



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

Thursday, May 9, 2024

### MINUTES

The Citrus County Transportation Disadvantaged Local Coordinating Board (LCB) held a regular quarterly meeting at 9:30 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  
Dave Newell, Florida Department of Transportation, District 7  
Joanne Granger, Transit Services Director, Mass Transit Coordinator  
Deirdre Barrett LaBelle, Local Representative for Children at Risk  
Emilio Santiago, Florida Department of Health Care Administration  
Debbie Letterman, Regional Workforce Development Board  
Elizabeth Watson, State of Florida Agency for Persons with Disabilities

### MEMBERS ABSENT

Ruthie Schlabach, Chair, Citrus County Commission  
Stephen Brown, Person with a Disability  
Walter “Bud” Osborne, Veteran Services Representative  
Elizabeth Alacci, Florida Department of Children and Family Services  
Katie Lucas, Local Medical Community Representative

### OTHERS PRESENT

Mary Elwin, MPO Coordinator  
Joy Turner, MPO Administrative Assistant III  
Theresa Flick, Programs and Services Director, Key Training Center  
Gisela Ruiz, Florida Department of Health Care Administration

### MEETING CALLED TO ORDER

- Vice Chair Douglas called the meeting to order at 9:45 a.m. and led the moment of silence.
- The Pledge of Allegiance and the introductions of Board and staff followed the moment of silence.

*[It is noted for the record that a TDLCB member was in transit to the meeting and a quorum could not be declared. A modification to the agenda was made to proceed with Agenda Items E, Reports; and Agenda Item F, Presentation, which required no Board action.]*

- The affidavit of publication was read into the record.

### REPORTS

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

Ms. Granger, representing the CTC, reported that from January through March 2024, the CTC averaged 4,774 total trips. The deviated fixed route accounted for 2,406 trips and there were 2,368 door-to-door trips. Overall trip numbers increased significantly in April with the fixed route accounting for 2,629 trips and 2,615 door-to-door trips. The top three trip needs are medical, nutritional, and employment and employment trips are increasing. One goal of the CTC is to move individuals to the deviated fixed route and there are currently 111 transportation disadvantaged passengers using the fixed route. Ms. Granger distributed a new brochure for the Orange Line which consolidated five brochures (one for each route) into one, concise brochure for all five routes. The door-to-door brochure is also being redesigned to make it clearer and more user-friendly.

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

Ms. Flick expressed her appreciation to Joanne Granger, the Community Transportation Coordinator (CTC), for the transit training she provided at the Inverness Adult Center on how to use the Orange Line to mobilize around Citrus County. The training was valued and well-received. A similar session will be scheduled for the Lecanto location. The Key Training Center reported that 17,021 trips were provided January through October 2024. The majority of trips were for medical purposes (8,510) and for educational purposes (7,660). Ms. Flick stated the Key Training Center is experiencing difficulties in obtaining new vehicles and expressed her appreciation to the Florida Department of Transportation (FDOT) for their assistance to acquire vehicles.

*[Ms. Elwin noted for the record that TDLCB member, Emilio Santiago, representing the Florida Department of Health Care Administration, arrived at the meeting. A quorum was declared for the meeting.]*

### **APPROVAL/MODIFICATION OF AGENDA**

**Motion:** A motion was made by Ms. Labelle to approve the modified agenda. The motion was seconded by Mr. Newell and the motion passed unanimously.

### **REVIEW/APPROVAL OF MINUTES**

Subsequent to the emailed distribution of the agenda packet, the February 8, 2024, minutes of the Annual Public Workshop and Regular Public Meeting were updated to reflect that Debbie Letterman was absent.

#### **1. February 8, 2024, LCB Annual Public Workshop**

**Motion:** A motion was made by Mr. Newell to approve the February 8, 2024, Minutes of the LCB's Annual Public Workshop, as amended. The motion was seconded by Ms. Alacci and the motion passed unanimously.

#### **2. February 8, 2024, LCB Regular Public Meeting**

**Motion:** A motion was made by Ms. LaBelle to approve the February 8, 2024, Minutes of the LCB's Regular Public Meeting, as amended. The motion was seconded by Mr. Santiago and the motion passed unanimously.

### **ACTION ITEMS**

#### **1. REVIEW AND APPROVAL OF THE ANNUAL EVALUATION OF THE COMMUNITY TRANSPORTATION COORDINATOR (CTC)**

Ms. Elwin reviewed the annual evaluation with the board. Based on the review, the CTC appears to be operating consistent with the Florida Statutes Chapter 427, and Rule 41-2 of the Florida Administrative Code. Vice Chair Douglas acknowledged and commended the "top-notch service" of the CTC and the support provided by Ms. Granger.

**Motion:** A motion was made by Ms. Letterman to approve the Annual Evaluation of the Community Transportation Coordinator (CTC). The motion was seconded by Mr. Newell and the motion passed unanimously.

#### **2. REVIEW AND APPROVAL OF THE FY 2025 RATE MODEL CALCULATION FOR CITRUS COUNTY**

Ms. Granger provided an overview of the rate model calculation funding sources. Main funding sources for Citrus County Transit are the Federal Transit Administration (FTA) Section 5307 (Urbanized Area Formula Grant and remaining CARES Act funding), Section 5311 (Rural Area Grant), and the State Block Grant, Florida Commission for Transportation Disadvantaged funding. Citrus County passengers contributed \$45,000 in rider fares and it is estimated the revenue will be the same this year.

Ms. Granger noted that currently Citrus County Transit utilizes Section 5307 funds for all bus purchases and recently acquired two mini vans and have two cut-away buses on order due to arrive in August/September. Ms. Granger indicated the additional use of Section 5339 formula funding from FTA for future bus purchases. She stated the largest increase in operating expenditures was salaries and fringe due to Citrus County's recent *Class & Pay Study* which went into effect October 2023. Reimbursement rates are anticipated to decrease slightly for FY 2025 but remain close to the FY 2024 reimbursement rate.

**Motion:** A motion was made by Ms. LaBelle to approve the FY 2025 Rate Model Calculation for Citrus County. The motion was seconded by Ms. Watson and the motion passed unanimously.

## **FEATURE PRESENTATION**

Natarra Bradwell gave a feature presentation on Hope Florida - A Pathway to Prosperity, an initiative spearheaded by First Lady Casey DeSantis. The program utilizes Hope Navigators to guide Floridians on an individualized path to prosperity and economic self-sufficiency by focusing on community collaboration between the private sector, faith-based community, non-profits, and governmental entities to break down traditional community silos, maximizing support and uncovering opportunities. Ms. LaBelle expressed her appreciation that Hope Florida is able to send alerts for needs where available resources have not been identified.

Katie Lucas has volunteered to present at the August 8, 2024, TDLCB meeting.

## **CITIZEN COMMENTS**

There were no citizen comments.

## **BOARD MEMBER COMMENTS**

Ms. Granger expressed that the Citrus County Transit would not be able to operate without the drivers, dispatchers, office staff, trainers, and supervisors who work together as a great team. Vice Chair Douglas attested Ms. Granger's commendation.

## **MPO STAFF COMMENTS**

Ms. Elwin provided the following updates:

- LCB member, Stephen Brown, was not able to attend today's meeting as there was a death in the family and asked the board to keep him and his family in their thoughts.
- Dave Newell will be the LCB member representing District 7 of the Florida Department of Transportation (FDOT) replacing Ms. Noyes. Chris Leffert will be Mr. Newell's alternate representative.
- Cara Brunk, representing the Florida Department of Elder Affairs, retired. Casey Ladd or designee will attend the August 8, 2024, meeting.
- Emilio Santiago introduced Gisella Ruiz as the new LCB representative for the Florida Department of Health Care Administration.
- The MPO Board reappointed Bud Osborne to the LCB representing Veterans Services. The board was provided a list of the public engagement meetings associated with the 2050 Long-Range Transportation Plan (LRTP) adoption. Ms. Elwin stated that the MPO is in the process of developing the 2050 LRTP and indicated that several meetings have been scheduled. She indicated the members involvement in the activities is important to develop the 2050 LRTP for Citrus and Hernando Counties not only to meet federal requirements but to help in meeting the needs of the communities. We are providing venues for public input and comments.
- The MPO conducts quarterly staff meetings with Ocala Marion TPO and Lake-Sumter MPO. The meetings result in collaboration of ideas and the federal and state government agencies encourage the interaction between contiguous MPOs/TPOs or that have similar demographics. Mr. Esposito recently attended the Lake-Sumter MPO Board meeting.
- Mr. Esposito is attending the Florida Transportation Planning Exchange (TransEx) conference in St. Petersburg on May 7-8, 2024.
- The Florida Department of Transportation (FDOT) has scheduled a ribbon cutting ceremony for the Good Neighbor Trail (GNT) on May 22, 2024, at 10:00 a.m., in Tom Varn Park in Brooksville.

## **ADJOURNMENT AND NEXT MEETING**

The next regular meeting of the Citrus County Transportation Disadvantaged Local Coordinating Board (LCB) is scheduled for Thursday, August 8, 2024, beginning at 9:30 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](http://www.hernandocounty.us/hernandocitrusmpo).

Vice Chair Douglas adjourned the meeting at 10:41 a.m.