

Executive Summary



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

Action Statement:

This is a request for resolution approving the 2016 MINOR Transit Development Plan Update for the City of Key West Department of Transportation (KWDoT), as required for funding assistance via the State of Florida Department of Transportation Block Grant Program.

History / Project:

Today we present the 2016 calendar year MINOR Transit Development Plan Update for your review, comment and approval, which will bring the City current on all requirements for compliance of the Block Grant Program. The annual submission date moving forward is September 1st, each year.

Separately, another important milestone to keep in mind is that all agencies submitting a TDP to the State must prepare a MAJOR UPDATE to the original ten (10) Year PLAN prior to the fifth (5th) year anniversary date of that original PLAN; or in this case prior to September 1, 2019. A MAJOR Transit Development Plan Update will require consultants be tasked as it involves a much more extensive process that includes route surveys, customer surveys, update to Census and demographic information as well as a public input and public participation process that address the Goals and Objectives of the PLAN as outlined in the Florida Administrative Code, Rule 14-73.

Advantages / Disadvantages:

The advantage of approving of the 2016 TDP Minor Update is that the City submits the document as required, in a timely manner, and is compliance with all Block Grant requirements set forth moving into the 2016 / 2017 period, or until September 1, 2017.

The disadvantage would be that the City would NOT be eligible for Block Grant funding and the annual Joint Participation Agreement (JPA) would not be issued for the upcoming fiscal year period.

Fiscal Impact:

The City of Key West Department of Transportation remains in full compliance of the Block Grant Program with no interruption to funding assistance for the FY 2016-2017 period, which is programmed and budgeted in an amount of \$430,276.00, at a 50% reimbursement rate; or a maximum participation of \$215,138.00. These funds are used primarily for reimbursement of expenses associated with the City routes and services.

Recommendation:

Key West Transit staff recommends approval of this resolution for the 2016 MINOR Transit Development Plan as submitted here. This will result in the City being fully compliant with all required Block Grant TDP Regulations as set forth in FAC, Rule 14-73.