



Polk Transportation Disadvantaged Local Coordinating Board (TD LCB) –
Annual Public Workshop

Final LCB Annual Public Workshop Meeting Minutes

Date: Monday, March 16, 23026

Time: 1:30 p.m.

Location: Polk County Administration Building Commission Board Room
330 West Church Street
Bartow, FL 33830

Members Present:	Representing:
Vice Mayor Jeremy Clark, Chair	Polk TPO
Dale Hanson	FDOT
Sheryl Brown	Disable Service
Commissioner Nat Birdsong	Mass Transit (Polk Transit Authority)
Kevin Gilds	Florida Dept. of Elder Affairs
Connie Miller	Person with Disabilities
Tonya Akwetey (zoom)	Local Representative for Children at Risk

Others Present:	Representing:
Marcia Roberson	Citrus Connection (Zoom)
Kelly Suazo	Citrus Connection
Cindy Mitchell	Polk TPO

TD LCB Public Workshop

1. Welcome

2. Call to Order

The meeting was brought to order at 1:30 p.m. by Chairman, Vice Mayor Jeremy Clark.

3. Roll Call

Roll Call was taken by KC Rivera, and a quorum was confirmed.

4. Public Workshop

Cindy Mitchell, Polk TPO Staff, stated that we submitted the legal disclaimer to the Lakeland Sun and received no comments. Ms. Mitchell then presented the Coordinated Transportation System Organization breakdown and provided an explanation of the chart.

Chairman, Vice Mayor Jeremy Clark opened the floor for public comment, seeing none, closed public comment.

5. Adjournment

With no further business the meeting, Chair Clark adjourned at 1:32pm

Motion: Motioned by Sheryl Brown



Polk Transportation Disadvantaged Local Coordinating Board (TD LCB)

Draft LCB Quarterly Meeting Minutes

Date: Monday, March 16, 23026

Time: Immediately after Annual Public Workshop

Location: Polk County Administration Building Commission Board Room
 330 West Church Street
 Bartow, FL 33830

Members Present:	Representing:
Vice Mayor Jeremy Clark, Chair	Polk TPO
Dale Hanson	FDOT
Sheryl Brown	Disable Service
Commissioner Nat Birdsong	Mass Transit (Polk Transit Authority)
Kevin Gilds	Florida Dept. of Elder Affairs
Connie Miller	Person with Disabilities
Tonya Akwetey (zoom)	Local Representative for Children at Risk

Others Present:	Representing:
Marcia Roberson	Citrus Connection (Zoom)
Kelly Suazo	Citrus Connection
Cindy Mitchell	Polk TPO

TD LCB Meeting

1. Call to Order

The meeting was brought to order at 1:32 p.m. by Chairman, Vice Mayor Jeremy Clark.

2. Confirmation of Quorum

Roll Call was taken by KC Rivera, and a quorum was confirmed.

3. Opportunity for Public Comment

Chairman Clark opened the Floor to public comments. There were no public comments. The Floor was closed for public comments.

4. Approval of Meeting Minutes –December 15, 2025

Motion to approve TD LCB Annual Public Workshop and TD LCB meeting draft minutes.

Motion: Motioned by Sheryl Brown and seconded by Dale Hanson. Motion was approved unanimously

5. Agenda Review

Cindy Mitchell, Polk TPO Staff, provided the agenda review.

Informational Items

6. Resolution 2026-01: The Polk Transportation Planning Organization (TPO) Recommending The Lakeland Area Mass Transit District (LAMTD/Citrus Connection) as the Designated Community Transportation Coordinator for Polk County.

Cindy Mitchell, Polk TPO staff, stated that we completed the evaluation process and presented to the TPO Board a Memorandum of Understanding redesignating the Lakeland Area Mass Transit District (LAMTD), also known as

Citrus Connection, as Polk County's Community Transportation Coordinator. With no comments received, the resolution will be submitted to the CTD this week to Sherri Powers, our point of contact.

7. Re-appointment of Vice Mayor Jeremy Clark as Local Coordinating Board Chair by The Polk Transportation Planning Organization (TPO)

Cindy Mitchell, Polk TPO staff, reported that on February 12 the TPO Board reappointed Vice Mayor Jeremy Clark as the Local Coordinating Board Chair. Ms. Mitchell expressed our appreciation for Vice Mayor Clark and commended the outstanding job he continues to do in this role.

CTC Quarterly Report

8. CTC Quarterly Report

Kelly Suazo, Citrus Connection, presented an overview of the operating data and performance measures for October, November, and December as part of the CTC Report.

Chair Clark asked whether there would be a greater emphasis on encouraging online appointments. Ms. Suazo responded that Marica is working on software that will make both online and call-in appointments easier to schedule.

Communications and Reports

9. TPO Announcements & Distribution Items

Cindy Mitchell stated that Maia Watson is no longer able to serve on the TDSP Major Update Committee, but Sheryl Brown has agreed to take her place. The committee now consists of Sheryl Brown, Kevin Gilds, and Tonya Akwetey.

10. CTC Staff Announcements

Kelly Suazo had no comments.

Marcia Roberson stated that the new software is currently in progress and provided a brief update on its development.

11. Board Members Comments and Announcements

Dale Hanson reported that a contract with Citrus Connection has been executed using 5311 funds in the amount of \$984,041, along with 5311 off-cycle applications submitted for additional operating assistance and a sedan. For the 2026–2027 fiscal year, applications have been received from TLC Comfort Care Industries for the 5310 program and from Citrus Connection (LAMTD) for both the 5310 and 5311 programs. Ms. Hanson also announced that the 2026 Professional Development Workshop and Transit Safety and Operations Summit, hosted by FPTA/FDOT/CUTR, will be held June 8–10, 2026, in Tampa. Lastly, she noted that the Alliance for Independence has completed its audit and review.

12. Next meeting date – June 15, 2026

13. Adjournment

With no further business the meeting, Chair Clark adjourned at 1:57pm

Motion: Motioned by Sheryl Brown

Respectfully transcribed by KC Rivera, TPO Office Manager IV.

Section 286.0105, Florida Statutes, states that if a person decides to appeal any decision made by a record of the proceedings, and that, for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.