

**REGULAR MEETING OF THE CITRUS COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

Citrus County Transit Center Conference Room
1300 S Lecanto Hwy, Lecanto, FL 34461

November 17, 2016 – 10:30 am – 12:00 pm

AGENDA

Commissioner Scott Carnahan
Nancy Blythe
David Douglas
George Froehlich
Milagros Chervoni

Robert Telese
Brenda Chrisman
Ginger West
Dave Newell
Beverly Isabelle

Stephen C Brown
Terence Garrity
Jeffrey Aboumrad

All Meetings are recorded. An audio recording will be available on the Transit website within 48 hours after the meeting. www.citruscountytransit.com.

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. INVOCATION

D. ROLL CALL

E. OPEN TO THE PUBLIC

F. ELECT A VICE CHAIRPERSON

G. REGULAR BUSINESS

- G1 Approval of the Minutes of August 18, 2016 TD Annual Public Meeting**
- G2 Approval of the Minutes of August 18, 2016 TD Regular and Organizational Meeting**
- G3 Salvation Army – Cold Weather Shelter**
- G4 Quarterly Statistics / Quarterly Progress Report**
- G5 2017 TD Board Meeting Calendar**
- G6 Annual Operating Report**
- G7 Key Center Update**

H. OTHER BUSINESS BY BOARD MEMBERS

I. OPEN TO THE PUBLIC

J. UPCOMING MEETINGS

NOTE: 2017 Meetings pending approval

1. Regular Meeting: March 16, 2017, at 10:30am, Citrus Transit Center Conference Room, 1300 S Lecanto Hwy, Lecanto, FL 34461
2. Regular Meeting: May 18, 2017, at 10:30am, Citrus Transit Center Conference Room, 1300 S Lecanto Hwy, Lecanto, FL 34461
3. a. Annual Public Meeting: August 17, 2017, at 10a.m- 10:30a.m.

b. Regular Meeting with the Annual Organizational Meeting for the Purpose of Electing a Vice Chairperson: August 17, 2017, at 10:30a.m. – 12:00p.m., Citrus Transit Center Conference Room, 1300 S Lecanto Hwy, Lecanto, FL. 34461

4. Regular Meeting: November 16, 2017, at 10:30am, Citrus Transit Center Conference Room, 1300 S Lecanto Hwy, Lecanto, FL 34461

K. ADJOURNMENT

NOTE: If any person decides to appeal any decision made by the Transportation Disadvantaged Coordinating Board with respect to any matter considered at this public meeting or hearing, he or she will need to ensure that a verbatim record of the proceedings is made which record shall include the testimony and evidence upon which the appeal is to be based. Any person requiring reasonable accommodation at this meeting because of a disability or physical impairment should contact the County Administrator's Office, 110 N. Apopka Ave, Inverness, FL 34450 (352) 341-6560, at least two days before the meeting. If you are hearing or speech impaired, use the TDD telephone (352) 341-6580.



Item No.:	G1
Date:	11/17/2016
Approved for Agenda:	

TRANSPORTATION DISADVANTAGED COORDINATING BOARD

AGENDA MEMORANDUM

FROM:	Lon Frye, Transit Director
SUBJECT:	Minutes of the August 18, 2016 TD Annual Public Meeting
AGENDA DATE:	November 17, 2016
<u>BRIEF OVERVIEW:</u>	
<u>RECOMMENDED ACTION:</u>	Approve the minutes of the August 18, 2016 TD Annual Public Meeting.
	Attachments

**TRANSPORTATION DISADVANTAGED COORDINATING BOARD
ANNUAL PUBLIC MEETING MINUTES
AUGUST 18, 2016 10AM – 10:15AM
Citrus County Transit Center Conference Room
1300 S Lecanto Hwy, Lecanto, FL 34461**

A. CALL TO ORDER

The Meeting was called to order by Robert Telese, Vice Chairman, at 10:00AM.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Board Members Present:

Commissioner Scott Carnahan	Chairman
Robert Telese	Citizen Advocate System User, Vice Chairman
George Froehlich	Military Veteran
Ginger West	Citrus County Resource Center
David Douglas	Citizen Advocate, System User
Milagros Chervoni	ACHA
Beverly Isabelle	Elderly Citizen
Stephen Brown	Disabled Citizen
Terance Garrity	Medical Transportation Services/Terri's Taxi
David Newell	FDOT

Board Member(s) Absent:

Commissioner Scott Carnahan	Chairman
Donna Moran	Local Medical Community Representative
Nancy Blythe	Citrus County Schools
Brenda Chrisman	Career Source Citrus, Levy, Marion

D. ANNUAL PUBLIC MEETING – OPEN DISCUSSION

No one from the public was present, therefore there was no discussion.

E. UPCOMING MEETINGS

1. Regular Meeting: November 17, 2016, at 10:30am, Citrus Transit Center Conference Room, 1300 S Lecanto Hwy, Lecanto, FL 34461

NOTE: 2017 Meetings pending approval at the November 17, 2016 TD Meeting.

2. Regular Meeting: March 16, 2017, at 10:30am, Citrus Transit Center Conference Room, 1300 S Lecanto Hwy, Lecanto, FL 34461
3. Regular Meeting: May 18, 2017, at 10:30am, Citrus Transit Center Conference Room, 1300 S Lecanto Hwy, Lecanto, FL 34461
4.
 - a. Annual Public Meeting: August 17, 2017, at 10a.m- 10:30a.m.
 - b. Regular Meeting with the Annual Organizational Meeting for the Purpose of Electing a Vice Chairperson: August 17, 2017, at 10:30a.m. – 12:00p.m., Citrus Transit Center Conference Room, 1300 S Lecanto Hwy, Lecanto, FL. 34461
5. Regular Meeting: November 16, 2017, at 10:30am, Citrus Transit Center Conference Room, 1300 S Lecanto Hwy, Lecanto, FL 34461

F. ADJOURNMENT

Meeting adjourned at 10:15AM.



Item No.:	G2
Date:	11/17/2016
Approved for Agenda:	

TRANSPORTATION DISADVANTAGED COORDINATING BOARD

AGENDA MEMORANDUM

FROM:	Lon Frye, Transit Director
SUBJECT:	Minutes of the August 18, 2016 TD Regular and Organizational Meeting
AGENDA DATE:	November 17, 2016
<u>BRIEF OVERVIEW:</u>	
<u>RECOMMENDED ACTION:</u>	Approve the minutes of the August 18, 2016 TD Regular and Organizational Meeting.
	Attachments

**TRANSPORTATION DISADVANTAGED COORDINATING BOARD REGULAR MEETING
AND ANNUAL ORGANIZATIONAL MEETING FOR THE PURPOSE OF ELECTING A
CHAIRPERSON MEETING MINUTES**

AUGUST 18, 2016 10:20AM – 11:25AM

Citrus County Transit Center Conference Room
1300 S Lecanto Hwy, Lecanto, FL 34461

A. CALL TO ORDER

Meeting was called to order by Vice Chairman, Robert Telese.

B. PLEDGE OF ALLEGIANCE

C. INVOCATION

There was no invocation.

D. OATH OF OFFICE

The Oath of Office was administered by Becky Ear to the following:

- Terance Garrity
- David Newell

E. ROLL CALL

Board Members Present:

Commissioner Scott Carnahan	Chairman
Robert Telese	Citizen Advocate System User, Vice Chairman
George Froehlich	Military Veteran
Ginger West	Citrus County Resource Center
David Douglas	Citizen Advocate, System User
Milagros Chervoni	ACHA
Beverly Isabelle	Elderly Citizen
Stephen Brown	Disabled Citizen
Terance Garrity	Medical Transportation Services/Terri's Taxi
David Newell	FDOT

Board Member(s) Absent:

Commissioner Scott Carnahan	Chairman
Donna Moran	Local Medical Community Representative
Nancy Blythe	Citrus County Schools
Brenda Chrisman	Career Source Citrus, Levy, Marion

F. OPEN TO THE PUBLIC

There was no public comment.

G. ELECT A VICE CHAIRPERSON

David Douglas nominated himself, seconded by Terance Garrity, to be Vice Chairman of the Transportation Disadvantaged Coordinating Board.

Motion carries unanimously to appoint Mr. David Douglas as Vice Chairman of the Citrus County Transportation Disadvantaged Coordinating Board.

H. REGULAR BUSINESS

H1 Approval of the Minutes of May 19, 2016 TD Regular Meeting

Motion by David Douglas, seconded by Stephen Brown, to approve the minutes of the May 19, 2016 regular meeting.

Motion carries unanimously.

H2 Approval of the Minutes of June 9, 2016 TD Special Meeting

Motion by George Froehlich, seconded by Ginger West, to approve the minutes of the June 9, 2016 special meeting.

Motion carries unanimously.

H3 Quarterly Statistics / Quarterly Progress Report

Mr. Frye read over the statistics. Mr. Aboumrad asked what kind of employment riders we have. Mr. Frye said they are standing orders on para transit; we don't pull out the work trips on our Deviated Fixed Route stating that is a sizeable portion of what we accomplish on that Route.

Mr. Stephen Brown asked about going across the county line into other counties. Mr. Frye said we only do that for the Veterans. Discussion ensued.

Ms. Ginger West asked about getting people to Social Security. Conversation ensued.

H4 TD Board Membership Updates / BOCC Approvals

This item for informational purposes only.

H5 Transportation Disadvantaged Service Plan (TDSP)

Motion by David Douglas, seconded by Ginger West, to approve the Transportation Disadvantaged Service Plan (TDSP) as presented.

Motion carries unanimously.

H6 Passenger Request / Suggestion

Mr. Frye shared an email suggestion from, Michelle Ervin, commenting on 24 hour a day transit.

H7 Newspaper Article

This item for informational purposes only.

I. OTHER BUSINESS BY BOARD MEMBERS

Vice Chairman, Robert Telese, asked if the Board wanted to elect a second Vice Chairperson.

***Terry Garrity nominated himself, seconded by Stephen Brown, to be second Vice Chairman of the Transportation Disadvantaged Coordinating Board.
Motion carries unanimously.***

J. OPEN TO THE PUBLIC

There was no public comment.

K. UPCOMING MEETINGS

1. Regular Meeting: November 17, 2016, at 10:30am, Citrus Transit Center Conference Room, 1300 S Lecanto Hwy, Lecanto, FL 34461

Meeting was adjourned at 11:40am.



Item No.:	G3
Date:	11/17/2016
Approved for Agenda:	

TRANSPORTATION DISADVANTAGED COORDINATING BOARD

AGENDA MEMORANDUM

FROM:	Lon Frye, Transit Director
SUBJECT:	Salvation Army – Cold Weather Shelter
AGENDA DATE:	November 17, 2016
<u>BRIEF OVERVIEW:</u>	Informational only.
<u>RECOMMENDED ACTION:</u>	None



Item No.:	G4
Date:	11/17/2016
Approved for Agenda:	

TRANSPORTATION DISADVANTAGED COORDINATING BOARD

AGENDA MEMORANDUM

FROM:	Lon Frye, Transit Director
SUBJECT:	Quarterly Statistics / Quarterly Progress Report
AGENDA DATE:	November 17, 2016
<u>BRIEF OVERVIEW:</u>	<p>The attached statistics represent the activity of Citrus County Transit from July 1, 2016 through August 31, 2016.</p>
<u>RECOMMENDED ACTION:</u>	<p>Review and comment.</p> <p>Attachment</p>

County:	Citrus					Demographics	Number
CTC:	Citrus County Transit					Total County Population/% of State Total	139,360
Contact:	Lon Frye					Potential TD Population/% of County Total	85,822
Email:	lon.frye@citrusbocc.com						
Trips By Type Of Service		July	August	September	Average	Vehicle Data	
Deviated Fixed Route		5057	4942	5713	5237	Vehicle Miles	134,141
Ambulatory		1784	2305	2005	2031	Revenue Miles	131,222
Non-Ambulatory		203	219	108	177	Roadcalls	1
Stretcher		0	0	0	0	Accidents	0
Total Trips		7044	7466	7826	7445	Vehicles	25
						Personnel Hours	14,313
						Vehicle Revenue Hours	3,716
Passenger Trips By Purpose						Financial and General Data	
Education		5	31	54	30	Expenses	310,256
Employment		151	240	191	194	Revenues	310,256
Medical		286	404	322	337	Commendations	
Nutritional		845	1007	908	920	Complaints	
Life-Sustaining/Other		497	842	638	659	Passenger No Shows	1013
Total Trips		1784	2524	2113	2140	Unmet Trip Requests	500
						Performance Measures	
Passenger Trips By Funding Source						Accidents Per 100,000 Miles	0
CTD-Commission for the Transportation Disadvantaged		1181	1916	1484	1527	Miles Between Roadcalls	134,141.0
AHCA-Agency for Healthcare Administration		0	0	0	0	Avg. Trips per Para Transit Driver Hour	1.0
APD-Agency for Persons with Disabilities		0	0	0	0	Avg Trips per Paratransit Passenger	22
DOEA-Department of Elderly Affairs-Veterans		6	20	20	15	Cost per Trip-All Trips	13.89
DOEA-Department of Elderly Affairs-Congregate Dining		595	587	602	595	Cost per Paratransit Trip-Less Deviated Fixed Route	48.32
Other-Public		2	1	7	3	Cost per Personnel Hour	21.68
Total Trips		1784	2524	2113	2140	Cost per Total Mile	2.31
						Deviated Fixed Route Cost per Trip	10.73

PLANNING RELATED GRANT AGREEMENT TASKS
QUARTERLY PROGRESS REPORT

Designate Official Planning Agency: Citrus County Board of
County Commissioners-Citrus County Transit

Invoice #

County: Citrus

Contract #:GO214 ?

Reporting Period: 07/01/16 to 09/30/16

I. Program Management

- A. When necessary and in cooperation with the local coordinating board, solicit and recommend a community transportation coordinator, in conformity with Chapters 287 and 427, Florida Statutes. Such recommendation shall be presented to the Commission by Planning Agency staff or their designee.

(Task 2)

No Activity

- B. Develop and maintain a process for the appointment and reappointment of voting and non-voting members to the local coordinating board (LCB). (Task 3)

The Board of County Commissioners of Citrus County has a three-step process by which vacancies on the LCB must be filled. They are as follows:

- The announcement is made at the BOCC meeting that a vacancy exists on the board.
- At the next BOCC meeting a presentation is made nominating a voting or non-voting member.
- After the BOCC nominates a member, at the next Board meeting a motion to appoint or reappoint the member is made.

Announcing, nominating and appointing/re-appointing require three consecutive meetings. They must be done individually, so it is important to allow enough time to accomplish this.

The following action occurred at the July 12, 2016 BOCC Meeting:

The Florida Department of Transportation wishes to appoint Dave Newell to the Transportation Disadvantaged Coordinating Board to fill an unexpired regular member term that will expire on January 31, 2018.

- C. Prepare agendas for local coordinating board meetings consistent with the Local Coordinating Board and Planning Agency Operating Guidelines. Ensure that operator payments are addressed as a standard agenda item. (Task 3)

All agendas are available on the CCT website <http://www.citruscountytransit.com/tdcb/tdcb.htm>

- D. Prepare official minutes of local coordinating board meetings regardless of a quorum and submit an approved 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)

All TD minutes are kept on file for five years or longer. The current year's Minutes are available on the CCT website.

- E. Provide at least one public hearing annually by each local coordinating board, and assist the Commission, as requested, in co-sponsoring public hearings. This public hearing must be in addition to the local coordinating board meetings. It may, however, be held in conjunction with the scheduled local coordinating board meeting (immediately following or prior to the local coordinating board meeting).(Task 4)

The Annual Public Hearing was held August 18, 2016 at 10am.

- F. Develop and update annually by-laws for local coordinating board approval. Approved by-laws shall be submitted to the Commission. (Task 5)

No activity.

- G. Develop, annually update, and implement local coordinating board grievance procedures in accordance with the Commission guidelines. Procedures shall include a step within the local complaint and/or grievance procedure that advises a dissatisfied person about the Commission's Ombudsman Program. A copy of the approved procedures shall be submitted to the Commission.(Task 6)

No activity.

- H. Provide the Commission with a current membership roster and mailing list of local coordinating board members. The membership roster shall be submitted with the first quarterly report and when there is a change in membership. (Task 3)

The most current Membership roster is included in the Transportation Disadvantaged Service Plan and is available on the CCT website.

- I. Provide public notice of local coordinating board meetings and local public hearings in accordance with the Coordinating Board and Planning Agency Operating Guidelines. (Task 3)

A public notice for the Annual Public Meeting and Regular Organizational Meeting was published in the Citrus County Chronicle on August 7, 2016.

- J. Review and comment on the Annual Operating Report for submittal to the local coordinating board, and forward comments/concerns to the Commission for the Transportation Disadvantaged. (Task 7)

No activity

- K. Review the transportation disadvantaged service plan, and recommend action to the local coordinating board. (Task 1)

The Transportation Disadvantaged Service Plan (TDSP) was approved at the August 18, 2016 Regular Meeting.

- L. Report the actual expenditures of direct federal and local government transportation funds to the Commission for the Transportation Disadvantaged no later than September 15th. (Task 8)

The Transportation Disadvantaged Service Plan (TDSP) was approved at the August 18, 2016 Regular Meeting.

II. Service Development

The planning agency shall develop the following service development items.

- A. Jointly, with the community transportation coordinator and the local coordinating board, develop the Transportation Disadvantaged Service Plan (TDSP) by preparing the planning section following Commission guidelines. (Task 1)

The Transportation Disadvantaged Service Plan (TDSP) was approved at the August 18, 2016 Regular Meeting.

- B. Encourage integration of "transportation disadvantaged" issues into local and regional comprehensive plans. Ensure Activity of the local coordinating board and community transportation coordinator are consistent with local and state comprehensive planning Activity including the Florida Transportation Plan.
- C. Encourage the local Community Transportation Coordinator to work cooperatively with regional workforce boards established in Chapter 445, Florida Statutes, and provide assistance in the development of innovative transportation services for welfare transition program.

No activity

III. Technical Assistance, Training, and Evaluation

The planning agency shall provide technical assistance and training for the local coordinating board, and shall assist the local coordinating board in monitoring and evaluating the community transportation coordinator.

- A. Provide the local coordinating board with quarterly reports of transportation disadvantaged planning accomplishments and expenditures as outlined in the planning grant agreement and any other Activity related to the transportation disadvantaged program including but not limited to consultant contracts, special studies, and marketing efforts. (Task 9)

This Quarterly Progress Report is provided at EACH meeting and is available on the CCT website. Quarterly Statistics similar to the AOR format are provided at each meeting. The Transit Director presents ideas and plans to the Board and solicits input and advice from the Board. The latest example is the expansion of the Deviated Fixed Route to the West side of the county.

- B. Attend at least one Commission-sponsored training, including but not limited to, the Commission's quarterly regional meetings, the Commission's annual training workshop, or other sponsored training. (Task 10)

No activity

- C. Attend at least one Commission meeting each year within budget/staff/schedule availability.
- No activity.
- D. Notify Commission staff of local transportation disadvantaged concerns that may require special investigations.
- No activity
- E. Provide training for newly appointed local coordinating board members. (Task 3)
- All newly appointed and current TD Board members provided Boards That Perform, from the National Rural Transit Assistance Program.
- F. Provide assistance to the community transportation coordinator, purchasing agencies, and others, as needed, which may include participation in, and initiating when necessary, local or regional meetings to discuss transportation disadvantaged needs, service evaluation and opportunities for service improvement.
- No Activity
- G. To the extent feasible, collect and review proposed funding applications involving "transportation disadvantaged" funds consistent with Chapter 427, Florida Statutes, and Rule 41-2, Florida Administrative Code, and provide recommendation to the local coordinating board.
- No activity
- H. Ensure the local coordinating board conducts, at a minimum, an annual evaluation of the community transportation coordinator. The local coordinating board shall evaluate the coordinator using the Commission's Evaluation Workbook for Community Transportation Coordinators and Providers in Florida (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 2)
- No Activity.
- I. Assist the Commission for the Transportation Disadvantaged in joint reviews of the community transportation coordinator.
- No Activity
- J. Ensure the local coordinating board annually reviews coordination contracts to advise the Coordinator whether the continuation of said contract provides the most cost effective and efficient transportation available, consistent with Rule 41-2, Florida Administrative Code.
- No Activity
- K. Implement recommendations identified in the Commission's Quality Assurance Performance Evaluation reviews.

No Activity

IV Special Considerations by Planning Agency:

No Activity

V. Special Considerations by Commission:

No Activity

Signature of Individual Submitting Report
Lon Frye, Transit Director
Typed name of Individual Submitting Report

November 17, 2016
Date

DRAFT



Item No.:	G5
Date:	11/17/2016
Approved for Agenda:	

TRANSPORTATION DISADVANTAGED COORDINATING BOARD

AGENDA MEMORANDUM

FROM:	Lon Frye, Transit Director
SUBJECT:	2017 TD Board Meeting Calendar
AGENDA DATE:	November 17, 2016
<u>BRIEF OVERVIEW:</u>	
<u>RECOMMENDED ACTION:</u>	Approved the 2017 TD Board Meeting Calendar. Attachment

2017



Transportation Disadvantaged Coordinating Board Meeting Calendar

Thursday ***March 16, 2017 – 10:30am – 12:30pm***

Thursday ***May 18, 2017 – 10:30am – 12:30pm***

Thursday ***August 17, 2017 (2 meetings)***

- ✓ ***10:AM-10:30AM – Annual Public Meeting***
- ✓ ***10:30AM-12:00PM - Regular Meeting and Annual Organizational Meeting for the Purpose of Electing a Vice Chairperson***

Thursday ***November 16, 2017 – 10:30am – 12:30 pm***

Meeting Location:

***Citrus County Transit Center Conference Room
1300 S Lecanto Hwy, Lecanto, FL 34461***



Item No.:	G6
Date:	11/17/2016
Approved for Agenda:	

TRANSPORTATION DISADVANTAGED COORDINATING BOARD

AGENDA MEMORANDUM

FROM:	Lon Frye, Transit Director
SUBJECT:	Annual Operating Report
AGENDA DATE:	November 17, 2016
<u>BRIEF OVERVIEW:</u>	
<u>RECOMMENDED ACTION:</u>	Approve the Annual Operating Report.

FLCTD

Annual Operations Report

Section I: Face Sheet

County: Citrus	Fiscal Year: July 1, 2015 - June 30, 2016
Status: Submitted to FLCTD	
Report Date:	09/12/2016
Period Covered:	July 1, 2015 - June 30, 2016
Coordinator's Name:	Citrus County Transit
Address:	1300 S Lecanto Highway
City:	Lecanto
Zip Code:	34461
Service Area:	Citrus
Contact Person:	Lon Frye
Title:	Director
Phone:	(352) 527 - 7634
Fax:	(352) 527 - 7635
Email:	Lon.Frye@citrusbocc.com
Network Type:	Partial Brokerage
Organization Type:	County

CTC Certification:

I, Lon Frye, 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 Statement:

I, Scott Carnahan, as the local Coordinating Board Chairperson, hereby, certify in accordance with Rule 41-2.007(7) F.S. that the local Coordinating Board has reviewed this report and the Planning Agency has received a copy.

LCB Signature

FLCTD
Annual Operations Report
Section II: General Info

County: **Citrus**

Fiscal Year: **July 1, 2015 - June 30, 2016**

Status: Submitted to FLCTD

Section II: Coordinated System General Information

1. Provider Listing (include the CTC, if the CTC provides transportation services)

Number of Private Non-Profits: 1

Number of Private For-Profits: 0

Public Entities:

School Board: 0

Municipality: 0

County: 1

Transit Authority: 0

Other: 0

Total: 2

2. How many of the providers listed in 1 are coordination contractors?

1

FLCTD

Annual Operations Report

Section III: Passenger Trip Info

County: Citrus		Fiscal Year: July 1, 2015 - June 30, 2016	
Status: Submitted to FLCTD			
Section III: Passenger Trip Information			
1a. One-Way Passenger Trips			
Type of Service	Service Area		Total
	Within	Outside	
Fixed Route/Fixed Schedule			
Daily Trip Tickets	0	0	0
Weekly Passes	0	0	0
Monthly Passes	0	0	0
Deviated Fixed Route Service			
	64011	0	64011
Paratransit			
Ambulatory	126573	0	126573
Non-Ambulatory	9943	0	9943
Stretcher	0	0	0
Other Services			
School Board Trips	0	0	0
Total Trips	200527	0	200527
1b. How many of the total trips were provided by contracted transportation providers (do not include the CTC, if the CTC provides transportation services)?			0
1c. How many of the total trips were provided by coordination contractors?			110082
2. One-Way Trips by Funding Source			
Agency for Health Care Administration			0
Agency for Persons with Disabilities			110363
Agency for Workforce Innovation			0
Commission for the Transportation Disadvantaged			19274
Department of Children and Families			0
Department of Community Affairs			0
Department of Education			0
Department of Elder Affairs			6621
Department of Health			0

Department of Juvenile Justice	0
Florida Department of Transportation	64011
Local Government	258
Local Non-Government	0
Other Federal Programs	0
Total:	200527

3. One-Way Trips by Passenger Type

Was this information obtained by sampling?	no
Elderly	
Low Income:	4108
Disabled:	1525
Low Income and Disabled:	663
Other:	12323
Children	
Low Income:	294
Disabled:	0
Low Income and Disabled:	0
Other:	28
Other	
Low Income:	105287
Disabled:	300
Low Income and Disabled:	1271
Other:	74728
Total:	200527

4. One-Way Passenger Trips - by Purpose

Was this information obtained by sampling?	no
Medical Purpose	14674
Employment Purpose	24952
Education/Training/Daycare Purpose	67673
Nutritional Purpose	12910
Life-Sustaining/Other Purpose	80318
Total:	200527

5. Unduplicated Passenger Head Count

5a. Paratransit/Deviated Fixed Route/ School Brd	10670
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5b. Fixed Route	0
Total:	10670
6. Number of Unmet Trip Requests	
	541
Unmet Trip Requests by Type of Trip	
Unmet Medical	110
Unmet Employment	88
Unmet Education/Training/Daycare	11
Unmet Nutritional	118
Unmet Life-Sustaining/Other	214
Reason Trip was Denied (Optional)	
Lack of Funding:	0
Lack of Vehicle Availability:	0
Lack of Driver Availability:	0
Other:	0
7.) Number of Passenger No-shows	
	6592
Passenger No-Shows by Funding Source (optional)	
CTD:	3668
AHCA:	0
AWI:	0
DCF:	0
APD:	29
DOE:	0
DOEA:	2884
Other:	11
8. Complaints	
Complaints by Service	3
Complaints by Policy	0
Complaints by Vehicle	0
Complaints by Other	4
Complaint Total:	7
9. Commendations	
Commendations by CTC	8

Commendations by Transportation Providers	0
Commendations by Coordination Contractors	2
Total Commendations:	10

FLCTD

Annual Operations Report

Section IV: Vehicle Info

County: Citrus	Fiscal Year: July 1, 2015 - June 30, 2016		
Status: Submitted to FLCTD			
Section IV: Vehicle Information			
1. Mileage Information			
	Vehicle Miles		Revenue Miles
CTC:	589639		536965
Transportation Providers:	0		0
Coordination Contractors:	341429		0
School Bus Utilization Agreement:	0		0
Total:	931068		536965
2. Roadcalls			
	27		
3. Accidents			
	Chargeable		Non-Chargeable
Total Accidents Person Only:	0		0
Total Accidents Vehicle Only:	0		7
Total Accidents Person & Vehicle:	0		0
Total Accidents:	0		7
Grand Total:	7		
4. Total Number of Vehicles			
	65		
		Count	Percentage
a. Total vehicles that are wheelchair accessible:		34	52.00%
b. Total vehicles that are stretcher equipped:		0	0.00%

FLCTD

Annual Operations Report

Section V: Employee Info

County: Citrus	Fiscal Year: July 1, 2015 - June 30, 2016		
Status: Submitted to FLCTD			
Section V: Employee Information			
1. CTC and Transportation Provider Employee Information			
			Hours
Full-Time Drivers	10		19642
Part-Time Drivers	8		16867
Volunteer Drivers	0		0
Total Hours:			36509
Maintenance Employees	0		
Dispatchers	2		
Schedulers	0		
Call Intake/Reserv./Cust. Serv.	3		
Other Operations Employees	0		
			Hours
Other Volunteers	0		0
Administrative Support	4		
Management Employees	1		
Total	28		
2. Coordination Contractors Employee Information			
			Hours
Full-Time Drivers	0		0
Part-Time Drivers	30		46800
Volunteer Drivers	0		0
Total Hours:			46800
Maintenance Employees	1		
Dispatchers	1		
Schedulers	0		
Call Intake/Reserv./Cust. Serv.	0		

Other Operations Employees	0	
		Hours
Other Volunteers	0	0
Administrative Support	0	
Management Employees	1	
Total	33	
		TOTAL HOURS: 83309

FLCTD

Annual Operations Report

Section VI: Revenue Sources

County: Citrus		Fiscal Year: July 1, 2015 - June 30, 2016	
Status: Submitted to FLCTD			
Section VI: Financial Data			
1. Detailed Revenue and Trips Provided by Funding Source			
Revenue Source	CTC and Transportation Providers	Coordination Contractors	TOTAL REVENUES
Agency for Health Care Administration			
Medicaid Non-Emergency	\$0.00	\$0.00	\$0.00
Medicaid Non-Emergency (under fixed fee service with AHCA)	\$0.00	\$0.00	\$0.00
Agency for Persons with Disabilities			
Comm Care for Dis Adults/Aging & Adult Services	\$0.00	\$0.00	\$0.00
Developmental Services	\$0.00	\$241.00	\$241.00
Other (specify)Medicaid Waiver	\$0.00	\$352,066.00	\$352,066.00
Agency for Workforce Innovation			
WAGES/Workforce Board	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00
Commission for the Transportation Disadvantaged			
Non-Sponsored Trip Program	\$384,556.00	\$0.00	\$384,556.00
Non-Sponsored Cap. Equip.	\$0.00	\$0.00	\$0.00
Rural Capital Equip.	\$0.00	\$0.00	\$0.00
TD Other (specify)	\$0.00	\$0.00	\$0.00
Department of Children and Families			
Alcohol, Drug Abuse & Mental Health Program	\$0.00	\$0.00	\$0.00
Family Safety & Preservation	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00
Department of Community Affairs			
Community Services	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00
Department of Education			
Carl Perkins Vocational Ed. Act	\$0.00	\$0.00	\$0.00
Division of Blind Services	\$0.00	\$0.00	\$0.00

Vocational Rehabilitation	\$0.00	\$0.00	\$0.00
Day Care Programs	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00
Department of Elder Affairs			
Older Americans Act	\$69,020.00	\$0.00	\$69,020.00
Community Care for the Elderly	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00
Department of Health			
Children's Medical Services	\$0.00	\$0.00	\$0.00
Office of Disability Deter.	\$0.00	\$0.00	\$0.00
County Public Health Unit	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00
Department of Juvenile Justice			
(specify)	\$0.00	\$0.00	\$0.00
Department of Transportation			
49 USC 5307 (Section 9)	\$0.00	\$0.00	\$0.00
49 USC 5310 (Section 16)	\$44,800.00	\$62,931.00	\$107,731.00
49 USC 5311 (Section 18)	\$678,407.00	\$0.00	\$678,407.00
490USC 5311(f) (Section 18i)	\$0.00	\$0.00	\$0.00
Block Grant	\$0.00	\$0.00	\$0.00
Service Development	\$0.00	\$0.00	\$0.00
Commuter Assistance Program	\$0.00	\$0.00	\$0.00
Other DOT (Specify)	\$0.00	\$0.00	\$0.00
Local Government			
School Board Service	\$0.00	\$0.00	\$0.00
Complementary ADA Service	\$0.00	\$0.00	\$0.00
County Cash	\$551,888.00	\$14,400.00	\$566,288.00
County In-Kind	\$106,704.00	\$0.00	\$106,704.00
City Cash	\$0.00	\$0.00	\$0.00
City In-Kind	\$0.00	\$0.00	\$0.00
Other Cash (specify)	\$0.00	\$0.00	\$0.00
Other In-Kind (specify)	\$0.00	\$0.00	\$0.00
Local Non-Government			
Farebox	\$94,694.00	\$0.00	\$94,694.00
Donations, Contributions	\$0.00	\$0.00	\$0.00
In-Kind Services	\$0.00	\$0.00	\$0.00
Other Non-Government	\$0.00	\$0.00	\$0.00
Other Federal or State Programs			

(specify)	\$0.00	\$0.00	\$0.00
(specify)	\$0.00	\$0.00	\$0.00
(specify)	\$0.00	\$0.00	\$0.00
GRAND TOTAL:			
	\$1,930,069.00	\$429,638.00	\$2,359,707.00

FLCTD
Annual Operations Report
Section VII: Expense Sources

County: Citrus		Fiscal Year: July 1, 2015 - June 30, 2016	
Status: Submitted to FLCTD			
Section VII: Financial Data			
2. Expense Sources			
Expense Item	Community Transportation Coordinator	Coordination Contractor	TOTAL EXPENSES
Labor (501):	\$874,023.00	\$131,000.00	\$1,005,023.00
Fringe Benefits (502):	\$326,725.00	\$19,200.00	\$345,925.00
Services (503):	\$64,274.00	\$37,035.00	\$101,309.00
Materials and Supplies Cons. (504):	\$323,061.00	\$61,521.00	\$384,582.00
Utilities (505):	\$8,450.00	\$975.00	\$9,425.00
Casualty and Liability (506):	\$0.00	\$96,000.00	\$96,000.00
Taxes (507):	\$0.00	\$245.00	\$245.00
Purchased Transportation Services (508)			
Bus Pass Expenses:	\$0.00	\$0.00	\$0.00
School Bus Expenses:	\$0.00	\$0.00	\$0.00
Other:	\$0.00	\$0.00	\$0.00
Miscellaneous (509):	\$6,450.00	\$7,633.00	\$14,083.00
Interest (511):	\$0.00	\$0.00	\$0.00
Leases and Rentals (512):	\$0.00	\$0.00	\$0.00
Annual Depreciation (513):	\$573,278.00	\$22,080.00	\$595,358.00
Contributed Services (530):	\$0.00	\$0.00	\$0.00
Allocated Indirect Expenses:	\$0.00	\$10,000.00	\$10,000.00
GRAND TOTAL:	\$2,176,261.00	\$385,689.00	\$2,561,950.00



Item No.:	G7
Date:	11/17/2016
Approved for Agenda:	

TRANSPORTATION DISADVANTAGED COORDINATING BOARD

AGENDA MEMORANDUM

FROM:	Lon Frye, Transit Director
SUBJECT:	Key Center Update
AGENDA DATE:	November 17, 2016
<u>BRIEF OVERVIEW:</u>	Key Center update.
<u>RECOMMENDED ACTION:</u>	None