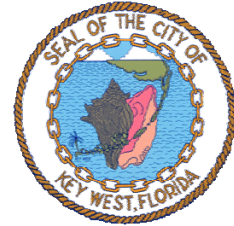


# EXECUTIVE SUMMARY



**To:** Jim Scholl, City Manager  
**From:** Norman Whitaker, Director / KWDoT  
**Date:** November 3, 2015  
**Subject:** Joint Participation Agreement – SFY16 State Commuter Assistance Program for the Lower Keys Shuttle

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## **Action Statement:**

A resolution to approve execution of the Joint Participation Agreement (JPA) with the State of Florida Department of Transportation (FDOT) via State Commuter Assistance Program in an amount not to exceed 50% of the total project cost at \$706,000.00, or reimbursement of up to \$353,000.00 in operating costs for the Lower Keys Shuttle route.

## **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 State Commuter Assistance as it applies to operating expenses for repair and maintenance.

The Commuter Assistance are awarded annually by FDOT and are continued funds until the applicant no longer applies, or ceases to provide similar service. KWT applies for and receives Commuter Assistance Funding on annual basis – the amount is determined by FDOT in Five (5) Year periods and work program. The amount allocated for FY2015 – 2016 is \$353,000.00 which is 50% of the total project cost estimate of \$706,000.00

## **Advantages / Disadvantages:**

Advantages include but are not limited to:

- The City can continue to assist communities between Key West and City of Marathon, by managing and operating the Lower Keys Shuttle Bus Service.
- 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.

## **Fiscal Impact:**

The fiscal impact would provide for shared costs with the State and local agencies (County and City of Marathon) in that the City could receive reimbursement of expenses of up to 50% maximum from FDOT, with the remaining 50% of expenses equal split between the three (3) local agencies, per the Inter-local Agreement – Resolution 15-101.

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.

**Recommendation:**

Key West Transit staff recommends approval of this resolution to accept, authorize and execute the attached joint participation agreement (JPA) for SFY16 State Commuter Assistance Program, so as to realize our reimbursements as soon as possible for this fiscal year.

CH/nw

Attachments

File: Executive Summary (Commuter Assistance FY16) 11-3-15