

Transportation Disadvantaged Coordinating Board Agenda

Date | Time: September 15, 2025, | 2 PM

Sumter County TDCB Committee Meeting - June 2025

September 15, 2025, 2:00 – 4:00 PM (America/New_York)

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The Transportation Disadvantaged Coordinating Board (TDCB) serves to identify local service needs and provide information, advice, and direction to the Community Transportation Coordinator (CTC) on the coordination of services to be provided to the TD program. The TDCB focuses on compliance with state requirements for TD planning and ensuring that public transportation is accessible to everyone, including the transportation disadvantaged. TDCB membership is composed of several representatives such as health and human services agencies, the elderly and disabled, citizens, and the private transportation industry and is established pursuant to Rule 41- 2.012(3), Florida Administrative Code (FAC).

CALL REGULAR MEETING TO ORDER

Invocation / Pledge of Allegiance

Proper Noticing

Roll Call

Determination of Quorum

Chair Announcements Sumter County TDCB Chair, Commissioner Jeffrey Bogue

I. AGENDA UPDATE

A. Proposed revisions to today's agenda (if any)

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II. OPPORTUNITY FOR PUBLIC COMMENT (ON AGENDA ITEMS OR GENERAL COMMENTS)

At this point in the meeting, the Board will hear citizens' questions, comments, and concerns. If the issue raised is not on today's Agenda, the Board will not take action at this meeting. Questions may be answered by staff or referred for appropriate staff action. If further action is necessary, the item may be placed on a future Board agenda. Public comment shall be limited to three minutes per person.

III. CONSENT ITEMS

A. Approval of June 2, 2025, Quarterly Meeting Minutes

[*Attachment A: June 2, 2025, Sumter County TDCB Quarterly Meeting Minutes*](#)

B. Approval of June 2, 2025, Annual Public Hearing Minutes

[*Attachment B: June 2, 2025, Sumter County TDCB Annual Public Hearing Minutes*](#)

C. Approval of Amendment to Sumter County TDCB Bylaws

The Bylaws are being amended to add a representative of the Agency for Persons with Disabilities to the membership and to adjust the Grievance Subcommittee language to be in compliance with Florida Administrative Code Rule 41-2.012.

[*Attachment C: Sumter County TDCB Bylaws Amendment*](#)

IV. ACTION ITEMS

A. Grievance Subcommittee Annual Appointment

Per Florida Administrative Code Rule 41-2.012, the Sumter County TDCB is required to appoint a Grievance Subcommittee to process and investigate grievances or complaints from agencies, users, and potential users of the system and the CTC in the County, and make recommendations to the Coordinating Board for improvement of service. The Grievance Subcommittee is to be fully staffed on an annual basis. The Grievance Subcommittee currently consists of five members and is fully staffed. The current members are Sandra Woodard, Steve Homan, Chantel Buck, Carol Kitchen, and Jamie Ledgerwood.

Staff recommends for all current members to be reappointed.

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B. Annual Review and Appointment of Other Subcommittees

The Sumter County TDCB Bylaws allows for other committees to be designated by the Chairperson as necessary to investigate and report on specific subject areas of interest to the TDCB and to deal with administrative and legislative matters. All subcommittees are to be reviewed on an annual basis to ensure that their purpose still fulfills the need that they were created for and that they remain fully staffed.

- a. The Bylaws Subcommittee consists of three members and has one vacancy. The current members are Sandra Woodard and Chantel Buck.
- b. The CTC Evaluation Subcommittee consists of three members and has one vacancy. The current members are Jamie Ledgerwood and Chantel Buck.

Staff recommends for all current members to be reappointed and for Jamie Ledgerwood to be appointed to the Bylaws Subcommittee.

V. DISCUSSION ITEMS

A. Review and Discussion of the Commission for the Transportation Disadvantaged (CTD) Ombudsman Report

The Sumter County TDCB is required to review the CTD Ombudsman's Report quarterly. The CTD received no calls for Sumter County this quarter.

B. Actual Expenditure Report (AER) Review

The CTD requires the Planning Agency to annually complete the Actual Expenditure Report (AER), which lists direct federal and local government transportation funds for the past CTD grant year/State fiscal year.

[*Attachment D: Sumter County Actual Expenditure Report for FY 2024-25*](#)

C. CTC Evaluation Status Report

The FY 2024-2025 CTC Evaluation was presented to the TDCB at the June 2nd, 2025, meeting. The evaluation resulted in one finding and one suggestion. The finding was that the rear A/C units were not working in most vehicles at the time of the observational ride on 4/29/25, which is in violation of FAC Rule 41-2.006(4)(q). The CTC provided documentation on 5/22/25 that the A/C issues had been resolved on all buses but two, which were found to have other issues and required additional repairs. The finding was resolved, so the CTC Evaluation Subcommittee did not make any recommendations.

An observation from the CTC Evaluation survey was that several respondents alluded to needing to make reservations days in advance, despite the policy only requiring riders to make reservations 24-hours in advance, with 48-hours being preferred. Since the policy changed within the last year, the CTC Evaluation Subcommittee suggested the CTC review how the updated reservation process has been communicated to employees and riders. The CTC will present a status report on the finding and suggestion described above.

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D. 2050 Long Range Transportation Plan

The Long Range Transportation Plan (LRTP) establishes the vision for the transportation system in Lake and Sumter Counties. The 2050 LRTP assesses the existing transportation system, sets goals and objectives, and seeks public input in order to identify current and future transportation needs and develop a list of projects that will be eligible for federal and state funding.

Staff will present an overview of the 2050 LRTP and provide information on how to comment on the plan.

E. Follow Up Items

This will be a recurring agenda item that provides a status update on items discussed at previous quarterly meetings. The attached Follow Up Log provides an update on the items below:

1. How to address the low number of responses for the CTC Evaluation Survey
2. A board member comment from Carol Kitchen regarding an experience she had trying to reserve a trip

[*Attachment E: September 15, 2025, Sumter County TDCB Agenda Follow Up Log*](#)

F. Board Membership Updates

Jeannette Estes was appointed to the Sumter County TDCB on July 1st, 2025, as the representative for the Agency for Persons with Disabilities (APD). Priscilla Weeks and Elizabeth Watson will serve as alternates.

G. Recent and Upcoming Events

- **FPTA Annual Conference and TD Planners Training Session** – September 2-4, 2025, *St. Pete Beach, FL*
- **CTD Commission Business Meeting** – September 25, 2025, [*Tallahassee, FL 32311/Virtual*](#)
- **2025 Grant Workshop: FDOT District Five FFY2026 Sections 5310/5311/5339** – October 22, 2025, *Central Florida Regional Expressway Authority, 4974 Orl Tower Rd, Orlando, FL 32807*
- **FDOT Mobility Week** – *TBD*
- **CTD Commission Business Meeting** – Week of December 8th, 2025, [*Virtual*](#)

VI. REPORTS

- A. FDOT – Jamie Ledgerwood
- B. Sumter County CTC – Deborah Snyder, [*Sumter County Transit Report \(Attachment F\)*](#)
- C. Lake~Sumter MPO Quarterly Progress Report – Michael Woods, [*MPO Quarterly Progress Report \(Attachment G\)*](#)

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VII. OPPORTUNITY FOR PUBLIC COMMENT (ON AGENDA ITEMS OR GENERAL COMMENTS)

At this point in the meeting, the Board will hear citizens' questions, comments, and concerns. If the issue raised is not on today's Agenda, the Board will not take action at this meeting. Questions may be answered by staff or referred for appropriate staff action. If further action is necessary, the item may be placed on a future Board agenda. Public comment shall be limited to three minutes per person.

VIII. BOARD MEMBER COMMENTS

IX. ADJOURNMENT

X. NEXT MEETING: December 8, 2025

Pursuant to the provisions of Chapter 286, Florida Statutes, Section 286.0105, if any person decides to appeal any decision made by the above named board with respect to any matter considered at the meeting, he or she 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. All interested citizens are welcome to attend. Persons with disabilities needing assistance to participate in any of the proceedings should contact (352) 315- 0170, 48 hours in advance of the meeting.



MINUTES
SUMTER COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD
Minutes – June 2, 2025
1300 Citizens Blvd., Suite 175 Leesburg, FL 34748

Members Present

Jeff Bogue, Chair
Jamie Ledgerwood
Sally Moss
Jason Carlin
Sandra Woodard
Carol Kitchen
Steve Homan
Emilio Santiago
Gustavo Henriquez
Barney Johnson
Chantel Buck

Representing

Lake~Sumter MPO
FDOT
Public Education/Sumter County Schools
Veterans Service Office Representing Veterans
FL Association CAA/Economically Disadvantaged
Person with a disability, representing the disabled
FL Department of Elder Affairs
Florida Agency for Health Care Administration
Regional Workforce Development Board
Local Private For-Profit Transportation
New Vision for Independence

Members Absent

Sheri Peterson
Jennilyn Green
Nora Hanzez
Bonnie Cowie
Jose Lopez
Mat Kline
Vicki Wynn

Representing

Dept. of Children & Families
Vocational Rehabilitation/Dept. of Education
Persons Over 60, representing elderly
Citizen Advocate/User of the System
Citizens Advocate
Children at Risk
Medical Community

Staff Present

Michael Woods
Doris LeMay

Representing

Lake~Sumter MPO
Lake~Sumter MPO

CALL TO ORDER

The meeting of the Sumter County Transportation Disadvantaged Coordinating Board (TDCB) was called to order at 2:12 p.m. by Chair Jeff Bogue. Followed by the Pledge of Allegiance and a moment of Silence. Staff announced that the meeting was properly noticed, the roll was called, at which time it was noted that a quorum was present. (6 Voting Members present).

I. AGENDA UPDATE – None

II. OPPORTUNITY FOR PUBLIC COMMENT (on agenda items or general comments) None

III. CONSENT ITEMS

- A. Approval of March 3, 2025, Quarterly Meeting Minutes
- B. Approval of Sumter County TDCB Bylaws
- C. Approval of Sumter County Grievance Procedures

On a motion by Sandra Woodard, seconded by Gustavo Henriquez and carried unanimously by a Vote of 6-0, the Board approved Consent Agenda as Presented.

IV. ACTION ITEMS:

- A. Approval of FY 2024-2025 Community Transportation Coordinator Evaluation. Kelsey Peterson, WSP provided a brief overview of the Evaluation.

On a motion by Jamie Ledgerwood, seconded by Emilio Santiago and carried unanimously by a Vote of 6-0, the Board approved the FY 2024-2025 Community Transportation Coordinator Evaluation.

- B. Approval of FY 2025 Transportation Disadvantaged Service Plan Annual Update. Kelsey Peterson, WSP provided a brief overview of the FY 2025 Transportation Disadvantaged Service Plan.

On a motion by Sandra Woodard, seconded by Jamie Ledgerwood and carried unanimously by a Vote of 6-0, the Board approved the FY 2025 Transportation Disadvantaged Service Plan Annual Update.

- C. Approval of FY 2026 Meeting Calendar
 - Q1 TDCB Meeting September 15, 2025
 - Q2 TDCB Meeting December 8, 2025
 - Q3 TDCB Meeting March 2, 2026
 - Annual Public Hearing: March 2, 2026
 - Q4 TDCB Meeting June 1, 2026

On a motion by Gustavo Henriquez, seconded by Jamie Ledgerwood and carried unanimously by a Vote of 6-0, the Board approved the FY 2026 Meeting Calendar

V. DISCUSSION ITEMS:

- A. Review and discussion of the Commission for the Transportation Disadvantaged (CTD) Ombudsman Report – Michael Woods
- B. Board Membership Updates – Michael Woods
- C. Upcoming Conferences/Meetings – Michael Woods

VI. REPORTS

- A. FDOT – Jamie Ledgerwood
- B. Sumter County Transit – Deborah Snyder
- C. Lake~Sumter MPO – Michael Woods – In Agenda Package

VII. OPPORTUNITY FOR PUBLIC COMMENT - None

VIII. BOARD MEMBER COMMENTS – Carol Kitchen questions about scheduling

IX. ADJOURNMENT - There being no further business to discuss, the meeting adjourned at 3:02 PM

NEXT MEETING: September 15, 2025 @ 2:00 PM

Chair Jeff Bogue

Date



**Sumter County Transportation Disadvantaged Coordinating Board
Minutes – Annual Public Hearing
June 2, 2025
1300 Citizens Blvd. Suite 175, Leesburg, FL 34748**

.....
Members Present

Jeff Bogue, Chairman
Jamie Kersey Ledgerwood
Sally Moss
Jason Carlin
Sandra Woodard
Carol Kitchen
Steve Homan
Emilio Santiago
Gustavo Henriquez
Barney Johnson
Chantel Buck

Representing

Lake~Sumter MPO
FDOT
Public Education/Sumter County Schools
Veterans Service Office Representing Veterans
FL Association CAA/Economically Disadvantaged
Person with a disability, representing the disabled
FL Department of Elder Affairs
Florida Agency for Health Care Administration
Regional Workforce Development Board
Local Private for-Profit Transportation
New Vision for Independence

Members Absent

Sheri Peterson
Jennilyn Green
Nora Hanzez
Jose Lopez
Bonnie Cowie
Mat Kline
Viki Wynns

Representing

Dept. of Children & Families
Vocational Rehabilitation/Dept. of Education
Persons Over 60, representing elderly
Citizens Advocate
Citizen Advocate/User of the System
Children at Risk
Medical Community

Staff Present

Mike Woods
Doris LeMay

Representing

Lake~Sumter MPO
Lake~Sumter MPO

CALL TO ORDER ANNUAL PUBLIC HEARING

The Annual Public Hearing was called to order by Chairman Jeff Bogue @ 2:07 p.m. Staff announced that the meeting was properly noticed. (6 voting members present).

OPEN PUBLIC COMMENT PERIOD

- A.** In-Person Public Comments – None
- B.** Virtual and Phone Public Comments – None
- C.** Written Comments – Linda Browning – Expressed gratitude for allowing Sumter County Para Transit to cross over into Lake County for appointments.
- D.** Summary of FY 2025 Public Comments – Kelsey Peterson, WSP
- E.** Board Member Comments – None

ADJOURNMENT: There being no public comments, the chairman closed the meeting at 2:12 p.m.

Chairman Jeff Bogue

Date

BYLAWS OF THE SUMTER COUNTY TRANSPORTATION DISADVANTAGED COORDINATING BOARD

ARTICLE I: PREAMBLE

The following sets forth the Bylaws which shall serve to guide the functioning of the Sumter County Transportation Disadvantaged Coordinating Board. The intent is to provide procedures and policies for fulfilling the requirements of Chapter 427, Florida Statutes (F.S.), and Chapter 41-2, Florida Administrative Code (F.A.C.), governing the coordination of transportation services provided to the transportation disadvantaged.

ARTICLE II: NAME AND PURPOSE

Section 1: Name: The name of the Coordinating Board shall be the Sumter County Transportation Disadvantaged Coordinating Board, hereinafter referred to as the TDCB.

Section 2: Purpose: Pursuant to F.S. 427.0157, the primary purpose of the TDCB is to develop local service needs and to provide information, advice, and direction to the Community Transportation Coordinator (CTC) on the coordination of services to be provided to the transportation disadvantaged.

ARTICLE III: MEMBERSHIP

Section 1: Appointment of Members: In accordance with F.S. 427.0157 and Rule 41-2.012, F.A.C., members of the TDCB shall be appointed by the Lake-Sumter Metropolitan Planning Organization, hereinafter referred to as the MPO.

Section 2: Voting Members: In accordance with Rule 41-2.012(3), F.A.C., in addition to the Chair, the following agencies or groups shall be represented on the TDCB as voting members:

1. A local representative of the Florida Department of Transportation;
2. A local representative of the Florida Department of Children and Families;
3. A local representative of the Public Education Community, which may include, but is not limited to, a representative of the District School Board, School Board Transportation Office, or Headstart Program in areas where the School District is responsible;
4. A local representative of the Florida Division of Vocational Rehabilitation or the Division of Blind Services, representing the Department of Education;
5. A person recommended by the local Veterans Service Office representing the veterans of the county;
6. A person who is recognized by the Florida Association for Community Action (President) as representing the economically disadvantaged in the county;
7. A person over sixty years of age representing the elderly in the county;
8. A person with a disability representing the disabled in the county;
9. A citizen advocate representative in Sumter County;
10. A citizen advocate representative in Sumter County who uses the transportation services of the system as that person's primary means of transportation;
11. A local representative for children at risk;
12. A local representative of the Florida Department of Elderly Affairs;

13. An experienced representative of the local private for profit transportation industry, or in an area where such a representative is not available, a local private non-profit representative, except where said representative is also the CTC;
14. A local representative of the Florida Agency for Health Care Administration;
15. A local representative of the Agency for Persons with Disabilities;
16. A representative of the Regional Workforce Development Board established in Chapter 445, F.S.; and
17. A representative of the local medical community, which may include, but is not limited to, kidney dialysis centers, long term care facilities, assisted living facilities, hospitals, local health department or other home and community-based services.

Section 3: Alternate Members: All members of the TDCB may have their agency or organization designate, in writing, an alternate who may vote only in the absence of that member. All members not representing an agency or organization may have an alternate, who may vote only in the absence of that member, appointed for them by the MPO.

Section 4: Technical Advisors - Non-Voting Members: Non-voting technical advisors may be approved upon a majority vote of a quorum of the TDCB members for the purpose of providing the TDCB with technical advice.

Section 5: Terms of Appointment: Except for the Chair and state agency representatives, the members of the TDCB shall be appointed for three (3) year terms. The Chair shall serve until elected term of office has expired or until the Chair is otherwise replaced by the MPO. Individuals may be reappointed to serve an additional three (3) year term. No employee of a CTC shall serve as a voting member of the TDCB in an area where the CTC serves.

Section 6: Termination of Membership: A member of the TDCB may resign at any time by providing notice in writing to the Chair. Unless otherwise specified in the notice, the resignation shall take effect when it is received by the Chair. Each member of the TDCB is expected to demonstrate his/her interest in the TDCB's activities by attending the scheduled meetings. If a voting member is unable to attend a meeting, he/she should ensure that his/her alternate will attend. The MPO shall review, and consider rescinding, the appointment of any voting member who fails to attend three (3) consecutive meetings. The TDCB shall notify the Florida Transportation Disadvantaged Commission (Commission) of any state agency voting member or his/her alternate failing to attend three (3) consecutive meetings.

ARTICLE IV: OFFICERS AND DUTIES

Section 1: Officers: The officers of the TDCB shall include a Chair and a Vice-Chair.

Section 2: Chair: The MPO shall appoint an elected official from Sumter County to serve as the official Chair for all TDCB meetings. The Chair shall preside at all meetings, review and sign the official meeting minutes, and be responsible for all notices and agendas for meetings. The Chair shall serve until elected term of office has expired or otherwise replaced by the MPO, in accordance with Rule 41-2.012(4), F.A.C.

Section 3: Vice-Chair: The TDCB shall hold an organizational meeting each year for the purpose of electing a Vice-Chair. The Vice-Chair shall be elected by a majority vote of the voting TDCB members present. The Vice-Chair's term of office shall be for one (1) year starting with the first meeting after his/her election, but the Vice-Chair may be re-elected to an additional term or terms of office. In the event of the Chair's absence, the Vice-Chair shall assume the duties of the Chair and conduct the meeting.

Section 4: Absence of Chair and Vice Chair: In the event of the TDCB Chair's, and the Vice-Chair's absence, the TDCB will, if a quorum is present, elect a voting member of the TDCB to assume the duties of the Chair for that meeting and conduct the meeting.

ARTICLE V: COORDINATING BOARD MEETINGS

Section 1: Regular Meetings and Procedures: The TDCB shall meet as often as necessary in order to meet its responsibilities. However, as required by Section 427.0157, F.S. and Rule 41-2.012(5), F.A.C., it shall meet at least quarterly. All meetings, including committee meetings, shall function under Florida's "Government in the Sunshine Law."

Section 2: Notice of Meetings and Meeting Agendas: A notice stating the date, time and place of each meeting shall be publicly advertised and sent to all TDCB members and, other interested parties at least fourteen (14) days in advance of the meeting. A meeting agenda shall be sent to all TDCB members, and other interested parties at least seven (7) days in advance of each meeting, and shall be made available to the public at least four (4) days in advance of the meeting in accordance with the MPO Public Participation Policy (Section 6.0, Lake~Sumter MPO Bylaws). Agenda changes may be made at any meeting by a two-thirds (2/3) vote of the TDCB members present, provided that all agenda changes are made in accordance with the MPO Public Participation Policy (Section 6.0, Lake~Sumter MPO Bylaws).

Section 3: Emergency Meetings: If determined by the Chair to be necessary, the Chair may call an emergency meeting. A notice stating the date, time and place of the emergency meeting shall be publicly advertised and sent to all TDCB members and other interested parties at least seven (7) days, if possible, in advance of the meeting. A meeting agenda shall be sent to all TDCB members as soon as early as possible.

Section 4: Quorum: At all meetings of the TDCB, the presence in person of three members currently seated shall be necessary and sufficient to constitute a quorum for the transaction of business.

Section 5: Voting: Unless otherwise expressly required by law or these Bylaws, all matters to be voted on shall be decided by a majority vote of those TDCB members present. TDCB members can participate in meetings via conference call, however, a physical quorum must be present to vote for the transaction of business.

Section 6: Public Participation: All TDCB meetings shall be held in accordance with the MPO Public Participation Plan..

ARTICLE VI: STAFF

The MPO shall provide the TDCB with sufficient staff support and resources to enable the TDCB to fulfill its responsibilities as set forth in Chapter 427, F.S., and Chapter 41-2, F.A.C. This includes providing sufficient staff to manage and oversee the responsibilities of the TDCB. This also includes but is not limited to, assistance in the scheduling of meetings, preparing meeting agenda packets, training board members, evaluating cost effectiveness, reviewing the local Transportation Disadvantaged Service Plan (TDSP) and other necessary administrative duties as appropriate.

ARTICLE VII: COORDINATING BOARD DUTIES

Section 1: Coordinating Board Duties: Pursuant to F.S. 427.0157 and Rule 41-2.012 the TDCB shall perform the following duties:

1. Maintain official meeting minutes, including an attendance roster, reflecting official actions and provide a copy of same to the Commission and the Chair of the MPO;

2. Review and approve the CTC's Memorandum of Agreement and the CTC's Transportation Disadvantaged Service Plan (TDSP) prior to submittal to the Commission;
3. On a continuing basis, evaluate services provided under the approved Service Plan. Annually, provide the MPO with an evaluation of the CTC's performance in general and relative to Commission standards and the completion of current Service Plan elements. Recommendations relative to performance and the renewal of the CTC's Memorandum of Agreement shall be included in the report;
4. In cooperation with the CTC, review and provide recommendations to the Commission and the MPO on all applications for local government, state or federal funds relating to transportation of the transportation disadvantaged in Sumter County to ensure that any expenditures within the County are provided in the most cost effective and efficient manner;
5. Review the coordination strategies of service provision to the transportation disadvantaged in the county to seek innovative ways to improve cost effectiveness, efficiency, safety, working hours, and types of service in an effort to increase ridership to a broader population. Such strategies should also encourage multi-county and regional transportation service agreements between area CTCs and consolidation of adjacent designated service areas when it is appropriate and cost effective to do so;
6. Appoint a Grievance Subcommittee to serve as a mediator to process and investigate grievances or complaints from agencies, users, potential users of the system and the CTC in the county, and make recommendations to the Coordinating Board for improvement of service. The Coordinating Board shall establish procedures to provide regular opportunities for grievances and issues to be brought before the committee and to address them in a timely manner, and the Coordinating Board shall hear grievances and appeals itself as provided for in the grievance procedures. Members appointed to the Subcommittee shall be voting members of the Coordinating Board;
7. Annually review coordination contracts to advise the CTC whether the continuation of said contract provides the most cost effective and efficient transportation available;
8. Review and approve the CTCs Annual Operating Report by September 15th each year;
9. Review and approve the (TDSP) for consistency with approved minimum guidelines and the goals and objectives of the Coordinating Board. The TDSP shall include a vehicle inventory of those vehicles purchased with transportation disadvantaged funds;
10. Assist the CTC in establishing eligibility guidelines and priorities with regard to the recipients of non-sponsored transportation disadvantaged services that are purchased with Transportation Disadvantaged Trust Fund monies;
11. Hold at least one public hearing per year for the purpose of receiving input on unmet needs or any other areas that relate to the local transportation services;
12. Work cooperatively with regional workforce boards established in Chapter 445, F.S. to provide assistance in the development of innovative transportation services for participants in the welfare transition program; and
13. Evaluate multi-county or regional transportation opportunities.

ARTICLE VIII: COMMITTEES

Section 1: Grievance Subcommittee: The Grievance Subcommittee shall be appointed and function pursuant to Grievance Procedures adopted by the TDCB.

Section 2: Other Committees: Other committees may be designated by the Chair as necessary to investigate and report on specific subject areas of interest to the TDCB and to deal with administrative and legislative matters.

ARTICLE IX: COMMUNICATION WITH OTHER AGENCIES AND ENTITIES

The MPO authorizes the TDCB to communicate directly with other agencies and entities as necessary to carry out its responsibilities in accordance with Chapter 427, F.S., and Chapter 41-2, F.A.C.

ARTICLE X: AMENDMENTS

The Bylaws shall be reviewed, updated (if necessary), and adopted annually.

ARTICLE XI: CERTIFICATION

The undersigned hereby certifies that he/she is the Chair of the Sumter County Transportation Disadvantaged Coordinating Board and that the foregoing is a full, true and corrected copy of the Bylaws of this Coordinating Board as adopted by the Sumter County Transportation Disadvantaged Coordinating Board on the 10th day of June 2024.

SUMTER COUNTY TRANSPORTATION DISADVANTAGED COORDINATING BOARD

Jeffrey Bogue, Chair



**COMMISSION FOR THE TRANSPORTATION DISADVANTAGED
ACTUAL EXPENDITURE REPORT FORM**
(One form for each county
Do not report funds from state agency sources)

COUNTY: Sumter

DUE: **September 15, 2025**

Coordinated Transportation			
ACTUAL PRIOR YEAR			
Local Funding		Direct Federal Funding	
Expenditures	# of Trips, Operating Subsidy or Capital	Expenditures	# of Trips, Operating Subsidy or Capital
\$1,569,403.00	43,278		

Transportation Alternatives			
ACTUAL PRIOR YEAR			
Local Funding		Direct Federal Funding	
Expenditures	# of Trips, Operating Subsidy or Capital	Expenditures	# of Trips, Operating Subsidy or Capital

Other			
ACTUAL PRIOR YEAR			
Local Funding		Direct Federal Funding	
Expenditures	# of Trips, Operating Subsidy or Capital	Expenditures	# of Trips, Operating Subsidy or Capital

Sumter County TDCB Agenda Follow Up Log, September 15, 2025

#	Item	6/2/2025 Summary	9/15/2025 Update	Status
1	Update CTC Evaluation survey	TDCB members discussed the low number of survey responses for the CTC Evaluation Survey. Michael Woods noted that staff would consider extending the period that the survey is open next year.	Staff will propose recommendations for how to address the low response rate for the CTC Evaluation Survey.	In Progress
2	Board Member Comment from Carol Kitchen	Carol Kitchen provided a comment that she had recently called at least 48 hours in advance and was told there was no availability for the rest of the week. CTC staff noted that they would follow up with Ms. Kitchen.	CTC staff spoke to Carol after the meeting. She stated she called for a ride between 5/19 and 5/21 and was told no buses were available. Additionally, she was concerned about how she was treated by the MTM Transit dispatchers. The issue was discussed with the General Manager at MTM Transit, who reinforced the importance of courtesy and respect while speaking with riders. He also reinforced that all rides shall be accommodated. No additional issues have been reported.	Resolved

Sumter County Transit Report

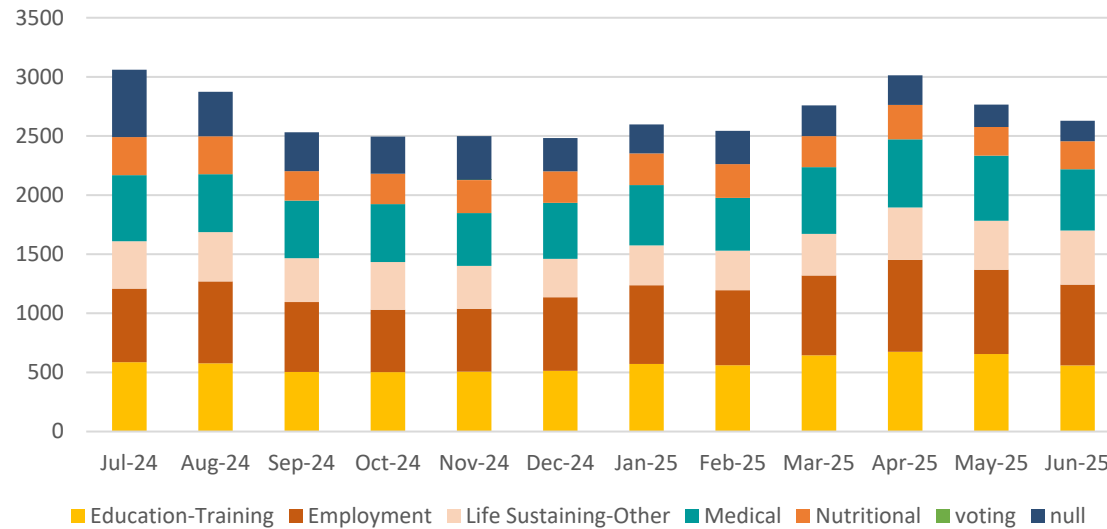
September 15, 2025

The data contained herein has been provided by Sumter County Transit.

Table 1: Trips by Trip Purpose

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Total for purpose
Education-Training	587	577	504	503	507	514	572	561	645	675	655	560	6,860
Employment	622	693	591	528	532	622	666	634	675	778	714	683	7,738
Life Sustaining-Other	400	417	371	402	362	325	336	335	352	442	414	457	4,613
Medical	560	490	488	491	447	474	510	447	564	576	550	518	6,115
Nutritional	322	320	249	257	279	266	269	285	263	292	243	237	3,282
Voting	0	0	0	0	2	0	0	0	0	0	0	0	2
Null	570	376	328	314	370	281	244	282	260	250	189	174	3,638
Total for period	3,061	2,873	2,531	2,495	2,499	2,482	2,597	2,544	2,759	3,013	2,767	2,642	32,263

Figure 1: Trips by Trip Purpose

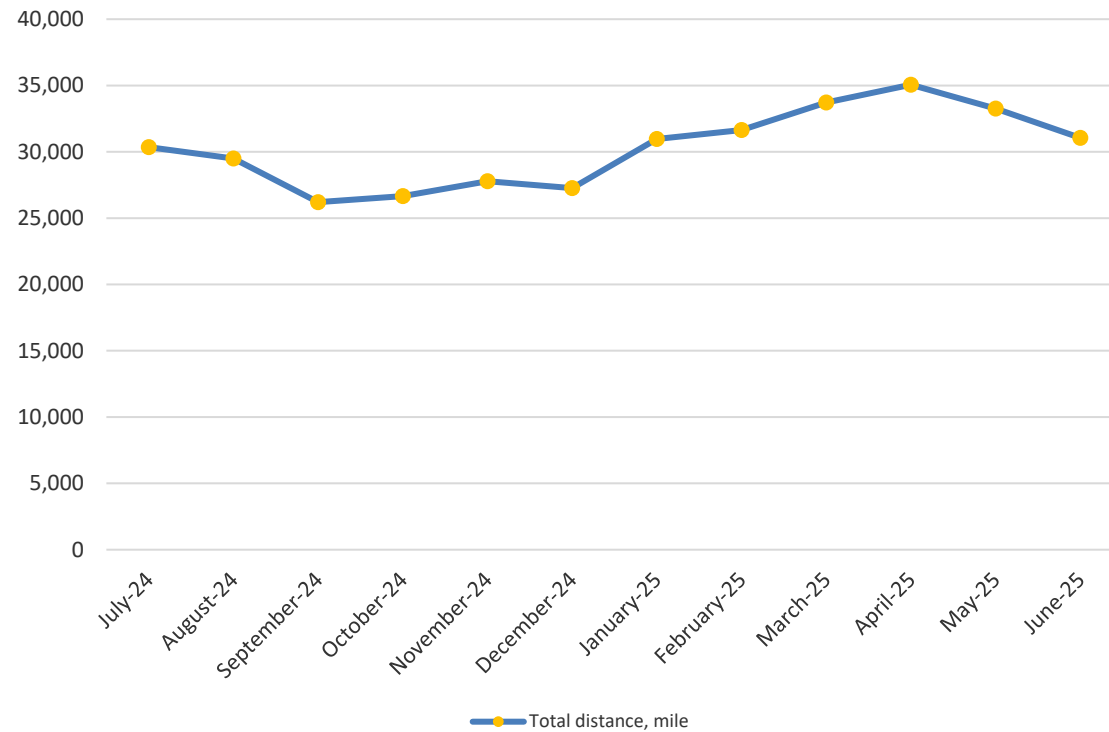


Sources: TDCB Trips By Purpose Oct 1 2024 to Sept 08 2025.pdf

Table 2: Total Passenger Miles

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Total
Total distance, mile	30,351	29,494	26,205	26,659	27,785	27,266	30,965	31,642	33,716	35,058	33,260	31,046	363,447

Figure 2: Total Passenger Miles

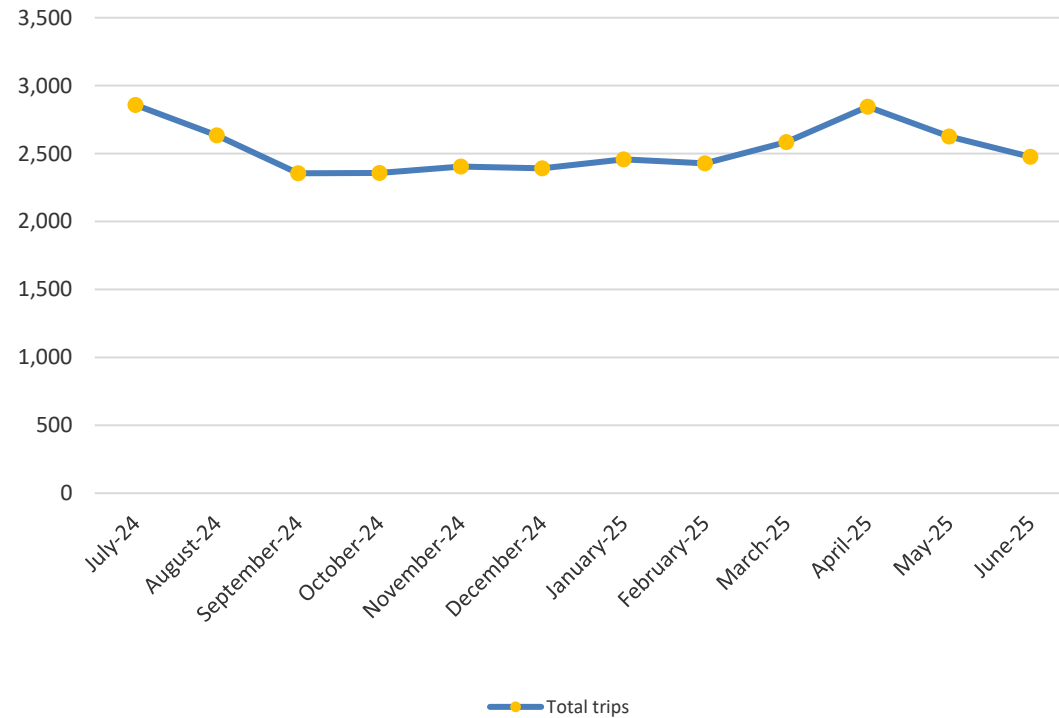


Sources: TDCB Total Passenger Miles October 1 2024 to Sept 08 2025.pdf

Table 3: Total Passenger Trips

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Total
Total trips	2,858	2,634	2,355	2,357	2,404	2,392	2,457	2,428	2,585	2,845	2,626	2,476	30,417

Figure 3: Total Passenger Trips

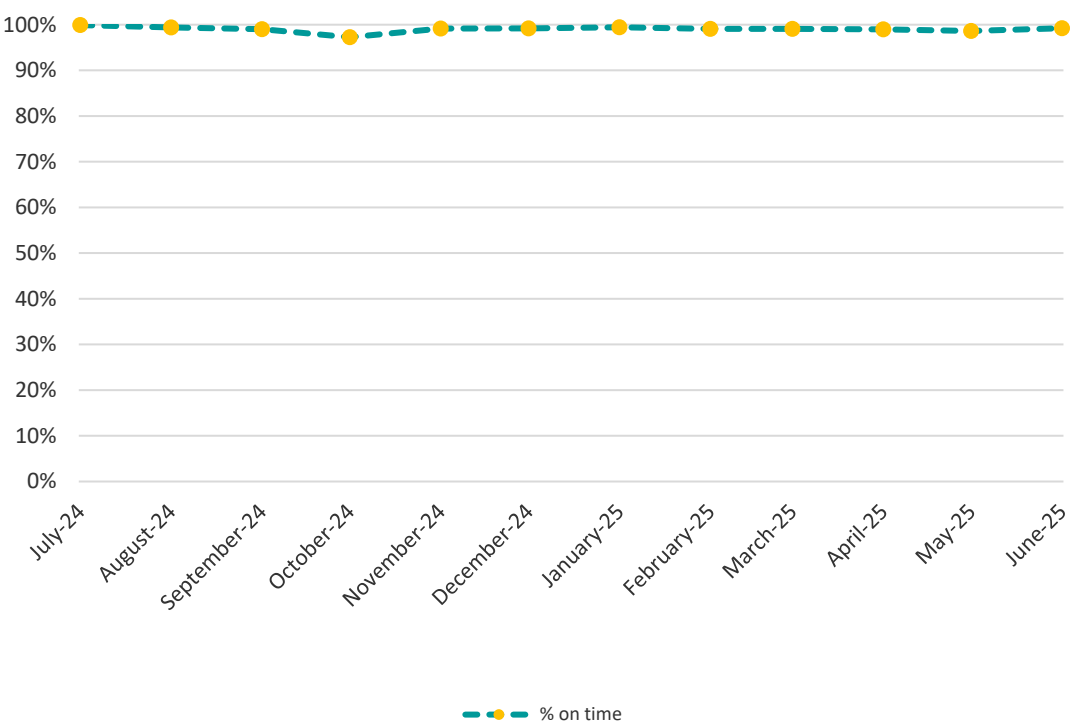


Sources: TDCB Total Passenger Trips October 1 2024 to Sept 08 2025.pdf

Table 4: On-Time Performance

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Average
% On Time	99.91%	99.39%	99.00%	97.25%	99.14%	99.20%	99.43%	99.08%	99.07%	98.97%	98.62%	99.24%	99.03%

Figure 4: On-Time Performance

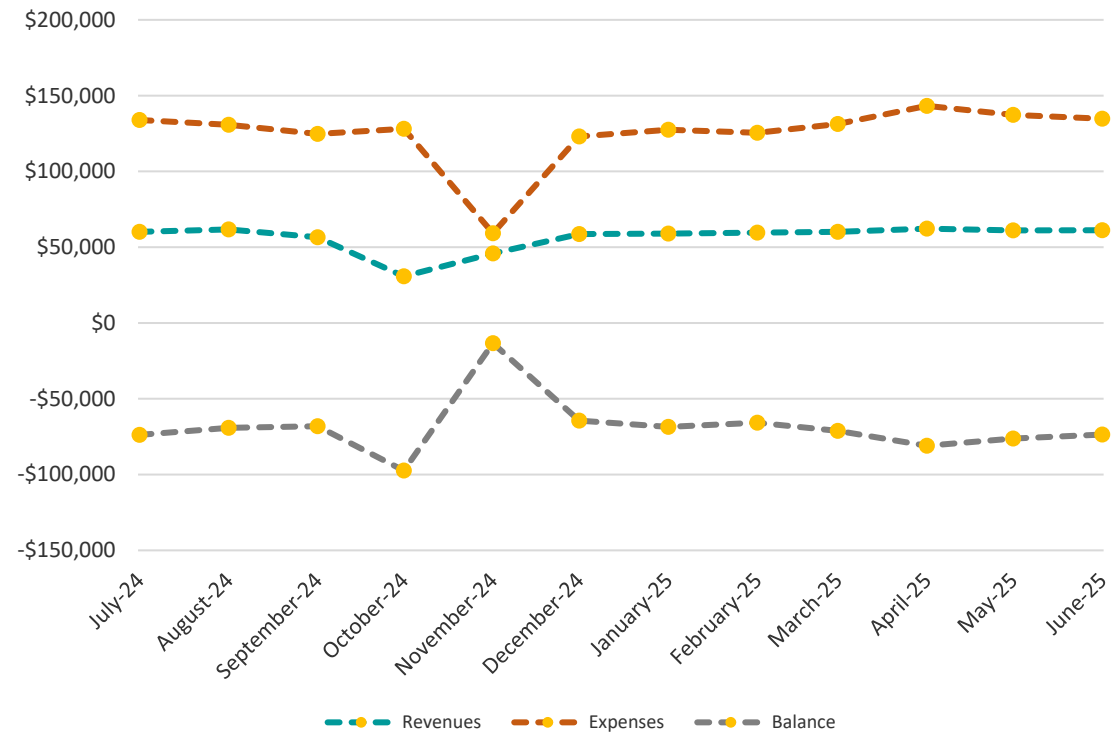


Sources: Transit OTP Fiscal Oct 1 2024 to Feb 20 2025.pdf; Transit OTP Fiscal Oct 1 2024 to May 13 2025.pdf

Table 5: Sumter County Transit Fund

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25
Revenues	\$60,110	\$61,680	\$56,604	\$30,784	\$45,873	\$58,656	\$58,990	\$59,638	\$60,121	\$62,241	\$61,111	\$61,218
Expenses	\$133,906	\$130,795	\$124,754	\$128,154	\$59,232	\$123,058	\$127,482	\$125,463	\$131,245	\$143,262	\$137,362	\$134,824
Balance	-\$73,796	-\$69,115	-\$68,150	-\$97,370	-\$13,360	-\$64,402	-\$68,492	-\$65,824	-\$71,124	-\$81,021	-\$76,251	-\$73,606

Figure 5: Sumter County Transit Fund

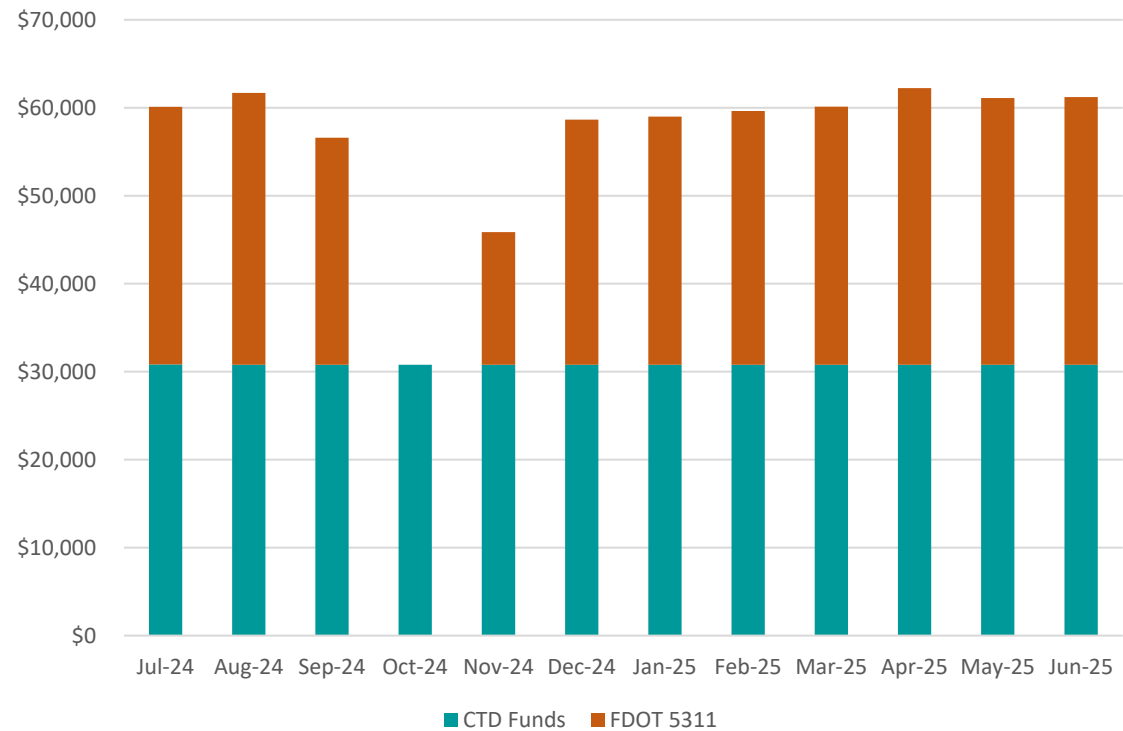


Source: TDCB Chart Data FY 2023 2024 to Date Sumter County MPO.xlsx; TDCB Chart Data FY 2024 2025 Current Sumter County MPO.xlsx

Table 6: Sumter County Transit Revenue

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25
CTD Funds	\$30,819	\$30,784	\$30,784	\$30,784	\$30,784	\$30,784	\$30,784	\$30,784	\$30,784	\$30,784	\$30,784	\$30,784
FDOT 5311	\$29,291	\$30,896	\$25,820	\$0	\$15,089	\$27,872	\$28,206	\$28,854	\$29,337	\$31,457	\$30,327	\$30,434
Total by Month	\$60,110	\$61,680	\$56,604	\$30,784	\$45,873	\$58,656	\$58,990	\$59,638	\$60,121	\$62,241	\$61,111	\$61,218

Figure 6: Sumter County Transit Revenue

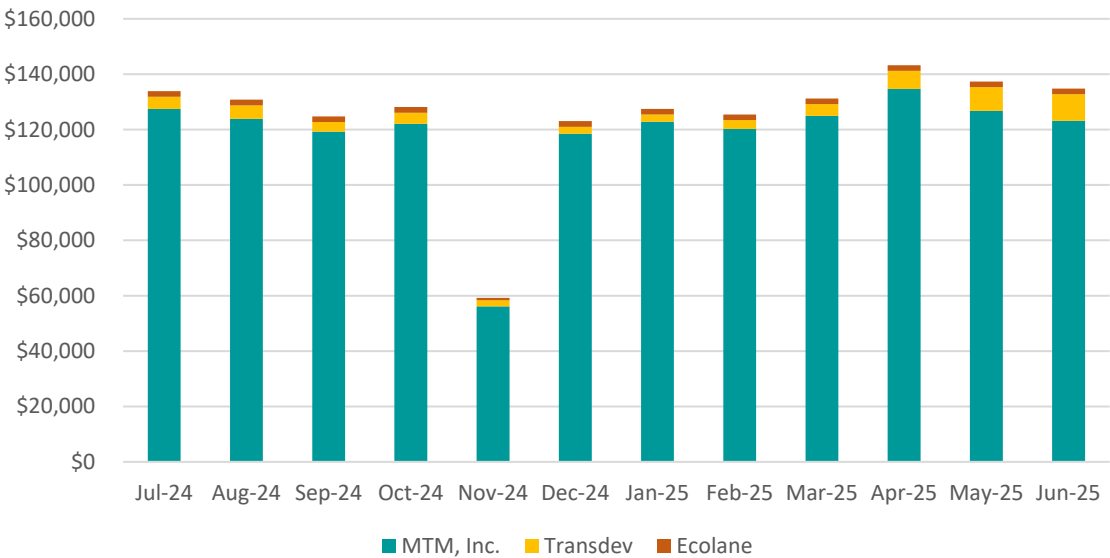


Source: TDCB Chart Data FY 2023 2024 to Date Sumter County MPO.xlsx; TDCB Chart Data FY 2024 2025 Current Sumter County MPO.xlsx

Table 7: Sumter County Transit Expenses

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25
MTM, Inc.	\$127,490	\$123,866	\$119,276	\$122,103	\$56,177	\$118,494	\$122,848	\$120,249	\$124,958	\$134,709	\$126,778	\$123,184
Transdev	\$4,371	\$4,883	\$3,433	\$4,005	\$2,169	\$2,519	\$2,588	\$3,169	\$4,242	\$6,508	\$8,539	\$9,595
Ecolane	\$2,045	\$2,045	\$2,045	\$2,045	\$886	\$2,045	\$2,045	\$2,045	\$2,045	\$2,045	\$2,045	\$2,045
Total by Month	\$133,906	\$130,795	\$124,754	\$128,154	\$59,232	\$123,058	\$127,482	\$125,463	\$131,245	\$143,262	\$137,362	\$134,824

Figure 7: Sumter County Transit Expenses



Source: TDCB Chart Data FY 2023 2024 to Date Sumter County MPO.xlsx; TDCB Chart Data FY 2024 2025 Current Sumter County MPO.xlsx

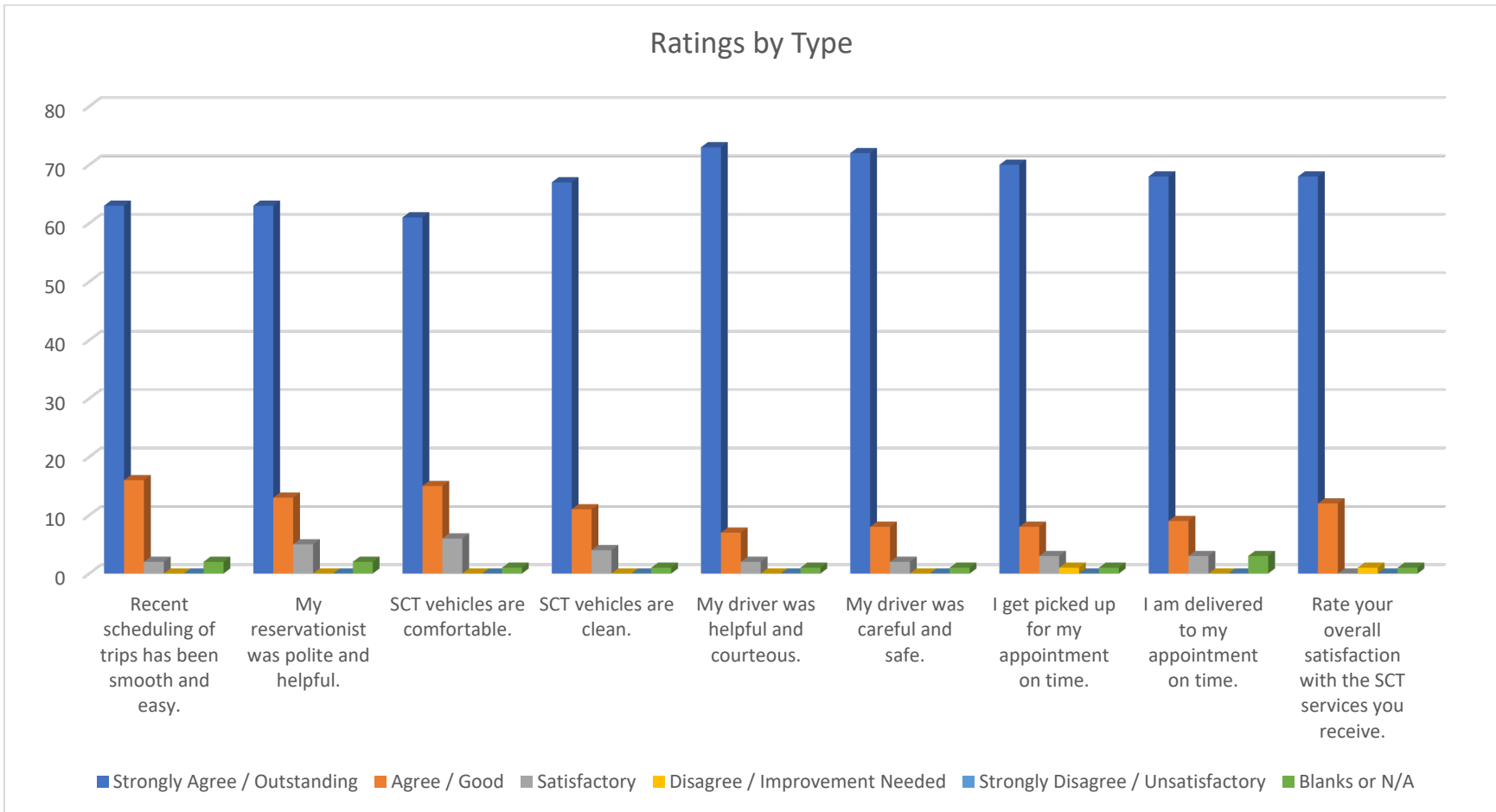
LEGEND NOTES	
MTM, Inc.	Medical Transportation Management - Transit Contractor
Transdev	Fleet Maintenance Contractor
Ecolane	Transit Software System used by MTM, Inc.

Table 8: Sumter County Transit Survey Results (July 2023 – September 2025)

Online ratings / Paper ratings	Recent scheduling of trips has been smooth and easy	My reservationist was polite and helpful	SCT vehicles are comfortable	SCT vehicles are clean	My driver was helpful and courteous	My driver was careful and safe	I get picked up for my appointment on time	I am delivered to my appointment on time	Rate your overall satisfaction with the SCT services you receive	Totals	Percentages
Strongly Agree / Outstanding	63	63	61	67	73	72	70	68	68	605	81%
Agree / Good	16	13	15	11	7	8	8	9	12	99	13%
Satisfactory	2	5	6	4	2	2	3	3	0	27	4%
Disagree / Improvement Needed	0	0	0	0	0	0	1	0	1	2	0%
Strongly Disagree / Unsatisfactory	0	0	0	0	0	0	0	0	0	0	0%
Blanks or N/A	2	2	1	1	1	1	1	3	1	13	2%
Totals	83	83	83	83	83	83	83	83	82	746	

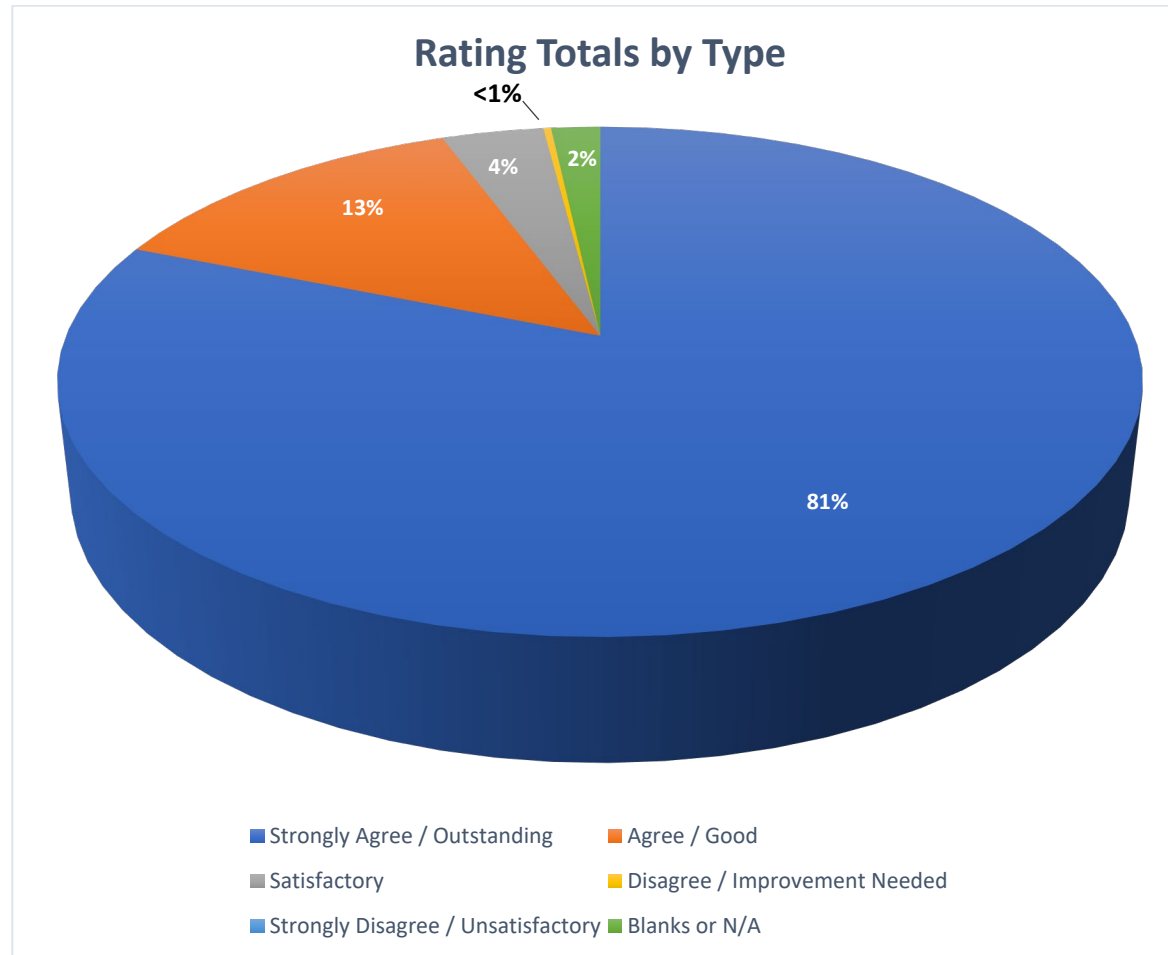
Source: Transit Rider Surveys updated 09.08.25; paper surveys have not been conducted this quarter, but one online survey response was received

Figure 8: Survey Ratings by Type (July 2023 – September 2025)



Source: Transit Rider Surveys updated 09.08.25; paper surveys have not been conducted this quarter, but one online survey response was received

Figure 9: Survey Rating Totals by Type (July 2023 – September 2025)



Source: Transit Rider Surveys updated 09.08.25; paper surveys have not been conducted this quarter, but one online survey response was received



SERVICE AREA/COUNTIES:

SUMTER COUNTY

INVOICE NUMBER:

G3042 Q4

INVOICE DATE: *July 14, 2025*QUARTER SERVICE DATES: *April 1 - June 30, 2025*

AGENCY

LAKE-SUMTER METROPOLITAN PLANNING ORGANIZATION

I PROGRAM MANAGEMENT	PROGRESS
A. When necessary and in cooperation with the LCB, solicit and recommend a CTC . The selection will be accomplished, to the maximum extent feasible, through public competitive bidding or proposals in accordance with applicable laws and rules. Such recommendation shall be presented to the Commission by Planning Agency staff or their designee as needed. (Tasks 2A)	Sumter County BOCC was recommended to remain the CTC at the March 2023 TDCB meeting.
B. Develop and maintain a process for the appointment and reappointment of voting and non-voting members to the local coordinating board. (41-2.012, FAC)	The MPO maintains a record of all the TDCB memberships and appointments.
C. Prepare agendas for local coordinating board meetings consistent with the <i>Local Coordinating Board and Planning Agency Operating Guidelines</i> . (Task 3)	The MPO prepares agendas and all supporting documents of all TDCB meetings.
D. Prepare official minutes of local coordinating board meetings regardless of a quorum) and submit a copy along with the quarterly report to the Commission. For committee meetings, prepare minutes in the form of a brief summary of basic points, discussions, decisions, and recommendations to the full board. Keep records of all meetings for at least five years. (Task 3)	The MPO prepares meeting minutes for all TDCB meetings.
E. Provide at least one public workshop annually by each local coordinating board, and assist the Commission, as requested, in co-sponsoring public workshops. This public workshop must be in addition to the local coordinating board meetings. It may, however, be held in conjunction with the scheduled local coordinating board meeting (immediately following or prior to the local coordinating board meeting). (Task 4)	The annual TD Public workshop was held on March 4, 2024 prior to the regularly scheduled TDCB meeting.
F. Provide staff support for committees of the local coordinating board. (Task 3)	The MPO provides all required materials for the Committees.
G. Develop and update annually by-laws for local coordinating board approval. Approved by-laws shall be submitted to the Commission. (Task 5)	TDCB Bylaws were reviewed and approved at the June 2, 2025, TDCB Meeting.
H. Develop, annually update, and implement local coordinating board grievance procedures in accordance with the Commission guidelines. Procedures shall include a step within the local complaint and/or grievance procedure that advises a dissatisfied person about the Commission's Ombudsman Program. A copy of the approved procedures shall be submitted to the Commission. (Task 6)	TDCB Grievance Procedures are reviewed and approved at the June 2, 2025, TDCB Meeting
I. Provide the Commission with a current membership roster and mailing list of local coordinating board members. The membership roster shall be submitted with the first quarterly report and when there is a change in membership. (Task 3)	TDCB Membership roster is provided in this invoice packet.
J. Provide public notice of local coordinating board meetings and local public workshops in accordance with the <i>Coordinating Board and Planning Agency Operating Guidelines</i> . (Task 3)	The TDCB Public Notice is provided in this invoice packet.
K. Review and comment on the Annual Operating Report for submittal to the local coordinating board, and forward comments/concerns to the Commission for the Transportation Disadvantaged. (Task 7)	The Sumter CTC AOR was approved at the TDCB December 2024 meeting.

L. Report the actual expenditures (AER) of direct federal and local government transportation funds to the Commission for the Transportation Disadvantaged no later than September 15th. (Task 8)	The Sumter AER was reviewed at the September 2024 TDCB Meeting
II. SERVICE DEVELOPMENT	PROGRESS
A. Jointly, with the community transportation coordinator and the local coordinating board, develop the Transportation Disadvantaged Service Plan (TDSP) following CTD guidelines. (Task 1)	The TDSP Major Update was approved at the June 12, 2023 meeting. The TDSP minor update was approved at the June 2, 2025, meeting.
B. Encourage integration of "transportation disadvantaged" issues into local and regional comprehensive plans . Ensure activities of the local coordinating board and community transportation coordinator are consistent with local and state comprehensive planning activities including the Florida Transportation Plan. (427.015, FS)	As needed
C. Encourage the local community transportation coordinator to work cooperatively with regional workforce boards established in Chapter 445, F.S., and provide assistance in the development of innovative transportation services for participants in the welfare transition program. (427.0157, FS)	The Regional Workforce Board is represented on the TDCB
III. TECHNICAL ASSISTANCE, TRAINING, AND EVALUATION	PROGRESS
A. Provide the LCB with quarterly reports of local TD program administrative support accomplishments as outlined in the grant agreement and any other activities related to the TD program. (Task 9)	The Quarterly Progress Report is included in this invoice packet.
B. Attend at least one Commission-sponsored training , including but not limited to, the CTD's regional meetings, the CTD's annual training workshop, or other sponsored training. (Task 10)	MPO Staff attended the revised CTD Annual Workshop
C. Attend at least one CTD meeting each year within budget/staff/schedule availability.	MPO Staff attends at least one of the CTD Business meetings.
D. Notify CTD staff of local TD concerns that may require special investigations.	As needed
E. Provide training for newly-appointed LCB members. (Task 3)	The MPO Provides a TD 101 training packet for all new TDCB Members.
F. Provide assistance to the CTC, purchasing agencies, and others, as needed, which may include participation in, and initiating when necessary, local or regional meetings to discuss TD needs, service evaluation and opportunities for service improvement.	As needed
G. To the extent feasible, collect and review proposed funding applications involving "TD" funds consistent with Chapter 427, F.S., and Rule 41-2, F.A.C., and provide recommendations to the LCB. (427.0157, FS)	The TDCB reviews all TD grant applications.
H. Ensure the local coordinating board conducts, as a minimum, an annual evaluation of the community transportation coordinator. The local coordinating board shall evaluate the coordinator using the Commission's <i>Evaluation Workbook for Community Transportation Coordinators and Providers in Florida</i> (at a minimum using the modules concerning Competition In Use of Operators, Cost-Effectiveness and Efficiency, and Availability of Service) and local standards as defined in the Transportation Disadvantaged Service Plan. (Task 2B)	The CTC evaluation was approved at the June 2, 2025, TDCB meeting.

I. Assist the CTD in joint reviews of the CTC.	As needed
J. Ensure the LCB annually reviews coordination contracts to advise the CTC whether the continuation of said contract provides the most cost effective and efficient transportation available, consistent with Rule 41-2, F.A.C.	Coordination Contract are reviewed annually
K. Implement recommendations identified in the CTD's QAPE reviews.	ongoing

Other Items of Development and Update in accordance with Laws, Rules, and Commission policy:

By submission of this Quarterly Report, the information provided is accurate and accountable and corresponds with the activities for this quarter.

Doris LeMay

Representative

Date:

Revised: 06/30/2021