



FLAGLER COUNTY
TRANSPORTATION DISADVANTAGED
LOCAL COORDINATING BOARD (LCB) QUARTERLY MEETING

MEETING AGENDA

Flagler County Government Services Building, 1769 East Moody Blvd., Building 2,
Finance & Budget Conference Room, 3rd floor Bunnell, Fl. 32110

Zoom Conference Call

Meeting ID: 846 9180 9998

(Audio Only): Call in # +1 786-635-1003 or +1 470-250-9358

Wednesday, September 13, 2023, at 10:00 a.m.

*Denotes Required Action Item

1. Welcome, Call to Order, Roll Call/Quorum Review – Chair Sullivan
2. Additions, Deletions, Changes to the Agenda – Chair Sullivan
3. Approval of May 9, 2023, Meeting Minutes – Chair Sullivan *
4. LCB Membership
 - a. Introduction of New Members:
 - Rashawnda Lloyd-Miller, Flagler Schools Homeless Education Liaison
 - Phyllis Pearson, Retired Flagler Schools, Flagler NAACP
 - b. Current Membership Vacancies
5. Northeast Florida Regional Council Update – Mr. Comeaux
 - a. FL CTD AOR-Data Study (June 30, 2023)
 - b. TD Meetings: addition of virtual options
 - c. NEFRC is seeking a new TD Coordinator.
6. Community Transportation Coordinator (CTC) System Update – Ms. Thomas
 - a. CTC Quarterly Update
 - 1) Richard Briggs - CTD Awards Committee “Driver of the Year”
 - b. Hurricane Idalia Impacts
 - c. 2023-2024 Rate Model*
 - d. Grants Update* (Approval if required)
7. Old Business
 - a. CDL Training
8. New Business
9. Public Comment – LIMITED TO 3 MINUTES PER SPEAKER
10. Member and Department Reports
11. Adjournment – Chair Sullivan

Next LCB Meeting: November 8, 2023, at 10:00 a.m.

Flagler County Government Services Building, 1769 East Moody Blvd., Building 2,
Finance & Budget Conference Room, 3rd floor Bunnell, Fl. 32110



**Flagler County Transportation Disadvantaged
Local Coordinating Board Quarterly Meeting**

Tuesday, May 9, 2023

Northeast Florida Regional Council
Elizabeth Payne, AICP
Chief Executive Officer

Flagler County Commission
Hon. David Sullivan, Chair

Florida Transportation
Disadvantaged Commission
Dr. Phillip Stevens, Chair

MINUTES

*Denotes Required Action Item

1. Welcome, Call to Order, Roll Call/Quorum Review

A quarterly meeting of the Flagler County Transportation Disadvantaged (TD) Local Coordinating Board (LCB) was held on Tuesday, May 9, 2023, in person and via Conference Call. LCB Chair David Sullivan called the meeting to order at 10:00 a.m. with the following members present:

| | |
|---|------------------------------------|
| Flagler Board of County Commissioners | David Sullivan (In-Person) |
| Florida Department of Transportation | Carlos Colon (In-Person) |
| Florida Department of Children and Families | Christina Gillis (Conference Call) |
| Flagler County School Board | Phyllis Pearson (In-Person) |
| Florida Department of Education Vocational Rehabilitation | Rochelle Price (Conference Call) |
| NE Florida Area Agency on Aging / Elder Source | Janet Dickinson (Conference Call) |
| Florida Agency for Health Care Administration | Pamela Hagley (Conference Call) |
| Florida Agency for Persons with Disabilities | Sheryl Stanford (Conference Call) |

Members Not Present

| | |
|---|--------------------|
| Flagler County Veteran's Services | Eric Flores Febles |
| Northeast Florida Community Action Agency | Emanuel Roberts |
| Citizen Advocate User | Jill Dempsey |
| CareerSource | Marilyn Edwards |

Community Transportation Coordinator Staff Present

Pia Thomas (In-Person)

Planning Agency Staff Present

Matamron Bacon (In-Person)

Guests

Denise Calderwood (In-Person), Rashawnda Lloyd-Miller (In-Person)

After a roll call took place, a quorum was confirmed.

2. Additions, Deletions, and Changes to the Agenda

There were no changes to the agenda.

3. Approval of February 9, 2023, Meeting and Public Hearing Minutes*

Mr. Colon motioned for approval of the meeting and public hearing minutes. Ms. Pearson seconded the motion. The February 9, 2023, meeting and public hearing minutes were approved unanimously.

4. LCB Membership

Chair Sullivan introduced Ms. Price as the new LCB member representing Vocational Rehabilitation Services. Chair Sullivan stated that the proposed LCB Citizen Advocate Non-User member, Councilwoman Cathy Heigher, has a scheduling conflict that prevents her from attending current LCB meetings. Chair Sullivan asked if present members would consider changing the current meeting schedule to accommodate her participation. Ms. Pearson informed the LCB that she will be retiring from Flagler County Public Schools on May 26, 2023. She introduced her replacement, Ms. Rashawnda Lloyd-Miller, as the public education voting member to the group.

5. Annual Review of Bylaws*

There were no proposed changes to the Flagler LCB Bylaws. Mr. Colon made a motion to approve the bylaws. Ms. Stanford seconded the motion. The bylaws passed unanimously.

6. Northeast Florida Regional Council Update (multiple items included require a vote*)

a) Transportation Disadvantaged Service Plan (TDSP) Annual Review*

There were no proposed changes to the Flagler County TDSP. Ms. Gillis motioned to approve the TDSP. Mr. Colon seconded the motion. After a roll call vote, approval of the TDSP passed unanimously.

b) Proposed LCB Meeting Schedule 10:00 am on the 2nd Tuesday Quarterly*

In consideration of Chair Sullivan's request prior, Ms. Pearson made a motion to approve the schedule pending substantive changes to be made before the next scheduled LCB meeting. Mr. Colon seconded the motion. The schedule pending changes were approved unanimously.

c) Proposed LCB Public Hearing

In consideration of Chair Sullivan's request prior, staff will change this date as needed to correspond with the 3rd quarterly LCB meeting date.

d) Community Transportation Coordinator Evaluation*

Mr. Bacon reviewed the results of this year's Community Transportation Coordinator (CTC) evaluation. The evaluation committee found Flagler County Public Transportation (FCPT) in compliance but offered several comments and suggested corrections:

1. Compliance with Commission Standards (41-2, F.A.C.)

- FCPT's Transportation Disadvantaged Service Plan (TDSP) does not include language addressing service standards for passenger assistance, two-way communications, onboard eating/smoking/drinking, and air conditioning/heating.
- Language in the TDSP states bills are to be paid to subcontractors within 15 days. F.A.C. 41-2.006(4)i requires "All bills shall be paid within 7 working days to subcontractors, after receipt of said payment by the Community Transportation Coordinator...".

Action Recommendation

- Amend the TDSP to include Commission for the Transportation Disadvantaged standards on passenger assistance, two-way communications, onboard eating/smoking/drinking, and air conditioning/heating. Further, work in collaboration with the Flagler County Local Coordinating Board to develop Commission standards that may be determined locally.
- FCPT amend TDSP language pertaining to subcontractor billing requirements to accurately reflect state requirements set forth by F.A.C. 41-2.006(4)i.

2. Compliance with Local Standards (41-2, F.A.C.)

- FCPT's TDSP does not include language addressing service standards for on-time performance, accidents per x-number of service miles, road calls per x-number of service miles, passenger no-shows (cancel at door) per x-number of trips, and passenger complaints per x-number of trips.

3. Action Recommendation

- Develop and add local standards for on-time performance, accidents per x-number of service miles, road calls per x-number of service miles, passenger no-shows (cancel at door) per x-number of trips, and passenger complaints per x-number of trips in collaboration with the local coordinating board to be added into the TDSP.

Mr. Colon made a motion to approve FCPT's CTC evaluation with the action recommendations. Ms. Stanford seconded the motion. The evaluation passed unanimously.

7. Community Transportation Coordinator System Update

Ms. Thomas delivered FCPT's CTC quarterly report. For the months of February, March, and April FCPT had a total of 6,804, 7708, and 6,769 trips respectively. Educational trips continue to be FCPT's largest trip purpose generator. Chair Sullivan asked what educational institutions are attracting ridership. Ms. Thomas responded that Exceptional Student Education (ESE) students were using them to get to various training programs. Ms. Thomas also stated that FCPT occasionally must turn down ride requests due to aging buses or the lack thereof, as well as a shortage of CDL drivers on staff.

8. Old Business

There was no old business.

9. New Business

a) Transition from Conference Call to Zoom Video Call

Mr. Bacon briefly discussed the enhanced audio and remote participant benefits of transitioning to Zoom. All members agreed to transition the conference call option to Zoom.

10. Public Comment

Ms. Calderwood announced that Daytona State College is offering free CDL training and inquired about FCPT buses available for donation on Flagler County's bus surplus list.

11. Member and Department Reports

There were no member reports.

12. Adjournment

Chair Sullivan adjourned the meeting at 11:11 am. The next meeting will take place on a date/time to be determined, at the Flagler County Government Services Building, Finance and Budget Conference Room.

ATTENDANCE RECORD
 FLAGLER COUNTY
 LOCAL COORDINATING BOARD

| Position | Name/Alt. | 9/13/22 | 11/8/22 | 2/14/23 | 5/9/23 |
|---------------------------------------|---|----------|----------|----------|----------|
| 1. Chairperson | David Sullivan / Andy Dance | P | a | P | P |
| 2. Dept. of Transportation | Carlos Colon / Jamie Ledgerwood | P | P | P | P |
| 3. Dept. Of Children and Families | Christina Gillis / Todd Banks | P | P | P | P |
| 4. Public Education | Phyllis Pearson / David Bossardet | P | P | P | P |
| 5. Vocational Rehab. (Dept. Ed.) | Jeff Aboumrad/Rochelle Price | P | - | - | P |
| 6. Veteran Services | Eric Flores Febles / David Lyndon | a | P | a | a |
| 7. Community Action (Econ. Disadv.) | Emanuel Roberts | P | a | a | a |
| 8. Elderly | Vacant | - | - | - | - |
| 9. Disabled | Vacant | - | - | - | - |
| 10. Citizen Advocate/User | Vacant / Jill Dempsey | P | a | a | a |
| 11. Citizen Advocate/Non-User | Vacant | - | - | - | - |
| 12. Children at Risk | Vacant | - | - | - | - |
| 13. Dept. Of Elder Affairs | Janet Dickinson | a | P | P | P |
| 14. Private for Profit Transportation | Vacant | - | - | - | - |
| 15. Agency for Health Care Adm. | Pamela Hagley / Reeda Harris | P | P | P | P |
| 16. Agency for Persons w/Disabilities | Sheryl Stanford / Diana Burgos-Garcia / Leslie Richards | P | a | a | P |
| 17. Regional Workforce Dev. Brd. | Marilyn Edwards | a | a | a | a |
| 18. Local Medical Community | Vacant | - | - | - | - |

VACANCIES

- Elderly
- Disabled
- Citizen Advocate/Non-User
- Children at Risk
- Private for Profit Transportation
- Local Medical Community

PLEASE SIGN IN!



COMMISSION FOR THE
TRANSPORTATION DISADVANTAGED

Date: May 9, 2023
Time: 10:00 a.m.

Flagler County Government Service Bldg., 1769 East Moody Blvd., Bldg. 2, Bunnell, FL

| Name | Address | Phone | E-Mail |
|------------------------|-----------------------------------|--------------|---------------------------------|
| DAVID SULLIVAN | FLAGLER BOCC | — | DCSINTELMAN @ AOL.COM |
| Pia Thomas | Transportation | — | pthomas@flaglercounty.gov |
| Phyllis Parson | Flagler County Schools | | mpphyllis@gmail.com |
| Rashawnda Lloyd Miller | Flagler County Schools | 386-437-7534 | lloydmillerr@flaglerschools.com |
| Carlos M. Colon | FDOT | | |
| DENISE CALDERWOOD | 44 BUTTERMILL DR 32137 P.C. FL | 386-225-3053 | DENISE_CALDERWOOD @ YAHOO.COM |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

| Salutation | First Name | Last Name | Organization | Representing | Voting/Non-Voting | Grievance Committee | Evaluation Committee | Comments |
|-----------------------|---------------|--|--|---|-------------------|---------------------|----------------------|-------------|
| FLAGLER COUNTY | | | | | | | | |
| Hon | David | Sullivan | Flagler County Commission | Elected Official | Voting | Feb-24 | Feb-24 | Chair |
| <i>Hon</i> | <i>Andy</i> | <i>Dance</i> | <i>Flagler County Commission</i> | <i>Elected Official</i> | <i>Alternate</i> | | | |
| Mr. | Carlos | Colon | FDOT, District V | FDOT | Voting | Feb-24 | Feb-24 | |
| <i>Ms.</i> | <i>Jamie</i> | <i>Ledgerwood</i> | <i>FDOT, District V</i> | <i>FDOT</i> | <i>Alternate</i> | | | |
| Ms. | Christina | Gillis | Department of Children and Families | DCF | Voting | | | |
| <i>Mr.</i> | <i>Todd</i> | <i>Banks</i> | <i>Department of Children and Families</i> | <i>DCF</i> | <i>Alternate</i> | | | |
| Ms. | Rashawnda | Lloyd-Miller | Flagler County School Board | Public Education | Voting | | | Vice Chair |
| <i>Mr.</i> | <i>David</i> | <i>Bossardet</i> | <i>Flagler County School Board</i> | <i>Public Education</i> | <i>Alternate</i> | | | |
| Ms. | Rochelle | Price | Vocational Rehabilitation | Dept. of Education (Voc. Rehab.) | Voting | | | |
| Mr. | Eric | Flores Febles | Flagler County Veterans Service | Veterans | Voting | | | |
| <i>Mr.</i> | <i>David</i> | <i>Lydon</i> | <i>Flagler County Veterans Service</i> | <i>Veterans</i> | <i>Alternate</i> | | | |
| Mr. | Emanuel | Roberts | Northeast Florida Community Action Agency Inc. | Community Action (Econ. Disadvantaged) | Voting | | | |
| VACANT | | | | Elderly | VACANT | | | |
| VACANT | | | | Disabled | VACANT | | | |
| Ms. | Jill | Dempsey | | Citizen Advocate/User | Voting | | | |
| Hon | Cathy | Heighter | City of Palm Coast | Citizen Advocate/Non-User | Voting | | | |
| Ms. | Phyllis | Pearson | Flagler NAACP | Children at Risk | Voting | | | |
| Ms. | Janet | Dickinson | NE Florida Area Agency on Aging / Elder Source | Elder Affairs | Voting | | | |
| VACANT | | | | Private for Profit Transportation | VACANT | | | |
| Ms. | Pamela | Hagley | Agency for Health Care Administration | AHCA / Medicaid | Voting | | | |
| <i>Ms.</i> | <i>Reeda</i> | <i>Harris</i> | <i>Agency for Health Care Administration</i> | <i>AHCA / Medicaid</i> | <i>Alternate</i> | | | |
| Ms. | Sheryl | Stanford | Agency for Persons with Disabilities | Agency for Persons with Disabilities | Voting | | | |
| <i>Ms.</i> | <i>Diana</i> | <i>Burgos-Garcia</i> | <i>Agency for Persons with Disabilities</i> | <i>Agency for Persons with Disabilities</i> | <i>Alternate</i> | | | |
| <i>Ms.</i> | <i>Leslie</i> | <i>Richards</i> | <i>Agency for Persons with Disabilities</i> | <i>Agency for Persons with Disabilities</i> | <i>Alternate</i> | | | |
| Ms. | Marilyn | Edwards | Career Source | Workforce Development | Voting | | | |
| VACANT | | | | Medical Community | VACANT | | | |
| Ms. | Pia | Thomas | Flagler County Transportation | CTC | Non-Voting | | | CTC Manager |
| Mr. | Trevor | Martin | Flagler County Transportation | CTC | Non-Voting | | | |
| Mr. | Stephan | Harris | River To Sea Transportation Planning Organization | | Non-Voting | | | |
| Mr. | Martin | Catala | Center for Urban Transportation Research | Transit Development Plan | Interested Party | | | |
| Ms. | Tia | Boyd | Center for Urban Transportation Research | Transit Development Plan | Interested Party | | | |
| Mr. | Adam | Mengel | Flagler Planning & Zoning Interested party during TDSP update | | Interested Party | | | |
| Ms. | Rose | Keirnan | Flagler County Commission | Chair's Contact (primary) | Interested Party | | | |
| Ms. | Luci | Dance | Flagler County Commission | <i>Chair's Contact (alternate)</i> | | | | |
| | | Meetings at: | | | | | | |
| | | Flagler County Government Services Building | | | | | | |
| | | 1769 East Moody Blvd., Bldg. 2 | | | | | | |
| | | Bunnell, Florida 32110 | | | | | | |
| | | F.C. General Services Director: Heidi Petito | | | | | | |
| | | (386) 313-4094 – Mari Davis (mdavis@flaglercounty.org) to reserve meeting room | | | | | | |



CTC Organization

County: Flagler

Fiscal Year: 7/1/2022 - 6/30/2023

CTC Status: In Progress

CTD Status: Pending
Submission

Date Initiated: 7/24/2023

CTC Organization Name: Flagler County Public Transportation

Address: 1769 E Moody Blvd

City: Bunnell

State: FL

Zip Code: 32110

Organization Type: County

Network Type: Sole Source

Operating Environment: Rural

Transportation Operators: Yes

Number of Transportation Operators: 29

Coordination Contractors: No

Number of Coordination Contractors: 0

Provide Out of County Trips: Yes

Local Coordinating Board (LCB) Chairperson: David Sullivan

CTC Contact: Heidi Petito

CTC Contact Title: County Administrator

CTC Contact Email: hpetito@flaglercounty.com

Phone: (386) 313-4125

CTC Certification

I, Heidi Petito, as the authorized Community Transportation Coordinator (CTC) Representative, hereby certify, under the penalties of perjury as stated in Chapter 837.06, F.S., that the information contained in this report is true, accurate, and in accordance with the accompanying instructions.

CTC Representative (signature): _____

LCB Certification

I, David Sullivan, as the Local Coordinating Board Chairperson, hereby, certify in accordance with Rule 41-2.007(6), F.A.C. that the Local Coordinating Board has reviewed this report and the Planning Agency has received a copy.

LCB Chairperson (signature): _____



CTC Trips

County: Flagler

CTC Status: In Progress

CTC Organization: Flagler County Public Transportation

Fiscal Year: 07/01/2022 - 06/30/2023

CTD Status: Pending Submission

| | 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 | 0 | N/A | 0 | 0 | N/A | 0 |
| Monthly Pass Trips | 0 | N/A | 0 | 0 | N/A | 0 |
| Deviated Fixed Route Service | 0 | N/A | 0 | 0 | N/A | 0 |
| Complementary ADA Service | 0 | N/A | 0 | 0 | N/A | 0 |
| Paratransit | | | | | | |
| Ambulatory | 67,930 | 0 | 67,930 | 67,082 | 0 | 67,082 |
| Non-Ambulatory | 12,608 | 0 | 12,608 | 12,853 | 0 | 12,853 |
| Stretcher | 0 | 0 | 0 | 0 | 0 | 0 |
| Transportation Network Companies | 0 | N/A | 0 | 0 | N/A | 0 |
| Taxi | 0 | N/A | 0 | 0 | N/A | 0 |
| School Board (School Bus) | 0 | N/A | 0 | 0 | N/A | 0 |
| Volunteers | 0 | N/A | 0 | 60 | N/A | 60 |
| Total - Service Type | 80,538 | 0 | 80,538 | 79,995 | 0 | 79,995 |
| 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) | 0 | N/A | 0 | 0 | N/A | 0 |
| Total - Contracted Transportation Operator Trips | 0 | 0 | 0 | 0 | 0 | 0 |
| Revenue Source - One Way | | | | | | |
| Agency for Health Care Administration (AHCA) | 0 | 0 | 0 | 0 | 0 | 0 |
| Agency for Persons with Disabilities (APD) | 0 | 0 | 0 | 0 | 0 | 0 |
| Comm for the Transportation Disadvantaged (CTD) | 49,537 | N/A | 49,537 | 14,700 | N/A | 14,700 |
| Dept of Economic Opportunity (DEO) | 0 | 0 | 0 | 0 | 0 | 0 |
| Dept of Children and Families (DCF) | 0 | 0 | 0 | 0 | 0 | 0 |
| Dept of Education (DOE) | 0 | 0 | 0 | 0 | 0 | 0 |
| Dept of Elder Affairs (DOEA) | 6,903 | 0 | 6,903 | 47,342 | 0 | 47,342 |
| Dept of Health (DOH) | 0 | 0 | 0 | 0 | 0 | 0 |
| Dept of Juvenile Justice (DJJ) | 0 | 0 | 0 | 0 | 0 | 0 |
| Dept of Transportation (DOT) | 5,382 | 0 | 5,382 | 8,233 | 0 | 8,233 |
| Local Government | 18,716 | 0 | 18,716 | 9,660 | 0 | 9,660 |
| Local Non-Government | 0 | 0 | 0 | 60 | 0 | 60 |
| Other Federal & State Programs | 0 | 0 | 0 | 0 | 0 | 0 |
| Total - Revenue Source | 80,538 | 0 | 80,538 | 79,995 | 0 | 79,995 |



CTC Trips (cont'd)

County: Flagler

CTC Status: In Progress

CTC Organization: Flagler County Public Transportation

Fiscal Year: 07/01/2022 - 06/30/2023

CTD Status: Pending Submission

| | Selected Reporting Period | | | Previous Reporting Period | | |
|--|--------------------------------|--------------------------|---------------|--------------------------------|--------------------------|---------------|
| | CTC & Transportation Operators | Coordination Contractors | Total | CTC & Transportation Operators | Coordination Contractors | Total |
| Passenger Type - One Way | | | | | | |
| Older Adults | 20,787 | 0 | 20,787 | 54,722 | 0 | 54,722 |
| Children At Risk | 0 | 0 | 0 | 0 | 0 | 0 |
| Persons With Disabilities | 29,085 | 0 | 29,085 | 15,211 | 0 | 15,211 |
| Low Income | 7,512 | 0 | 7,512 | 6,717 | 0 | 6,717 |
| Other | 23,154 | 0 | 23,154 | 3,345 | 0 | 3,345 |
| Total - Passenger Type | 80,538 | 0 | 80,538 | 79,995 | 0 | 79,995 |
| Trip Purpose - One Way | | | | | | |
| Medical | 19,610 | 0 | 19,610 | 20,762 | 0 | 20,762 |
| Employment | 13,435 | 0 | 13,435 | 12,723 | 0 | 12,723 |
| Education/Training/Daycare | 36,597 | 0 | 36,597 | 34,221 | 0 | 34,221 |
| Nutritional | 7,652 | 0 | 7,652 | 6,226 | 0 | 6,226 |
| Life-Sustaining/Other | 3,244 | 0 | 3,244 | 6,063 | 0 | 6,063 |
| Total - Trip Purpose | 80,538 | 0 | 80,538 | 79,995 | 0 | 79,995 |
| Unduplicated Passenger Head Count (UDPHC) | | | | | | |
| UDPHC | 830 | 0 | 830 | 2,342 | 0 | 2,342 |
| Total - UDPHC | 830 | 0 | 830 | 2,342 | 0 | 2,342 |
| Unmet & No Shows | | | | | | |
| Unmet Trip Requests | 2,034 | N/A | 2,034 | 1,516 | N/A | 1,516 |
| No Shows | 3,051 | N/A | 3,051 | 3,147 | N/A | 3,147 |
| Customer Feedback | | | | | | |
| Complaints | 4 | N/A | 4 | 22 | N/A | 22 |
| Commendations | 93 | N/A | 93 | 8 | N/A | 8 |



CTC Vehicles & Drivers

County: Flagler

CTC Status: In Progress

CTC Organization: Flagler County Public Transportation

Fiscal Year: 07/01/2022 - 06/30/2023

CTD Status: Pending Submission

| | 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 | 669,084 | 0 | 669,084 | 652,564 | 0 | 652,564 |
| Transportation Network Companies (TNC) Miles | 0 | N/A | 0 | 0 | N/A | 0 |
| Taxi Miles | 0 | N/A | 0 | 0 | N/A | 0 |
| 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 | 669,084 | 0 | 669,084 | 652,564 | 0 | 652,564 |
| Roadcalls & Accidents | | | | | | |
| Roadcalls | 0 | 0 | 0 | 3 | 0 | 3 |
| Chargeable Accidents | 1 | 0 | 1 | 0 | 0 | 0 |
| Vehicle Inventory | | | | | | |
| Total Number of Vehicles | 33 | 0 | 33 | 33 | 0 | 33 |
| Number of Wheelchair Accessible Vehicles | 33 | 0 | 33 | 33 | 0 | 33 |
| Drivers | | | | | | |
| Number of Full Time & Part Time Drivers | 29 | 0 | 29 | 26 | 0 | 26 |
| Number of Volunteer Drivers | 0 | 0 | 0 | 0 | 0 | 0 |

County: Flagler
 CTC: Flagler County Public Transportation
 Contact: Heidi Petito
 1769 E Moody Blvd
 Bunnell, FL 32110
 386-313-4125
 Email: hpetito@flaglercounty.com

| Demographics | Number |
|-------------------------|--------|
| Total County Population | 0 |
| Unduplicated Head Count | 830 |



| Trips By Type of Service | 2021 | 2022 | 2023 |
|---------------------------|---------------|---------------|---------------|
| Fixed Route (FR) | 0 | 0 | 0 |
| Deviated FR | 0 | 0 | 0 |
| Complementary ADA | 0 | 0 | 0 |
| Paratransit | 49,736 | 79,935 | 80,538 |
| TNC | 0 | 0 | 0 |
| Taxi | 0 | 0 | 0 |
| School Board (School Bus) | 0 | 0 | 0 |
| Volunteers | 0 | 60 | 0 |
| TOTAL TRIPS | 49,736 | 79,995 | 80,538 |

| Vehicle Data | 2021 | 2022 | 2023 |
|---------------|---------|---------|---------|
| Vehicle Miles | 514,629 | 652,564 | 669,084 |
| Roadcalls | 0 | 3 | 0 |
| Accidents | 0 | 0 | 1 |
| Vehicles | 33 | 33 | 33 |
| Drivers | 26 | 26 | 29 |

| Passenger Trips By Trip Purpose | 2021 | 2022 | 2023 |
|---------------------------------|---------------|---------------|---------------|
| Medical | 19,894 | 20,762 | 19,610 |
| Employment | 7,460 | 12,723 | 13,435 |
| Ed/Train/DayCare | 14,162 | 34,221 | 36,597 |
| Nutritional | 4,476 | 6,226 | 7,652 |
| Life-Sustaining/Other | 3,744 | 6,063 | 3,244 |
| TOTAL TRIPS | 49,736 | 79,995 | 80,538 |

| Financial and General Data | 2021 | 2022 | 2023 |
|----------------------------|-------------|-------------|-------|
| Expenses | \$1,664,791 | \$1,867,801 | \$0 |
| Revenues | \$1,664,791 | \$1,867,801 | \$0 |
| Commendations | 0 | 8 | 93 |
| Complaints | 14 | 22 | 4 |
| Passenger No-Shows | 1,841 | 3,147 | 3,051 |
| Unmet Trip Requests | 368 | 1,516 | 2,034 |

| Passenger Trips By Revenue Source | 2021 | 2022 | 2023 |
|-----------------------------------|---------------|---------------|---------------|
| CTD | 36,202 | 14,700 | 49,537 |
| AHCA | 0 | 0 | 0 |
| APD | 0 | 0 | 0 |
| DOEA | 2,356 | 47,342 | 6,903 |
| DOE | 0 | 0 | 0 |
| Other | 11,178 | 17,953 | 24,098 |
| TOTAL TRIPS | 49,736 | 79,995 | 80,538 |

| Performance Measures | 2021 | 2022 | 2023 |
|-----------------------------|---------|---------|-------|
| Accidents per 100,000 Miles | 0 | 0 | 0.15 |
| Miles between Roadcalls | 0 | 217,521 | 0 |
| Avg. Trips per Passenger | 13.63 | 34.16 | 97.03 |
| Cost per Trip | \$33.47 | \$23.35 | \$0 |
| Cost per Paratransit Trip | \$33.47 | \$23.35 | \$0 |
| Cost per Total Mile | \$3.23 | \$2.86 | \$0 |
| Cost per Paratransit Mile | \$3.23 | \$2.86 | \$0 |

| Trips by Provider Type | 2021 | 2022 | 2023 |
|-------------------------|---------------|---------------|---------------|
| CTC | 49,736 | 79,995 | 80,538 |
| Transportation Operator | 0 | 0 | 0 |
| Coordination Contractor | 0 | 0 | 0 |
| TOTAL TRIPS | 49,736 | 79,995 | 80,538 |

Flagler County Public Transportation

September 13, 2023

Transportation Disadvantaged Local Coordinating Board



Quarterly FCPT Trip Report

This report depicts total miles as well as the average trips per day for TD and FDOT 5311 sponsored trips.

| Months | Average TD trips per day | Average 5311 trips/day | Average all trip types per day | Total trips for the month | Total miles for the month |
|-----------|--------------------------|------------------------|--------------------------------|---------------------------|---------------------------|
| May 2023 | 168 | 20 | 272 | 7,336 | 58,406 |
| June 2023 | 162 | 17 | 263 | 6,859 | 55,246 |
| July 2023 | 145 | 16 | 238 | 6,189 | 50,887 |

| Month | Average medical trips per day | Average employment trips per day | Average educational trips per day | Average nutritional trips per day | Average other trips per day | New rider applications per month |
|-----------|-------------------------------|----------------------------------|-----------------------------------|-----------------------------------|-----------------------------|----------------------------------|
| May 2023 | 65 | 42 | 147 | 22 | 18 | 23 |
| June 2023 | 69 | 47 | 130 | 22 | 18 | 52 |
| July 2023 | 67 | 42 | 122 | 19 | 15 | 47 |

This quarter FCPT covered 164,539 miles and provided 20,384 trips, reflecting an increase of 2,122 trips over the same quarter in 2022.

| May, June, July 2022 | | | May, June, July 2023 | | |
|----------------------|---------------|-----|----------------------|---------------|-----|
| Total Trips | 18,262 | | Total Trips | 20,384 | |
| Education | 6,927 | 38% | Education | 8,835 | 43% |
| Medical | 5,388 | 29% | Medical | 5,304 | 26% |
| Employment | 2,202 | 12% | Employment | 3,442 | 17% |
| Nutrition | 1,454 | 8% | Nutrition | 1,420 | 7% |
| Shopping | 1416 | 8% | Recreation | 944 | 5% |
| Recreation | 555 | 3% | Shopping | 265 | 1% |
| Adult Day Care | 314 | 2% | Adult Day Care | 174 | 1% |

General Services

1769 E. Moody Blvd, Bldg. 5
Bunnell, FL 32110



www.flaglercounty.gov

Phone: (386) 313-4020

Fax: (386) 313-4120

July 20, 2023

Dear CTD,

It is my pleasure to recommend Richard Briggs for the Driver of the Year award.

I am Pia Thomas, Transportation Manager for Flagler County Public Transportation. I have 11+ years of experience in the transportation industry and I have never had the pleasure of working with a more hardworking, dedicated, and trustworthy driver than Richard Briggs.

Richard is a tremendous asset to our transportation team. He is liked and respected by his customers, fellow operators, dispatchers, supervisors, and management.

Richard has worked for Flagler County Public Transportation for 6 years. During his time as a driver Richard has transported over 31,300 customers and he has driven over 281,000 miles. Richard has never had an accident nor a complaint during his time working for FCPT. Richard starts his day at 4:30am and he finishes when all trips have been completed. He always communicates with dispatch when he is done with his route to ensure they don't have any customers waiting for a bus. Richard goes above and beyond to ensure all customers receive the best service possible.

Richard also helps train new operators. Richard is very kind and easy-going with a lot of patience, making him an excellent trainer and coach. Richard's fellow coworkers value his help and expertise during the day. If Richard is available and help is needed, he always volunteers.

Richard makes everyone feel valued and respected and he makes a long-lasting impression on everyone he meets.

I am very fortunate to have such an exemplary transportation driver as Richard on our transportation team.

Sincerely,

Pia Thomas

Transportation Manager, CTC

Attached are examples of 2023 compliments for Richard Briggs.

Andy Dance
District 1

Greg Hansen
District 2

David Sullivan
District 3

Leann Pennington
District 4

Donald O'Brien, Jr.
District 5

From: [Matamron Bacon](#)
To: [Carol Main](#)
Subject: FW: 2023-2024 Flagler Rate Model Approved
Date: Friday, June 2, 2023 8:05:02 AM
Attachments: [image010.png](#)
 2023-2024 Flagler Rate Model Approved.xlsm
Importance: High

From: Zeruto, Dan <Dan.Zeruto@dot.state.fl.us>
Sent: Friday, May 19, 2023 9:28 AM
To: Pia Thomas <PThomas@flaglercounty.gov>
Cc: Matamron Bacon <mbacon@nefrc.org>
Subject: 2023-2024 Flagler Rate Model Approved
Importance: High

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning Pia,

I have reviewed the corrections and adjustments made to the attached 2023-24 Rate Model Calculation Spreadsheet for some of the most common procedural and utilization errors. Items previously noted have been addressed and it is approved for further review at the local level as appropriate. My review and opinion does not confirm the validity or accuracy of any financial or operational data elements that have been entered, nor does it address the reasonableness of the unsubsidized cost of services.

By copy of this email, I am advising your planning agency on our completion of this effort and the readiness to advance the spreadsheet to the LCB for approval and inclusion in the TDSP update.

When the time comes, I will produce your T/E grant contract with the passenger trip rates from this spreadsheet presuming no further changes by the LCB.

| | | | | | | | | | | |
|---|---|----------------------------------|---|------------------------------|---|----------------|---|---------------|--------------------------|---------------|
| Projected Passenger Trips (excluding totally contracted services addressed in Section II) = 80,582 | = | 68,474 | + | 12,108 | + | Leave Blank | + | Leave Blank | | |
| | | Rate per Passenger Trip = | | \$7.36 | | \$12.61 | | \$0.00 | | \$0.00 |
| | | | | <small>per passenger</small> | | | | | <small>per group</small> | |

Thank you,

Daniel Zeruto
Area 3 Project Manager
 Florida Commission for Transportation Disadvantaged
 605 Suwannee St., MS 49
 Tallahassee, FL 32399-0450
 Phone 850-410-5704
 Fax 850-410-5752
 Email: dan.zeruto@dot.state.fl.us



Join us on Facebook or on the web.

his e-mail is strictly prohibited.

Preliminary Information Worksheet

Version 1.4

| | |
|-------------------------------|--|
| CTC Name: | Flagler County Board of County Commissioners |
| County (Service Area): | Flagler |
| Contact Person: | Pia Thomas |
| Phone # | 386-313-4409 |

Check Applicable Characteristic:

| | |
|---|--|
| ORGANIZATIONAL TYPE: | NETWORK TYPE: |
| <input checked="" type="radio"/> Governmental | <input type="radio"/> Fully Brokered |
| <input type="radio"/> Private Non-Profit | <input type="radio"/> Partially Brokered |
| <input type="radio"/> Private For Profit | <input checked="" type="radio"/> Sole Source |

Once completed, proceed to the Worksheet entitled "Comprehensive Budget"

Comprehensive Budget Worksheet

Version 1.4

CTC: **Flagler County Board of County Commissioners**
 County: **Flagler**

1. Complete applicable **GREEN** cells in columns 2, 3, 4, and 7

| | Prior Year's ACTUALS from July 1st of 2021 to June 30th of 2022 | Current Year's APPROVED Budget, as amended from July 1st of 2022 to June 30th of 2023 | Upcoming Year's PROPOSED Budget from July 1st of 2023 to June 30th of 2024 | % Change from Prior Year to Current Year | Proposed % Change from Current Year to Upcoming Year | Confirm whether revenues are collected as a system subsidy VS a purchase of service at a unit price. Explain Changes in Column 6 That Are > ± 10% and Also > ± \$50,000 |
|---|---|---|---|--|--|---|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |

REVENUES (CTC/Operators ONLY / Do NOT include coordination contractors!)

Local Non-Govt

| | | | | | | |
|---------------------------------|------------|------------|------------|--------|-------|---|
| Farebox | \$ 123,714 | \$ 130,000 | \$ 133,750 | 5.1% | 2.9% | Increased Advertising Budgeted Revenue based on actual collections (Other). |
| Medicaid Co-Pay Received | | | | | | |
| Donations/ Contributions | | | | | | |
| In-Kind, Contributed Services | | | | | | |
| Other | \$ 14,580 | \$ 35,000 | \$ 38,750 | 140.1% | 10.7% | |
| Bus Pass Program Revenue | | | | | | |

Local Government

| | | | | | | |
|--------------------------------------|------------|--------------|--------------|-------|-------|--|
| District School Board | | | | | | |
| Compl. ADA Services | | | | | | |
| County Cash | \$ 907,985 | \$ 1,538,052 | \$ 1,703,643 | 69.4% | 10.8% | |
| County In-Kind, Contributed Services | | | | | | |
| City Cash | | | | | | |
| City In-kind, Contributed Services | | | | | | |
| Other Cash | | | | | | |
| Other In-Kind, Contributed Services | | | | | | |
| Bus Pass Program Revenue | | | | | | |

CTD

| | | | | | | |
|-----------------------------------|------------|------------|------------|---------|------|--------------------------------------|
| Non-Spons. Trip Program | \$ 361,984 | \$ 520,765 | \$ 520,765 | 43.9% | 0.0% | Other - CTD Trip and Equipment Grant |
| Non-Spons. Capital Equipment | | | | | | |
| Rural Capital Equipment | | | | | | |
| Other TD (specify in explanation) | \$ 108,084 | | | -100.0% | | |
| Bus Pass Program Revenue | | | | | | |

USDOT & FDOT

| | | | | | | |
|------------------------------------|------------|------------|------------|---------|-------|--|
| 49 USC 5307 | | | | | | Current Rolling Stock Replacement Plan calls for \$545,000 of vehicle replacements, traditionally 80% funded through Federal awards and 10% funded through State awards, with the remaining 10% coming from local funds. |
| 49 USC 5310 | \$ 383,079 | \$ 207,180 | \$ 207,180 | -45.9% | 0.0% | |
| 49 USC 5311 (Operating) | \$ 5,178 | | | -100.0% | | |
| 49 USC 5311(Capital) | | \$ 327,947 | \$ 490,500 | | 49.6% | |
| Block Grant | | | | | | |
| Service Development | | | | | | |
| Commuter Assistance | | | | | | |
| Other DOT (specify in explanation) | | | | | | |
| Bus Pass Program Revenue | | | | | | |

AHCA

| | | | | | | |
|-------------------------------------|--|--|--|--|--|--|
| Medicaid | | | | | | |
| Other AHCA (specify in explanation) | | | | | | |
| Bus Pass Program Revenue | | | | | | |

DCF

| | | | | | | |
|-------------------------------------|--|--|--|--|--|--|
| Alcohol, Drug & Mental Health | | | | | | |
| Family Safety & Preservation | | | | | | |
| Comm. Care Dis./Aging & Adult Serv. | | | | | | |
| Other DCF (specify in explanation) | | | | | | |
| Bus Pass Program Revenue | | | | | | |

DOH

| | | | | | | |
|------------------------------------|--|--|--|--|--|--|
| Children Medical Services | | | | | | |
| County Public Health | | | | | | |
| Other DOH (specify in explanation) | | | | | | |
| Bus Pass Program Revenue | | | | | | |

DOE (state)

| | | | | | | |
|------------------------------------|--|--|--|--|--|--|
| Carl Perkins | | | | | | |
| Div of Blind Services | | | | | | |
| Vocational Rehabilitation | | | | | | |
| Day Care Programs | | | | | | |
| Other DOE (specify in explanation) | | | | | | |
| Bus Pass Program Revenue | | | | | | |

AWI

| | | | | | | |
|------------------------------------|--|--|--|--|--|--|
| WAGES/Workforce Board | | | | | | |
| Other AWI (specify in explanation) | | | | | | |
| Bus Pass Program Revenue | | | | | | |

DOEA

| | | | | | | |
|-------------------------------------|--------|--------|--------|------|------|--|
| Older Americans Act | \$ 200 | \$ 200 | \$ 200 | 0.0% | 0.0% | |
| Community Care for Elderly | | | | | | |
| Other DOEA (specify in explanation) | | | | | | |
| Bus Pass Program Revenue | | | | | | |

DCA

| | | | | | | |
|------------------------------------|--|--|--|--|--|--|
| Community Services | | | | | | |
| Other DCA (specify in explanation) | | | | | | |
| Bus Pass Admin. Revenue | | | | | | |

Comprehensive Budget Worksheet

Version 1.4

CTC: **Flagler County Board of County Commissioners**
 County: **Flagler**

1. Complete applicable **GREEN** cells in columns 2, 3, 4, and 7

| 1 | Prior Year's ACTUALS from July 1st of 2021 to June 30th of 2022 | Current Year's APPROVED Budget, as amended from July 1st of 2022 to June 30th of 2023 | Upcoming Year's PROPOSED Budget from July 1st of 2023 to June 30th of 2024 | % Change from Prior Year to Current Year | Proposed % Change from Current Year to Upcoming Year | 7 Confirm whether revenues are collected as a system subsidy VS a purchase of service at a unit price. Explain Changes in Column 6 That Are > ± 10% and Also > ± \$50,000 |
|---|--|--|--|--|--|--|
| | 2 | 3 | 4 | 5 | 6 | |

APD

| | | | | | | |
|------------------------------------|--|--|--|--|--|--|
| Office of Disability Determination | | | | | | |
| Developmental Services | | | | | | |
| Other APD (specify in explanation) | | | | | | |
| Bus Pass Program Revenue | | | | | | |

DJJ

| | | | | | | |
|---------------------------------|--|--|--|--|--|--|
| (specify in explanation) | | | | | | |
| Bus Pass Program Revenue | | | | | | |

Other Fed or State

| | | | | | | |
|---------------------------------|--|--|--|--|--|--|
| xxx | | | | | | |
| xxx | | | | | | |
| xxx | | | | | | |
| Bus Pass Program Revenue | | | | | | |

Other Revenues

| | | | | | | |
|---------------------------------|--|--|--|--|--|--|
| Interest Earnings | | | | | | |
| xxxx | | | | | | |
| xxxx | | | | | | |
| Bus Pass Program Revenue | | | | | | |

Balancing Revenue to Prevent Deficit

| | | | | | | |
|---------------------------------------|--|--|--|--|--|--|
| Actual or Planned Use of Cash Reserve | | | | | | |
|---------------------------------------|--|--|--|--|--|--|

| | | | | | |
|---------------------------------|--------------------|--------------------|--------------------|--------------|--------------|
| Balancing Revenue is Short By = | | | | | |
| Total Revenues = | \$1,904,804 | \$2,759,144 | \$3,094,788 | 44.9% | 12.2% |

EXPENDITURES (CTC/Operators ONLY / Do NOT include Coordination Contractors!)

Operating Expenditures

| | | | | | | |
|---|------------|--------------|--------------|--------|-------|--|
| Labor | \$ 948,568 | \$ 1,136,989 | \$ 1,205,723 | 19.9% | 6.0% | As vacant positions accumulated in FY 22, a budget transfer from personnel to operating was done to cover end of year expenditures in the operating category (describes change in Labor, Fringe Benefits, and Services). Purchase of 3 buses anticipated in FY 22 Budget, but did not order/receive (Capital Expenditures). Vehicle replacement of 5 vehicles for approximately \$545,000 with a 80/10/10 split. |
| Fringe Benefits | \$ 450,428 | \$ 626,763 | \$ 678,396 | 39.1% | 8.2% | |
| Services | \$ 5,980 | \$ 56,386 | \$ 78,325 | 842.9% | 38.9% | |
| Materials and Supplies | \$ 413,560 | \$ 465,000 | \$ 453,725 | 12.4% | -2.4% | |
| Utilities | | | | | | |
| Casualty and Liability | \$ 30,500 | \$ 30,475 | \$ 32,000 | -0.1% | 5.0% | |
| Taxes | | | | | | |
| Purchased Transportation: | | | | | | |
| Purchased Bus Pass Expenses | | | | | | |
| School Bus Utilization Expenses | | | | | | |
| Contracted Transportation Services | | | | | | |
| Other | | | | | | |
| Miscellaneous | \$ 37,023 | \$ 57,495 | \$ 81,910 | 55.3% | 42.5% | |
| Operating Debt Service - Principal & Interest | | | | | | |
| Leases and Rentals | \$ 18,745 | \$ 21,650 | \$ 19,710 | 15.5% | -9.0% | |
| Contrib. to Capital Equip. Replacement Fund | | | | | | |
| In-Kind, Contributed Services | \$ - | \$ - | \$ - | | | |
| Allocated Indirect | | | | | | |

Capital Expenditures

| | | | | | |
|---|------|------------|------------|--|-------|
| Equip. Purchases with Grant Funds | \$ - | \$ 364,385 | \$ 490,500 | | 34.6% |
| Equip. Purchases with Local Revenue | | \$ - | \$ 54,500 | | |
| Equip. Purchases with Rate Generated Rev. | | | | | |
| Capital Debt Service - Principal & Interest | | | | | |

| | | | | | |
|-----------------------------|--------------------|--------------------|--------------------|--------------|--------------|
| Total Expenditures = | \$1,904,804 | \$2,759,144 | \$3,094,788 | 44.9% | 12.2% |
|-----------------------------|--------------------|--------------------|--------------------|--------------|--------------|

Once completed, proceed to the Worksheet entitled "Budgeted Rate Base"

Budgeted Rate Base Worksheet

Version 1.4

CTC: **Flagler County Board of County Commissioners**

County: **Flagler**

1. Complete applicable **GREEN** cells in column 3; **YELLOW** and **BLUE** cells are automatically completed in column 3
2. Complete applicable **GOLD** cells in column and 5

| | | | | |
|----------|---|--|--|---|
| | Upcoming Year's BUDGETED Revenues | What amount of the Budgeted Revenue in col. 2 will be generated at the rate per unit determined by this spreadsheet, OR used as local match for these type revenues? | Budgeted Rate Subsidy Revenue EXCLUDED from the Rate Base | What amount of the Subsidy Revenue in col. 4 will come from funds to purchase equipment, OR will be used as match for the purchase of equipment? |
| | from July 1st of 2023 to June 30th of 2024 | | | |
| 1 | 2 | 3 | 4 | 5 |

REVENUES (CTC/Operators ONLY)

Local Non-Govt

| | | |
|---------------------------------|----|---------|
| Farebox | \$ | 133,750 |
| Medicaid Co-Pay Received | \$ | - |
| Donations/ Contributions | \$ | - |
| In-Kind, Contributed Services | \$ | - |
| Other | \$ | 38,750 |
| Bus Pass Program Revenue | \$ | - |

| | | | |
|--|----|---------|--|
| | \$ | 133,750 | |
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |
| | \$ | 38,750 | |
| | \$ | - | |

YELLOW cells
are **NEVER** Generated by Applying Authorized Rates

Local Government

| | | |
|--------------------------------------|----|-----------|
| District School Board | \$ | - |
| Compl. ADA Services | \$ | - |
| County Cash | \$ | 1,703,643 |
| County In-Kind, Contributed Services | \$ | - |
| City Cash | \$ | - |
| City In-Kind, Contributed Services | \$ | - |
| Other Cash | \$ | - |
| Other In-Kind, Contributed Services | \$ | - |
| Bus Pass Program Revenue | \$ | - |

| | | | |
|--|----|-----------|-----------|
| | \$ | - | |
| | \$ | - | |
| | \$ | 1,703,643 | 1,568,260 |
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |

BLUE cells
Should be funds generated by rates in this spreadsheet

CTD

| | | |
|---------------------------------|----|---------|
| Non-Spons. Trip Program | \$ | 520,765 |
| Non-Spons. Capital Equipment | \$ | - |
| Rural Capital Equipment | \$ | - |
| Other TD | \$ | - |
| Bus Pass Program Revenue | \$ | - |

| | | | | |
|--|----|---------|----|---|
| | \$ | 520,765 | \$ | - |
| | \$ | - | \$ | - |
| | \$ | - | \$ | - |
| | \$ | - | \$ | - |
| | \$ | - | \$ | - |

local match req.

GREEN cells
MAY BE Revenue Generated by Applying
Authorized Rate per Mile/Trip Charges

Fill in that portion of budgeted revenue in Column 2 that will be **GENERATED** through the application of authorized per mile, per trip, or combination per trip plus per mile rates. Also, include the amount of funds that are Earmarked as local match for Transportation Services and **NOT** Capital Equipment purchases.

If the Farebox Revenues are used as a source of Local Match Dollars, then identify the appropriate amount of Farebox Revenue that represents the portion of Local Match required on any state or federal grants. This does not mean that Farebox is the only source for Local Match.

Please review all Grant Applications and Agreements containing State and/or Federal funds for the proper Match Requirement levels and allowed sources.

USDOT & FDOT

| | | |
|---------------------------------|----|---------|
| 49 USC 5307 | \$ | - |
| 49 USC 5310 | \$ | 207,180 |
| 49 USC 5311 (Operating) | \$ | - |
| 49 USC 5311(Capital) | \$ | 490,500 |
| Block Grant | \$ | - |
| Service Development | \$ | - |
| Commuter Assistance | \$ | - |
| Other DOT | \$ | - |
| Bus Pass Program Revenue | \$ | - |

| | | | |
|--|----|---|---------|
| | \$ | - | |
| | \$ | - | 207,180 |
| | \$ | - | |
| | \$ | - | 490,500 |
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |

\$ 57,863

\$ -

\$ -

\$ -

\$ 23,020

\$ 54,500

AHCA

| | | |
|---------------------------------|----|---|
| Medicaid | \$ | - |
| Other AHCA | \$ | - |
| Bus Pass Program Revenue | \$ | - |

| | | | |
|--|----|---|--|
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |

DCF

| | | |
|-------------------------------------|----|---|
| Alcohol, Drug & Mental Health | \$ | - |
| Family Safety & Preservation | \$ | - |
| Comm. Care Dis./Aging & Adult Serv. | \$ | - |
| Other DCF | \$ | - |
| Bus Pass Program Revenue | \$ | - |

| | | | |
|--|----|---|--|
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |

DOH

| | | |
|---------------------------------|----|---|
| Children Medical Services | \$ | - |
| County Public Health | \$ | - |
| Other DOH | \$ | - |
| Bus Pass Program Revenue | \$ | - |

| | | | |
|--|----|---|--|
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |

DOE (state)

| | | |
|---------------------------------|----|---|
| Carl Perkins | \$ | - |
| Div of Blind Services | \$ | - |
| Vocational Rehabilitation | \$ | - |
| Day Care Programs | \$ | - |
| Other DOE | \$ | - |
| Bus Pass Program Revenue | \$ | - |

| | | | |
|--|----|---|--|
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |

AWI

| | | |
|---------------------------------|----|---|
| WAGES/Workforce Board | \$ | - |
| AWI | \$ | - |
| Bus Pass Program Revenue | \$ | - |

| | | | |
|--|----|---|--|
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |

DOEA

| | | |
|---------------------------------|----|-----|
| Older Americans Act | \$ | 200 |
| Community Care for Elderly | \$ | - |
| Other DOEA | \$ | - |
| Bus Pass Program Revenue | \$ | - |

| | | | |
|--|----|-----|--|
| | \$ | 200 | |
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |

DCA

| | | |
|---------------------------------|----|---|
| Community Services | \$ | - |
| Other DCA | \$ | - |
| Bus Pass Program Revenue | \$ | - |

| | | | |
|--|----|---|--|
| | \$ | - | |
| | \$ | - | |
| | \$ | - | |

GOLD cells

Fill in that portion of Budgeted Rate Subsidy Revenue in Column 4 that will come from Funds Earmarked by the Funding Source for Purchasing Capital Equipment. Also include the portion of Local Funds earmarked as Match related to the **Purchase of Capital Equipment** if a match amount is required by the Funding Source.

Budgeted Rate Base Worksheet

Version 1.4

CTC: Flagler County Board of County Commissioners

County: Flagler

1. Complete applicable GREEN cells in column 3; YELLOW and BLUE cells are automatically completed in column 3
2. Complete applicable GOLD cells in column and 5

| | |
|---|--|
| | Upcoming Year's BUDGETED Revenues |
| | from |
| | July 1st of |
| | 2023 |
| | to |
| | June 30th of |
| | 2024 |
| 1 | 2 |

| | | |
|--|---|--|
| What amount of the Budgeted Revenue in col. 2 will be generated at the rate per unit determined by this spreadsheet, OR used as local match for these type revenues? | Budgeted Rate Subsidy Revenue EXCLUDED from the Rate Base | What amount of the Subsidy Revenue in col. 4 will come from funds to purchase equipment, OR will be used as match for the purchase of equipment? |
| 3 | 4 | 5 |

| | |
|---|---------------------|
| APD | |
| Office of Disability Determination | \$ - |
| Developmental Services | \$ - |
| Other APD | \$ - |
| Bus Pass Program Revenue | \$ - |
| DJJ | |
| DJJ | \$ - |
| Bus Pass Program Revenue | \$ - |
| Other Fed or State | |
| xxx | \$ - |
| xxx | \$ - |
| xxx | \$ - |
| Bus Pass Program Revenue | \$ - |
| Other Revenues | |
| Interest Earnings | \$ - |
| xxxx | \$ - |
| xxxx | \$ - |
| Bus Pass Program Revenue | \$ - |
| Balancing Revenue to Prevent Deficit | |
| Actual or Planned Use of Cash Reserve | \$ - |
| Total Revenues = | \$ 3,094,788 |

| | | |
|-------------------|---------------------|-------------------|
| \$ - | \$ - | |
| \$ - | \$ - | |
| \$ - | \$ - | |
| \$ - | \$ - | |
| \$ - | \$ - | |
| \$ - | \$ - | |
| \$ - | \$ - | |
| \$ - | \$ - | |
| \$ - | \$ - | |
| \$ - | \$ - | |
| \$ - | \$ - | |
| \$ - | \$ - | |
| \$ - | \$ - | |
| \$ - | \$ - | |
| \$ - | \$ - | |
| \$ 656,348 | \$ 2,438,440 | \$ 697,680 |

| | |
|---|------------------------|
| EXPENDITURES (CTC/Operators ONLY) | |
| Operating Expenditures | |
| Labor | \$ 1,205,723 |
| Fringe Benefits | \$ 678,396 |
| Services | \$ 78,325 |
| Materials and Supplies | \$ 453,725 |
| Utilities | \$ - |
| Casualty and Liability | \$ 32,000 |
| Taxes | \$ - |
| Purchased Transportation: | |
| Purchased Bus Pass Expenses | \$ - |
| School Bus Utilization Expenses | \$ - |
| Contracted Transportation Services | \$ - |
| Other | \$ - |
| Miscellaneous | \$ 81,910 |
| Operating Debt Service - Principal & Interest | \$ - |
| Leases and Rentals | \$ 19,710 |
| Contrib. to Capital Equip. Replacement Fund | \$ - |
| In-Kind, Contributed Services | \$ - |
| Allocated Indirect | \$ - |
| Capital Expenditures | |
| Equip. Purchases with Grant Funds | \$ 490,500 |
| Equip. Purchases with Local Revenue | \$ 54,500 |
| Equip. Purchases with Rate Generated Rev. | \$ - |
| Capital Debt Service - Principal & Interest | \$ - |
| | \$ - |
| Total Expenditures = | \$ 3,094,788 |
| minus EXCLUDED Subsidy Revenue = | \$ 2,438,440 |
| Budgeted Total Expenditures INCLUDED in | Rate Base = \$ 656,348 |
| Rate Base Adjustment = | \$ - |
| Adjusted Expenditures Included in Rate | |
| Base = | \$ 656,348 |

\$ 1,740,760

Amount of Budgeted Operating Rate Subsidy Revenue

¹ Rate Base Adjustment Cell

If necessary and justified, this cell is where you could optionally adjust proposed service rates up or down to adjust for program revenue (or unapproved profit), or losses from the Actual period shown at the bottom of the Comprehensive Budget Sheet. This is not the only acceptable location or method of reconciling for excess gains or losses. If allowed by the respective funding sources, excess gains may also be adjusted by providing system subsidy revenue or by the purchase of additional trips in a period following the Actual period. If such an adjustment has been made, provide notation in the respective explanation area of the Comprehensive Budget tab.

¹ The Difference between Expenses and Revenues for Fiscal Year: 2021 - 2022

Once Completed, Proceed to the Worksheet entitled "Program-wide Rates"

Worksheet for Program-wide Rates

CTC: Flagler County Board Version 1.4
County: Flagler

1. Complete Total Projected Passenger Miles and ONE-WAY Passenger Trips (GREEN cells) below

Do **NOT** include trips or miles related to Coordination Contractors!

Do **NOT** include School Board trips or miles UNLESS.....

INCLUDE all ONE-WAY passenger trips and passenger miles related to services you purchased from your transportation operators!

Do **NOT** include trips or miles for services provided to the general public/private pay UNLESS..

Do **NOT** include escort activity as passenger trips or passenger miles unless charged the full rate for service!

Do **NOT** include fixed route bus program trips or passenger miles!

PROGRAM-WIDE RATES

Total Projected Passenger Miles = 679,024

Rate Per Passenger Mile = \$ 0.97

Total Projected Passenger Trips = 80,582

Rate Per Passenger Trip = \$ 8.15

Fiscal Year

2023 - 2024

Avg. Passenger Trip Length = 8.4 Miles

Rates If No Revenue Funds Were Identified As Subsidy Funds

Rate Per Passenger Mile = \$ 4.56

Rate Per Passenger Trip = \$ 38.41

Worksheet for Program-wide Rates

CTC: Flagler County Board Version 1.4
County: Flagler

1. Complete Total Projected Passenger Miles and ONE-WAY Passenger Trips (**GREEN** cells) below

Do **NOT** include trips or miles related to Coordination Contractors!

Do **NOT** include School Board trips or miles UNLESS.....

Once Completed, Proceed to the Worksheet entitled "Multiple Service Rates"

Vehicle Miles

The miles that a vehicle is scheduled to or actually travels from the time it pulls out from its garage to go into revenue service to the time it pulls in from revenue service.

Vehicle Revenue Miles (VRM)

The miles that vehicles are scheduled to or actually travel while in revenue service. Vehicle revenue miles exclude:

Deadhead
Operator training, and
Vehicle maintenance testing, as well as
School bus and charter services.

Passenger Miles (PM)

The cumulative sum of the distances ridden by each passenger.

Worksheet for Multiple Service Rates

CTC: **Flagler County B** Version 1.4
 County: **Flagler**

1. Answer the questions by completing the GREEN cells starting in Section I for all services
2. Follow the DARK RED prompts directing you to skip or go to certain questions and sections based on previous answers

SECTION I: Services Provided

1. Will the CTC be providing any of these Services to transportation disadvantaged passengers in the upcoming budget year?.....

| Ambulatory | Wheelchair | Stretcher | Group |
|---|---|---|---|
| <input checked="" type="radio"/> Yes | <input checked="" type="radio"/> Yes | <input type="radio"/> Yes | <input type="radio"/> Yes |
| <input type="radio"/> No | <input type="radio"/> No | <input checked="" type="radio"/> No | <input checked="" type="radio"/> No |
| Go to Section II for Ambulatory Service | Go to Section II for Wheelchair Service | STOP! Do NOT Complete Sections II - V for Stretcher Service | STOP! Do NOT Complete Sections II - V for Group Service |

SECTION II: Contracted Services

1. Will the CTC be contracting out any of these Services TOTALLY in the upcoming budget year?....

| Ambulatory | Wheelchair | Stretcher | Group |
|--|--|--|--|
| <input type="radio"/> Yes | <input type="radio"/> Yes | <input type="radio"/> Yes | <input type="radio"/> Yes |
| <input checked="" type="radio"/> No | <input checked="" type="radio"/> No | <input checked="" type="radio"/> No | <input checked="" type="radio"/> No |
| Skip # 2, 3 & 4 and Go to Section III for Ambulatory Service | Skip # 2, 3 & 4 and Go to Section III for Wheelchair Service | Do Not Complete Section II for Stretcher Service | Do Not Complete Section II for Group Service |

2. If you answered YES to #1 above, do you want to arrive at the billing rate by simply dividing the proposed contract amount by the projected Passenger Miles / passenger trips?.....

| Ambulatory | Wheelchair | Stretcher | Group |
|-------------------------------------|-------------------------------------|--|--|
| <input type="radio"/> Yes | <input type="radio"/> Yes | <input type="radio"/> Yes | <input type="radio"/> Yes |
| <input checked="" type="radio"/> No | <input checked="" type="radio"/> No | <input checked="" type="radio"/> No | <input checked="" type="radio"/> No |
| | | Do NOT Complete Section II for Stretcher Service | Do NOT Complete Section II for Group Service |

3. If you answered YES to #1 & #2 above, how much is the proposed contract amount for the service?
 How many of the total projected Passenger Miles relate to the contracted service?
 How many of the total projected passenger trips relate to the contracted service?

| Ambulatory | Wheelchair | Stretcher | Group |
|-------------|-------------|-----------|-------|
| Leave Blank | Leave Blank | | |
| | | | |
| | | | |

Effective Rate for Contracted Services:
 per Passenger Mile =
 per Passenger Trip =

| Ambulatory | Wheelchair | Stretcher | Group |
|--|--|--|--|
| | | | |
| Go to Section III for Ambulatory Service | Go to Section III for Wheelchair Service | Do NOT Complete Section II for Stretcher Service | Do NOT Complete Section II for Group Service |

4. If you answered # 3 & want a Combined Rate per Trip PLUS a per Mile add-on for 1 or more services, INPUT the Desired per Trip Rate (but must be less than per trip rate in #3 above) =
 Rate per Passenger Mile for Balance =

| Combination Trip and Mile Rate | | | |
|--|--|--|--|
| | | | |
| Leave Blank and Go to Section III for Ambulatory Service | Leave Blank and Go to Section III for Wheelchair Service | Do NOT Complete Section II for Stretcher Service | Do NOT Complete Section II for Group Service |

Worksheet for Multiple Service Rates

CTC: **Flagler County B** Version 1.4
 County: **Flagler**

1. Answer the questions by completing the GREEN cells starting in Section I for all services
2. Follow the DARK RED prompts directing you to skip or go to certain questions and sections based on previous answers

SECTION III: Escort Service

1. Do you want to charge all escorts a fee?.....
 Yes
 No
Skip #2 - 4 and Section IV and Go to Section V
2. If you answered Yes to #1, do you want to charge the fee per passenger trip OR
 per passenger mile?.....
 Pass. Trip **Leave Blank**
 Pass. Mile
3. If you answered Yes to # 1 and completed # 2, for how many of the projected
 Passenger Trips / Passenger Miles will a passenger be accompanied by an escort? Leave Blank
4. How much will you charge each escort?..... Leave Blank

SECTION IV: Group Service Loading

1. If the message "**You Must Complete This Section**" appears to the right, what is the projected total
 number of Group Service Passenger Miles? (otherwise leave blank).....
Do NOT Complete Section IV
- And what is the projected total number of Group Vehicle Revenue Miles? **Loading Rate**
 0.00 to 1.00

SECTION V: Rate Calculations for Multiple Services:

1. Input Projected Passenger Miles and Passenger Trips for each Service in the GREEN cells and the Rates for each Service will be calculated automatically
 * Miles and Trips you input must sum to the total for all Services entered on the "Program-wide Rates" Worksheet, MINUS miles and trips for contracted services IF the rates were calculated in the Section II above
 * Be sure to leave the service **BLANK** if you answered NO in Section I or YES to question #2 in Section II

| | | RATES FOR FY: 2023 - 2024 | | | |
|---|---------|---------------------------|-------------|---------------|---------------|
| | | Ambul | Wheel Chair | Stretcher | Group |
| Projected Passenger Miles (excluding totally contracted services addressed in Section II) = | 679,024 | = 576,996 | + 102,028 | + Leave Blank | + Leave Blank |
| Rate per Passenger Mile = | | \$0.87 | \$1.50 | \$0.00 | \$0.00 \$0.00 |
| | | | | per passenger | per group |

| | | Ambul | Wheel Chair | Stretcher | Group |
|---|--------|----------|-------------|---------------|---------------|
| Projected Passenger Trips (excluding totally contracted services addressed in Section II) = | 80,582 | = 68,474 | + 12,108 | + Leave Blank | + Leave Blank |
| Rate per Passenger Trip = | | \$7.36 | \$12.61 | \$0.00 | \$0.00 \$0.00 |
| | | | | per passenger | per group |

2. If you answered # 1 above and want a COMBINED Rate per Trip PLUS a per Mile add-on for 1 or more services,...

| | | Combination Trip and Mile Rate | | | |
|--|--|--------------------------------|----------------------|---------------|---------------|
| | | Ambul | Wheel Chair | Stretcher | Group |
| ...INPUT the Desired Rate per Trip (but must be less than per trip rate above) = | | <input type="text"/> | <input type="text"/> | Leave Blank | Leave Blank |
| Rate per Passenger Mile for Balance = | | \$0.87 | \$1.50 | \$0.00 | \$0.00 \$0.00 |
| | | | | per passenger | per group |

| | | Rates If No Revenue Funds Were Identified As Subsidy Funds | | | |
|---------------------------|--|--|-------------|---------------|---------------|
| | | Ambul | Wheel Chair | Stretcher | Group |
| Rate per Passenger Mile = | | \$4.12 | \$7.06 | \$0.00 | \$0.00 \$0.00 |
| | | | | per passenger | per group |
| Rate per Passenger Trip = | | \$34.68 | \$59.46 | \$0.00 | \$0.00 \$0.00 |
| | | | | per passenger | per group |

Program These Rates Into Your Medicaid Encounter Data