

**City of Key West
Department of Transportation**



**Transit Development Plan *MINOR* Update
Annual Progress Report 2013**

Section 1 – INTRODUCTION

1.1 - IDENTIFICATION OF SUBMITTING ENTITY

Key West Transportation remains the reporting agency for Transit Development Plan requirements of fixed route transit services in Monroe County, Key West, Florida.

1.2 / 1.3 - OVERVIEW OF TRANSIT DEVELOPMENT PLAN (TDP) REQUIREMENTS

The City intends to begin our process of the 5 Year MAJOR Update to the TDP in the late February or early March 2014 time frame, this should allow sufficient time to submit to FDOT by September 1st of that period.

- 2009 to 2018 - Key West submits required 10 year TDP transitioning from 5 year to 10 year document period – in January 2010.
 - 2010, 2011, 2012, and 2013 require MINOR updates be submitted to FDOT. A MAJOR 5 YEAR Update is required in 2014 – with a new 10 YEAR TDP by no later than September 1, 2018.

The City acknowledges and revises the schedule of work to be reflected via the TDP process for ANNUAL (MINOR AND MAJOR) Transit Development Plan (TDP) updates (with regard to the Block Grant program and the Section 5311 funding) to be ANNUALLY by September 1st each year, and as outlined in detail above.

REVISED Table 1 -1 TDP REQUIREMENTS / CHECKLIST
City of Key West Transportation 10 Year TDP Timeline

10 Year PLAN	Due by September 1 st , 2009
5 Year MAJOR Update	Due by September 1 st , 2014
New 10 Year PLAN	Due by September 1 st , 2018
MINOR UPDATE due by September 1 st Annually	
2010	2013 2017
2011	2015
2012	2016

Please refer to original PLAN document for items that are required in a MAJOR Update; with those elements required in a MINOR Update noted above in the Revised Table 1-1.

The MINOR ANNUAL update shall also serve as an Annual Progress Report for the prior year period. This Report and Update of the TDP for City of Key West serves as the 2013 MINOR period update (note it is intended to reflect our fiscal year time frame in order to compare all items in an equitable financial manner). See below for items included in this Report.

1.4 - REPORT ORGANIZATION

In order to provide an organized and structured presentation for the MINOR Plan updates – the following chart is provided for period 2013.

2013 Annual MINOR Transit Development Plan UPDATE – City of Key West
✓ <i>Past Year's Accomplishments COMPARED to Original PLAN</i>
✓ <i>Analysis of DISCREPANCIES in Past Year – COMPARED to the Original PLAN and Steps to be Taken to Attain / Revise Original Goals & Objectives</i>
✓ <i>Required Revisions to the Implementation Program – Coming Year or 2014</i>
✓ <i>Revised Implementation to the 10th (tenth) Year</i>
✓ <i>Additional Recommendations for the 10th (tenth) Year of the Updated PLAN</i>
✓ <i>Revised Financial PLAN</i>
✓ <i>Revised List of Projects / Services to meet Goals & Objectives</i>

Section 2 – DATA COLLECTION AND ANALYSIS

2.1 To 2.8 - No changes to address for the 2013 period.

2.9 – VEHICLE INVENTORY

Key West Transit vehicle inventory consists of seventeen (17) vehicles. The inventory is as follows: Two (2) service trucks that represent one (1) F150 (Model Year 2005) and one (1) F250 Lift Gate Ford Truck (Model Year 2003) that is shared by City wide Fleet Services and Transportation and fourteen (14) GILLIG buses.

Table 2-20 has been revised to reflect Key West Transit's bus fleet inventory - a total of fourteen (14) buses that is comprised of five (5) 2001 GILLIG buses (30 feet); seven (7) 2003 GILLIG buses (30 feet), two (2) 2008 GILLIG buses (35 feet).

Table 2-20
Key West Transit Bus Fleet Inventory

Description	Year	VIN#	Fuel	Status
Gillig Bus	2001	15GGE181411090406	Bio-diesel	Active
Gillig Bus	2001	15GGE181611090407	Bio-diesel	Active
Gillig Bus	2001	15GGE181811090408	Bio-diesel	Active
Gillig Bus	2001	15GGE181611090410	Bio-diesel	Active
Gillig Bus	2001	15GGE181811090411	Bio-diesel	Active
Gillig Bus	2003	15GGE181631090684	Bio-diesel	Active
Gillig Bus	2003	15GGE181831090685	Bio-diesel	Active
Gillig Bus	2003	15GGE181X31090686	Bio-diesel	Active
Gillig Bus	2003	15GGE181131090687	Bio-diesel	Active
Gillig Bus	2003	15GGE181331090688	Bio-diesel	Active
Gillig Bus	2003	15GGE181531090689	Bio-diesel	Active
Gillig Bus	2003	15GGE181131090690	Bio-diesel	Active
Gillig Bus	2008	15GGE271081078831	Bio-diesel	Active
Gillig Bus	2008	15GGE271281078832	Bio-diesel	Active

Section 3 – PUBLIC INVOLVEMENT

3.1 – PUBLIC INVOLVEMENT PLAN

This section has not changed. The City of Key West will continue to incorporate those elements identified in Appendix B to the Original 10 Year PLAN.

3.2 – PUBLIC HEARINGS / WORKSHOPS

No changes to this section with the exception that the two (2) annual meetings will be held in the near future.

Meetings shall be held in a centralized location for the City of Key West and also in a centralized area within the Lower Keys; as well as outside of the typical work day hours of 8:00 am to 5:00 pm.

3.3 – PUBLIC HEARING / WORKSHOP RESULTS

Items that shall remain consistent in the Annual MINOR and MAJOR Update process for the TDP will be the bi-annual minimum two (2) public meetings/public hearings – along with an informal public participation process that shall be achieved by members of the Local Coordinating Board (LCB) and Community Transportation Coordinator (CTC) and also the Pedestrian Action Committee (PAC).

3.4 – On-Board Survey

During the month of March, Key West Transit passed out surveys to passengers as well as other various groups and local agencies for feedback and comment. Attached as Exhibit A, is a copy of the survey that was distributed to passengers and various groups and local agencies.

3.5 to 3.6 – Fleet Maintenance / Bus Driver Survey

Survey not required as department personnel remains the same as previous survey year in 2009.

3.7 – South Florida Workforce (SFW) Coordination

Every year, South Florida Workforce renews the agreement with Key West Transit to purchase reduce fare bus passes for their agency and distribute them based upon their eligibility. Key West Transit also distributes bus schedules to the agency when needed.

Section 4 – FUNDING AVAILABILITY

4.1 – SMALL TRANSIT INTENSIVE CITIES (Section 5336 Funding / USDOT & FDOT)

Key West City is not designated “urban or rural” by specific delineation but rather is a unique City that is at the farthest end of a chain of Islands in the Florida Keys, therefore, we have not taken part in the Section 5336 funding in the last twenty (20) years. Key West does not see this type of funding as a viable source of assistance at this time.

4.2 - BUSES & BUS RELATED FACILITIES (5339 / FTA / FDOT/ USDOT)

The 5309 discretionary fund code has now been changed to 5339. All agencies are to use the new fund code when applying for this type of grant.

The City of Key West utilizes the 5339 program with regard to capital projects. Key West Transit has and will continue to use the 5339 program for funding assistance, in a direct and indirect capacity as available.

Historically, if 5339 funds are programmed with State DOT (FDOT) as a pass through or formula grant agreement, the City of Key West enters into a 5311 Program Grant Agreement for administration and management of said funds. We also typically request and are granted Toll Revenue Credits to use as a soft match to said funding opportunities.

4.3 - STRATEGIC INTERMODAL SYSTEM (SIS) (USDOT / FDOT / FHWA / FTA)

Key West City has not utilized this type of funding to date – but there may be great potential in the Lower Keys and Key West area for possible partnership opportunities with cruise ship passenger transport needs as well as airport services and fixed route transit. This is an area that Key West City is encouraged to look at with greater interest in the future.

4.4 - STATE INFRASTRUCTURE BANK (SIB) (SAFETEA-LU/USDOT/FHWA/FTA)

The City of Key West does not participate in this type of loan or funding programs and we do not anticipate doing so in the future.

4.5 - TRANSIT CORRIDOR PROGRAM (FDOT)

City of Key West most recently received its' first annual allocation from District 6, FDOT for operating assistance in the Lower Keys shuttle bus route area – this route provides service to unincorporated areas of Monroe County, and travels from the City of Key West service area at MM 0 Key West to MM 52.5 Marathon. Key West Transit connects at the 50 mile area with the Miami Dade Transit (MDT) service in the City of Marathon, Florida. These two (2) services provide a regional connection between Monroe and Dade County.

It is our intent to continue to participate in this program funding as well as continue to request annual allocation of said funding from FDOT – to include increased funding for improved service in this area. This service has proven to be a major success story for Key West Transit and will continue to be so in the future.

4.6 - PUBLIC TRANSIT BLOCK GRANT PROGRAM (FTA / USDOT / FDOT)

The Florida Department of Transportation distributes 85% of the set aside for Block Grant funding to 5307 providers and to 5311 providers who are not designated Community Transportation Coordinators or CTC providers.

The Block Grant has and will remain a very important part of the funding formula for the City of Key West with regard to annual operating assistance.

4.7 – PUBLIC TRANSIT SERVICE DEVELOPMENT PROGRAM (FDOT)

City of Key West Transportation has taken advantage of the Service Development Grant on numerous occasions and it has worked out well for our community. In fact the Service Development Grant funding has provided funding as a “new service platform” to enable expanded service, improved or increased frequencies of service as well as any other new type of transit services so far as it relates to fixed route, deviated fixed route and demand service transportation systems.

Key West successfully expanded bus routes and service area in the 2007 and 2009 periods via the Service Development Grant Program – both were great successes for City of Key West. It is hoped that in the future Key West will again be able to return to a six (6) route transit system, city wide; and perhaps, Service Development Grants will play a role in that transition and process.

Below is the 2013 Update of **CHART A** provided in the 2012 period TDP, which helps to visualize FDOT 5 Year Work Program Anticipated Funding Allocation for the 2014 to 2018 FY cycles. Also note that capital funding is NOT included here but rather is shown in Section 7 – Financial Tables.

Chart A – 5 Year FDOT Anticipated Work Program Funding Allocations – City of Key West

FY	2014	2015	2016	2017	2018
Description	OPERATING ASSISTANCE¹				
5311 Grant Program	\$934,074	\$980,778	\$1,029,818	\$1,081,308	\$1,029,818
Commuter Assistance via Transit Corridor Program	691,726	691,726	0	0	0
Lower Keys Shuttle	0	0	706,000	706,000	0
Block Grant Program	439,170	443,146	453,086	453,086	466,678
Operating Assistance FY Period ²	\$2,064,970 / \$1,032,485	\$2,115,650 / \$1,057,825	\$2,188,904 / \$1,094,452	\$2,240,394 / \$1,120,197	\$1,496,496 / \$748,248

4.8 – FUEL TAXES

In summary, it should be noted that October 1, 2010, we reported service route reductions system wide due to budgetary decreases which resulted from direction of the City Commission, to City staff, with regard to the total annual local subsidy of all combined available revenue sources for public transportation available to the City for use in the transit area of service. Primarily that is achieved via the County distribution of the 1-5 Cents Local Option Fuel Tax and if necessary, ad valorem taxes, which are not typical for Key West.

With a 33% reduction in services for public transport, the City's goal was to redirect those funds toward infrastructure projects such as roadway improvements, streets and sidewalks, drainage issues and resurfacing needs.

4.8.1 – 4.8.3 OPTION FUEL TAX

Since the submittal of 2012 Minor Update, there have been no significant changes or updates to this section to report.

4.9 – AD VALOREM TAX

While Ad Valorem Taxes collected can be used when the appropriate formula is applied by the City of Key West; typically Ad Valorem Tax is dedicated for us to General Fund Activities.

4.10, 4.11 and 4.12 – LOCAL DISCRETIONARY & LOCAL OPTION SALES TAXES, IMPACET FEES and TOURIST DEVELOPMENT TAX

These taxes represent the areas of possible income generation for public transportation but also these are the most difficult to acquire with regard to political and community support due to the nature of it being a “sales tax” in general.

City of Key West does not favor using this as a means to fund public transportation at this time.

¹ Operating Assistance amount shown here represents MAXIMUM PROJECT ESTIMATE of COSTS.

² FDOT maximum participation or reimbursement is 50% of eligible expenses. That amount is also reflected here.

Section 5 – TRANSIT GOALS AND OBJECTIVES

To summarize this section of the 2013 Minor TDP Update, there have been some changes to the schedule due to the North Roosevelt Boulevard project and public related comments.

Key West Transit has revised the June 25, 2012 route schedule, effective on March 2013. The routes continue to operate on roadways parallel to North Roosevelt Boulevard to allow passengers to get to and from business along North Roosevelt Boulevard. All City routes now travel to all areas of Key West and Stock Island – No connections are required. The Orange and Red routes cover the interior corridor of Key West and Stock Island, while the Blue and Green continue the full loop (Beach / Airport) of Key West and Stock Island. Blue and Red route operate clockwise and the Green and Orange operate counter-clockwise.

Below is a partial frequency service level for the current City Routes:

Blue		Green		Red		Orange	
Clockwise		Counter-Clockwise		Clockwise		Counter-Clockwise	
Overseas Market	Key Plaza	Key Plaza	Overseas Market	Key Plaza	Overseas Market	Overseas Market	Key Plaza
6:31 am	6:36 am	6:58 am	7:03 am	6:47 am	6:52 am	7:11 am	7:16 am
8:04 am	8:09 am	8:33 am	8:27 am	8:25 am	8:30 am	9:04 am	9:09 am
9:49 am	9:54 am	9:58 am	10:03 am	10:21 am	10:26 am	11:09 am	11:14 am
11:22 am	11:27 am	11:22 am	11:27 am	12:05 pm	12:10 pm	12:59 pm	1:04 pm
1:07 pm	1:12 pm	12:58 pm	1:03 pm	2:01 pm	2:06 pm	3:01 pm	3:06 pm
2:57 pm	3:02 pm	2:22 pm	2:27 pm	3:45 pm	3:50 pm	4:51 pm	4:56 pm
4:30 pm	4:35 pm	4:04 pm	4:09 pm	5:41 pm	5:46 pm	6:53 pm	6:58 pm
6:15 pm	6:20 pm	5:40 pm	5:45 pm	7:25 pm	7:30 pm	Service ends at 7:58 pm on White & Truman	
7:48 pm	7:53 pm	7:04 pm	7:09 pm	Service ends at 8:10 pm on Flagler & First Street			
9:33 pm	9:38 pm	8:40 pm	8:45 pm				
Service ends at 8:59 pm on Truman & Simonton		10:04 pm	10:09 pm				
		Service ends at 10:30 pm at Caroline & Grinnell					

The Lower Keys shuttle time schedule has been slightly adjusted and the routes have also been revised. The Lower Keys Shuttle also operates on roadways parallel to North Roosevelt Boulevard to allow passengers to board or disembark the bus if they needed to do any business along North Roosevelt Boulevard.

Enclosed with this 2013 Annual Update is the most current Bus Schedule for your review. FDOT or any other agency can also log onto kwtransit.com or keywestcity.com to view the schedule and the Real Time Passenger Information System (RTPIS).

Section 6 – TRANSIT ALTERNATIVES EVALUATION

The City of Key West Transit Department continues to be innovative and creative in our thinking processes with regard to more efficient ways of doing business and alternate transportation solutions. However, given the population, use, size and demographic environment we serve, it would be very difficult to provide the level of service and quality of service Key West Transit provides currently for the cost per trip / per passenger even with van pool services.

This type of analysis is performed annually as part of the budgeting process for the City.

The most recent update to the FDOT major roadway construction project along North Roosevelt provides for completion by July 2014. This massive project in and of itself, is reason to not consider alternate transportation solutions at this time.

Section 7 – 10 YEAR TRANSIT DEVELOPMENT PLAN

City of Key West reported the system network reductions of two (2) bus routes for the CITY area and one (1) Peak Route for the LOWER KEYS area in the 2010 TDP Update. Service remains status quo at this point in time with the exception of a minor schedule and area of service expansion report in Section 5.

Key West Transportation will actively engage in the TDP planning and public input process throughout the fiscal year periods. This is particularly important in that Key West will be required to submit a MAJOR TDP Update for the 2014 year.

The City of Key West Transit Department participated actively in providing information, education and outreach to the following activities / events in the 2013 period, as part of our community coordination and TDP outreach efforts – these actions apply to portions of Section 7 and Section 3.

- Sigsbee Charter School - Bus Ride Event (Elementary and Middle School)
- Police Athletic League – Summer Field Trips
- Gerald Adams “CAREER DAY” Event (Elementary)
- Resource Fair – County Department of Corrections
- Turtle Nesting Season VOLUNTEERS Training Workshop (KW - Marathon)
- Senior Citizens Center CHRISTMAS PARADE Event
- Fire Department “Safety Training” (KW - Sugarloaf)
- Key West Co Op Day Care – TRUCK DAY Event
- Police Department – Hostage Training (KW)