



Citrus County Transportation Disadvantaged Local Coordinating Board

Thursday, February 11, 2021 at 10:30 a.m.

MEETING LOCATION:

Citrus County Transit Center, 1300 S Lecanto Highway, Lecanto, FL

The meeting is also being offered via ZOOM Webinar

You may attend this meeting from a PC, Mac, iPad, iPhone, or Android device:
Please register in advance for this webinar at the URL listed below:

https://hernandoclerk.zoom.us/webinar/register/WN_8cj5rQrTPOOcCEG4xX9Jw

AGENDA

A CALL TO ORDER

1. Moment of Silence
2. Pledge of Allegiance
3. Introduction of Committee Members and Staff
4. Declaration of Quorum

B APPROVAL/MODIFICATION OF AGENDA – Board/Staff comment only

C ANNUAL BOARD ORGANIZATION

1. Nomination and Election of 2021 Vice-Chairperson
2. Grievance Committee Membership Appointments

D REVIEW/APPROVAL OF MINUTES – 8/20/2020

E CORRESPONDENCE/INFORMATIONAL ITEMS

1. Commission for the Transportation Disadvantaged (CTD) 12/16/20 Meeting
2. Commission for the Transportation Disadvantaged (CTD) 10/28/20 Meeting
3. 2020 Legislative Policy Positions – State Transportation Trust Fund
4. Voting Conflict information
5. Member Vacancies
6. Calendar for 2021

F ACTION ITEMS

1. Annual Operating Report
2. Annual Bylaws

G CITRUS COUNTY TRANSIT – Lori Hall

1. Quarterly report

H KEY TRAINING CENTER – Theresa Flick

I CITIZEN COMMENTS

J COMMITTEE MEMBER COMMENTS/UPDATES

K ADJOURNMENT AND NEXT MEETING – The LCB Annual Public Workshop, and Regular Meeting will be held on Thursday May 20, 2021, at 10:30 a.m. and 10:45 a.m. respectively at Citrus County Transit Center, 1300 S Lecanto Highway, Lecanto, FL

The meeting agenda and back-up materials are available online at:

www.hernandocounty.us/hernandocitrusmpo.

C ANNUAL BOARD AND COMMITTEE ORGANIZATION

1. Nomination and Election of LCB Vice-Chairman

Pursuant to the Transportation Disadvantaged Local Coordinating Board Bylaws, the Board shall hold a meeting at the beginning of the calendar year for the purpose of electing a Vice-Chairman by a majority vote from the quorum present. The Chairman is appointed by the Citrus County Board of County Commissioners. Commissioner Ruthie Davis Schlabach has been appointed to serve as the LCB Chairman for 2021.

In the event of the Chairman's absence, or at the direction of the Chairman, the Vice-Chairman shall assume the duties of the Chairman and conduct the meetings.

The 2020 Vice-Chairperson was David Douglas.

STAFF RECOMMENDATION: Nominate and elect a Vice-Chairperson for 2021

C ANNUAL BOARD AND COMMITTEE ORGANIZATION

2. Grievance Committee

A Grievance Committee is appointed at the first meeting of the new calendar year. The committee would meet on an as-needed basis to address service or policy issue grievances. . The current membership is listed below:

- David Douglas Citizen Advocate/System User for Citrus County
- William Burda, Citizen Advocate
- Stephen Brown, Citizen Advocate for Disabled
- Jeffrey Aboumrad representing the Florida Division of Vocational Rehabilitation
- Sandra Woodard, representing Agency Services for Children at Risk

STAFF RECOMMENDATION: It is recommended that the LCB appoint/reappoint committee members as appropriate for the 2021 calendar year.

D REVIEW OF MINUTES

The minutes from the Thursday, August 20, 2020 Meeting are attached for review and approval.

Attachment: Meeting Minutes from Thursday, August 20, 2020

**CITRUS COUNTY
TRANSPORTATION DISADVANTAGED
LOCAL COORDINATING BOARD
August 20, 2020 Minutes**

The Citrus County Transportation Disadvantaged Local Coordinating Board (LCB) held a public meeting on August 20, 2020 via ZOOM Webinar. The meeting was advertised in the Citrus Chronicle and the agenda was available on the MPO Website.

MEMBERS PRESENT:

Jimmie T. Smith, Citrus County Commissioner
David Douglas, Citrus County, Public Transit User
Beverly Isabelle, Daystar Life Center
Elizabeth Watson, Persons with Disabilities Agency
Tamyika Young, Florida Agency for Health Care Administration
Sandra Woodard, Local Representative Children at Risk
Ginger West, Florida Association for Community Action
William Burda, Citrus County Citizen Advocate
Stephen Brown, Citrus County Resident, Disabled
Tracy Noyes, Florida Department of Transportation
Christine Mestrovich, Career Source, Regional Workforce Development Board
Jeffrey Aboumrad, Florida Division of Vocational Rehabilitation
Katie Lucas, Local Representative Medical Community

MEMBERS ABSENT:

Terence Garrity, Private For-Profit Transportation
Marilyn Farmer, Public Education Community

OTHERS PRESENT:

Steve Diez, MPO Executive Director
Carlene Riecscs, Transportation Planner III
Terri Saenz, Administrative Assistant III
Cayce Dagenhart, Transportation Planner II
Lon Frye, Citrus County Transit Director
Theresa Flick, Director, Key Training Center

A. CALL TO ORDER

Chairman Smith called the regular meeting of the LCB to order at 10:31am.

B. APPROVAL OF THE AGENDA

Motion: Sandra Woodard moved to approve the agenda, a second was made by Katie Lucas and the motion carried unanimously.

C. REVIEW/APPROVAL – May 21, 2020 Minutes

Motion: Dave Douglas moved to approve the May 21, 2020, LCB minutes which included the workshop and regular meeting as presented. A second was made by Katie Lucas and the motion carried unanimously.

D. CORRESPONDENCE/INFORMATIONAL ITEMS

1. Commission for the Transportation Disadvantaged (CTD) Update

Mr. Diez mentioned that the full packet of the CTD business meeting of June 8, 2020 can be found by clicking on the link in the agenda packet. The Innovation and Service Grant for Citrus County Transit was awarded in the amount of approximately \$51,548 to expand veterans service to The Villages, Tampa and King's Row. It is estimated to provide about 600 trips annually.

2. Advantage Ride Pilot Program Support Letter to the CTD

The Planning Agency sent a letter in support of the program and a copy can be found in your packet.

3. Complaint Letter – Dianne Rucker

Mr. Diez stated the CTD requested that the MPO staff invite Ms. Rucker to this meeting. Letters were sent as well as an agenda packet.

Mr. Frye addressed her letter with their Assistant County Administrator. He noted that Ms. Rucker was never trespassed. They had not heard from her for about 4 months and they considered her concerns being addressed.

Mr. Diez stated the matter should be closed and that status be conveyed to Kyle Mills with the Commission for the Transportation Disadvantaged.

4. Annual Operating Report (AOR)

Mr. Diez expressed that this report is due September 15th of every year and that it involves data from the CTC's, their contractors, etc. on trips, mileage, revenue, etc., however the CTD website has had problems so the deadline has been extended. We will have an update at the November LCB meeting.

E. CITRUS COUNTY TRANSIT – Lon Frye

1. Quarterly Report

Mr. Frye revealed that their quarterly report is unprecedented due to the pandemic and the challenges they faced. They shut down all deviated routes and put all assets into paratransit services as well as extended the hours from 6am to 6pm. They also suspended fares due to the pandemic and state of emergency.

2. Current and Future Changes

Mr. Frye continued that operationally paratransit fares are suspended with same day trips. With paratransit trips they can control number of people on the bus which allows for social distancing. They are assisting with Meals on Wheels (food delivery) and taking precautions to clean interior of buses.

They have noticed a new influx of passengers using transit for employment over the past 6 weeks.

If they have the ability of expanding their day to make more trips happen, they intend to do so. This will be a management decision with no increase to staffing or hours. They are exclusively doing home pickup currently and have been able to manage their overtime.

All drivers are required to wear masks and they are highly encouraging the passengers to wear them while on the bus.

They have discontinued service to the Homosassa route due to equity issues serving different areas, leaving them to service all areas equally.

Veterans trips through the TD grant are done to Tampa on Tuesday, Gainesville on Wednesday, and The Villages on Thursday. These are all with home pickup and very liberal, e.g., trip to Tampa on Friday if they have resources.

F. KEY CENTER UPDATE -- Theresa Flick

Theresa Flick from the Key Center informed the group that they have had no positive COVID Cases among their residents, however 4 of their staff did test positive. The residents and clients are strongly encouraged to wear face masks.

They are complying with physical distancing and have gradually seen an increase in attendance in people coming to the day program, which has increased their transportation services.

Chairman Smith commended Ms. Flick on their ability to have zero cases.

G. CITIZEN COMMENTS

There were no citizen comments

H. COMMISSION MEMBER COMMENTS

Sandra Woodard with the Early Learning Coalition of the Nature Coast mentioned that their Child Safety Program (Car Seat Program) was shut down due to COVID and now the Child Passenger Coordinator, Sue Littnan has retired, so there will be no more program. She does not foresee it being reinstated. There are other entities within the county that do help with that program and that

have trained installers, e.g., local sheriff's office, and limited ability with the health department and Healthy Start program that serves children and families. The statewide entity that oversees that program is the Florida Safe Kids Coalition.

Chairman Jimmie Smith announced this will be his last meeting.

I. MPO COMMENTS

Mr. Diez stated the next MPO meeting will be on September 10th in Brooksville and the next LCB meeting will be on November 19, 2020.

J. ADJOURNMENT AND NEXT MEETING

ADJOURNMENT AND NEXT MEETING: The next regular meeting of the LCB is scheduled for Thursday, November 19, 2020, at 10:30 a.m. tentatively at Citrus County Transit Center, 1600 Lecanto Highway, Lecanto, FL

The meeting agenda and back-up materials are available online at:

www.hernandocounty.us/hernandocitrusmpo

There being no further business to discuss, Chairman Smith adjourned the LCB meeting at 11:00am.

E CORRESPONDENCE/INFORMATION ITEMS

- 1 Commission for the Transportation Disadvantaged (CTD) – December 16, 2020,
 Business Meeting

For the LCB's information, attached please find a copy of the December 16, 2020, CTD business meeting agenda.

On an annual basis, the CTD prepares a report summarizing operation information for the State of Florida, and for each county. The summaries are being provided.

Full agendas for the Commission for the Transportation Disadvantaged can be found on their website. [20201216-CTD-Business-Agenda-Draft \(fdot.gov\)](https://www.fdot.gov/20201216-CTD-Business-Agenda-Draft)

Attachments: 12/16/20 Agenda, operational reports

COMMISSION FOR THE TRANSPORTATION DISADVANTAGED



Business Meeting Agenda December 16, 2020 1:30PM until Completion

*Marion Hart, Chairman
Dr. Phillip Stevens, Vice-Chairman
Renee Knight, Commissioner
Christinne Rudd, Commissioner
Dr. Robin Tellez, Commissioner
Mike Willingham, Commissioner*

GoToMeeting Webinar:
<https://global.gotomeeting.com/join/709216101>
Alternative Conference Call-In Number:
888-585-9008; Conference Code: 837-653-349

Item #	Agenda Item	Speaker(s)
I.	Call to Order	Chairman Marion Hart
II.	Pledge of Allegiance	Chairman Marion Hart
III.	Introduction of Commissioners and Advisors	Commissioners and Advisors
IV.	Public Comments (Comments limited to the current agenda items)	Public
Action Items		
V.	Approval of October 28, 2020 Meeting Minutes	Chairman Marion Hart
VI.	Community Transportation Coordinator Designation for Monroe County	Venessa Naranjo, Health Council of South Florida
VII.	2020 Annual Performance Report	David Darm
VIII.	2021 Commission Business Meeting Calendar	Chairman Hart
Information Items		
IX.	Executive Director Report	David Darm

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|-----|---|----------------------------|
| X. | Commissioner and Advisor Reports | Commissioners and Advisors |
| XI. | Public Comments | Public |
| XI. | Commissioner and Advisor Closing Comments | Commissioners and Advisors |
| X. | Adjournment | Chairman Hart |

Next Meeting: March 29, 2021

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. This meeting will be recorded and a summary of the discussion will be published at a future date.

Members of the public interested in speaking during the "Public Comments" segments are encouraged to complete the attached public comment card and return to David Darm prior to the meeting date at: David.Darm@dot.state.fl.us. The chairman will call on each speaker in the order public comment cards are received. Public comments are limited to five (5) minutes per speaker.

In accordance with the Americans with Disabilities Act (ADA), and Chapter 286.26, Florida Statutes, persons in need of special accommodation to participate in the meeting (including an agenda) shall email David Darm or contact our office listed below, at least 48 hours before the meeting:

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.

FISCAL YEAR 2019-2020 STATEWIDE SUMMARY

Contact: Florida Commission for the
 Transportation Disadvantaged
 605 Suwannee Street, MS 49
 Tallahassee, FL 32399-0450
 850-410-5700
 800-983-2435

Website: <https://ctd.fdot.gov>

Demographics	Number
Statewide Population	20,901,636
Unduplicated Head Count	259,473



Trips By Type of Service	2018	2019	2020
Fixed Route (FR)	11,150,598	10,063,915	8,109,202
Deviated FR	701,241	576,343	437,359
Complementary ADA	0	2,758,483	2,472,749
Paratransit	10,617,336	7,448,940	5,173,999
TNC	0	24,500	21,470
Taxi	0	188,693	150,612
School Board (School Bus)	45,678	26,265	14,982
Volunteers	0	16,224	10,234
TOTAL TRIPS	22,514,853	21,103,363	16,390,607

Passenger Trips By Trip Purpose	2018	2019	2020
Medical	4,744,140	4,387,367	3,405,522
Employment	3,752,285	3,025,009	2,485,224
Ed/Train/DayCare	2,805,745	3,232,580	2,539,793
Nutritional	3,925,897	1,908,632	1,390,337
Life-Sustaining/Other	7,286,786	8,549,775	6,569,731
TOTAL TRIPS	22,514,853	21,103,363	16,390,607

Passenger Trips By Revenue Source	2018	2019	2020
CTD	10,669,884	9,941,361	7,679,816
AHCA	574,430	331,430	301,787
APD	1,441,942	1,379,161	861,555
DOEA	611,331	638,836	483,883
DOE	228,920	174,085	170,528
Other	8,988,346	8,638,490	6,893,038
TOTAL TRIPS	22,514,853	21,103,363	16,390,607

Trips by Provider Type	2018	2019	2020
CTC	14,487,753	13,107,576	10,059,065
Transportation Operator	4,068,352	4,498,188	3,789,792
Coordination Contractor	3,958,748	3,497,599	2,541,750
TOTAL TRIPS	22,514,853	21,103,363	16,390,607

Vehicle Data	2018	2019	2020
Vehicle Miles	99,057,595	95,241,016	75,325,995
Roadcalls	2,592	4,140	3,574
Accidents	457	497	520
Vehicles	4,105	4,580	4,779
Drivers	6,177	6,831	7,205

Financial and General Data	2018	2019	2020
Expenses	\$284,081,695	\$302,854,277	\$291,219,584
Revenues	\$274,544,299	\$301,051,923	\$296,229,425
Commendations	5,064	4,114	3,218
Complaints	12,275	12,243	10,091
Passenger No-Shows	272,321	211,526	189,550
Unmet Trip Requests	1,345,805	245,556	117,320

Performance Measures	2018	2019	2020
Accidents per 100,000 Miles	0.46	0.52	0.69
Miles between Roadcalls	38,217	23,005	21,076
Avg. Trips per Passenger	71.90	75.36	63.17
Cost per Trip	\$12.62	\$14.35	\$17.77
Cost per Paratransit Trip	\$24.24	\$26.93	\$34.02
Cost per Total Mile	\$2.87	\$3.18	\$3.87
Cost per Paratransit Mile	\$2.77	\$3.10	\$3.72

County: Citrus
 CTC: Citrus County Transit
 Contact: Lon Frye
 1300 S Lecanto Highway
 Lecanto, FL 34461
 352-527-7634
 Email: Lon.Frye@citrusbocc.com

Demographics	Number
Total County Population	145,169
Unduplicated Head Count	903



Trips By Type of Service	2018	2019	2020
Fixed Route (FR)	0	0	0
Deviated FR	45,041	0	0
Complementary ADA	0	0	0
Paratransit	116,219	107,314	87,779
TNC	0	0	0
Taxi	0	0	0
School Board (School Bus)	0	0	0
Volunteers	0	0	0
TOTAL TRIPS	161,260	107,314	87,779

Passenger Trips By Trip Purpose	2018	2019	2020
Medical	25,540	22,632	17,495
Employment	13,014	10,360	8,866
Ed/Train/DayCare	56,479	54,298	40,541
Nutritional	19,899	10,393	12,277
Life-Sustaining/Other	46,328	9,631	8,600
TOTAL TRIPS	161,260	107,314	87,779

Passenger Trips By Revenue Source	2018	2019	2020
CTD	17,471	17,852	20,162
AHCA	0	0	0
APD	89,194	64,629	53,888
DOEA	0	0	0
DOE	0	0	0
Other	54,595	24,833	13,729
TOTAL TRIPS	161,260	107,314	87,779

Trips by Provider Type	2018	2019	2020
CTC	72,338	21,142	22,611
Transportation Operator	0	0	0
Coordination Contractor	88,922	86,172	65,168
TOTAL TRIPS	161,260	107,314	87,779

Vehicle Data	2018	2019	2020
Vehicle Miles	744,930	459,198	490,345
Roadcalls	18	11	12
Accidents	3	0	0
Vehicles	67	56	64
Drivers	54	54	47

Financial and General Data	2018	2019	2020
Expenses	\$2,042,735	\$1,952,589	\$1,831,851
Revenues	\$2,135,242	\$1,778,473	\$1,665,025
Commendations	2	2	3
Complaints	4	1	10
Passenger No-Shows	1,158	576	566
Unmet Trip Requests	369	108	115

Performance Measures	2018	2019	2020
Accidents per 100,000 Miles	0.40	0	0
Miles between Roadcalls	41,385	41,745	40,862
Avg. Trips per Passenger	20.62	151.79	97.21
Cost per Trip	\$12.67	\$18.20	\$20.87
Cost per Paratransit Trip	\$12.67	\$18.20	\$20.87
Cost per Total Mile	\$2.74	\$4.25	\$3.74
Cost per Paratransit Mile	\$2.74	\$4.25	\$3.74

E CORRESPONDENCE/INFORMATION ITEMS

2 Commission for the Transportation Disadvantaged (CTD) 10/28 Business meeting

The CTD's October 28, 2020, Business meeting addressed several issues which may be of interest to the LCB. A copy of the agenda is attached, and the full packet can be found at: https://ctd.fdot.gov/docs/MeetingPackages/2020Meetings/20201028_CTDAgendapkg.pdf

Of particular note:

Trip and Equipment Grants

Rule 41-2.014(5) and 41-2.007 include the current allocation methodology for trip and equipment grant funding for the Transportation Disadvantaged Program. The CTD staff has been working on amendments to the formula in an effort to promote year-over-year stability while incentivizing cost effective deliver of trip and equipment grant funded services.

The proposed language amends the current allocation methodology to include four variables to the methodology: TD eligible population, centerline miles, trip and equipment grant services and base funding.

The proposed changes are not anticipated to negatively impact the Citrus TD program.

Quorum Requirements for Local Coordinating Boards

LCB meetings are required to have a minimum number of board members physically present in the same location to establish a quorum. On March 20, 2020, Governor Ron DeSantis issued Executive Order 20-69 in response to the COVID-19 public health emergency, which suspended the requirements for local government bodies to hold in-person meetings. This allowed local government bodies, including LCBs, to hold meetings through virtual or telephonic means. The executive order expired November 1, 2020.

Attachments: October 28, 2020, CTD agenda and back up info

COMMISSION FOR THE TRANSPORTATION DISADVANTAGED



Business Meeting Agenda October 28, 2020 1:00 PM until Completion

*Marion Hart, Chairman
Dr. Phillip Stevens, Vice-Chairman
Renee Knight, Commissioner
Christinne Rudd, Commissioner
Dr. Robin Tellez, Commissioner
Mike Willingham, Commissioner*

GoToMeeting Webinar:
<https://global.gotomeeting.com/join/794113117>
Alternative Conference Call-In Number:
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II.	Pledge of Allegiance	Chairman Marion Hart
III.	Introduction of Commissioners and Advisors	Commissioners and Advisors
IV.	Public Comments (Comments limited to the current agenda items)	Public
Action Items		
V.	Approval of August 26, 2020 Meeting Minutes	Chairman Marion Hart
VI.	Community Transportation Coordinator Designation for Martin County	Ricardo Vazquez, Martin County MPO
VII.	Fiscal Year 2020-21 Innovation and Service Development Grant Recommendations (Third Round Applications)	Commissioner Renee Knight
VIII.	Amendments to Rule Chapter 41-2.007 and 41-2.014, F.A.C. – Trip & Equipment Grant Allocation Formula	Commissioner Phil Stevens Rachelle Munson, CTD General Counsel
Information Items		
IX.	Upcoming Annual Performance Report and Other Analysis Reports	Jeff Barbacci and Casey Perkins, Thomas Howell Ferguson

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|-------|--|---|
| X. | Technical Assistance for the Innovation & Service Development Grant | Martin Catala,
University of South Florida-
Center for Urban
Transportation Research |
| XI. | Americans with Disabilities Act (ADA) Complimentary Paratransit Services | David Darm,
CTD Executive Director |
| XII. | Quorum Requirements for Local Coordinating Boards | David Darm,
CTD Executive Director |
| XIII. | Commissioner and Advisor Reports | Commissioners and Advisors |
| XIV. | Public Comments | Public |
| XV. | Commissioner and Advisor Closing Comments | Commissioners and Advisors |
| XVI. | Adjournment | Chairman Hart |

Next Meeting: December 2020 (Date To Be Determined)

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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.



Ron DeSantis
Governor

Marion Hart, Jr.
Chairperson

Phillip W. Stevens, Ph.D.
Vice Chairperson

David Darm
Executive Director

TO: Designated Official Planning Agencies
FROM: David Darm, Executive Director
DATE: October 15, 2020
SUBJECT: Quorum Requirements for Local Coordinating Boards

The Commission has received inquiries regarding the quorum requirements for Local Coordinating Boards (LCBs). This memo serves to provide guidance and clarification on these requirements, specifically on whether board members are required to attend meetings “in person” to establish a quorum.

In-Person Quorum Requirement

In consideration of the COVID-19 public health emergency, Governor Ron DeSantis issued Executive Order 20-69 on March 20, 2020, which suspended “any Florida Statute that requires a quorum to be present in person or requires a local government body to meet at a specific public place.” The order cited Attorney General Opinion (AGO) 2020-03, which provided “that local government bodies may only conduct meetings by teleconferencing or other technological means if either a statute permits a quorum to be present by means other than in-person” or if the in-person requirement is lawfully suspended due to a state of emergency. Executive Order 20-69 expires November 1, 2020.

The Commission has taken the position that the LCB functions as a “local government body,” as board members are appointed in each Florida county (or multi-county service area) by the metropolitan planning organization or designated official planning agency (s. 427.0157, F.S.). Though the LCB is defined as an “advisory body to the Commission” in Rule 41-2.012, F.A.C., neither the statute or rule explicitly shield the board from the requirement of physical and in-person attendance for establishing a quorum. Therefore, unless executive mandate or rule provides otherwise, quorum can only be established by board members physically present and in person for the meetings.

As of the date of this memo, in-person quorum requirements for LCBs will be reinstated effective November 1, 2020. The LCB must have a physical quorum present to take action on agenda items. Moreover, based on a review of attorney general opinions,¹ board members not physically present may still participate and vote on matters if a quorum is established by those physically present. Further, board members who are at-risk or show symptoms of contracting COVID-19 should only participate via telephone conference or web-based platform.

Memorandum
October 15, 2020
Page Two

Public Access and Participation

Notwithstanding the requirements cited above, the provisions of the Sunshine Law, Sections 286.011 and 286.012, F.S., do not restrict a public meeting from being conducted through teleconferencing or other technological means, so long as there is proper notice and sufficient access for members of the general public to attend.

It is strongly encouraged that a telephone conference call-in number and/or a web-based link be provided for members of the public to attend in order to ensure sufficient meeting space is available for board members who must be physically present to establish a quorum.

Additional Guidance

We understand these requirements present unique challenges in meeting the deliverables of the Planning Grant. The Commission will facilitate regional conference calls with planning agency staff in the coming weeks to assist in identifying strategies that may mitigate these challenges. We will also monitor the progress of meeting these deliverables and provide an update at a future Commission Business Meeting.

We appreciate everyone's efforts to fulfill these requirements while staying safe. We look forward to working with you in the coming weeks.

/dd

E CORRESPONDENCE/INFORMATION ITEMS

3. 2020 Legislative Policy Position

Current state law limits the amount of funding that can be made available from the State Transportation Trust Fund (STTF) for transit projects for both capital and operating expenses. These limitations, which are not in place for roadway funding, makes transit funding from the STTF less predictable for the purposes of planning and project implementation and limits the ability of MPOs to implement priority transit projects. A proposal to remove the distinction between transit and highway projects for the purpose of spending funds from the STTF from the FPTA is as follows:

Make FDOT and Transportation Disadvantaged Trust Fund (TDTF) grants more flexible:

1. Extend TDTF grants for each county to the next year,
2. Allow TDTF to be used for meal, grocery and prescription deliveries,
3. At a minimum earmark the TDTF dollars to ensure the funds go back to the TD trust fund and not elsewhere
4. Allow other FDOT grants to be used on transit improvement and operating funds

Waive the 50/50 match for the State Public Transit Block Grant for a set period of time and include a sunset provision.

No action is required.

Attachment: N/A

E CORRESPONDENCE/INFORMATION ITEMS

4. Member Conflict of Interest

Section 112.3143, Florida Statutes outlines requirements relating to voting conflicts by the Board members.

No appointed public officer shall participate in any matter which would inure to the officer's special private gain or loss; which the officer knows would inure to the special private gain or loss of any principal by whom he or she is retained or to the parent organization or subsidiary of a corporate principal by which he or she is retained; or which he or she knows would inure to the special private gain or loss of a relative or business associate of the public officer, without first disclosing the nature of his or her interest in the matter.

Per the Statutes, the term "public officer" includes any person elected or appointed to hold office in any agency including any person serving on an advisory body.

No action is required.

Attachments: Chapter 112.3143, Florida Statutes

The 2019 Florida Statutes

[Title X](#)
PUBLIC OFFICERS, EMPLOYEES,
AND RECORDS

[Chapter 112](#)
PUBLIC OFFICERS AND EMPLOYEES:
GENERAL PROVISIONS

[View Entire
Chapter](#)

112.3143 Voting conflicts.—

(1) As used in this section:

(a) “Principal by whom retained” means an individual or entity, other than an agency as defined in s. [112.312\(2\)](#), that for compensation, salary, pay, consideration, or similar thing of value, has permitted or directed another to act for the individual or entity, and includes, but is not limited to, one’s client, employer, or the parent, subsidiary, or sibling organization of one’s client or employer.

(b) “Public officer” includes any person elected or appointed to hold office in any agency, including any person serving on an advisory body.

(c) “Relative” means any father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, or daughter-in-law.

(d) “Special private gain or loss” means an economic benefit or harm that would inure to the officer, his or her relative, business associate, or principal, unless the measure affects a class that includes the officer, his or her relative, business associate, or principal, in which case, at least the following factors must be considered when determining whether a special private gain or loss exists:

1. The size of the class affected by the vote.
2. The nature of the interests involved.
3. The degree to which the interests of all members of the class are affected by the vote.
4. The degree to which the officer, his or her relative, business associate, or principal receives a greater benefit or harm when compared to other members of the class.

The degree to which there is uncertainty at the time of the vote as to whether there would be any economic benefit or harm to the public officer, his or her relative, business associate, or principal and, if so, the nature or degree of the economic benefit or harm must also be considered.

(2)(a) A state public officer may not vote on any matter that the officer knows would inure to his or her special private gain or loss. Any state public officer who abstains from voting in an official capacity upon any measure that the officer knows would inure to the officer’s special private gain or loss, or who votes in an official capacity on a measure that he or she knows would inure to the special private gain or loss of any principal by whom the officer is retained or to the parent organization or subsidiary of a corporate principal by which the officer is retained other than an agency as defined in s. [112.312\(2\)](#); or which the officer knows would inure to the special private gain or loss of a relative or business associate of the public officer, shall make every reasonable effort to disclose the nature of his or her interest as a public record in a memorandum filed with the person responsible for recording the minutes of the meeting, who shall incorporate the memorandum in the minutes. If it is not possible for the state public

officer to file a memorandum before the vote, the memorandum must be filed with the person responsible for recording the minutes of the meeting no later than 15 days after the vote.

(b) A member of the Legislature may satisfy the disclosure requirements of this section by filing a disclosure form created pursuant to the rules of the member's respective house if the member discloses the information required by this subsection.

(3)(a) No county, municipal, or other local public officer shall vote in an official capacity upon any measure which would inure to his or her special private gain or loss; which he or she knows would inure to the special private gain or loss of any principal by whom he or she is retained or to the parent organization or subsidiary of a corporate principal by which he or she is retained, other than an agency as defined in s. 112.312(2); or which he or she knows would inure to the special private gain or loss of a relative or business associate of the public officer. Such public officer shall, prior to the vote being taken, publicly state to the assembly the nature of the officer's interest in the matter from which he or she is abstaining from voting and, within 15 days after the vote occurs, disclose the nature of his or her interest as a public record in a memorandum filed with the person responsible for recording the minutes of the meeting, who shall incorporate the memorandum in the minutes.

(b) However, a commissioner of a community redevelopment agency created or designated pursuant to s. 163.356 or s. 163.357, or an officer of an independent special tax district elected on a one-acre, one-vote basis, is not prohibited from voting, when voting in said capacity.

(4) No appointed public officer shall participate in any matter which would inure to the officer's special private gain or loss; which the officer knows would inure to the special private gain or loss of any principal by whom he or she is retained or to the parent organization or subsidiary of a corporate principal by which he or she is retained; or which he or she knows would inure to the special private gain or loss of a relative or business associate of the public officer, without first disclosing the nature of his or her interest in the matter.

(a) Such disclosure, indicating the nature of the conflict, shall be made in a written memorandum filed with the person responsible for recording the minutes of the meeting, prior to the meeting in which consideration of the matter will take place, and shall be incorporated into the minutes. Any such memorandum shall become a public record upon filing, shall immediately be provided to the other members of the agency, and shall be read publicly at the next meeting held subsequent to the filing of this written memorandum.

(b) In the event that disclosure has not been made prior to the meeting or that any conflict is unknown prior to the meeting, the disclosure shall be made orally at the meeting when it becomes known that a conflict exists. A written memorandum disclosing the nature of the conflict shall then be filed within 15 days after the oral disclosure with the person responsible for recording the minutes of the meeting and shall be incorporated into the minutes of the meeting at which the oral disclosure was made. Any such memorandum shall become a public record upon filing, shall immediately be provided to the other members of the agency, and shall be read publicly at the next meeting held subsequent to the filing of this written memorandum.

(c) For purposes of this subsection, the term "participate" means any attempt to influence the decision by oral or written communication, whether made by the officer or at the officer's direction.

(5) If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

(6) Whenever a public officer or former public officer is being considered for appointment or reappointment to public office, the appointing body shall consider the number and nature of the memoranda of conflict previously filed under this section by said officer.

History.—s. 6, ch. 75-208; s. 2, ch. 84-318; s. 1, ch. 84-357; s. 2, ch. 86-148; s. 5, ch. 91-85; s. 3, ch. 94-277; s. 1408, ch. 95-147; s. 43, ch. 99-2; s. 6, ch. 2013-36.

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E CORRESPONDENCE/INFORMATION ITEMS

5. Member Vacancies

Current vacancies on the LCB:

- Citrus County Veterans Services
- Florida Department of Elderly Affairs (pending appointment)
- Florida Department of Children and Family Services

Attachments: N/A

E CORRESPONDENCE/INFORMATION ITEMS

6. 2021 Calendar

The MPO Board approved the meeting schedule for 2021 at their December 10, 2020, meeting. Meetings will continue to be conducted on Thursday beginning at 10:30 a.m. at the Citrus Transit Center, 1300 South Lecanto Highway, Lecanto, FL and via zoom.

- February 11, 2021
- May 20, 2021 (annual public meeting and regular meeting)
- August 12, 2021
- November 18, 2021

Attachments: 2021 Calendar



HERNANDO/CITRUS METROPOLITAN PLANNING ORGANIZATION

MPO Approved 12/10/20

2021 BOARD / COMMITTEE MEETING SCHEDULE

1661 Blaise Drive
Brooksville, FL 34601
Phone (352) 754-4082

	HERNANDO/CITRUS METROPOLITAN PLANNING ORGANIZATION	HERNANDO/CITRUS TECHNICAL ADVISORY COMMITTEE	HERNANDO/CITRUS CITIZENS ADVISORY COMMITTEE	HERNANDO/CITRUS BICYCLE/PEDESTRIAN ADVISORY COMMITTEE	HERNANDO COUNTY TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD	CITRUS COUNTY TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD	METROPOLITAN PLANNING ORGANIZATION ADVISORY COUNCIL
TIME:	1:30 PM	10:00 AM	1:00 PM	3:30 PM	10:00 AM	10:30 AM	
JANUARY	25 (MONDAY)	12 (TUESDAY)*	12 (TUESDAY)*	12 (TUESDAY)*			28 (THURSDAY)
FEBRUARY	18 - tentative (THURSDAY)	24 (WEDNESDAY)**	24 (WEDNESDAY)**	24 (WEDNESDAY)**	10 (WEDNESDAY)*	11 (THURSDAY)**	
MARCH	18 (THURSDAY)						
APRIL	15 - tentative (THURSDAY)	21 (WEDNESDAY)*	21 (WEDNESDAY)*	21 (WEDNESDAY)*			29 (THURSDAY)
MAY	13 (THURSDAY)	26 (WEDNESDAY)**	26 (WEDNESDAY)**	26 (WEDNESDAY)**	19 (WEDNESDAY)*	20 (THURSDAY)**	
JUNE	17 (THURSDAY)	30 tentative (WEDNESDAY)*	30 tentative (WEDNESDAY)*	30 tentative (WEDNESDAY)*			
JULY	15 - tentative (THURSDAY)						29 (THURSDAY)
AUGUST	19 (THURSDAY)	25 (WEDNESDAY)**	25 (WEDNESDAY)**	25 (WEDNESDAY)**	11 (WEDNESDAY)*	12 (THURSDAY)**	
SEPTEMBER	23 (THURSDAY)	29 (WEDNESDAY)*	29 (WEDNESDAY)*	29 (WEDNESDAY)*			
OCTOBER	21 (THURSDAY)						28 (THURSDAY)
NOVEMBER - no MPO					17 (WEDNESDAY)*	18 (THURSDAY)**	
DECEMBER	9 (THURSDAY)	1 (WEDNESDAY)**	1 (WEDNESDAY)**	1 (WEDNESDAY)**			

2021 HERNANDO/CITRUS METROPOLITAN PLANNING ORGANIZATION (MPO) BOARD MEETING LOCATION: 3600 W. Sovereign Path, Room 166, Lecanto , FL

*HERNANDO/CITRUS MPO COMMITTEE MEETING LOCATION (TDLCB, TAC, CAC, BPAC): Hernando County Building Division Training Facility, 1661 Blaise Drive, Brooksville, FL

**HERNANDO/CITRUS MPO COMMITTEE MEETING LOCATION (LCB, TAC, CAC, BPAC): Citrus Transit Center, 1300 South Lecanto Highway, Lecanto, FL

METROPOLITAN PLANNING ORGANIZATION ADVISORY COUNCIL (MPOAC) MEETING LOCATION: Orlando Airport Marriott Lakeside, 7499 Augusta National Drive, Orlando, FL 32822

F ACTION ITEMS

1. Annual Operating Report (AOR)

Each county is required to prepare and submit an Annual Operating Report to the Commission for the Transportation Disadvantaged (CTD) by September 15. Due to issues regarding the CTD website, the submittal date was extended. This report includes information from the CTC, contractors and Coordinated Contractors regarding trips, mileage, vehicle, employees, revenue, and expenses.

Once these reports are reviewed and approved by the CTD, an Annual Performance Report is prepared. This report is published to meet the statutory requirements outlined in Section 427-.13 (12), Florida Statutes to provide an overview of the program and a summary of trends statewide.

Staff Recommendation: It is recommended that the LCB Commission approve the AOR and authorize the Chairperson's signature thereon.

Attachment: AOR for signature



CTC Organization

County: Citrus

Fiscal Year: 7/1/2019 - 6/30/2020

CTC Status: Completed

CTD Status: Completed

Date Initiated: 9/16/2020

CTC Organization Name: Citrus County Transit
Address: 1300 S Lecanto Highway
City: Lecanto
State: FL
Zip Code: 34461
Organization Type: County
Network Type: Partial Brokerage
Operating Environment: Rural
Transportation Operators: No
Number of Transportation Operators: 0
Coordination Contractors: Yes
Number of Coordination Contractors: 1
Provide Out of County Trips: Yes
Local Coordinating Board (LCB) Chairperson: Jimmie T. Smith
CTC Contact: Lon Frye
CTC Contact Title: Director
CTC Contact Email: Lon.Frye@citrusbocc.com
Phone: (352) 527-7634

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 Certification

I, Jimmie T. Smith, 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 Chairperson (signature): _____

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY
BY 
County Attorney's Office



Organization – Coordination Contractor

County: Citrus

CTC Status: Complete

CTC Organization: Citrus County Transit

Fiscal Year: 7/1/2019 - 6/30/2020

Upload Date: 9/21/2020

Coordination Contractor Name: CCARC, Inc. dba Key Training Center
Address: 5399 W. Gulf to Lake Hwy
City: Lecanto
State: FL
Zip Code: 34461
Organization Type: Private Non Profit
Operating Environment: Rural
Provide Out of County Trips: Yes
Who Do You Serve: Intellectually disbaled adults
Contact Person: Theresa Flick
Contact Title: Director of Program Operations
Contact Email: pdktc@keytrainingcenter.org
Phone: (352) 795-5541

Coordination Contractor Certification

By submission of this form, I, Theresa Flick, as the authorized representative of CCARC, Inc. dba Key Training Center , 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): _____



CTC Trips

County: Citrus

CTC Status: Complete

CTC Organization: Citrus County Transit

Fiscal Year: 07/01/2019 - 06/30/2020

CTD Status: Complete

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Service Type - One Way						
Fixed Route/Fixed Schedule						
Daily Pass Trips	0	N/A	0	0	N/A	0
Weekly Pass Trips	0	N/A	0	0	N/A	0
Monthly Pass Trips	0	N/A	0	0	N/A	0
Deviated Fixed Route Service	0	N/A	0	0	N/A	0
Complementary ADA Service	0	N/A	0	0	N/A	0
Paratransit						
Ambulatory	20,982	57,638	78,620	19,182	77,084	96,266
Non-Ambulatory	1,629	7,530	9,159	1,960	9,088	11,048
Stretcher	0	0	0	0	0	0
Transportation Network Companies	0	N/A	0	0	N/A	0
Taxi	0	N/A	0	0	N/A	0
School Board (School Bus)	0	N/A	0	0	N/A	0
Volunteers	0	N/A	0	0	N/A	0
Total - Service Type	22,611	65,168	87,779	21,142	86,172	107,314
Contracted Transportation Operator						
How many of the total trips were provided by Contracted Transportation Operators? (If the CTC provides transportation services, do not include the CTC)	0	N/A	0	0	N/A	0
Total - Contracted Transportation Operator Trips	0	0	0	0	0	0
Revenue Source - One Way						
Agency for Health Care Administration (AHCA)	0	0	0	0	0	0
Agency for Persons with Disabilities (APD)	0	53,888	53,888	0	64,629	64,629
Comm for the Transportation Disadvantaged (CTD)	20,162	N/A	20,162	17,852	N/A	17,852
Dept of Economic Opportunity (DEO)	0	0	0	0	0	0
Dept of Children and Families (DCF)	0	0	0	0	0	0
Dept of Education (DOE)	0	0	0	0	0	0
Dept of Elder Affairs (DOEA)	0	0	0	0	0	0
Dept of Health (DOH)	0	0	0	0	0	0
Dept of Juvenile Justice (DJJ)	0	0	0	0	0	0
Dept of Transportation (DOT)	1,634	9,775	11,409	1,794	0	1,794
Local Government	754	1,303	2,057	1,354	0	1,354
Local Non-Government	61	202	263	142	21,543	21,685
Other Federal & State Programs	0	0	0	0	0	0
Total - Revenue Source	22,611	65,168	87,779	21,142	86,172	107,314



**Transportation
Disadvantaged**

CTC Trips (cont'd)

County: Citrus

CTC Status: Complete

CTC Organization: Citrus County
Transit

Fiscal Year: 07/01/2019 - 06/30/2020

CTD Status: Complete

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Passenger Type - One Way						
Older Adults	5,237	0	5,237	5,592	0	5,592
Children At Risk	146	0	146	147	0	147
Persons With Disabilities	6,903	65,168	72,071	5,073	86,172	91,245
Low Income	10,136	0	10,136	9,393	0	9,393
Other	189	0	189	937	0	937
Total - Passenger Type	22,611	65,168	87,779	21,142	86,172	107,314
Trip Purpose - One Way						
Medical	4,461	13,034	17,495	4,398	18,234	22,632
Employment	2,349	6,517	8,866	1,743	8,617	10,360
Education/Training/Daycare	788	39,753	40,541	734	53,564	54,298
Nutritional	9,019	3,258	12,277	9,483	910	10,393
Life-Sustaining/Other	5,994	2,606	8,600	4,784	4,847	9,631
Total - Trip Purpose	22,611	65,168	87,779	21,142	86,172	107,314
Unduplicated Passenger Head Count (UDPHC)						
UDPHC	694	209	903	503	204	707
Total - UDPHC	694	209	903	503	204	707
Unmet & No Shows						
Unmet Trip Requests	115	N/A	115	108	N/A	108
No Shows	566	N/A	566	576	N/A	576
Customer Feedback						
Complaints	10	N/A	10	1	N/A	1
Commendations	3	N/A	3	2	N/A	2



**Transportation
Disadvantaged**

Coordination Contractor Trips (cont'd)

County: Citrus

CTC Status: Complete

CTC Organization: Citrus County
Transit

Fiscal Year: 07/01/2019 - 06/30/2020

Upload Date: 9/21/2020

Coordination Contractor: CCARC, Inc. dba
Key Training Center

	Selected Reporting Period	Previous Reporting Period
	Coordination Contractors	Coordination Contractors
Passenger Type - One Way		
Older Adults	0	0
Children At Risk	0	0
Persons With Disabilities	65,168	86,172
Low Income	0	0
Other	0	0
Total - Passenger Type	65,168	86,172
Trip Purpose - One Way		
Medical	13,034	18,234
Employment	6,517	8,617
Education/Training/Daycare	39,753	53,564
Nutritional	3,258	910
Life-Sustaining/Other	2,606	4,847
Total - Trip Purpose	65,168	86,172
Unduplicated Passenger Head Count (UDPHC)		
UDPHC	209	204
Total - UDPHC	209	204
Unmet & No Shows		
Unmet Trip Requests	N/A	N/A
No Shows	N/A	N/A
Customer Feedback		
Complaints	N/A	N/A
Commendations	N/A	N/A



**Transportation
Disadvantaged**

CTC Vehicles & Drivers

County: Citrus

CTC Status: Complete

CTC Organization: Citrus County
Transit

Fiscal Year: 07/01/2019 - 06/30/2020

CTD Status: Complete

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Vehicle Miles						
Deviated Fixed Route Miles	0	N/A	0	0	N/A	0
Complementary ADA Service Miles	0	N/A	0	0	N/A	0
Paratransit Miles	267,475	222,870	490,345	198,737	260,461	459,198
Transportation Network Companies (TNC) Miles	0	N/A	0	0	N/A	0
Taxi Miles	0	N/A	0	0	N/A	0
School Board (School Bus) Miles	0	N/A	0	0	N/A	0
Volunteers Miles	0	N/A	0	0	N/A	0
Total - Vehicle Miles	267,475	222,870	490,345	198,737	260,461	459,198
Roadcalls & Accidents						
Roadcalls	3	9	12	3	8	11
Chargeable Accidents	0	0	0	0	0	0
Vehicle Inventory						
Total Number of Vehicles	23	41	64	15	41	56
Number of Wheelchair Accessible Vehicles	0	11	11	15	11	26
Drivers						
Number of Full Time & Part Time Drivers	17	30	47	24	30	54
Number of Volunteer Drivers	0	0	0	0	0	0



**Transportation
Disadvantaged**

Coordination Contractor Vehicles & Drivers

County: Citrus

CTC Status: Complete

CTC Organization: Citrus County
Transit

Fiscal Year: 07/01/2019 - 06/30/2020

Upload Date: 9/21/2020

Coordination Contractor: CCARC, Inc. dba
Key Training Center

	Selected Reporting Period	Previous Reporting Period
	Coordination Contractors	Coordination Contractors
Vehicle Miles		
Deviated Fixed Route Miles	N/A	N/A
Complementary ADA Service Miles	N/A	N/A
Paratransit Miles	222,870	260,461
Transportation Network Companies (TNC) Miles	N/A	N/A
Taxi Miles	N/A	N/A
School Board (School Bus) Miles	N/A	N/A
Volunteers Miles	N/A	N/A
Total - Vehicle Miles	222,870	260,461
Roadcalls & Accidents		
Roadcalls	9	8
Chargeable Accidents	0	0
Vehicle Inventory		
Total Number of Vehicles	41	41
Number of Wheelchair Accessible Vehicles	11	11
Drivers		
Number of Full Time & Part Time Drivers	30	30
Number of Volunteer Drivers	0	0



CTC Revenue Sources

County: Citrus

CTC Status: Complete

CTC Organization: Citrus County
Transit

Fiscal Year: 07/01/2019 - 06/30/2020

CTD Status: Complete

Revenue Sources	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Agency for Health Care Administration (AHCA)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Agency for Persons with Disabilities (APD)	\$ 0	\$ 313,556	\$ 313,556	\$ 0	\$ 357,905	\$ 357,905
Dept of Economic Opportunity (DEO)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Children and Families (DCF)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Education (DOE)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Elder Affairs (DOEA)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Health (DOH)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Juvenile Justice (DJJ)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Commission for the Transportation Disadvantaged (CTD)						
Non-Sponsored Trip Program	\$ 440,858	N/A	\$ 440,858	\$ 351,869	N/A	\$ 351,869
Non-Sponsored Capital Equipment	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Rural Capital Equipment	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
TD Other	\$ 11,275	N/A	\$ 11,275	\$ 0	N/A	\$ 0
Department of Transportation (DOT)						
49 USC 5307	\$ 252,138	\$ 0	\$ 252,138	\$ 120,032	\$ 0	\$ 120,032
49 USC 5310	\$ 0	\$ 58,399	\$ 58,399	\$ 374,778	\$ 0	\$ 374,778
49 USC 5311	\$ 209,557	\$ 0	\$ 209,557	\$ 149,558	\$ 0	\$ 149,558
49 USC 5311 (f)	\$ 123,494	\$ 0	\$ 123,494	\$ 0	\$ 0	\$ 0
Block Grant	\$ 56,658	\$ 0	\$ 56,658	\$ 74,779	\$ 0	\$ 74,779
Service Development	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Commuter Assistance Program	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other DOT	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Local Government						
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
County Cash	\$ 140,483	\$ 8,856	\$ 149,339	\$ 301,698	\$ 0	\$ 301,698
County In-Kind	\$ 29,304	\$ 0	\$ 29,304	\$ 0	\$ 0	\$ 0
City Cash	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
City In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Cash	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Local Non-Government						
Farebox	\$ 19,343	\$ 0	\$ 19,343	\$ 27,291	\$ 0	\$ 27,291
Donations/Contributions	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
In-Kind Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Non-Government	\$ 0	\$ 1,104	\$ 1,104	\$ 0	\$ 20,563	\$ 20,563
Other Federal & State Programs						
Other Federal Programs	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other State Programs	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total - Revenue Sources	\$ 1,283,110	\$ 381,915	\$ 1,665,025	\$ 1,400,005	\$ 378,468	\$ 1,778,473



**Transportation
Disadvantaged**

CTC Expense Sources

County: Citrus

CTC Status: Complete

CTC Organization: Citrus County
Transit

Fiscal Year: 07/01/2019 - 06/30/2020

CTD Status: Complete

Expense Sources	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Labor	\$ 588,048	\$ 146,334	\$ 734,382	\$ 487,980	\$ 104,632	\$ 592,612
Fringe Benefits	\$ 224,261	\$ 15,601	\$ 239,862	\$ 189,144	\$ 12,019	\$ 201,163
Services	\$ 82,976	\$ 59,873	\$ 142,849	\$ 99,366	\$ 73,466	\$ 172,832
Materials & Supplies Consumed	\$ 153,267	\$ 137,178	\$ 290,445	\$ 178,332	\$ 175,769	\$ 354,101
Utilities	\$ 14,594	\$ 20,673	\$ 35,267	\$ 11,546	\$ 21,271	\$ 32,817
Casualty & Liability	\$ 26,359	\$ 120,604	\$ 146,963	\$ 6,527	\$ 120,737	\$ 127,264
Taxes	\$ 0	\$ 652	\$ 652	\$ 0	\$ 1,870	\$ 1,870
Miscellaneous	\$ 9,934	\$ 0	\$ 9,934	\$ 10,690	\$ 0	\$ 10,690
Interest	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Leases & Rentals	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Purchases	\$ 154,367	\$ 5,778	\$ 160,145	\$ 416,420	\$ 12,285	\$ 428,705
Contributed Services	\$ 29,304	\$ 0	\$ 29,304	\$ 0	\$ 0	\$ 0
Allocated Indirect Expenses	\$ 0	\$ 42,048	\$ 42,048	\$ 0	\$ 30,535	\$ 30,535
Purchased Transportation Services						
Bus Pass	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Transportation Network Companies (TNC)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Taxi	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Contracted Operator	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Total - Expense Sources	\$ 1,283,110	\$ 548,741	\$ 1,831,851	\$ 1,400,005	\$ 552,584	\$ 1,952,589



**Transportation
Disadvantaged**

Coordination Contractor Expense Sources

County: Citrus

CTC Status: Complete

CTC Organization: Citrus County
Transit

Fiscal Year: 07/01/2019 - 06/30/2020

Upload Date: 9/21/2020

Coordination Contractor: CCARC, Inc. dba
Key Training Center

Expense Sources	Selected Reporting Period	Previous Reporting Period
	Coordination Contractors	Coordination Contractors
Labor	\$ 146,334	\$ 104,632
Fringe Benefits	\$ 15,601	\$ 12,019
Services	\$ 59,873	\$ 73,466
Materials & Supplies Consumed	\$ 137,178	\$ 175,769
Utilities	\$ 20,673	\$ 21,271
Casualty & Liability	\$ 120,604	\$ 120,737
Taxes	\$ 652	\$ 1,870
Miscellaneous	\$ 0	\$ 0
Interest	\$ 0	\$ 0
Leases & Rentals	\$ 0	\$ 0
Capital Purchases	\$ 5,778	\$ 12,285
Contributed Services	\$ 0	\$ 0
Allocated Indirect Expenses	\$ 42,048	\$ 30,535
Purchased Transportation Services		
Bus Pass	N/A	N/A
School Board (School Bus)	N/A	N/A
Transportation Network Companies (TNC)	N/A	N/A
Taxi	N/A	N/A
Contracted Operator	N/A	N/A
Total - Expense Sources	\$ 548,741	\$ 552,584

F ACTION ITEMS

2. Annual Approval of LCB Bylaws

The Commission for the Transportation Disadvantaged requires that the LCB review and approve their bylaws on an annual basis.

Staff is not proposing any changes to the bylaws with the exception of updating the formatting to be ADA compliant.

Staff Recommendation: It is recommended that the LCB Commission approve the Annual Bylaws and authorize the Chairman's signature thereon.

Attachment: 2021 LCB Bylaws

Citrus County Transportation Disadvantaged Local Coordinating Board (LCB) Bylaws

Approved February 11, 2021

Metropolitan Planning Organization
1661 Blaise Drive
Brooksville, FL 34601
352-754-4082

ARTICLE I – PREAMBLE

The following sets forth the bylaws, which shall serve to guide the proper functioning of the coordination of transportation services provided to the transportation disadvantaged through the Citrus County Transportation Disadvantaged Local Coordinating Board. The intent is to provide procedures and policies for fulfilling the requirements of Chapter 427, Florida Statutes (F.S.), and Rule 41-2, Florida Administrative Code (F.A.C.), setting forth requirements for the coordination of transportation services to the transportation disadvantaged.

ARTICLE II - NAME AND PURPOSE

The name of the Coordinating Board shall be the CITRUS COUNTY TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD (LCB).

The purpose of the LCB is to develop local service needs and to provide information, advice, and direction to the Community Transportation Coordinator (CTC) on the coordination of services to be provided to the transportation disadvantaged within their local service area. In general, the LCB is considered an advisory body. (Section 427.0157, Florida Statutes)

ARTICLE III ADMINISTRATION OF THE LCB

PLANNING AGENCY RESPONSIBILITIES:

The Hernando/Citrus Metropolitan Planning Organization (MPO) is the Designated Official Planning Agency (DOPA), also uniformly referred to as the Planning Agency, shall provide the Local Coordinating Board (LCB) with sufficient staff support and resources to enable the LCB to fulfill its responsibilities as set forth in Chapter 427, Florida Statutes. This responsibility includes providing sufficient staff to manage and oversee the responsibilities of the LCB. This includes, but is not limited to, assistance in the scheduling of meetings, training board members, evaluating cost effectiveness of the coordinated system in the designed service area, reviewing the local Transportation Disadvantaged Service Plan, preparing, duplicating and distributing meeting packets, and other necessary administrative duties and cost, as appropriate.

REGULAR MEETINGS:

The Board shall meet as often as necessary in order to meet its responsibilities. However, as required by Chapter 427.0157, F.S., the Board shall meet at least quarterly with a quorum of its membership. All meetings, including committee meetings, will function under the “Government in the Sunshine Law”. All meetings will provide opportunity for public comments on the agenda.

QUORUM:

At all meetings of the Board, the presence in person of at least seven (7) of the voting members shall be necessary and sufficient to constitute a quorum for the transaction of business. In the absence of a quorum, those present may cancel the meeting and reschedule the meeting at a later date.

MEETING NOTICES:

Section 1. Full Board Meeting Notice

1. All LCB meetings, public hearings, committee meetings, etc., shall be advertised, at a minimum, in the largest general circulation newspaper in the designated service area prior to the meeting.
2. Meeting notice shall include date, time, location, general nature/subject of the meeting, a contact person and number to call for additional information and request accessible formats.
3. Planning agency staff shall provide the agenda meeting package to the Commission for the Transportation Disadvantaged (Commission), LCB members and all other interested parties prior to the meeting. Special consideration to the advanced delivery time of certain technical or detailed documents, such as the TDSP, shall be given for additional review time. The agenda shall include a public participation opportunity.

Section 2. Emergency Meeting Notices and Committee Meeting Notices:

1. The Planning Agency shall give LCB members and others one-week notice, if possible, of the date, time, and proposed agenda for the LCB committee meetings as soon as possible for all emergency meetings.
2. Meeting materials shall be provided as early as possible. Emergency/Committee meetings shall be advertised in the largest general circulation newspaper in the designated service area as soon as possible prior to the meeting.

Section 3. Minutes:

Planning Agency staff is responsible for preparing and maintaining official set of minutes for each LCB meeting. The minutes shall be prepared in a reasonable time following the meeting and shall include an attendance roster indicating what agency or organization or position each member represents and reflect a summary of official actions taken by the LCB. The record of official actions shall include who made and seconded the motion(s), as well as who voted for and against motions. Meeting Minutes shall be provided at the next regularly scheduled LCB meeting for approval. Copies of approved minutes shall be sent to the Commission in the Quarterly Report. Committee meeting minutes may be in the form of a brief summary of basic points, discussions, decisions, and recommendations to the full board.

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ARTICLE IV - MEMBERSHIP

OFFICERS

Section 1. Chairman

The DOPA shall appoint one of the Board of County Commissioners of Citrus County to serve as the official Chairperson for all Board meetings.

The DOPA will replace the Chairperson before the two-year term is completed if the Chairperson is no longer in office. The Chairperson may serve more than one consecutive term.

The Chairperson shall preside at all meetings, and in the event of his/her absence, or at his/her discretion; the Vice-Chairperson shall assume the powers and duties of the Chairperson. The Chairperson is responsible for the minutes of the meetings and for all notices and agendas for future meetings. The DOPA staff shall assist the Chairperson with the preparation, duplication, and distribution of all materials necessary for Board members.

Section 2. Vice Chairperson

At the first quarterly business meeting each year, the Board will elect a Vice-Chairperson. The Vice-Chairperson shall be elected by a majority vote of the Board present and voting at the organizational meeting. The Vice-Chairperson shall serve a term of one (1) year. The Vice-Chairperson may serve more than one consecutive term. In the event of the Chairperson's absence, the Vice-Chairperson shall assume the duties of the Chairperson and conduct the meeting.

VOTING MEMBERS

All members of the Board shall be appointed by the DOPA. The DOPA is the Hernando/Citrus Metropolitan Planning Organization (MPO).

The following agencies and groups shall be represented as voting members on the TDLCB

1. An elected official from the Board of County Commissioners of the service area, serving as the chairperson.
2. A local representative of the Florida Department of Transportation.
3. A local representative of the Florida Department of Children and Family Services.
4. A local representative of the Public Education Community which could include, but not be limited to, a representative of the Hernando County District School Board, School Board Transportation Office, or Head Start Program in areas where the Hernando County School District is responsible.
5. To the extent existing within Hernando County, a local representative of the Florida Division of Vocational Rehabilitation or the Division of Blind Services, representing the Department of Education.
6. A person recommended by the Hernando County Veterans Service Office representing the veterans of the county.

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7. A person who is recognized by the Florida Association for Community Action (President), representing the economically disadvantaged in Hernando County.
 8. A person over sixty representing the elderly in Hernando County.
 9. A person with a disability representing the disabled in Hernando County.
 10. Two citizen advocate representatives in Hernando County; one who must be a person who uses the transportation service(s) of the system as their primary means of transportation.
 11. A local representative for children at risk.
 12. To the extent existing within Hernando County, the Chairperson or designee of the local Mass Transit or Public Transit System's Board, except in cases where they are also the Community Transportation Coordinator (the General Manager or designee of the County's Transit System (TheBus).
 13. A local representative of the Florida Department of Elder Affairs.
 14. An experienced representative of the local private for profit transportation industry. In areas where such representative is not available, a local private non-profit representative will be appointed, except where said representative is also the Community Transportation Coordinator.
 15. A local representative of the Florida Agency for Health Care Administration.
 16. A representative of the Regional Workforce Development Board established in Chapter 445, F.S.
 17. A representative of the local medical community, which may include, but not be limited to, kidney dialysis centers, long term care facilities, assisted living facilities, hospitals, local health department or other home and community based services, etc.; and,
 18. Such other voting members as may be designated under Rule 41-2.012(3), F.A.C., as such rule may be amended or renumbered from time to time.

It is the intent of the Commission for the membership of every LCB to not only consist of individuals who represent the appropriate governmental agencies and groups of people as defined above, but also for the membership to represent, to the maximum degree possible, a cross section of their local community/service area.

No employee of a CTC shall serve as a voting member of the LCB. However, an elected official serving as Chairperson of the LCB, or other governmental employees that are not employed for the purpose of making provisions for transportation and are not directly supervised by the CTC shall not be precluded from serving as voting members of the LCB.

TECHNICAL ADVISORS

Upon majority vote of a quorum of the LCB, technical advisors may be approved for the purpose of providing the LCB with technical advice, as necessary.

ALTERNATE MEMBERS.

Governmental Agencies having representation on the Board may appoint an alternate-voting representative as necessary to assure their respective agency representation at Board meetings.

1. Alternates are to be appointed in writing to the Planning Agency by an agency representative. Non agency alternates may be appointed by the Planning Agency, if desired.

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2. Each alternate may vote only in the absence of that member on a one vote per member basis.
 3. LCB member alternates must be a representative of the same interest as the primary member.

ARTICLE V- TERMS, RESIGNATION AND TRAINING

TERMS OF APPOINTMENT

Except for the Chairperson and state agency representatives, the members of the LCB shall be appointed for three (3) year staggered terms with the initial membership being appointed equally for one, two, and three years. The Chairperson shall serve until replaced by the Board of County Commissioners. All members of the Board may be reappointed for more than one term.

MEMBER RESIGNATION

Any member of the Board may resign at any time by a written notice to the Chairperson. Unless otherwise specified in such notice, such resignation shall take effect upon receipt thereof by the Chairperson. The DOPA shall review, and consider rescinding, the appointment of any voting member of the Board who fails to attend three (3) meetings in one (1) year.

TRAINING LCB MEMBERS

All LCB members should be trained on and comply with the requirements of Section 112.3143, Florida Statutes, concerning voting conflicts of interest.

ARTICLE VI – ATTENDANCE

The Board shall review, and consider rescinding, the appointment of any member of the LCB who fails to attend three meetings in one year. The LCB shall notify the Commission if any state agency voting member or their alternate fails to attend three consecutive meetings. The LCB must complete the attendance roster for each local coordinating board meeting. Each member of the LCB is expected to demonstrate his/her interest in the LCB's activities through attendance of the scheduled meetings, except for reasons of an unavoidable nature

ARTICLE VII – BYLAWS AND PARLIAMENTARY PROCEDURES

BYLAWS

The LCB shall develop and adopt a set of bylaws. Citrus County Code of Ordinances Section 2-41 to 2-49 shall govern the proceedings at the meeting of the LCB. The bylaws shall be reviewed, updated, approved annually, and submitted to the Commission for the Transportation Disadvantaged (CTD).

VOTING

At all meetings of the Board at which a quorum is present, all matters, except as otherwise expressly required by law or these bylaws, shall be decided by the vote of a majority of the members of the Board

present. All members present at any given meeting shall vote as required unless said member has a conflict of interest by Florida Law.

ARTICLE VIII – BOARD RESPONSIBILITIES

THE LCB SHALL:

1. Review and approve the Memorandum of Agreement including the Coordinated Community Transportation Disadvantaged Service Plan, between the Coordinator and the State Commission for the Transportation Disadvantaged (Commission).
2. Annually review, make recommendations, and approve the Transportation Disadvantaged Service Plan (TDSP). The LCB shall ensure that the TDSP has been developed by involving all appropriate parties in the process.
3. Annually, provide the MPO/planning agency with an evaluation of the CTC's performance in general and relative to Insurance, Safety Requirements and Standards as referenced in Rule 41-2.006, FAC, and the performance results of the most recent TDSP (41-2.012(5)(b) FAC). As part of the CTC's performance, the LCB shall also set an annual percentage goal increase (or establish a percentage) for the number of trips provided within the system to be on public transit. The LCB shall utilize the Commission's Quality Assurance Performance Evaluation Tool to evaluate the performance of the CTC. This evaluation Tool and Summary will be submitted to the Commission upon approval by the LCB. In areas where a planning agency serves as the CTC, the planning agency shall abstain from any official actions that represent a conflict of interest, especially in the evaluation process of the CTC.
4. In cooperation with the CTC, review and provide recommendations to the Hernando/Citrus Metropolitan Planning Organization (MPO) and the Commission for the Transportation Disadvantaged (CTD) on all applications for local, state, or federal funds relating to transportation of the transportation disadvantaged in the county to ensure that any expenditures within the county are provided in the most cost effective and efficient manner. The accomplishment of this requirement shall include the development and implementation of a process by which the LCB and CTC have an opportunity to become aware of any federal, state, or local government funding requests and provide recommendations regarding the expenditure of such funds. Such funds may include expenditures for operating, capital or administrative needs. Such a process should include at least:
 - A. The review of applications to ensure that they are consistent with the TDSP. This review shall consider:
 - i. The need for the requested funds or services.
 - ii. Consistency with local government comprehensive plans.
 - iii. Coordination with local transit agencies, including the CTC.
 - iv. Consistency with the TDSP.
 - v. Whether such funds are an adequately budgeted amount for the services expected; and,

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- vi. Whether such funds will be spent in a manner consistent with the requirements of coordinated transportation laws and regulations.
- B. Notify the Commission of any unresolved funding requests without delays in the application process.
5. Review coordination strategies or service provision to the transportation disadvantaged in the designated service area to seek innovative ways to improve cost effectiveness, efficiency, safety, working hours and types of service in an effort to increase ridership to a broader population (427.0157(5) FS). Such strategies should include:
 - (i) Supporting inter-county and intra-county agreements to improve coordination as a way to reduce costs for service delivery, maintenance, insurance, or other identified strategies.
 - (ii) Seeking the involvement of the private and public sector, volunteers, public transit, school districts, elected officials and others in any plan for improved service delivery.
 6. Appoint a Grievance Committee to serve as a mediator to hear and investigate grievances, from agencies, users, transportation operators, potential users of the system, and the CTC's in the designated service area, and make recommendations for the local Coordinating Board or to the Commission, when local resolution cannot be found, for improvement of service. The LCB shall establish a process and procedure to provide regular opportunities for issues to be brought before such committee and to address them in a timely manner in accordance with the Commission's Local Grievance.
 - A. Guidelines: Rider brochures or other documents provided to users or potential users of the system shall provide information about the complaint and grievance process including the publishing of the Commission's TD Helpline service when local resolution has not occurred. All materials shall be made available in accessible format, upon request by a citizen. Members appointed to the committee shall be voting members of the LCB pursuant to (41-2.012(5) (c), FAC).
 - (2) If the CTC provides Medicaid Non-Emergency Transportation through a contract with the Commission, the LCB's Grievance Committee shall be responsible for responding to Grievances and Appeals through the Medicaid Grievance System.

A Medicaid Expedited Appeal Committee must also be established to address expedited appeals. The Expedited Appeal Committee should be at a minimum of three members, should not include more than one LCB Member, and no person who was involved in the original decision on the action taken. All expedited appeals must be resolved within 72 hours of receiving the appeal request.

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- G.** Annually review coordination contracts to advise the CTC whether the continuation of said contract provides the most cost effective and efficient transportation available (41-2.008(3) FAC).
 - H.** Annually hold at a minimum, one Public Hearing for the purpose of receiving input regarding unmet needs or any other areas that relate to the local transportation services. The public hearing will be held at a place and time that is convenient and accessible to the general public. In order that additional funding is not used or needed to accommodate this requirement, it is recommended that the public hearing be held in conjunction with a regular business meeting of the Coordinating Board (immediately following or prior to the LCB meeting). A public hearing held jointly with the Commission will satisfy this annual requirement.
 - I.** All coordinating board members should be trained and should comply with the requirements of Section 112.3145, Florida Statutes concerning voting conflicts of interest (41-2.012(5)(d)FAC).
 - J.** Work cooperatively with regional workforce boards established in chapter 445 to provide assistance in the development of innovative transportation services for participants in the welfare transition program (427.0157(7), FS).
 - K.** Evaluate multi county or regional transportation opportunities (427.0157(6), FS).

The undersigned is the Chairperson of the Citrus County Transportation Disadvantaged Local Coordinating Board and certifies that the foregoing is a correct copy of the by-laws of the LCB, as amended/re-adopted, by a majority of the voting members where a quorum was present.

Ruthie Davis Schlabach, Chairperson
Citrus County Local Coordinating Board

Dated: _____
February 11, 2021

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY
BY _____
County Attorney's Office

G CITRUS TRANSIT – Lori Hall

The quarterly reports for the period from July 1, 2020 through September 30, 2020 and October 1, 2020 through December 31, 2020 are attached for the LCB's review.

No action is needed.

Attachment: Quarterly Reports

County:	Citrus			
CTC:	Citrus County Transit			
Contact:	Lon Frye			
Email:	lon.frye@citrusbocc.com			
	2020			
Trips By Type of Service	July	Aug	Sept	Average
Deviated Fixed Route	0	0	0	0
Ambulatory	1,816	1,730	1,909	1,818
Wheelchair	173	146	158	159
Total Trips By Type of Service	1,989	1,876	2,067	1,977
Passenger Trips By Purpose				
Education/Training/Daycare	51	79	204	111
Employment	385	446	504	445
Medical	605	502	478	528
Nutritional	295	240	249	261
Life-Sustaining/Other	653	609	632	631
Total Trips by Purpose	1,989	1,876	2,067	1,958
Passenger Trips by Funding Source				
CTD-Commission for the Transportation Disadvantaged	1,361	1,243	1,443	1,349
CTD-VA Hospital (Tampa/Gainesville/ The Villages)	24	6	21	17
APD-Agency for Persons with Disabilities	0			0
DOEA-Department of Elderly Affairs-Veterans	0			0
DOEA-Department of Elderly Affairs-Congregate Dining	0			0
Other-Public	604	627	603	611
Total Trips By Funding Source	1,989	1,876	2,067	1,977

***Deviated Fixed Route Service Suspended as of March 30.

***Congregate Dining Suspended as of March 14.

County:	Citrus			
CTC:	Citrus County Transit			
Contact:	Lon Frye			
Email:	lon.frye@citrusbocc.com			
	2020			
Trips By Type of Service	Oct	Nov	Dec	Average
Deviated Fixed Route	0	0	0	0
Ambulatory	1,825	1,459	1,780	1,688
Wheelchair	194	168	193	185
Total Trips By Type of Service	2,019	1,627	1,973	1,873
Passenger Trips By Purpose				
Education/Training/Daycare	166	91	72	110
Employment	487	333	511	444
Medical	499	475	495	490
Nutritional	325	290	322	312
Life-Sustaining/Other	542	438	573	518
Total Trips by Purpose	2,019	1,627	1,973	1,958
Passenger Trips by Funding Source				
CTD-Commission for the Transportation Disadvantaged	1,492	1,229	1,439	1,387
CTD-VA Hospital (Tampa/Gainesville/ The Villages)	22	12	18	17
APD-Agency for Persons with Disabilities	0	0	0	0
DOEA-Department of Elderly Affairs-Veterans	0	0	0	0
DOEA-Department of Elderly Affairs-Congregate Dining	0	0	0	0
Other-Public	505	386	516	469
Total Trips By Funding Source	2,019	1,627	1,973	1,873

***Deviated Fixed Route Service Suspended as of March 30.