

Executive Summary



To: Jim Scholl, City Manager
From: Norman Whitaker, Director / KWDoT
Date: October 28, 2016
Subject: 2015 Minor Transit Development Plan (TDP) Update

Action Statement:

This is a request for resolution ratifying and approving the 2015 calendar year Minor Transit Development Plan Update for the City of Key West Department of Transportation (KWDoT), as is required of all State and Federal public transit grant recipients on an annual basis.

Project History:

In February 2007, the Florida Department of Transportation revised regulations to require all public transit agencies maintain a Transit Development Plan (TDP) document that extended the overall time frame of the document from a five (5) year period to ten (10) years, in total, and revised the interval of Major Update to Plan documents from the (3rd) year to the fifth (5th) year of said plan documents. City of Key West submitted and Commission approved the new 10 Year TDP in December 2009, for the period of 2010 through 2019, via Resolution #09-320. In 2014, a Major TDP Update was due and the City of Key West Transportation Department submitted and Commission approved the new 10 Year Major TDP update in September 2014, for the period of 2015 through 2024, via Resolution #14-248.

In the calendar period of 2015, City of Key West DoT submitted the first Minor Update to the new ten (10) Year TDP Plan but did not provide Commission approval of that document; as is now required on all Minor Updates. While FDOT District 6 recognizes that the City of Key West is in compliance, this resolution of ratification and approval of the plan is required to bring us up to current standard on all the TDP processes through 2015 period.

It should be noted that while minor annual updates are prepared internally and this should continue to be handled in this manner - the new required five (5) Year Major Plan Update to the TDP which will be due in the 2019-2020 period, and it will require budgeting for consultant services to update the entire document adequately as these services extend outside of staff's ability to handle with regard to statistical analyses, capital and operating budgetary planning and forecasting, customer surveys, field and system performance evaluations as well as hosting a variety of public hearings, committee meetings and so on.

The TDP document is a critical planning tool that assists agencies in identifying and determining funding requirements, immediate and long term, operating and capital, with regulatory steps in place to provide the agency guidance on how to solicit and receive public comment on goals and objectives identified at all levels within an agency. The document sets the tone for an agency to be deemed eligible for grant funding assistance of capital and operating funds at the State and Federal level. If a project is not identified, discussed and presented to the public as well as the governing body of each agency, including public input and support of the agency, it will generally not be eligible for grant funding assistance. To receive and be eligible for grant dollars - agencies must identify and approve goals and objectives of operating and capital projects in advance as part of the annual TDP process.

Advantages / Disadvantage:

The advantage is the approval of the 2015 Minor TDP Update provides full grant compliance for the City of Key West DoT.

The disadvantage would be that the City would be found not to be in compliance with all grant requirements and would forfeit grant funding assistance by State and Federal agencies.

Fiscal Impact:

The City of Key West DoT will continue to receive grant subsidies for both operating and capital projects that are ongoing with regard to public transportation services and support.

Recommendation:

It is recommended by KWDoT that the Commission ratify and approve the 2011 Minor TDP Update as submitted to FDOT, by formal resolution this evening, rendering all requirements to be compliant with regard to TDP regulations as per FAC 14-73.