

COMMISSION FOR THE TRANSPORTATION DISADVANTAGED



Business Meeting Agenda March 22, 2022 2:00 PM until Completion

*Dr. Phillip Stevens, Chairman
Christinne Gray, Commissioner
Renee Knight, Commissioner
Dr. Robin Tellez, Commissioner
Mike Willingham, Commissioner*

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Item #	Agenda Item	Speaker(s)
I.	Call to Order	Chairman Phil Stevens
II.	Pledge of Allegiance	Chairman Stevens
III.	Introduction of Commissioners and Advisors	Commissioners and Advisors
IV.	Public Comments (Comments limited to the current agenda items)	Public
	Action Items	
V.	Approval of February 16, 2022 Meeting Minutes	Chairman Stevens
VI.	Community Transportation Coordinator (CTC) Designation for Citrus County	Cayce Dagenhart Hernando/Citrus Metropolitan Planning Organization
VII.	Application of Data to Trip & Equipment Grant Funding Formula for FY 2022-23	David Darm, Executive Director
	Information Items	
VIII.	Legislative Wrap-Up and Executive Director Report	David Darm
IX.	Commissioner and Advisor Reports	Commissioners and Advisors
X.	Public Comments	Public
XI.	Commissioner and Advisor Closing Comments	Commissioners and Advisors
XII.	Adjournment	Chairman Stevens
	Next Meeting: May 24, 2022 – Stuart, FL	

When operating under Florida's Government in the Sunshine Law, the Florida Supreme Court recognizes the importance of public participation in open meetings. The Commission provides that right of access at each public meeting and adheres to Chapter 286.011, Florida Statutes. This meeting will be recorded and a summary of the discussion will be published at a future date.

Members of the public interested in speaking during the "Public Comments" segments are encouraged to complete the attached public comment card and return to David Darm prior to the meeting date at: David.Darm@dot.state.fl.us. The chairman will call on each speaker in the order public comment cards are received. Public comments are limited to five (5) minutes per speaker.

In accordance with the Americans with Disabilities Act (ADA), and Chapter 286.26, Florida Statutes, persons in need of special accommodation to participate in the meeting (including an agenda) shall email David Darm or contact our office listed below, at least 48 hours before the meeting:

Commission for the Transportation Disadvantaged
605 Suwannee Street, MS-49
Tallahassee, FL 32399-0450
(850) 410-5703 or (800) 983-2435
(850) 410-5708 (TDD/TTY).

This meeting is subject to change upon the chairman's request.

State of Florida
Commission for the Transportation Disadvantaged
Commission Business Meeting

MEETING DATE: March 22, 2022

AGENDA ITEM:

IV and X Public Comments

BACKGROUND INFORMATION:

When operating under Florida's Government in the Sunshine Law, the Florida Supreme Court recognizes the importance of public participation in open meetings. The Commission provides that right of access at each public meeting and adheres to Chapter 286.011, Florida Statutes.

The Commission facilitates two "Public Comments" segments on its agenda. For participants interested in providing public comments, the Commission requests speakers complete the attached public comment form and return to David Darm prior to the meeting date at David.Darm@dot.state.fl.us. The chairman will call on speakers in the order public comment cards are received.

Participants planning to speak during the first public comments segment (Item IV) of the agenda must direct their remarks to agenda items only. The Commission welcomes input on any topic during the second public comments segment (Item X) of the agenda. Pursuant to Commission Rule 41-2.018, F.A.C., all speakers are limited to five minutes per public comment.

ATTACHMENT:

Public Comment Form



**Transportation
Disadvantaged**

**Commission for the Transportation
Disadvantaged
PUBLIC COMMENT FORM**

Instructions:

1. Complete comment form, including your address. PLEASE TYPE OR PRINT
2. Email comment card to David.Darm@dot.state.fl.us
3. The chairman will call on speakers in the order comment cards are received. Please indicate below whether you plan on participating via webinar or by phone.
4. Comments must be limited to five (5) minutes per speaker.

How will you be participating in this meeting? Webinar _____ Telephone _____

Name _____

E-Mail _____

Phone _____

Address _____

City _____

Zip Code _____ County _____

Representing _____

Subject _____

Support _____ Oppose _____ Neutral _____

State of Florida
Commission for the Transportation Disadvantaged
Commission Business Meeting

MEETING DATE: March 22, 2022

AGENDA ITEM:

V Approval of Minutes – February 16, 2022

BACKGROUND INFORMATION:

The Commission held its business meeting in Tallahassee and Microsoft Teams webinar on February 16, 2022.

ATTACHMENTS:

Minutes of the February 16, 2022, Commission Business Meeting

EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:

Approve Minutes from the February 16, 2022, Commission Business Meeting.

MEETING SUMMARY

Commission for the Transportation Disadvantaged Commission Business Meeting

Senate Office Building – Room 301
404 South Monroe Street
Tallahassee, Florida 32399

February 16, 2022
3:00 PM

Commissioners Present	Commissioners Absent
Chairman Dr. Phillip Stevens	Mike Willingham
Christinne Gray	
Renee Knight	
Dr. Robin Tellez	

Advisors Present	Advisors Absent
Krysta Carter, FDEA	Erica Floyd-Thomas, AHCA
Kent Carroll, APD	Dennis Latta, FDVA
	Liz Stutts, FDOT
	Diane Harris, DCF

Call to Order

Chairman Stevens called the meeting to order. Executive Director David Darm called the roll. A quorum was present.

Pledge of Allegiance

Chairman Stevens led the Pledge of Allegiance.

Welcome and Introductions

Chairman Stevens invited the Commissioners and Advisors to introduce themselves.

Chairman Stevens informed participants that the meeting is being recorded and all feedback received, including comments within the webinar chat box, will be reflected in the Meeting Minutes.

David Darm provided the webinar participants a tutorial on the features of Teams.

Public Comments

Public comments received during this segment of the agenda were directed to Item VII “Application of Data to Trip & Equipment Grant Funding Formula for FY 2022-23,” which is discussed further on the next page.

Karen Smith, representing Hillsborough County “Sunshine Line,” spoke in favor of OPTION 1 – applying the full 12 months of performance data from FY19-20 – and opposed OPTION 2 – applying only 8 months of performance data (NOT impacted by COVID-19). Although OPTION 2 was well intentioned, Ms. Smith stated it removes more than \$20,000 from counties that delivered services during those months, including Clay, Escambia, Flagler, Hillsborough, Lake, Nassau, Orange-

Osceola-Seminole, Pasco, Pinellas, St. Johns, and Sumter, and redistributes those funds to Palm Beach, Broward and Miami-Dade.

Robert Villar, representing Miami-Dade Department of Transportation and Public Works, spoke in support of OPTION 2 – applying only 8 months of performance data (NOT impacted by COVID-19).

Julia Davis, representing Polk County Transportation Planning Organization, requested the Commission table the decision to allow more time for planners and CTCs to review the impact of these options.

Paul Strobis, representing Broward County, spoke in support of OPTION 2 – applying only 8 months of performance data (NOT impacted by COVID-19).

Approval of December 15, 2021 Meeting Minutes

Chairman Stevens asked for a motion to approve the minutes from the December 15, 2021 Commission Business Meeting:

ACTION TAKEN: Commissioner Tellez moved, and Commissioner Knight seconded the motion, to approve the minutes. The motion carried unanimously.

Community Transportation Coordinator (CTC) Designation for Volusia County

Stephan Harris, representing River to Sea Transportation Planning Organization, presented their recommendation for Votran to continue serving as the CTC for Volusia County. He cited the letters of support and resolutions from the county that were included in the February 16, 2022 Commission Meeting Packet. Chairman Stevens asked for a motion to approve the recommendation.

ACTION TAKEN: Commissioner Knight moved, and Commissioner Tellez seconded the motion, to approve Votran as the CTC for Volusia County. The motion carried unanimously.

Application of Data to Trip & Equipment (T&E) Grant Funding Formula for FY 2022-23

Chairman Stevens stated the Commission redesigned the T&E Grant funding formula in Rule 41-2, which began implementation on July 1, 2021. Each variable in the formula is based on data on the Transportation Disadvantaged population (demand variable), public roads (demand variable), and services that were invoiced and reimbursed under the T&E Grant program (performance variable). Prior to the new fiscal year (July 1, 2022), the Commission will need to determine what year or relevant period of data to apply to each variable to the final funding allocations for FY22-23.

On February 16, 2022, the Commission was presented with two options for applying the performance data from the grant year (FY) 2019-20, which was partly impacted by COVID-19 (March through June, 2020):

OPTION 1 – Apply all twelve months of FY19-20 performance data (July 1, 2019 – June 30, 2020), which consisted of trips, miles and bus passes that were reimbursed under the T&E Grant program (including the final four months impacted by COVID-19).

OPTION 2 – Apply only eight months of FY19-20 performance data (July 1, 2019 – February 29, 2020), which consisted of trips, miles and bus passes that were reimbursed under the T&E Grant program (NOT including the final four months impacted by COVID-19).

David Darm provided a background to this issue. During the rule development process, the Commission voted to adjust the weights of each variable, with greatest weight given to the base

funding variable at 80% (performance at 15% and each demand variable at 2.5%), to assist the systems in transitioning into the new formula during its first year of implementation (July 1, 2021 – June 30, 2022). Beginning July 1, 2022 (and every year thereafter), the new formula will take full effect, with weight of the base variable at 60%, performance at 30%, and each demand variable at 5%.

Mr. Darm explained that the projected FY22-23 funding allocations for each county (provided in the February 16 meeting packet) are based on the current budget authority given to the Commission by the Florida Legislature (\$51.1 million for the T&E Grant program). He noted that this represented a reduction in legislative budget authority (about -\$4 million to the T&E Grant) from FY20-21; the reduction however was not fully realized by the Coordinated System due to the increased weight assigned to the base variable in FY21-22. The Commission has requested an increase in legislative budget authority to the T&E Grant program for a total of \$55.1 million, which is also included in the Governor's Recommended Budget for Fiscal Year 2022-23. The projected FY22-23 county allocations provided in the February 16 meeting packet included the scenario of the Legislature granting this increased budget authority.

During the first year of implementation (FY21-22), the Commission applied the performance data from the grant year (FY) 2018-19, which was not impacted by COVID-19. Mr. Darm clarified that the invoice data only includes the trips, miles and bus passes that were *reimbursed* by the Commission – this data did NOT include trips that were “overbilled” (i.e., exceeded their allocation limit). For FY22-23, the Commission is considering whether to apply the full twelve months (OPTION 1) or remove the final four months (OPTION 2) of the FY19-20 performance data that were impacted by COVID-19. Mr. Darm stated OPTION 1 would provide additional funding to the counties that were reimbursed for services between March 1 and June 30, 2020, but would negatively impact the counties that were not reimbursed during that same period of time; OPTION 2 would hold harmless the counties that invoiced little or no services under the T&E Grant (due to COVID-19), but would negatively impact the counties that were reimbursed for trips that were delivered under the grant during that same period. He explained that the counties most negatively impacted by OPTION 1 – Palm Beach, Broward and Miami-Dade – because they were not able to issue bus passes under the T&E Grant program due to providing fare-free fixed route services during the pandemic (i.e., bus passes could not subsidize fares for TD riders when there were no fares charged to the general public). Mr. Darm recommended OPTION 2 to mitigate these losses incurred due to COVID-19; however, he said there were also good arguments to consider for OPTION 1. He said the Commission could table the discussion until after the budget is decided on by the Florida Legislature, which would allow for more time to consider the impact of these option.

Commissioner Tellez asked for clarification that the COVID-19 Rescue Funding was not included as part of the invoice data from FY19-20. Mr. Darm said that was correct: the invoice data only reflected the trips, miles and bus passes that were reimbursed under the T&E Grant program. It did not include any relief funding that was provided to the counties between March and June 2020.

Chairman Stevens stated the new formula was developed and approved by the Commission, which was also approved by the Governor's Office and Legislature. He said data is relevance, and as a scientist, he was cautious about excluding data from a given period time. He understood that the pandemic was no one's fault, but also wanted to recognize the counties that continued to provide services under the grant program during the pandemic. With the Legislature still in Session and the budget not finalized, Chairman Stevens was in favor of tabling the decision to allow stakeholders additional time to consider these options.

Commissioners Gray, Knight and Tellez agreed with Chairman Stevens to table the discussion until after the Legislative Session.

ACTION TAKEN: Commissioner Gray moved, and Commissioner Tellez seconded the motion, to table the options until after the Legislature concludes its Regular Session (after March 11, 2022). The motion carried unanimously.

This concluded the action items for this meeting.

Legislative Update and Executive Director Report

Mr. Darm provided an overview of the Commission's two funding requests for the 2022 Legislative Session: \$4 million in additional budget authority to the T&E Grant program and \$6 million for the Innovation & Service Development (ISD) Grant program. Both of these requests were reflected in the Governor's Recommended Budget to the Legislature. As of February 16, the House's recommended budget does not include either issue, while the Senate's only includes the \$6 million for the ISD Grant. The Senate's budget also includes proviso language that caps the funding amounts that can be awarded to a single county project (\$750,000) and a multi-county project (\$1.5 million), and provides that a county can only apply for one project, under the ISD Grant program.

Mr. Darm explained the difference between "budget authority" and "revenue." The Commission administers the Transportation Disadvantaged Trust Fund (TDTF), which receives revenues each year from various sources, including fees that are collected from license tag renewals through the Department of Highway Safety and Motor Vehicles. However, the Commission cannot spend these revenue dollars without the budget authority granted by the Florida Legislature (by appropriation). Mr. Darm provided a chart that compared the TDTF revenues vs the legislative budget authority given to the TDTF during the last five years, which also included projected revenues/authority for the next few years. While TDTF revenues have increased since FY18-19 (and are projected to continually increase during the next several years), the Legislature has reduced the budget authority over the last several years. Mr. Darm explained this difference to clarify that the Commission is requesting additional budget authority – NOT increased revenue from another source or trust fund – to spend its existing and projected revenues to the TDTF.

Chairman Stevens reiterated Mr. Darm's point of clarification: the bottom-line is that we are requesting the Legislature provide the Commission additional budget to spend dollars already in, or anticipated to be in, the trust fund for the next fiscal year.

Mr. Darm provided a summary of the legislative awareness day at the Capitol, which occurred earlier on February 16. He thanked all who coordinated and participated in the event. Mr. Darm also discussed some upcoming workshops with the ISD Grant program and Annual Operating Report (AOR) Redesign Initiative. He said the workshop dates have not been scheduled but would likely occur in March (ISD) and April (AOR). Mr. Darm also discussed plans to have a vision summit once the new Commissioners are appointed by the Governor, which he anticipated would occur in conjunction with the next scheduled Commission meeting on May 24 in Stuart. The purpose of this summit would be to provide an overview of the TD Program to new commissioners and other stakeholders as well as discuss major challenges and opportunities facing the Coordinated System.

Mr. Darm provided an update on the Commission's new Rider & Stakeholder Relations Subcommittee, which is chaired by Commissioner Gray. He said the Florida Department of Transportation will be assisting the Commission in developing communications strategies to increase awareness of the TD program among stakeholders. Mr. Darm concluded his report with a discussion of a new GROWTH initiative to help improve the knowledge and skills of the Coordinated System's

workforce. As the state's population (and revenues) continue to grow, he stated the system is being challenged to meet these growing demands, especially in a post-pandemic world. He believed the GROWTH initiative will empower the leaders of the Coordinated System in taking proactive steps in facing these challenges head-on.

Commissioner and Advisor Reports

There were no reports provided by Commissioners and Advisors.

Public Comments

Chairman Stevens responded to a comment that was made by Paul Strobis (Broward County) in the chat box regarding the application of data to the T&E Grant funding formula. Mr. Strobis clarified that Broward County and other systems continued to provide TD services during the pandemic but were not able to bill for bus passes under the T&E Grant while operating a fare-free fixed route service. Chairman Stevens appreciated the clarification.

Mr. Strobis also requested the Commission reconvene sooner than May 24th to vote on the T&E Grant allocations. He was concerned he would not be able to submit a timely budget to his local board, which was due in April. Chairman Stevens said the Commission could certainly meet sooner than May to address that request.

Julia Davis (Polk County Transportation Planning Organization) agreed with Mr. Strobis' request to reconvene in a month to approve the T&E Grant allocations. She clarified that a month delay would provide sufficient time for her to review the options presented today.

Closing Remarks and Adjournment

The next scheduled Commission Business Meeting is on May 24, 2022, in Stuart. However, Chairman Stevens stated that the Commission would likely reconvene in March to reconsider the decision on the T&E Grant allocations.

The meeting was adjourned.

Minutes compiled by David Darm.

Note: This meeting has been summarized to reduce paperwork in accordance with policies of State government. If an accessible format or more information than is provided herein is needed, please contact the Commission for Transportation Disadvantaged at (850) 410-5700 or 1-800-983-2435 for assistance. A copying or printing fee may be charged to the requesting party.

State of Florida
Commission for the Transportation Disadvantaged
Commission Business Meeting

MEETING DATE: March 22, 2022

AGENDA ITEM:

VI Community Transportation Coordinator Designation – Citrus County

BACKGROUND INFORMATION:

Chapter 427, Florida Statutes, tasks the Designated Official Planning Agency (DOPA) with recommending to the Commission a single Community Transportation Coordinator (CTC). Hernando/Citrus Metropolitan Planning Organization is the DOPA for Citrus County. Citrus County Board of County Commissioners (BOCC) are currently the CTC providing TD services to the citizens of Citrus County.

Pursuant to Chapter 287, Florida Statutes, Citrus County BOCC, as a governmental entity, is able and willing to continue to provide transportation services. At its February 3, 2023, Board Meeting, the Planning Agency signed a resolution requesting the CTC approve Citrus County BOCC as the designated CTC for Citrus County.

ATTACHMENTS:

- February 11, 2022, letter from Hernando/Citrus Metropolitan Planning Organization
- Hernando/Citrus Metropolitan Planning Organization Resolution 2022-2
- Citrus County BOCC letter expressing its interest in continuing as the CTC

EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:

Approve Hernando/Citrus Metropolitan Planning Organization's recommendation to approve Citrus County Board of County Commissioners as the CTC for Citrus County, for the period beginning July 1, 2022 to June 30, 2027.



Hernando/Citrus MPO

1661 Blaise Drive
Brooksville, FL 34601
352-754-4082 Fax: 352-754-4420
www.HernandoCitrusMPO.us

February 11, 2022

Mr. David Darm, Executive Director
Commission for the Transportation Disadvantaged
605 Suwannee Street
Tallahassee, FL 32399-0450

RE: Citrus County Community Transportation Coordinator – Planning Agency Recommendation

Dear Mr. Darm:

On behalf of the Hernando/Citrus Metropolitan Planning Organization Board, I am pleased to provide their formal recommendation for Citrus County to continue as the Community Transportation Coordinator (CTC) providing Transportation Disadvantaged (TD) Services. Citrus County has been providing these services to their population for many years. They have the appropriate personnel, financial capacity, vehicle and equipment resources, experience, and qualifications to continue serving the transportation disadvantaged population.

On January 4, 2022, the MPO received a letter of intent from Citrus County Board of County Commissioners to continue as the CTC. The MPO Board adopted Resolution 2022-2 at their February 3, 2022, meeting recommending the CTC enter into a new Memorandum of Agreement with Citrus County from July 1, 2022, to June 30, 2027. Additionally, the Citrus County Local Coordinating Board voted unanimously to endorse the MPOs recommendation at their February 10, 2022, meeting.

If you have any questions or need anything further, please feel free to contact our office. Thank you.

Sincerely,

Robert Esposito
MPO Executive Director

Attachments: Resolution 22-2 Recommending the CTC
Letter of Intent – Citrus County

Pc: Randy Oliver, Citrus County Administrator
Joanne Granger, Citrus County Transit
LCB correspondence file, MPO 2/3/22 meeting file

RESOLUTION 2022-2

A RESOLUTION OF THE HERNANDO/CITRUS METROPOLITAN PLANNING ORGANIZATION RECOMMENDING THAT CITRUS COUNTY CONTINUE AS THE COMMUNITY TRANSPORTATION COORDINATOR PROVIDING TRANSPORTATION DISADVANTAGED SERVICES IN CITRUS COUNTY

WHEREAS, the Hernando/Citrus Metropolitan Planning Organization is designated by the Governor of Florida as being responsible for carrying out a continuing, cooperative, and comprehensive transportation planning process for the Hernando/Citrus Planning Area; and

WHEREAS, the Hernando/Citrus Metropolitan Planning Organization is the Designated Official Planning Agency (DOPA) for the Citrus County Transportation Disadvantaged service area; and

WHEREAS, Citrus County serves as the Community Transportation Coordinator (CTC) and provides transportation services pursuant to a Memorandum of Agreement with the Commission for the Transportation Disadvantaged (CTD); and

WHEREAS, the Memorandum of Agreement between Citrus County and the Commission for the Transportation Disadvantaged (CTD) services will expire on June 30, 2022; and

WHEREAS, Per Section 427.015(2) F.S. the Metropolitan Planning Organization is the organization that “shall recommend to the commission a single community transportation coordinator” eligible to receive a Transportation Disadvantaged Planning Grant and undertake a transportation disadvantaged service project as authorized by Section 427.0159, F.S., and Rule 41-2, F.A.C.

WHEREAS, on January 4, 2022, Citrus County Board of County Commissioners approved sending a “Letter of Intent” to the Metropolitan Planning Organization to continue as the Community Transportation Coordinator for Citrus County; and

WHEREAS, Citrus County has the appropriate personnel, financial capacity, vehicle and equipment resources, experience, and qualifications to serve the transportation disadvantaged population; and

NOW, THEREFORE, BE IT RESOLVED THAT the Hernando/Citrus Metropolitan Planning Organization recommends Citrus County continue to serve as the single designated Community Transportation Coordinator for Citrus County’s Transportation Disadvantaged program for the period July 1, 2022 - June 30, 2027.

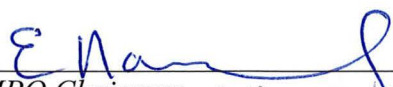
ADOPTED in Regular Session this 3rd Day of February 2022

**HERNANDO/CITRUS
METROPOLITAN PLANNING ORGANIZATION**

Attest:



Carlene Reass



MPO Chairman Elizabeth Narver

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

BY 

County Attorney’s Office



Board of County Commissioners Executive Office

110 N. Apopka Ave., New Courthouse, Inverness, Florida 34450
(352) 341-6560 • Toll Free From Citrus Springs/Dunnellon • (352) 489-2120
Fax (352) 341-6584 • Website: www.citrusbocc.com

Our Vision

"We are a user-friendly and common sense organization dedicated to responsive citizen services."

LETTER OF INTENT

January 4, 2022

Jeff Kinnard, D.C., Hernando/Citrus MPO Chairman

RE: Referencing your letter to County Administrator Randy Oliver dated November 18, 2021 regarding the Citrus County – Community Transportation Coordinator for Transportation Disadvantaged Services.

Dear Chairman Kinnard,

Citrus County Board of County Commissioners is currently the Community Transportation Coordinator (CTC) for Citrus County and has been the CTC since August 1990. The current Memorandum of Agreement as of July 1, 2017, with the Florida Commission for Transportation Disadvantaged (CTD) will expire June 30, 2022.

On behalf of Citrus County's Board of County Commissioners please accept this letter as Citrus County's desire to continue to serve in the role of the Community Transportation Coordinator. This letter of intent is subject to the County negotiating an acceptable Memorandum of Agreement or extension of the current agreement with the Florida Commission for the Transportation Disadvantaged.

Should you have any questions or need additional information please contact Doug Wright at (352) 341-6561.

Sincerely,

Ronald E. Kitchen, Jr.
Chairman, Board of County Commissioners

CC: Robert Esposito
Carlene Reiss
Cayce Dagenhart

State of Florida
Commission for the Transportation Disadvantaged
Commission Business Meeting

MEETING DATE: March 22, 2022

AGENDA ITEM:

VII Application of Data to Trip & Equipment Grant Funding Formula for FY 2022-23

BACKGROUND:

The Commission administers the Trip & Equipment (T&E) Grant program in Rule 41-2.014, FAC, which is the primary funding source for Community Transportation Coordinators (CTCs) to deliver transportation disadvantaged (TD) services throughout the state. Each year, the Florida Legislature appropriates funding to the T&E Grant, which authorizes the Commission to then allocate that funding to each county based on a statistical formula in rule.

In 2020, the Commission adopted rule changes to implement a new funding formula, which took effect July 1, 2021 (State Fiscal Year 2021-22). The new formula allocates funding based on the following four variables, which are based on a county's:

1. **TD Population (5% of funding)** – Based on the U.S. Census Bureau's American Community Survey 5-year estimates.
2. **Centerline Miles (5% of funding) of Public Roads** – Based on data reported to the Federal Highway Administration.
3. **Performance in Delivering TD Services under the T&E Grant (30% of funding)** – Based on the trips, miles and bus passes reimbursed by the Commission, as reported on the monthly invoice data submitted by the county's CTC.
4. **Percentage of its T&E Grant Allocation from the Previous Fiscal Year, known as the "Base Funding" Variable (60% of funding), to provide stability in funding year-to-year.**

For the first year of implementation (FY2021-22), the Commission adjusted the percentages of the variables, with greater weight assigned to the Base (80%), to allow CTCs one year to transition into the new methodology. Beginning July 1, 2022, the new formula will take full effect, with the variable weights reflecting the above percentages.

APPLICATION OF T&E GRANT INVOICE DATA TO FY22-23 ALLOCATIONS

Rule 41-2.014(5)(e), FAC, provide the Commission flexibility in determining which year or relevant period of the data to apply to each of the variables of the formula: "Fund allocations pursuant to paragraph (5)(a) of this rule shall be administered each fiscal year based on available data from the previous year or applicable period as determined by the Commission." This provision is intended to account for extraordinary events (outside of the control of CTCs) that would have an adverse effect on allocations and potentially result in significant reductions in services.

For the first year of the new formula allocations (FY21-22), the Commission applied the FY18-19 invoice data to the performance variable to ensure allocations were not impacted by the service reductions that occurred in response to COVID-19. For FY22-23, the Commission is considering applying the 2019-20 invoice data, which was impacted by COVID-19 during the last four months of that year.

On February 16, 2022, the Commission considered two options for applying the invoice data to the funding allocations for FY22-23:

OPTION 1 – Apply the full twelve months of FY19-20 invoice data (July 1, 2019 – June 30, 2020), including the services that were delivered under the T&E Grant during the first four months of COVID-19.

OPTION 2 – Only apply the first eight months of FY19-20 invoice data (July 1, 2019 – February 29, 2020), which were not impacted by COVID-19.

To allow systems more time to review and comment on the two options, the Commission tabled this decision and agreed to resume the discussion after the Florida Legislature completed its 2022 Regular Session at which time the final appropriation amount would be determined. On March 14, the Legislature passed the General Appropriations Act (GAA) of 2022-23, which provides a total of \$53.1 million for the T&E Grant program.

The attached spreadsheet provides *initial* allocation projections for FY22-23, based on the final appropriation amount within the GAA [“Initial” is emphasized here because the Commission will be updating the data used within the formula, including incorporating the latest American Community Survey results from the 2020 Census]. The spreadsheet provides a side-by-side comparison of the two options being considered. During the March 22nd meeting, the Commission will consider public comments on both options presented in this agenda as part of its final decision on which option to apply to the final allocations.

ATTACHMENT:

- Projected T&E Grant Allocations for FY22-23, as of March 15, 2022

EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:

It is recommended the Commission apply the first eight months of FY19-20 invoice data (OPTION 2) to remove the months that were impacted by COVID-19.

Updated 3/15/2022

**FY 2022-23 Trip & Equipment Grant Allocation
\$53.1M (Initial/Draft)**

County	Option 1 *	Option 2 **	Difference
Alachua	559,189	558,739	(450)
Baker	233,341	225,074	(8,267)
Bay	472,099	452,909	(19,190)
Bradford	204,209	193,616	(10,593)
Brevard	1,562,315	1,575,242	12,927
Broward	5,343,851	5,542,923	199,073
Calhoun	177,470	178,538	1,068
Charlotte	541,519	537,990	(3,529)
Citrus	564,940	579,561	14,621
Clay	483,759	457,532	(26,226)
Collier	765,628	779,862	14,235
Columbia	318,433	322,853	4,420
DeSoto	176,439	173,475	(2,964)
Dixie	194,780	196,917	2,137
Duval	1,374,134	1,379,832	5,698
Escambia	683,000	660,590	(22,410)
Flagler	518,437	469,824	(48,613)
Franklin	169,883	169,416	(467)
Gadsden	446,839	432,075	(14,764)
Gilchrist	160,117	153,148	(6,969)
Glades	159,613	161,408	1,795
Gulf	227,316	229,703	2,387
Hamilton	130,700	132,105	1,405
Hardee	179,722	177,007	(2,715)
Hendry	281,928	285,642	3,714
Hernando	430,733	427,551	(3,181)
Highlands	444,529	434,889	(9,639)
Hillsborough	2,463,212	2,358,601	(104,611)
Holmes	245,467	248,861	3,395
Indian River	375,931	378,497	2,566
Jackson	397,575	395,870	(1,705)
Jefferson	209,542	201,144	(8,398)
Lafayette	130,781	132,166	1,385
Lake	830,275	802,007	(28,268)
Lee	1,116,666	1,117,410	744
Leon	601,990	611,269	9,278
Levy	389,068	383,537	(5,531)
Liberty	233,470	237,116	3,645
Madison	241,027	229,504	(11,523)
Manatee	643,586	640,104	(3,482)
Marion	811,164	790,735	(20,429)
Martin	299,217	305,588	6,372
Miami-Dade	5,876,869	6,174,354	297,485
Monroe	285,436	287,817	2,381
Nassau	453,226	428,362	(24,864)
Okaloosa	652,378	641,116	(11,262)
Okeechobee	183,429	180,386	(3,042)
Orange	2,334,934	2,253,722	(81,211)
Osceola	799,615	774,176	(25,439)
Palm Beach	3,188,037	3,246,075	58,038
Pasco	852,017	812,880	(39,137)
Pinellas	4,115,256	4,079,802	(35,454)
Polk	1,271,705	1,266,239	(5,466)
Putnam	424,966	412,840	(12,126)
St. Johns	692,071	624,547	(67,524)
St. Lucie	678,112	689,900	11,788
Santa Rosa	435,196	428,713	(6,483)
Sarasota	1,118,509	1,155,031	36,522
Seminole	769,686	741,928	(27,759)
Sumter	423,897	396,782	(27,115)
Suwannee	251,195	254,883	3,688
Taylor	268,528	260,378	(8,150)
Union	137,305	138,511	1,206
Volusia	1,204,256	1,222,897	18,641
Wakulla	226,470	223,437	(3,033)
Walton	452,480	469,544	17,065
Washington	273,798	278,109	4,311
TOTAL	\$ 53,163,263	\$ 53,163,263	\$ (0)
<i>* FY19-20 - 12 months of invoice data</i>			
<i>** FY19-20 - 8 months of invoice data</i>			

State of Florida
Commission for the Transportation Disadvantaged
Commission Business Meeting

MEETING DATE: March 22, 2022

AGENDA ITEM:

VIII Legislative Wrap-Up and Executive Director Report

LEGISLATIVE WRAP-UP

Under the Florida Constitution, the Legislature is required to pass a budget, known as the General Appropriations Act (GAA), for the upcoming state fiscal year by the end of its 60-day session. The 2022 Legislative Session ended on March 14, 2022. If approved by the Governor, the GAA includes a total of \$60,356,668 million in budget authority to the CTD grant programs:

- \$53.1 million to the Trip & Equipment Grant program, which includes \$2 million in additional budget authority.
- \$4 million for the Innovative Services Development (ISD) Grant program, which will provide competitive grants to CTCs for innovative TD service projects that support increased access to certain activities in the community, greater cross-county mobility, and/or reduces barriers to access public transportation.
- \$1.4 million for the “Shirley Conroy” Rural Area Capital Assistance program, which provides competitive grant funding to CTCs to purchase capital equipment to support the delivery of TD services in their community.
- \$1.7 million for the Planning Grant program, which is allocated to all the Designated Official Planning Agencies to support the planning activities for the Coordinated TD System.

On February 16, 2022, the Commission and Florida Public Transportation Association (FPTA) hosted its annual legislative awareness day at the Florida Capitol in Tallahassee. This event was attended by various stakeholders of the Coordinated TD System, including rider advocates and their families, transportation provider organizations, planning agencies, and other state and community partners. During the event, stakeholders were able to meet with their legislative delegates and raise awareness of the funding issues impacting the TD Program. These coordinated awareness efforts largely contributed to the Commission receiving an additional \$6 million in budget authority for Fiscal Year 2022-23!

GRANT PROGRAM ANNOUNCEMENTS

The Commission will release its program manuals for the new fiscal year, beginning in March 2022. This will include the application packets for each grant program and guidance on major deadlines and funding requirements. The Commission will also facilitate two public workshops on the ISD Grant program (between March and May) to assist eligible applicants in developing proposals that meet the expectations of the program. Beginning in April 2022, the Commission will convene its subcommittees to review grant proposals submitted for the ISD and Shirley Conroy grant programs.

The Commission is scheduled to meet in Stuart on May 24, 2022, where it will approve grant funding for the Shirley Conroy program. However, the Commission will have to reconvene in June to award grant funding for the ISD projects, to allow the review subcommittee a few

additional weeks to recommend proposals to the full Commission. The date of the June Commission will be announced shortly.

OTHER UPDATES

David Darm will include the following updates in his Executive Director Report:

- Update on the Annual Operating Report (AOR) Redesign Initiative
- Plans to host a Vision Summit in conjunction with the May 24 Commission Business Meeting in Stuart
- Upcoming “Project **GROW**” Initiative

EXECUTIVE DIRECTOR RECOMMENDATION/MOTION:

For information purposes only.

State of Florida
Commission for the Transportation Disadvantaged
Commission Business Meeting

MEETING DATE: March 22, 2022

AGENDA ITEM:

IV and X Public Comments

BACKGROUND INFORMATION:

When operating under Florida's Government in the Sunshine Law, the Florida Supreme Court recognizes the importance of public participation in open meetings. The Commission provides that right of access at each public meeting and adheres to Chapter 286.011, Florida Statutes.

The Commission facilitates two "Public Comments" segments on its agenda. For participants interested in providing public comments, the Commission requests speakers complete the attached public comment form and return to David Darm prior to the meeting date at David.Darm@dot.state.fl.us. The chairman will call on speakers in the order public comment cards are received.

Participants planning to speak during the first public comments segment (Item IV) of the agenda must direct their remarks to agenda items only. The Commission welcomes input on any topic during the second public comments segment (Item X) of the agenda. Pursuant to Commission Rule 41-2.018, F.A.C., all speakers are limited to five minutes per public comment.

ATTACHMENT:

Public Comment Form



**Transportation
Disadvantaged**

**Commission for the Transportation
Disadvantaged
PUBLIC COMMENT FORM**

Instructions:

1. Complete comment form, including your address. PLEASE TYPE OR PRINT
2. Email comment card to David.Darm@dot.state.fl.us
3. The chairman will call on speakers in the order comment cards are received. Please indicate below whether you plan on participating via webinar or by phone.
4. Comments must be limited to five (5) minutes per speaker.

How will you be participating in this meeting? Webinar _____ Telephone _____

Name _____

E-Mail _____

Phone _____

Address _____

City _____

Zip Code _____ County _____

Representing _____

Subject _____

Support _____ Oppose _____ Neutral _____