



metroplan orlando  
*A REGIONAL TRANSPORTATION PARTNERSHIP*

# **TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD AGENDA**

**November 14, 2024 @ 10:30 a.m.**

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## TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD

### DATE & TIME:

Thursday, November 14, 2024 | 10:30 a.m.\*

**NOTE:** The TDLCB meeting will begin at 10:30 a.m. or immediately upon adjournment of the Annual Public meeting, whichever occurs first.

### LOCATION:

Heart of West Lakes Wellness Center  
710 S. Tampa Avenue  
Orlando, Florida 32805

### CLICK HERE TO JOIN VIRTUALLY:

[Transportation Disadvantaged Local Coordinating Board \(metroplanorlando.gov\)](https://metroplanorlando.gov/transportation-disadvantaged-local-coordinating-board)

### MEMBERS OF THE PUBLIC ARE WELCOME!

Participate at the location above or online from your computer, smartphone or tablet. Zoom meeting ID and dial-in info available here on [web calendar](#).



**WiFi available** | Network: MpoGuest | Password: mpoaccess

I.	CALL TO ORDER	Chairperson Mayra Uribe
II.	PLEDGE OF ALLEGIANCE	
III.	CHAIR'S ANNOUNCEMENTS	Chairperson Mayra Uribe
IV.	AGENDA REVIEW & ANNOUNCEMENTS	Ms. Virginia Whittington
V.	CONFIRMATION OF QUORUM	Ms. Rachel Frederick
VI.	PUBLIC COMMENTS ON ACTION ITEMS	

Comments on *Action Items* can be made in two ways:

1. In person at the meeting location listed at the top of this agenda.
2. Virtually via Zoom. Use the 'raise hand' feature during public comment to indicate you want to speak.

How to comment:

1. Complete an electronic speaker card at [MetroPlanOrlando.gov/SpeakerCard](https://MetroPlanOrlando.gov/SpeakerCard). Hard copies of the speaker card are available in the meeting room and should be given to MetroPlan Orlando staff. The chairperson will call on each speaker.
2. Each speaker has two minutes to address the board and should state his/her name and address for the record.

If your comment does not pertain to action items on the agenda, you may comment at the general public comment period at the end of the meeting.

<b>VII. ACTION ITEMS</b>		
A.	Approval of August 8, 2024, TDLCB Meeting Minutes (Tab 1)	Ms. Virginia Whittington
B.	2025 Proposed QATF and TDLCB Meeting Schedules (Tab 2)	Ms. Virginia Whittington
C.	Request for Approval of Annual Expenditure Report (AER) (Tab 3)	Ms. Virginia Whittington
D.	Request for Approval of Annual Operating Report (AOR) (Tab 4)	Ms. Virginia Whittington
E.	Approval of QATF Recommendations for Membership <ul style="list-style-type: none"> <li>Ms. Charlotte Campbell, Representing the Elderly (over 65)</li> <li>Ms. Tashara Cooper, At-Large Alternate</li> <li>Ms. Cena Underwood, At-Large Alternate</li> </ul>	Ms. Virginia Whittington
<b>VIII. PRESENTATIONS &amp; STATUS REPORTS</b>		
A.	Status Update on 2050 MTP (Tab 5)	Ms. Taylor Laurent MetroPlan Orlando
B.	2024 Public Opinion Survey Results Ms. Sarah Strickhouser, Summit Research, will share the results of the 2024 Public Opinion Survey.	Ms. Sarah Strickhouser Summit Research
C.	LYNX/Community Transportation Coordinator (CTC) Update (Tab 6)	Mr. Norm Hickling ACCESS LYNX
D.	Update on the SWAN Shuttle Autonomous Vehicle Demonstration – Lessons Learned	Mr. Doug Jamison LYNX
<b>IX. GENERAL INFORMATION</b>		
A.	Planning Grant Update (Tab 7)	
B.	Report of Operator Payments (Tab 8)	
C.	Title VI Non-Discrimination Plan and Limited English Proficiency (LEP) Plan Due to the size of the document, the Title VI and LEP Plan can be accessed online: <a href="#">Title VI Program: Nondiscrimination and Language Plan - DRAFT FOR APPROVAL (MetroPlanOrlando.gov)</a>	
<b>X. UPCOMING MEETINGS/EVENTS OF INTEREST</b>		
A.	Quality Assurance Task Force Meeting – January 28, 2025; 10:00 a.m.	
B.	Transportation Disadvantaged Local Coordinating Board Meeting – February 13, 2025; 10:00 a.m.	

## **XI. MEMBER COMMENTS**

## **XII. PUBLIC COMMENTS (GENERAL)**

Public comments of a general nature can be made in two ways:

1. In person at the meeting location listed on page 1 of this agenda.
2. Virtually via Zoom. Use the 'raise hand' feature during public comment to indicate you want to speak.

### **How to comment:**

1. Complete an electronic speaker card at [MetroPlanOrlando.gov/SpeakerCard](https://MetroPlanOrlando.gov/SpeakerCard). Hard copies of the speaker card are available in the meeting room and should be turned in to MetroPlan Orlando staff. The chairperson will call on each speaker.
2. Each speaker has two minutes to address the board and should state his/her name and address for the record.

## **XIII. ADJOURNMENT**

*Public participation is conducted without regard to race, color, national origin, sex, age, disability, religion, or family status. Persons wishing to express concerns, who require special assistance under the Americans with Disabilities Act, or who require language services (free of charge) should contact MetroPlan Orlando by phone at (407) 481-5672 or by email at [info@metroplanorlando.gov](mailto:info@metroplanorlando.gov) at least three business days prior to the event.*

*La participación pública se lleva a cabo sin distinción de raza, color, origen nacional, sexo, edad, discapacidad, religión o estado familiar. Las personas que deseen expresar inquietudes, que requieran asistencia especial bajo la Ley de Americanos con Discapacidad (ADA) o que requieran servicios de traducción (sin cargo) deben ponerse en contacto con MetroPlan Orlando por teléfono (407) 481-5672 (marcar 0) o por correo electrónico [info@metroplanorlando.gov](mailto:info@metroplanorlando.gov) por lo menos tres días antes del evento.*

**TAB 1**



**ORANGE/ OSCEOLA/ SEMINOLE COUNTIES JOINT TRANSPORTATION  
DISADVANTAGED LOCAL COORDINATING BOARD MEETING**

**DATE:** Thursday, August 08, 2024

**TIME:** 10:00 a.m.

**LOCATION:** MetroPlan Orlando Board Room  
250 S. Orange Avenue, Suite 200  
Orlando, Florida 32801

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**Commissioner Mayra Uribe, Presiding**

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**Members in attendance were:**

Ms. Marilyn Baldwin, representing the Disabled  
Mayor Pat Bates, Seminole County  
Ms. Neika Berry, Citizen Advocate (Non-system User)  
Ms. Charlotte Campbell, At-Large Alternate  
Ms. Betsy Delano, representing the Medical Community  
Ms. Sharon Jennings for Ms. Jeannette Estes, Agency for Persons with Disabilities  
Ms. Kori Blowers for Ms. Wendy Ford, Osceola Council on Aging  
Ms. Jamie Ledgerwood, FDOT  
Mr. Bob Melia, Citizen Advocate (System User)  
Ms. Angela Hunter for Janeé Olds, Career Source CF  
Mr. Cartier Murrill for Mr. Calvin Smith, AHCA  
Ms. Yvette Reyes, Economically Disadvantaged  
Ms. Cheryl Stone, representing the Elderly  
Commissioner Mayra Uribe, Orange County, Chairperson  
Ms. Alnita Whitt, Veterans  
Mr. Adam Zubritsky, OCPS

**Members not in attendance:**

Commissioner Olga Castano, Osceola County  
Mr. Luis Nieves-Ruiz, SunRail CAC  
Vacant, State Coordinating Council of Early Childhood  
Mr. Wayne Olson, Division of Vocational Rehabilitation  
Vacant, EMS  
Vacant, For-Profit Operator

### **Staff in Attendance**

Ms. Virginia Whittington, MetroPlan Orlando  
Ms. Taylor Laurent, MetroPlan Orlando  
Ms. Leilani Vaiaoga, MetroPlan Orlando  
Ms. Mary Ann Horne, MetroPlan Orlando  
Ms. Lisa Smith, MetroPlan Orlando  
Ms. Rachel Frederick, MetroPlan Orlando

### **Others in Attendance**

Ms. Gail Holley, FDOT (virtual)  
Mr. Norman Hickling, ACCESS LYNX  
Mr. Benjamin Gonzalez, ACCESS LYNX  
Mr. Joey Hogan, TRANSDEV

A complete list of other attendees may be obtained upon request.

## **I. CALL TO ORDER**

Vice Chair Pat Bates called the meeting to order at 10.02 a.m. welcomed members.

## **II. PLEDGE OF ALLEGIENCE**

Ms. Kori Blowers led the Pledge of Allegiance.

## **III. CHAIR ANNOUNCEMENTS**

Vice Chair Bates reminded members of the importance of attending in person and how members of the public can participate in person or virtually.

Mayor Bates turned the meeting over to Chair Uribe who presided over the remainder of the meeting. Ms. Neika Berry gave an update on the recent Quality Assurance Task Force meeting which took place on July 23<sup>rd</sup>.

Ms. Berry shared that they held the meeting off-site, were given a CTC update by Mr. Norm Hickling and concluded by taking a tour of the ACCESS LYNX Paratransit Operations Center. Ms. Berry thanked Mr. Norm Hickling and Mr. Joey Hogan for hosting the QATF. Members who were present at the tour all expressed their appreciation for the tour and the education it presented. In conclusion, Ms. Berry noted the date for the next QATF meeting as October 29, 2024.

Chair Uribe asked if it was possible for members of the TDLCB to also visit the ACCESS LYNX Paratransit Operations Center and have the tour. Ms. Whittington stated that she would poll members and coordinate the best date with Mr. Hogan.

#### IV. AGENDA REVIEW & ANNOUNCEMENTS

Ms. Virginia Whittington welcomed new member, Ms. Yvette Reyes representing the Economically Disadvantaged to the TDLCB. She recognized Ms. Nicola Norton, Ms. Reyes' alternate. Also recognized in the room were alternates: Ms. Kori Blowers for Ms. Wendy Ford, Mr. Cartier Murrill for Mr. Calvin Smith, Ms. Sharon Jennings for Ms. Jeannette Estes, and Ms. Angela Hunter for Ms. Janee Olds.

Ms. Whittington provided an update on Senate Bill 1380 (Transportation Services for Persons with Disabilities & Transportation Disadvantaged), which was signed into law and became effective in May. She noted that the bill expanded the Florida Commission for the Transportation Disadvantaged Board from 7 members to 11, and also stated that the bill allows members to hold meetings virtually and those attending virtually do count towards quorum. Ms. Whittington stated that MetroPlan Orlando would like to consider this for all Committee meetings in the future. Also in the bill, Ms. Whittington noted it addressed provisions in paratransit service contracts including driving training, reasonable time periods for requests and transparency on quality of service. She also highlighted reports that were due to the legislature, one from the Center for Urban Transportation Research (CUTR) on model policies and procedures, and one from I-STREET (UF) on technology. Both reports are due to the Governor and legislature in January 2025.

Ms. Whittington noted that Ms. Gail Holley from FDOT would be making a presentation today remotely, on the Safe Mobility for Life Program and a further presentation will take place at the November TDLCB Public Meeting.

Ms. Whittington shared that a tentative location for the Public Meeting in November had been identified, that costs were being finalized and will confirm once a determination is made if the meeting will be off-site or located at MetroPlan Orlando offices. She introduced Mr. Mighk Wilson who presented the Safety Moment.

Mr. Wilson gave a status update on the Regional Vision Zero Action Plan, reminding members of the existing safety challenges within Central Florida with 41% of all deaths occurring on only 2% of Central Florida Roads and 44% of fatal traffic crashes in the region involved distraction, intoxication, speeding or aggressive driving. He continued to share how we begin to address the safety challenges including focused public outreach to motivate behavior change and identifying quick-build projects to address local safety problems.

He stated that the draft plan has just gone out for review and the final version will be presented to the committees and MetroPlan Orlando Board in September.

Comments from the committee included, if each type of distraction was recorded that led to a crash and it was also confirmed that the number of fatalities included pedestrians, and all modes of transportation used. Commissioner Uribe also noted how she was able to secure a light fixture on a road with heavy pedestrian use, with the help of Ms. Loreen Bobo, FDOT Safety Administrator, because it was part of the Vision Zero plan in Orange County. Mr. Wilson also confirmed how the Vision Zero plan will feed into the MTP 2050 plan and all future plans. A member referred Mr. Wilson to state trauma organizations who can support the impact of life changing crashes on individuals and the costs and lost income involved.



## **V. CONFIRMATION OF QUORUM**

Ms. Lisa Smith confirmed a quorum was present.

## **VI. Public Comments on Action Items**

None

## **VII. ACTION ITEMS**

### **A. Approval of May 16, 2024, TDLCB Meeting Minutes**

Approval of the May 16, 2024, meeting minutes was requested.

**MOTION:** Mayor Pat Bates moved to approve the May 16, 2024, meeting minutes. Ms. Marilyn Baldwin seconded the motion, which passed unanimously.

## **VIII. PRESENTATIONS & STATUS REPORTS**

### **A. Lynx/Community Transportation Coordinator (CTC) Update**

Mr. Norm Hickling presented an update, highlighting an increase in trip demand of 9.3% compared to the same time last year, and as is typical there was a slight dip in trips performed during June due to the schools being out. He highlighted that 'on time performance' reached 93% in June with the average for the year being 89%, and shared that the majority of trips are for medical purposes.

Mr. Hickling noted the average speed of answering a call increased to 3:18 minutes with an average of 55 calls being answered by each agent, and 87.37% of all calls being answered - the highest percentage in the last six months.

Mr. Hickling detailed the two sources of funding for the Transportation for the Disadvantaged.

- The State of Florida Commission for Transportation Disadvantaged
  - Trip & Equipment Grant
- Local Funding Partners – Orange, Osceola and Seminole Counties

Mr. Hickling shared the amount of actual costs vs. the amount that could be invoiced due to the grant allocation, noting that in May 2024 Lynx invoiced for only 36% of the total TD cost incurred (\$282,672 out of \$776,757), which left the deficit to be picked up by the local funding partners in Orange, Osceola and Seminole counties.

He confirmed that new vehicles should be delivered this month or next, with a total of 57 expected into the fleet by the end of the year and the hope that further vehicles will be ordered

over the next 18 months. Mr. Hickling announced that they will be introducing the seven-day advance reservation period, once they have completed their internal obligations necessary to facilitate this. He concluded by sharing his concerns about the TD Program changes with the additional reports needed.

Chair Mayra Uribe commented on the shortfall of funding that is picked up by the counties and questioned if this could be looked at legislatively. Chair Uribe also raised the question of training received by drivers to sensitively assist riders with autism and other invisible disabilities. Discussions ensued about the importance of identifying riders with special needs, to ensure appropriate assistance and accommodations, however a delicate balance is needed to ensure there are no violations of HIPPA.

Mr. Joey Hogan discussed TRANSDEV's practices and explained the training offered to their drivers. Discussion ensued regarding the need for additional dialogue about the best way to ensure the organization is aware of people with hidden disabilities and that proper training is in place.

Ms. Whittington offered to facilitate and host a future meeting at MetroPlan Orlando on the topic and also acknowledged the legislation Chair Uribe referred to, where individuals can put a sticker on their vehicle and/or a designation on their license plate to alert the police that someone in the vehicle has autism. The Chair also recommended contacting Orange County Sheriff Mina's office and/or Orange County Corrections Department as they are very proactive in this subject.

## **B. Safe Mobility for Life Program Introduction.**

Ms. Gail Holley, Safe Mobility for Life Program & Research Manager, FDOT, presented virtually, on, 'Working Together to Improve the Safety, Access, and Mobility of Florida's Aging Population.'

Ms. Holley began by highlighting the various measures implemented by FDOT, to assist road users in compensating for the natural aging process noting that older drivers are in fact safer drivers overall and have the lowest number of crashes involving vulnerable users, yet those aged 65 years+ do suffer the highest number of fatalities from those crashes. She highlighted their Strategic Action Plan and shared how they are working to reach their goal of zero fatalities.

Ms. Gail Holley highlighted 'Florida's Guide to Safe Mobility for Life', which is available in English, Spanish, as a hard copy, e-book and PDF.

Ms. Holley concluded by highlighting Mobility Week which runs from October 27 through November 2, 2024, and challenged members to travel by a different mode than usual and practice using before perhaps you may need to.

Chair Uribe commented on the communication methods and formats used to reach the different age groups. Also asked was how to find travel options for places in your local community and who provides them, and it was recommended to start with the travel plan worksheet and Find A Ride Florida. It was also noted that Ms. Holley will return to present at the Public Meeting on November 14<sup>th</sup>.

## IX. GENERAL INFORMATION

Madam Chair Uribe called attention to the following general information items found in the agenda packet.

A.	Draft MetroPlan Orlando Board Resolution Supporting Blind Americans Equality Day and White Cane Awareness Day
B.	Draft MetroPlan Orlando Board Resolution Supporting Blind Americans Equality Day and White Cane Awareness Day
C.	Report of Operator Payments
D.	New Commission for Transportation Disadvantaged Members
E.	2050 MTP Status Update
F.	Draft Vision Zero Central Florida Safety Action Plan <a href="https://metroplanorlando.gov/wp-content/uploads/Draft_VZCF_ActionPlan_July_2024.pdf">https://metroplanorlando.gov/wp-content/uploads/Draft_VZCF_ActionPlan_July_2024.pdf</a>

## X. UPCOMING MEETINGS OF INTEREST

A.	<b>MetroPlan Orlando Board Meeting</b> – Wednesday, September 11, 2024; 9:00 a.m.
B.	<b>FPTA/CTD Annual Conference &amp; Expo</b> - September 22-24, 2024, West Palm Beach, FL
C.	<b>Save the Date: 2024 Mobility Week</b> – October 27-November 2, 2024
D.	<b>Quality Assurance Task Force Meeting</b> – Tuesday, October 29, 2024; 10:00 a.m.
E.	<b>Annual Transportation Disadvantaged Public Workshop</b> – Thursday, November 14, 2024; 10:00 a.m. <b>OFF SITE LOCATION: Heart of West Lakes Wellness Center. 710 S Tampa Ave, Orlando, FL 32805</b>
F.	<b>Transportation Disadvantaged Local Coordinating Board</b> – Thursday, November 14, 2024; 10:30 a.m.* <b>OFF SITE LOCATION: Heart of West Lakes Wellness Center. 710 S Tampa Ave, Orlando, FL 32805</b> (This meeting will immediately follow the TD Public Workshop at 10:30 or upon receipt of the final public comment, whichever occurs first.)

## XI. MEMBER COMMENTS

Chair Uribe suggested partnering with Orange TV for audio/visual assistance for the TDLCB Public Workshop.

Chair Uribe also thanked members for their continued support and engagement in representing the community to make transportation better.

Member Mr. Cartier Murrill inquired if there is a consideration to require young people when they first get their license, to undertake formal driver education which happens in other states but not in Florida.

## **XII. PUBLIC COMMENTS (GENERAL)**

None

## **XIII. ADJOURNMENT**

There being no further business the meeting adjourned at 11:30 a.m.

Respectfully transcribed and submitted by Ms. Rachel Frederick.

Approved this 14<sup>th</sup> day of November 2024.

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Commissioner Mayra Uribe, Chairperson

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Rachel Frederick  
Board Services Coordinator

*As required by Section 286.0105, Florida Statutes, MetroPlan Orlando hereby notifies all interested parties that if a person decides to appeal any decision made by MetroPlan Orlando with respect to any matter considered at such meeting or hearing, he or she may need to ensure that a verbatim record is made to include the testimony and evidence upon which the appeal is to be based.*

**TAB 2**



**DRAFT**  
**QATF and TDLCB**  
**2025 Quarterly Meeting Schedule**  
(All meetings are scheduled to begin at 10:00 a.m.)

**LOCATION:** MetroPlan Orlando  
David L. Grovdahl Board Room  
250 S. Orange Avenue, Suite 200  
Orlando, FL 32801

**QATF**

January 28, 2025

April 29, 2025

July 29, 2025

October 28, 2025

**TDLCB**

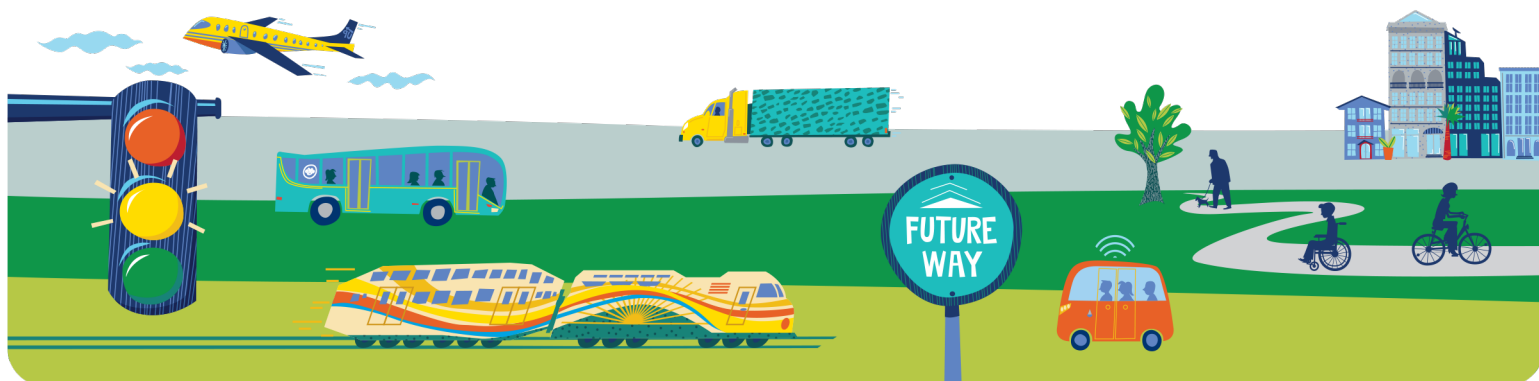
February 13, 2025

May 15, 2025\*

August 14, 2025

November 13, 2025

\* Date adjusted due to conflict.



**TAB 3**





250 SOUTH ORANGE AVENUE  
SUITE 200  
ORLANDO, FLORIDA 32801

PH: 407.481.5672  
FX: 407.481.5680  
[WWW.METROPLANORLANDO.GOV](http://WWW.METROPLANORLANDO.GOV)

September 9, 2024

Mr. Kyle Mills  
Area 4 Project Manager  
Florida Commission for the Transportation Disadvantaged  
605 Suwannee Street, MS 49  
Tallahassee, FL 32399-0450

Dear Mr. Mills,

Enclosed with this letter, please find our submission of the 2023-2024 Actual Expenditure Report (AER) for Orange, Osceola and Seminole (OOS) Counties.

The report reflects actual trips and expenses for the FY 2023-24 service year as reported by LYNX. The first page shows our system wide numbers (Orange, Osceola, and Seminole combined). Subsequent pages are county by county.

Feel free to contact me if you have any questions or concerns.

Sincerely,

Virginia L. Whittington  
Director of Regional Partnerships & OOS TDLCB Staff Liaison

Enclosure





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

COUNTY: ORANGE, OSCEOLA, AND SEMINOLE COUNTIES (COMBINED)  
DUE: September 15, 2024

Coordinated Transportation			
ACTUAL PRIOR YEAR			
Local Funding		Direct Federal Funding	
Expenditures	# of Trips, Operating Subsidy or Capital	Expenditures	# of Trips, Operating Subsidy or Capital
23,098,467	375,595	15,470,624.61	251,562

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



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

**COUNTY:** Orange County  
**DUE:** September 15, 2024

**Coordinated Transportation**

Coordinated Transportation			
ACTUAL PRIOR YEAR			
Local Funding		Direct Federal Funding	
Expenditures	# of Trips, Operating Subsidy or Capital	Expenditures	# of Trips, Operating Subsidy or Capital
15,259,037	248,121	10,288,399.40	168,956

**Transportation Alternatives**

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**

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



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

**COUNTY:** Osceola County  
**DUE:** September 15, 2024

**Coordinated Transportation**

Coordinated Transportation			
ACTUAL PRIOR YEAR			
Local Funding		Direct Federal Funding	
Expenditures	# of Trips, Operating Subsidy or Capital	Expenditures	# of Trips, Operating Subsidy or Capital
3,514,231	57,144	2,459,534.21	42,562

**Transportation Alternatives**

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**

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



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

**COUNTY:** Seminole County  
**DUE:** September 15, 2024

**Coordinated Transportation**

Coordinated Transportation			
ACTUAL PRIOR YEAR			
Local Funding		Direct Federal Funding	
Expenditures	# of Trips, Operating Subsidy or Capital	Expenditures	# of Trips, Operating Subsidy or Capital
4,325,199	70,330	2,722,691.00	40,044

**Transportation Alternatives**

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**

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

**TAB 4**





## Data Submission Summary

County Name	Fiscal Year	Section	CTC Status	CTC Status Date	CTD Status	CTD Status Date
Orange	07/01/2023 - 06/30/2024	Organization	Submitted	09/12/2024	Under Review	09/12/2024
Orange	07/01/2023 - 06/30/2024	Coordinated System	Submitted	09/12/2024	Under Review	09/12/2024
Orange	07/01/2023 - 06/30/2024	Trips	Submitted	09/12/2024	Under Review	09/12/2024
Orange	07/01/2023 - 06/30/2024	Vehicles & Drivers	Submitted	09/12/2024	Under Review	09/12/2024
Orange	07/01/2023 - 06/30/2024	Revenue Sources	Submitted	09/12/2024	Under Review	09/12/2024
Orange	07/01/2023 - 06/30/2024	Expense Sources	Submitted	09/12/2024	Under Review	09/12/2024
Osceola	07/01/2023 - 06/30/2024	Organization	Submitted	09/12/2024	Under Review	09/12/2024
Osceola	07/01/2023 - 06/30/2024	Coordinated System	Submitted	09/12/2024	Under Review	09/12/2024
Osceola	07/01/2023 - 06/30/2024	Trips	Submitted	09/12/2024	Under Review	09/12/2024
Osceola	07/01/2023 - 06/30/2024	Vehicles & Drivers	Submitted	09/12/2024	Under Review	09/12/2024
Osceola	07/01/2023 - 06/30/2024	Revenue Sources	Submitted	09/12/2024	Under Review	09/12/2024
Osceola	07/01/2023 - 06/30/2024	Expense Sources	Submitted	09/12/2024	Under Review	09/12/2024
Seminole	07/01/2023 - 06/30/2024	Organization	Submitted	09/12/2024	Under Review	09/12/2024
Seminole	07/01/2023 - 06/30/2024	Coordinated System	Submitted	09/12/2024	Under Review	09/12/2024
Seminole	07/01/2023 - 06/30/2024	Trips	Submitted	09/12/2024	Under Review	09/12/2024
Seminole	07/01/2023 - 06/30/2024	Vehicles & Drivers	Submitted	09/12/2024	Under Review	09/12/2024
Seminole	07/01/2023 - 06/30/2024	Revenue Sources	Submitted	09/12/2024	Under Review	09/12/2024
Seminole	07/01/2023 - 06/30/2024	Expense Sources	Submitted	09/12/2024	Under Review	09/12/2024



# CTC Organization

County: Orange

Fiscal Year: 7/1/2023 - 6/30/2024

CTC Status: Approved

CTD Status: Approved

Date Initiated: 7/18/2024

**CTC Organization Name:** Central Florida Regional Transportation Authority

**Address:** 455 N Garland Avenue

**City:** Orlando

**State:** FL

**Zip Code:** 32801

**Organization Type:** Public Transit Authority

**Network Type:** Partial Brokerage

**Operating Environment:** Urban

**Transportation Operators:** Yes

**Number of Transportation Operators:** 2

**Coordination Contractors:** Yes

**Number of Coordination Contractors:** 10

**Provide Out of County Trips:** Yes

**Local Coordinating Board (LCB) Chairperson:** Honorable Mayra Uribe

**CTC Contact:** Norman Hickling

**CTC Contact Title:** Director of Mobility Services

**CTC Contact Email:** NHickling@golynx.com

**Phone:** (407) 254-6169

## CTC Certification

I, Norman Hickling, as the authorized Community Transportation Coordinator (CTC) Representative, hereby certify, under the penalties of perjury as stated in Chapter 837.06, F.S., that the information contained in this report is true, accurate, and in accordance with the accompanying instructions.

CTC Representative (signature):

## LCB Certification

I, Honorable Mayra Uribe, as the Local Coordinating Board Chairperson, hereby, certify in accordance with Rule 41-2.007(6), F.A.C. that the Local Coordinating Board has reviewed this report and the Planning Agency has received a copy.

LCB Chairperson (signature):





# CTC Organization

County: Osceola

Fiscal Year: 7/1/2023 - 6/30/2024

CTC Status: Approved

CTD Status: Approved

Date Initiated: 7/31/2024

**CTC Organization Name:** Central Florida Regional Transportation Authority

**Address:** 455 N Garland Avenue

**City:** Orlando

**State:** FL

**Zip Code:** 32801

**Organization Type:** Public Transit Authority

**Network Type:** Partial Brokerage

**Operating Environment:** Urban

**Transportation Operators:** Yes

**Number of Transportation Operators:** 2

**Coordination Contractors:** Yes

**Number of Coordination Contractors:** 3

**Provide Out of County Trips:** Yes

**Local Coordinating Board (LCB) Chairperson:** Honorable Mayra Uribe

**CTC Contact:** Norman Hickling

**CTC Contact Title:** Director of Mobility Services

**CTC Contact Email:** NHickling@golynx.com

**Phone:** (407) 254-6169

## CTC Certification

I, Norman Hickling, as the authorized Community Transportation Coordinator (CTC) Representative, hereby certify, under the penalties of perjury as stated in Chapter 837.06, F.S., that the information contained in this report is true, accurate, and in accordance with the accompanying instructions.

CTC Representative (signature):

## LCB Certification

I, Honorable Mayra Uribe, as the Local Coordinating Board Chairperson, hereby, certify in accordance with Rule 41-2.007(6), F.A.C. that the Local Coordinating Board has reviewed this report and the Planning Agency has received a copy.

LCB Chairperson (signature):





## CTC Organization

County: Seminole

Fiscal Year: 7/1/2023 - 6/30/2024

CTC Status: Approved

CTD Status: Approved

Date Initiated: 7/31/2024

**CTC Organization Name:** Central Florida Regional Transportation Authority

**Address:** 455 N Garland Avenue

**City:** Orlando

**State:** FL

**Zip Code:** 32801

**Organization Type:** Public Transit Authority

**Network Type:** Partial Brokerage

**Operating Environment:** Urban

**Transportation Operators:** Yes

**Number of Transportation Operators:** 2

**Coordination Contractors:** Yes

**Number of Coordination Contractors:** 3

**Provide Out of County Trips:** Yes

**Local Coordinating Board (LCB) Chairperson:** Honorable Mayra Uribe

**CTC Contact:** Norman Hickling

**CTC Contact Title:** Director of Mobility Services

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LCB Chairperson (signature):

**TAB 5**





# 2050 MTP Status Report | October 2024



## WHAT IS THE 2050 MTP?

The Metropolitan Transportation Plan (MTP) establishes the vision of Central Florida's entire transportation system for Orange, Osceola, and Seminole Counties. This plan for the year 2050 identifies current and future transportation needs. Projects must be included in the plan to receive federal and state funding. The plan is updated every five years to reflect the changing dynamics of the region.

## ONGOING WORK AND PROGRESS TO DATE

### BACKGROUND & EXISTING CONDITIONS

- Public Participation Plan completed
- Continued travel patterns and origin-destination analyses

### GOALS & OBJECTIVES

- Refinement of final reports underway

### TECHNICAL ANALYSIS

- Coordination with FDOT on the Central Florida Regional Planning Model underway, including follow-up review of base year socioeconomic dataset
- Congestion Management Process (CMP) update underway, Draft CMP reviewed by MetroPlan Orlando staff and requested revisions being incorporated
- Held stakeholder meetings and began reviewing strategy master list for the health component
- Held stakeholder meetings and began reviewing strategy master list for the Housing Coordination Process
- Held three stakeholder engagement meetings and received a draft ETDM screening approach and a wetlands mitigation strategy technical memo for review
- Received the draft Resilience Strategy technical memo for review
- Continued coordination with local partners on the Financial Resources component and drafting funding source summary tables. Presented preliminary forecast during MTP Technical Workshop

### NEEDS ASSESSMENTS & INVESTMENT SCENARIO PLANNING

- Roadway needs assessment underway, with off-system system reviews completed and a final draft under review by FDOT and local agencies
- Safety needs assessment (Regional Vision Zero Action Plan) is complete: [www.VisionZeroCFL.gov](http://www.VisionZeroCFL.gov)
- Draft freight network designations under review
- Received draft freight network technical memo and freight network methodology for review
- Continued refinement of project cost estimation methodology. Developed Cost per Mile methodology and began brainstorming parameters for defining a preliminary project complexity.
- Continued refinement of prioritization methodology, focusing on goal area weighting and evaluation criteria. Began identification of thresholds and scoring process for project prioritization criteria.





## 2050 MTP SCHEDULE

Task	2024				2025			
	Jan – Mar	Apr – Jun	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun	Jul – Sep	Oct – Dec
Background & Existing Conditions								
Goals & Objectives								
Technical Analysis, Needs Assessment, Investment Scenario Planning								
Cost Feasible Plan Development								
Plan Adoption & Implementation								

## UPCOMING 2050 MTP MEETINGS AND OUTREACH EVENTS

Date/Time	Meeting/Event	Location
November 16, 2024, at 10:00 a.m.	Bike Rodeo with Midway Elementary	TBD
November 20, 2024, at 12:00 p.m.	Community Conversation with Central-Northeast Florida Section of ITE	TBD
December 5, 2024, at 6:00 p.m.	Community Conversation with American Society of Highway Engineers (ASHE) Orlando	Orlando Science Center 777 E Princeton St. Orlando, FL 32801
December 12, 2024, at 2:00pm	2050 MTP Technical Workshop	Virtual / Zoom <a href="https://metroplanorlando.gov/calendar/">https://metroplanorlando.gov/calendar/</a>
January 25, 2025, at 9:00 a.m.	Community event with Aerospace and Aviation Day	Sanford Airport
February 13, 2025, at 2:00pm	2050 MTP Technical Workshop	Virtual / Zoom <a href="https://metroplanorlando.gov/calendar/">https://metroplanorlando.gov/calendar/</a>

*For more information on the 2050 MTP, contact:*

**Taylor Laurent**

2050 MTP Project Manager

[MTP@MetroPlanOrlando.gov](mailto:MTP@MetroPlanOrlando.gov)

(407) 481-5672

*Para obtener más información, contacte:*

**Mary Ann Horne**

2050 MTP Communications Strategist

[MTP@MetroPlanOrlando.gov](mailto:MTP@MetroPlanOrlando.gov)

(407) 481-5672

[MetroPlanOrlando.gov/2050](https://MetroPlanOrlando.gov/2050)



## MTP 2050 Goal Ranking

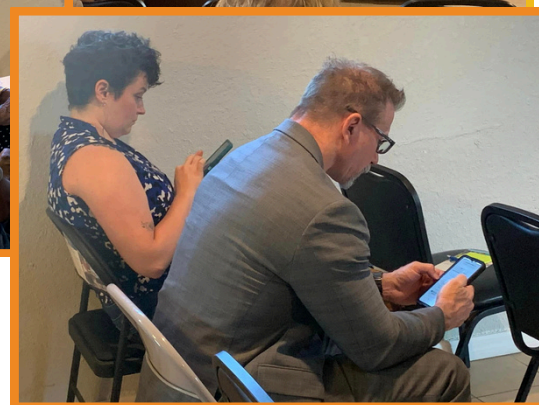
**SAFETY**

**RELIABILITY**

**CONNECTIVITY**

**COMMUNITY**

**PROSPERITY**



## 3 Transportation System Changes

More roads that are cyclist and pedestrian friendly



Better connections between public transportation and final destination

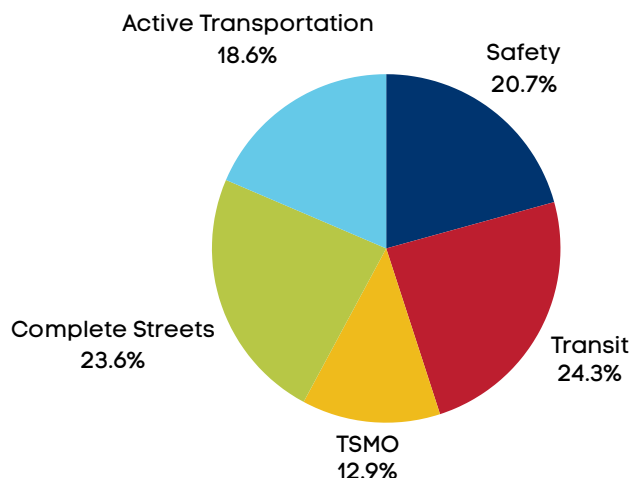


More frequent public transportation that goes to more places



## Funding

If \$100 could make transportation better in Central Florida, how would you spend it? Distribute the \$100 to one or more of the improvement types.



## Demographics



### ETHNICITIES:

- 2% Asian
- 13% Black or African American
- 10% Hispanic
- 75% White

### GENERATIONS:

- 64% Born 1965-1980
- 27% Born 1981-1996
- 9% Born 1946-1964



MTP 2050 Goal Ranking

SAFETY

CONNECTIVITY

RELIABILITY

COMMUNITY

PROSPERITY



3 Transportation System Changes

More roads that are cyclist and pedestrian friendly



Better connections between public transportation and final destination



More frequent public transportation that goes to more places



More bus stops with features like shade, seating, and lighting



Funding

If \$100 could make transportation better in Central Florida, how would you spend it? Distribute the \$100 to one or more of the improvement types.

Active Transportation  
15%

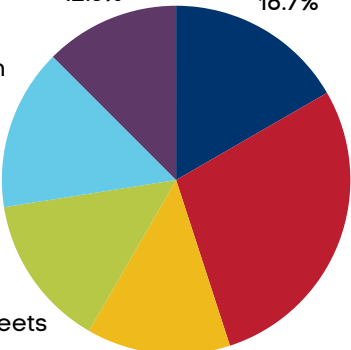
Complete Streets  
14.2%

Other  
12.5%

Safety  
16.7%

Transit  
28.3%

TSMO  
13.3%



Demographics



ETHNICITIES:

- 17% Asian
- 13% Black or African American
- 40% Hispanic
- 4% Middle Eastern or North African
- 65% White

GENERATIONS:

- 25% Born 1981-1996
- 75% Born 1997-2012

# Mayor's Committee on Healthy Aging & Livability

September 25, 2024

Surveys Completed: 11/ Event Attendance: 15

Emails Added to Mailing List: 3

Location: **ORANGE** / 2050 Plan Community Conversation

## MTP 2050 Goal Ranking

**SAFETY**

**CONNECTIVITY**

**RELIABILITY**

**COMMUNITY**

**PROSPERITY**



## 3 Transportation System Changes

More roads that are cyclist and pedestrian friendly



Better connections between public transportation and final destination

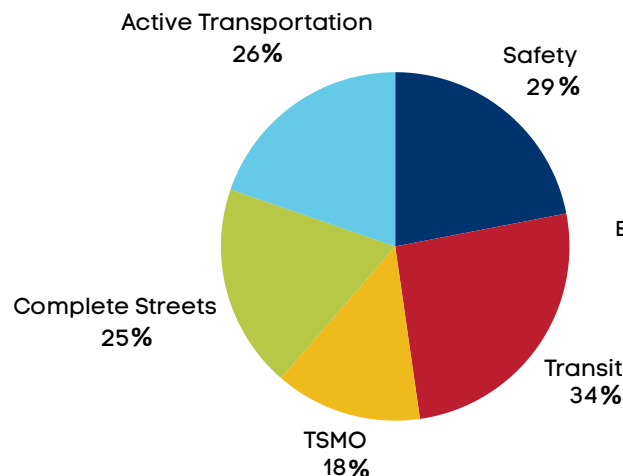


More frequent public transportation that goes to more places



## Funding

If \$100 could make transportation better in Central Florida, how would you spend it? Distribute the \$100 to one or more of the improvement types.



## Demographics



### ETHNICITIES:

- 13% Black or African American
- 40% Hispanic
- 4% Middle Eastern or North African
- 65% White

### GENERATIONS:

- 28% Born 1965-1980
- 20% Born 1981-1996
- 52% Born 1946-1964

**TAB 6**







# LYNX Mobility Services Quarterly CTC Report





## Table of Contents



- Overview
- ACCESS LYNX Trip Demand
- ACCESS LYNX Performance
- Trip Duration
- Customer Service Activity
- Transportation Disadvantage Funding
- Opportunities
- Summary
- Questions and Close

## Overview



- **ACCESS LYNX Increasing Trip Demand**
  - 9.3% increase in 2024 vs. same period in 2023
- **Strong demand for ACCESS LYNX Service**
- **On-Time Performance (OTP)**
  - Meeting goal of 90%
- **Call Center addressing “Speed of Answer”**
  - ETA account for approximately 40%+ of all calls
- **Paratransit Fleet Status**
  - Maintenance
  - FY24 new/replacement procurement process

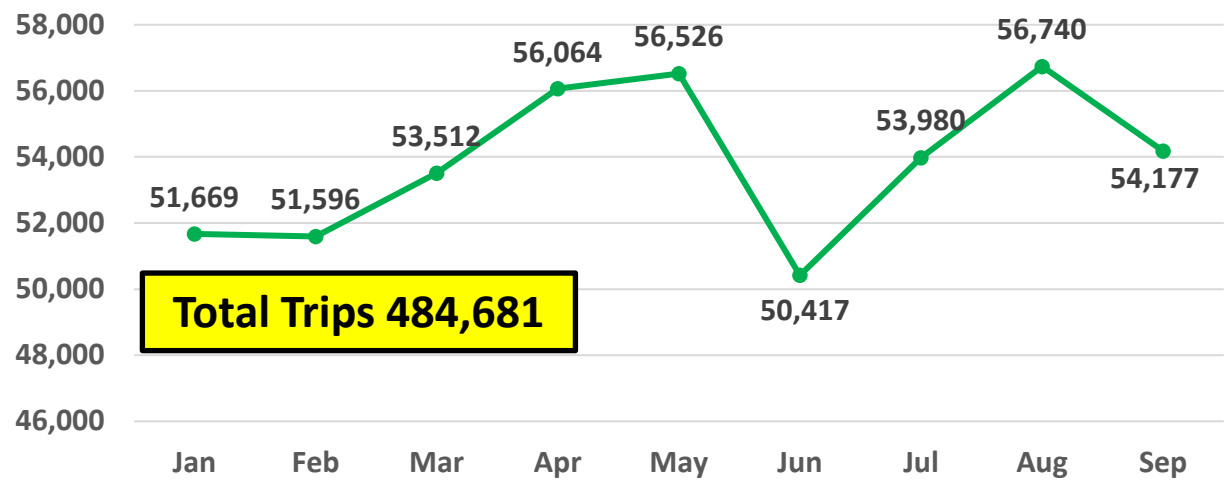
## ACCESS LYNX Trip Demand



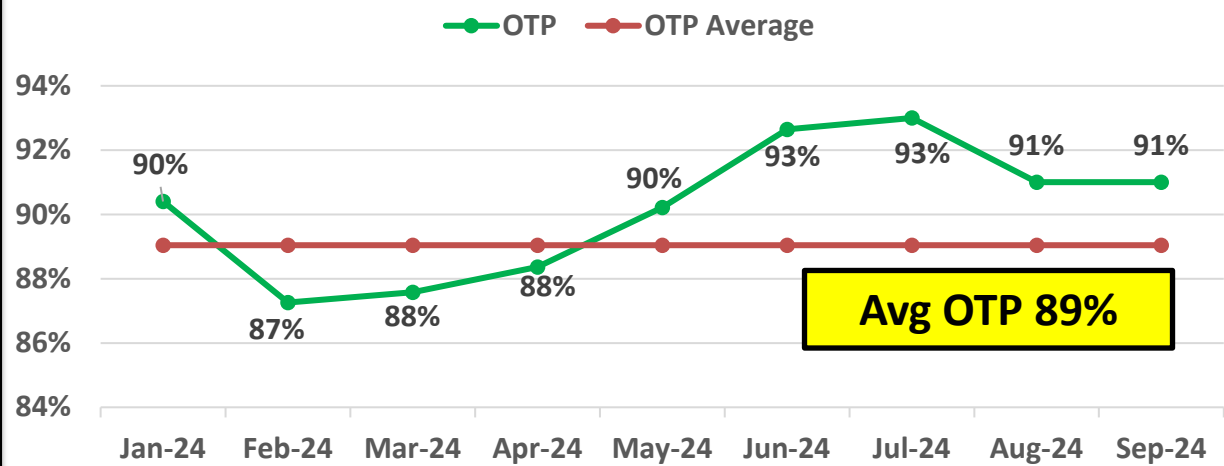
	<b>CY - 2023</b>	<b>CY - 2024</b>
January	46,995	51,669
February	46,016	51,596
March	52,725	53,512
April	48,929	56,064
May	50,204	56,526
June	47,787	50,417
July	47,306	53,980
August	51,862	56,740
September	51,803	54,177
<b>YTD</b>	<b>443,627</b>	<b>484,681</b>

# ACCESS LYNX Performance

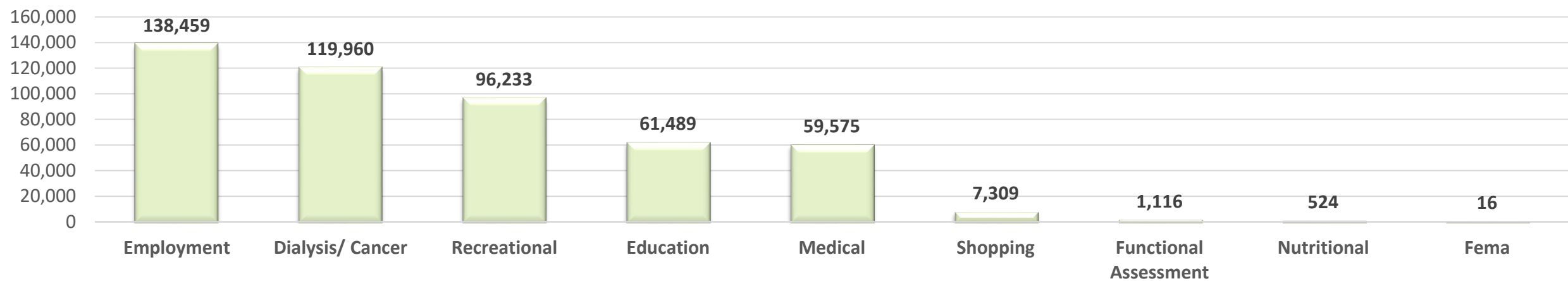
### Performed Trips



### On Time Performance



### Trip Count by Purpose





## Trip Duration

Mileage Classification	Duration Thresholds (Not to Exceed)	Average Distance (Miles)	Average Duration
1 - 5 Miles	1 hr.	2.9	0:17:42
5 - 9 Miles	1 hr. 15 Mins	6.9	0:30:35
9 - 13 Miles	1 hr. 30 Mins	10.9	0:40:29
13 - 18 Miles	1 hr. 45 Mins	15.2	0:51:23
18 - 22 Miles	2 hrs.	19.8	0:56:17
22 - 28 Miles	2 hrs. 15 Mins	24.5	1:07:15
28 - 32 Miles	2 hrs. 30 Mins	30.2	1:11:16
32+ Miles	2 hrs. 45 Mins	37.4	1:27:14

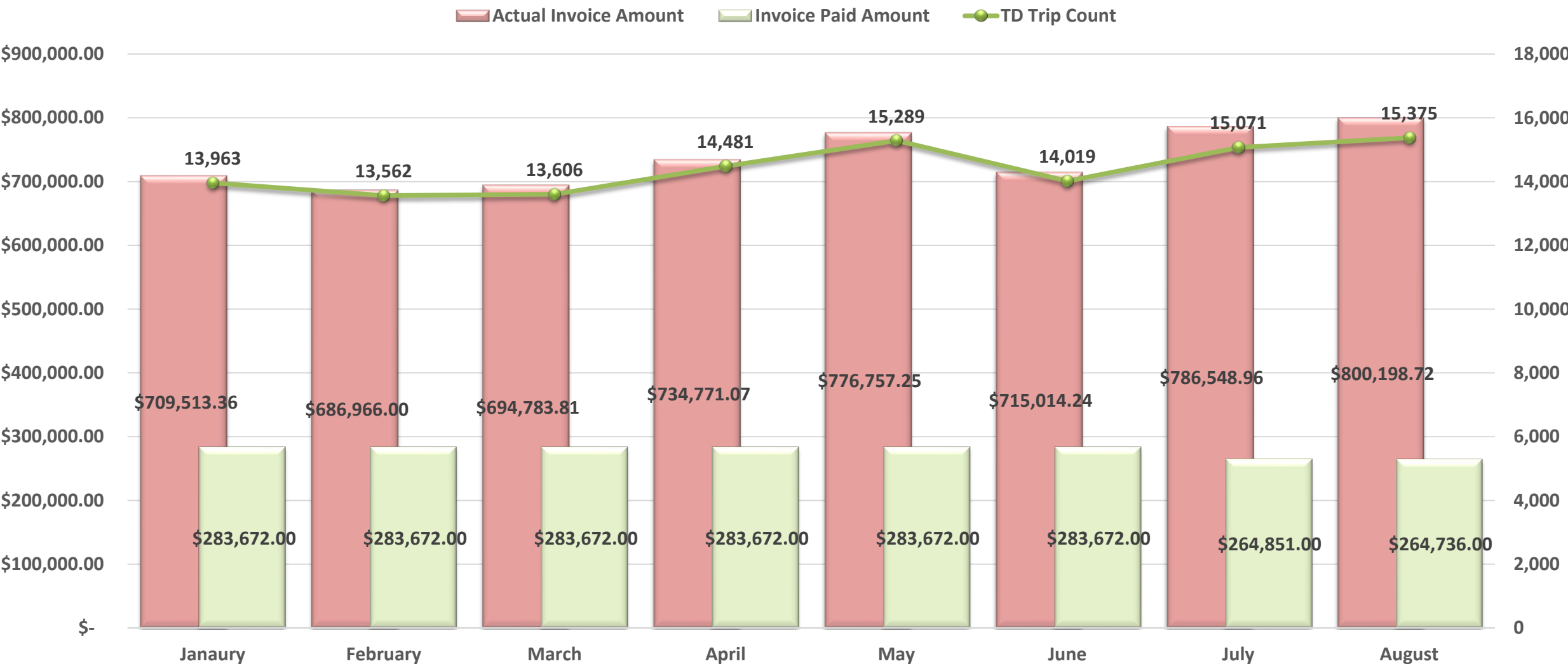
## Customer Service Activity

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24
<b>Average Speed of Answer</b>	4:32	4:50	5:40	4:01	4:40	3:18	3:37	5:22	6:07
<b>Average Calls Answered Per Agent</b>	54	54	57	53	54	55	56	57	59
	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24
<b>Total Calls</b>	51,447	49,803	53,092	52,205	52,850	48,566	52,578	55,410	54,978
<b>Calls Answered</b>	43,182	41,175	43,682	44,975	44,704	42,434	45,354	45,114	43,533
<b>Calls Answered Percentage</b>	83.93%	82.68%	82.28%	86.15%	84.59%	87.37%	86.26%	81.42%	79.18%

- **Funding for Transportation for the Disadvantage ( TD Program)**
  - Two sources
    - State of Florida Commission for Transportation Disadvantage
      - Trip and Equipment Grant
    - Local Funding Partners Orange, Osceola, and Seminole Counties
- **Example:**
  - In August 2024 LYNX only invoice 33% of total TD cost incurred...
    - \$264,736 out of \$800,199 total month expenditure
  - New CTD rate implemented in July 2024 reducing reimbursement
    - \$283,672/month to Current \$264,736/month = **6.7% decrease**



Comparison of Actual vs. Paid Invoice Amounts



## Opportunities



- **Operations**
  - Efficiency of scheduling and route development
- **Paratransit Vehicles**
  - Delivery of new vehicles
  - FY 25 orders
  - Vehicle fleet types
- **Call Center**
  - Estimated Time of Arrival calls
  - Reservations
  - Technology enhancements
- **New Mobile Fare payment app Introduction**

## Summary

- **Demand for trips is robust**
  - Approximately 54,000 trips performed/month
- **On-Time Performance (OTP) goal is being maintained**
  - Wednesdays continue to be a challenge
- **FY24 vehicle procurement**
  - Replacement of vehicles
  - 85 ordered – deliveries pending
- **Focus on Call Center policies and operations**
  - Technology options
- **Emergency Support during Hurricanes**





## Questions and Close



**TAB 7**





SERVICE AREA/COUNTIES:  
Orange, Osceola, and Seminole

INVOICE NUMBER: G3032 Q1  
INVOICE DATE: October 1, 2024  
QUARTER SERVICE DATES: July 1 - September 30, 2024

AGENCY  
MetroPlan Orlando

PROGRAM MANAGEMENT	PROGRESS
A. When necessary and in cooperation with the LCB, <b>solicit and recommend a CTC</b> . 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)	No activity this reporting period.
B. Develop and maintain a process for the <b>appointment and reappointment of voting and non-voting members</b> to the local coordinating board. (41-2.012, FAC)	Ongoing activity.
C. Prepare <b>agendas</b> for local coordinating board meetings consistent with the <i>Local Coordinating Board and Planning Agency Operating Guidelines</i> . (Task 3)	The agendas for the July QATF and August TDLCB meetings are provided as deliverables.
D. Prepare official <b>minutes</b> 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)	A copy of the draft meeting minutes from the August LCB meeting, and attendance record are provided as deliverables.
E. Provide at least one <b>public workshop</b> 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)	Ongoing activity. The next annual public meeting will be held November 14, 2024.
F. Provide staff support for <b>committees</b> of the local coordinating board. (Task 3)	Ongoing. MetroPlan Orlando provides a staff liaison and board services coordinator to support the TDLCB and its committees.
G. Develop and update annually <b>by-laws</b> for local coordinating board approval. Approved by-laws shall be submitted to the Commission. (Task 5)	No activity this reporting period.
H. Develop, annually update, and implement local coordinating board <b>grievance procedures</b> 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)	No activity this reporting period.
I. Provide the Commission with a current <b>membership roster and mailing list</b> 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)	An updated LCB member roster is provided as deliverable.
J. Provide <b>public notice</b> of local coordinating board meetings and local public workshops in accordance with the <i>Coordinating Board and Planning Agency Operating Guidelines</i> . (Task 3)	Copies of legal advertisements published in accordance with the Coordinating Board and Planning Agency Operating guidelines are presented as deliverables.
K. Review and comment on the <b>Annual Operating Report</b> for submittal to the local coordinating board, and forward comments/concerns to the Commission for the Transportation Disadvantaged. (Task 7)	The Annual Operating Report was submitted in accordance with the established guidelines. The report will be presented to the LCB at their November 14th meeting.

L. Report the <b>actual expenditures</b> (AER) of direct federal and local government transportation funds to the Commission for the Transportation Disadvantaged no later than September 15th. (Task 8)	The Annual Expenditure Report was approved and submitted to the CTD on September 12, 2024 in accordance with established guidelines.
<b>II. SERVICE DEVELOPMENT</b>	<b>PROGRESS</b>
A. Jointly, with the community transportation coordinator and the local coordinating board, develop the <b>Transportation Disadvantaged Service Plan (TDSP)</b> following CTD guidelines. (Task 1)	No activity this reporting period.
B. Encourage integration of “transportation disadvantaged” issues into <b>local and regional comprehensive plans</b> . 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)	This is an ongoing activity.
C. Encourage the local community transportation coordinator to work cooperatively with <b>regional workforce boards</b> 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)	This is an ongoing activity.
<b>III. TECHNICAL ASSISTANCE, TRAINING, AND EVALUATION</b>	<b>PROGRESS</b>
A. Provide the LCB with <b>quarterly reports</b> 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 LCB received a copy of the latest quarterly report at their August meeting.
B. Attend at least one <b>Commission-sponsored training</b> , including but not limited to, the CTD’s regional meetings, the CTD’s annual training workshop, or other sponsored training. (Task 10)	Attended the Commission-sponsored training conducted at the FPTA/CTD Conference September 22-25, 2024 in West Palm Beach.
C. Attend at least one <b>CTD meeting</b> each year within budget/staff/schedule availability.	No activity this reporting period.
D. Notify CTD staff of local <b>TD concerns</b> that may require special investigations.	No activity this reporting period.
E. Provide <b>training</b> for newly-appointed LCB members. (Task 3)	No activity this reporting period.
F. Provide <b>assistance</b> 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.	No activity this reporting period.
G. To the extent feasible, collect and review <b>proposed funding applications</b> 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)	No activity this reporting period.
H. Ensure the local coordinating board conducts, as a minimum, <b>an annual evaluation</b> 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)	No activity this reporting period.

I. Assist the CTD in <b>joint reviews</b> of the CTC.	Looking forward to participating in the joint review in the near future as announced during the CTC Essentials session at the FPTA/CTD Conference & Expo.
J. Ensure the LCB annually reviews <b>coordination contracts</b> 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.	This is an ongoing activity.
K. Implement recommendations identified in the CTD's <b>QAPE</b> reviews.	No activity.

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.

Representative  
Date:



**TAB 8**





November 14, 2024

Honorable Maya Uribe, Chairperson  
Transportation Disadvantaged Local Coordinating Board  
c/o MetroPlan Orlando  
250 South Orange Avenue, Suite 200  
Orlando, Florida 32801

Dear Commissioner Uribe,

Contracted operators are entitled to prompt payment for services funded by the Commission for the Transportation Disadvantaged Trust Fund as outlined in the Trip/Equipment Grant executed between the Commission and LYNX as follows:

21.20 Payment to Subcontractors: Payment by the Grantee to all subcontractors with approved third-party subcontracts shall be in compliance with section 287.0585, Florida Statutes. Each third-party contract from the Grantee to a subcontractor for goods or services to be performed in whole or in part with Transportation Disadvantaged Trust Fund moneys must contain the following statement:

*When a contractor receives from a state agency any payment for contractual services, commodities, supplies, or construction contracts subject to the provisions of Chapter 339, the contractor shall pay such moneys received to each subcontractor and supplier in proportion to the percentage of work completed by each subcontractor and supplier at the time of receipt of the payment. If the contractor receives less than full payment, then the contractor shall be required to disburse only the funds received on a pro rata basis with the contractor, subcontractors, and suppliers, each receiving a prorated portion based on the amount due on the payment. If the contractor without reasonable cause fails to make payment required by this section to subcontractors and suppliers within 7 working days after the receipt by the contractor of full or partial payment, the contractor shall pay to the subcontractors and suppliers a penalty in the amount of one-half of one percent of the amount due, per day, from the expiration of the period allowed herein for payment. Such penalty shall be in addition to actual*

407-841-2279

[www.golynx.com](http://www.golynx.com)

455 North Garland Avenue  
Orlando, FL 32801-1518

*payments owed and shall not exceed 15 percent of the outstanding balance due. In addition to other fines or penalties, a person found not in compliance with any provision of this subsection may be ordered by the court to make restitution for attorney's fees and all related costs to the aggrieved party or the Department of Legal Affairs when it provides legal assistance pursuant to this section. The Department of Legal Affairs may provide legal assistance to subcontractors or vendors in proceedings brought against contractors under the provisions of this section.*

Our contractor, Transdev Services, Inc., is notified annually in writing that if they feel that LYNX is not fulfilling the obligations as outlined in the above paragraph, they may seek assistance through the Commission for the Transportation Disadvantaged Ombudsman Program Helpline at 1-800-983-2435 (TTY 1-800-648-6084) or the State of Florida Attorney General's Office at 1-800-892-0375.

With this letter, I am certifying to the Local Coordinating Board that LYNX has met the above timely progress payment requirements to our contractor for the period of July 1, 2024, to September 30, 2024.

Sincerely,



Norman Hickling  
Director of Mobility Services

cc: Selita Stubbs, Senior Manager – LYNX Mobility Services  
The Joint Transportation Disadvantaged Local Coordinating Board of  
Orange, Osceola, and Seminole Counties (via MetroPlan Orlando)