



CHARLOTTE COUNTY TRANSPORTATION DISADVANTAGED
LOCAL COORDINATING BOARD (LCB)
REGULAR MEETING
May 7, 2026

Minutes of the regular meeting held in a hybrid format on May 7, 2026, utilizing TEAMS remotely and in-person at the Charlotte County Family Services building on 21500 Gibraltar Dr. Building A, Port Charlotte, FL 33952.

MEMBERS' PRESENT IN-PERSON

Commissioner Ken Doherty, *Charlotte County Commissioner (LCB Chair)*
Suzanne Roberts, *Medical Community Representative (LCB Vice-Chair)*
Donna Fain, *Agency for Persons with Disabilities*
Maricela Morado, *Area Agency on Aging-Florida Department of Elder Affairs*
Michelle Peronto, *FDOT, District One Modal Development Office (alternate)*
Carmen Henry, *Regional Workforce Development*
Tony Conte, *Public Education-School Transportation*
Joseph Sabatino, *Citizen Advocate*

MEMBERS PRESENT REMOTELY

Dottie Fulton, *Citizen Advocate-User*
Mike Stahler, *Health Care Administration*

MEMBERS EXCUSED

Angela Hemstreet, *Economically Disadvantaged Representative*
Matthew McGee, *Veteran Services*

ABSENT MEMBERS

Cheryl Sytsma, *Disabled Interests Representative*
Pamela Jordan, *Representative for Elderly Interests*
Leigh Bellamy, *Division of Blind Services*
Tabitha Larrauri, *Department of Children & Families*
Lynn Dorler, *Children-at-Risk Representative*
Vacant, *Local Private-for-Profit Transportation Industry Representative*

STAFF AND OTHERS PRESENT

Lakshmi N. Gurram, *MPO Director*
Mark Yaxis, *MPO Multimodal Planner*
Bekie Leslie, *MPO Administrative Services Supervisor*
Heidi Maddox, *Charlotte County Transit*
Betty-Ann Sherer, *Charlotte County Transit*
Aimee Shafran, *Charlotte County Fiscal Services*
Carrie Walsh, *Charlotte County Human Services*

1. Call to Order & Roll Call

LCB Chair Ken Doherty called the Regular LCB Meeting to order at 10:01 am. A roll call was taken and a quorum was present.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Public Comments on Agenda Items

There were no public comments on agenda items.

4. Consent Agenda

- A. Approval of Minutes: January 8, 2026, LCB Public Meeting**
- B. Approval of Minutes: January 8, 2026, LCB Regular Meeting**
- C. Florida Commission for the Transportation Disadvantaged (CTD) Annual Planning Grant to the MPO (2025/2026)**
- D. Review/Endorsement of Hope Hospice Funds**

Joseph Sabatino made a motion to approve the Consent Agenda as presented. Ken Doherty seconded the motion, and it was approved unanimously.

5. FY 2026/2027 Transportation Disadvantaged Trust Fund (TDTF) Trip and Equipment Grant

Mr. Gurram introduced the agenda item and explained that the State Transportation Disadvantaged Trust Fund (TDTF) is allocated annually to each Community Transportation Coordinator (CTC) to provide trips and equipment for non-sponsored TD service. He then invited Charlotte County Transit to provide additional details.

Ms. Maddox explained that the figures presented were draft FY 2026–2027 figures. She noted that Agenda Item 6 contains the approved rate model calculations on which the TDTF funds will be based.

This was an informational item, and no discussion occurred.

6. FY 2021/2022 – FY 2025-2026 Transportation Disadvantaged Service Plan / Coordinated Public Transit-Human Services Transportation Plan (TDSP/CPT-HSTP) Final Annual Update Including Rate Model Calculations.

Mr. Gurram introduced the agenda item and explained that this would be the final minor annual update to the TDSP before development of a new plan. He noted that on April 8,

2026, the Commission for the Transportation Disadvantaged (CTD) designated the Charlotte County Board of County Commissioners (BCC) as the Community Transportation Coordinator (CTC) for Charlotte County for the next five-year period beginning July 1, 2026.

Mr. Gurram stated that a new TDSP would be developed and presented at the September 3, 2026, LCB meeting for the next five-year cycle (FY 2027-2031). This update provided serves as the final annual update to the FY 2021/2022–FY 2025/2026 TDSP.

Mr. Yaxis reiterated that the final annual update is minor in nature. He explained that the annual update process includes collaboration between Charlotte County Transit, as the CTC, and the Charlotte County–Punta Gorda MPO, as the Designated Planning Agency, to ensure the document remains current and maintained as a “living” document throughout the five-year period. The following updates were presented to LCB members during the meeting.

- Pg 1 – Adjusted to include date of Fourth Annual Update.
- Pg 9 – Adjusted to reflect Transit now being under Human Services.
- Pg 10 - Adjusted to reflect that volunteer drivers are no longer utilized.
- Pg 17, 18, 19 – Updated current census information as well as current Transit service area.
- Pg 25 – Updated the list of trip attractors in the County.
- Pg 28 & 29 – Updated current Transportation Disadvantaged Population demographic data.
- Pg 30 – Updated current Critical Need Transportation Disadvantaged Population demographic data.
- Pg 31 – Included language surrounding fare-free service and updated language surrounding TDP 5-year update.
- Pg 37 – Removed COVID-19 guidelines language.
- Pg 43 – Updated to include new Transportation Operators and Coordination Contractor.
- Appendix B, Pg 64 – Transit Organization Chart updated to current.
- Appendix H, pgs. 81-92 – Included new draft rate model calculations. *(draft version received 4/2/2026 from Transit staff that has been submitted to CTD staff for review)*
- Minor spelling and grammatical changes throughout, and minor changes to better reflect the information conveyed as well as updated information from prior year(s). Includes deletion of information that is no longer relevant.

Ms. Maddox briefly reviewed the approved rate model calculations provided to the LCB members at the meeting. She noted that the calculations differed slightly from those included in the mailed packets and that the updated figures reflected the approved model.

Tony Conte asked whether rising fuel costs impacted the rate model calculations. Aimee Shafran explained that fuel is funded through the Section 5307 grant and is not included in the rate model.

Ken Doherty asked how the current rate model compares to the previous year. Heidi Maddox stated that the rates are slightly higher.

Michelle Peronto asked whether Hope Hospice was included in the TDSP following its receipt of transportation grant funding, noting the FTA's preference that funded organizations be listed. Heidi Maddox stated that Hope Hospice is not currently included, but efforts are underway to add them.

Lakshmi N. Gurram noted that the funding will not be available until July 1, 2026, and asked whether inclusion should occur in the current or next TDSP update. Michelle Peronto emphasized the importance of listing funded organizations separately from Transit services

Suzanne Roberts *made a motion to update the FY 2021/2022 – FY 2025/2026 Transportation Disadvantaged Service Plan (TDSP)/Charlotte County Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP) Fourth and Final Annual Update change pages (including the rate model calculations provided); allowing Transit staff as well as MPO staff to make minor technical adjustments per CTD guidance. Ken Doherty seconded the motion, and it was approved unanimously.*

7. Community Transportation Coordinator Quarterly Reports for October-December 2025 and January-March 2026

Ms. Sherer presented the 2 quarterly reports. Her presentation provided at the meeting can be found [here](#).

Discussion followed regarding clarification of the “concern” and “complaint” categories within the data provided. Ms. Sherer and Ms. Maddox explained that these categories include any concerns or complaints received from riders. Examples included complaints about a bus passing a rider or the bus air conditioning being set too high. Mr. Doherty noted that Transit staff review each issue to determine the appropriate classification. He also stated that, while complaints and concerns were reported, compliments had nearly doubled since the previous report.

Mr. Gurram asked Transit staff whether the Lake Suzy area, which is within the MPO planning area, is currently served by Charlotte County Transit. Ms. Maddox explained that staff have not identified a need to expand service into the area at this time.

8. Member Presentations

As discussed at the September 4, 2025, LCB meeting, members are invited to present their roles outside of the LCB during each regular meeting to provide insight into their work, foster a better understanding of each member's role on the LCB, and encourage cooperation and coordination. The following presentations were given at this meeting.

1. Michelle Peronto – Florida Department of Transportation

Michelle Peronto presented on behalf of Emily Black who was unable to attend the meeting. Her presentation can be found [here](#). Ms. Peronto's presentation highlighted the role FDOT takes on as a partner to transit agencies and manager of FTA funding.

2. Tony Conte – Charlotte County Public Schools Transportation Operations

Tony Conte presented from his presentation, which can be found [here](#). Mr. Conte's presentation highlighted the role Charlotte County Public Schools take for transporting children to school safely as well as the grant funding received for such.

There was discussion on safety training for bus operators receiving grant funding and the role that FDOT Traffic Incident Management (TIM) Team meetings and Community Traffic Safety Team (CTST) meetings that are held regularly have in providing safety training opportunities.

3. Donna Fain – Florida Agency for Persons with Disabilities

Donna Fain presented from her presentation, which can be found [here](#). Ms. Fain's presentation highlighted the role the Agency for Persons with Disabilities takes in ensuring all Floridians, regardless of ability, have equal access to quality outcomes.

9. Public Comments

No public comments were received.

10. Staff Comments

MPO Director, Lakshmi N. Gurram, provided staff comments.

MPO staff are seeking nominations for the Peggy Walters Citizens Transportation Planning Award, which recognizes individuals or groups that have made significant contributions to

improving mobility in Charlotte County. Additional information and nomination instructions are available on the MPO website.

11. Member Comments

The following members provided comments.

Tony Conte offered his thanks for coordination with Donna Fain at the Agency for Persons with Disabilities.

Michelle Peronto noted that FDOT is hosting a professional development workshop for transit agencies on June 8-10, 2026 in Tampa.

Dottie Fulton thanked everyone for the presentations and noted the helpful information shared.

Mike Stahler also thanked the presenters at the meeting for their information.

Ken Doherty also thanked the presenters at the meeting as well as the other members. He noted that the Florida Legislature is set to begin the state budget process and a special session is scheduled in June for discussions on property tax reform. It was noted that ad-valorem property taxes make up around 57% of the total revenue for the County's annual budget, and losing this revenue source would be detrimental to the work the county does.

12. Adjournment (Next Meeting – September 3, 2026)

There being no further business, the Transportation Disadvantaged Local Coordinating Board adjourned at 11:33 am. The next LCB meeting is a regular meeting scheduled for Thursday, September 3, 2026, at the Charlotte County Family Services building, 21500 Gibraltar Dr. Building A, Port Charlotte, FL 33952 at 10:00 am.