



EXECUTIVE SUMMARY

TO: Jim Scholl, Interim City Manager

FROM: Norman Whitaker, Director / KWDoT

DATE: August 4, 2014

**SUBJECT: Resolution of Approval – City of Key West Department of Transportation
2015 – 2024 Transit Development Plan (TDP) Major Update**

ACTION STATEMENT:

This resolution is a request for approval of the City of Key West 2015 Transit Development Plan (TDP) Major Update. The Florida Department of Transportation (FDOT) and the Federal Transit Administration (FTA) require public transit agencies develop and adopt a 10-Year TDP with a Major Update in its 5th year, in order to meet eligibility requirements of grant funding opportunities.

BACKGROUND:

The Florida Department of Transportation (FDOT) requires each recipient of grant funds, particularly the Public Transit Block Grant program, submit a 10-year Transit Development Plan (TDP) with a Major update to the TDP every fifth year, along with the yearly Minor updates.

The TDP document is utilized to provide for annual review of goals as well as allowing for system updates to the Plan. Minor updates each year are performed in-house by KWDoT staff; the 10 Year Plan will require a major update by an outside vendor in the fifth (5) year period. The annual minor and five (5) year major updates are all required to be submitted to FDOT for review and approval each year. The TDP document determines the agency eligibility for grant funding including capital and operating assistance, at the Federal and State levels. In summary if you have not identified a specific need, capital plan or other program goal as part of your transit system's TDP, chances are you will not be successful at receiving grant funding to assist with meeting those needs.

The TDP explores the public transit system in great depth and identifies by position where the system is today and where the community envisions it should be every year thereafter, as well as periods 5 and 10 years after the date of said Plan. Expert research and data gathering is performed which includes but is not limited to onboard surveys, interviews within the community comprised of business leader, as well as committee meetings on various levels to assure ample cross sector representation which includes surveys by local hotels, motels, and guest house industry representatives.

OPTIONS / ADVANTAGES / DISADVANTAGES:

Option 1): The City approves a resolution approving the Transit Development Plan Major Update for Years 2015 – 2024.

The advantage of Option 1 is that the City continues to be eligible for grant assistance. The disadvantage would be the opposite – place the City in jeopardy of losing funding assistance.

Option 2): The City opts to not approve the Transit Development Plan Major Update thereby jeopardizing all State and Federal funding programs providing for transportation assisted dollars to continue operating a public transit service.

There are no advantages to Option 2 at this time. The disadvantage would result in the City not receiving grant funds that are used each year to help offset operating and maintenance expenses.

FISCAL IMPACT:

Option 1): This option will result in the City's position as an eligible grant recipient for Federal and State grants.

Option 2): Not approving the resolution at this time will result in our inability to complete this task and not be in compliance with FDOT regulations, thereby jeopardizing all grant funding immediately and in the future.

RECOMMENDATION:

Key West Transit staff recommends Option 1, to approve the Transit Development Plan (TDP) Five Year Major Update.

Ch/nw

Attachments

Executive Summary (5 Year Major Update – Tindale-Oliver) 8-4-14