



**CITRUS COUNTY TRANSPORTATION DISADVANTAGED LOCAL
COORDINATING BOARD (LCB)**

REGULAR MEETING

Thursday, November 9, 2023, at 10:30 a.m.

MEETING LOCATION: Lecanto Government Building, 3600 W Sovereign Path, Room 166, Lecanto, FL

AGENDA

A. CALL TO ORDER

1. Moment of Silence
2. Pledge of Allegiance
3. Introduction of Board Members and Staff
4. Declaration of Quorum
5. Enter Proof of Publication into the Record

B. APPROVAL/MODIFICATION OF AGENDA (Limited to Board and Staff comment only)

C. REVIEW/APPROVAL OF MINUTES – AUGUST 10, 2023, LCB REGULAR PUBLIC MEETING

D. REPORTS

1. Quarterly Report of the Community Transportation Coordinator (CTC) - Joanne Granger, Transit Director
2. Key Training Center Quarterly Report – Theresa Flick, Programs and Services Director

E. ACTION ITEMS

1. Annual Operating Report of the Community Transportation Coordinator (CTC) - Joanne Granger, Transit Director
2. Annual Expenditure Report of the Community Transportation Coordinator (CTC) - Joanne Granger, Transit Director

F. CITIZEN COMMENTS

G. BOARD MEMBER COMMENTS

H. MPO STAFF COMMENTS

- I. ADJOURNMENT AND NEXT MEETING** – The annual public workshop of the Citrus County Transportation Disadvantaged Local Coordinating Board (LCB) is scheduled for Thursday, February 8, 2024, beginning at **9:30 a.m.**, followed by the LCB regular meeting which will begin no earlier than 10:00 a.m. at the Lecanto Government Building, 3600 W Sovereign Path, Room 166, Lecanto, Florida.

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

www.hernandocounty.us/hernandocitrusmpo.

REVIEW/APPROVAL OF MINUTES – AUGUST 10, 2023, LCB REGULAR PUBLIC MEETING

Review and approve the Thursday, August 10, 2023, meeting Minutes of the Citrus County Transportation Disadvantaged Local Coordinator Board (LCB) Regular Public Meeting.

Staff Recommendation: It is recommended the LCB review and approve the August 10, 2023, Minutes of the Annual Public Workshop.

Attachment: Meeting Minutes from Thursday, August 10, 2023, Annual Public Workshop



CITRUS COUNTY TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD (LCB)

Thursday, August 10, 2023

MINUTES

The Citrus County Transportation Disadvantaged Local Coordinating Board (LCB) held a regular quarterly meeting at 10:30 a.m. at the Lecanto Government Building, 3600 W Sovereign Path, Room 166, Lecanto, Florida. The meeting was advertised in the Citrus Chronicle newspaper and the agenda was available on the Hernando/Citrus MPO website.

MEMBERS PRESENT

David Douglas, Vice Chair, Citizen Advocate – Transit User as Primary Means
Tracy Noyes, Florida Department of Transportation
Joanne Granger, Transit Services Director, Mass Transit Coordinator
Cara Brunk, Florida Department of Elder Affairs
Glorybee Perez, Florida Department of Health Care Administration
Deirdre Barrett LaBelle, Local Representative for Children at Risk
Stephen Brown, Person with a Disability
Walter “Bud” Osborne, Veteran Services Office Alternate
Jerry Flanders, Alternate, Regional Workforce Development Board
Katie Lucas, Local Medical Community Representative
Elizabeth Watson, Agency for Persons with Disabilities Representative

MEMBERS ABSENT

Ruthie Davis Schlabach, Chair, Citrus County Commissioner
David Knazur, Florida Department of Children and Family Services

OTHERS PRESENT

Robert Esposito, MPO Executive Director
Mary Elwin, MPO Coordinator
Joy Turner, MPO Administrative Assistant III
Theresa Flick, Key Training Center Programs and Services Director
Tiffany Keisey, Citrus County Grants

MEETING CALLED TO ORDER

- Vice Chair Douglas called the meeting to order at 10:30 a.m. and led the moment of silence.
- The Pledge of Allegiance and the introductions of Board and staff followed the moment of silence.
- A quorum was declared, and the affidavit of publication was read into the record.

APPROVAL/MODIFICATION OF AGENDA

Motion: A motion was made by Ms. Lucas to approve the agenda. The motion was seconded by Ms. Noyes and the motion passed unanimously.

REVIEW/APPROVAL OF MINUTES – MAY 11, 2023, LCB ANNUAL PUBLIC WORKSHOP

Motion: A motion was made by Mr. Brown to approve the May 11, 2023, Minutes of the LCB Annual Public Workshop. The motion was seconded by Ms. LaBelle and the motion passed unanimously.

REVIEW/APPROVAL OF MINUTES – MAY 11, 2023, LCB REGULAR PUBLIC MEETING

Motion: A motion was made by Mr. Brown to approve the May 11, 2023, Minutes of the LCB Regular Public Meeting. The motion was seconded by Mr. Osborne and the motion passed unanimously.

REVIEW OF PUBLIC SERVICE VIDEOS ON TRANSPORTATION DISADVANTAGED SERVICES

During the May 11, 2023, Citrus County Transportation Disadvantaged Local Coordinating Board (LCB) Annual Public Workshop and the May 10, 2023, Hernando County Transportation Disadvantaged Local Coordinating Board (TDLCB) Annual Public Workshop, the board members participated in demonstrating a wheelchair user and a visually impaired person boarding and offboarding on a public transit vehicle equipped for persons with a disability. As a result of these workshops, two public service videos were created by LCB board participants to highlight the public transportation services offered in Citrus and Hernando counties.

Each video is approximately four minutes in length and were shown to the MPO Board at their meeting on August 3, 2023. Ms. Elwin conveyed her appreciation for the Board's participation in creating the videos and shared that the videos are available on the MPO web site.

[It was noted for the record that Ms. Watson, Representative for Agency for Persons with Disabilities, arrived at the meeting at this time.]

REPORTS

Community Transportation Coordinator (CTC) Quarterly Report – Joanne Granger, Transit Director

Ms. Granger, representing the CTC, reported that from April through June 2023, the CTC averaged 4,400 total trips of which 1,995 were Deviated Fixed Route trips and 2,405 were Paratransit (door-to-door). June was a good month with a high of 4,500 trips. Most trips continue to be nutritional, medical, and employment, respectively. Of the door-to-door trips, 2,066 were transportation disadvantaged (TD), 36 Veterans Hospital (VA) trips; and 303 were public. There are 1,345 active transportation disadvantaged approved clients and 64 new applications were received in June. Also, in June, 301 unduplicated TD clients rode the system; 96 were fixed route and 205 door-to-door. Mr. Brown asked for the definition of "unduplicated" clients and Ms. Granger shared it is how many different people ride the bus in each month. Ms. Granger shared that Citrus County Transit received a *Best of the Best* award by the Citrus Chronicle for transportation in Citrus County and shared an ad that will appear in the Citrus County Chronicle, Best of the Best section.

Pending final approval at the August 22, 2023, Public Hearing of the BOCC at 1:40 p.m., the Homosassa line will be reinstated. Ms. Noyes asked if there have been any changes to the application or application process during this quarter and Ms. Granger stated that the poverty income level was raised to 150% earlier in 2023 but no changes have been made during this last quarter. Ms. Granger did note that Veterans ride free on the fixed route.

Key Training Center Quarterly Report – Theresa Flick, Programs and Services Director

The Key Training Center reported that 14,639 trips were provided April through June 2023; 12,179 were for ambulatory, 2,460 were for wheelchair users. Ms. Flick indicated there were no employment trips due to the March 2023 requirement from Agencies for Persons with Disabilities to redesign and eliminate employment activities from day programs. Most trips were for medical (7,319) and educational (5,855). The educational trips are the adult day training without the vocational skills.

REVIEW AND APPROVAL OF THE FISCAL YEAR 2024 ANNUAL UPDATE TO THE ADOPTED TRANSPORTATION DISADVANTAGED SERVICE PLAN (TDSP) FY 2023-FY 2027

Ms. Granger highlighted what changes were made to this first update of the FY 2023-FY 2027 TDSP that was adopted August 2023. Ms. Noyes ask if the mileage report shown on page 35 was annual or cumulative and Ms. Granger affirmed it was cumulative as of September 30, 2022. Ms. Elwin shared that the application for service in English and Spanish will be added as Appendix B.

Motion: A motion was made by Ms. Lucas to approve the FY 2024 annual update to the adopted Transportation Disadvantaged Service Plan (TDSP) FY 2024-FY 2027. The motion was seconded by Ms. LaBelle and the motion passed unanimously.

CITIZEN COMMENTS - There were no citizen comments.

BOARD MEMBER COMMENTS – There were no Board comments.

MPO DIRECTOR COMMENTS

- **2050 Long-Range Transportation Plan (LRTP)** – Scope A is near completion and a purchase order has been issued to Kimley-Horn for Scope B. The final scopes, C and D, will need to be issued immediately after the new contracts are approved by the MPO Board. The MPO is planning to finalize the 2050 LRTP in October 2024.
- **Vulnerability & Risk Assessment (Resilience) Study** – A final Stakeholder meeting is scheduled for August 23. The MPO Board's General Planning Consultant, Benesch, will be providing recommendations on this project. Expected MPO Board review is October 5, 2023.
- **Traffic Counts** – Annual traffic counts are complete for Hernando County and the two segments in Citrus County. A level of service analysis will be forthcoming on US 41 (from SR 44 to SR 200) and SR 200 in Citrus County, and for US 41 and the County Line Road area in Hernando County.
- Mr. Esposito suggested to conduct 2024 TDLCB meetings in one day versus Citrus County on Thursday morning and Hernando County on Wednesday morning. The suggestion was well received by the Board members and will be placed on the November 9, 2023, agenda for the LCB. The idea is to conduct the Citrus County LCB meeting on Wednesday at 9:30 a.m. at the Lecanto Government Building, and then conduct the Hernando County TDLCB meeting on Wednesday

at 1:30 p.m. at the Hernando County Building Training Facility. The matter will be placed on the next agenda of the Board for formal consideration.

ADJOURNMENT AND NEXT MEETING

Vice Chair Douglas adjourned the meeting at 11:05 a.m. The next regular meeting of the Citrus County Transportation Disadvantaged Local Coordinating Board (LCB) will be held on Thursday, November 9, 2023, beginning at 10:30 a.m. at the Lecanto Government Building, 3600 W Sovereign Path, Room 166, Lecanto, Florida. The meeting agenda and back-up materials are available online at: www.hernandocounty.us/hernandocitrusmpo.

DRAFT

**QUARTERLY REPORT OF THE COMMUNITY TRANSPORTATION COORDINATOR (CTC) - Joanne
Granger, Transit Director**

As an informational item, attached is the Community Transportation Coordinator (CTC) Quarterly Report for the period of July 1, 2023, through September 30, 2023.

This is an informational item; no action is required.

Attachment: Citrus County CTC Quarterly Report

County:	Citrus			
CTC:	Citrus County Transit			
Contact:	Joanne Granger			
Email:	Joanne.Granger@citrusbocc.com			
	2023			
Trips By Type of Service	Jul	Aug	Sep	Average
Deviated Fixed Route*	2,078	2,094	1,846	2,006
Ambulatory	2,078	2,221	2,110	2,136
Wheelchair	201	230	201	211
Total Trips By Type of Service	4,357	4,545	4,157	4,353
Passenger Trips By Purpose				
Education/Training/Daycare	33	74	104	70
Employment	487	508	491	495
Medical	529	704	531	588
Nutritional	788	799	809	799
Life-Sustaining/Other	442	366	376	395
Total Trips by Purpose	2,279	2,451	2,311	
Passenger Trips by Funding Source				
CTD-Commission for the Transportation Disadvantaged	1,896	1,975	1,891	1,921
CTD-VA Hospital (Tampa/Gainesville/ The Villages)	27	34	36	32
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	356	442	384	394
Total Trips By Funding Source	2,279	2,451	2,311	2,347

Note: September drop due to short month, holiday and storm impact

KEY TRAINING CENTER QUARTERLY REPORT – Theresa Flick, Programs and Service Director

As an information item, attached is the Key Training Center Quarterly Report for the period of July 1, 2023, through September 30, 2023.

Staff Recommendation: It is recommended the LCB review the quarterly report and provide feedback as desired. This is an informational item; no action is required.

Attachment: Key Training Center Quarterly Report



KEY TRAINING CENTER
Kindness, Love, Dignity and Respect

Chester V. Cole
Forever in our hearts

Corporate Officers

Carolyn Zemanik
President, Board of Directors

Melissa Walker
Executive Director
(352) 795-5541 ext 203
kcenter@tampabay.rr.com

Programs and Services

Theresa Flick, Director
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Day Services

Barbara Branch, Director
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Residential Services

Bryan Kantorczyk, Director
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Fiscal Management

Leo Doucette, Director
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Human Resources

Stephen Arena, Director
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Key Center Foundation

Tinker Bowen, Director KCF
(352) 795-5541 ext 106
tinker@keytrainingcenter.org

Community Relations

Amanda Oestreich, Development & Community Relations Manager
(352) 795-5541 ext 313
foundation@keytrainingcenter.org or amanda@keytrainingcenter.org

Retail Operations

Shaunn Grulkowski, Manager
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ROM@keytrainingcenter.org
Inverness (352) 726-0271
Lecanto (352) 527-0037
Crystal River (352) 564-9477
Labels / Inverness (352) 419-7591
Delivery/Pickup (352) 726-0271

Maintenance

Chris Linhart, Director Fleet & Facilities
(352) 795-5541 ext 230
clinhart@keytrainingcenter.org

To: Joanne Granger, CCT

From: Theresa Flick, KTC

Date: 10/31/2023

RE: July/August/Sept. 2023

Trips by Type of Service:

Demand response 17,787

Ambulatory 16,295

Wheelchair 1,492

Passenger Trips by Purpose:

Medical 8,893

Employment 0

Educational 8,004

Shopping 356

Other (Recreational) 534

**ANNUAL OPERATING REPORT (AOR) OF THE COMMUNITY TRANSPORTATION COORDINATOR (CTC)
- Joanne Granger, Transit Director**

Each county is required to prepare and submit an Annual Operating Report (AOR) to the Commission for the transportation Disadvantaged (CTD) by September 15. 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 the LCB review and approve the Annual Operating Report for FY 2022-2023, authorization for the Chair's signature thereon, and for submittal of the executed report to the CTD.

Attachment: Citrus County CTC Annual Operating Report for Signature



CTC Organization

County: Citrus
Fiscal Year: 7/1/2022 - 6/30/2023

CTC Status: Submitted
CTD Status: Under Review

Date Initiated: 8/28/2023

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: Ruthie Davis Schlabach
CTC Contact: Joanne Granger
CTC Contact Title: Director
CTC Contact Email: Joanne.Granger@citrusbocc.com
Phone: (352) 527-7634

CTC Certification

I, Joanne Granger, 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

David Douglas, as the Local Coordinating Board Vice Chair, I, ~~Ruthie Davis Schlabach, as the Local Coordinating Board Chairperson,~~ hereby, certify in accordance with Rule 41-2.007(6), F.A.C. that the Local Coordinating Board has reviewed this report and the Planning Agency has received a copy.

~~LCB Chairperson~~ (signature): _____
David Douglas, LCB Vice Chair



Organization – Coordination Contractor

County: Citrus
Fiscal Year: 7/1/2022 - 6/30/2023

CTC Status: Submitted

CTC Organization: Citrus County Transit
Upload Date: 8/28/2023

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: Adults with Disabilities and Seniors
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: Submitted

CTC Organization: Citrus County Transit

Fiscal Year: 07/01/2022 - 06/30/2023

CTD Status: Under Review

	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	24,000	51,807	75,807	21,540	62,678	84,218
Non-Ambulatory	2,697	10,040	12,737	2,393	4,792	7,185
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	26,697	61,847	88,544	23,933	67,470	91,403
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	56,280	56,280	0	45,879	45,879
Comm for the Transportation Disadvantaged (CTD)	22,256	N/A	22,256	19,113	N/A	19,113
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)	4,387	4,329	8,716	4,185	20,816	25,001
Local Government	54	618	672	447	673	1,120
Local Non-Government	0	620	620	153	102	255
Other Federal & State Programs	0	0	0	35	0	35
Total - Revenue Source	26,697	61,847	88,544	23,933	67,470	91,403



CTC Trips (cont'd)

County: Citrus
 Fiscal Year: 07/01/2022 - 06/30/2023

CTC Status: Submitted
 CTD Status: Under Review

CTC Organization: Citrus County Transit

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Passenger Type - One Way						
Older Adults	10,356	0	10,356	8,968	0	8,968
Children At Risk	133	0	133	134	0	134
Persons With Disabilities	7,389	61,847	69,236	8,427	67,470	75,897
Low Income	5,084	0	5,084	4,397	0	4,397
Other	3,735	0	3,735	2,007	0	2,007
Total - Passenger Type	26,697	61,847	88,544	23,933	67,470	91,403
Trip Purpose - One Way						
Medical	7,046	30,923	37,969	5,274	33,735	39,009
Employment	4,937	13,606	18,543	4,620	14,844	19,464
Education/Training/Daycare	1,165	15,463	16,628	1,293	16,867	18,160
Nutritional	8,957	1,236	10,193	7,036	0	7,036
Life-Sustaining/Other	4,592	619	5,211	5,710	2,024	7,734
Total - Trip Purpose	26,697	61,847	88,544	23,933	67,470	91,403
Unduplicated Passenger Head Count (UDPHC)						
UDPHC	841	184	1,025	728	189	917
Total - UDPHC	841	184	1,025	728	189	917
Unmet & No Shows						
Unmet Trip Requests	0	N/A	0	120	N/A	120
No Shows	839	N/A	839	840	N/A	840
Customer Feedback						
Complaints	81	N/A	81	29	N/A	29
Commendations	48	N/A	48	25	N/A	25



Coordination Contractor Trips

County: Citrus

CTC Status: Submitted

CTC Organization: Citrus County Transit

Fiscal Year: 07/01/2022 - 06/30/2023

Upload Date: 8/28/2023

Coordination Contractor: CCARC, Inc. dba Key Training Center

	Selected Reporting Period	Previous Reporting Period
	Coordination Contractors	Coordination Contractors
Service Type - One Way		
Fixed Route/Fixed Schedule		
Daily Pass Trips	N/A	N/A
Weekly Pass Trips	N/A	N/A
Monthly Pass Trips	N/A	N/A
Deviated Fixed Route Service	N/A	N/A
Complementary ADA Service	N/A	N/A
Paratransit		
Ambulatory	51,807	62,678
Non-Ambulatory	10,040	4,792
Stretcher	0	0
Transportation Network Companies	N/A	N/A
Taxi	N/A	N/A
School Board (School Bus)	N/A	N/A
Volunteers	N/A	N/A
Total - Service Type	61,847	67,470
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	N/A	N/A
Total - Contracted Transportation Operator Trips	0	0
Revenue Source - One Way		
Agency for Health Care Administration (AHCA)	0	0
Agency for Persons with Disabilities (APD)	56,280	45,879
Comm for the Transportation Disadvantaged (CTD)	N/A	N/A
Dept of Economic Opportunity (DEO)	0	0
Dept of Children and Families (DCF)	0	0
Dept of Education (DOE)	0	0
Dept of Elder Affairs (DOEA)	0	0
Dept of Health (DOH)	0	0
Dept of Juvenile Justice (DJJ)	0	0
Dept of Transportation (DOT)	4,329	20,816
Local Government	618	673
Local Non-Government	620	102
Other Federal & State Programs	0	0
Total - Revenue Source	61,847	67,470



Coordination Contractor Trips (cont'd)

County: Citrus

CTC Status: Submitted

CTC Organization: Citrus County
Transit

Fiscal Year: 07/01/2022 - 06/30/2023

Upload Date: 8/28/2023

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	61,847	67,470
Low Income	0	0
Other	0	0
Total - Passenger Type	61,847	67,470
Trip Purpose - One Way		
Medical	30,923	33,735
Employment	13,606	14,844
Education/Training/Daycare	15,463	16,867
Nutritional	1,236	0
Life-Sustaining/Other	619	2,024
Total - Trip Purpose	61,847	67,470
Unduplicated Passenger Head Count (UDPHC)		
UDPHC	184	189
Total - UDPHC	184	189
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



CTC Vehicles & Drivers

County: Citrus

CTC Status: Submitted

CTC Organization: Citrus County Transit

Fiscal Year: 07/01/2022 - 06/30/2023

CTD Status: Under Review

	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	390,309	224,162	614,471	329,642	196,665	526,307
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	390,309	224,162	614,471	329,642	196,665	526,307
Roadcalls & Accidents						
Roadcalls	7	4	11	5	1	6
Chargeable Accidents	0	0	0	0	0	0
Vehicle Inventory						
Total Number of Vehicles	22	39	61	18	40	58
Number of Wheelchair Accessible Vehicles	22	12	34	18	14	32
Drivers						
Number of Full Time & Part Time Drivers	16	30	46	16	30	46
Number of Volunteer Drivers	0	0	0	0	0	0



Coordination Contractor Vehicles & Drivers

County: Citrus

CTC Status: Submitted

CTC Organization: Citrus County
Transit

Fiscal Year: 07/01/2022 - 06/30/2023

Upload Date: 8/28/2023

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	224,162	196,665
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	224,162	196,665
Roadcalls & Accidents		
Roadcalls	4	1
Chargeable Accidents	0	0
Vehicle Inventory		
Total Number of Vehicles	39	40
Number of Wheelchair Accessible Vehicles	12	14
Drivers		
Number of Full Time & Part Time Drivers	30	30
Number of Volunteer Drivers	0	0



CTC Revenue Sources

County: Citrus

CTC Status: Submitted

CTC Organization: Citrus County Transit

Fiscal Year: 07/01/2022 - 06/30/2023

CTD Status: Under Review

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Revenue Sources						
Agency for Health Care Administration (AHCA)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Agency for Persons with Disabilities (APD)	\$ 0	\$ 380,428	\$ 380,428	\$ 0	\$ 364,107	\$ 364,107
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	\$ 494,826	N/A	\$ 494,826	\$ 428,229	N/A	\$ 428,229
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	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Department of Transportation (DOT)						
49 USC 5307	\$ 637,955	\$ 0	\$ 637,955	\$ 790,622	\$ 0	\$ 790,622
49 USC 5310	\$ 0	\$ 31,354	\$ 31,354	\$ 0	\$ 166,403	\$ 166,403
49 USC 5311	\$ 206,165	\$ 0	\$ 206,165	\$ 381,145	\$ 0	\$ 381,145
49 USC 5311 (f)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Block Grant	\$ 76,362	\$ 0	\$ 76,362	\$ 7,592	\$ 0	\$ 7,592
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	\$ 278,550	\$ 4,752	\$ 283,302	\$ 94,910	\$ 6,120	\$ 101,030
County In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
City Cash	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
City In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Cash	\$ 1,891	\$ 0	\$ 1,891	\$ 0	\$ 0	\$ 0
Other In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Local Non-Government						
Farebox	\$ 44,870	\$ 0	\$ 44,870	\$ 32,380	\$ 0	\$ 32,380
Donations/Contributions	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
In-Kind Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Non-Government	\$ 0	\$ 3,606	\$ 3,606	\$ 0	\$ 1,343	\$ 1,343
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	\$ 1,740,619	\$ 420,140	\$ 2,160,759	\$ 1,734,878	\$ 537,973	\$ 2,272,851



Coordination Contractor Revenue Sources

County: Citrus	CTC Status: Submitted	CTC Organization: Citrus County Transit
Fiscal Year: 07/01/2022 - 06/30/2023	Upload Date: 8/28/2023	Coordination Contractor: CCARC, Inc. dba Key Training Center

	Selected Reporting Period	Previous Reporting Period
	Coordination Contractors	Coordination Contractors
Revenue Sources		
Agency for Health Care Administration (AHCA)	\$ 0	\$ 0
Agency for Persons with Disabilities (APD)	\$ 380,428	\$ 364,107
Dept of Economic Opportunity (DEO)	\$ 0	\$ 0
Dept of Children and Families (DCF)	\$ 0	\$ 0
Dept of Education (DOE)	\$ 0	\$ 0
Dept of Elder Affairs (DOEA)	\$ 0	\$ 0
Dept of Health (DOH)	\$ 0	\$ 0
Dept of Juvenile Justice (DJJ)	\$ 0	\$ 0
Commission for the Transportation Disadvantaged (CTD)		
Non-Sponsored Trip Program	N/A	N/A
Non-Sponsored Capital Equipment	N/A	N/A
Rural Capital Equipment	N/A	N/A
TD Other	N/A	N/A
Department of Transportation (DOT)		
49 USC 5307	\$ 0	\$ 0
49 USC 5310	\$ 31,354	\$ 166,403
49 USC 5311	\$ 0	\$ 0
49 USC 5311 (f)	\$ 0	\$ 0
Block Grant	\$ 0	\$ 0
Service Development	\$ 0	\$ 0
Commuter Assistance Program	\$ 0	\$ 0
Other DOT	\$ 0	\$ 0
Local Government		
School Board (School Bus)	N/A	N/A
County Cash	\$ 4,752	\$ 6,120
County In-Kind	\$ 0	\$ 0
City Cash	\$ 0	\$ 0
City In-Kind	\$ 0	\$ 0
Other Cash	\$ 0	\$ 0
Other In-Kind	\$ 0	\$ 0
Local Non-Government		
Farebox	\$ 0	\$ 0
Donations/Contributions	\$ 0	\$ 0
In-Kind Services	\$ 0	\$ 0
Other Non-Government	\$ 3,606	\$ 1,343
Other Federal & State Programs		
Other Federal Programs	\$ 0	\$ 0
Other State Programs	\$ 0	\$ 0
Total - Revenue Sources	\$ 420,140	\$ 537,973



CTC Expense Sources

County: Citrus

CTC Status: Submitted

CTC Organization: Citrus County
Transit

Fiscal Year: 07/01/2022 - 06/30/2023

CTD Status: Under Review

Expense Sources	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Labor	\$ 763,941	\$ 231,091	\$ 995,032	\$ 721,368	\$ 158,116	\$ 879,484
Fringe Benefits	\$ 314,814	\$ 28,176	\$ 342,990	\$ 297,515	\$ 21,463	\$ 318,978
Services	\$ 86,498	\$ 114,529	\$ 201,027	\$ 110,409	\$ 64,965	\$ 175,374
Materials & Supplies Consumed	\$ 280,676	\$ 261,217	\$ 541,893	\$ 266,810	\$ 192,481	\$ 459,291
Utilities	\$ 15,051	\$ 22,971	\$ 38,022	\$ 16,485	\$ 20,613	\$ 37,098
Casualty & Liability	\$ 247,762	\$ 102,626	\$ 350,388	\$ 12,463	\$ 95,989	\$ 108,452
Taxes	\$ 0	\$ 1,002	\$ 1,002	\$ 0	\$ 0	\$ 0
Miscellaneous	\$ 2,725	\$ 0	\$ 2,725	\$ 26,396	\$ 1,421	\$ 27,817
Interest	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Leases & Rentals	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Purchases	\$ 29,152	\$ 0	\$ 29,152	\$ 283,432	\$ 11,156	\$ 294,588
Contributed Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Allocated Indirect Expenses	\$ 0	\$ 67,763	\$ 67,763	\$ 0	\$ 67,763	\$ 67,763
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	\$ 1,740,619	\$ 829,375	\$ 2,569,994	\$ 1,734,878	\$ 633,967	\$ 2,368,845



Coordination Contractor Expense Sources

County: Citrus

CTC Status: Submitted

CTC Organization: Citrus County
Transit

Fiscal Year: 07/01/2022 - 06/30/2023

Upload Date: 8/28/2023

Coordination Contractor: CCARC, Inc. dba
Key Training Center

Expense Sources	Selected Reporting Period	Previous Reporting Period
	Coordination Contractors	Coordination Contractors
Labor	\$ 231,091	\$ 158,116
Fringe Benefits	\$ 28,176	\$ 21,463
Services	\$ 114,529	\$ 64,965
Materials & Supplies Consumed	\$ 261,217	\$ 192,481
Utilities	\$ 22,971	\$ 20,613
Casualty & Liability	\$ 102,626	\$ 95,989
Taxes	\$ 1,002	\$ 0
Miscellaneous	\$ 0	\$ 1,421
Interest	\$ 0	\$ 0
Leases & Rentals	\$ 0	\$ 0
Capital Purchases	\$ 0	\$ 11,156
Contributed Services	\$ 0	\$ 0
Allocated Indirect Expenses	\$ 67,763	\$ 67,763
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	\$ 829,375	\$ 633,967

County: Citrus
 CTC: Citrus County Transit
 Contact: Joanne Granger
 1300 S Lecanto Highway
 Lecanto, FL 34461
 352-527-7634

Email: Joanne.Granger@citrusbocc.com

Demographics	Number
Total County Population	0
Unduplicated Head Count	1,025



Trips By Type of Service	2021	2022	2023
Fixed Route (FR)	0	0	0
Deviated FR	0	0	0
Complementary ADA	0	0	0
Paratransit	84,157	91,403	88,544
TNC	0	0	0
Taxi	0	0	0
School Board (School Bus)	0	0	0
Volunteers	0	0	0
TOTAL TRIPS	84,157	91,403	88,544

Passenger Trips By Trip Purpose	2021	2022	2023
Medical	35,559	39,009	37,969
Employment	7,099	19,464	18,543
Ed/Train/DayCare	29,307	18,160	16,628
Nutritional	4,549	7,036	10,193
Life-Sustaining/Other	7,643	7,734	5,211
TOTAL TRIPS	84,157	91,403	88,544

Passenger Trips By Revenue Source	2021	2022	2023
CTD	18,932	19,113	22,256
AHCA	0	0	0
APD	39,275	45,879	56,280
DOEA	0	0	0
DOE	0	0	0
Other	25,950	26,411	10,008
TOTAL TRIPS	84,157	91,403	88,544

Trips by Provider Type	2021	2022	2023
CTC	25,537	23,933	26,697
Transportation Operator	0	0	0
Coordination Contractor	58,620	67,470	61,847
TOTAL TRIPS	84,157	91,403	88,544

Vehicle Data	2021	2022	2023
Vehicle Miles	523,650	526,307	614,471
Roadcalls	8	6	11
Accidents	1	0	0
Vehicles	71	58	61
Drivers	54	46	46

Financial and General Data	2021	2022	2023
Expenses	\$2,556,007	\$2,368,845	\$2,569,994
Revenues	\$2,456,427	\$2,272,851	\$2,160,759
Commendations	8	25	48
Complaints	9	29	81
Passenger No-Shows	889	840	839
Unmet Trip Requests	127	120	0

Performance Measures	2021	2022	2023
Accidents per 100,000 Miles	0.19	0	0
Miles between Roadcalls	65,456	87,718	55,861
Avg. Trips per Passenger	75.95	99.68	86.38
Cost per Trip	\$30.37	\$25.92	\$29.03
Cost per Paratransit Trip	\$30.37	\$25.92	\$29.03
Cost per Total Mile	\$4.88	\$4.50	\$4.18
Cost per Paratransit Mile	\$4.88	\$4.50	\$4.18

ANNUAL EXPENDITURE REPORT (AER) OF THE COMMUNITY TRANSPORTATION COORDINATOR (CTC) - Joanne Granger, Transit Director

It is required to report actual expenditures of transportation disadvantaged funds to the Commission for the Transportation Disadvantaged (CTD). These funds should include local and direct federal funds. The Annual Expenditure Report must be submitted to the CTD by September 15.

Staff Recommendation: It is recommended the LCB review and approve the Annual Expenditure Report for FY 2022-2023, authorization for the Chair's signature thereon, and for submittal of the executed AER to the CTD.

Attachment: Citrus County CTC Annual Expenditure Report for Signature



**COMMISSION FOR THE TRANSPORTATION DISADVANTAGED
ACTUAL EXPENDITURE REPORT FORM**
(One form for each program,
Do not report funds from state agency sources)

COUNTY: Citrus

DUE: September 15, 2023

Coordinated Transportation			
ACTUAL PRIOR YEAR			
Local Funding		Direct Federal Funding	
Expenditures	# of Trips, Operating Subsidy or Capital	Expenditures	# of Trips, Operating Subsidy or Capital
\$85,038	26,697		

Transportation Alternatives			
ACTUAL PRIOR YEAR			
Local Funding		Direct Federal Funding	
Expenditures	# of Trips, Operating Subsidy or Capital	Expenditures	# of Trips, Operating Subsidy or Capital

Other			
ACTUAL PRIOR YEAR			
Local Funding		Direct Federal Funding	
Expenditures	# of Trips, Operating Subsidy or Capital	Expenditures	# of Trips, Operating Subsidy or Capital