

# COMMISSION FOR THE TRANSPORTATION DISADVANTAGED

## Commission Business Meeting



**Agenda**  
**October 25, 2012**  
**Hilton Palm Beach Airport**  
**150 Australian Avenue**  
**West Palm Beach, Florida 33406**  
**9:00 am – until completion of business**

*David Darm, Chairman*  
*Mike Willingham, Vice-Chairman*  
*Dane Grey, Commissioner*  
*Marion Hart, Commissioner*  
*Mike Horan, Commissioner*  
*Charlotte Temple, Commissioner*  
*Bryan Vaughan, Commissioner*

**Conference Call Number: 888-670-3525**  
**Participant Code: 7993168355**

| <b>Item #</b> | <b>Agenda Item</b>   | <b>Speaker(s)</b>                                |
|---------------|--|--|
| I             | Call to Order  | Chairman Darm                                    |
| II            | Welcome from the Chair   | Chairman Darm                                    |
| III           | Pledge of Allegiance   | Chairman Darm                                    |
| IV            | Introduction of Commissioners, Advisors and the Public                           | Commissioners, Advisors and Others               |
| V             | Public Comments<br>(Comments limited to current agenda items)                    | Public   |
| VI            | Welcome and Presentation from Palm Tran<br>Community Transportation Coordinator  | Ron Jones<br>Palm Tran                           |
|               | Welcome and Presentation from MV<br>NEMT Provider                                | Ed Griffin<br>MV Transportation                  |
|               | <b>Action Items</b>  |  |
| VII           | Approval of Minutes<br>• August 2, 2012  | Steve Holmes                                     |
| VIII          | 2013 Shirley Conroy Rural Area Capital Assistance<br>Grant Award Recommendations | Karen Somerset                                   |
| IX            | Suwannee Valley Transit Authority – Benchmarks<br>Completion                     | Gwen Pra<br>Suwannee Valley Transit<br>Authority |

|       |  |   |
|-------|--|---|
| X     | Rules 41-2.007 and 2.013, Florida Administrative Code              | Tom Barnhart  |
|       | <b>Information items</b>   |   |
| XI    | Compressed Natural Gas   | Bobby Westbrook<br>FDOT<br>Bill Hancock<br>PESCO Peninsula-Energy |
| XII   | Moving Ahead for Progress in the 21 <sup>st</sup> Century (MAP-21) | Liz Stutts, FDOT  |
| XIII  | Forecasting Paratransit Services Demand                            | Jay Goodwill<br>CUTR  |
| XIV   | Mobility Management  | John Irvine   |
| XV    | Executive Director Report  | Steve Holmes  |
| XVI   | Public Comments  | Public  |
| XVII  | Commissioners/Advisor Comments                                     | Commissioners/Advisors  |
| XVIII | Adjournment  | Chairman Darm   |

When operating under Florida's Government in the Sunshine Law, the Florida Supreme Court recognizes the importance of public participation in open meetings. The Commission provides that right of access at each public meeting and adheres to Chapter 286.011, Florida Statutes. A comment card for each speaker is required, and this limits public comment to five (5) minutes per speaker.

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Commission for the Transportation Disadvantaged  
605 Suwannee Street, MS-49  
Tallahassee, FL 32399-0450  
(850) 410-5703 or (800) 983-2435  
(850) 410-5708 (TDD/TTY)

This meeting is subject to change upon the chairman's request

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** October 25, 2012

**AGENDA ITEM:**

VII. Approval of Minutes

**BACKGROUND INFORMATION:**

The Commission met on August 2, 2012, in Orlando, Florida.

**ATTACHMENTS:**

Minutes of the August 2, 2012, Commission meeting.

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

Recommend Commission approval of the August 2 minutes.



Steve Holmes

Executive Director

Date: October 25, 2012

**ACTION TAKEN AT MEETING:**

# MEETING SUMMARY

## Commission for the Transportation Disadvantaged Commission Business Meeting

Renaissance Orlando at SeaWorld  
6677 Sea Harbor Drive  
Orlando, FL 32821

August 2, 2012  
9:00 AM

| <b><i>Commissioners Present</i></b> | <b><i>Commissioners Absent</i></b> |
|-------------------------------------|------------------------------------|
| Chairman David Darm                 |                                    |
| Vice-Chairman Willingham            |                                    |
| Dane Grey                           |                                    |
| Marion Hart                         |                                    |
| Mike Horan                          |                                    |
| Charlotte Temple                    |                                    |
| Bryan Vaughan                       |                                    |

| <b><i>Advisors Present</i></b> | <b><i>Advisors Absent</i></b> |
|--------------------------------|-------------------------------|
| Mike Bolin                     | Kent Carroll                  |
| David A. Hill                  | Buddy Cloud                   |
|                                | Holly Carson                  |
|                                | Ed Coven                      |
|                                | Diane Harris                  |

### **Others Present**

Steve Holmes, Karen Somerset, Tom Barnhart, David Copa, Vicki Scheffer, Elmer Melendez, John Irvine, Robert Craig, Sheri Powers, Floyd Webb, Angela Cavanaugh, Terry Goodwin, Susan Hamrick, Mike Bolin, Debbie Nelson, Darryl Minardi, David McDonald, Ronald Williams, Paul Strobis, Jim Van Pelt, Sherry Carver, Ron LaFace, Edgar Martinez, Becki Forsell, Marcia Staszko, Steve Diez, Carole Hinkley, Howard Vanselow, William Steele, Julia Davis, Ed Lehman, Angela Morlok, Susan Vaughan, Jayne Pietrowski, Julia Pearsall, Debbie Byrnes, Meghan Marion, Debra Bowen, John Coons, Donna Cart, Kyle Mills, Elizabeth Rockwell, Tim Banks, Pamela Barr, Thelma Williams, Gwen Pra, Bill Hearndon, Janell Damato, Robert Miller, Diane Slaybaugh, Teresa Fortner, Peggy Waters, Shelley Glasgow, Lisa Love, Michele Ogilvie, John Croom, Sarah Stroh, Lynn Godfrey, Wendy Scott, Corine Williams, Cheryl Stone, Dwight Sayer, Tracy Dean, Helen Perez, Ivan Maldonado, Michael Woods, Robert Davis, Vikki Garrett, Lorraine Lantz, Liz Peak, Charlie Boettiger, Vanita Anderson, Elizabeth DeJesus, Karen Smith, Claudette Mahan, Lisa Sanders,

### **Call to Order**

Chairman Darm called the meeting to order.

Steve Holmes called the roll. A quorum was present. He stated this is the first time in a long time that seven commissioners have been present.

### **Pledge of Allegiance**

Chairman Darm led the Pledge of Allegiance.

### **Welcome and Introduction of New Commissioners and Staff**

Chairman Darm welcomed everyone. He hoped everyone learned a lot at the Transportation Disadvantaged Best Practices & Training Workshop held on July 31 and August 1. He thanked the Commission staff, exhibitors, and Jack Mozley for a great event. Chairman Darm introduced the commissioners, starting with Marion Hart and Dane Grey who were recently appointed to the Commission. Mr. Holmes introduced two new Commission staff members, Angela Cavanaugh and Terry Goodwin. The Commission staff members in attendance introduced themselves.

### **Public Comments**

Commissioner Darm asked if there were any public comments. There were none.

### **Welcome and Presentation from LYNX**

Bill Hearndon with LYNX, Central Florida Transportation Authority, welcomed the Commission to Orlando. He stated that LYNX provides services in Orange, Osceola and Seminole counties. They also serve a portion of Volusia, Lake and Polk counties. A population of 1.8 million is served with an operating budget of just over \$114 million. Mr. Hearndon gave an overview of their paratransit program, Access LYNX. He stated that the program's most notable challenge is that the Medicaid funding allocation has decreased by 10 percent over the past seven years, while the ridership has increased by 25 percent. There is an increase in both dialysis services and Prescribed Pediatric Extended Care (PPEC) trips which are directly related to the Medicaid non-emergency transportation. His agency is currently in the process of evaluating whether or not they can continue in the Medicaid non-emergency transportation program. Mr. Hearndon gave a brief overview of local successes including the implementation of local value terminals using computer-aided dispatch and automatic location technology.

Commissioner Grey asked Mr. Hearndon if he had an alternative if the Medicaid non-emergency transportation services were cut. Mr. Hearndon responded it would be up to the Commission to provide an alternative provider.

Chairman Darm asked Mr. Hearndon to give an overview of challenges that are faced regarding the dialysis and PPEC trips because the Commission is hearing from other counties regarding the same issues. Mr. Hearndon stated there has been a huge increase in dialysis trips and 70 percent of TD funding is dedicated to dialysis services. PPEC is for children who are medically fragile who require day-time medical attention away from their families. The greatest challenge is they need to travel during peak service times; needing to be there by 9 a.m. and returned by 3 p.m.

Commissioner Hart stated that Martin County had a similar problem and asked Mr. Hearndon if he had communicated with them. Mr. Hearndon stated that the Community Transportation Coordinators communicate with each other quite a bit to address issues, and that he had communicated with Martin County.

Chairman Darm stated this was a time for new possibilities for the Commission. He was reaffirmed of that with all the different ideas that were discussed and innovative strategies that were considered at the workshop. He wants the Commission to think about four questions/points as we move forward with the knowledge gained at the workshop, and as we go through our decisions and challenges:

1. Why do we exist? The riders.
2. What is our role as a Commission? To ensure the coordination of transportation services for our most vulnerable population.

Chairman Darm gave a brief overview of what transportation coordination involves.

3. What can we do as a Commission to have a significant impact with this program?

Chairman Darm stated that with the decisions the Commission faces, he would like the Commission to think critically.

4. Where do we go from here?

Chairman Darm would like the members of the Commission to leave behind a legacy and make the Commission more successful and better than it was when they came on board.

### **Approval of Minutes**

Chairman Darm called for the approval of the April 12, May 11, and May 31, 2012 minutes.

**ACTION TAKEN: Commissioner Temple moved and Commissioner Willingham seconded to approve the April 12, May 11, and May 31, 2012 minutes as written. The motion carried unanimously.**

### **Community Transportation Coordinator Designation**

Broward County – Debbie Byrnes, Broward MPO, presented.

Mr. Holmes mentioned that Broward MPO was awarded the Planning Organization of the Year Award at the awards banquet the night before.

**ACTION TAKEN: Commissioner Hart moved and Commissioner Grey seconded to accept Broward County Board of County Commissioners as the CTC for Broward County. The motion carried unanimously.**

### **Suwannee Valley Transit Authority – Benchmarks Follow-up**

Gwen Pra, Director, Suwannee Valley Transit Authority, gave an overview of the management issue that occurred in Suwannee Valley Transit Authority (SVTA). She stated that the first day on the job eleven months ago, SVTA was between one and two million dollars in debt. Ms. Pra gave an overview of the benchmarks given to SVTA by the Commission. The first benchmark required SVTA to have contracts with all vendors that provided transportation. The contracts have been signed and they have ten vendors in place. Benchmark #2 required SVTA to be current with all payments. As of April 16, 2012, all vendors have been paid in full. Benchmark #3 required SVTA to ensure that all drivers are trained according to TD and Medicaid standards. Starting October, 2011, drivers have been getting training monthly and are compensated for it. Benchmark #4 required SVTA to present evidence that they are fiscally sound. They anticipate that by October 1, 2012 all debt will be paid, scheduled or addressed. Benchmark #5 required SVTA to negotiate a realistic reimbursement fee for operators that provide Medicaid transportation and to cease charging an 8 percent administrative fee. SVTA has ceased charging the 8 percent fee and is not charging them the co-pay in advance. The fare box revenue is charged back to them only if they collect it. It's on an honor system and not bringing in very much revenue. SVTA will find ways to address that. Ms. Pra stated SVTA has essentially been turned around.

Mr. Holmes stated it was hard to explain the magnitude of the issues SVTA has been dealing with. He praised Ms. Pra for what she has done and stated SVTA would continue to improve and meet the vision that Commissioners would want and that the riders deserve.

Columbia County Commissioner Ronald Williams, Chairman of the LCB, thanked the Commission and DOT for their support.

Commissioner Grey asked Ms. Pra where she got the funds to pay the \$100,000 fuel bill that was handed to her the first day on the job. Ms. Pra gave an overview of how she got the bank to help with funding.

Commissioner Hart commended Ms. Pra and asked if this was a temporary fix versus a permanent fix. She stated it was temporary and SVTA would be back in the negative if they weren't able to find recurring operating funding outside of 5311. Commissioner Hart asked about replacement schedules for existing equipment, facilities and things of that nature. Ms. Pra stated they could get grants, but the problem was the match. They have to take the match out of operating funds and those funds are very thin. Commissioner Hart stated that he would follow-up with DOT to see whether or not he could discover something that hasn't been presented yet.

### **Financial Report**

End of Year Budget Report for FY 11/12 – David Copa gave an overview of the budget that ended June 30, 2012.

Status of Current Budget for FY 12/13 – David Copa stated the initial allocations for FY 12/13 stayed the same as FY 11/12. He gave an overview of the budget categories.

Legislative Budget Requests for FY 13/14 – David Copa stated that we have to put in Legislative Budget Requests (LBR) requesting additional funds in certain areas. The primary area we use LBR's is the non-sponsored transportation disadvantaged grants program and the Medicaid side. If we anticipate additional funds or a reduction, we have to put an LBR in to adjust our allocation upward or downward. A discussion ensued regarding budget issues.

#### Single Agency Audits

David Copa stated the single agency audit issue is twofold. The Commission receives audits from the agencies that receive funding from the CTD, and we are current on all of those. On the other side of it, the Commission is responsible for getting a single agency audit completed yearly. For reasons unknown, the CTD audit had not been completed for three years. A contract was entered into with a CPA firm in December, 2011 and audits for fiscal years 08/09, 09/10 and 10/11 have been completed. A contract has been entered with a CPA firm to start the fiscal year 11/12 audit on October 1.

#### Executive Director Report

Mr. Holmes stated that the Agency for Health Care Administration let their invitation to negotiate on June 29 for the long-term care managed care program. The awards are expected to occur on January 9, 2013. They will show AHCA all of the Medicaid services they are going to provide to the recipients in their region. Medicaid non-emergency transportation is a piece of that service, so they will have already contacted transportation providers and have part of their provider network. Our CTCs need to be engaged with the managed care organizations. Mr. Holmes discussed other AHCA issues that may affect the Commission, including PPEC.

Chairman Darm stated that he received a note asking if the Commission should develop a working group to look at the number of dialysis trips and the challenge dealing with PPEC issues. He stated that he also heard there was an issue with methadone treatment clinics and would like to include the impact of them too. Mr. Holmes stated that the information systems the Commission has is not capturing the data accurately. Staff is continually discussing with the field how information can be balanced timely and accurately without overburdening the CTCs.

Chairman Darm opened up a discussion regarding a working group. It was unanimously decided that staff would continue to gather data and report on the scope of the issue at the next Commission meeting.

#### Public Comments

Becki Forsell, advocate from Hillsborough County, thanked Sheri Powers for her involvement in making the Transportation Disadvantaged Best Practices & Training Workshop accessible. She gave an overview of how people with disabilities want to be a solution to the problem; not a problem.

Chairman Darm thanked Ms. Forsell for her continued dedication to the program.

**Commissioner/Advisor Comments**

Commissioner Grey asked if there was a study the Commission uses to allocate funds to the local communities. Karen Somerset stated that CUTR is doing a study on transportation disadvantaged population estimates right now.

Commissioner Grey asked if the Commission was looking out of the box in terms of marketing since money resources were a big issue with the CTCs. Mr. Holmes stated the Commission is continuing to create ways to pull down grants. A lot of the fundraising is happening at the local level and the Commission will continue to help in any way.

Commissioner Temple asked if the Commission knew how the I-budget would impact the coordinated transportation system. Mr. Holmes stated it was early in the process, but there have been discussions with APD. A short discussion ensued.

**Adjournment**

Vice-Chairman Willingham moved and Commissioner Vaughan seconded to adjourn the meeting.

*Minutes compiled by Vicki Scheffer.*

***Note: This meeting has been summarized to reduce paperwork in accordance with policies of State government. If an accessible format or more information than is provided herein is needed, please contact the Commission for Transportation Disadvantaged at (850) 410-5700 or 1-800-983-2435 for assistance. A copying or printing fee may be charged to the requesting party.***

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** October 25, 2012

**AGENDA ITEM:**

VIII. 2013 Shirley Conroy Rural Area Capital Assistance Program Grant Award  
Recommendations

**BACKGROUND INFORMATION:**

The Department of Transportation authorizes a transfer of \$1.4 million to the Transportation Disadvantaged Trust Fund in its 5-year work program. The purpose of the allocation is to assist rural areas with the purchase of capital equipment.

Grant Application packages were emailed to eligible applicants on August 24, 2012, with a deadline of September 24, 2012. The Shirley Conroy Rural Area Capital Assistance Program Grant Subcommittee met on October 10, 2012. In attendance were Commissioner Mike Willingham (via conference call); Agency Advisors Buddy Cloud, Diane Harris, Erin Schepers, and Bobby Westbrook; and Steve Holmes, Karen Somerset, Sheri Powers and Floyd Webb from Commission staff. Twenty-nine applications were submitted totaling over \$3,000,000.00. The committee reviewed all capital equipment requests and the award recommendations are attached.

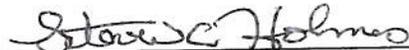
In addition, the Committee discussed the importance of investing in technology to increase efficiencies in the coordinated system. It is the Committee's recommendation that funding technology projects be given a high priority for consideration in future funding opportunities.

**ATTACHMENTS:**

2012 Shirley Conroy Rural Area Capital Equipment Support Grant Recommendations

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

Recommend that the Commission approve the recommendations from the Shirley Conroy Rural Area Capital Assistance Program Grant Subcommittee.



Steve Holmes

Executive Director

Date: October 25, 2012

**ACTION TAKEN AT MEETING:**

**2012-13 Shirley Conroy Rural Area Capital Equipment Support Grant Summary**

| <b>County</b>   | <b>Applicant Name</b>           | <b>Total Dollar Amount Requested</b> | <b>Capital Equipment Requested (Prioritized as listed)</b>  | <b>Total TD Dollar Amount (90%)</b> | <b>Profit or Non-Profit</b> | <b>Staff Suggestion</b>         | <b>TD Dollar Amount (90%)</b> |
|-----------------|---------------------------------|--------------------------------------|---|-------------------------------------|-----------------------------|---------------------------------|-------------------------------|
| Alachua         | MV Transportation               | \$152,200.00                         | (1) Two 22'3" Cutaways, Gas vehicles (Replacement) @ \$76,100 each  | \$136,980.00                        | For Profit                  | One 22' Cutaway Vehicle         | \$68,490.00                   |
| Baker           | Baker Co COA                    | \$51,525.50                          | (1) 13 Vehicle Security Cameras including lens, enclosures, cable assembly @ \$3,023 each; hard disk docking station \$403; and installation \$8,723. Total for Item 1 \$48,425.00<br>(2) 13 3-piece fare boxes with mounting brackets @ \$238.50 each. Total for Item 2 \$3,100.50<br><b>Claiming REDI status - requesting waiver of local match</b> | \$51,525.50                         | Non-Profit                  | Security Cameras and Fare Boxes | \$51,525.50                   |
| Bradford        | Suwannee River Economic Council | \$66,000.00                          | (1) Small Cutaway Van (gas)   | \$59,400.00                         | Non-Profit                  |                                 | \$0.00                        |
| Clay            | Council on Aging of Clay County | \$168,000.00                         | Two small cutaway vans, gas @ \$84,000 each (replacement)   | \$151,200.00                        | Non-Profit                  | One Cutaway Vehicle             | \$75,600.00                   |
| Collier         | Collier Co BOCC                 | \$70,000.00                          | (1) Call Center Software \$55,000<br>(2) Certification module to assist with processing applications for ADA certification reqts. \$15,000  | \$63,000.00                         | Local Govt                  |                                 | \$0.00                        |
| Dixie Gilchrist | Suwannee River Economic Council | \$66,000.00                          | (1) One Small Cutaway Vehicle (seats 8 with 2 w/c stations) (Replacement vehicle)   | \$59,400.00                         | Non-Profit                  | One Cutaway Vehicle             | \$59,400.00                   |
| Flagler         | Flagler Co BOCC                 | \$70,000.00                          | (1) One Ford E-450 Super Duty Cutaway 16 passenger/2 wheelchair position vehicle (replacement)<br><b>Claiming REDI status - requesting waiver of local match</b>  | \$70,000.00                         | Local Govt                  | One Cutaway Vehicle             | \$70,000.00                   |
| Franklin        | Croom's Inc                     | \$88,500.00                          | (1) One Cutaway Vehicle - 8 passenger/4 wheelchair slots , gas - \$63,500<br>(2) Computer system (one server, 6 desktop coputers with software - \$25,000)  | \$79,650.00                         | Non-Profit                  | One Cutaway Vehicle             | \$57,150.00                   |

|                                     |                                     |              |   |              |            |   |              |
|-------------------------------------|-------------------------------------|--------------|---|--------------|------------|---|--------------|
| Gadsden<br>Madison<br>Taylor        | Big Bend Transit,<br>Inc.           | \$247,040.00 | (1) Four 23' cutaway buses (12 ambulatory, 2 wheelchair passengers), W/C lift, W/C Securements, Gasoline @ \$61,760 each (replacements)   | \$222,336.00 | Non-Profit | One Cutaway Vehicle   | \$55,584.00  |
| Gulf                                | Gulf Co Assoc for Retarded Citizens | \$26,500.00  | (1) Seven passenger gasoline minivan - addition to fleet \$24,000<br>(2) One Computer, monitor and keyboard \$2,500.00  | \$23,850.00  | Non-Profit | Minivan and computer  | \$23,850.00  |
| Hardee/<br>Highlands/<br>Okeechobee | Veolia, Inc.                        | \$153,000.00 | (1) Three small conversion wheelchair accessible vans or MV-1s @ \$51,000 each (replacements)   | \$137,700.00 | For Profit | One MV1 Van   | \$45,900.00  |
| Hendry/Glades                       | Good Wheels, Inc.                   | \$45,182.00  | (1) Stryke Bariatric Transport Ambulance Cot/Stretchers \$7,652<br>(2) Transmission Flushing Machine \$4,180<br>(3) Maintenance Overhang \$31,400<br>(4) Maintenance Work Surface \$1,950 | \$40,633.80  | Non-Profit | Stryke Bariatric Cot/Stretchers and Transmission Flushing Machine | \$10,649.00  |
| Holmes/<br>Walton/<br>Washington    | Tri-County Community Council, Inc.  | \$200,000.00 | (1) New/Upgraded scheduling software \$50,000<br>(2) Mobile Data Units and software (60 x \$2,500 = \$150,000)<br><b>Claiming REDI status - requesting waiver of local match</b>          | \$200,000.00 | Non-Profit | Scheduling software and Mobile data units and software            | \$200,000.00 |
| Indian River                        | Senior Resource Association         | \$77,868.00  | (1) Mobile video surveillance systems in 27 vehicles -installed   | \$70,081.20  | Non-Profit | Mobile video surveillance systems/ installed                      | \$70,081.20  |

|           |   |              |   |              |            |   |             |
|-----------|---|--------------|---|--------------|------------|---|-------------|
| Jackson   | Jtrans  | \$48,450.00  | (1) 22' Cutaway vehicle gasoline, 14 ambulatory seats (addition to fleet)   | \$43,605.00  | Non-Profit | One Cutaway Vehicle                               | \$43,605.00 |
| Lafayette | Suwannee River Economic Council               | \$66,000.00  | (1) One Small Cutaway Vehicle, gas, 8 ambulatory with 2 wheelchair positions (replacement)  | \$59,400.00  | Non-Profit | One Cutaway Vehicle                               | \$59,400.00 |
| Lake      | Lake Co BOCC                                  | \$72,196.00  | (1) 23' Cutaway Vehicle with lift. (replacement vehicles)   | \$64,976.40  | Local Govt |   | \$0.00      |
| Leon      | StarMetro, City of Tallahassee                | \$265,227.60 | (1) Four Diesel Chev CC4500 Cutaway Vans with Wheelchair Lifts \$88,409.20 each (appears to be addition to fleet)   | \$238,704.84 | Local Govt |   | \$0.00      |
| Levy      | Levy Co BOCC                                  | \$129,552.00 | (1) Two 23' cutaway vehicles, gas, with lifts @ \$64,776 each (replacement vehicles)  | \$116,597.00 | Local Govt | One Cutaway Vehicle                               | \$58,298.40 |
| Liberty   | Liberty Co BOCC                               | \$49,000.00  | (1) One VPG MV-1, gas, special designed wheelchair vehicle - addition to fleet  | \$44,100.00  | Local Govt | One MV1 Van                                       | \$44,100.00 |
| Marion    | Marion Senior Services, Inc.                  | \$154,734.00 | (1) Two 22' cutaway vehicles, gas with 4 wheelchair positions (replacement). \$144,734<br>(2) AdvanceTec Hands Free communication equipment for every bus \$10,000          | \$139,261.00 | Non-Profit | One Cutaway Vehicle                               | \$65,130.30 |
| Martin    | Medical Transportation Management, Inc. (MTM) | \$118,800.00 | (1) Two Ford E350 12,500 GVWR, Gas, 14 passenger small cutaway low floor vehicles with two wheelchair positions and ramps @ \$59,400 each (replacement vehicles)            | \$106,920.00 | For Profit | One Cutaway Vehicle                               | \$53,460.00 |
| Monroe    | Guidance Clinic of the Middle Keys            | \$29,300.00  | (1) Customized Transportation Software Data Report \$1,200<br>(2) 2 Laptop Computers with Docking Stations \$3,100<br>(3) Hybrid Sedan/Vehicle \$25,000 (addition to fleet) | \$26,370.00  | Non-Profit | Software/ 2 laptops with docking station/ vehicle | \$26,370.00 |

|                                 |   |                |  |                |                  |   |                |
|---------------------------------|---|----------------|--|----------------|------------------|---|----------------|
| Nassau                          | Nassau County Council on Aging, Inc.              | \$75,000.00    | (1) One 23' Cutaway vehicle with lift, Chev, Capacity 14 (and/or up to 4 w/c) with Lift, gas Replacement vehicle   | \$67,500.00    | Non-Profit       | One Cutaway Vehicle   | \$67,500.00    |
| Orange/<br>Osceola/<br>Seminole | LYNX  | \$228,024.00   | (1) three cutaway vehicles with different seating capacities, gas (replacement) and onboard equipment components @ \$76,008 each   | \$205,222.00   |                  |   | \$0.00         |
| Polk                            | Polk Co BOCC                                      | \$78,000.00    | (1) One small 23' cutaway vehicle, gas (replacement)   | \$70,200.00    | Local Govt       |   | \$0.00         |
| Putnam                          | Ride Solution, Inc.                               | \$78,000.00    | (1) One 26' Cutaway Vehicle - 24 passenger commuter van, diesel (replacement)  | \$70,200.00    | Non-Profit       | One Cutaway Vehicle   | \$70,200.00    |
| Sumter                          | Sumter Co BOCC                                    | \$87,894.00    | (1) 25 Fare boxes with stands, delivered \$17,501<br>(2) One 21' Cutaway Stretcher Vehicle with lettering, hydraulic stretcher; 4 amb seats and 2 wheelchair positions (replacement) \$70,393<br>(3) If not 2, retrofit stretcher vehicle, powerpro stretcher and power load system - not included in totals \$37,543.00 | \$79,104.60    | Local Govt       | Fare Boxes with stands, cutaway vehicle and hydraulic stretcher | 79,105.00      |
| Wakulla                         | Wakulla Co Senior Citizens Assoc/Wakulla Co Trans | \$47,000.00    | (1) One gas mini wheelchair van (replacement)  | \$42,300.00    | Non-Profit       | One mini van  | 42,300.00      |
|                                 |   |                |  |                |                  |   |                |
| Total                           |   | \$3,008,993.10 |  | \$2,740,217.34 |                  |   | \$1,397,698.40 |
|                                 |   |                |  |                |                  |   |                |
|                                 |   |                |  |                |                  |   |                |
|                                 |   |                |  |                | Remaining funds: |   | \$2,301.60     |

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** October 25, 2012

**AGENDA ITEM:**

IX. Follow-up on Suwannee Valley Transit Authority (SVTA) Benchmarks – Columbia, Hamilton and Suwannee Counties

**BACKGROUND INFORMATION:** On October 28, 2011, the Commission approved the NCFRPC's recommendation and designate SVTA as the Community Transportation Coordinator for Columbia County for the period beginning January 1, 2012 to June 30, 2016, with the following six month benchmarks:

1. SVTA will have contracts with all Operators that provide transportation for TD and Medicaid riders;
2. SVTA will be current with payments to all Operators;
3. SVTA will ensure that all drivers are trained according to TD and Medicaid Standards;
4. SVTA will present evidence that it is fiscally sound; and
5. SVTA will negotiate a realistic reimbursement fee for Operators that provide Medicaid transportation and cease charging the current 8% administrative fee.

Over the past six months, Commission Staff provided technical assistance to SVTA. Commission Staff visited SVTA's office on September 12, 2012, and reviewed supporting documentation and confirmed the status of each benchmark. As a result of the visit and correspondence with SVTA, Staff determined that all of the benchmarks have been completed.

**ATTACHMENTS:**

None

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

Recommend the continuation of Suwannee Valley Transit Authority's designation as CTC for Columbia, Hamilton, and Suwannee Counties.



Steven Holmes

Executive Director

Date: October 25, 2012

**ACTION TAKEN AT MEETING:**

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** October 25, 2012

**AGENDA ITEM:**

X. Rules 41-2.007 and 2.013, Florida Administrative Code

**BACKGROUND INFORMATION:**

The Commission received a letter from the Joint Administrative Procedures Committee recommending the Commission review Rule Section 41-2.007 and .013. Tom Barnhart will be providing an overview of the recommendations and action needed by the Commission.

**ATTACHMENTS:**

SERC and amendment language for Rule 41-2.007, FAC  
SERC and amendment language for Rule 41-2.013, FAC

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

Recommend the Commission approve the processing of amendments to Rule 41-2.007 and 41-2.013.



Steve Holmes

Executive Director

Date: October 25, 2012

**ACTION TAKEN AT MEETING:**

#### **41-2.007 Reporting Requirements.**

(1) Each state agency shall, by September 15 of each year, provide the Commission with an accounting of the actual amount of funds expended and the total number of trips purchased during the previous fiscal year.

(2) Each Designated Official Planning Agency shall provide to the Commission prior to each state fiscal year, an estimate of all transportation disadvantaged funds anticipated to be available for the upcoming state fiscal year budget. The estimate shall include the following information:

(a) Each local government agency within jurisdiction of the Official Planning Agency shall report an estimate of the direct federal funds and local government transportation disadvantaged funds anticipated to be available through the coordinated system for the upcoming state fiscal year to the Official Planning Agency, and

(b) The Official Planning Agency shall request from each federal government agency within its jurisdiction, an estimate of the direct federal transportation disadvantaged funds anticipated to be available through the coordinated system for the upcoming state fiscal year.

(3) The estimate mentioned in subsection (2) above shall include the following information identified by county:

(a) A brief description of the project or program;

(b) The dollar amount of transportation disadvantaged funds reported by categories of Coordinated, Non-Coordinated, Transportation Alternatives, or Other if applicable; and

(c) The estimated number of one-way passenger trips to be provided reported by categories of Coordinated, Non-Coordinated, Transportation Alternatives, or Other if applicable.

(4) Each Metropolitan Planning Organization or designated official planning agency shall annually compile a report accounting for all local government and direct federal funds for transportation for the disadvantaged expended in its jurisdiction, and forward this report by September 15 to the Commission.

(5) Upon receipt of the state agency and Official Planning Agency combined annual budget estimates, the Commission shall develop and distribute a statewide report outlining the expected expenditures for all transportation disadvantaged services through the coordinated system for the state fiscal year.

(6) Each Community Transportation Coordinator shall by September 15 of each year report required operating statistics to the Commission. The operational statistics will be compiled into a report by the Commission and utilized as a part of the analysis of the Community Transportation Coordinator's performance evaluation and the trip and equipment grant distribution. The Community Transportation Coordinator's report shall be reviewed by the Coordinating Board with a copy provided to the Metropolitan Planning Organization or Designated Official Planning Agency.

(7) Each Community Transportation Coordinator shall utilize the Chart of Accounts defined in the American Association of State Highway and Transportation Officials, Inc., Comprehensive Financial Management Guidelines For Rural and Small Urban Public Transportation Providers, dated September 1992, incorporated herein by reference, for its financial management. A copy of this document may be obtained from the Commission office located at 2740 Centerview Drive, Suite 1A, Tallahassee, Florida 32301. A copy of the document may also be viewed at [Comprehensive Financial Management Guidelines](#) on the Commission's website at [www.dot.state.fl.us/ctd/](http://www.dot.state.fl.us/ctd/). Community Transportation Coordinators with existing and equivalent accounting systems will not be required to adopt this Chart of Accounts but will be required to prepare all reports, invoices, and fiscal documents relating to the transportation disadvantaged functions and activities using the chart of accounts and accounting definitions as outlined in the above referenced manual.

(8) The Commission shall make an annual report to the Governor, the President of the Senate, and the Speaker of the House of Representatives by January 1 of each year. The report will contain a summary of the Commission's accomplishments for the preceding state fiscal year, the most current operational statistics for transportation disadvantaged services, identified unmet needs and a financial status of the Transportation Disadvantaged Trust Fund. Copies of the report will also be made available to member departments, Metropolitan Planning Organizations, Designated Official Planning Agencies and Community Transportation Coordinators, and others upon request.

*Rulemaking Authority 427.013(9) FS. Law Implemented 427.012(8), 427.013(3), (7), (8), (9), (12), (13), (16), 427.0135(1), 427.015(1) FS. History— New 5-2-90, Amended 6-17-92, 11-17-92, 1-4-94, 7-11-95, 5-1-96, 3-10-98, 12-6-09.*

# Commission For The Transportation Disadvantaged

## Proposed Rule: Is a SERC Required

Commission For The Transportation Disadvantaged  
Rule 41-2.007, F.A.C.

**Please remember to analyze the impact of the rule, NOT the statute, when completing this form.**

### I. Adverse Impact Determination

- a. Economic? (Check all that apply.)
- Increased fees to be paid by licensee, applicant, registrant, etc.
  - Increased costs of doing business (equipment, software, etc.)
  - Increased personnel costs (additional employees, insurance, overtime, training, etc.)
  - Decreased opportunity for profit (limits on fees, scope of business/practice, ability to partner with others, etc.)
- b. Non-economic? (Check all that apply.)
- Increased time and effort to comply (forms, tests, etc.)
  - Increased need for specialized knowledge (legal, technical, etc.)

If any of the above boxes are checked, answer "Yes," then continue to the next section. If no boxes are checked, answer "No," and skip to Section III below.  Yes  No **X**

### II. Small Business Determination

- a. Are any of the affected entities a "small business?" (Check all that apply.)
- 200 or less **permanent full-time** employees;
  - Net worth less than \$5 million (including value of affiliates);
  - Independently owned and operated (NOT a subsidiary of another entity); **AND,**
  - Engaged in a commercial enterprise?

If **ALL** of the preceding boxes are checked, answer "Yes," and skip to Section III below.

If you did not check **ALL** of the above boxes, check "No," then continue to the next qualification.

Yes  No

### b. Small Business Certification

- Does any affected entity have Small Business Administration 8(a) certification?
- Yes (see, [www.ccr.gov](http://www.ccr.gov))  No

If the answers to I and II are "Yes," the agency must prepare a SERC.

### III. Regulatory Cost Increase Determination

- Direct:
- a. Increased Regulatory Cost: 0
  - b. Number of Entities Impacted: 0
  - c. Multiply a. times b.: 0
  - d. Is c. greater than \$200,000?  Yes  No **X**
- Indirect:
- e. Any ascertainable indirect costs?  Yes  No **X**
  - f. Amount of Indirect Cost: 0
  - g. Number of Entities Impacted: 0
  - h. Multiply g. times f.: 0
  - i. Is h. greater than \$200,000?  Yes  No **X**
  - j. Is h. plus c. greater than \$200,000?  Yes  No **X**

If the answer to d., i., or j. is "Yes," the agency must prepare a SERC.

Prepared By (type name): Steve Holmes

Date (type date): 10/4/2012

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**To be certified by the agency head, if the agency is within the purview of the Governor; otherwise, certified by the agency's legal counsel or other appropriate person.**

Is a SERC required?  Yes  **No**

Name: \_\_\_\_\_  
Steve Holmes (Signature)

Title: Executive Director Date: \_\_\_\_\_

Phone: \_\_\_\_\_



#### **41-2.013 Transportation Disadvantaged Trust Fund.**

The Commission shall annually evaluate and determine each year's distribution of the Transportation Disadvantaged Trust Fund. Funds available through the Transportation Disadvantaged Trust Fund for non-sponsored transportation services and planning activities shall be applied only after all other potential funding sources have been used and eliminated. Grant funds shall not be used to supplant or replace funding of transportation disadvantaged services which are currently funded to a recipient by any federal, state, or local governmental agency. Monitoring of this mandate will be accomplished as needed by the Commission and all agencies funding transportation disadvantaged services. The use of minority-owned businesses is encouraged, utilizing the most recent certified companies published by the Department of Management Services. Funds deposited and appropriated into the Trust Fund will be utilized for:

(1) Commission administrative and operating expenses, including financial assistance, through a grant agreement, to designated official planning agencies to assist the Commission in implementing the program in each local area. ~~The Commission shall request budget authority to establish a reserve fund to be used when estimated revenues are not collected and for an emergency fund to be used for transportation disadvantaged services in times of natural disasters, discontinuance of services or as otherwise directed by Florida Commission for the Transportation Disadvantaged "Emergency Fund" Directives, dated July 1997 incorporated herein by reference.~~

(2) A Grants Program to provide for the funding of non-sponsored trips, including the purchase of capital equipment.

# Commission For The Transportation Disadvantaged

## Proposed Rule: Is a SERC Required

Commission For The Transportation Disadvantaged  
Rule 41-2.013, F.A.C.

**Please remember to analyze the impact of the rule, NOT the statute, when completing this form.**

### I. Adverse Impact Determination

- a. Economic? (Check all that apply.)
- Increased fees to be paid by licensee, applicant, registrant, etc.
  - Increased costs of doing business (equipment, software, etc.)
  - Increased personnel costs (additional employees, insurance, overtime, training, etc.)
  - Decreased opportunity for profit (limits on fees, scope of business/practice, ability to partner with others, etc.)
- b. Non-economic? (Check all that apply.)
- Increased time and effort to comply (forms, tests, etc.)
  - Increased need for specialized knowledge (legal, technical, etc.)

If any of the above boxes are checked, answer "Yes," then continue to the next section. If no boxes are checked, answer "No," and skip to Section III below.  Yes  No **X**

### II. Small Business Determination

- a. Are any of the affected entities a "small business?" (Check all that apply.)
- 200 or less **permanent full-time** employees;
  - Net worth less than \$5 million (including value of affiliates);
  - Independently owned and operated (NOT a subsidiary of another entity); **AND,**
  - Engaged in a commercial enterprise?

If **ALL** of the preceding boxes are checked, answer "Yes," and skip to Section III below.

If you did not check **ALL** of the above boxes, check "No," then continue to the next qualification.

Yes  No

### b. Small Business Certification

- Does any affected entity have Small Business Administration 8(a) certification?
- Yes (see, [www.ccr.gov](http://www.ccr.gov))  No

If the answers to I and II are "Yes," the agency must prepare a SERC.

### III. Regulatory Cost Increase Determination

- Direct:
- a. Increased Regulatory Cost: 0
  - b. Number of Entities Impacted: 0
  - c. Multiply a. times b.: 0
  - d. Is c. greater than \$200,000?  Yes  No **X**
- Indirect:
- e. Any ascertainable indirect costs?  Yes  No **X**
  - f. Amount of Indirect Cost: 0
  - g. Number of Entities Impacted: 0
  - h. Multiply g. times f.: 0
  - i. Is h. greater than \$200,000?  Yes  No **X**
  - j. Is h. plus c. greater than \$200,000?  Yes  No **X**

If the answer to d., i., or j. is "Yes," the agency must prepare a SERC.

Prepared By (type name): Steve Holmes

Date (type date): 10/4/2012

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**To be certified by the agency head, if the agency is within the purview of the Governor; otherwise, certified by the agency's legal counsel or other appropriate person.**

Is a SERC required?  Yes  **No**

Name: \_\_\_\_\_  
Steve Holmes (Signature)

Title: Executive Director Date: \_\_\_\_\_

Phone: \_\_\_\_\_



**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** October 25, 2012

**AGENDA ITEM:**

XI. Compressed Natural Gas

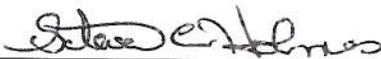
**BACKGROUND INFORMATION:**

Bobby Westbrook from the Department of Transportation and Bill Hancock of PESCO Peninsula-Energy will be providing informational presentations on compressed natural gas.

**ATTACHMENTS:**

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

For informational purposes only.



Steve Holmes  
Executive Director  
Date: October 25, 2012

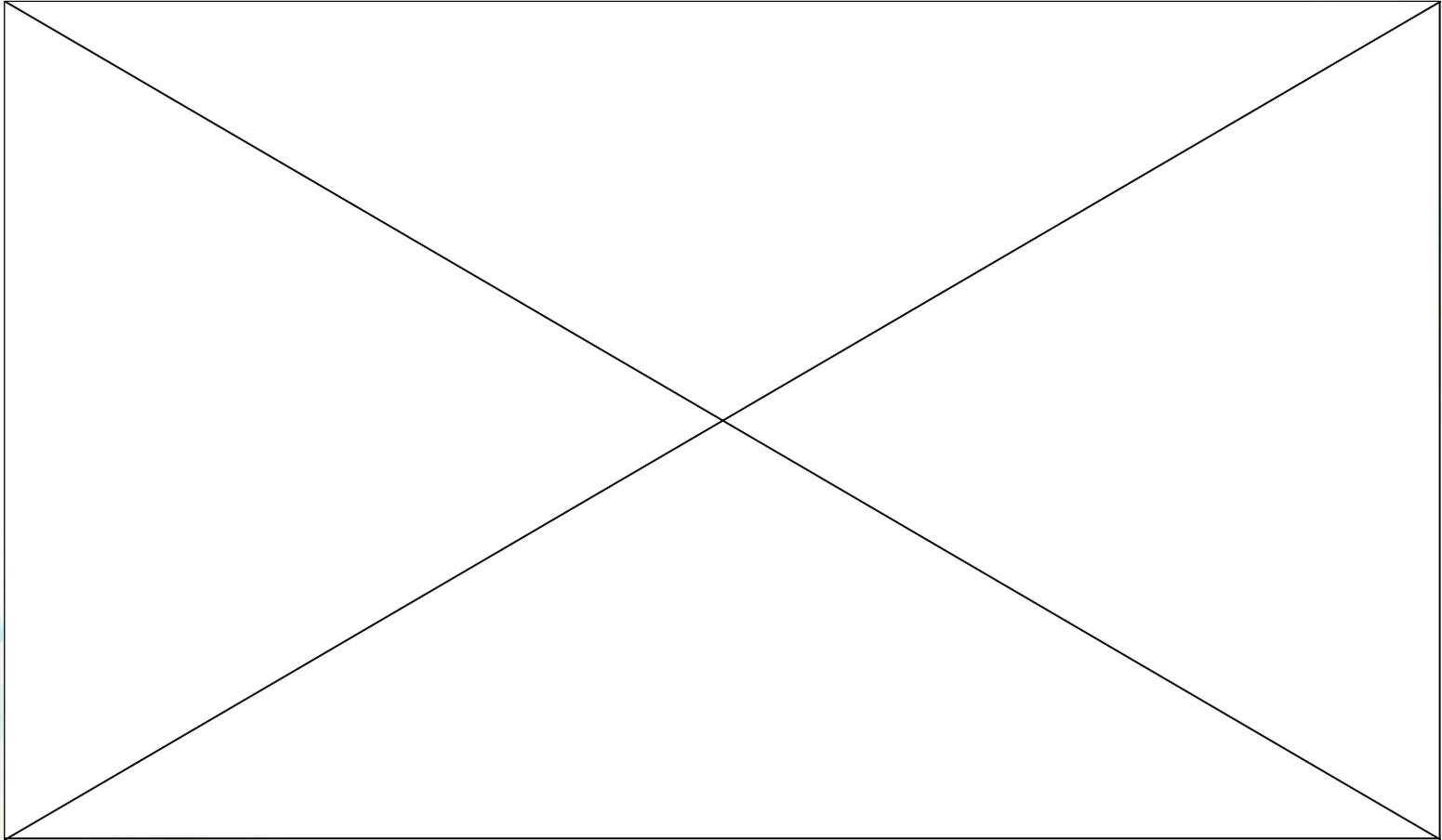
**ACTION TAKEN AT MEETING:**

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When you push on the pedal  
does it move  
your business  
forward?

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# WHY NOW?

CNG changes everything!

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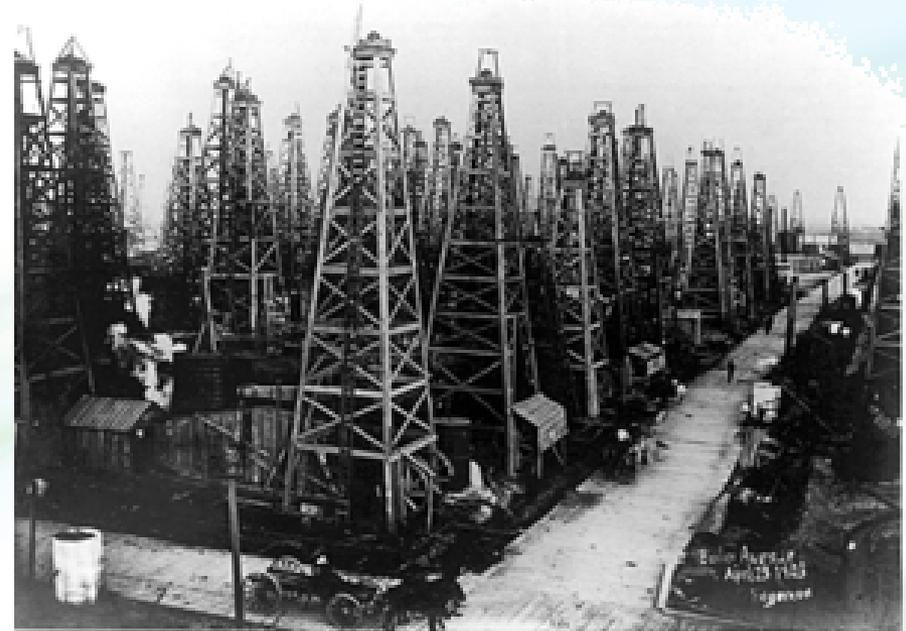
# A Dwindling Natural Resource



# A Domestic Heritage



1858 – Titusville, PA



1901 – Spindletop, TX

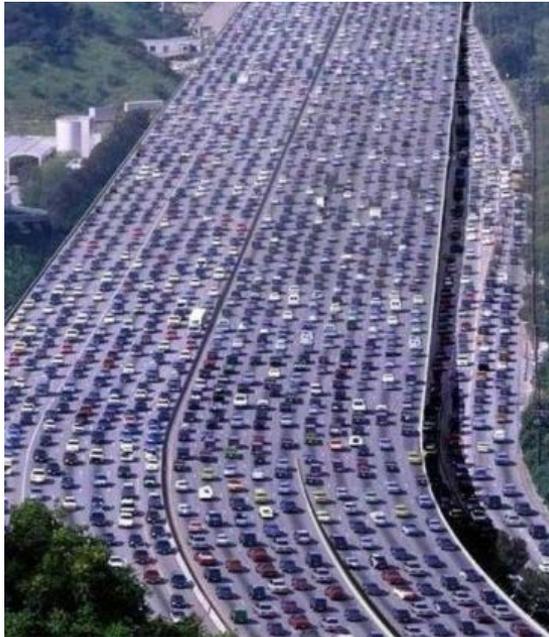
# A Global Market



# A Diverging Future



# More People (& More Cars)

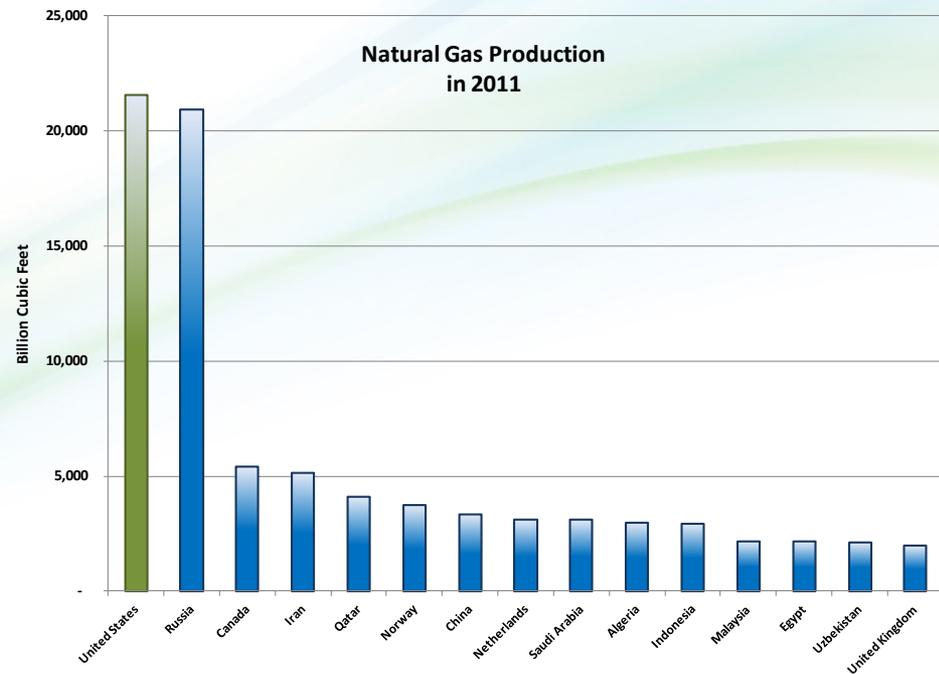
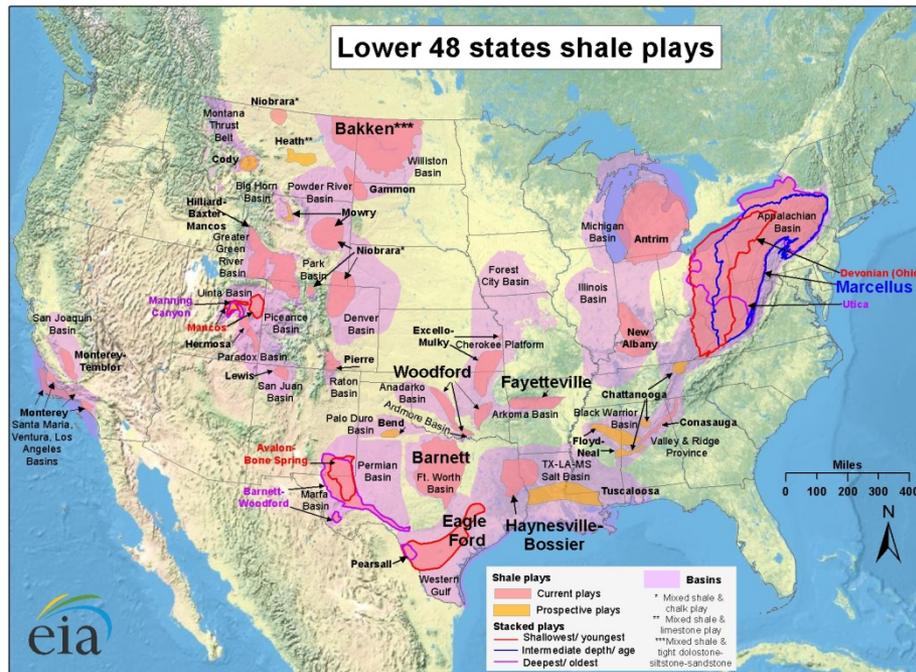


*“In 2011, Beijing residents purchased  
1900 cars per day.”*

*Worldwide vehicle ownership is  
expected to triple by 2030.”*



# Natural Gas is Domestic & Plentiful



*“The United States has more natural gas than Saudi Arabia has oil.”*

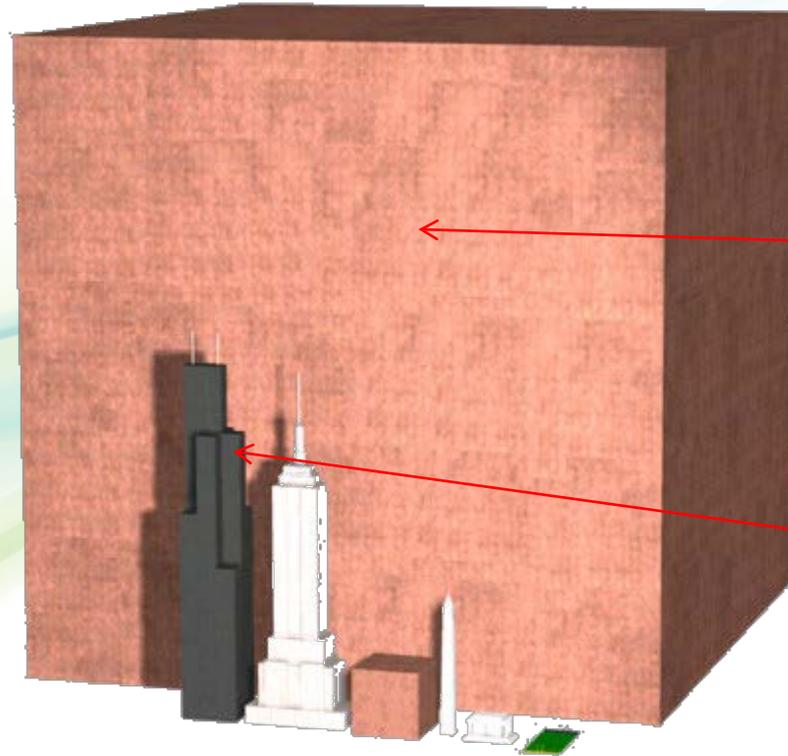
# How Much Gas is Available in North America?

2 Quadrillion Cubic Feet

2,000,000,000,000,000  $ft^3$



*That's  
Two  
Million  
Billion!*



*Those are  
pennies...*

*And that is  
the Sears  
Tower!*

# Natural Gas is a Less Expensive Fuel Source

**Diesel and Natural Gas**  
Price per Diesel Gallon



— Diesel (\$/Gallon)      — Natural Gas (\$/Gallon)



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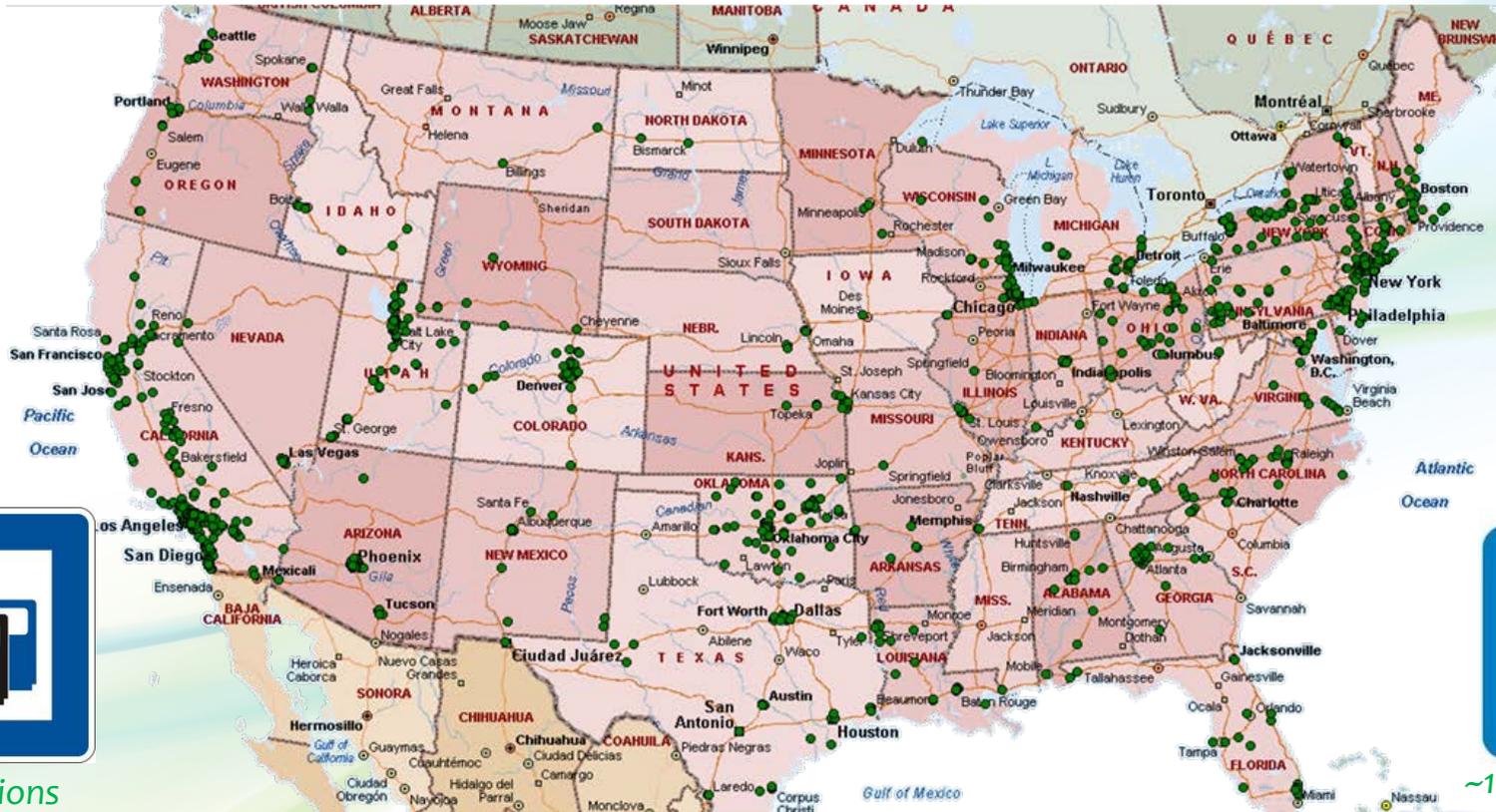
# IS CHANGE PRUDENT?

CNG is cheaper, safer, cleaner,  
abundant and proven!

---



# Gaining Momentum in the US



500 stations



~125,000 stations



# CNG is Safe

*CNG fuel tanks are approved by the US Department of Transportation and are much safer than traditional fuel tanks.*

*CNG tanks are able to:*

- Survive a drop from an 8-story building
- Resist the blast caused by a full stick of TNT
- Survive a 1500 degree fire
- Remain intact when shot by a bullet from a high-powered rifle



*Natural gas is lighter than air. When released it dissipates into the atmosphere, quickly moving up and away from its source. Natural gas has an ignition temperature that is 2 times higher than that of motor gasoline and a narrow range of flammability. In concentrations below 5% and above 15%, natural gas cannot ignite.*

*In each of the test cases listed above, the pressure relief valve vented the contents of the tank safely into the atmosphere without combustion. This is specifically how the tank was designed to perform.*

# CNG is Clean

“Natural gas emits 70% less carbon monoxide (CO) and  
87% less nitrogen oxide (NO<sub>x</sub>) than unleaded gasoline”

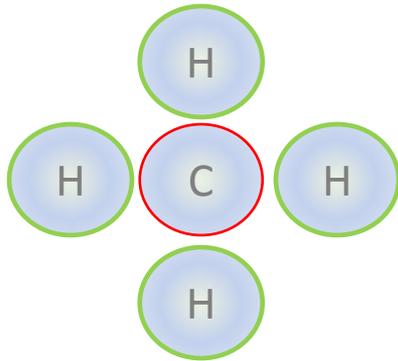


This CNG  
Hummer

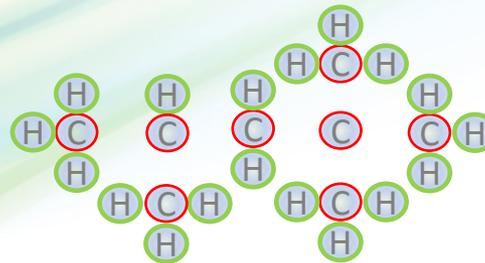
is cleaner than

this Smartcar

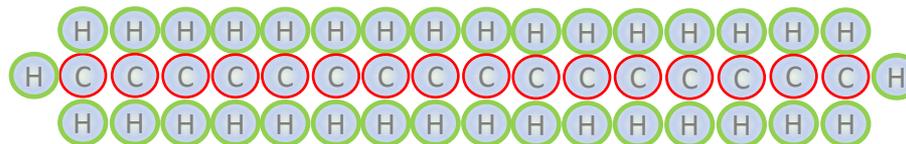
# A Closer Look at Clean



Natural Gas



Unleaded Gasoline

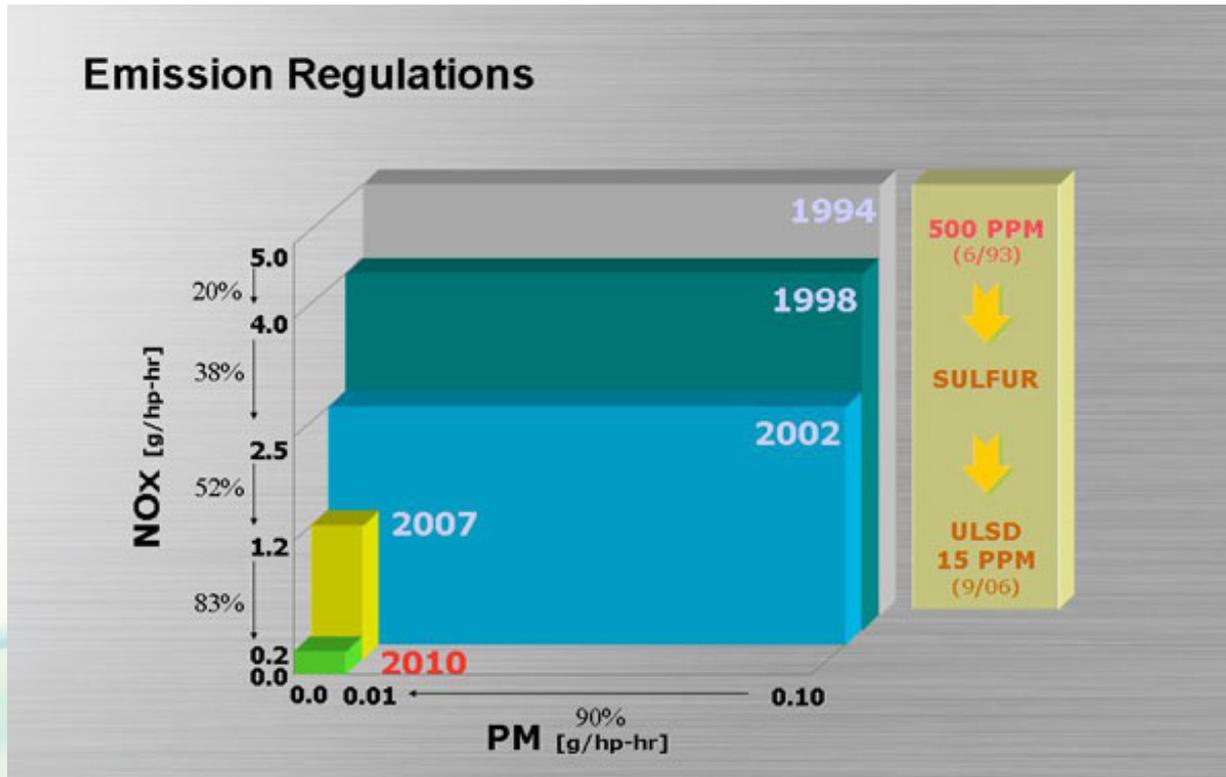


Diesel Motor Fuel

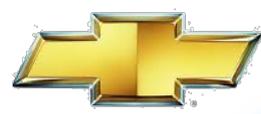


*Natural Gas engines produce over 80% less emissions than the cleanest diesel engines.*

# Standards Are Tightening



# CNG is Supported



CHEVROLET



DODGE

# Why do we still use this?



---

# HOW CAN I PARTICIPATE?

CNG conversion is simple and the benefits are substantial!

---



# Our Goal



# Sources of Load

## Refuse Fleets



## Warehouse Trucks



## Supplemental Load

- Gasoline engines
- New vehicles or conversions
- Supplemental loads may pay royalty to anchor

## Cargo Vans/Delivery Trucks



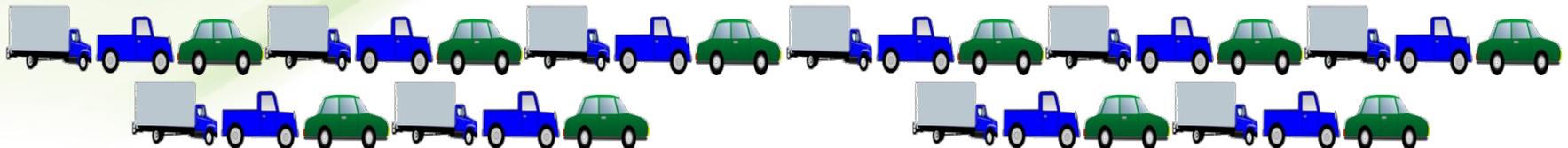
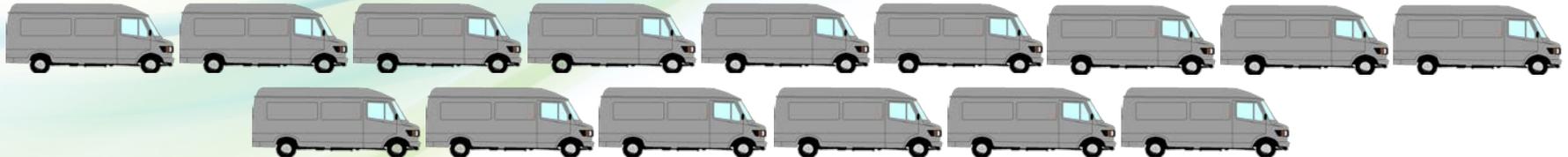
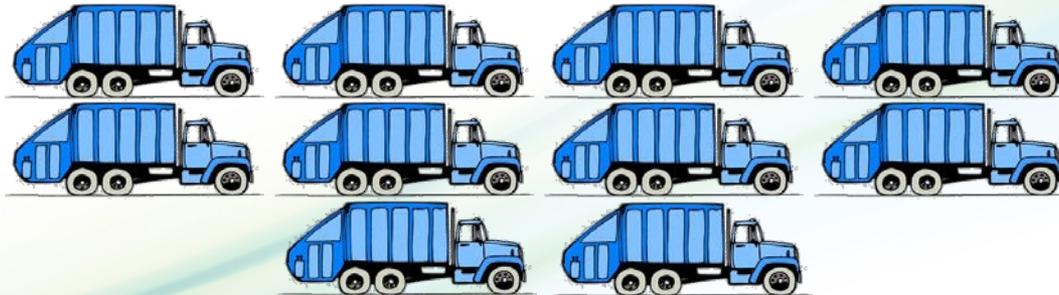
## Foundational Load

- Diesel trucks
- New vehicles or fuel blending
- Anchor tenant may receive royalty as additional incentive

## Small Fleets/Individuals

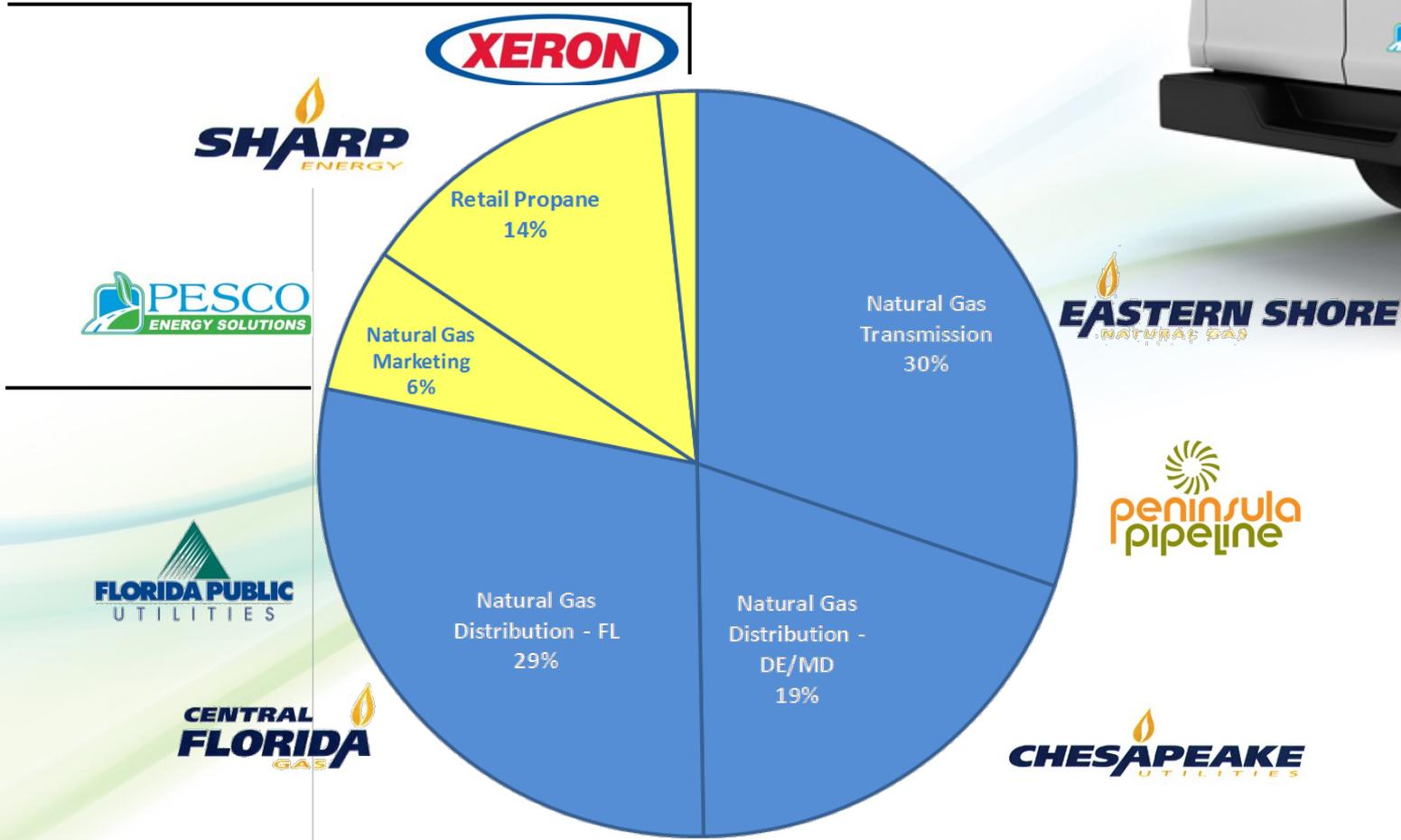


# Creating an Asset for Your Community



# Chesapeake Utilities

Unregulated Business Units:





Our Community  
works together...



We choose CNG!

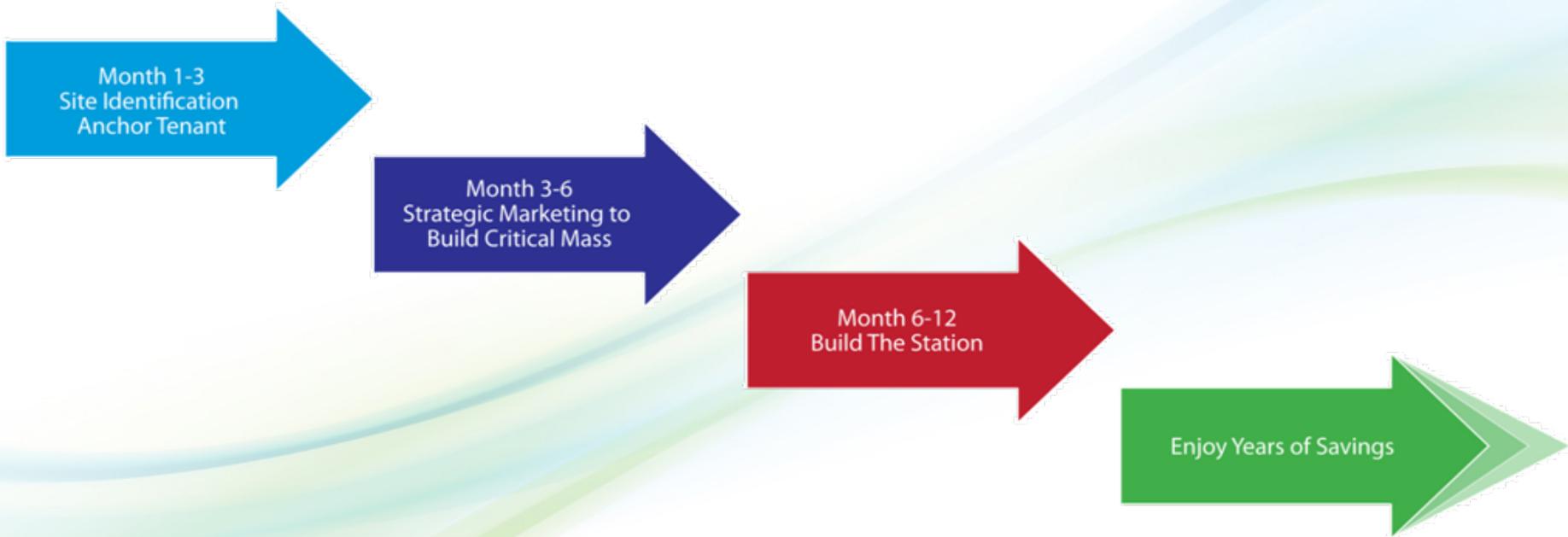
# Grove Energy

# Delivering for the Community



- The 3% Commitment
  - An integrated philanthropic approach to give to the communities in which we work
- Giving back to the community and its citizens
  - 1% of first-year station net income
  - 1% of net assets cost of the completed station
  - 1% of our employees' time
- Station anchors receive the benefit of *Community Goodwill*

# Steps to a Transaction



This is **Not** the future



This **Is**



## The Alternative Energy with Proven \* Results:

80% cleaner

200% safer

at least 30% Less Expensive

And using Abundant, American Natural Gas

### What's not to like?

*"Results" based on comparison to conventional fuels. "Clean" is based on particulate emissions. "Safe" based on ignition temperature. "Less Expensive" is based upon current savings available.*



*Fill your tank with savings!*

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** October 25, 2012

**AGENDA ITEM:**

XII. Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21)

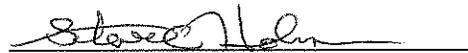
**BACKGROUND INFORMATION:**

On July 6, 2012, President Obama signed into law P.L. 112-141, the Moving Ahead for Progress in the 21st Century Act (MAP-21). Liz Stutts from the Department of Transportation will be providing an informational presentation on this Act and its relationship with Florida's Coordinated System.

**ATTACHMENTS:**

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

For informational purposes only.



Steve Holmes  
Executive Director  
Date: October 25, 2012

**ACTION TAKEN AT MEETING:**

**MAP – 21 FACT SHEET**  
**5310 Program**  
**Enhanced Mobility of Seniors and Individuals with Disabilities**

This program is intended to enhance mobility for seniors and persons with disabilities by providing funds for programs to serve the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary paratransit services.

**Eligible subrecipients**

- Eligible subrecipients include private nonprofit organizations providing transportation to elderly persons and persons with disabilities, and to public bodies approved by the State to coordinate services for elderly persons and persons with disabilities (i.e., the CTC). Recipients must be either the CTC or providing service under the terms of a coordination agreement or transportation operator contract with a CTC.

**Eligible activities**

- At least 55% of the funds awarded must be used on capital projects that are public transportation projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable.
- The 55% is a floor. Recipients may use more or all of their Section 5310 funds for capital projects.
- The remaining 45% **may be** used for:
  - Public transportation projects that exceed the requirements of the ADA.
  - Public transportation projects that improve access to fixed-route service and decrease reliance by individuals with disabilities on complementary paratransit.
  - Alternatives to public transportation that assist seniors and individuals with disabilities.

**Funding shares**

- Capital projects will remain 80% federal – 10% state – 10% local in the State administered program. Vehicles awarded under this program will still be ordered off of TRIPS Contracts and the order must be submitted to the TRIPS Order Specialist at CUTR.
- Operating projects, if selected and awarded by FDOT, will be 50% federal – 50% local.
- The State may transfer apportioned funds between the small urbanized areas and the rural areas if it can certify that the needs are being met in the area to which the funds were originally apportioned.
- There is no provision to allow the transferring of funds from large urbanized areas to either small urbanized or rural areas.

### **Continuing provisions**

- Local share may be derived from other federal (non-DOT) transportation sources.
- Subrecipients must certify that projects selected are included in a locally developed, coordinated public transit-human services transportation plan. The plan must undergo a development and approval process that includes seniors and people with disabilities, transportation providers, among others, and is coordinated to the maximum extent possible with transportation services assisted by other federal departments and agencies.
- A State and/or Project Management plan must be submitted to FTA prior to the awarding of funds. The plan outlines how the designated recipient manages the program and makes funding award decisions. The plan also includes how the designated recipient provides “satisfactory continuing control” of federal assets.

### **Designation Process for Large Urban Areas**

- Large urbanized areas (population over 200,000) will require a new designation process for the 5310 Program.
- An MPO, State, or another public agency may be a preferred choice based on local circumstances.
- If the State is chosen as the designated recipient for a large urbanized area, funds apportioned to the large urbanized area must be allocated to agencies within the urbanized area.
- The designation of a recipient shall be made by the governor (FDOT is the designee for the Governor for FTA programs) in consultation with responsible local officials and publicly owned operators of public transportation.
- When the local transit agencies and responsible local officials choose a designated recipient, a letter seeking concurrence, with the appropriate documentation, is sent to FDOT.
- FDOT will provide a concurrence letter and the supporting documentation to FTA requesting the designation of the locally selected designated recipient.

**MAP – 21 FACT SHEET**  
**5311 Program**  
**Formula Grants for Rural Areas**

This program provides capital, planning, and operating assistance to support public transportation in rural areas with populations less than 50,000, where many residents often rely on public transit to reach their destinations.

**Eligible Subrecipients**

- Eligible subrecipients include political subdivisions of the State of Florida and agencies thereof; Indian Tribes; and private non-profit agencies designated as Community Transportation Coordinators (CTC) in accordance with Chapter 427, Florida Statutes. Private-for-profit CTCs and private-non-profit agencies who are not CTCs may submit project requests through an eligible sub-recipient

**Eligible Activities**

- Planning, capital, operating, job access and reverse commute projects previously eligible under the JARC program, and the acquisition of public transportation services.
- A JARC project is defined as a transportation project to finance planning, capital and operating costs that support the development and maintenance of transportation services designed to transport welfare recipients and eligible low-income individuals to and from jobs and activities related to their employment, including transportation projects that facilitate the provision of public transportation services from urbanized areas and rural areas to suburban employment locations.
- There is no set-aside or cap for JARC projects.
- In order to receive funding for a job access and reverse commute project under this provision, the project must be identified by the State as job access and reverse commute project in the annual Program of Projects.
- An eligible subrecipient may apply on behalf of another provider not meeting the eligibility criteria for a job access and reverse commute project. The sub-recipient will be responsible for ensuring that the third-party applicant meets all federal and state program requirements.

**Funding shares**

- Planning and capital projects are funded at 80% federal – 20% local.
- Operating assistance is funded at 50% federal – 50% local.
- Part of the formula is now based on non-urbanized vehicle revenue miles, making NTD reporting information part of the formula.

**Changes with MAP – 21**

- Low-income populations in rural areas are now incorporated as a formula factor, similar to the repealed Job Access and Reverse Commute Program.
- Vanpool fares may now be used as local match under certain circumstances.
- Creation of bus and bus facilities capital program for rural areas.
- Sub-recipients of bus and bus facilities capital funds must have a transit asset management plan.

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** October 25, 2012

**AGENDA ITEM:**

XIII. Forecasting Paratransit Services Demand

**BACKGROUND INFORMATION:**

With the growing population of seniors and persons with disabilities seeking more mobility opportunities, there needs to be an up to date toolkit for transportation agencies to forecast demand for transportation disadvantaged customer markets. The National Center for Transit Research at the Center for Urban Transportation Research is assessing the current Florida and national methodologies and techniques and documenting best practices. CUTR will be identifying new analytical tools for forecasting the demand of transportation disadvantages services. This research will result in the development of an updated "Methodology Guidelines for Forecasting TD Transportation Demand Estimation" for Florida's Paratransit market segments for the Commission, fixed route ADA paratransit service provides and other non-TD/non-ADA markets, such as seniors. Jay Goodwill will be providing an informational presentation.

**ATTACHMENTS:**

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

For informational purposes only.



Steve Holmes

Executive Director

Date: October 25, 2012

**ACTION TAKEN AT MEETING:**

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** October 25, 2012

**AGENDA ITEM:**

XIV. Mobility Management

**BACKGROUND INFORMATION:**

United We Guide is a program developed by a consortium of state agencies and organizations working together to assist Floridians age 60 and older with access to local transportation safety and mobility options. The Commission will be entering into a contract with the Safety Office of the Department of Transportation to support the statewide United We Guide Program. John Irvine, Project Manager with the Commission, will be providing an overview of the program.

**ATTACHMENTS:**

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

For informational purposes only.



Steve Holmes  
Executive Director  
Date: October 25, 2012

**ACTION TAKEN AT MEETING:**

## **United We Guide – Statewide Mobility Management Project – UPDATE**

**October 19, 2012**

- The United We Guide model of mobility management will focus on the movement of people rather than vehicles and on the entire trip, not just one mode or another. Through the United We Guide Mobility Manager program, a mobility manager is defined to be: “someone who works with local agencies to help coordinate the travel and trip planning needs of individuals who receive human service program assistance or are seeking alternative transportation services or need access to local transportation safety information and resources.”
- Submitted Grant Application to FDOT by Sept. 30, 2012 deadline. Currently awaiting grant approval.
- Job Description for the Statewide Mobility Manager position has been completed and will be advertised soon. This will be a contract position under the general supervision of the Florida Commission for the Transportation Disadvantaged with input from the Florida Department of Transportation and the multi-disciplinary United We Guide Team.
- We are hopeful to have grant approval and position hired within next 30 days.
- The grant application included funding to support the current United We Guide Projects -Capitol Region Mobility Management and the St Johns Mobility Management Program. These projects will be managed through a contract with the CTD.
- The grant funds are from FDOT’s Safety Office, who receives them from the federal government. The grant will be based upon the Federal fiscal year Oct 1-Sept 30.
- The first year of this project will be primarily focused on establishing the program, development of operational guidelines and training materials. Additionally, delivering presentations throughout the state to market the program and support the existing mobility management projects.

**State of Florida**  
**Commission for the Transportation Disadvantaged**  
**Commission Business Meeting**

**MEETING DATE:** October 25, 2012

**AGENDA ITEM:**

XV. Executive Director's Report

**BACKGROUND INFORMATION:**

Executive Director Steve Holmes will provide an update of staff activities.

**ATTACHMENTS:**

**EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:**

For information only.



Steve Holmes

Executive Director

Date: February 3, 2012

**ACTION TAKEN AT MEETING:**

**Transportation Disadvantaged - State Budget (non-Medicaid)**

(as of 10/03/12)

| Revenues                               | FY13-14 LBR       | FY12-13 BUDGET            |                  |
|--|-------------------|---------------------------|------------------|
| HSMV (Registration Fees)               | 20,655,068        | 19,754,000                |                  |
| HSMV (Parking Permits)                 | 257,817           | 253,134                   |                  |
| HSMV (Voluntary \$)                    | 19,085            | 18,738                    |                  |
| DOT (Dedicated District Revenue)       | 3,000,000         | 3,000,000                 |                  |
| DOT (DP Transit Office)                | 3,000,000         | 3,000,000                 |                  |
| DOT (DP Transit Office)                | 1,400,000         | 1,400,000                 |                  |
| DOT (Block Grant) (15% of 15% of STTF) | 13,256,356        | 12,463,078                |                  |
| SB 1998                                | 10,000,000        |                           |                  |
| Interest (est)                         | 582,282           | 582,282                   |                  |
|  |                   | 5,000,000 (Non-recurring) |                  |
| <b>Total Revenues (state)</b>          | <b>52,170,608</b> | <b>45,471,232</b>         | <b>6,699,376</b> |
|  |                   |                           |                  |
| Expenditures                           | FY13-14 LBR       | FY12-13 BUDGET            |                  |
| Salary and Benefits                    | 864,470           | 864,470                   |                  |
| OPS                                    | 26,600            | 26,600                    |                  |
| Expenses                               | 354,325           | 358,155                   |                  |
| OCO                                    | 10,000            | 10,000                    |                  |
| Contracted Services                    | 306,530           | 306,530                   |                  |
| Equipment                              | 3,830             |                           |                  |
| Trip & Equip (108846)                  | 50,604,853        | 43,004,810                |                  |
|  |                   |                           |                  |
| Trip and Equipment                     | 47,663,920        |                           | 39,763,962       |
| Planning Grants                        | 1,521,848         |                           | 1,521,848        |
| Shirley Conroy                         | 1,400,000         |                           | 1,400,000        |
| Voluntary Dollars                      | 19,085            |                           | 19,000           |
| Hillsborough ARC                       | 0                 |                           | 300,000          |
|  | 50,604,853        |                           | 43,004,810       |
| <b>Total</b>                           | <b>52,170,608</b> | <b>44,570,565</b>         |                  |
|  |                   | 7,600,043                 |                  |

## Commission for the Transportation Disadvantaged 2013 Meeting Event Schedule

| <i>Date</i>         | <i>Event</i>                     | <i>Location</i>                |
|---------------------|----------------------------------|--------------------------------|
| March 21            | Transportation Disadvantaged Day | The Capital<br>Tallahassee, FL |
| March 22            | Business Meeting                 | Tallahassee, FL                |
| May 21              | Business Meeting                 | Green Cove Springs, FL         |
| July 29 or August 5 | 21st Annual TD Conference        | Orlando or Daytona Beach       |
| July 31 or August 7 | Business Meeting                 | Orlando or Daytona Beach       |
| December 10         | Business Meeting                 | Bartow, FL                     |