



MEMORANDUM

Date: April 1, 2026

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

From: Rogelio Hernandez
Director of Transportation

Subject: 26-5223 Approving ADA Complimentary Paratransit Plan

Introduction

The City Manager's Office requests the approval of the attached ADA Complementary Paratransit Plan.

Background

Federal law requires public transit agencies operating fixed-route service to provide ADA complementary paratransit within a half-mile of routes and during the same service hours. This ensures access for individuals with disabilities who cannot independently use fixed-route transit.

Since a 1996 agreement between Monroe County and the City of Key West, the County has provided paratransit service, while the City has operated fixed-route transit and supplemented paratransit only during hours not covered by the County.

During the Federal Transit Administration (FTA) Triennial Review on January 25, 2022, the City was found deficient in meeting ADA complementary paratransit requirements. The County's service model, based on broader "transportation disadvantaged" eligibility (age, income, or disability), does not meet federal ADA standards. The FTA directed the City to establish an ADA-compliant paratransit plan and program under its own control or oversight.

The City explored partnerships with Monroe County and the Guidance Care Center (GCC) to outsource ADA complementary service. Monroe County declined due to its transition to outsourcing its own program, and GCC was unable to assume additional service capacity.

The initial step in restoring compliance is to develop an ADA Complementary Paratransit Plan that fully satisfies all federal requirements and to establish a service that meets these standards. This action is critical to prevent the potential loss of federal transit grants, including Sections 5311 and 5339, which the City depends upon for transit operating expenses and capital acquisitions.

Procurement

The City of Key West applies for and receives funding through the FTA Formula Grant for Rural Areas (Section 5311) and the Grants for Buses and Bus Facilities Formula Program (Section 5339). These grants may be utilized for the operation of ADA Complementary Paratransit services and provide reimbursement of up to 50 percent of eligible operating expenses. Federal funds from other

agencies may be used as matching funds for the Section 5311 Program, in conjunction with the required local match

Recommendation

The City Manager's office recommends approval of the attached ADA Complementary Paratransit Plan.