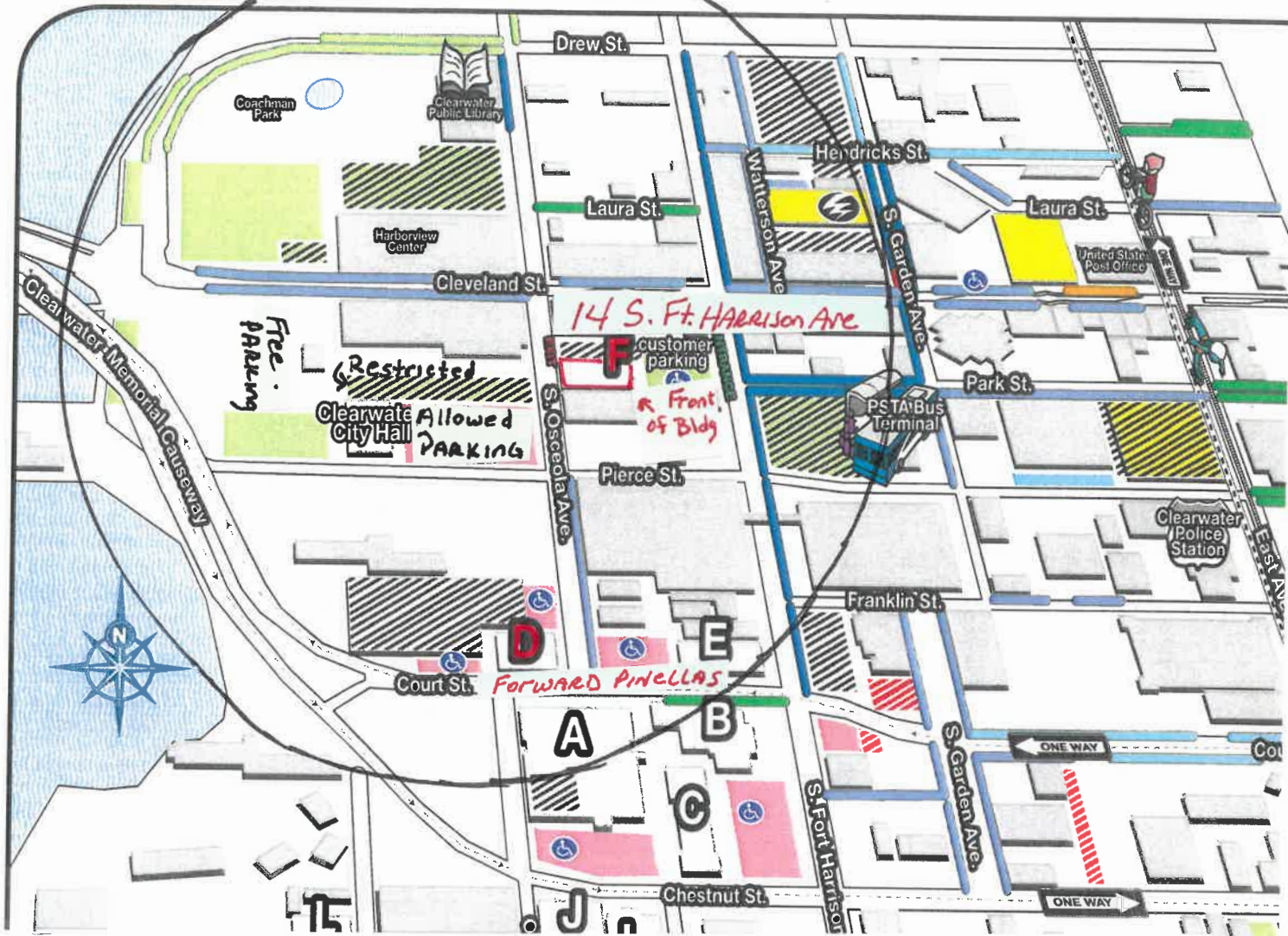


# PINELLAS COUNTY GOVERNMENT

## DOWNTOWN CLEARWATER LOCATIONS



The first in-person meeting will be held at 14 S. Fort Harrison Ave, 4<sup>th</sup> Floor Learning Center, Clearwater. Additional meetings may be held here as well, since the Learning Center allows for social distancing.

### FACE MASKS WILL BE REQUIRED

**F** ON THE MAP IS 14. S. FT. HARRISON AVENUE

Entrance to the building faces Ft. Harrison Ave. The street behind the building is S. Osceola Avenue.

Free Parking is allowed in front of the Clearwater City Hall building, which is directly located behind the 14 S. Fort Harrison building (across S. Osceola Ave). There is a restricted area marked on the map, please do not park there.

Additional Free Parking is located behind the City Hall Building... just a short walk to 14. S. Ft. Harrison Ave. (across S. Osceola Ave.)

The parking in front of 14. S. Fort Harrison Ave is for customers only. There is also metered on-street parking available if you like.

FOR REFERENCE THE **D** ON THE MAP IS WHERE FORWARD PINELLAS IS LOCATED



**Local Coordinating Board (LCB)  
MEETING AGENDA**

**November 17, 2020 – 9:15 A.M.**

14 S. Fort Harrison Ave, 4<sup>th</sup> Floor  
Clearwater, FL 33756

**THE PLANNING COUNCIL AND METROPOLITAN PLANNING ORGANIZATION FOR PINELLAS COUNTY**

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**FACE MASKS WILL BE REQUIRED**

1. **CALL TO ORDER AND INTRODUCTIONS**
2. **PUBLIC COMMENT PERTAINING TO ITEMS NOT ON THE AGENDA**
3. **APPROVAL OF MINUTES – September 15, 2020**
4. **BOARD ACTIONS CONCERNING THE TD PROGRAM**
5. **PROPOSED AMENDMENT TO LCB BYLAWS**
6. **COUNTYWIDE TRENDS AND CONDITIONS REPORT**
7. **FLORIDA TRANSPORTATION PLAN**
8. **ELECTION OF LCB VICE CHAIR**
9. **2021 MEETING SCHEDULE**
10. **OTHER BUSINESS**
  - A. Tri-County Transportation Disadvantaged Subcommittee
  - B. Federal Transit Administration Section 5310 Grant Update
  - C. Community Transportation Coordinator (CTC) Update
  - D. Commission for the Transportation Disadvantaged (CTD) Update
  - E. Other
11. **INFORMATIONAL ITEMS**
  - A. Trip/Expenditure Reports
  - B. Complaints and Commendations
12. **PUBLIC COMMENT**
13. **ADJOURNMENT**

**NEXT REGULARLY SCHEDULED LCB MEETING – FEBRUARY 16, 2021**

*Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services (free of charge) should contact the Office of Human Rights, 400 South Fort Harrison Avenue, Suite 300, Clearwater, Florida 33756; [(727) 464-4062 (V/TDD)] at least seven days prior to the meeting.*

*Appeals: Certain public meetings result in actions taken by the public board, commission or agency that may be appealed; in such case persons are advised that, if they decide to appeal any decision made at a public meeting/hearing, they will need a record of the proceedings, and, for such purposes, they 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.*

**Local Coordinating Board – November 17, 2020**

**2. Public Comment Pertaining to Items Not on the Agenda**



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**SUMMARY**

Anyone wishing to provide public comment on items not on the agenda may do so at this time. Each speaker will be given a maximum of five minutes.

**ACTION:** Information only

**Local Coordinating Board – November 17, 2020**

**3. Approval of Minutes – September 15, 2020**



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**SUMMARY**

The minutes of the September 15, 2020 meeting are attached for the LCB’s review and approval.

Form 8B, Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers, is attached in the event a member of the LCB believes they have a conflict of interest with respect to any item(s) on the current agenda. This form is being provided under this item as any completed forms must be attached to the minutes of the LCB meeting.

**ATTACHMENT(S):** Minutes – September 15, 2020  
Form 8B

**ACTION:** Approve minutes

**DRAFT**  
**PINELLAS COUNTY LOCAL COORDINATING BOARD**  
**FOR THE TRANSPORTATION DISADVANTAGED PROGRAM**  
**MEETING MINUTES**  
**SEPTEMBER 15, 2020**

The Pinellas County Local Coordinating Board for the Transportation Disadvantaged met on Tuesday, September 15, 2020 at 9:15 a.m. This was a Zoom Virtual Meeting, using the Forward Pinellas Zoom platform.

**MEMBERS PRESENT**

Michael Smith, Chair	Elected Official
Brian Scott, Vice Chair	Transportation Provider for Profit Representative
Ivonne Carmona (by phone)	Department of Children and Families
Joseph DiDomenico	Local Agency for Persons with Disabilities
Emily Hughart	Agency for Health Care Administration
Amanda Honingford	Department of Blind Services
Ross Silvers (ex officio)	PSTA
Loretta Statsick	Citizen Representative
Michael Taylor	Regional Agency for Persons with Disabilities

**MEMBERS ABSENT**

Heath Kirby	Local Medical Community
Jason Martino	Florida Department of Elder Affairs
Zeffery Mims	Pinellas County Veterans Services
Tracy Noyes	FDOT
Don Shepherd	CareerSource Pinellas
Jane Walker	Daystar Life Center

**OTHERS PRESENT**

Sheri Powers	Area 5 Project Manager, Florida Commission for the Transportation Disadvantaged
Chris DeAnnuntis	TBARTA
Steve Holmes	UZURV
Debra Lekenta	Quality of Life Community Services
Kristina Jalazo	Gulfcoast Jewish Family & Community Services
Al Bartolotta	Forward Pinellas Staff
Sarah Caper	Forward Pinellas Staff
Robert Feigel	Forward Pinellas Staff
Maria Kelly	Forward Pinellas Staff

**1. CALL TO ORDER**

Chair Smith called the meeting to order at 9:16 a.m. Mr. Robert Feigel reviewed the Zoom meeting guidelines and the attendees were announced by Ms. Maria Kelly, there were 18 attendees.

**2. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

No comments were made under this item.

**3. APPROVAL OF MINUTES – November 19, 2019**

The meeting minutes were approved with one correction, that Michael Taylor, Regional Agency for Persons with Disabilities, was left off the members absent list. Brian Scott motioned approval with the correction. Joseph DiDomenico seconded the motion and it passed with a unanimous vote.

**4. BOARD ACTIONS CONCERNING THE TD PROGRAM**

Mr. Al Bartolotta, Forward Pinellas staff, stated that the Forward Pinellas Board at its June 10, 2020 meeting approved the proposed amendment to the Transportation Disadvantaged Service Plan, which this committee approved back in May 2020.

**5. ANNUAL OPERATING REPORT**

Mr. Ross Silvers, PSTA, reviewed the Annual Operating Report (AOR) with the committee members. The AOR provides data that the CTD uses to report on local TD programs around the State of Florida. The AOR submitted for Pinellas County is used by PSTA to support requests for state funding. The draft AOR reflects data from all of the TD Program providers and coordinator contractor agencies with the exception of Goodwill. As soon as their data is received, it will be added to the AOR. The CTD has extended the deadline to submit the AOR to the end of September. COVID-19 has substantially impacted trip generation data reported in the AOR. Passenger numbers are very low due to PSTA waiving all ride fares during the pandemic. Transportation disadvantaged riders have not been separated from overall PSTA ridership. Ridership was down by about 50% early in the pandemic but has increased since then about 65 percent. This overall reduction in ridership could reduce the TD grant award. PSTA has been fare free since mid-March 2020 and has not been issuing TD bus passes and has, therefore, been unable to invoice the state. PSTA is planning on beginning to issue passes in February 2021. The CTD has released a COVID rescue plan to help recoup some of the lost trips. Questions were taken and appropriately answered. A motion was made by Brian Scott to approve the AOR for submittal to the state with the addition of data from Goodwill. This was seconded by Amanda Honingford and passed with a unanimous vote.

**6. ASSIGNMENT OF COMMUNITY TRANSPORTATION COORDINATOR EVALUATION SUBCOMMITTEE**

Mr. Robert Feigel, Forward Pinellas staff, addressed the committee regarding conducting an annual evaluation of the Community Transportation Coordinator (CTC). Staff is requesting three to five members of the LCB to oversee the 2019/2020 CTC evaluation process. The subcommittee will meet virtually in October via Zoom. The final report will be presented to the committee at the November 17, 2020 meeting. A call for volunteers was made and Michael Taylor, Brian Scott,



Loretta Statsick and Chair Michael Smith volunteered. Staff will reach out to the subcommittee regarding the scheduling of a meeting.

**7. ASSIGNMENT OF TRI-COUNTY JOINT TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD SUBCOMMITTEE REPRESENTATIVES**

Mr. Feigel reviewed information regarding the Tri-County Joint TDLCB Subcommittee and the need for the Pinellas County LCB to nominate one primary and one alternate representative to attend the meetings and share reports of the results at subsequent LCB meetings. Amanda Honingford has volunteered to be the primary representative and Loretta Statsick has volunteered to be the alternate representative. Staff will advise of when the next meeting will take place and if it will be virtual. Questions were taken and appropriately answered.

**8. PROPOSED CROSS-COUNTY TD PROJECT**

Mr. Chris DeAnnuntis with TBARTA introduced Mr. Steve Holmes with UZURV who shared a presentation with the committee to discuss cross-county on-demand, door-to-door and scheduled transportation trips for individuals with intellectual or developmental disabilities. UZURV has recently partnered with TBARTA to submit a grant application to the Commission for Transportation Disadvantaged for a new project to provide these cross-county trips to eligible transportation disadvantaged persons residing in TBARTA's five-county service area. The proposed project would enhance regional connectivity and increase the access of transportation disadvantaged persons to and from job training, employment, health care and other life-sustaining services. Questions were taken and appropriately answered. UZURV and TBARTA are seeking a letter of support from the Forward Pinellas LCB. A motion was made by Brian Scott to send a letter of support to the Florida Commission for the Transportation Disadvantaged. It was seconded by Michael Taylor and passed with a unanimous vote.

**9. SAFE STREETS PINELLAS**

Ms. Sarah Caper, Forward Pinellas staff, addressed the committee regarding the launching of the local vision zero initiative, "Safe Streets Pinellas." Vision Zero is a world-wide movement of communities that share the belief that no one should be killed or seriously injured while using public roadways. Safe Streets Pinellas will bring people together to analyze collision data, test theories, conduct demonstration projects and develop an Action Plan that will help Pinellas County get to zero deaths on its roadways. The Safe Streets Pinellas kick-off event was originally scheduled for March but was postponed due to COVID-19. Plans are underway to develop engagement strategies that are appropriate for the current situation. Questions were taken and appropriately answered.

**10. OTHER BUSINESS**

**A. Federal Transit Administration Section 5310 Grant Update**

FDOT was not in attendance of this meeting.

**B. CTC Update**

Ross Silvers, PSTA, provided an update to the committee. All agencies and



operators are continuing to offer service, most have reduced some level of service from what they were doing pre-Covid. However, they are taking all precautions and following the current guidelines. PSTA has waived bus fares and will continue to do so until about February 2021. Fares have also been waived on DART and Mobility on Demand. There have been ridership increases although they are still below pre-Covid levels. The maximum seating capacity on the buses has been raised as well as service to most of the core routes. In terms of the year ahead with regards to trips and invoicing, because PSTA has waived all fares, there is no way to track TD trips. Therefore, PSTA is using the TD Commissions Rescue Plan for Covid and are reporting minimal trips. PSTA is expecting to utilize 50% of the available funds allocated by the end of the fiscal year. The TD Commission has been reviewing the allocation formula, which determines how much CTCs receive throughout the state, and they are leaning heavily on historical trip data, which looks to be toward PSTA's advantage. PSTA has been invited by the Florida's Developmental Disabilities Council, to submit a grant to be able to provide on demand trips specifically targeting those with developmental disabilities.

Bonnie Epstein is new to PSTA's mobility department and is involved in administering the new eligibility process for DART (ADA Para-Transit Service). Case workers or family members of the rider must contact PSTA first so they can be informed of what the program is to avoid misunderstandings about the program. The applicant sends in a paper application for processing, followed by an educational phone consultation with a PSTA representative who provides them with information on other forms of transportation alternatives such as the TD Bus Pass and Mobility on Demand programs. Only applicants that really need the Paratransit service are put into that program.

**C. CTD Update**

Covered under agenda item 8, the CTD is allowing UZURV to provide additional information in its application to the CTD for grant funding for its proposed cross-county TD project.

**D. Other**

**11. INFORMATIONAL ITEMS**

**A. Trip Expenditure Reports**

The trip/expenditure reports were emailed to the committee.

**A. Complaints and Commendations**

There were no complaints at this time. The Chair asked PSTA about a survey to the ridership seeking comments about the service, the rides, etc. Mr. Feigel noted that TD rider surveys were sent out to PSTA to forward out to TD riders regarding TD Late Shift and waived fees during Covid, that will become a part of the CTC evaluation.

**12. PUBLIC COMMENT**

The Chair introduced Austin Britt, Forward Pinellas intern, and asked him to say a few words.

**13. ADJOURNMENT**

The meeting adjourned at 11:06 a.m. The next LCB meeting is November 17, 2020.

# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE
MAILING ADDRESS	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:
CITY <span style="float: right;">COUNTY</span>	<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY NAME OF POLITICAL SUBDIVISION:
DATE ON WHICH VOTE OCCURRED	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTEE

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a “relative” includes only the officer’s father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A “business associate” means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

\* \* \* \* \*

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

\* \* \* \* \*

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you otherwise may participate in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

**IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:**

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

## APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

## DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, \_\_\_\_\_, hereby disclose that on \_\_\_\_\_, 20 \_\_\_\_\_:

(a) A measure came or will come before my agency which (check one)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, \_\_\_\_\_;
- inured to the special gain or loss of my relative, \_\_\_\_\_;
- inured to the special gain or loss of \_\_\_\_\_, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

\_\_\_\_\_  
Date Filed

\_\_\_\_\_  
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

**Local Coordinating Board – November 17, 2020**

**4. Board Actions Concerning the TD Program**



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**SUMMARY**

Staff will provide an update on Forward Pinellas Board actions November 10, 2020

**ATTACHMENT(S):** None

**ACTION:** None required; informational item

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**SUMMARY**

The final extension of the Governor’s Executive Order (EO 20-193) allowing virtual meetings expired on November 1, 2020. Therefore, LCB meetings must now be conducted in person or by conference call, provided there is a physical quorum present. LCB members choosing to attend the meeting by conference call will not be able to vote unless a physical quorum is present.

It is understandable that some LCB members may not want to meet in person during the pandemic due to safety concerns, so it’s possible that there may not be enough members present at future meetings to constitute a quorum. A quorum is currently defined in the LCB bylaws as "a majority of all LCB members," which is seven. In order to increase the prospects of achieving a quorum during the pandemic, it would be appropriate for the LCB to consider amending its bylaws to reduce the number of members required for a quorum. This amendment would be in place on an interim basis until such time when the pandemic is no longer considered to be a factor affecting attendance.

**ATTACHMENT(S):** LCB Bylaws

**ACTION:** As deemed appropriate by the LCB

**FORWARD PINELLAS, as the PINELLAS COUNTY  
METROPOLITAN PLANNING ORGANIZATION,  
TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD**

**BYLAWS**

SECTION I:        NAME

The name of the Board shall be the Pinellas County Metropolitan Planning Organization Transportation Disadvantaged Local Coordinating Board, hereinafter referred to as the Local Coordinating Board (LCB).

SECTION II:       PURPOSE

In accordance with Chapter 427.0157, Florida Statutes, and Rule 41-2.012, Florida Administrative Code, the purpose of the Local Coordinating Board is to:

1. Develop local service needs; and
2. Provide information, advice, and direction to the Community Transportation Coordinator on the coordination of services to be provided to the transportation disadvantaged through the Florida Coordinated Transportation System (FCTS).

SECTION III:     DEFINITIONS

A. Local Coordinating Board

According to Chapter 427.011(7), Florida Statutes, the Local Coordinating Board is defined as:

"An advisory entity in each designated service area composed of representatives appointed by the metropolitan planning organization, or designated official planning agency, to provide assistance to the community transportation coordinator relative to the coordination of transportation services."

B. Designated Official Planning Agency

According to Rule 41-2.002(3), the Designated Official Planning Agency is defined as:



"The official body or agency designated by the Commission to fulfill the functions of transportation disadvantaged planning in areas not covered by a Metropolitan Planning Organization. The Metropolitan Planning Organization shall serve as the designated official planning agency in areas covered by such organizations."

In Pinellas County, the Designated Official Planning Agency is the Forward Pinellas, in its role as the Pinellas County Metropolitan Planning Organization (hereinafter referred to as the MPO).

C. Designated Service Area

According to Rule 41-2.002(4), the designated service area is defined as:

"A geographical area recommended by a designated official planning agency, subject to approval by the Commission, which defines the community where coordinated transportation services will be provided to the transportation disadvantaged."

SECTION IV: LOCAL COORDINATING BOARD MEMBERSHIP

The voting membership of the Local Coordinating Board shall be constituted as defined in Rule 41-2.012. Members shall be appointed to the Local Coordinating Board according to the procedures prescribed below. Appointments shall be approved by the Forward Pinellas Board.

A. Appointment of Agency/Group Members

Each agency or group, as defined in Rule 41-2.012, represented on the Local Coordinating Board shall recommend appointment from that agency's staff one person to act as a voting member of the Local Coordinating Board on its behalf.

B. Appointment of Non-Agency/Group Members

The MPO shall develop appropriate procedures to select persons appointed to the Local Coordinating Board as non-agency/group members.

SECTION V: OFFICERS

A. Chairperson

The MPO shall appoint an elected official to serve as the official Chairperson to preside at all Local Coordinating Board meetings. The Chairperson shall serve until replaced by the Designated Official Planning Agency.

B. Vice Chairperson

The Vice Chairperson shall be elected by a majority vote of a quorum of the members of the Local Coordinating Board. The Vice Chairperson shall serve a term of one year starting with the first meeting after the election.

In the event of the Chairperson's absence, the Vice Chairperson shall assume the duties of the Chairperson and conduct the meeting.

SECTION VI: TERMS OF THE APPOINTMENT

Except for the Chairperson and state agency representatives, the members of the Board shall be appointed for three (3) year staggered terms with initial membership being appointed equally for one, two, and three years.

SECTION VII: ATTENDANCE

The absence of any Local Coordinating Board member from three consecutive meetings shall cause the following actions to be taken:

1. If the member is a representative of an agency as mandated by Florida Statute Chapter 427, written correspondence shall be sent to the respective agency from the Chairperson of the Local Coordinating Board requesting attention to excessive absences of the representative in question.
2. If the member is a private citizen representative or otherwise not affiliated with any mandated agency member, the appointment of said member shall be reviewed by the Designated Official Planning Agency for reconsideration and possible removal from the Local Coordinating Board.

All agency representatives shall appoint at least one alternate to attend meetings of the Local Coordinating Board in their absence. Alternates may replace agency representatives who are no longer on the LCB. Alternates may continue to represent the agency if the agency representative position is temporarily vacant. For the purposes of attendance, agency representatives shall be considered to be present when represented by their alternate. Any LCB member may have an alternate or multiple alternates. The list of alternates will be maintained by Forward Pinellas.

Attendance by telephone shall be permissible under extraordinary circumstances. LCB members can participate and vote in meetings via conference call, however, a physical quorum must be present to vote on action items. If there is a physical quorum present and a LCB member is voting by telephone, the LCB member must clearly announce his/her name and position on the motion. There shall be no provisions for excused absences.

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SECTION VIII: BYLAWS AND PARLIAMENTARY PROCEDURES

The Local Coordinating Board shall annually review, update if necessary, and adopt its Bylaws. The Coordinating Board will conduct business using the Chairman's Rules, wherein all questions of parliamentary procedure are determined by the Chairperson of the Coordinating Board, unless overturned by a majority vote of the Coordinating Board members present.

SECTION IX: DUTIES

A. Chapter 427.0157, Florida Statutes

According to Chapter 427.0157, Florida Statutes, the Board has the following duties:

1. Review and approve the Transportation Disadvantaged Service Plan, including the memorandum of agreement, prior to submittal to the Commission.
2. Evaluate services provided in meeting the approved plan.
3. In cooperation with the Community Transportation Coordinator, review and provide recommendations to the commission on funding applications affecting the transportation disadvantaged.
4. Assist the Community Transportation Coordinator in establishing eligibility guidelines and priorities with regard to the recipients of nonsponsored transportation disadvantaged services that are purchased with Transportation Disadvantaged Trust Fund monies.
5. Review coordination strategies for transportation disadvantaged services in the area to seek innovative ways to increase ridership to a broader population by improving: a) cost effectiveness; b) efficiency; c) safety; and d) types and hours of service.
6. Evaluate multicounty or regional transportation opportunities
7. Work cooperatively with regional workforce boards established in Chapter 445 to provide assistance in the development of innovative transportation services for participants in the welfare transition program.

B. Rule 41-2.

In addition to these duties, Rule 41-2.012 and Rule 41-2.008 provides for additional duties as follows:

## LCB Bylaws

1. Maintain official meeting minutes, including an attendance roster, reflecting official actions and provide a copy of same to the Commission and the Chairperson of the Designated Official Planning Agency.
2. Annually, provide the Designated Official Planning Agency with an evaluation of the Community Transportation Coordinator's performance in general and relative to Insurance, Safety Requirements and Standards as referenced in Rule 41-2.006, FAC, and the performance results of the most recent TDSP. As part of the CTC's performance, the LCB shall also set an annual percentage goal increase (or establish a percentage) for the number of trips provided within the system to be on public transit. This evaluation will be submitted to the Commission subsequent to approval by the LCB. The designation solely of the CTC may be considered a substitution for the annual evaluation.
3. Appoint a Grievance Committee to serve as a mediator to hear and investigate grievances, from agencies, users, transportation operators, potential users of the system, and the CTCs in the designated service area, and make recommendations to the Local Coordinating Board or to the Commission, when local resolution cannot be reached to address the grievance. The LCB shall establish a process and procedure to provide regular opportunities for issues to be brought before such committee and to address them in a timely manner in accordance with the Commission's Local Grievance Guidelines. Rider brochures or other documents provided to users or potential users of the system shall provide information about the complaint and grievance process including the publishing of the Commission's TD Helpline service when local resolution has not occurred. All materials shall be made available in accessible formats upon request by a citizen. Members appointed to the committee shall be voting members of the LCB. [41-2.012(5)(c), F.A.C.]. The Expedited Appeal Committee should be comprised of a minimum of three members, should not include more than one LCB Member, and no person who was involved in the original decision on the action taken. All expedited appeals must be resolved within 72 hours of receiving the appeal request.
4. Annual review of coordination contracts should be conducted by the Coordinating Board to advise the CTC whether the continuation of said contract provides the most cost effective transportation available.

### C. Conflicts of Interest

#### 1. Voting Conflicts

If a member of the Forward Pinellas Board or its advisory committees declares a voting conflict pursuant to Section 112.3143, Florida Statutes on a matter before the Forward Pinellas Board or its advisory committees, that member may no

## LCB Bylaws

longer participate in that matter before the Forward Pinellas Board, and local government board that has a member of Forward Pinellas on it, or any other committee of Forward Pinellas. For the purposes of this subsection, the term "participate" means any attempt to influence the decision by oral or written communication, whether made by the member of Forward Pinellas or its advisory committee or at the member's direction.

In the event a Board member has a conflict of interest, they are required to complete Form 8B – Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers and turn it into Forward Pinellas staff for insertion in the minutes of the meeting where said conflict existed, in compliance with Section 112.3143, Florida Statutes.

### 2. Lobbying Policy

Lobbying of evaluation committee members, Forward Pinellas staff, or elected officials regarding Requests for Proposals, Requests for Qualifications, bids, or contracts during the pendency of bid protest by the bidder/proposer/ protestor, or any member of the bidder's/proposer's/protestor's staff, an agent of the bidder/proposer/protestor, or any person employed by the legal entity affiliated with or representing an organization that is responding to the Requests for Proposal, Requests for Qualification, bid or contract, or has a pending bid protest is strictly prohibited either upon advertisement or on a date established by Forward Pinellas and shall be prohibited until either an award is final or the protest is finally resolved by the Forward Pinellas Board or Executive Director, provided, however, nothing herein shall prohibit a prospective bidder/proposer from contacting the Forward Pinellas staff to address situations such as clarification and/or questions related to the procurement process. For purposes of this provision, lobbying activities shall include but not be limited to influencing or attempting to influence action or non-action in connection with any Requests for Proposals, Requests for Qualifications, bid or contract through direct or indirect oral or written communication or an attempt to obtain goodwill of persons and/or entities specified in this provision. Such action may cause any Requests for Proposals, Requests for Qualifications, bid, or contract to be rejected.

## SECTION X: MEETINGS AND NOTICES

In accordance with Rule 41-2.012, the Local Coordinating Board shall hold regular meetings at least once a quarter, duly noticed as prescribed by law, to the public and membership no less than three days prior to the meeting date.

The Chairperson of the Local Coordinating Board may, at his or her discretion, convene an emergency meeting of the Local Coordinating Board with no less than three days written notice to the public and membership.

## LCB Bylaws

Meetings held by subcommittees and work groups appointed by the Chairperson of the Local Coordinating Board shall be subject to the above requirements of public notice.

The Local Coordinating Board shall annually hold, at a minimum, one public hearing for the purpose of receiving input on unmet needs or any other areas that relate to the local transportation services.

### SECTION XI: QUORUM

There shall be a quorum for conducting business at meetings. A quorum is defined as a majority of all Local Coordinating Board members.

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**SUMMARY**

Forward Pinellas' *Countywide Trends and Conditions Report* provides an annual snapshot of the performance and inventory of the county's transportation system, including roads, trails, sidewalks, bike lanes, and transit services. In addition, the report provides data on economic and land use activity, waterborne transportation and emerging technologies. The report serves as a tool to evaluate progress toward achieving the objectives of the Long-Range Transportation Plan, identify improvements to address safety concerns and congestion problems, inform transportation safety studies and transportation project design, and target law enforcement activities related to safety. This agenda item will include a brief presentation by Forward Pinellas staff.

**ATTACHMENT(S):** [Draft Countywide Trends and Conditions Report](#)

**ACTION:** None required; informational item



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**SUMMARY**

The Florida Department of Transportation is updating the Florida Transportation Plan (FTP), which is the statewide long-range transportation plan for all of Florida. The FTP defines the state's future transportation vision and identifies goals, objectives, and strategies to accomplish that vision. Steering committees have been meeting to develop the draft update that will be shared at upcoming regional meetings for input. The Strategic Highway Safety Plan (SHSP) will also be updated in collaboration with Florida's traffic safety partners. It is aligned with and builds on the adopted FTP. Both the FTP and the SHSP share the vision of a fatality-free roadway system to protect Florida's 20 million residents and more than 105 million annual visitors. A representative from FDOT will present the FTP and seek the committee's feedback to help develop these important plans.

More information is provided at the links below.

- FTP Virtual Room Online Workshop: <http://virtualroom.floridatransportationplan.com/>
- Local Regional Trends Survey: <http://bit.ly/FTPSurveyD7>
- Florida Transportation Plan Website: <http://www.floridatransportationplan.com/>

**ATTACHMENT(S):** None

**ACTION:** None required; informational item

## Local Coordinating Board – November 17, 2020

### 8. Election of LCB Vice Chair

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#### **SUMMARY**

Each year the LCB is charged with electing a vice chair. The role of the vice chair is to assume the duties of the chairperson in the event of their absence. The vice chair shall be elected by a majority vote of a quorum of the LCB members and serve a term of one year starting with the next LCB meeting. The vice chair may serve more than one term. The current vice chair is Brian Scott.

**ATTACHMENT(S):** LCB membership list

**ACTION:** Elect/re-elect vice chair

**LOCAL COORDINATING BOARD  
FOR THE TRANSPORTATION DISADVANTAGED**

**Chairman**

Commissioner Michael Smith (05/13/2020)

**Agency for Health Care Administration – Area 5 Medicaid Office**

Emily Hughart (01/08/2020) Ian Martin (Alternate- 10/09/2016)

**Citizens**

Loretta (Laura) Statsick (05/09/2018)  
Vacant (TD Rider)

**FL Dept. of Elder Affairs**

Jason Martino (reappointed in 01/09/2019) Tawnya Martino (Alternate)

**Persons with Disabilities**

Joseph DiDomenico (06/10/2015) Jody Armstrong (Alternate - 05/12/2017)

**Pinellas County Dept. of Veterans Services**

Zeffery Mims (11/08/2017) Mark Swonger (Alternate - 05/08/2019)

**Pinellas Suncoast Transit Authority (Non-Voting)**

Ross Silvers (Alternate: Vacant)

**Transportation Provider for Profit**

Brian Scott (Vice Chair - 03/10/2010) (reappointed 03/14/2018)

**Community Action Agency**

Jane Walker (reconfirmed July 2011 MPO)

**Over 60**

Vacant

**Public Education**

Joseph Camera (10/14/20) (Alternate: Autumn Westermann)

**Department of Children and Families**

Ivonne Carmona (11/8/2017) Kitty Kelleher (Alternate: 02/8/2017)

**Children at Risk**

Millicent Battle (10/14/20)

**Division of Blind Services**

Amanda Honingford (03/14/2018) Mark Harshbarger (alternate: 4/11/2018)

**Career Source Pinellas**

Vacant Jennifer Brackney (Alternate - 05/12/2017)

**Local Medical Community**

Heath Kirby (03/13/2019)

**Regional Agency for Persons with Disabilities**

Michael Taylor (03/13/2019) (Alternates: Debra Noel and Brett Gottschalk 03/13/2019)

**Technical Support – Florida Department of Transportation (FDOT)**

Tracy Noyes (Alternate: Dave Newell (03/11/2020)

**Local Coordinating Board – November 17, 2020**

**9. 2021 Meeting Schedule**



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**SUMMARY**

This item is intended to provide an opportunity for the LCB to review the proposed meeting schedule. Below are the proposed LCB meeting dates for 2021.

- February 16
- May 18
- September 21
- November 16

**ATTACHMENT(S):** Forward Pinellas Committee Meeting Schedule

**ACTION:** None required, information item only

# COMMITTEES MEETING SCHEDULE 2021

<b>PAC (Planners Advisory Committee) 1:30 pm</b>	<b>CAC (Citizens Advisory Committee) 7:00 pm</b>	<b>TCC (Technical Coordinating Committee) 2:00 pm</b>	<b>BPAC (Bicycle Pedestrian Advisory Committee) 8:30 am</b>	<b>LCB (Local Coordinating Board) 9:15 am</b>	<b>STSC (School Transportation Safety Committee 9:00 am</b>	<b>PTSTF (Pinellas Trail Security Task Force 9:00 am</b>
01/04/2021	01/28/2021	01/27/2021	(4 <sup>th</sup> Mon) 01/25/2021	-----	-----	01/12/2021
02/01/2021	02/25/2021	02/24/2021	(4 <sup>th</sup> Mon) 02/22/2021	02/16/2021	-----	-----
03/01/2021	03/25/2021	03/24/2021	03/15/2021	-----	03/03/2021	-----
03/29/2021	04/22/2021	04/28/2021	04/19/2021	-----	-----	04/13/2021
05/03/2021	05/27/2021	05/26/2021	05/17/2021	05/18/2021	-----	-----
06/01/2021 Tuesday	*06/24/2021	06/23/2021	06/21/2021	-----	06/02/2021	-----
07/06/2021 Tuesday	*07/22/2021	*07/28/2021	*07/19/2021	-----	-----	07/13/2021
*08/02/2021	08/26/2021	08/25/2021	08/16/2021	-----	-----	-----
08/30/2021	09/23/2021	09/22/2021	09/20/2021	09/21/2021	-----	-----
10/04/2021	10/28/2021	10/27/2021	10/18/2021	-----	10/06/2021	10/12/2021
11/01/2021	Nov/Dec Combined	Nov/Dec Combined	11/15/2021	11/16/2021	-----	-----
*11/29/2021	12/09/2021	12/08/2021	*12/20/2021	-----	-----	-----

(These dates are subject to change)

\*Meeting Subject to Cancellation

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**SUMMARY**

**A. Tri-County Transportation Disadvantaged Subcommittee**

Staff will provide an update on the Tri-County Transportation Disadvantaged Subcommittee

**B. Federal Transit Administration Section 5310 Grant Update**

The Florida Department of Transportation (FDOT) administers the Section 5310 Grant and will provide a brief update.

**C. Community Transportation Coordinator (CTC) Update**

PSTA will provide an update on recent activities.

**D. CTD Update**

Staff will provide a Commission for the Transportation Disadvantaged update.

**E. Other**

**ATTACHMENT(S):** None

**SUMMARY**

**A. Trip/Expenditure Reports**

The trip/expenditure reports are attached.

**B. Complaints and Commendations**

PSTA received no TD Program complaints.

**ATTACHMENT(S):** Trip/Expenditure Reports







TD REIMBURSEMENT REQUESTS 2020/2021

	NCN	PARC	ARC-TB	LIGHTHOUSE	BROKERED*	TOTAL AMT SPENT	AMT INVOICED CTD	MONTHLY DIFFERENCE	CUMULATIVE BALANCE
START	\$332,045.00	\$145,295.00	\$145,395.00	\$5,155.00	\$1,755,538.08	\$2,383,428.08			
JULY	\$12,523.27	\$4,704.00	\$2,458.72	\$0.00	\$1,073.92	\$20,759.91	\$274,124.00	<b>\$253,364.09</b>	\$253,364.09
BALANCE	\$319,521.73	\$140,591.00	\$142,936.28	\$5,155.00	\$1,754,464.16	\$2,362,668.17			
AUGUST	\$15,598.28	\$4,505.41	\$4,391.25	\$0.00	\$1,416.48	\$25,911.42	\$273,828.00	<b>\$247,916.58</b>	\$501,280.67
BALANCE	\$303,923.45	\$136,085.59	\$138,545.03	\$5,155.00	\$1,753,047.68	\$2,336,756.75			
SEPTEMBER	\$18,622.81	\$7,468.75	\$3,377.15	\$0.00	\$1,386.90	\$30,855.61	\$273,828.00	<b>\$242,972.39</b>	\$744,253.06
BALANCE	\$285,300.64	\$128,616.84	\$135,167.88	\$5,155.00	\$1,751,660.78	\$2,305,901.14			
OCTOBER						\$0.00	\$273,828.00	<b>\$273,828.00</b>	\$1,018,081.06
BALANCE	\$285,300.64	\$128,616.84	\$135,167.88	\$5,155.00	\$1,751,660.78	\$2,305,901.14			
NOVEMBER						\$0.00	\$273,828.00	<b>\$273,828.00</b>	\$1,291,909.06
BALANCE	\$285,300.64	\$128,616.84	\$135,167.88	\$5,155.00	\$1,751,660.78	\$2,305,901.14			
DECEMBER						\$0.00	\$273,828.00	<b>\$273,828.00</b>	\$1,565,737.06
BALANCE	\$285,300.64	\$128,616.84	\$135,167.88	\$5,155.00	\$1,751,660.78	\$2,305,901.14			
JANUARY						\$0.00	\$273,828.00	<b>\$273,828.00</b>	\$1,839,565.06
BALANCE	\$285,300.64	\$128,616.84	\$135,167.88	\$5,155.00	\$574,693.69	\$2,305,901.14			
FEBRUARY						\$0.00	\$273,828.00	<b>\$273,828.00</b>	\$2,113,393.06
BALANCE	\$285,300.64	\$128,616.84	\$135,167.88	\$5,155.00	\$574,693.69	\$2,305,901.14			
MARCH						\$0.00	\$273,828.00	<b>\$273,828.00</b>	\$2,387,221.06
BALANCE	\$285,300.64	\$128,616.84	\$135,167.88	\$5,155.00	\$574,693.69	\$2,305,901.14			
APRIL							\$273,828.00	<b>\$273,828.00</b>	\$2,661,049.06
BALANCE	\$285,300.64	\$128,616.84	\$135,167.88	\$5,155.00	\$574,693.69	\$2,305,901.14			
MAY							\$273,828.00	<b>\$273,828.00</b>	\$2,934,877.06
BALANCE	\$285,300.64	\$128,616.84	\$135,167.88	\$5,155.00	\$169,338.80	\$2,305,901.14			
JUNE							\$273,828.00	<b>\$273,828.00</b>	<b>\$3,208,705.06</b>
BALANCE	\$285,300.64	\$128,616.84	\$135,167.88	\$5,155.00	\$169,338.80	<b>\$2,305,901.14</b>			
END						0			
	\$46,744.36	\$16,678.16	\$10,227.12	\$0.00	\$3,877.30	\$77,526.94	\$3,286,232.00		

TD REIMBURSEMENT REQUESTS 2018/2019

	NCN	PARC	ARC-TB	LIGHTHOUSE	BROKERED*	TOTAL AMT SPENT	AMT INVOICED CTD	MONTHLY DIFFERENCE	CUMULATIVE BALANCE
START	\$404,375.00	\$157,000.00	\$157,000.00	\$6,221.00	\$1,755,538.08	\$2,480,134.08			
JULY	\$13,467.44	\$28,900.29	\$13,083.33	\$329.60	\$328,484.60	\$384,265.26	\$274,124.00	<b>-\$110,141.26</b>	-\$110,141.26
BALANCE	\$390,907.56	\$128,099.71	\$143,916.67	\$5,891.40	\$1,427,053.48	\$2,095,868.82			
AUGUST	\$16,235.03	\$16,488.43	\$11,835.00	\$329.60	\$341,805.41	\$386,693.47	\$273,828.00	<b>-\$112,865.47</b>	-\$223,006.73
BALANCE	\$374,672.53	\$111,611.28	\$132,081.67	\$5,561.80	\$1,085,248.07	\$1,709,175.35			
SEPTEMBER	\$17,711.62	\$16,695.47	\$11,835.00	\$329.60	\$335,944.07	\$382,515.76	\$273,828.00	<b>-\$108,687.76</b>	-\$331,694.49
BALANCE	\$356,960.91	\$94,915.81	\$120,246.67	\$5,232.20	\$749,304.00	\$1,326,659.59			
OCTOBER							\$273,828.00	<b>\$273,828.00</b>	-\$57,866.49
BALANCE	\$356,960.91	\$94,915.81	\$120,246.67	\$5,232.20	\$749,304.00	\$1,326,659.59			
NOVEMBER							\$273,828.00	<b>\$273,828.00</b>	\$215,961.51
BALANCE	\$356,960.91	\$94,915.81	\$120,246.67	\$5,232.20	\$749,304.00	\$1,326,659.59			
DECEMBER							\$273,828.00	<b>\$273,828.00</b>	\$489,789.51
BALANCE	\$356,960.91	\$94,915.81	\$120,246.67	\$5,232.20	\$749,304.00	\$1,326,659.59			
JANUARY							\$273,828.00	<b>\$273,828.00</b>	\$763,617.51
BALANCE	\$356,960.91	\$94,915.81	\$120,246.67	\$5,232.20	\$574,693.69	\$1,326,659.59			
FEBRUARY							\$273,828.00	<b>\$273,828.00</b>	\$1,037,445.51
BALANCE	\$356,960.91	\$94,915.81	\$120,246.67	\$5,232.20	\$574,693.69	\$1,326,659.59			
MARCH							\$273,828.00	<b>\$273,828.00</b>	\$1,311,273.51
BALANCE	\$356,960.91	\$94,915.81	\$120,246.67	\$5,232.20	\$574,693.69	\$1,326,659.59			
APRIL							\$273,828.00	<b>\$273,828.00</b>	\$1,585,101.51
BALANCE	\$356,960.91	\$94,915.81	\$120,246.67	\$5,232.20	\$574,693.69	\$1,326,659.59			
MAY							\$273,828.00	<b>\$273,828.00</b>	\$1,858,929.51
BALANCE	\$356,960.91	\$94,915.81	\$120,246.67	\$5,232.20	\$169,338.80	\$1,326,659.59			
JUNE							\$273,828.00	<b>\$273,828.00</b>	\$2,132,757.51
BALANCE	\$356,960.91	\$94,915.81	\$120,246.67	\$5,232.20	\$169,338.80	\$1,326,659.59			
END						0			
							\$3,286,232.00		
	\$47,414.09	\$62,084.19	\$36,753.33	\$988.80	\$1,006,234.08	\$1,153,474.49			

TD REIMBURSEMENT REQUESTS 2017/2018

	NCN	PARC	ARC-TB	LIGHTHOUSE	BROKERED*	TOTAL AMT SPENT	AMT INVOICED CTD	MONTHLY DIFFERENCE	CUMULATIVE BALANCE
START	\$404,375.00	\$142,040.00	\$142,040.00	\$4,845.00	\$1,755,538.08	\$2,448,838.08			
JULY	\$35,947.69	\$23,351.65	\$11,836.66	\$367.20	\$335,576.03	\$407,079.23	\$274,124.00	<b>-\$132,955.23</b>	-\$132,955.23
BALANCE	\$368,427.31	\$118,688.35	\$130,203.34	\$4,477.80	\$1,419,962.05	\$2,041,758.85			
AUGUST	\$19,393.66	\$22,347.04	\$11,836.66	\$897.60	\$353,836.19	\$408,311.15	\$273,828.00	<b>-\$134,483.15</b>	-\$267,438.38
BALANCE	\$349,033.65	\$96,341.31	\$118,366.68	\$3,580.20	\$1,066,125.86	\$1,633,447.70			
SEPTEMBER	\$19,364.73	\$18,827.94	\$11,836.66	\$938.40	\$344,803.27	\$395,771.00	\$273,828.00	<b>-\$121,943.00</b>	-\$389,381.38
BALANCE	\$329,668.92	\$77,513.37	\$106,530.02	\$2,641.80	\$721,322.59	\$1,237,676.70			
OCTOBER						\$0.00	\$273,828.00	<b>\$273,828.00</b>	-\$115,553.38
BALANCE	\$329,668.92	\$77,513.37	\$106,530.02	\$2,641.80	\$721,322.59	\$1,237,676.70			
NOVEMBER						\$0.00	\$273,828.00	<b>\$273,828.00</b>	\$158,274.62
BALANCE	\$329,668.92	\$77,513.37	\$106,530.02	\$2,641.80	\$721,322.59	\$1,237,676.70			
DECEMBER						\$0.00	\$273,828.00	<b>\$273,828.00</b>	\$432,102.62
BALANCE	\$329,668.92	\$77,513.37	\$106,530.02	\$2,641.80	\$721,322.59	\$1,237,676.70			
JANUARY						\$0.00	\$273,828.00	<b>\$273,828.00</b>	\$705,930.62
BALANCE	\$329,668.92	\$77,513.37	\$106,530.02	\$2,641.80	\$574,693.69	\$1,237,676.70			
FEBRUARY						\$0.00	\$273,828.00	<b>\$273,828.00</b>	\$979,758.62
BALANCE	\$329,668.92	\$77,513.37	\$106,530.02	\$2,641.80	\$574,693.69	\$1,237,676.70			
MARCH						\$0.00	\$273,828.00	<b>\$273,828.00</b>	\$1,253,586.62
BALANCE	\$329,668.92	\$77,513.37	\$106,530.02	\$2,641.80	\$574,693.69	\$1,237,676.70			
APRIL						\$0.00	\$273,828.00	<b>\$273,828.00</b>	\$1,527,414.62
BALANCE	\$329,668.92	\$77,513.37	\$106,530.02	\$2,641.80	\$574,693.69	\$1,237,676.70			
MAY						\$0.00	\$273,828.00	<b>\$273,828.00</b>	\$1,801,242.62
BALANCE	\$329,668.92	\$77,513.37	\$106,530.02	\$2,641.80	\$169,338.80	\$1,237,676.70			
JUNE						\$0.00	\$273,828.00	<b>\$273,828.00</b>	<b>\$2,075,070.62</b>
BALANCE	\$329,668.92	\$77,513.37	\$106,530.02	\$2,641.80	\$169,338.80	<b>\$1,237,676.70</b>			
END						0			
	\$74,706.08	\$64,526.63	\$35,509.98	\$2,203.20	\$1,034,215.49	\$1,211,161.38	\$3,286,232.00		

**Local Coordinating Board – November 17, 2020**  
**12. Public Comment**



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**SUMMARY**

This is an opportunity for any member of the public to address the board on issues related to the Transportation Disadvantaged Program. Speakers are requested to limit their comments to no more than five minutes.