

# EXECUTIVE SUMMARY



**To:** Jim Scholl, City Manager

**From:** Norman Whitaker, Director / KWDoT

**Date:** October 6, 2014

**Subject:** Supplemental Joint Participation Agreement #4  
Commuter Assistance Grant FY2015

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## **Action Statement:**

A resolution to approve execution of the Supplemental Joint Participation Agreement (SJPA) #4, contract number AQ173, with the State of Florida Department of Transportation (FDOT) via Commuter Assistance Grant Program Funding in an amount not to exceed 50% of the total project cost at \$691,726.00, or reimbursement of up to \$345,863.00, in operating assistance.

## **Project History:**

The City of Key West Department of Transportation is tasked with the responsibility of identifying and securing grant funding assistance each year to subsidize the cost of providing a public transit system. Key West is fortunate to continue to receive funding for the Lower Keys Shuttle via Commuter Assistance as it applies to operating expenses for repair and maintenance.

The Commuter Assistance Program is a five (5) year grant funding program that began in fiscal year 2010-2011 and will end this fiscal year 2014-2015. In 2016, the Commuter Assistance Program will transition to Lower Keys Shuttle Bus Service for Fixed Route. The reimbursement will remain the same at 50/50. The amount is determined by FDOT and may change due to funding shortfall or extra funding available at the Federal Transit Administration (FTA) or FDOT level.

## **Advantages / Disadvantages:**

Advantages include but are not limited to:

- Funding assistance of up to 50% with a maximum reimbursement amount of \$345,863.00, which reduces the City's share of expenses. Please note that while reference is made to a 50/50% match ratio of funding – that does not represent the actual cost of operations; it does reduce the local share, and provides assistance at the maximum level of grant subsidy participation under the Commuter Assistance program.
- The City is required to provide a level of service as it relates to maintenance of maximum safety and accountability which is required of all grant funding programs with regard to safety sensitive positions, system safety of operations and hazard / security program plans mandates.
- The City continues to improve and enhance public transit services while maintaining the least impact to local governments and residents by securing Federal and State funding assistance.

There are no disadvantages at this time. In fact, State and Federal funding assistance is absolutely necessary to continue operation of public transit services in Key West and the Lower Keys.

**Fiscal Impact:**

The fiscal impact would provide for shared costs with the State and local government in that the City could receive reimbursement of expenses of up to 50% maximum on related bus service operational costs, or participation of \$345,863.00 in fiscal year 2014-2015.

It is important to note that with grant funding the percentage of match ratio referred to in discussion and agreements do not represent all costs to provide the services. The match reference and dollar value of reimbursement pertains only to each grant program; it is not the total of operating expenses for all services.

Key West Transit staff recommends approval of this resolution to accept, authorize and execute the FDOT Supplemental Joint Participation Agreement (SJPA) #4 for State Commuter Assistance Program funding assistance during FY 2014 – 2015 period in an amount not to exceed \$345,863.00, so as to realize our reimbursements as soon as possible for this fiscal year.

CH/nw

Attachments

File: Executive Summary (Commuter Assistance Grant FY2015) 10-6-14