed the reports that were included in the agenda packet. She referenced page 51 that included a comparison of FY 2016 and FY 2017. Discussion ensued regarding the surveys provided to riders and the idea of providing a shorter version that targets riders within 24 hours of a ride.
- C. Lake~Sumter MPO
Mr. Fish discussed board member participation with regards to on site bus observations and thanked Linda Diaz. He reminded board members the MPO has scheduled a Public Transportation Task Force meeting December 13, 2017 at 12:30 at the MPO office and all are welcome to attend.

BOARD MEMBER COMMENTS – Bebe Chudeusz thanked T. J. Fish for his many years of service.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 3:15 p.m.



Chairman Campione

March 12, 2018

Date