

LCB Members

Please **be reminded** that we are back to in-person meetings. LCB members attending via Zoom may participate but may not vote and will be counted as absent for attendance purposes.

Join Zoom Meeting for Public viewing and comment only

Time: September 19, 2023 09:00 AM Eastern Time (US and Canada)

<https://us02web.zoom.us/j/89197184623?pwd=Y3hsTkwrLzhLcDZlWnlvQkNJQk9GQT09>

Meeting ID: 891 9718 4623

Passcode: 299810

One tap mobile

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+13126266799,,89197184623#,,,,*299810# US (Chicago)



**Local Coordinating Board (LCB)
MEETING AGENDA**

**September 19, 2023 – 9:15 A.M.
310 Court Street, 1st Floor Conf. Room
Clearwater, FL 33756**

THE PLANNING COUNCIL AND METROPOLITAN PLANNING ORGANIZATION FOR PINELLAS COUNTY

- 1. CALL TO ORDER AND INTRODUCTIONS**
- 2. PUBLIC COMMENT PERTAINING TO ITEMS NOT ON THE AGENDA**
- 3. APPROVAL OF MINUTES – MAY 16, 2023**
- 4. BOARD ACTIONS CONCERNING THE TD PROGRAM**
- 5. ANNUAL OPERATING REPORT (AOR)**
- 6. COMMUNITY TRANSPORTATION COORDINATOR EVALUATION**
- 7. VETERANS SERVICES PRESENTATION**
- 8. PSTA REVISIONS TO THE TD APPLICATION PROCESS**

- 9. OTHER BUSINESS**
 - A. Federal Transit Administration Section 5310 Grant Update
 - B. Community Transportation Coordinator (CTC) Update
 - C. Commission for the Transportation Disadvantaged (CTD) Update
 - D. Other
- 10. INFORMATIONAL ITEMS**
 - A. Trip/Expenditure Reports
 - B. Complaints and Commendations
- 11. PUBLIC COMMENT**
- 12. ADJOURNMENT**

NEXT REGULARLY SCHEDULED LCB MEETING – NOVEMBER 21, 2023

Join Zoom Meeting for Public viewing and comment only

<https://us02web.zoom.us/j/89197184623?pwd=Y3hsTkwrLzhLcDZlWnIvQkNJQk9GQT09>

Meeting ID: **891 9718 4623**

Passcode: **299810**

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services (free of charge) should contact the Office of Human Rights, 400 South Fort Harrison Avenue, Suite 300, Clearwater, Florida 33756; [(727) 464-4062 (V/TDD)] at least three days prior to the meeting.

Appeals: Certain public meetings result in actions taken by the public board, commission or agency that may be appealed; in such case persons are advised that, if they decide to appeal any decision made at a public meeting/hearing, they will need a record of the proceedings, and, for such purposes, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

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Local Coordinating Board – September 19, 2023

2. Public Comment Pertaining to Items Not on the Agenda



SUMMARY

Anyone wishing to provide public comment on items not on the agenda may do so at this time. Each speaker will be given a maximum of five minutes.

ACTION: None required; informational item only

3. Approval of Minutes

SUMMARY

The minutes of the May 16, 2023, meeting is attached for the LCB's review and approval.

Form 8B, Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers, is attached in the event a member of the LCB believes they have a conflict of interest with respect to any item(s) on the current agenda. This form is being provided under this item as any completed forms must be attached to the minutes of the LCB meeting.

ATTACHMENT(S):

- LCB Minutes – May 16, 2023
- Form 8B

ACTION: Approve minutes

DRAFT
PINELLAS COUNTY LOCAL COORDINATING BOARD
FOR THE TRANSPORTATION DISADVANTAGED PROGRAM
MEETING MINUTES
MAY 16, 2023

The Pinellas County Local Coordinating Board for the Transportation Disadvantaged met on Tuesday, May 16, 2023, at 9:15 a.m. at 310 Court Street, 1st Floor Conference Room, Clearwater, FL.

MEMBERS PRESENT

Councilmember Patti Reed, Chair
Brian Scott, Vice Chair
Jody Armstrong
Joseph Camera
Gloria Lepik-Corrigan
Amanda Honingford
Emily Hughart
Michelle Tavares
Shawna Peer
Ross Silvers (ex officio)
Loretta Statsick

Elected Official
Transportation Provider for Profit Representative
Local Agency for Persons with Disabilities
Public Education – Pinellas County Schools
TD Rider
Department of Blind Services
Agency for Health Care Administration
Florida Department of Elder Affairs
Career Source Pinellas
PSTA
Citizen Representative

MEMBERS ABSENT

Ivonne Carmona
Yaridis Garcia
Heath Kirby
Duncan Kovar
Tracey Noyes
Michael Taylor

Department of Children and Families
Children At Risk – Juvenile Welfare Board
Local Medical Community
Over 60
FDOT
Regional Agency for Persons with Disabilities

OTHERS PRESENT

Mela Gress
Denise Barnes - Zoom
Rob Feigel
Maria Kelly

Florida Department of Elder Affairs
USF
Forward Pinellas Staff
Forward Pinellas Staff

1. CALL TO ORDER

Chair Reed called the meeting to order at 9:15 a.m.

2. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

No comments were made under this item.

3. APPROVAL OF MINUTES – February 21, 2023

The meeting minutes were approved with no corrections. Brian Scott motioned approval, Jody Armstrong seconded the motion and it passed with a unanimous vote.

4. BOARD ACTIONS CONCERNING THE TD PROGRAM

Mr. Rob Feigel, Forward Pinellas staff, shared there were no actions regarding the TD program.

5. ANNUAL APPROVAL OF GRIEVANCE PROCEDURES

Mr. Feigel shared that the Grievance Procedures are reviewed annually. There are no recommended changes to the procedures this year. Brian Scott motioned to approve the procedures. This was seconded by Jody Armstrong and passed with a unanimous vote.

6. RATE MODEL

Mr. Ross Silvers, PSTA, reviewed the rate model, which is an annual requirement for the CTC (Community Transportation Coordinator) for payment. The rate model includes information from the Annual Operating Report and the Commission for the Transportation Disadvantaged (CTD) provides guidelines for the rate model development. The rates are what the non-profit providers, taxi providers and wheelchair providers bill their trips at. There were very few changes this year. Ambulatory trips increased from \$27.90 to \$31.65 and wheelchair trips increased from \$47.82 to \$54.27. Group rates also rose a small amount. This approval rate model is then included in the Transportation Disadvantaged Service Plan (TDSP). Questions were taken and appropriately answered, Brian Scott made a motion to recommend approval of the rate model and resulting rates. This was seconded by Amanda Honingford and passed with a unanimous vote.

7. TRANSPORTATION DISADVANTAGED SERVICE PLAN (TDSP) UPDATE

Mr. Feigel shared with the committee that the TDSP is updated annually to reflect changes in operations, policies, rates and/or information relating to the administration of the program. Proposed amendments associated with this TDSP update include an updated list of contractors and operators and updated Rate Model and grammar and formatting corrections. A review of the changes was conducted including changes made showing PSTA shall maintain a database of information on passengers and when reviewing the TDSP for this language, it was not found. Therefore, staff recommends that table eight of the TDSP be amended to include this language. Questions were taken and appropriately answered. Gloria Lepik-Corrigan made a motion to approve the changes to the TDSP. This was seconded by Emily Hughart and a roll call vote was taken, resulting in a unanimous vote.

8. APPROVAL OF TD PROGRAM OPERATOR AND COORDINATION CONTRACTS

Mr. Silvers shared information on the Operators versus the Coordination Contractors. Operators receive TD funding while Coordination Contractors do not receive TD funding. In order for an agency to receive 5310 funding, which is state funding for charting services to people who disabilities and seniors, they have to have a coordination agreement with Community Transportation Coordinator (CTC) in their county. As part of the agreement, annual inspections are conducted to check on vehicles and travel records. Two changes to the current list of Operators and Coordination Contractors are to change First Transit to TransDev and remove Sunrise Community Center from the contractors list. Questions were taken and appropriately answered. Brian Scott motioned to approve the TD Program Coordination Contract/CTC funding agreement and the CTC sponsor agreement with the changes of changing First Transit to TransDev and eliminating Sunrise Community Center. Jody Armstrong seconded the motion and it passed with a unanimous vote.

9. OVERVIEW OF THE TD PROGRAMS OFFERED BY PSTA

Mr. Feigel gave an overview of the TD programs and services being offered by PSTA. These are state funded programs providing transportation at a reduced cost for the transportation disadvantaged, including older adults, persons with disabilities, low income, and children at risk. The trips could be for medical services, work, grocery/drug stores and school. The trips are provided by reduced cost bus fares with service throughout the county. The buses are air conditioned and wheelchair accessible. The door-to-door Service is for those who cannot use the bus, for an additional \$3.00. TD Late Shift offers rides for persons who have a job outside normal working hours for an additional \$9.00. TD Tampa Bay is for cross county trips for \$6.00 per ride. Mr. Silvers shared a power point presentation on the TD services offered by PSTA. The 200% poverty level is in line with the eligibility criteria set up by Department of Children and Families. A lot of the information being shared with the committee can be found on the PSTA website, including eligibility criteria, TD applications and TD programs. In Pinellas County, PSTA offers a reduced bus pass of \$11.00 to TD riders. PSTA has a partnership with Pinellas County Human Services, where they pay \$5.00 toward the service for their clients who are on the Pinellas County Health program because they do not qualify for Medicaid and do not have private insurance. PSTA has a program called Healthy Hop. This program offers free rides between home and health destination throughout Tarpon Springs for low-income riders 65 years or older. PSTA also has a program called Direct Connect. The Direct Connect program provides discounted rides to and from one of PSTA's 26 Direct Connect locations throughout the county to enable passengers to skip walking to/from the PSTA bus. Passengers may choose from one of PSTA's partnerships with Uber, Lyft, United Taxi and Wheelchair Transport to get where they need to go. Questions were taken and appropriately answered. A fillable TD application will be set up online to accept electronic signatures as well as proof of income. It was recommended that with the Annual TD Workshop coming up, planners should discuss a way to make the TD application process more streamlined to bring customers to the correct application. The City of St. Petersburg is looking to contract with PSTA to provide all low-income residents access to free bus rides. Ross mentioned that PSTA is open to changing the name of the Transportation Disadvantaged locally to something sounding more positive or "advantaged". It has been requested to change an action item to next month's agenda to change the advanced booking window to 5:00

p.m. the day before for both Access and TD. Brian Scott made a motion to add to the next agenda an action to making both TD and Access advanced booking windows consistent. This was seconded by Gloria Lepik-Corrigan and passed with a unanimous vote.

10. OTHER BUSINESS

A. Federal Transit Administration Section 5310 Grant Update

Ms. Tracy Noyes, FDOT, was unavailable for updates.

B. CTC Update

Mr. Silvers provided additionally that PSTA did just submit the application to the TD Commission for the upcoming year's Innovation Services Grant. That application is to continue the TD Late Shift. To continue the Cross County Trips as they are being done now at \$6.00 a ride, TD Tampa Bay rides will not change. With TD Tampa Bay, a new provider of choice is GoGo.

C. CTD Update

Mr. Feigel shared the Commission for the Transportation Disadvantaged has sent out their annual planning grant. As soon as completed, it will go to the Forward Pinellas Board at their next meeting. The State meeting will be coming up shortly and be advised of the on-line applications and the TD name change suggestion.

D. Other

Michelle Tavares, LCB representative to the Florida Department of Elder Affairs, has been promoted and has submitted a request to appoint **Melanie Gress** as representative to the Florida Department of Elder Affairs seat and Jason Martino will be her alternate.

10. INFORMATIONAL ITEMS

A. Trip Expenditure Reports

B. Complaints and Commendations

Two complaints were received after the agenda went out. A policy complaint that a person must physically go in to a PSTA location that sells Flamingo Cards each month to get the Flamingo Card updated. The other complaint was resolved. A suggestion was made to look into ID Me to help with the process of card renewal. It was also suggested to offer options.

11. PUBLIC COMMENT

No public comment.

12. ADJOURNMENT

The meeting adjourned at 10:30 a.m. The next LCB meeting is September 9, 2023.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE
MAILING ADDRESS	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:
CITY COUNTY	<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY NAME OF POLITICAL SUBDIVISION:
DATE ON WHICH VOTE OCCURRED	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a “relative” includes only the officer’s father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A “business associate” means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you otherwise may participate in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, _____, hereby disclose that on _____, 20 _____:

(a) A measure came or will come before my agency which (check one)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____;
- inured to the special gain or loss of my relative, _____;
- inured to the special gain or loss of _____, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Date Filed

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

Local Coordinating Board – September 19, 2023

4. Board Actions Concerning the TD Program



SUMMARY

Forward Pinellas staff will highlight Forward Pinellas Board actions since the last LCB meeting.

ATTACHMENT(S): None

ACTION: None required; informational item

SUMMARY

The Florida Commission for the Transportation Disadvantaged requires the Community Transportation Coordinator (CTC) to submit an Annual Operating Report (AOR) for the Pinellas County Transportation Disadvantaged (TD) Program. The AOR includes information on passenger trips, vehicles, employees, revenue and expenses for all agencies within the coordinated system. The Commission uses this information to create a report on statewide programs statewide.

ATTACHMENT(S):

- Draft Annual Operating Report (current year to be provided via email)
- Draft Annual Operating Report (previous year)

ACTION: Approve the Annual Operating Report

Annual Operating Report (AOR)

(most recent)

07/01/2021 – 06/30/2022



CTC Trips

County: Pinellas

CTC Status: In Progress

CTC Organization:

Pinellas Suncoast Transit Authority

Fiscal Year:

07/01/2021 - 06/30/2022

CTD Status: Pending Submission

[CTC Organization](#) [CTC Coordinated System](#) **[CTC Trips](#)** [CTC Vehicles & Drivers](#) [CTC Revenue Sources](#) [CTC Expense Sources](#)

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Service Type - One Way						
Fixed Route/Fixed Schedule						
Daily Pass Trips	0	N/A	0	0	N/A	0
Weekly Pass Trips	4,754	N/A	4,754	0	N/A	0
Monthly Pass Trips	807,257	N/A	807,257	0	N/A	0
Deviated Fixed Route Service	0	N/A	0	0	N/A	0
Complementary ADA Service	158,933	N/A	158,933	230,787	N/A	230,787
Paratransit						
Ambulatory	145,740	32,334	178,074	163,705	27,692	191,397
Non-Ambulatory	28,463	837	29,300	1,717	728	2,445
Stretcher	0	0	0	0	0	0
Transportation Network Companies	0	N/A	0	12,288	N/A	12,288
Taxi	0	N/A	0	8,711	N/A	8,711
School Board (School Bus)	0	N/A	0	0	N/A	0
Volunteers	0	N/A	0	0	N/A	0
Total - Service Type	1,145,147	33,171	1,178,318	417,208	28,420	445,628

Contracted Transportation Operator						
How many of the total trips were provided by Contracted Transportation Operators? (If the CTC provides transportation services, do not include the CTC)	333,136	N/A	333,136	396,209	N/A	396,209
Total - Contracted Transportation Operator Trips	333,136	0	333,136	396,209	0	396,209

Revenue Source - One Way						
Agency for Health Care Administration (AHCA)	0	1,731	1,731	0	252	252
Agency for Persons with Disabilities (APD)	62,980	8,869	71,849	49,740	7,792	57,532
Comm for the Transportation Disadvantaged (CTD)	846,566	N/A	846,566	52,792	N/A	52,792
Dept of Economic Opportunity (DEO)	0	0	0	0	0	0
Dept of Children and Families (DCF)	0	7,882	7,882	0	7,877	7,877
Dept of Education (DOE)	0	0	0	1,108	0	1,108
Dept of Elder Affairs (DOEA)	35,563	0	35,563	35,502	0	35,502
Dept of Health (DOH)	0	0	0	0	1,727	1,727
Dept of Juvenile Justice (DJJ)	0	0	0	0	0	0

Dept of Transportation (DOT)	29,468	455	29,923	40,704	221	40,925
Local Government	126,218	9,425	135,643	197,451	6,120	203,571
Local Non-Government	38,858	1,015	39,873	33,965	1,320	35,285
Other Federal & State Programs	5,494	3,794	9,288	5,946	3,111	9,057
Total - Revenue Source	1,145,147	33,171	1,178,318	417,208	28,420	445,628

Passenger Type - One Way						
Older Adults	35,855	4,575	40,430	55,855	71	55,926
Children At Risk	0	425	425	738	0	738
Persons With Disabilities	264,692	21,428	286,120	321,252	22,208	343,460
Low Income	844,600	6,634	851,234	39,363	6,045	45,408
Other	0	109	109	0	96	96
Total - Passenger Type	1,145,147	33,171	1,178,318	417,208	28,420	445,628

Trip Purpose - One Way						
Medical	509,950	8,216	518,166	129,252	9,018	138,270
Employment	418,550	2,415	420,965	37,330	2,219	39,549
Education/Training/Daycare	99,542	10,608	110,150	82,729	8,083	90,812
Nutritional	36,242	3,695	39,937	25,327	2,782	28,109
Life-Sustaining/Other	80,863	8,237	89,100	142,570	6,318	148,888
Total - Trip Purpose	1,145,147	33,171	1,178,318	417,208	28,420	445,628

Unduplicated Passenger Head Count (UDPHC)						
UDPHC	9,224	4,482	13,706	11,319	5,616	16,935
Total - UDPHC	9,224	4,482	13,706	11,319	5,616	16,935

Unmet & No Shows						
Unmet Trip Requests	0	N/A	0	0	N/A	0
No Shows	0	N/A	0	0	N/A	0
Customer Feedback						
Complaints	0	N/A	0	0	N/A	0
Commendations	0	N/A	0	0	N/A	0

Date Created: 09/01/2022 Created By: Catherine Morales

Date Modified: 09/12/2022

Modified By: Patrick Murray

Comments

* Required Field

Add

Date Created	Created By	User Role	Date Modified	Modified By	*Comment	Delete	Save
09/12/2022	Patrick Murray	CTC User			Complementary ADA Service declined due to more riders using MOD		

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[Contact CTD for assistance](#)
[Web Policies and Notices](#)



CTC Expense Sources

County: Pinellas

CTC Status: In Progress

CTC Organization:

Pinellas Suncoast Transit Authority

Fiscal Year:

07/01/2021 - 06/30/2022

CTD Status: Pending Submission

[CTC Organization](#) [CTC Coordinated System](#) [CTC Trips](#) [CTC Vehicles & Drivers](#) [CTC Revenue Sources](#) **[CTC Expense Sources](#)**

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Expense Sources						
Labor	\$ 4,485,151	\$ 487,751	\$ 4,972,902	\$ 4,924,110	\$ 441,533	\$ 5,365,643
Fringe Benefits	\$ 521,122	\$ 79,624	\$ 600,746	\$ 851,259	\$ 68,312	\$ 919,571
Services	\$ 194,863	\$ 150,334	\$ 345,197	\$ 1,116,735	\$ 189,942	\$ 1,306,677
Materials & Supplies Consumed	\$ 699,378	\$ 212,415	\$ 911,793	\$ 839,163	\$ 176,016	\$ 1,015,179
Utilities	\$ 529,489	\$ 20,128	\$ 549,617	\$ 114,171	\$ 17,381	\$ 131,552
Casualty & Liability	\$ 989,255	\$ 318,281	\$ 1,307,536	\$ 707,454	\$ 286,698	\$ 994,152
Taxes	\$ 266,050	\$ 1,900	\$ 267,950	\$ 9,212	\$ 2,587	\$ 11,799
Miscellaneous	\$ 790,197	\$ 20,774	\$ 810,971	\$ 322,542	\$ 10,985	\$ 333,527
Interest	\$ 537	\$ 173	\$ 710	\$ 777	\$ 1,482	\$ 2,259
Leases & Rentals	\$ 42,389	\$ 51,633	\$ 94,022	\$ 582	\$ 44,526	\$ 45,108
Capital Purchases	\$ 603,109	\$ 78,798	\$ 681,907	\$ 791,774	\$ 125,909	\$ 917,683
Contributed Services	\$ 0	\$ 0	\$ 0	\$ 13,327	\$ 0	\$ 13,327
Allocated Indirect Expenses	\$ 305,115	\$ 69,616	\$ 374,731	\$ 301,154	\$ 78,379	\$ 379,533
Purchased Transportation Services						
Bus Pass	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Transportation Network Companies (TNC)	\$ 0	N/A	\$ 0	\$ 195,321	N/A	\$ 195,321
Taxi	\$ 0	N/A	\$ 0	\$ 137,618	N/A	\$ 137,618
Contracted Operator	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Total - Expense Sources	\$ 9,426,655	\$ 1,491,427	\$ 10,918,082	\$ 10,325,199	\$ 1,443,750	\$ 11,768,949

Date Created: 09/01/2022 Created By: Catherine Morales Date Modified: Modified By:

Comments

* Required Field

Add

Date Created	Created By	User Role	Date Modified	Modified By	*Comment	Delete	Save
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CTC Revenue Sources

County: Pinellas

CTC Status: In Progress

CTC Organization:

Pinellas Suncoast Transit Authority

Fiscal Year:

07/01/2021 - 06/30/2022

CTD Status: Pending Submission

[CTC Organization](#) [CTC Coordinated System](#) [CTC Trips](#) [CTC Vehicles & Drivers](#) **[CTC Revenue Sources](#)** [CTC Expense Sources](#)

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Revenue Sources						
Agency for Health Care Administration (AHCA)	\$ 0	\$ 60,083	\$ 60,083	\$ 0	\$ 135,465	\$ 135,465
Agency for Persons with Disabilities (APD)	\$ 654,748	\$ 123,570	\$ 778,318	\$ 542,952	\$ 79,745	\$ 622,697
Dept of Economic Opportunity (DEO)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Children and Families (DCF)	\$ 0	\$ 655,645	\$ 655,645	\$ 0	\$ 346,262	\$ 346,262
Dept of Education (DOE)	\$ 0	\$ 0	\$ 0	\$ 21,315	\$ 0	\$ 21,315
Dept of Elder Affairs (DOEA)	\$ 711,227	\$ 0	\$ 711,227	\$ 286,746	\$ 0	\$ 286,746
Dept of Health (DOH)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 234,573	\$ 234,573
Dept of Juvenile Justice (DJJ)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Commission for the Transportation Disadvantaged (CTD)						
Non-Sponsored Trip Program	\$ 2,262,788	N/A	\$ 2,262,788	\$ 2,010,607	N/A	\$ 2,010,607
Non-Sponsored Capital Equipment	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Rural Capital Equipment	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
TD Other	\$ 0	N/A	\$ 0	\$ 308,916	N/A	\$ 308,916
Department of Transportation (DOT)						
49 USC 5307	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
49 USC 5310	\$ 1,453,269	\$ 24,311	\$ 1,477,580	\$ 492,128	\$ 63,425	\$ 555,553
49 USC 5311	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
49 USC 5311 (f)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Block Grant	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Service Development	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Commuter Assistance Program	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other DOT	\$ 337,243	\$ 0	\$ 337,243	\$ 0	\$ 0	\$ 0
Local Government						
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
County Cash	\$ 7,403,441	\$ 117,752	\$ 7,521,193	\$ 0	\$ 113,093	\$ 113,093
County In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
City Cash	\$ 0	\$ 157,509	\$ 157,509	\$ 0	\$ 120,373	\$ 120,373
City In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Cash	\$ 0	\$ 0	\$ 0	\$ 5,917,754	\$ 0	\$ 5,917,754
Other In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Local Non-Government						
Farebox	\$ 27,819	\$ 21,025	\$ 48,844	\$ 28,506	\$ 14,116	\$ 42,622
Donations/Contributions	\$ 205	\$ 2,359	\$ 2,564	\$ 2,789	\$ 1,402	\$ 4,191
In-Kind Services	\$ 32,859	\$ 29,288	\$ 62,147	\$ 13,327	\$ 27,723	\$ 41,050

Other Non-Government	\$ 292,529	\$ 38,532	\$ 331,061	\$ 244,028	\$ 58,465	\$ 302,493
Other Federal & State Programs						
Other Federal Programs	\$ 0	\$ 175,887	\$ 175,887	\$ 115,584	\$ 153,547	\$ 269,131
Other State Programs	\$ 61,322	\$ 96,773	\$ 158,095	\$ 555,597	\$ 86,976	\$ 642,573
Total - Revenue Sources	\$ 13,237,450	\$ 1,502,734	\$ 14,740,184	\$ 10,540,249	\$ 1,435,165	\$ 11,975,414

Date Created: 09/01/2022
Created By: Catherine Morales

Date Modified: 09/09/2022

Modified By: Patrick Murray

Comments

* Required Field

Add

Date Created	Created By	User Role	Date Modified	Modified By	*Comment	Delete	Save
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www.MyFlorida.com

[Contact CTD for assistance](#)
[Web Policies and Notices](#)



CTC Vehicles & Drivers

County: Pinellas

CTC Status: In Progress

CTC Organization:

Pinellas Suncoast Transit Authority

Fiscal Year:

07/01/2021 - 06/30/2022

CTD Status: Pending Submission

[CTC Organization](#) [CTC Coordinated System](#) [CTC Trips](#) **[CTC Vehicles & Drivers](#)** [CTC Revenue Sources](#) [CTC Expense Sources](#)

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Vehicle Miles						
Deviated Fixed Route Miles	0	N/A	0	0	N/A	0
Complementary ADA Service Miles	0	N/A	0	0	N/A	0
Paratransit Miles	1,752,142	293,722	2,045,864	912,513	243,881	1,156,394
Transportation Network Companies (TNC) Miles	0	N/A	0	96,192	N/A	96,192
Taxi Miles	0	N/A	0	56,168	N/A	56,168
School Board (School Bus) Miles	0	N/A	0	0	N/A	0
Volunteers Miles	0	N/A	0	0	N/A	0
Total - Vehicle Miles	1,752,142	293,722	2,045,864	1,064,873	243,881	1,308,754

Roadcalls & Accidents						
Roadcalls	9	4	13	225	9	234
Chargeable Accidents	6	5	11	28	1	29
Vehicle Inventory						
Total Number of Vehicles	293	73	366	229	87	316
Number of Wheelchair Accessible Vehicles	103	17	120	112	24	136
Drivers						
Number of Full Time & Part Time Drivers	404	154	558	327	168	495
Number of Volunteer Drivers	5	2	7	5	1	6

Date Created: 09/01/2022 Created By: Catherine Morales Date Modified: Modified By:

Comments

* Required Field

Add

Date Created	Created By	User Role	Date Modified	Modified By	*Comment	Delete	Save
09/12/2022	Patrick Murray	CTC User			Number of drivers is higher due to increased turn over and need to provide coverage for drivers being out due to COVID.		

SUMMARY

The Local Coordinating Board, with assistance from the Planning Agency, is required to conduct an evaluation of the Community Transportation Coordinator (CTC) each year except during CTC designation years. The Commission for the Transportation Disadvantaged provides evaluation forms, which are supplemented with information from the Transportation Disadvantaged Service Plan and Annual Operating Report. Staff is requesting that the LCB appoint three members to serve on a subcommittee to oversee the CTC evaluation process. The subcommittee will likely meet once in person prior to the February meeting. The final CTC evaluation will be presented at the February LCB meeting. At that time, the LCB will vote on approval of the evaluation, including any findings and recommendations.

ATTACHMENT(S): None

ACTION: Appoint members to serve on the CTC Evaluation Subcommittee

7. Veterans Services Presentation



Pinellas County's Veterans Services provides information, assistance and resources to veterans, dependents of veterans, surviving spouses, surviving children, active-duty service members, reservists, and National Guard members. Veterans Services helps veterans apply for programs and services free of charge. Programs and services may include information regarding possible travel benefit for qualifying benefits to and from VA medical facilities, federal compensation and pension guidance, education benefits, funeral benefits, healthcare, home loans, life insurance, survivor benefits and vocational rehabilitation and employment services. They also offer expert guidance and assistance in understanding services and programs, developing and presenting claims, filing claims, appealing claims, and helping obtain documents such as discharge papers, marriage certificates, divorce certificates, death certificates and medical records.

Pinellas County Veterans Services staff will give a brief overview of Veterans Services.

ATTACHMENT(S): None

ACTION: None required; informational item only

SUMMARY

Following discussions from previous LCB meetings, there has been a great deal of interest in simplifying and consolidating the [Transportation Disadvantaged program](#) application process. TD programs include reduced-cost PSTA bus fares, Door-to-Door Service, TD Late Shift and Urgent Day. Currently, anyone can request a TD application by either visiting one of PSTA's [Customer Service Centers](#), calling 727-540-1900 or by [downloading their TD application](#). Applicants can complete and e-mail applications, along with required proof of income, to TD@psta.net or fax it to 727-540-1923.

PSTA has been working on a consolidated online application that can be used to apply for all of the various Transportation Disadvantaged-related programs offered by PSTA. A fillable TD application will be set up online to accept electronic signatures as well as proof of income. Once finalized, changes to the application process may ultimately require amendments to the application section of the Transportation Disadvantaged Service Plan.

Also, after the last meetings presentation providing an overview of TD programs, it was noted that a change should be made to change the advanced booking window to 5 p.m. to make both TD and Access booking windows consistent.

Ross Silvers will provide an overview and update on where PSTA is in the application process and regarding the recommended change to the advanced booking window and will answer any questions.

ATTACHMENT(S): None

ACTION: Change the advanced booking window to 5 p.m. to make both TD and Access booking windows consistent.

SUMMARY

A. Federal Transit Administration Section 5310 Grant Update

The Florida Department of Transportation (FDOT) staff administers the Section 5310 Grant and will provide a brief update.

B. Community Transportation Coordinator (CTC) Update

PSTA staff will provide an update on recent activities including information about free rides for veterans, the homeless population and Sunrunner.

C. Commission for the Transportation Disadvantaged (CTD) Update

Staff will provide a Commission for the Transportation Disadvantaged update.

D. Other

ATTACHMENT(S): None

SUMMARY

A. Trip/Expenditure Reports

The trip/expenditure reports are attached.

B. Complaints and Commendations

PSTA received no TD Program complaints.

ATTACHMENT(S):

- 23/24 Trip/Expenditure Reports will be emailed separately
- 22/23 Trip Expenditure Reports attached

TD REIMBURSEMENT REQUESTS 2022/2023

	NCN	PARC	ARC-TB	LIGHTHOUSE	BROKERED*	TOTAL AMT SPENT	AMT INVOICED CTD	MONTHLY DIFFERENCE	CUMULATIVE BALANCE
START	\$387,780.00	\$168,204.00	\$167,204.00	\$0.00	\$1,755,538.08	\$2,478,726.08			
JULY	\$35,915.41	\$11,205.11	\$13,858.74	\$0.00	\$153,939.14	\$214,918.40	\$274,124.00	\$59,205.60	\$59,205.60
BALANCE	\$351,864.59	\$156,998.89	\$153,345.26	\$0.00	\$1,601,598.94	\$2,263,807.68			
AUGUST				\$0.00		\$0.00	\$273,828.00	\$273,828.00	\$333,033.60
BALANCE	\$351,864.59	\$156,998.89	\$153,345.26	\$0.00	\$1,601,598.94	\$2,263,807.68			
SEPTEMBER				\$0.00		\$0.00	\$273,828.00	\$273,828.00	\$606,861.60
BALANCE	\$351,864.59	\$156,998.89	\$153,345.26	\$0.00	\$1,601,598.94	\$2,263,807.68			
OCTOBER				\$0.00		\$0.00	\$273,828.00	\$273,828.00	\$880,689.60
BALANCE	\$351,864.59	\$156,998.89	\$153,345.26	\$0.00	\$1,601,598.94	\$2,263,807.68			
NOVEMBER				\$0.00		\$0.00	\$273,828.00	\$273,828.00	\$1,154,517.60
BALANCE	\$351,864.59	\$156,998.89	\$153,345.26	\$0.00	\$1,601,598.94	\$2,263,807.68			
DECEMBER				\$0.00		\$0.00	\$273,828.00	\$273,828.00	\$1,428,345.60
BALANCE	\$351,864.59	\$156,998.89	\$153,345.26	\$0.00	\$1,601,598.94	\$2,263,807.68			
JANUARY				\$0.00		\$0.00	\$273,828.00	\$273,828.00	\$1,702,173.60
BALANCE	\$351,864.59	\$156,998.89	\$153,345.26	\$0.00	\$574,693.69	\$2,263,807.68			
FEBRUARY				\$0.00		\$0.00	\$273,828.00	\$273,828.00	\$1,976,001.60
BALANCE	\$351,864.59	\$156,998.89	\$153,345.26	\$0.00	\$574,693.69	\$2,263,807.68			
MARCH				\$0.00		\$0.00	\$273,828.00	\$273,828.00	\$2,249,829.60
BALANCE	\$351,864.59	\$156,998.89	\$153,345.26	\$0.00	\$574,693.69	\$2,263,807.68			
APRIL				\$0.00		\$0.00	\$273,828.00	\$273,828.00	\$2,523,657.60
BALANCE	\$351,864.59	\$156,998.89	\$153,345.26	\$0.00	\$574,693.69	\$2,263,807.68			
MAY				\$0.00		\$0.00	\$273,828.00	\$273,828.00	\$2,797,485.60
BALANCE	\$351,864.59	\$156,998.89	\$153,345.26	\$0.00	\$169,338.80	\$2,263,807.68			
JUNE				\$0.00		\$0.00	\$273,828.00	\$273,828.00	\$3,071,313.60
BALANCE	\$351,864.59	\$156,998.89	\$153,345.26	\$0.00	\$169,338.80	\$2,263,807.68			
END						0	\$3,286,232.00		

SUMMARY

This is an opportunity for any member of the public to address the board on issues related to the Transportation Disadvantaged Program. Speakers are requested to limit their comments to no more than five minutes.