

CHARLOTTE COUNTY TRANSPORTATION DISADVANTAGED
LOCAL COORDINATING BOARD (LCB)
REGULAR MEETING

CHARLOTTE COUNTY – PUNTA GORDA
METROPOLITAN PLANNING ORGANIZATION
Tel: (941) 883-3535

AGENDA

10:00 A.M., Thursday, May 1, 2025

Charlotte County Transit Facility

545 Theresa Blvd

Port Charlotte, Florida 33954

(also available online via TEAMS - *(Please see the next page for details)*)

- 1. Call to Order & Roll Call**
- 2. Pledge of Allegiance**
- 3. Public Comments on Agenda Items**
- 4. Consent Agenda:**
 - A. Approval of Minutes: January 9, 2025 LCB Public Meeting**
 - B. Approval of Minutes: January 9, 2025 Regular LCB Meeting**
 - C. Florida Commission for the Transportation Disadvantaged (CTD) Annual Planning Grant to the MPO**
- 5. Transportation Disadvantaged Trust Fund (TDTF) Trip and Equipment Grant**
- 6. FY 2021/2022-FY 2025/2026 Transportation Disadvantaged Service Plan/Coordinated Public Transit-Human Services Transportation Plan (TDSP/CPT-HSTP) Third Annual Update Including Rate Model Calculations**
- 7. 2025 CTC Evaluation**
- 8. Community Transportation Coordinator Quarterly Reports for October-December 2024 and January-March 2025**
- 9. 2050 Long Range Transportation Plan Needs - Update**
- 10. Public Comments**
- 11. Staff Comments**
- 12. Member Comments**
- 13. Adjournment (NEXT MEETING – SEPTEMBER 4, 2025)**

**Please let us know if you or your alternate cannot attend. If participating, please let us know if it will be in person or virtual. Thank you!*

No stenographic record by a certified court reporter is made of these meetings. Accordingly, anyone seeking to appeal any decisions involving the matters herein will be responsible for making a verbatim record of the meeting/testimony and evidence upon which any appeal is to be based. (F.S. 286.0105)

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT AND CHAPTER 286.26 FLORIDA STATUTES, PERSONS NEEDING SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT THE CHARLOTTE COUNTY-PUNTA GORDA METROPOLITAN PLANNING ORGANIZATION AT LEAST FORTY-EIGHT (48) HOURS PRIOR TO THE MEETING. CALL (941) 883-3535 BETWEEN 8:00 A.M. AND 4:00 P.M., MONDAY THROUGH FRIDAY.

The MPO's planning process is conducted in accordance with Title VI of the Civil Rights Act of 1964 and related statutes. Any person or beneficiary who believes he or she has been discriminated against because of race, color, religion, sex, age, national origin, disability, or familial status may file a complaint with the Charlotte County-Punta Gorda MPO Title VI Coordinator at (941) 883-3535 or by writing to the address below.

CHARLOTTE COUNTY-PUNTA GORDA METROPOLITAN PLANNING ORGANIZATION

1050 Loveland Blvd, Port Charlotte, FL 33980
Telephone: (941) 883-3535

The Charlotte County Transportation Disadvantaged Local Coordinating Board (LCB) will hold a quarterly meeting on May 1, 2025 in person (with virtual participation also available). Please contact the MPO staff to obtain TEAMS log-in information. Persons wishing to provide public comment still will be allowed to do so by alternative means, should they so desire. Written comments may be submitted by either emailing the comments to office@ccpgmpo.gov or mailing the comments to MPO LCB Staff, 1050 Loveland Blvd, Port Charlotte, FL 33980. Comments must be received for the meeting by noon on April 30, 2025. The comments will be read by an MPO staff member during the meeting for that item to be placed in the record. More information regarding the LCB Agenda is available on the MPO website at www.ccpgmpo.gov.

MAY 1, 2025
LCB MEETING

CONSENT AGENDA ITEMS #4

MAY 1, 2025
LCB MEETING

AGENDA ITEM # 4-A
APPROVAL OF MINUTES: JANUARY 9, 2025 LCB PUBLIC MEETING

Purpose: To review and approve the Minutes of the LCB Public Meeting.

Agenda Item Presented by: MPO Staff

Discussion: To Be Determined

Recommendation: Motion to approve the Minutes of the LCB Public Meeting

Attachment: [January 9, 2025 LCB Public Meeting Minutes](#)

CHARLOTTE COUNTY TRANSPORTATION DISADVANTAGED
LOCAL COORDINATING BOARD (LCB)
PUBLIC MEETING
January 9, 2025

Minutes of annual public meeting held in a hybrid format on January 9, 2025 utilizing TEAMS remotely and in-person at the Transit Facility, 545 Theresa Boulevard in Port Charlotte, FL 33954.

MEMBERS PRESENT IN-PERSON

Commissioner Ken Doherty, *Charlotte County Commissioner (LCB Chair)*
Stacy Booth, *FDOT, District One Modal Development Office*
Lynda Faieta, *Public Education-School Transportation (alternate)*
Shery Stahnke, *Goodwill, Economically Disadvantaged Representative (alternate)*
Carmen Henry, *Regional Workforce Development*
Matthew McGee, *Veterans' Affairs*
Joseph Sabatino, *Citizen Advocate*
Cheryl Sytsma, *Disabled Interests Representative*

MEMBERS PRESENT REMOTELY

Donna Fain, *Agency for Persons with Disabilities*
M. Suzanne Roberts, *Virginia B. Andes Volunteer Community Clinic - Medical Community Representative (LCB Vice Chair)*
Michael Stahler, *Agency for Health Care Administration (AHCA)*

ABSENT MEMBERS

Leigh Ann Bellamy, *Division of Blind Services*
Lynn Dohler, *Children-at-Risk Representative – excused*
Dottie Fulton, *Citizen Advocate-User (technical difficulties with phone-in)*
Pamela Jordan, *Representative for Elderly Interests*
Tabitha Larrauri, *Department of Children & Families*
Maricela Morado, *Area Agency on Aging-Florida Department of Elder Affairs - excused*
Vacant, *Local Private-for-Profit Transportation Industry Representative*

STAFF AND OTHERS PRESENT

Lakshmi. N. Gurram, *MPO Principal Planner*
Wendy Scott, *MPO Planner*
Sierra Ray Scott, *Administrative Support – STTAR*
Shirley Ciampi, *Charlotte County Transit*
Heidi Maddox, *Charlotte County Transit*
Jill Turner, *Charlotte County Transit*
Eva Tomszak, *Charlotte County Fiscal*

OTHERS PRESENT REMOTELY

Bekie Leslie, *MPO Administrative Services Coordinator*

William Roll, *Kimley-Horn (MPO LRTP consultant)*

1. Call to Order & Roll Call

LCB Chair Ken Doherty called the annual Public Meeting to order at 10:00 a.m. An in-person quorum of LCB Members was present. Chair Doherty conducted the annual Public Meeting in compliance with the requirements of the Florida Commission for the Transportation Disadvantaged (CTD).

2. Welcome to the Public

A welcome to the public was offered.

3. Purpose of the Transportation Disadvantaged (TD) Program including the Transportation Disadvantaged Service Plan (TDSP) – [CTD Brochure](#)

Wendy Scott gave a brief description of the statewide and local TD program utilizing a slide presentation featuring the Florida Commission for the Transportation Disadvantaged (CTD) brochure entitled *Need a Ride?* She reviewed the five (5) key elements listed in the brochure. The CTD Ombudsman Line was noted. Ms. Scott encouraged participation in the TD Voluntary Dollar Program, available when annual vehicle registration renewals are paid either online or via mail. Sample materials were featured. It was stated that 100% of all donations go to assist people in the donor's community. Wendy Scott noted that more detailed information on the TD program would be provided to members during Agenda Item 6 - Overview of the LCB Process (Annual Training) at the regular quarterly LCB meeting which would begin immediately following the LCB Public Meeting. All were welcome to attend.

4. Public Comment Period on TD Program or TDSP

There were no public comments offered.

5. Adjourn

LCB Chair Doherty adjourned the Public Meeting at 10:12 a.m., and those present next participated in the regular quarterly LCB Meeting.

MAY 1, 2025
LCB MEETING

AGENDA ITEM # 4-B
APPROVAL OF MINUTES: JANUARY 9, 2025 REGULAR LCB MEETING

Purpose: To review and approve the Minutes of the previous LCB Meeting.

Agenda Item Presented by: MPO Staff

Discussion: To Be Determined

Recommendation: Motion to approve the Minutes of the January 9, 2025 LCB Meeting

Attachment: [January 9, 2025 LCB Meeting Minutes](#)

CHARLOTTE COUNTY TRANSPORTATION DISADVANTAGED
LOCAL COORDINATING BOARD (LCB)
MEETING
January 9, 2025

Minutes of a regular meeting held in a hybrid format on January 9, 2025 utilizing TEAMS remotely and in-person at the Transit Facility, 545 Theresa Boulevard in Port Charlotte, FL 33954.

MEMBERS PRESENT IN-PERSON

Commissioner Ken Doherty, *Charlotte County Commissioner (LCB Chair)*
Stacy Booth, *FDOT, District One Modal Development Office*
Lynda Faieta, *Public Education-School Transportation (alternate)*
Shery Stahnke, *Goodwill, Economically Disadvantaged Representative (alternate)*
Carmen Henry, *Regional Workforce Development*
Matthew McGee, *Veterans' Affairs*
Joseph Sabatino, *Citizen Advocate*
Cheryl Sytsma, *Disabled Interests Representative*

MEMBERS PRESENT REMOTELY

Donna Fain, *Agency for Persons with Disabilities*
M. Suzanne Roberts, *Virginia B. Andes Volunteer Community Clinic - Medical Community Representative (LCB Vice Chair)*
Michael Stahler, *Agency for Health Care Administration (AHCA)*

ABSENT MEMBERS

Leigh Ann Bellamy, *Division of Blind Services*
Lynn Dohler, *Children-at-Risk Representative – excused*
Dottie Fulton, *Citizen Advocate-User (technical difficulties with phone-in)*
Pamela Jordan, *Representative for Elderly Interests*
Tabitha Larrauri, *Department of Children & Families*
Maricela Morado, *Area Agency on Aging-Florida Department of Elder Affairs - excused*
Vacant, *Local Private-for-Profit Transportation Industry Representative*

STAFF AND OTHERS PRESENT

Lakshmi. N. Gurram, *MPO Principal Planner*
Wendy Scott, *MPO Planner*
Sierra Ray Scott, *Administrative Support – STTAR*
Shirley Ciampi, *Charlotte County Transit*
Heidi Maddox, *Charlotte County Transit*
Jill Turner, *Charlotte County Transit*
Eva Tomszak, *Charlotte County Fiscal*

OTHERS PRESENT REMOTELY

Bekie Leslie, *MPO Administrative Services Coordinator*
William Roll, *Kimley-Horn (MPO LRTP consultant)*

1. Call to Order & Roll Call

Following the Annual Public Meeting, LCB Chair Ken Doherty called the regular LCB Meeting to order at 10:12 a.m. An in-person quorum was present.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Public Comments on Agenda Items

There were no public comments on agenda items.

4. Consent Agenda:

A. Approval of Minutes: November 7, 2024 LCB Meeting

Joseph Sabatino made a motion to approve the Consent Agenda. Carmen Henry seconded the motion, and it was approved unanimously.

5. Election of LCB Vice-Chairperson

The LCB Bylaws require the election of a Vice-Chairperson during the first scheduled meeting of the calendar year. The Vice-Chairperson shall be elected by a majority vote of a quorum of the members of the Board present. The Vice-Chairperson shall serve a term of one year starting with the first meeting after the election. The Vice-Chairperson may serve more than one term. The Vice-Chairperson shall, during the absence of the Chair, have and exercise all the duties and powers of the Chair. The Vice-Chairperson shall also perform other such duties as may be assigned by the Chair.

LCB Chair Doherty asked Wendy Scott to chair the election. She opened the floor for nominations for LCB Vice Chair.

LCB Chair Doherty nominated Suzanne Roberts as LCB Vice Chair. Joseph Sabatino seconded the motion. No other nominations were received. LCB Chair Doherty moved that the nominations be closed, and Joseph Sabatino seconded the motion. Suzanne Roberts was elected unanimously.

LCB Chair Doherty resumed chairing the LCB meeting. Suzanne Roberts thanked those present for electing her LCB Vice Chair. Because she could not attend the entire LCB Meeting, she asked to report that she and others on her staff would be addressing the Charlotte County Board of County Commissioners on February 25, 2025 with a video and Powerpoint presentation

regarding the usage of the new Virginia B. Andes Mobile Medical Clinic, especially since April 1, 2024.

6. Overview of the LCB Process (Annual Training)

As described in the Florida Commission for the Transportation Disadvantaged (CTD) annual planning grant executed with the Charlotte County-Punta Gorda MPO, planning staff members are required to annually “provide technical assistance and training for the local coordinating board.” This is accomplished at the January LCB meeting each year. In past years, staff utilized an instructional PowerPoint presentation, which has been updated. Additionally, two years ago, staff created an instructional video as a training tool. It was developed with the assistance of several LCB Members and a Transit staff member who provided all narration. The video’s information is derived from the PowerPoint. It also has been revised this year to incorporate recent legislative changes to the composition of the CTD and this year’s relocation of the MPO office to a permanent location with new contact information.

Wendy Scott stated that although the revised training video still needed a few adjustments, it was available for LCB Members to view. It was shown at the meeting and would be posted once finalized to the MPO website (www.ccpgmmpo.gov) under the Transportation Planning 101 tab. She also noted that the PowerPoint presentation had been revised and contained new 2024 data:

[LCB Member Training Power Point presentation](#)

7. Review/Endorsement of Charlotte County’s Section 5310 and 5311 Grant Applications

Federal transportation legislation includes the Federal Transit Administration (FTA) Section 5310 and Section 5311 funding programs. Section 5310 is aimed at enhancing mobility for seniors and persons with disabilities, while rural residents benefit from Section 5311. Charlotte County Transit is only applying for a Section 5311 (Operating) grant this year. The County is not applying for Section 5310 funds this cycle.

[Charlotte County Transit Section 5311 Grant Application](#)

Carmen Henry made a motion to endorse Charlotte County’s Section 5311 grant application. Joseph Sabatino seconded the motion which passed unanimously except for Stacy Booth’s abstention due to her involvement with FDOT grant application approvals.

8. Community Transportation Coordinator (CTC) Quarterly Report

Given the timing of the holiday period resulting in a very short turnaround time, the CTC Quarterly Report covering the October-December 2024 timeframe was not available for the January 9, 2025 LCB meeting. It will be reviewed along with the January-March 2025 report at the May 8, 2025 LCB meeting.

9. Long Range Transportation Plan (LRTP) Update

Every five years, the Charlotte County-Punta Gorda MPO is required to develop the Long Range Transportation Plan (LRTP). The LRTP includes the multimodal elements including transit. The LRTP Consultant utilizes the information that is gathered during the development of Charlotte County's Transit Development Plan (TDP) which has a ten-year planning horizon. The LRTP will contain a twenty-five-year planning horizon that will extend to 2050. This agenda item was presented as an informational item.

Laks Gurram opened the discussion by providing a brief LRTP introductory video. He thanked CCTV-20 staff member Tom Lloyd for his assistance in developing it. He also described an LRTP survey that was available on the MPO's website.

William Roll gave the following presentation regarding the revenue component of the LRTP:
[Preliminary 2050 LRTP Revenues](#)

Discussion followed between William Roll, LCB Chair Doherty, Joseph Sabatino, Eva Tomszak and Laks Gurram regarding the causes of decreasing revenues, the impact of population growth and the difficulty in collecting fees on alternative vehicles such as electric vehicles.

Bekie Leslie announced the LRTP workshop dates:

February 10, 2025 – Mid-County – Charlotte County Family Services Center, 21500 Gibraltar Drive, Port Charlotte, FL 33952, 3 p.m. – 6 p.m.

February 11, 2025 – West County – Ann & Chuck Dever Regional Park Recreation Center, 6961 San Casa Drive, Englewood, FL 34244, 3 p.m. – 6 p.m.

February 12, 2025 – South County – Charlotte Harbor Event & Conference & Center, Peace River Room, 75 Taylor Street, Punta Gorda, FL 33950, 3 p.m. – 6 p.m.

10. Citizen Comments

No public comments were given.

11. Staff Comments

Wendy Scott noted that alternate LCB Member and School Board representative Lynda Faieta had been nominated for the District Support Employee of the Year Award which would be announced at a banquet at the Sunseeker Resort on January 11, 2025.

Wendy Scott gave the following report:

(1) Thanks to everyone for participating in the LCB Meeting today. All member vacancies are filled except the representative for the Private-For-Profit industry.

(2) The Florida Commission for the Transportation Disadvantaged (CTD) held their quarterly business meeting on December 11, 2024. The two major topics of discussion were (1) approval of model procedures for reporting adverse incidents with paratransit services, and (2) approval of the 2024 Annual Performance Report, which provides an overview of the TD Program, a summary of the Commission's accomplishments, performance data and future goals of the TD program. As far as the adverse incident reporting, there is a lot to be firmed up including a definition of what an adverse incident is. This was not made clear in the legislation last year. Also, adjustments were made to the draft reporting form to include mitigation or corrective actions taken under the section on follow-up. Public comments were received from the Sarasota (BREEZE) TD service provider regarding concern that reporting might be duplicative and burdensome. The approved model procedures were deemed as a good first start at achieving the goals of the new law. Under the topic of the statewide 2024 Annual Performance Report, it was discussed about the need to capture and better understand unmet needs. It was agreed that CTD staff would reach out to transportation providers to do an inventory of services provided based upon local priorities. Back in 2017, the priorities established by the Charlotte LCB were in order: (1) individual medical trips, (2) group trips for groceries and congregate dining, (3) trips for employment purposes, (4) trips for adult education, and (5) social and non-essential shopping. A second public comment received at the CTD Business Meeting was an observation on the need for better coordinating/making available trips across County lines by taking a regional approach for rider needs such as those for employment, education and medical appointments.

(3) The MPO staff wished everyone a wonderful new year 2025.

Laks Gurram announced that the MPO Board would be having joint meetings with neighboring MPOs:

(1) Monday, January 27, 2025 at 11 a.m. with the Sarasota/Manatee MPO – Venice Community Center, 326 Nokomis Avenue S, Venice Florida

(2) Friday, February 14, 2025 with the Lee County MPO – Burnt Store Road Presbyterian Church, Stewart hall, 11330 Burnt Store Road, Punta Gorda, 33955

Jill Turner gave a brief update on the Charlotte Rides mobile app. The successful hard launch of the app was done in mid-November 2024. Since that time, 1100 trips were completed using it. The average age of the app user is 42. She commended Mobility Manager Shirley Ciampi for her excellent work in developing and promoting the app. Shirley Ciampi continues working with the Public Information Office to develop a how-to-use the app educational video.

LCB Chair Doherty stated that he is patiently awaiting a Transit staff briefing to the BCC on the recent success of Charlotte County Transit especially now that the app was actively being used and data was being collected. He requested that Heidi Maddox reach out to County Administration to schedule a BCC workshop or BCC Meeting presentation to allow for member questions and to educate the public.

12. Member Comments

Michael Stahler thanked everyone for a very comprehensive meeting.

Stacy Booth gave the following FDOT report:

FDOT – Charlotte County LCB Meeting

Meeting date 1/09/2025

Time: 10:00a

Meeting location: 545 Theresa Blvd, Port Charlotte, FL 33954

Topics:

Agenda topic Federal Grants for Federal Fiscal Year (FFY) 24 / State Fiscal Year 2024/2025

FTA Section 5310, 5311, and 5339 applications –The due date for applications was Friday, December 15, 2023, 36 applications were received.

The Department has awarded the following grants funding to Charlotte County:

- State Block Grant in the amount of \$408,325.
 - The funds will be encumbered in June and the contract will be fully executed in June.
- 5310 Operating Grant in the amount of \$100,000.
 - This project needs a TIP/STIP amendment that is approved by the MPO board before a contract can be executed. It could not go to the January board due to that meeting being a dual meeting so it must wait to go to the March MPO Board. Funds will be encumbered in June and the contract will be fully executed in June.
- 5311 Operating Grant in the amount of \$82,800.
 - This one will also be encumbered in June and the contract will be fully executed in June.

Agenda topic Federal Grants for Federal Fiscal Year (FFY) 25 / State Fiscal Year 2025/2026

FTA Section 5310, 5311, and 5339 applications – The due date to submit grant applications was Friday, December 13, 2024. Approximately 37 applications were received. An update will be provided once Committee Meetings and recommendations have been made.

Within this area, applications have been received by:

- Charlotte County for 5311 Operating Funds.

Agenda topic FTA Circular Updates

FTA Circular Updates - Several FTA Circulars (rules and regulations) have been updated as of November 1, 2024, including for the 5310 and 5311 Programs

Agenda topic Training Opportunities

2025 Professional Development Workshop & Transit Safety and Operations Summit hosted by FPTA/FDOT/CUTR: This summit will be held June 9-11, 2025. The registration link is not yet open but should be available in April.

Agenda topic *Triennial Reviews*

Round 3 of the FDOT triennial reviews began in 2024. We began with agencies that receive only FTA Section 5310 funding with the larger agencies to follow. There are currently 29 agencies to review throughout the District.

Reviews in Progress:

- None at this time

Upcoming Reviews:

- Charlotte County Triennial will begin again April 1, 2025.

----- end FDOT Report -----

Lynda Faieta was honored to have been nominated for the District Support Employee of the Year Award by Tony Conte. She characterized the LCB participants as a great group.

Cheryl Systma wished everyone a Happy New Year and looked forward to a productive year.

Shery Stahnke noted that Goodwill continues to offer classes. They also have community cards for hurricane disaster victims (up to 4 per family) to use in the Goodwill Store at Peachland Promenades for replacement of lost clothing, linens and small appliances. She suggested that those in need ask for her if needing the cards. Additionally, Goodwill is partnering with Big Brothers and Big Sisters to provide career exploration classes, assisting with client resume development and working on services for Medicaid recipients.

Matthew McGee discussed the problem of supplying volunteer drivers for the two County Purple Heart vans for out-of-County veterans' appointments. He is meeting with VA officials to try to find a solution. One option is for the VA to receive donated vehicles from the DAV who provide drivers as is done in other counties. A meeting is scheduled for January 24, 2025.

Joseph Sabatino stated that Saint Vincent DePaul continues to receive many requests from hurricane victims for financial assistance.

Carmen Henry detailed recent area management changes at CareerSource Southwest Florida. She also discussed an upcoming hiring event and her agency's Summer Youth Project initiative. The project is in need of employers, and 100% of funding for participant's salaries is covered. She also described efforts to employ disabled students.

Donna Fain extended Happy New Year's greetings to all.

LCB Chair Doherty thanked everyone for attending. He noted that the focus of the day's meeting had centered upon revenues and expenditures. The County was still working hard on hurricane recovery and awaiting FEMA reimbursements even as far back as Hurricane Ian in 2022. Frustration was arising over delays in reopening recreational facilities, but repairs were dependent upon FEMA reimbursements. He asked for patience from the public, since the County officials and staff were trying to be good stewards of public funds. He still looked forward to a good year ahead and hoped for a break in the weather pattern.

13. Adjournment (Next Meeting – January 9, 2025) at the Charlotte County Transit Facility, 545 Theresa Blvd., Port Charlotte, FL 33954)

The next LCB meeting is scheduled for Thursday, May 1, 2025 at the Transit Facility located at 545 Theresa Blvd. in Port Charlotte, FL 33954. The meeting was adjourned at 11:27 a.m.

MAY 1, 2025
LCB MEETING

AGENDA ITEM # 4-C

FLORIDA COMMISSION FOR THE TRANSPORTATION DISADVANTAGED (CTD)
ANNUAL PLANNING GRANT TO THE MPO

Purpose: To provide LCB members with information on the CTD Planning Grant received by the Charlotte County-Punta Gorda Metropolitan Planning Organization (MPO)

Agenda Item Presented by: MPO Staff

Discussion:

The MPO annually receives a Transportation Disadvantaged Planning Grant from the Florida Commission for the Transportation Disadvantaged (CTD) starting on July 1 each year. The (draft) amount received for FY 2025/2026 is \$27,291. These funds pay a portion of MPO staff salaries for work performed as the Official Planning Agency for the Charlotte County Transportation Disadvantaged program.

Recommendation: None (information only)

Attachment: None

MAY 1, 2025
LCB MEETING

AGENDA ITEM # 5
TRANSPORTATION DISADVANTAGED TRUST FUND (TDTF)
TRIP AND EQUIPMENT GRANT

Purpose: To provide LCB members with information on the TDTF Trip and Equipment Grant for FY 2025/2026

Agenda Item Presented by: Charlotte County Staff

Discussion:

Each year, a portion of the State Transportation Disadvantaged Trust Fund (TDTF) is allocated to each Community Transportation Coordinator (CTC) to provide trips and equipment for non-sponsored TD service.

The (draft) funding amount for FY 2025-2026 Trip and Equipment Grant plus Voluntary Dollar funding (commencing July 1, 2025) is provided below:

Trip & Equipment Grant allocation	\$ 555,005
Local Match	<u>\$ 61,667</u>
Total Funding	\$ 616,672
Voluntary Dollar	\$ 106
Local Match	<u>\$ 11</u>
Total	117
Grand Total	\$ 616,789

Recommendation: None

Attachment: None

AGENDA ITEM # 6

**FY 2021/2022-FY 2025/2026 TRANSPORTATION DISADVANTAGED SERVICE
PLAN/COORDINATED PUBLIC TRANSIT-HUMAN SERVICES TRANSPORTATION
PLAN (TDSP/CPT-HSTP) THIRD ANNUAL UPDATE INCLUDING
RATE MODEL CALCULATIONS**

Purpose: Approval of the TDSP/CPT-HSTP Third Annual Update (including the rate model calculations)

Agenda Item Presented by: Charlotte County and MPO staff

Discussion:

On March 30, 2021, the Commission for the Transportation Disadvantaged (CTD) designated the Charlotte County Board of County Commissioners (BCC) as the Community Transportation Coordinator (CTC) for Charlotte County for a five-year period commencing July 1, 2021. A new Transportation Disadvantaged Service Plan (TDSP) was approved by the LCB on September 9, 2021. This document also serves as the Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP) for purposes of Federal transportation legislation requirements. The attached change pages will serve as the third annual update to the current document and require approval by the LCB prior to submission to the CTD. Staff will revise Table of Contents page numbering if needed once updated materials are approved.

Update Actions:

- Revision of Cover Page with date of third annual update
- Revision of MPO office address, pg. 1
- Revision of driver contract date, pg. 9
- Revisions to coordinated partner list, pg. 10
- Correction of “locker rooms” to “lockers,” pg. 12
- Revision of most recent TDP information, pg. 13
- Revision of information on the LRTP 2050 currently under development, pg. 14
- Revision to Public Participation Plan adoption date and LRTP 2050 Update, pg. 15
- Inclusion of LRTP 2050 information and transit rider survey information, pg. 16
- Update of new transit service area graphic from 2025 TDP and population estimates, pg. 17
- Addition of impacts from Hurricanes Helene and Milton, pg. 20
- Removal of FGCU location in Herald Court in Downtown Punta Gorda, pg. 21
- Trip Attractor corrections in Table I-1, pgs. 22-24
- Removal of C.A.R.E. and Veterans’ Van as Coordinated Partners, pg. 26
- Addition of Hope Hospice, pg. 27
- New language and revised graphic reflecting 2025 TDP and deletion of the Veteran’s Van language, pg. 31
- Addition of language regarding Hurricane Helene and Hurricane Milton, pg. 32
- Removal of Try Transit Day language and correction to annual SSP review, pg. 35

- Assorted Transit updates regarding new software and current procedures, pg. 40
- Addition of recent software improvements and the Charlotte Rides mobile cell phone app which allows for some same day trips, plus new policy name change and office hours, pg. 41
- Corrections to Transportation Operators and Coordination Contractors section and revised bus inventory date, pgs. 42-43
- Insertion of new 2025 Bus Transit System Annual Safety and Security Certification, (letter dated February 13, 2025), pg. 44
- Removal of language regarding Veterans Van and Special Needs List, pg. 45
- Addition of language regarding the new Charlotte Rides mobile cell phone app and deletion of fare box reference, pg. 50
- Change date of driver manual and lower to 2 hour advance reservation, pg 52
- Removal of language regarding Veterans Van, pg. 53
- Most recent CTC Evaluation date, pg. 58
- Insertion of new Transit Organizational Chart in Appendix B, pg. 63
- Insertion of new Bus Inventory as Appendix G, pg. 77
- Insertion of new TD Rate Model 5-Year Comparison and Rate Model Calculations in Appendix H, pgs. 78-86
- Insertion of Appendix J, 2025 CTC Evaluation (once approved), pgs 89-97
- Insertion of new TD application, pgs 111-117

(Note: The entire draft document will be available upon request and will be posted on the MPO website post-meeting approval.)

Recommendation: Motion to approve the third annual update to the FY 2021-2022/FY 2025-2026 Transportation Disadvantaged Service Plan (TDSP) / Charlotte County Coordinated Public Transit – Human Services Transportation Plan (including the rate model calculations); allowing Transit staff to make minor technical adjustments to the rate model and other items per CTD staff guidance.

Attachment: [Draft FY 2021-2022/FY 2025-2026 Transportation Disadvantaged Service Plan \(TDSP\)/Charlotte County Coordinated Public Transit-Human Services Transportation Plan \(CPT-HSTP\) Third Annual Update change pages](#)

CHARLOTTE COUNTY TRANSPORTATION DISADVANTAGED SERVICE PLAN & CHARLOTTE COUNTY COORDINATED PUBLIC TRANSIT-HUMAN SERVICE TRANSPORTATION PLAN

FY 2021/2022 – FY 2025/2026

9/9/2021

**Approved by the Charlotte County Transportation Disadvantaged Local
Coordinating Board**

As Amended 5/5/2022

First Annual Update 5/4/2023

Second Annual Update 5/2/2024

Third Annual Update 5/1/2025





prepared by

**Charlotte County-Punta Gorda
Metropolitan Planning Organization
1050 Loveland Blvd, Box C
Port Charlotte, FL 33980
(941) 883-3535**

and

**Charlotte County Board of County Commissioners
Charlotte County Transit Division
545 Theresa Blvd.
Port Charlotte, FL 33954
(941) 575-4000**



This document was prepared by the staff of the Charlotte County-Punta Gorda Metropolitan Planning Organization in cooperation with the Florida Department of Transportation and local government agencies. Funding for this document was provided by the U.S. Department of Transportation (Federal Highway Administration and Federal Transit Administration), the State of Florida Department of Transportation, the Florida Commission for the Transportation Disadvantaged, Charlotte County, and the City of Punta Gorda.

I. DEVELOPMENT PLAN

A. Introduction to the Service Area

1. Background of the TD Program

The Charlotte County Board of County Commissioners became involved with provision of transit service under Chapter 427 F.S. in the mid-1980s, although comparable service had been offered by the County since 1976. In January 1986, FDOT and County officials met to discuss program implementation.

2. Community Transportation Coordinator (CTC) Designation Date/History

In early 1986, it was decided that the Charlotte County Social Services Department would develop a Transportation Section to act as Community Transportation Coordinator (CTC). By October 1986, a Transportation Supervisor was hired. In October of 1987, five (5) full-time drivers and one (1) part-time driver were transferred to the Transportation Section from the Senior Services Section of the Social Services Department. At this point, the Transportation Section officially became the CTC for Charlotte County under a sole source governmental selection process.

The change from Transportation Section to Transit Division was gradually implemented over the years in order to avoid confusion with the local road repair and construction function, and to better describe Transit's function as Charlotte County emerged as an urbanized area and the BCC studied commitment to general public transportation. Administrative support was changed from the Public Works Division to the Human Services Department. This relationship also provided chain of command for the Transit Division.

The Charlotte County Board of County Commissioners always has provided most local matching funds required for this operation and acts as the Board of Directors in capital acquisitions and operating matters. As of February 2014, the Transit Division and all County staff members supporting transit service are now housed under the County's Budget & Administrative Services Department.

3. Organization Chart

In 2015, Charlotte County's Sunshine Ride (Transportation Disadvantaged) and Dial-a-Ride (general public paratransit) services were merged into one system now branded Charlotte County Transit. County staff members perform all dispatch, budgetary and operational oversight functions. Drivers are contract employees working for A&Associates, which won the contract bid approved by the Board of County Commissioners for work commencing on **May 6, 2024**.

A current organizational chart displaying Transit staff housed within Charlotte County's Budget and Administrative Services Department is located in Appendix B of this document.

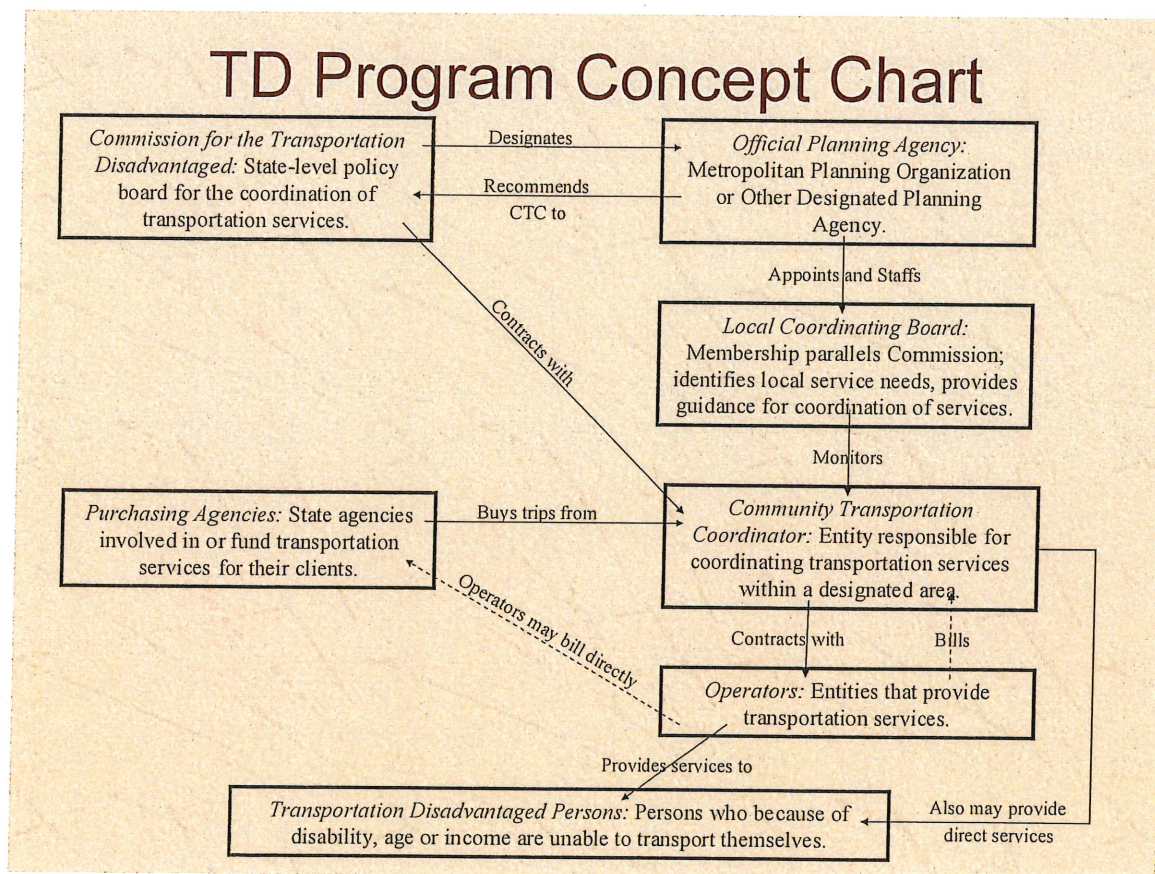
Current purchasing agencies funding trips are: Charlotte County Senior Services (Older Americans Act and Community Care for the Elderly), the Florida Commission for the Transportation Disadvantaged through the Transportation Disadvantaged Trust Fund, the Charlotte County Board of County Commissioners, the Florida Department of Transportation, and the Federal Transit Administration.

Coordination Contractors providing volunteer drivers and other assets to operate Transit funded, fueled, maintained and insured vehicles include:

- ~~Charlotte County Veterans Council~~
- ~~Charlotte County Homeless Coalition~~ St. Vincent DePaul CARES
- Center for Abuse & Rape Emergencies (C.A.R.E.)

Note: As of March 25, 2025, Charlotte County Transit was notified by C.A.R.E that they will be pausing the use of the County vehicle program under the Agreement as they appear to not be able to pull together the required items needed to operate the vehicle.

This chart shows how all organizations and individuals involved in the TD system interact statewide:





The new facility at 545 Theresa Blvd. in Port Charlotte provides a central location for servicing passengers county-wide. The new location reduces the response time to reach customers. The new building contains open and private office spaces, a central dispatch control area, lockers~~s~~ rooms for drivers, a fully-equipped breakroom, a large conference room for training and meetings, and a lobby for customer service needs. It also has surface/non-enclosed parking for at least 39 transit vehicles, 40 personal vehicles for drivers and staff, and 1 administrative service vehicle.



4. Consistency Review of Other Plans

The TDSP is consistent, to the maximum extent possible, with the following documents:

a. County & City Comprehensive Plans

On July 20, 2010, Charlotte County adopted its *Smart Charlotte 2050 Comprehensive Plan* with an effective date of June 15, 2011. The City of Punta Gorda has its *Comprehensive Plan 2040*. These plans identify current transit programs and projected needs for the future.

b. Southwest Florida Strategic Regional Policy Plan

The 2011 Strategic Regional Policy Plan was produced by the Southwest Florida Regional Planning Council (SWFRPC). The Plan contains issues, goals and policies to help guide development in the southwest region of Florida. The SWFRPC is composed of Charlotte, Collier, Glades, Hendry, Lee and Sarasota counties. This Regional Plan is based largely on the long-range needs of the aggregated local parts of the region.

c. Transit Development Plan

Benesch prepared the *Charlotte County 2025-2034 TDP* for Charlotte County Transit. Data analysis, stakeholder interviews, and public outreach (including two rounds of workshops and surveys of both current transit riders and citizens) were performed. Both a needs component and a cost efficient component were developed. The TDP was approved by the Charlotte County Commissioners on July 23, 2024 and was submitted to FDOT for final approval. For more information regarding TDP, please visit [Charlotte County Transit Webpage](#).

~~The Charlotte County Board of County Commissioners approved the *Charlotte Rides 2020-2029 Transit Development Plan (TDP)* on July 9, 2019. The Charlotte County Punta Gorda MPO endorsed the document on July 29, 2019. The document was developed by Tindale-Oliver and Associates (TOA) and was submitted to the Florida Department of Transportation (FDOT) for final approval.~~ The document is a 10-year transit plan that is completed every 5 years with annual progress reports provided in years 2-5. In accordance with Chapter 14-73.001, F.S., the TDP identifies both funded and unfunded transit needs in Charlotte County. It is required by FDOT so that Charlotte County may receive eligible Federal and State transit grant funding. Data was obtained utilizing surveys of passengers and the general public, as well as the latest available census figures. Factors assessed include household density and income, transit propensity, work trips, age of passengers, availability of autos in households, trip purposes and travel alternatives. Public outreach was conducted at public transit workshops (held in South, Mid and West Charlotte County). ~~The next TDP is currently under development with Benesch.~~

d. Commission for the Transportation Disadvantaged Plans

Both the Commission for the Transportation Disadvantaged 5 year plan and 20 year plan set forth goals, objectives, and a plan of action. The five-year plan identifies the need for services of the transportation disadvantaged, the costs of meeting that demand, forecasts of future funding for transportation disadvantaged services, and the approaches of balancing the supply and

demand for those services. The twenty-year plan presents forecasts for Florida's Transportation Disadvantaged system. The forecasts include the transportation disadvantaged population, the demand for trips, the expected supply of those trips, the remainder of unmet trips, the expected operating expenses of the provided trips and the projected number and costs of the vehicles required to provide those trips.

e. MPO Long Range Transportation Plan

The Charlotte County-Punta Gorda Metropolitan Planning Organization (MPO) ~~2045 2050~~ Long Range Transportation Plan (LRTP) Update ~~is currently being developed for adoption on October 2, 2025. was adopted on October 5, 2020. Tindale-Oliver (TOA) was~~ Kimley-Horn is the project consultant. The purpose of the LRTP is to develop a multimodal system that includes public transportation. The plan assesses the needs for current and future transportation systems, establishes policy guidelines for use by staff and decision makers at all levels of government, and sets standards for the provision of public facilities. The Plan includes both short and long range planning strategies. The planning factors identified in federal transportation legislation are addressed through an integrated combination of goals, objectives and policies, project selection criteria, management systems, Traffic System Management (TSM) strategies, and analysis through a computerized travel demand model. Numerous public workshops ~~were held~~ ~~are underway~~ to support development of the document with transit as a major topic of discussion. These efforts are discussed in the public participation narrative (#5) that follows. ~~The MPO's next LRTP (2050) is currently under development with Kimley-Horn as consultant.~~

f. Transportation Improvement Program

The Transportation Improvement Program (TIP) is a staged five-year program of transportation improvement projects developed by the MPO as required by Section 339.175 Florida Statutes and current federal transportation legislation. The purpose of the TIP is to identify all transportation projects funded by Title 23 and the Federal Transit Act within Charlotte County and the City of Punta Gorda, including highways, transit, aviation, pedestrian and bicycle facilities, and transportation enhancement projects and to ensure coordination for transportation improvements by local, state and federal agencies. All projects listed in the TIP are consistent with the Charlotte County-Punta Gorda MPO Long Range Transportation Plan, the Charlotte County Comprehensive Plan (Smart Charlotte 2050), the Charlotte County Airport Master Plan and the County Capital Improvement Program (CIP).

5. Public Participation (CPT-HSTP)

With the implementation of the current federal transportation legislation, there is a continuing federal emphasis on public participation in transportation planning. This has resulted in the requirement for a Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP) developed with public input in order for programs to receive funding under the Enhanced Mobility of Seniors and Individuals with Disabilities Grant Program (also known as FTA Section 5310).

As discussed in this document's foreward, public participation, including consultation with all public transit stakeholders in the development of the Transportation Disadvantaged Service Plan (TDSP), has been a long-term emphasis of the Transportation Disadvantaged (TD) program. Involved parties statewide include members and staff of the Commission for the Transportation Disadvantaged (CTD), various state agency personnel, local Community Transportation Coordinators (CTC), members of planning organizations and their staff, representatives of other local organizations (including governmental, civic, as well as private profit and non-profit groups), Local Coordinating Board members, and transit users. This is best exemplified in the TD Concept Chart (*Section I.A.3*).

The Charlotte County-Punta Gorda Metropolitan Planning Organization (MPO) is the Official Planning Agency (OPA) for the Charlotte County Transportation Disadvantaged Local Coordinating Board (LCB). MPO staff members have worked together with CTC personnel from Charlotte County in the development of this document. Public participation always has been an important priority of the Charlotte County-Punta Gorda MPO since its inception in 1992. The MPO's first Public Participation Plan (PPP) was adopted in 1994, while the most recent updated PPP was adopted by the MPO Board on ~~July 20, 2020~~ December 15, 2022. It includes the Limited English Proficiency (LEP) Plan. Charlotte County Transit also has developed an LEP document. As the MPO's public participation emphasis has evolved and grown, staff has been aware of the provisions of the development of the PPP document and incorporated many of its approaches into preparation of each joint TDSP/CPT-HSTP document. For example, the comment form which was developed for the PPP continues to be made available electronically and in hard copy to any individual wishing to make any comment (see Appendix F). The MPO and the Charlotte County Transit Division intend to utilize the MPO's PPP in the development of any transit plans.

The composition of the Charlotte County LCB is in accordance with Rule 41-2.012, F.A.C., and brings together local area stakeholders. LCB members constitute a broad-based group including individuals from agencies that purchase trips or have a role in public transit, representatives of the disabled, elderly and economically disadvantaged in the area, as well as an elected official appointed by the MPO Board who serves as LCB Chair.

An ongoing opportunity for citizens to participate in the development of local transit plans and to address other transit concerns is provided at all LCB meetings. Two public comment agenda items are allotted on the agenda for each LCB meeting (one for comment on agenda items and another on any transit topic).

The advertisement in the local *Charlotte Sun* newspaper for the September 9, 2021 LCB meeting notified citizens of the opportunity to comment on this TDSP/CPT-HSTP draft document prior to LCB approval. This document is updated annually in the outyears and revised as transit-related information is gathered for documents such as the Long Range Transportation Plan (LRTP) Update and the Transit Development Plan (TDP). Additionally, the LCB performs an annual Section 5310 grant coordination review typically at its January meeting.

During the development of the MPO's ~~2045 2050~~ LRTP Update in calendar year ~~2020-2025~~, information was gleaned in workshop and informational settings, including input from Charlotte County's transit-dependent population. A first round of LRTP workshops was held on February

~~25-26, 2020~~ 10, 11 and 12, 2025 in West County (Englewood), Mid-County (Port Charlotte) and South County (Punta Gorda). ~~Although the COVID-19 pandemic prevented additional in-person workshops, a second round of virtual community workshops was held on June 24 and 30, 2020.~~ Additionally, consensus building workshops with key stakeholders were scheduled for April 7 and June 9, 2025. Moreover, the MPO website utilized surveys and interactive mapping tools to assist in interaction with citizens.

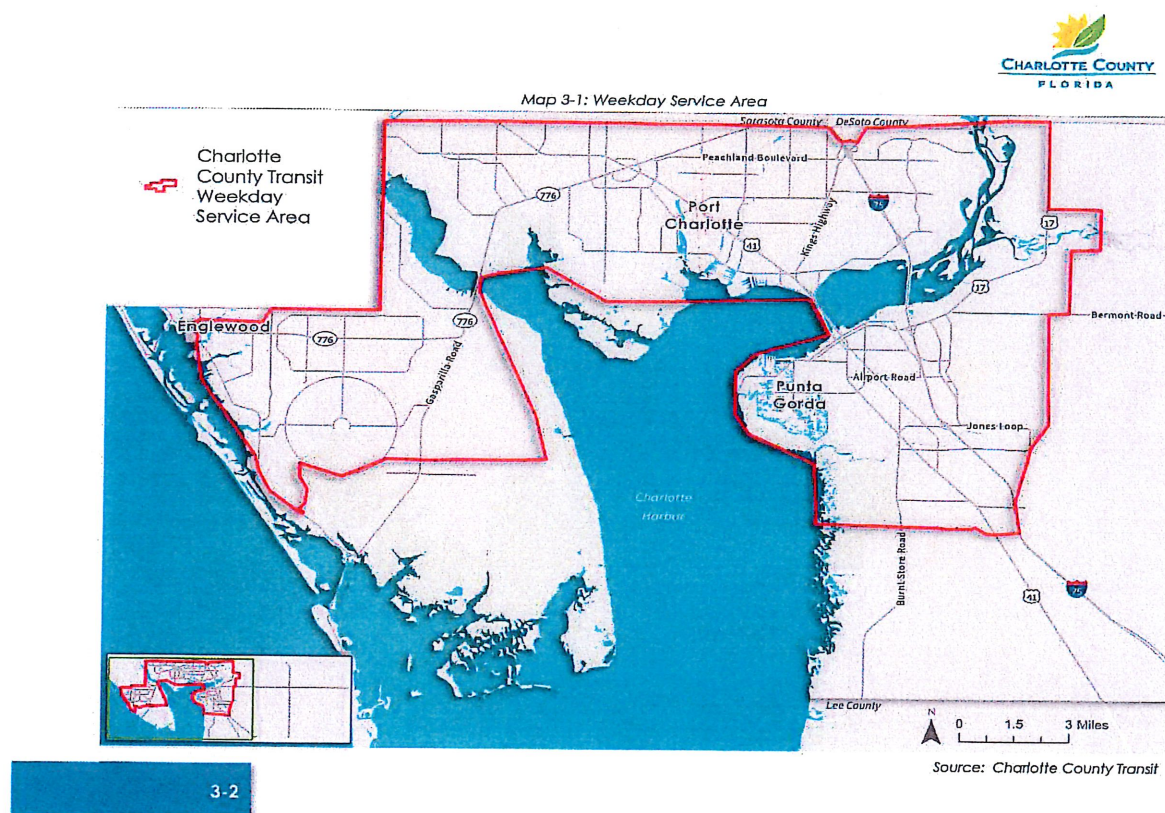
Additionally, in conjunction with developing the last major update of the Transit Development Plan (TDP), both Transportation Disadvantaged (TD program, formerly known as Sunshine Ride) and general public paratransit (formerly known as Dial-a-Ride) passengers were surveyed from ~~January to April 2019~~ April – May 2024. The data gathered from these surveys is available in final form in the TDP document which was approved by the Charlotte County Board of County Commissioners on July 9, ~~2019~~ 23, 2024. Also, as part of the TDP development, two series of workshops were conducted in all three geographic parts of Charlotte County to discuss service needs with all interested parties. In addition, rider surveys were a part of the most recent CTC Evaluation. The Transit Division also ~~surveyed passengers in January 2016~~ offers a survey to passengers on an ongoing basis (with a QR code provided in the interior of the vehicles).

As part of the CTC Evaluations conducted on February 13-15, 2023, ~~and~~ February 5-7, 2024, and February 24-26, 2025 TD passengers were surveyed.

B. Service Area Profile and Demographics

1. General Service Area Description

Charlotte County's transportation service area is displayed in this table taken from the ~~2020~~ 2025 TDP ~~Annual Progress Report (to be revised with the completion of the 2025 TDP now underway):~~



The County is located in southwest Florida and is bordered on the north by Sarasota and DeSoto Counties, on the east by Glades County, on the west by the Gulf of Mexico, and on the south by Lee County. According to the ~~2019~~ 2024 US Census Population Estimates (for July 1, ~~2019~~ 2024), Charlotte County's population was ~~188,940~~ 212,122. The County is 858 square miles in total including water, with approximately 680 square miles covering land area.

[U.S. Census Bureau QuickFacts: Charlotte County, Florida; United States](#)

Charlotte County consists of Punta Gorda (the only incorporated city), Port Charlotte, Murdock, El Jobean, Placida, Grove City, and a portion of Englewood. Punta Gorda and Englewood have the following geographical obstacles: (1) remote areas of Punta Gorda are 15 miles from populated areas, and (2) Englewood is approximately 21 miles from the center of Port Charlotte.

sustained on August 13, 2004 from Category 4 Hurricane Charley. As in the rest of Florida and most of the nation, the 2008 economic downturn and foreclosure crisis stalled growth locally for a time. As of 2021, the economic upswing **has had** proven to be promising. The COVID-19 Pandemic **has** contributed to increased housing demand **recently**. The impact of Category 4 Hurricane Ian sustained on September 28, 2022, **as well as the 2024 flooding from Hurricanes Helene and Milton, are is** still being assessed.

c. Employment

Per the *Charlotte Rides 2020-2029 Transit Development Plan (TDP)*, the largest service sector in Charlotte County includes educational services, healthcare and social services at 21% of the labor force. The second highest area is retail trade, which accounts for 17% of the employed population in Charlotte County. The third highest sector at 12% each is a tie between (1) arts, entertainment/recreation and accommodation and food services and (2) professional, scientific, and management/administrative and waste management services.

Labor force statistics include data relating to the number or percentage of persons in the labor force. With a large elderly retired population, traditionally the percentage of Charlotte County residents in the labor force has been lower than the statewide average. As a result of the COVID-19 pandemic, unemployment figures are still adjusting to the impact. As of February 2023, Charlotte County unemployment was at 3.1%; while national unemployment was 3.6% and Florida's unemployment was 2.6%. (source: www.floridajobs.org, Florida Department of Economic Opportunity, Agency for Workforce Innovation, not seasonally adjusted). A representative from CareerSource Southwest Florida has been appointed to the LCB representing regional workforce development concerns.

Cheney Brothers, Inc. opened a major food distribution center near the Punta Gorda Airport in October 2015. It has already brought approximately 500 additional jobs to the local area.

The FDOT-sponsored Commuter Services Program assists employees and employers with various work trip options. District One area-wide information may be found on the Internet at [District 1 Southwest Florida « Commuter Services](#) .

d. Major Trip Generators/Attractors

When analyzing the potential for developing or improving a public transit system, it is important to look at the spatial distribution of major trip attractors and generators. These areas usually attract a large number of people, resulting in a concentration of trips, which is more conducive to public transit use. Trip generators are associated with the origins of trips, normally people's homes. Distribution of transportation disadvantaged clients and their major generators are distributed throughout the urban service area of Charlotte County.

Six categories of trip attractors have been identified for Charlotte County: area attractions, government, health care, school, shopping and other major employer.

Area Attractions

In addition to the many beaches and parks located throughout the area, Charlotte County offers many recreational destinations that appeal to all ages. The Tampa Bay Rays Major League Baseball team began conducting Spring Training in 2009 at the Charlotte Sports Park.

Government Offices and Social Service Agencies

A variety of government offices and social service agencies are located in Charlotte County. The County Administrative Complex is located in Murdock. Many other governmental offices are housed in Punta Gorda (South County) and West County, which includes the Englewood area. In Port Charlotte on Loveland Boulevard off of Kings Highway, a campus contains the buildings of both the Health Department and many of the Human Services Department offices.

Health Care Facilities

Health care facilities, including hospitals and clinics, also serve as significant trip attractors for employees as well as clients. There are three major hospitals and one mental health clinic. There is a concentration of health care centers located along Harbor Boulevard and Olean Boulevard, in the Promenades area, along Tamiami Trail/US 41 in Port Charlotte, and along US 17 in the City of Punta Gorda.

Schools and Colleges

Schools and colleges also can be significant traffic attractors, both for the students who attend them as well as for the teachers and staff who work there. Table I-1 shows the locations of schools and colleges in the county. Florida SouthWestern State College is located at 26300 Airport Road ~~and Florida Gulf Coast University has a branch in Charlotte County at the Herald Court Centre~~. In November 2019, AeroGuard Flight Training Center opened at the Punta Gorda Airport. By the nature of their pupil catchment areas, most public K-12 schools are scattered throughout the county.

Shopping Centers

As shown in Table I-1, there are numerous retail shopping areas in Charlotte County. In addition to attracting shoppers, retail centers also attract employees. Hence, these types of facilities generate considerable transportation needs. Most are located along Tamiami Trail (US 41), including the Port Charlotte Town Center, an indoor mall with a large movie theater and some shopping stores, although the property suffered many closures during the pandemic and was auctioned as part of a foreclosure sale on February 28, 2022. The property sold to the bond owners in exchange for wiping out existing debt. The future of the complex is yet to be determined.

Other Major Employer – Cheney Brothers, Inc.

Undergoing much economic development in the years following the 2004 landfall of Hurricane Charley followed by Hurricane Ian in 2022, the City of Punta Gorda boasts the Charlotte County Events Center, several hotels and restaurants, a municipal marina, and two mixed-use commercial/parking facilities. In Port Charlotte, multiple hotels have been constructed in the Kings Highway area and along US 41. Two Community Redevelopment Areas are: (1) the Parkside CRA in the medical arts area, and (2) the Charlotte Harbor CRA north of the US 41 bridges with Sunseeker Resort now open.

TABLE I-1: TRIP ATTRACTORS

TYPE	FACILITY	LOCATION
Attractions	Ann & Chuck Dever Memorial Regional Park at Oyster Creek	6791 San Casa Drive/ENG
Attractions	Babcock Wilderness Adventure	8000 State Road 31/PG
Attractions	Bayshore Live Oak Park	Bayshore Road/CH
Attractions	Boca Grande State Park	Gasparilla Island/ Lee County
Attractions	Carmalita Park	6905 Florida Street/PG
Attractions	Cedar Point Environmental Park	2300 Placida Road/ENG
Attractions	Charlotte County Council on Aging, Inc.	3456 DePew Avenue/PC
Attractions	Charlotte County Historical Center	514 East Grace Street/PG
Attractions	Charlotte Harbor Event & Conference Center	75 Taylor Street/PG
Attractions	Charlotte Performing Arts Center	1250 Cooper Street/PG
Attractions	Charlotte Sports Park & Tippecanoe Environmental Pk	2300 El Jobean/PC
Attractions	Charlotte Harbor Environmental Center	10941 S. Burnt Store Rd/ PG
Attractions	Englewood Beach at Chadwick Park	2100 N. Beach Road/ENG
Attractions	Englewood Charlotte Public Library	3450 McCall Road/ENG
Attractions	Gaines Jr. Veterans Memorial Park	20499 Edgewater Dr/PC
Attractions	Gilchrist Park	750 W. Retta Esplanade/PG
Attractions	Harbor Heights Park	3350 N. San Marino Dr/ PC
Attractions	Harold Avenue Recreation Center	23400 Harold Avenue/PC
Attractions	Larry Taylor Kiwanis Park	3100 Donora Street/PC
Attractions	Laishley Park	350 E. Marion Avenue/PG
Attractions	Mid-County Regional Library (closed for repairs)	2050 Forrest Nelson Blvd/PC
Attractions	North Charlotte Regional Park	1185 O'Donnell Blvd/PC
Attractions	Peace River Wildlife Center	3400 Ponce deLeon Pkwy/PG
Attractions	Port Charlotte Public Library	2280 Aaron Street/PC
Attractions	Port Charlotte Beach/Rec Center	4500 Harbor Boulevard/PC
Attractions	Punta Gorda Airport	28000 Airport Road/PG
Attractions	Punta Gorda Public Library	401 Shreve Street/PG
Attractions	Rebecca Neal Owen Congregate Meal Center	27420 Voyageur Drive/PC
Attractions	South County Regional Park/Rec Center	670 Cooper Street/PG
Attractions	Town Center 16 Regal Cinemas	1441 Tamiami Trail/PC
Attractions	Tringali Community Center	6900 Pennell Street/ENG
Attractions	Tringali Recreational Complex/Park	3460 N. Access Road/ENG
Government	CareerSource Southwest Florida	3745 Tamiami Trl/PC
Government	Charlotte County Administration Center	18400 Murdock Circle/PC
Government	Charlotte County Cooperative Extension Service	1120 Centennial Blvd/PC
Government	Charlotte County – Englewood Annex	6868 San Casa Blvd/ENG
Government	Charlotte County Family Services Center	21450 Gibraltar Drive/PC
Government	Charlotte County Human Services Office	21450 Gibraltar Drive/PC
Government	Charlotte County Justice Center	350 E. Marion Ave/PG
Government	Charlotte County Old Courthouse/Elections Supervisor	226 Taylor Street/PG
Government	Charlotte County Public Works	70000 Florida Street/ PG
Government	Charlotte County Sheriff's Department	25500 Airport Road/PG
Government	Charlotte County – South County Annex	410 Taylor Street/PG
Government	Charlotte County – Tax Collector's Office/PC	21229 Olean Blvd, Ste B/PC

Government	Charlotte County Utilities/Customer Service	18400 Murdock Circle/PC
Government	Charlotte County Veterans Services	21450 Gibraltar Drive/PC
Government	Charlotte County-Punta Gorda Metro Plan Org (MPO)	1050 Loveland Blvd/PC
Government	City of Punta Gorda Police Department	1410 South Tamiami Trail/PG
Government	City of Punta Gorda – City Hall (closed for repairs)	326 W. Marion Ave/PG
Government	Department of Children & Families	14830 Tamiami Trail/North Port, Sarasota County
Government	US Social Security Administration	4054 Beaver Lane/ PC
Health Care	Arbors at Port Charlotte	18480 Cochran Blvd/PC
Health Care	Best Care Senior Living at Punta Gorda, LLC	2295 Shreve Street/PG
Health Care	Brookdale Port Charlotte	18440 Cochran Blvd/PC
Health Care	Brookdale Punta Gorda Isles	250 Bal Harbor Blvd/PG
Health Care	Brookdale Rotonda	550 Rotonda Blvd W/ENG
Health Care	Brookdale South Port Square	23023 Westchester Blvd/PC
Health Care	Charlotte Behavioral Healthcare, Inc.	1700 Education Avenue/PG
Health Care	Chelsea Place Retirement Living	315 Addison Drive/PC
Health Care	Courtyard Retirement Center	26455 Rampart Blvd/PC
Health Care	Englewood Community Hospital	700 Medical Blvd/ENG–Sara
Health Care	Englewood Healthcare and Rehabilitation Center	1111 Drury Lane/ENG
Health Care	Florida Department of Health in Charlotte Co. - Main	1100 Loveland Blvd/PC
Health Care	Florida Department of Health in Charlotte Co. - WIC	6868 San Casa Drive/ENG
Health Care	Grand Villa of Englewood	925 S. River Road/ENG
Health Care	Harbor Home Care Services	23013 Westchester Blvd/PC
Health Care	Harbor View Acres Assisted Living	24450 Harbor View Rd/ PC
Health Care	HCA Florida Fawcett Hospital	21298 Olean Blvd/PC
Health Care	Lexington Manor Assisted Living	20480 Veterans Blvd/PC
Health Care	Life Care Center of Punta Gorda	450 Shreve Street/PG
Health Care	Magnolia Acres Assisted Living Facility	729 Crestwood Road/ENG
Health Care	Mariner Health Care of Port Charlotte	25325 Rampart Blvd/PC
Health Care	Northside Psychiatric Services	1032 Tamiami Trail, # 1/PC
Health Care	Parkside Assisted Living and Memory Cottage	2595 Harbor Blvd/PC
Health Care	Port Charlotte Rehabilitation Center	25325 Rampart Blvd/PC
Health Care	Riverside Behavioral Center	733 E. Olympia Avenue/PG
Health Care	Truewood by Merrill, Port Charlotte	2500 Aaron Street/PC
Health Care	Sandhill Gardens Retirement	24949 Sandhill Blvd/ PC
Health Care	Advent Health Port Charlotte - Hospital	2500 Harbor Blvd/ PC
Health Care	Advent Health Punta Gorda – Hospital CLOSED	809 E. Marion Avenue/PG
Health Care	Signature HealthCARE of Port Charlotte	4033 Beaver Lane/PC
Health Care	Singing Pines Adult Care	4410 US 17/Duncan Road/PG
Health Care	Solaris	4000 Kings Highway/PC
Health Care	Southern Heritage Home	509 Berry Street/PG
Health Care	Vick Street Manor Assisted Living	22332 Vick Street/PC
Health Care	Village Place Health and Rehabilitation Center	2370 Harbor Blvd/PC
Health Care	Village Place Retirement	18400 Cochran Blvd/PC
Health Care	Virginia B. Andes Volunteer Community Clinic	21297 Olean Blvd, Unit B/PC
School	Adult and Community Education	2280 Aaron Street/PC
School	AeroGuard Flight Training Center	8200 Skylane Way/PG
School	AMI Kids Crossroads	45991 Bermont Rd/PG
School	Baker Center	311 E. Charlotte Avenue/PG
School	Charlotte County School Board Administration	1445 Education Way/PG

School	Charlotte Harbor Center	22450 Hancock Ave/PC
School	Charlotte High School	1250 Cooper Street/PG
School	Charlotte Technical Center	18300 Toledo Blade Blvd/PC
School	Deep Creek Elementary School	26900 Harbor View Road/PC
School	East Elementary School	27050 N. Fairway Drive/PG
School	Florida SouthWestern State College	26300 Airport Road/PG
School	Florida Gulf Coast University/Herald Court Centre	117 Herald Court, Ste 211/PG
School	Kingsway Elementary School	23300 Quasar Blvd/PC
School	L.A. Ainger Middle School	245 Concord Road/RT
School	Lemon Bay High School	2201 Placida Road/ENG
School	Liberty Elementary School	370 Atwater Street/PC
School	Meadow Park Elementary School	7500 Essex Avenue/PC
School	Murdock Middle School	17325 Mariner Way/PC
School	Myakka River Elementary School	12650 Willmington Bl/ENG
School	Neil A. Armstrong Elementary School	22100 Breezeswept Ave/PC
School	Peace River Elementary School	22400 Hancock Ave/PC
School	Port Charlotte High School	18200 Toledo Blade Bl/PC
School	Port Charlotte Middle School	23000 Midway Blvd/PC
School	Punta Gorda Middle School	825 Carmalita Street/PG
School	Sallie Jones Elementary School	1221 Cooper Street/PG
School	Special Training and Rehabilitation, Inc	525 Bowman Terrace/PC
School	The Academy	18300 Cochran Blvd/PC
School	Vineland Elementary School	467 Boundary Blvd/RT
Shopping	Aldi's	1391 Tamiami Trail/PC
Shopping	Aldi's	26279 Jones Loop Road/PG
Shopping	Bal Harbor Plaza	1133 Bal Harbor/PG
Shopping	Bayshore Village	4265 Tamiami Trail/CH
Shopping	BJ's Wholesale Club	19150 Quesada Ave/PC
Shopping	Charlotte Square Shopping Center	2200 Tamiami Trail/PC
Shopping	Cleveland Marketplace	27680 Bermont Rd/Cleveland
Shopping	Colonial Promenades	3941 Tamiami Trail/PG
Shopping	Cross Trail Shopping Center	615 Cross Street/PG
Shopping	Fishermans Village	1200 W Retta Esplanade/PG
Shopping	Harbor Square Shopping Center	4200 Tamiami Trail/PC
Shopping	Home Depot	12621 McCall Rd/ENG
Shopping	Home Depot	19690 Cochran Blvd/PC
Shopping	Home Depot	Tamiami Trail & Burnt Store Road/PG
Shopping	Kohls	19600 Cochran Blvd/PC
Shopping	Merchants Crossing of Englewood	1500 Placida Road/ ENG
Shopping	Murdock Carousel Shopping Center	2000 Tamiami Trail/PC
Shopping	Paradise Shoppes of Port Charlotte	Tamiami Trail & Cochran/PC
Shopping	Peachland Promenades	24051 Peachland Blvd/PC

transportation providers. Coordinated transportation providers are those providers who operate as part of the transportation program coordinated by the CTC under the Florida Coordinated Transportation System. Non-coordinated providers are those service providers and agencies who do not have a coordination agreement with the CTC.

Table I-2
Inventory of Transportation Providers in Charlotte County

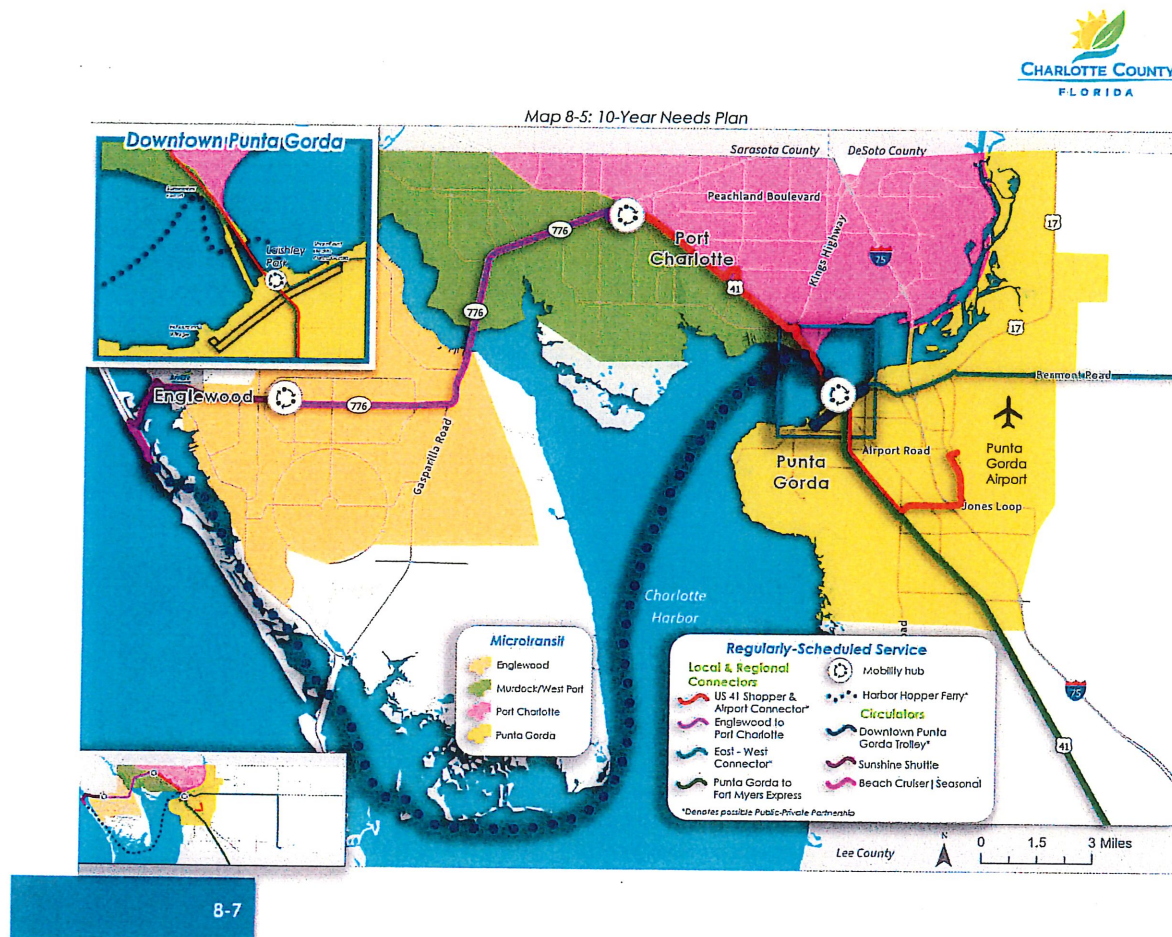
Provider	Phone Number	C=Coordinated/ N=Non-Coordinated	PP=Private for Profit PNP=Private Non-Profit G=Government
A Better Solution of Venice (866)	945-7973	N	PP
A Taxi of Charlotte County	467-2272	N	PP
A1 Royal Arpt Transp. & Limo Service (239)	369-8300	N	PP
AAA Taxi	451-3990	N	PP
ACC Medlink	693-9119	N	PP
Affordable Vintage Taxi	962-8294	N	PP
AllyRides Wheelchair/StretchTransport Svc	242-7433	N	PP
Ameditrans Medical Transportation	625-0117	C	PP
Astor Transport	624-4554	N	PP
Astro Transportation	468-1223	N	PP
Bluebird Taxi Company	343-8294	N	PP
Boys and Girls Club	575-9797	N	PNP
Center for Abuse & Rape Emergencies (C.A.R.E.)	639-5499	C	PNP
Cabbie's Taxi Service	391-5090	N	PP
Caring Hands Wheelchair Transport, Inc	416-8024	N	PP
Charlotte County Express Cab, Inc.	624-4311	N	PP
Charlotte County Homeless Coalition	627-4313	C	PNP
Charlotte County Transit Division (TD)	575-4000	C	G
Charlotte County Veteran's Council	575-4000	C	PNP
Charlotte Co. School Board	255-0808	N	G
Charlotte County Yellow Cab	743-2100	N	PP
Charlotte Limousine	232-2109	N	PP
Charlotte Shuttle Transportation	255-9117	N	PP
Checker Cab	629-7774	N	PP
Comfort Travel	249-7523	N	PP
Concierge Taxi Services	286-5085	N	PP
Doris Limousine Service	627-8056	N	PP

Exodus Transportation Services	249-0766	N	PP
Ferriter, MJ	475-8500	N	PP
Grant Medical Transportation, Inc. (d/b/a Ambitrans Medical Transportation)	743-3665	N	PP
Happy Taxi	204-2208	N	PP
Hope Hospice	239-482-4673	N	PNP
Jackson Transportation	833-9341	N	PP
LM Taxi	661-3031	N	PP
Mary's Taxi	474-8294	N	PP
Metro Cab	743-4343	N	PP
My Taxi	585-6000	N	PP
New Operation Cooper Street	639-3034	N	PNP
Pepe Taxi	623-3070	N	PP
Pierre Taxi	524-2080	N	PP
Precision Taxi & Limo	625-8947	N	PP
Premiere Taxi Service	497-2010	N	PP
Quality Independence, Inc.	249-9105	C	PNP
Royal Floridian Transportation Co (239)	643-4382	N	PP
Sarasota County Area Transit – ENG 1626	861-1234	C	G
Skyline Taxicab	639-0957	N	PP
Sunshine Cab Company	629-3320	N	PP
Sunnyvale Medical Transport Inc (863)	381-3565	N	PP
Travelers Taxi Cab	626-8527	N	PP
Tristars Taxi	916-3179	N	PP
U & I Taxi Transportation Service	625-8947	N	PP
Uber	Cell app	N	PP
United Cerebral Palsy of Sarasota & Manatee	251-4956	N	PNP
Voyager Taxi	629-2810	N	PP
Wheelchair Getaways of Fort Myers (239)	910-2475	N	PP

Source: MPO staff developed listing from prior list + 2019 Transit Development Plan

Effective May 30, 2014, Charlotte County no longer provides Medicaid Non-Emergency Transportation trips. Currently in Charlotte County, a company called MTM is providing fee for service transportation for Charlotte County for those Medicaid recipients that are not in an MMA or LTC (Managed Medical Assistance or Long Term Care) program, but who are eligible for Medicaid transportation. Information about the MMA/LTC plans in AHCA Region 8 (which includes Charlotte County) may be found at these two Internet links:

As envisioned in the *Charlotte Rides 2020-2029 Transit Development Plan (TDP)*, enhancements to current paratransit service ~~is~~ **are** frequently desired by passengers. Additionally, long-range regularly scheduled service eventually may develop in the following locations as growth occurs: (1) Charlotte Link Service, (2) US 41/Airport Connector, (3) Englewood Express, (4) Babcock Express, (5) Downtown Punta Gorda Circulator and (6) Beach Circulator. **Most recently, the 2025 TDP identified a mix of microtransit and regularly-scheduled service:**



The Charlotte County Board of County Commissioners is committed to maintaining and as funding permits, expanding services to the transportation disadvantaged (TD) population, as well as the general public. Accordingly, applications for various FTA/FDOT transit grants are submitted annually to assist the area's elderly, disabled, children-at-risk, low income and rural population. **Coordination arrangements are at times flexible given the County's use of In-Kind projects, like the Veteran's Van.** Among the passenger needs met are local and regional medical and grocery trips, as well as senior congregate dining. All grant application efforts are consistent with Resource Management Strategy 3.4 in the following section which addresses replacing the existing fleet and expanding passenger services.

3. Barriers to Coordination

The physical and logistical barriers forced upon the CTC due to Hurricane Charley on Friday, August 13, 2004 were an obstacle to coordination. Additionally, the Charlotte County Transit Division had to deal with the subsequent storms of the 2004 and 2005 hurricane seasons, as well as Hurricane Irma in 2017 with its mass evacuations. The landfall of Category 4 Hurricane Ian on September 28, 2022 followed by flooding events from twin storms Hurricane Helene and Hurricane Milton presented the County's most recent transit challenges. It is apparent that (1) dealing with the elements and the County's unique water-lined geography, (2) evacuating and returning the County's frail, least mobile and/or needy citizens and (3) planning for hazard mitigation are an ongoing reality for Charlotte County's coastal transit system.

Current economic realities are always a factor, with issues such as potential cuts to Florida's local governmental funding and fluctuating fuel costs as major concerns. Beyond these are less obvious, but related and significant barriers, such as (1) a lack of local bidders for driver services, (2) an increase in contractors' expenses for everything from driver salaries and insurance to maintenance costs, and (3) a shortage of both contract drivers, as well as volunteer drivers for Charlotte County non-profit organizations. The issue of driver shortages is an ongoing problem statewide/nationwide. Just three days after the passage of Hurricane Ian, the new County contract for driver and bus washer services commenced with A&Associates.

The obvious impact that the COVID-19 Pandemic has had on transit service nationwide and globally must also be noted in any discussion of barriers to coordination.

Strategy 3.6: The Planning Agency shall report annually to the LCB the progress of the voluntary dollar contribution for the TD Trust Fund license renewal program.

Measure: Reports included in January agenda packets (in conjunction with annual member training).

Goal 4: Marketing of Service

Objective 4: Continue to market and promote transportation service that can be provided within the limits of available resources.

Strategy 4.1: Carry out a public information program to assist current and prospective riders in the proper use of the transportation system. Place information on the County web site. Distribute the latest Charlotte County Transit brochures/flyers promoting current Charlotte County Transit service.

Measure: Utilize a public involvement budget. Monitor outreach efforts, such as number of contacts/speaking engagements and number of website hits.

Strategy 4.2: Have brochures, reservation information, complaint and grievance procedures, and other useful information available to riders on all vehicles, and at participating agencies. Keep a record of where brochures are distributed and how often.

Measure: Number of brochures printed and distributed.

Strategy 4.3: Provide opportunities designed to educate the community regarding the need for sponsored transportation, the services available, and the need for the expansion of services, by speaking to clubs and other networks, as well as utilizing a marketing plan as funding permits. Additionally, participate in outreach efforts (such as ~~Try Transit Day~~ and Mobility Week) and update the Charlotte 2-1-1 Frequently Asked Questions list.

Measure: Number of engagements. Meeting Attendance/Event Participation. Revise FAQ list as needed. Debrief events and develop strategies to improve the next round of outreach.

Goal 5: Safety

Objective 5: Continue to operate a safe transportation system as set forth in the CTC “Systems Safety Program Plan” (SSPP).

Strategy 5.1: Update the SSPP ~~every two years (biennially).~~ annually.

Measure: Safety records.

Strategy 5.2: Continue to make safety and loss prevention the responsibility of all personnel.

Measure: Safety records.

II. SERVICE PLAN

A. Operations Element

1. Types, Hours, and Days of Service

The Charlotte County Transit Division (CCTD) provides ambulatory and wheelchair transportation services in a non-discriminatory fashion. ~~Fares (when required) and service availability are the same for both ambulatory and wheelchair bound individuals.~~ Subscription routes are operated for ~~work, school,~~ congregate dining and mental health outpatient services. Point to point, on demand services are provided for medical services, employment programs as well as other life ~~sustaining enhancing~~ purposes. Grocery shopping trips have been reintegrated into small group and individual trip scheduling with the use of the ~~RouteMatch-Ecolane~~ dispatch software which optimizes this service, giving clients the ability to change destination and schedule customized group service.

A contractual System Safety Plan is administered by the CTC to assure continuation of uniform service delivery. Additional contract specifications for drug testing and on-time reporting have been added to the contract. Operators "subscribe" to the Transit Division's approved drug testing policy, ~~and are able to buy services under the same contract as the county.~~ The Transit Division has revised the drug policy to comply with the FTA.

~~Group trips are provided at a lower rate than individual trips (advance reservation or demand response). Those rates are fully discussed in the rate element. Group trips are defined as those that occur when three or more passengers ride together in one vehicle to a single destination and from a common pick-up point.~~

Subscription trips are those routes to common destinations such as congregate dining facilities or grocery stores, wherein the same general group of riders is transported on the same daily, weekly or mixed day schedule. Such trips are liable to frequent changes by way of temporary cancellations and additional new passengers. These trips are provided to the various client groups as previously discussed.

The Transit Division and its operators provide curb-to-curb service whenever practicable. The transport of children and escorts is addressed at length in the policy element. Also discussed in detail in the policy element are standards for Driver Dress and Uniform, Complaints, Grievances, Private Property, On Time Performance, No Shows, Accident Reporting, Maintenance Priorities, Vehicle Usage, Trips Prioritization, Social Benefit Trips, Passenger Medical Condition, Substance Abuse, and handling of Blood Borne Pathogens: An operating policy regarding the handling of oxygen handling equipment is also included. Securement fixtures have been installed in all buses pursuant to that policy. Additionally, the Local Coordinating Board has adopted measurable standards for accidents, road calls and complaints.

2. Accessing Services

The CCTD requests ~~72-96~~ 2 hours notice for transportation appointments and route changes. A no-show policy has been developed by the Local Coordinating Board and adopted by the Transit

Division as departmental policy. Habitual “no shows” are counseled and/or suspended. A copy of the ~~No-Show Missed Trip~~ policy appears in Appendix C. A ~~late~~ cancellation occurs when a client calls to give advance notice of at least one (1) hour prior to the operation of a trip, however the CCTD requests cancellation calls as early as possible. ~~Recent software improvements and the Charlotte Rides mobile cell phone app have made some same day trips possible.~~

Transit Division office hours are from ~~7:00AM to 4:00PM~~ 8 am – 5 pm Monday through Friday; and the transportation hours are from 6:30AM to 6:00PM Monday through Friday; 9:00AM to 6:00PM on Saturday (limited service area); and no Sunday service. The CCTD is closed on all federal and county holidays.

All Service calls come in on (941) 575.4000.

Backup service for internal Transit Division operations comes from a pool of spare equipment staffed by office personnel.

Eligibility for TD Trust funds, at this writing, is determined by the established criteria. New non-sponsored clients may apply by calling the Transit Division directly and submitting a completed TD application which is assessed by the Transit Division (see Appendix M). Eligibility requirements for the use of Transportation Disadvantaged funded trips were updated by the LCB on May 11, 2017. Generally stated the policy is that no other funding for the trip is available, and no friends or relatives are available to provide transportation. A complete policy is included in Appendix D. Certifications will be reviewed every three years.

A copy of the Charlotte County Prioritization Policy for Non-Sponsored Trips approved by the Local Coordinating Board appears in Appendix E. The prioritization policy was approved at the May 11, 2017 meeting of the Charlotte County Transportation Disadvantaged Local Coordinating Board and reads in part:

Utilization of Charlotte County Transit Division resources, including but not limited to, personnel, equipment, and funding sources used in the provision of rides for Transportation Disadvantaged individuals in Charlotte County shall be prioritized as follows:

- Priority 1- Individual Medical Trips
- Priority 2- Group Trips for Groceries and Congregate Meals
- Priority 3- Trips for Employment Purposes
- Priority 4- Trips for Adult Education
- Priority 5- Social and Non-Essential Shopping

Individuals prioritized in this fashion shall be afforded rides within the limits of Charlotte County Transit Division's ability to deliver service in an ambulatory or wheelchair mode without regard to age, sex, race, or ethnic origin.

Effective April 2017, Charlotte County Transit received a new Federal Grant to be used in the Englewood area. Together with Sarasota County Area Transit (SCAT), Charlotte County Transit was able to extend Route #16 and create #26 into the Charlotte County portion of Englewood for service to Englewood Beach and Merchant's Crossing. Additionally, the

of the No-Show policy appears in Appendix C. A cancellation occurs when a client calls to give advance notice of at least one (1) hour prior to the operation of a trip, however the CCTD requests cancellation calls as early as possible. **Recent software improvements and the Charlotte Rides mobile cell phone app have made some same day trips possible.**

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Medical Center. As of June 5, 2021, SCAT announced after an 18-month evaluation of their operations, the closure of RT16 and RT26 and the inclusion of those areas in what is now called “OnDemand by Sarasota County”). Curb-to-curb rides for this new service is available 5 a.m. to 10 p.m. Monday through Saturday, and 6 a.m. to 9 p.m. on Sunday. Each ride costs \$1.25 and rides can be paid for using an online registration service, an app or paying cash to the driver. Reservations are required to use this service. Customers can request a ride via a mobile app, which is available in app stores for iPhone and Android devices, online at scgov.net/OnDemand, or by calling a dedicated call center at 941-300-1553. Customers may also email questions to support-sarasota@ridewithvia.com.
<https://www.mysuncoast.com/2021/05/28/scat-launch-on-demand-service-june/>

3. Transportation Operators and Coordination Contractors

~~Charlotte County Veteran's Council (Coord Vol Op)~~
~~P.O. Box 380964~~
~~Port Charlotte, FL 33938~~
~~Joseph Oster, Coordinator (612) 807-7422~~

~~The Charlotte County Veteran's Council operates two (2) nine passenger commuter vans supplied by CCTD. The Transit Department has included the Veteran's Council in its capital replacement plan. The Transit Department provides all fuel, repairs, insurance, driver training as well as other operating supports to this operation. Hours of operation are Monday and Friday: Bay Pines and Cape Coral/Wednesday Cape Coral only—all trips have 8:00 am departure.~~

~~Charlotte County Homeless Coalition St. Vincent de Paul CARES (Coor Vol Op)~~
~~1476 Kenesaw Street, Port Charlotte~~
~~P.O. Box 380157~~
~~Murdock, FL 33948~~
~~David Ramey, Director of Programs, Jenna Alvarez, (941) 627-4313, Ext.118~~

~~St. Vincent de Paul CARES Homeless Coalition~~ operates a 9- passenger van provided by the Transit Department, ~~in the same fashion as the Veteran's Council~~, for their own programs. Hours of operation as needed.

Center for Abuse & Rape Emergencies (C.A.R.E.) (Coord Vol Op)
1501 Cooper Street
Punta Gorda, FL 33951
(941) 639-5499
~~Karen McElhaney~~ Melissa Gardner

C.A.R.E. helps victims and survivors of domestic violence, sexual assault, and other violent crimes in Charlotte County using a 5-passenger van to provide trips as needed.

Note: As of March 25, 2025 Charlotte County Transit was notified by C.A.R.E that they will be pausing the use of the County vehicle program under the Agreement as they appear to not be able to pull together the required items needed to operate the vehicle.

A&Associates (Contract Operator for Driver/Bus Washer Services – effective October 1, 2022)
(561) 880-4598

~~Annie Rueda-Marcia Flemings-Walker~~

951 Sansbury's Way West Palm Beach, FL 33411

Quality Independence, Inc. (although a contract is in place it has not been utilized to date)
2826 Tamiami Trail, Suite 2 and 3B
Port Charlotte, FL 33952
(941) 249-9105
Angela Pennington

Quality Independence, Inc., is a nonprofit organization established in November 2018 that provides services to individuals with intellectual and development disabilities. The organization utilizes its own vehicles.

Each of the contract operators undergoes an annual System Safety/Contract Compliance review identical in format to the FDOT review. Copies of these reviews are available upon request.

4. Public Transit Utilization

Charlotte County has developed a general public transit paratransit system and service became available January 2, 2001. Charlotte County Transit public transit provides curb-to-curb service in all areas of Charlotte County. Much of the design of this service was based on the existing Transportation Disadvantaged system, and ADA complimentary trips are not an issue, because such trips are handled in mainstream service delivery. All vehicles are accessible, making this feasible. Prior to fare suspension during the COVID-19 Pandemic, fares were \$2.00 per one-way trip, and Transportation Disadvantaged clients were eligible for a \$1.00 discount.

A Charlotte County Transit brochure containing fares, policies, and giving a detailed description of the system is located in Appendix A.

5. School Bus Utilization

There is not a Joint Use School Bus Program existing between the Charlotte County Transit Division and the District School Board of Charlotte County.

6. Vehicle Inventory

The ~~May 4, 2023~~ **March 12, 2025** inventory for the Transportation Disadvantaged program is located in Appendix G of this document.

7. System Safety Program Plan Certification

A copy of the 2025 certification follows:

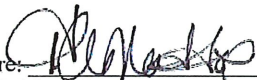


Charlotte County Transit Bus System Annual Safety and Security Certification

Date: February 13, 2025

IN ACCORDANCE WITH FLORIDA STATUTE 341.061, THE BUS TRANSIT SYSTEM NAMED ABOVE HEREBY CERTIFIES TO THE FOLLOWING:

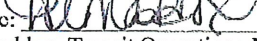
1. The adoption of a System Safety Program Plan (SSPP) and a Security Program Plan pursuant to FLORIDA DEPARTMENT OF TRANSPORTATION safety standards set forth in rule 14-90, Florida Administrative Code.
2. Compliance with the adopted standards of the SSPP and Security Program Plan.
3. Performance of safety inspections on all buses operated in accordance with Rule 14-90.009 Florida Administrative Code.
4. The SSPP and Security Program Plan have been reviewed and updated as necessary.

Signature: 
Heidi Maddox, Transit Operations Manager
Charlotte County Budget & Administration

Date: 2/13/25

NAME AND ADDRESS OF ENTITIES WHICH HAVE PERFORMED SAFETY INSPECTIONS:

Charlotte County Fleet
18000 Paulson Dr,
Port Charlotte Fl. 33954

Signature: 
Heidi Maddox, Transit Operations Manager
Charlotte County Budget & Administration

Date: 2/13/25

8. Intercounty Services

The Charlotte County Transit Division has an arrangement with FDOT to provide funding for Sarasota County Area Transit (SCAT) to service the Englewood portion of Charlotte County.

Charlotte County Transit operates a paratransit curb-to-curb service.

As of June 5, 2021, SCAT announced after an 18-month evaluation of their operations, the closure of Route 16 and Route 26 and inclusion of those areas in what is now called “OnDemand by Sarasota County.”)

~~Charlotte County Transit offers the Veterans Council transportation to two out-of-county medical facilities: Bay Pines VA Healthcare System in Pinellas County and Lee County VA Healthcare Center in Cape Coral. Reservations must be made at least 24 hours prior to the scheduled medical appointment. Monday and Friday: Bay Pines and Cape Coral/Wednesday Cape Coral only—all trips have 8:00 am departure.~~

9. Emergency Preparedness and Response

The Charlotte County Transit Division has a major role in the Emergency Management Evacuation Plan for Charlotte County. ~~Transit staff keeps the Special Needs Evacuation List routed with quarterly updates.~~ In the event of a hurricane or other disaster, Transit Operations sits in the Emergency Operations Center and manages the evacuation.

The well-known Safe Place sign is proudly posted on all Charlotte County Transit vehicles.



Safe Place is a national youth outreach and prevention program for young people under the age of 18 (up to 21 years of age in some communities) in need of immediate help and safety. As a collaborative community prevention initiative, Safe Place designates businesses and organizations as Safe Place locations, making help readily available to youth in communities across the country. Designated Safe Place locations display the Safe Place sign, the universal symbol of youth safety.

10. Educational Efforts/Marketing

The general public has several different means of being referred to the Transit Division: (1) contracting agencies that are able to assist an individual, (2) an access line information and referral number, (3) grant public hearings, (4) word of mouth, and (5) outreach speaking opportunities. The Transit Division distributes a pamphlet which explains the organization's function, funding and method of access to service.

The Transit Division recognizes that outreach should be continued by the appropriate agencies even in light of limited resources. Outreach to the general public will continue as a potential source of increased ridership. Pamphlet distribution will be through the various public and private agencies. A number of clients are introduced to the program when they begin to use general public paratransit. Clients inquiring about the "TD Discount" are mailed a self-referral form or it can be found on the Charlotte County Transit website, which can be mailed in ~~or put in a locked transit fare box~~. Transit and MPO staffers have hosted many transit-related public workshops and meetings in support of the Transit Development Plan and the Long Range Transportation Plan. Several transit grassroots outreach events have been held in conjunction with food pantry distributions to target the County's most transit dependent populations. **A new Charlotte Rides mobile cell phone app has been recently introduced.**

11. Acceptable Alternatives

The general public paratransit system is operational and functioning under an updated System Safety Program Plan, which serves both programs.

12. Service Standards

Service standards ensure that quality and uniform service will be provided for the Transportation Disadvantaged. Many of the standards have been jointly developed by the LCB, the Planning Agency and the CTC, approved by the Board and are consistent with those of the CTD. Other standards are local or internal policies of the CTC. These standards provide the basis for evaluation of the CTC by the LCB and the evaluation of the contracted operators by the CTC.

(1) Drug and Alcohol Testing. Pre-employment, randomization, post-accident and reasonable suspicion drug and alcohol testing shall apply to all safety sensitive job positions.

(2) Monitoring Requirements. The LCB and the CTD, with the assistance of Planning staff, monitors various aspects of the CTC through an annual evaluation, reports on trends and tracking of complaints and grievances, as well as other service areas of the CTC as requested by the LCB. The CTC monitors the contracted operators through random spot checks and an annual evaluation.

(3) Driver Identification. Drivers are required to wear a picture identification ~~or name tag on their uniforms~~. Drivers will identify and announce themselves and the organization in a professional manner to new customers.

Dispatch will change county response to operator response, or operator response to county response if such action seems in the best interest of timeliness. The CTC established a 90% on-time performance standard. The on-time policy is found in the Driver Manual dated May ~~2020~~ 2024.

(15) Advance Reservation Requirements. There is a ~~72-96~~ 2-hour advance reservation requirement, except in special circumstances.

(16) Complaints. Any consumer concern involving timeliness, vehicle condition, quality of service, personnel behavior, and other operational policies are considered a complaint to be addressed by appropriate staff. Minor verbal complaints can be handled by various staff immediately. More serious verbal, written, and governmental complaints are to be addressed within ten working days by the Transit Operations Manager. The service report form provided by the CTD is utilized by the Transit Division in the resolution of complaints. Grievance standards have been adopted by the LCB and are referenced in Section I, D, Strategy 6.3.

(17) Accidents. It is the responsibility of Transit employees to report all accidents to the police to obtain a written report. Accidents are also to be reported to the Risk Management Division and reports of passenger injuries are to be reported to the proper funding and governmental agencies. Accident standards have been adopted by the LCB and are located in Section I, D, Strategy 5.8.

(18) Roadcalls. Roadcall standards have been adopted by the LCB and are located in Section I, D, Strategy 6.4.

(19) Public Transit Ridership. In January 2001, Charlotte County started public paratransit service, (then known as the Dial-a-Ride system). Approximately 10.5% of the ridership is identified as TD. These clients receive a discounted fare.

(20) Call-Hold Time. All calls placed to Charlotte County Transit shall be placed in a queue, and every effort is made to respond to the caller in a timely manner. Call hold time is monitored by the Cisco telephone system used by Charlotte County.

(21) Transportation Prioritization Policy. Resources of the Transit Division for TD trips within the service area are to be utilized according to the following priority ranking: (1) Individual medical trips, (2) Group trips for groceries and congregate dining, (3) Trips for employment purposes, (4) Trips for adult education, and (5) Social and non-essential shopping. Contract rides shall be used primarily for Priority 1 trips.

(22) Out-of-Service Area Trips.

As of June 5, 2021, SCAT announced after an 18-month evaluation of their Englewood operations, the closure of Route 16 and Route 26 and inclusion of those areas in what is now called "OnDemand by Sarasota County."

~~Charlotte County Transit offers through the Veterans Council out-of-service area trips intended for veterans. These trips are provided for medical and educational purposes based upon availability and capacity. These trips are to Cape Coral and St. Petersburg (Bay Pines).~~

(23) Transit Clients with Medical Conditions. The Charlotte County Transit Division accepts TD clients who are ambulatory or in wheelchairs in a non-discriminatory manner. Every effort will be made to provide safe and dignified service.

(24) Vehicle Maintenance. Vehicles are to be cleaned weekly and to be checked on a regular basis for safety, passenger comfort, performance and appearance. If the safety of the vehicle is in doubt, the use of the vehicle will be suspended. Because of the COVID- 19 pandemic, sanitation measures on transit buses have been greatly enhanced.

(25) No-Show Policy. A TD client can cancel a trip up to one hour before the scheduled trip without being considered a no-show. However, if a client does not cancel a trip at least one hour prior to the scheduled trip, or is not at the appointed place of pick-up, and these circumstances occur three times in six months, the client may lose the privilege of TD services. Those clients utilizing the service for life-sustaining medical purposes will not be suspended for no-shows.

(26) Billing Requirements. Transit currently bills the various agencies in various formats prescribed by the agencies.

(27) Eating and Drinking. Consuming food or drinking any beverage is not allowed on Charlotte County transit vehicles, unless it is an approved reasonable modification.

(28) Two-way Communication. All Transit vehicles will be equipped with a two-way communication system in good working order.

(29) Air Conditioning/Heating. All Charlotte County Transit vehicles will be equipped with air conditioning and heating. Any vehicle not meeting this requirement will be scheduled for repair.

(30) First Aid and CPR. The Charlotte County Transit Division requires that all bus drivers, dispatchers and Transit Operations Coordinators maintain current CPR/First Aid certifications.

(31) Driver Criminal Background Screening. Transit and contract operators are in compliance with the FTA, FDOT, and the various funding agencies, as reflected in the System Safety Plan.

(32) Security Cameras. Charlotte County Transit vehicles are equipped with cameras.

final year of the MOA, when the LCB and MPO Board are involved with consideration of the recommendation of a CTC for the next five-year period.

The CTC is evaluated against the Charlotte County Transportation Disadvantaged Local Coordinating Board's locally established standards for service. Criteria used to develop these standards focus upon the following areas:

- Coordination of service
- Provision of service
- Resource management
- Marketing of service
- Safety
- Quality of service
- Identification and implementation of standards and policies

Included in the CTC Review are a bus or van ride and surveys of riders, contract operators and purchasing agencies. The information and findings are in a format that allows the LCB members to review performance and make appropriate decisions. The LCB analyzes the findings of the evaluation at a regularly scheduled LCB meeting. The CTC Evaluation is forwarded to the CTD for final disposition. The most recent CTC Evaluation conducted ~~February 5-7, 2024~~ **February 24-26, 2025** can be found in Appendix J.

Measurable standards included in this TDSP to which the CTC is held are those for accidents, roadcalls, and grievances. Evaluation is ongoing through quarterly reporting to the LCB at regular meetings (normally in January, May, September and November of each year). The Implementation Schedule is summarized in Section I. E. and is a continual evaluation tool.

- **FDOT Monitoring Procedures of CTC (including Contract Drivers and Coordination Partners)**

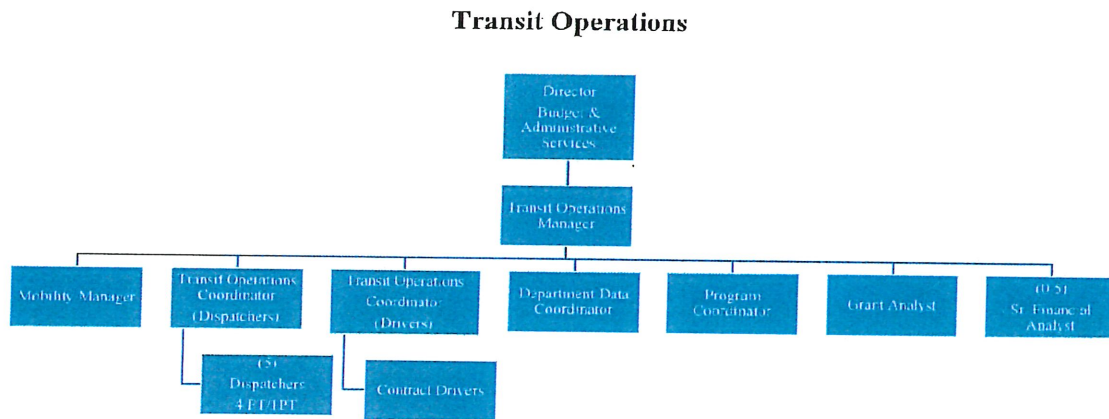
The CTC undergoes a System Safety and Contract Compliance review by FDOT. It contains fifteen records and items to be examined. The areas to be examined include general information, program plan files, bus safety inspection records, driver license records, driver training records, operational and safety procedures, driving hours and work periods, records of pre-employment exams, biennial driver medical examinations, vehicle maintenance records, daily vehicle inspection files, vehicle emergency and safety equipment inspection, and compliance with Drug Free Workplace Act.

An additional system for monitoring passenger satisfaction with the CTC, including contract drivers and coordinated partners, is a passenger satisfaction survey and analysis. These surveys are administered on a random basis. The last CTC passenger satisfaction survey was conducted in January 2016.

- **Coordination Contract Evaluation Criteria**

All coordination contracts and evaluations of those contracts are performed by the CTC utilizing County and Commission standards for the evaluation. LCB members have the opportunity to

ORGANIZATION CHART



Proposed: 1.11.2024

Charlotte County Transit Rolling Stock																			March 12, 2025	
Year	Make	Model	Vehicle Type	VIN Number	Agency Vehicle #	Ramp or Lift (specify)	# of Seats and W/C Positions	Other Equipment	Use	Average Miles/Yr	Current Mileage	Funding Source	Name of Title Holder	Acquisition Date	Cost	% Federal funding	Location	Condition	Expected Date of Retirement	Status
2016	Taurus	Ford Sedan	F	1FAHP2H86GG138332	35632	N	Seats 4	N/A	Transit	4,017	24,100	5307	Charlotte County BOCC	9/20/2016	\$ 25,980.51	80%	545 Theresa Boulevard, Port Charlotte, FL	running		Active
2016	Ford	Transit Connect	F	1FDZ2CM0JKA36705	36242	Y-800	7 Seats W/C 2	N/A	Transit	34,169	136,676	5310	FDOT	4/9/2016	\$ 65,225.00	90%	545 Theresa Boulevard, Port Charlotte, FL	running	3/31/2026	Active
2018	Ford	Transit Connect	F	1FDZ2CM2JKA36707	36243	Y-800	7 Seats W/C 2	N/A	Transit	35,508	146,030	5310	FDOT	4/9/2016	\$ 65,225.00	90%	545 Theresa Boulevard, Port Charlotte, FL	running	3/31/2026	Active
2018	Ford	Transit Connect	F	1FDZ2CM2JKA36710	36249	Y-800	Seats 7 W/C 2	N/A	Transit	34,060	136,240	5307	Charlotte County BOCC	4/30/2018	\$ 65,289.57	80%	25490 Airport Road Punta Gorda, FL	running	12/31/2025	Active
2018	Ford	Transit Connect	F	1FDZ2CM4JKA36708	36250	Y-800	Seats 7 W/C 2	N/A	Transit	37,465	149,858	5307	Charlotte County BOCC	4/20/2018	\$ 65,288.66	80%	25490 Airport Road Punta Gorda, FL	running	12/31/2025	Active
2018	Ford	Transit Connect	F	1FDZ2CM4JKA36714	36328	Y-800	Seats 7 W/C 2	N/A	Transit	36,091	144,362	5307	Charlotte County BOCC	4/30/2018	\$ 62,255.00	80%	545 Theresa Boulevard, Port Charlotte, FL	running	12/31/2025	Active
2018	Ford	Transit Connect	F	1FDZ2CM4JKA36711	36332	Y-800	Seats 7 W/C 2	N/A	Transit	30,956	123,825	5307	Charlotte County BOCC	5/22/2018	\$ 65,229.21	80%	545 Theresa Boulevard, Port Charlotte, FL	running	12/31/2025	Active
2018	Ford	Transit Connect	F	1FDZ2CM6JKA36709	36347	Y-800	Seats 7 W/C 2	N/A	Transit	30,896	123,583	5307	Charlotte County BOCC	6/29/2018	\$ 65,807.59	80%	25490 Airport Road Punta Gorda, FL	running		Active
2018	Ford	Transit Connect	F	1FDZ2CM6JKA36712	36348	Y-800	Seats 7 W/C 2	N/A	Transit	31,585	126,341	5307	Charlotte County BOCC	6/29/2018	\$ 65,825.89	80%	25490 Airport Road Punta Gorda, FL	running		Active
2018	Ford	Transit Connect	F	1FDVU4XV0JKA11846	36505	Y-800	9 Seats W/C 2	N/A	Transit	98,311	145,243	5310	FDOT	11/15/2018	\$ 75,045.00	50%	545 Theresa Boulevard, Port Charlotte, FL	running	6/30/2026	Active
2019	Ford	Transit Connect	F	1FDVU4XV0K8A11652	36506	Y-800	9 Seats W/C 2	N/A	Transit	45,521	136,563	5310	FDOT	3/7/2019	\$ 75,045.00	50%	545 Theresa Boulevard, Port Charlotte, FL	running	6/30/2026	Active
2019	Ford	Transit Connect	F	1FDVU4XV6K8B31553	37342	Y-800	Seats 9 W/C 2	N/A	Transit	41,687	125,062	5339	Charlotte County BOCC	12/4/2019	\$ 79,651.00	80%	545 Theresa Boulevard, Port Charlotte, FL	running		Active
2019	Ford	Transit Connect	F	1FDVU4XV8K8B31554	37343	Y-800	Seats 9 W/C 2	N/A	Transit	45,225	135,675	5339	Charlotte County BOCC	12/4/2019	\$ 79,651.00	80%	545 Theresa Boulevard, Port Charlotte, FL	running	12/31/2026	Active
2019	Ford	Transit Connect	F	1FDVU4XVXK8B31555	37345	Y-800	Seats 9 W/C 2	N/A	Transit	48,271	144,812	5339	Charlotte County BOCC	12/4/2019	\$ 79,651.00	80%	545 Theresa Boulevard, Port Charlotte, FL	running	12/31/2026	Active
2019	Ford	Transit Connect	F	1FDVU4XV1K8B31556	37437	Y-800	Seats 12 W/C 2	N/A	Transit	37,202	111,605	5339	Charlotte County BOCC	12/20/2019	\$ 79,651.00	80%	545 Theresa Boulevard, Port Charlotte, FL	running		Active
2020	Ford	Odyssey	D	1FDFE4F53KDC43871	37438	Y-1000	12 Seats 3 W/C	N/A	Transit	48,307	98,613	5339	FDOT	11/18/2019	\$100,259.00	90%	545 Theresa Boulevard, Port Charlotte, FL	running		Active
2019	Ford	Transit Connect	F	1FDVU4XV5K8B31558	37440	Y-800	Seats 9 W/C 2	N/A	Transit	44,288	132,693	5339	Charlotte County BOCC	12/11/2019	\$ 79,651.00	80%	545 Theresa Boulevard, Port Charlotte, FL	running	12/31/2026	Active
2019	Ford	Transit Connect	F	1FDVU4XV3K8B31557	37442	Y-800	Seats 9 W/C 2	N/A	Transit	44,615	133,644	5339	Charlotte County BOCC	12/11/2019	\$ 79,651.00	80%	545 Theresa Boulevard, Port Charlotte, FL	running		Active
2019	Ford	Transit Connect	F	1FDVU4XV7K8B31559	37443	Y-800	Seats 9 W/C 2	N/A	Transit	26,019	78,058	5339	Charlotte County BOCC	2/10/2020	\$ 79,651.00	80%	545 Theresa Boulevard, Port Charlotte, FL	Not Running	Out of Service 10/09/24	Inactive
2019	Ford	Transit Connect	F	1FDVU4XV3K8B31560	37447	Y-800	Seats 9 W/C 2	N/A	Transit	38,670	116,010	5339	Charlotte County BOCC	12/20/2019	\$ 79,651.00	80%	545 Theresa Boulevard, Port Charlotte, FL	running		Active
2019	Ford	Transit Connect	F	1FDVU4XV8K8B31561	37450	Y-800	Seats 9 W/C 2	N/A	Transit	38,160	114,479	5339	Charlotte County BOCC	12/11/2019	\$ 79,651.00	80%	545 Theresa Boulevard, Port Charlotte, FL	running		Active
2020	Ford	Odyssey	D	1FDFE4F55KDC43872	37475	Y-1000	12 Seats 3 W/C	N/A	Transit	37,790	76,580	5339	FDOT	11/13/2020	\$100,259.00		545 Theresa Boulevard, Port Charlotte, FL	running		Active
2020	Ford	Odyssey	D	1FDFE4F55KDC45348	37481	Y-1000	12 Seats 3 W/C	N/A	Transit	67,042	134,084	5310	FDOT	12/11/2019	\$100,259.00		545 Theresa Boulevard, Port Charlotte, FL	running	3/30/2026	Active
2021	Ford	Odyssey	D	1FDFE4F10MDC01204	37685	Y-1000	12 Seats 3 W/C	N/A	Transit	51,145	102,289	5310	FDOT	11/13/2020	\$103,111.00		545 Theresa Boulevard, Port Charlotte, FL	running		Active
2020	Ford E-450	Turbo Top	D	1FDFE4F16MDC02244	37886	Y-1000	12 Seats 3 W/C	N/A	Transit	43,913	87,826	5339	Charlotte County BOCC	11/13/2020	\$103,111.00	80%	545 Theresa Boulevard, Port Charlotte, FL	running		Active
2020	Ford	Transit Connect	F	1FDZK1CB4LKA16912	37987	N	9 Seats W/C 0	N/A	Transit	7,103	14,205	5307	Charlotte County BOCC	10/28/2020	\$ 53,293.00	80%	545 Theresa Boulevard, Port Charlotte, FL	running		Active
2021	Ford E-450	Odyssey	D	1FDFE4F19MDC01203	37559	Y-1000	12 Seats 3 W/C	N/A	Transit	34,726	69,452	5310	FDOT	11/13/2020	\$103,111.00		545 Theresa Boulevard, Port Charlotte, FL	running		Active
2020	Ford E-451	Turbo Top	D	1FDFE4F13MDC01200	37999	Y-1000	12 Seats 3 W/C	N/A	Transit	40,531	81,061	5339	Charlotte County BOCC	11/13/2020	\$103,111.00	80%	545 Theresa Boulevard, Port Charlotte, FL	running		Active
2020	Ford	Transit Connect	F	1FDZK1CBXKKA16915	38002	N	9 Seats W/C 0	N/A	Transit	4,636	9,272	5307	Charlotte County BOCC	10/28/2020	\$ 53,293.00	80%	545 Theresa Boulevard, Port Charlotte, FL	running		Active
2020	Ford	Transit Connect	F	1FDZK1CB6LKA16913	38003	N	9 Seats W/C 0	N/A	Transit	2,153	4,306	5307	Charlotte County BOCC	10/28/2020	\$ 53,293.00	80%	545 Theresa Boulevard, Port Charlotte, FL	running		Active
2020	Ford	Transit Connect	F	1FDZK1CB1LKA16916	38004	N	9 Seats W/C 0	N/A	Transit	7,701	15,401	5307	Charlotte County BOCC	10/28/2020	\$ 53,293.00	80%	545 Theresa Boulevard, Port Charlotte, FL	running		Active
2020	Ford	Transit Connect	F	1FDZK1CB0LKA16910	38005	N	9 Seats W/C 0	N/A	Transit	7,687	15,374	5307	Charlotte County BOCC	10/28/2020	\$122,274.00	80%	545 Theresa Boulevard, Port Charlotte, FL	running		Active
2021	Ford E-450	Turbo Top	D	1FDUF5GN2LED78961	38023	Y-1000	14 Seats 2 W/C	N/A	Transit	24,968	49,935	5307	Charlotte County BOCC	3/3/2021	\$122,274.00	80%	545 Theresa Boulevard, Port Charlotte, FL	running		Active

APPENDIX G

RATE MODEL CALCULATIONS (adopted May 1, 2025)

Fiscal Services-Grants Section/Transit
Charlotte County Transit TD Rate Comparison

TD Rate Model 5 Year Comparison

	FY22	FY23	FY24	FY25	FY26
Ambulatory	\$ 18.24	\$ 20.44	\$ 30.37	\$ 29.20	\$ 54.92
Wheel Chair	\$ 31.27	\$ 35.03	\$ 52.06	\$ 50.06	\$ 94.15
Group per passenger	\$ 9.50	\$ 10.69	\$ 14.64	\$ 14.08	\$ 26.48
Total Expenditures per rate calc	\$ 1,114,122.00	\$ 1,212,116.00	\$ 1,083,312.00	\$ 1,195,479.00	\$ 1,381,954.00
Budgeted Operating Rate Subsidy Revenue	\$ 234,252.00	\$ 182,800.00	\$ 182,800.00	\$ 284,999.00	\$ 219,168.00
Projected Passenger Miles	499,758	375,734	\$ 200,000	200,920	154,197
Projected Passenger Trips	47,596	45,846	\$ 30,000	30,000	21,000
Avg Passenger Trip Length miles	10.5	8.2	6.7	6.7	7.3
Group Load Rate persons	3.06	3.01	4.00	4.00	4.00
Rate per passenger trip if not subsidized	\$ 23.41	\$ 26.44	\$ 36.53	\$ 39.85	\$ 65.81

Note: This report is used for informational purposes only and is not submitted as part of the rate model.

Preliminary Information Worksheet

Version 1.4

CTC Name: Charlotte County Transit
County (Service Area): Charlotte County
Contact Person: Heidi Maddox
Phone #: 941.833.6234

Check Applicable Characteristic:

ORGANIZATIONAL TYPE:

NETWORK TYPE:



Governmental



Private Non-Profit



Private For Profit



Fully Brokered



Partially Brokered



Sole Source

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

Comprehensive Budget Worksheet

Version 1.4

CTC: Charlotte County Transit
County: Charlotte County

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

Prior Year's ACTUALS from Oct 1st of 2023 to Sept 30th of 2024	Current Year's APPROVED Budget, as amended from Oct 1st of 2024 to Sept 30th of 2025	Upcoming Year's PROPOSED Budget from Oct 1st of 2025 to Sept 30th of 2026	% 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
---	---	---	--	--	---

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

Local Non-Govt

Farebox						Fare Free services Other-CRN Trips
Medicaid Co-Pay Received						
Donations/ Contributions						
In-Kind, Contributed Services						
Other	\$ 5,850			-100.0%		
Bus Pass Program Revenue						

Local Government

District School Board						County cash includes match for 5310, 5311, TD, and unfunded expenses
Compl. ADA Services						
County Cash	\$ 494,481	\$ 351,093	\$ 632,788	-29.0%	80.2%	
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	\$ 518,529	\$ 552,000	\$ 500,000	6.9%	-9.4%	Estimated revenue based on anticipated ridership not actual allocation
Non-Spons. Capital Equipment						
Rural Capital Equipment						
Other TD (specify in explanation)						
Bus Pass Program Revenue						

USDOT & FDOT

49 USC 5307						5311-overall system operating expense subsidy
49 USC 5310						Other DOT_5310 Operating
49 USC 5311 (Operating)	\$ 62,934	\$ 62,800	\$ 62,800	31.6%	0.0%	
49 USC 5311(Capital)						
Block Grant						
Service Development						
Commuter Assistance						
Other DOT (specify in explanation)	\$ 53,434	\$ 100,000	\$ 136,368	87.1%	38.4%	
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						Other DOEA= Senior Friendship
Community Care for Elderly						
Other DOEA (specify in explanation)	\$ 27,656	\$ 20,000	\$ 30,000	-27.7%	50.0%	
Bus Pass Program Revenue						

DCA

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

Comprehensive Budget Worksheet

Version 1.4

CTC: Charlotte County Transit
County: Charlotte County

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

	Prior Year's ACTUALS from Oct 1st of 2023 to Sept 30th of 2024	Current Year's APPROVED Budget as amended from Oct 1st of 2024 to Sept 30th of 2025	Upcoming Year's PROPOSED Budget from Oct 1st of 2025 to Sept 30th of 2026	% 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

APD

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

DJJ

(specify in explanation)

Other Fed or State

xxx

xxx

xxx

Bus Pass Program Revenue

Other Revenues

Interest Earnings

xxxx

xxxx

Bus Pass Program Revenue

Actual or Planned Use of Cash Reserve

Balancing Revenue is Short By =

None

None

Total Revenues = \$1,160,884 \$1,105,893 \$1,381,954 -4.7% 25.0%

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

Labor	\$ 274,501	\$ 248,193	\$ 275,189	-10.3%	11.8%	Labor: Payroll expenses are increasing.
Fringe Benefits	\$ 135,769	\$ 145,433	\$ 133,253	7.1%	-8.4%	
Services	\$ 39,440	\$ 49,000	\$ -	24.2%	-100.0%	Fringe Benefits: Decrease expected due to anticipated employee benefit selections.
Materials and Supplies	\$ 452	\$ 1,000	\$ -	121.2%	-100.0%	
Utilities	\$ 48,264	\$ 39,931	\$ 20,177	-17.3%	-49.5%	Services: Decrease resulting from the reallocation of expenses to a different funding source.
Casualty and Liability	\$ 17,663	\$ 4,750	\$ 5,802	-73.6%	17.9%	
Taxes						
Purchased Transportation:						
Purchased Bus Pass Expenses						Materials and Supplies: Decrease due to expense reallocation to an alternative funding source.
School Bus Utilization Expenses						
Contracted Transportation Services	\$ 479,228	\$ 487,095	\$ 818,860	1.6%	68.1%	
Other	\$ 1,288	\$ -	\$ -	-100.0%	-100.0%	Utilities: Decrease due to a countywide reclassification of telephone expenses.
Miscellaneous	\$ 444	\$ 1,000	\$ 5,500	125.2%	450.0%	
Operating Debt Service - Principal & Interest						Self-insurance: Increase due to the proportionate allocation of the insurance fund balance.
Leases and Rentals	\$ 5,320	\$ 8,762	\$ 5,000	64.7%	-42.9%	
Contrib. to Capital Equip. Replacement Fund						Contracted Transportation Services: Adjusted budget to reflect market conditions following the rebidding of driver and bus washer contracts.
In-Kind, Contributed Services	\$ -	\$ -	\$ -			
Allocated Indirect	\$ 158,179	\$ 122,729	\$ 118,373	-22.4%	-3.5%	Miscellaneous: Anticipated reduction in legal advertisement costs and an increase in translation services.
Capital Expenditures						
Equip. Purchases with Grant Funds						
Equip. Purchases with Local Revenue						
Equip. Purchases with Rate Generated Rev.						
Capital Debt Service - Principal & Interest						

Total Expenditures = \$1,160,884 \$1,105,893 \$1,381,954 -4.7% 25.0%

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

Budgeted Rate Base Worksheet

Version 1.4

CTC: Charlotte County Transit

County: Charlotte County

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	
Oct 1st of	
to	
Sept 30th of	
2015	
2016	
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

REVENUES (CTC/Operators ONLY)

Fares	\$	-
Local Govt	\$	-
Local Govt Pay Received	\$	-
Donations/Contributions	\$	-
In-Kind, Contributed Services	\$	-
Other	\$	-
Bus Pass Program Revenue	\$	-

Local Government

District School Board	\$	-
Compt. ADA Services	\$	-
County Cash	\$	652,766
County In-Kind, Contributed Services	\$	-
City Cash	\$	-
City In-Kind, Contributed Services	\$	-
Other Cash	\$	-
Other In-Kind, Contributed Services	\$	-
Bus Pass Program Revenue	\$	-

CTD

Trans. Spans. Trk Program	\$	500,000
Trans. Spans. Capital Equipment	\$	-
Rural Capital Equipment	\$	-
Other TID	\$	-
Bus Pass Program Revenue	\$	-

USDOT & FDOT

49 USC 5307	\$	-
49 USC 5310	\$	-
49 USC 5311 (Operating)	\$	62,600
49 USC 5311 (Capital)	\$	-
Black Grant	\$	-
Service Development	\$	-
Contractor Assistance	\$	-
Other DOT	\$	136,368
Bus Pass Program Revenue	\$	-

AHCA

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

DCF

Alcon, Drug & Mental Health	\$	-
Family Safety & Preservation	\$	-
Comm. Care Licensing & Adult Serv.	\$	-
Other DCF	\$	-
Bus Pass Program Revenue	\$	-

DOH

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

DOE (state)

Conf. Facilities	\$	-
Div of Bus Services	\$	-
Vocational Rehabilitation	\$	-
Day Care Programs	\$	-
Other DOE	\$	-
Bus Pass Program Revenue	\$	-

AMI

WAGES/Workforce Board	\$	-
AMI	\$	-
Bus Pass Program Revenue	\$	-

DOEA

Older Americans Act	\$	-
Community Care for Elderly	\$	-
Other DOEA	\$	30,000
Bus Pass Program Revenue	\$	-

DCA

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

\$	-	
\$	-	
\$	-	
\$	-	
\$	-	

\$	-	
\$	-	
\$	652,766	
\$	-	
\$	-	
\$	-	
\$	-	
\$	-	
\$	-	

\$	500,000	
\$	-	
\$	-	
\$	-	
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\$	-	
\$	-	
\$	-	

\$	-	
\$	-	
\$	-	
\$	62,600	
\$	-	
\$	-	
\$	-	
\$	-	
\$	136,368	
\$	-	

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\$	-	

\$	-	
\$	-	
\$	30,000	
\$	-	

\$	-	
\$	-	
\$	-	

YELLOW cells

are NEVER Generated by Applying Authorized Rates

BLUE cells

Should be funds generated by rates in this spreadsheet

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.

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: Charlotte County Transit

County: Charlotte County

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 total 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, GR will be used as match for the purchase of equipment?
from Oct 1st of 2025 to Sept 30th of 2026	3	4	5
1	2		

APD			
Office of Disability Determination	\$ -	\$ -	
Developmental Services	\$ -	\$ -	
Other A/D	\$ -	\$ -	
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 =	\$ 1,381,954	\$ 1,162,786	\$ 219,168

EXPENDITURES (CTC/Operators ONLY)		\$ 219,168
Labor	\$ 275,159	Amount of Budgeted Operating Rate Subsidy Revenue
Operating Expenditures	\$ 133,253	
Services	\$ -	
Materials and Supplies	\$ -	
Utilities	\$ 20,197	
Casualty and Liability	\$ 5,602	
Taxes	\$ -	
Purchased Transportation		
Purchased Bus Pass Expenses	\$ -	
School Bus Utilization Expenses	\$ -	
Contracted Transportation Services	\$ 816,660	
Other	\$ -	
Miscellaneous	\$ 5,500	
Operating Debt Service - Principal & Interest	\$ -	
Leases and Rentals	\$ 5,000	
Contrib. to Capital Equip. Replacement Fund	\$ -	
In-Kind, Contracted Services	\$ -	
Allocated Interest	\$ 115,373	
Capital Expenditures		
Equip. Purchases with Grant Funds	\$ -	
Equip. Purchases with Local Revenue	\$ -	
Equip. Purchases with Rate Generated Rev.	\$ -	
Capital Debt Service - Principal & Interest	\$ -	
Total Expenditures =	\$ 1,381,954	
minus EXCLUDED Subsidy Revenue =	\$ 219,168	
Budgeted Total Expenditures INCLUDED in Rate Base =	\$ 1,162,786	
Rate Base Adjustment =		
Adjusted Expenditures Included in Rate Base =	\$ 1,162,786	

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.

The Difference between Expenditures and Revenues for Fiscal Year 2023 - 2024

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

Worksheet for Program-wide Rates

CTC: Charlotte County T Version 1.4
County: Charlotte County

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 = 154,197

Rate Per Passenger Mile = \$ 7.54

Total Projected Passenger Trips = 21,000

Rate Per Passenger Trip = \$ 55.37

Fiscal Year

2025 - 2026

Avg. Passenger Trip Length = 7.3 Miles

Rates If No Revenue Funds Were Identified As Subsidy Funds

Rate Per Passenger Mile = \$ 8.96

Rate Per Passenger Trip = \$ 65.81

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

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

CTC: Charlotte County Version 1.4
County: Charlotte County

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 checked="" type="radio"/> Yes
<input type="radio"/> No	<input type="radio"/> No	<input checked="" type="radio"/> No	<input 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	Go to Section II 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	Skip # 2, 3 & 4 and Go to Section III 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 checked="" type="radio"/> Yes	<input checked="" type="radio"/> Yes	<input type="radio"/> Yes	<input checked="" type="radio"/> Yes
<input type="radio"/> No	<input type="radio"/> No	<input checked="" type="radio"/> No	<input type="radio"/> No

Do NOT

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	Complete Section II for Stretcher Service	Leave Blank

Effective Rate for Contracted Services:

Ambulatory	Wheelchair	Stretcher	Group
per Passenger Mile	per Passenger Mile	per Passenger Mile	per Passenger Mile
per Passenger Trip	per Passenger Trip	per Passenger Trip	per Passenger Trip
Go to Section II for Ambulatory Service	Go to Section II for Wheelchair Service	Do NOT Complete Section II for Stretcher Service	Go to 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	Leave Blank and Go to Section III for Group Service

Worksheet for Multiple Service Rates

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

CTC: Charlotte Count Version 1.4
County: Charlotte County

SECTION III: Escort Service

1. Do you want to charge all escorts a fee?

☐ Yes
☒ No

Skip # 2 - 4 and
Go to Section M

2. If you answered Yes to #1, do you want to charge the fee per passenger trip OR per passenger mile?

☒ Pass. Trip
☐ Pass. Mile

Leave Blank

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)

You Must Complete This Section!
56,028

..... And what is the projected total number of Group Vehicle Revenue Miles?

14,007

Loading Rate 4.00 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

Projected Passenger Miles (excluding totally contracted services addressed in Section II) = 154,107

Rate per Passenger Mile =

RATES FOR FY: 2025 - 2026				
Ambul	Wheel Chair	Stretcher	Group	
64,714	33,455	Leave Blank	56,028	
\$7.80	\$13.37	\$0.00	\$3.76	\$15.04
			per passenger	per group

Projected Passenger Trips (excluding totally contracted services addressed in Section II) = 21,000

Rate per Passenger Trip =

Ambul	Wheel Chair	Stretcher	Group	
9,753	4,867	Leave Blank	8,380	
\$54.92	\$94.15	\$0.00	\$26.48	\$105.92
			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....

...INPUT the Desired Rate per Trip (but must be less than per Trip rate above) =

Rate per Passenger Mile for Balance =

Combination Trip and Mile Rate				
Ambul	Wheel Chair	Stretcher	Group	
		Leave Blank		\$0.00
\$7.80	\$13.37	\$0.00	\$3.76	\$15.04
			per passenger	per group

Rate per Passenger Mile =

Rate per Passenger Trip =

Rates If No Revenue Funds Were Identified As Subsidy Funds				
Ambul	Wheel Chair	Stretcher	Group	
\$9.37	\$16.88	\$0.00	\$4.47	\$17.78
			per passenger	per group
Ambul	Wheel Chair	Stretcher	Group	
Program These Rates Into Your Medicaid Encounter Data				

**Upon approval at the May 1, 2025 LCB Meeting, this document
will be inserted as Appendix J (pages 89-97).**

CTC Review

Charlotte County Board of County Commissioners
Transit Division

Counties served: Charlotte

Date(s) of Review: February 24-26, 2025

PA Staff Assigned to Review: Wendy Scott and Sierra Ray Scott

I. Records and Areas of Review

- A. General Information
- B. Chapter 427, F.S.
- C. Rule 41-2, F.A.C.
- D. Americans with Disabilities Act
- E. Bus/Van Ride
- F. Surveys
- G. Follow-up of previous QAPE Review
- H. Additional Observations
- I. Current Year Trip and Equipment Grant

II. Findings and Recommendations

A. General Information

Charlotte County Transit Transportation Disadvantaged Application

Updated 12/06/2024

Charlotte County Transit includes transportation mandated by the Florida Commission for the Transportation Disadvantaged (TD). “Transportation disadvantaged” means “those persons who because of physical or mental disability, income status, or age are unable to transport themselves or to purchase transportation and are, therefore, dependent upon others to obtain access to health care, employment, education, shopping, social activities, or other life-sustaining activities, or children who are handicapped or high-risk or at-risk” as defined in s. 411.202 per F.S. 427.

Please read the TD program qualifications and guidelines below. If you have any questions or need assistance, please call 941-833-6233. If by 21 days following the submission of a completed application, Charlotte County Transit has not determined eligibility, the applicant shall be treated as eligible and provided service until and unless Charlotte County Transit denies the application. If you are denied TD eligibility and wish to appeal the decision, you may contact our office. The Transportation Disadvantaged Ombudsman helpline is 1-800-983-2435.

Transportation Disadvantaged Grant Qualifications and Guidelines:

- Origin and destination locations can be within the service area of Charlotte County
- Applicant must verify that they have one or more of the following:
 - Age 60 or older; or
 - A recognized disability (temporary or permanent) verified by an accepted medical professional; or
 - Applicant must verify that their gross annual household income does not exceed 125% of the Department of Health and Human Services poverty guidelines (Table I, page 6)
- Call 941-575-4000 Option 1 to schedule appointments Monday through Friday 7:00 AM to 5:30 PM

APPENDIX M (application is also available in Spanish and French Creole)

Eligibility Criteria (Select One)

- ☐ If applying for Transportation Disadvantaged (TD) based on age (60 or older) and unable to transport yourself or to purchase transportation:
- Complete Parts 1, 2, 3, and 5.
 - Attach a copy of valid identification with date of birth.

OR

- ☐ If applying for TD due to medical reasons and unable to transport yourself or to purchase transportation:
- Complete Parts 1, 2, 3, 5, and 6.
 - Read and sign Applicant's Authorization in Part 6, providing the applicant's authorized signature to release medical information.
 - A currently Licensed Professional completes the rest of Part 6. See page 6 for a list of applicable professionals.
 - Attach a copy of valid identification with date of birth.

OR

- ☐ If applying for TD due to a total gross annual household income at or below 125% of the Federal Poverty Level and unable to transport yourself or to purchase transportation:
- Complete Parts 1, 2, 4, and 5.
 - Attach a copy of valid identification with date of birth.
 - Attach proof of income. Please send copies as proof of income will not be returned. Acceptable forms of proof of income include current copies of: (Note: You only need to provide one)
 - First page of your tax return
 - Unemployment Compensation Income Verification
 - DCF Benefit Letter
 - Social Security Income Verification or Proof of Income Letter (includes SSI and SSDI)
 - Two most recent pay stubs
 - Retirement/Pension Statement (includes VA)
 - If no one in your household has income, you must attach proof of Food Stamp eligibility or a signed letter on agency letterhead verifying that you have no income.
- Incomplete forms will be returned; failure to completely fill out this application will delay your eligibility determination
- The evaluation process normally takes up to maximum of ten (10) business days from the receipt of the completed forms.
- If you have any questions, please call 941-833-6233
- Please return completed form and required documents via mail to:
Charlotte County Transit Division, 545 Theresa Blvd., Port Charlotte, FL 33954.

Part 1: General Information

Please Print Clearly or Type
Complete every three (3) Years

Name:		Date:
Street Address:		
Apartment/ Building #:		
City:	State:	Zip Code:
Telephone # (Daytime):	Telephone # (Evening):	
Date of Birth:	Email:	

Are you enrolled in the Medicaid program? ☐ Yes ☐ No

Primary Language: ☐ English ☐ Spanish ☐ Other: _____

1. Do you have a valid driver's license? ☐ Yes ☐ No

2. Do you have access to a vehicle? ☐ Yes ☐ No

If Yes, why are you unable to use the vehicle? _____

3. Do you travel with a Personal Care Attendant (PCA) who assists you?

☐ Yes, always

☐ Yes, sometimes

☐ No

If someone assisted you in completing this form and you would like them to also be informed of decisions regarding your eligibility, please provide the following:

Name: _____ Relationship: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____

Emergency Contact

Name: _____

Phone: _____

Relationship to Applicant: _____

CHARLOTTE COUNTY TRANSIT OFFICE USE ONLY

Date Received: _____

☐ New Registration ☐ Renewal

Reviewed By: _____

Approved for TD Services: ☐ Age ☐ Disability ☐ Income

Reason for Denial: _____

Updated 12/06/2024

Part 2: Questions About Applicant's Mobility

☐ I do not use mobility aids or equipment listed below and can climb three 12-inch steps without assistance (Skip to section 3)

1. Please check below if you use any of the following mobility aids or equipment and answer the additional questions that apply to your type of aid or equipment.

☐ Cane ☐ Walker ☐ Manual Wheelchair ☐ Power Wheelchair ☐ Power Scooter

☐ Portable Oxygen CO2 ☐ Other: _____

If you use a mobility aid, please indicate below the size and weight:

- Is your wheelchair/scooter more than 48" long? ☐ Yes ☐ No
- Is your wheelchair/scooter more than 30" wide? ☐ Yes ☐ No
- Is your weight plus the weight of your wheelchair/scooter more than 800 pounds? ☐ Yes ☐ No

***NOTE: Charlotte County Transit may not be able to accommodate you if your wheelchair, scooter, or cart is longer than 48 inches or wider than 30 inches or if your total weight with your wheelchair is more than 800 pounds.

2. Can you get on and off a bus that has a lift?

- ☐ Yes
☐ No
☐ Sometimes
☐ I don't know because I have never tried

If you answered no or sometimes, please explain: _____

3. Once inside a bus, can you transfer to a seat by yourself?

- ☐ Yes
☐ No
☐ Sometimes

If you answered no or sometimes, please explain: _____

PART 3: Disability Status

1. What type or types of disabilities do you have?

- ☐ Physical Disability ☐ Visual Impairment/Blindness ☐ Developmental Disability
☐ Mental Health Condition ☐ Other _____ ☐ None

Please describe your disability in more detail: _____

2. Is the disability temporary or permanent?

- ☐ Temporary Disability - I expect it to last for another _____ months.
☐ Permanent Disability
☐ I don't know

3. Do you use a service animal? If yes, please describe the type of animal.

- ☐ Yes Type of animal: _____
☐ No

Remainder of Page Left Intentionally Blank

PART 4: Household Income

Including all parents, caregivers, relatives, or others involved in your living functions, how many people reside at the address provided in Part I? _____

How many vehicles are in your household? _____

Including all wages, disability payments, Social Security payments, pensions, dividends, investments, etc., what is your total gross annual household income? Attach proof of income for you and all members of your household to this completed application. Please provide copies as proof, they will not be returned.

- Acceptable forms of proof of income include current copies of: the first page of your most recent tax return, Unemployment Compensation Income Verification, DCF Benefit Letter, Social Security Income Verification or Proof of Income Letter (includes SSI and SSDI), minimum of (2) most recent pay stubs, Retirement/Pension Statement (includes VA) and Food Stamp eligibility.

Tax Return _____ W2 _____ SSI _____ SSDI _____

Pension _____ Interest/Dividends _____ Work Comp _____ Relatives _____
Other _____

Is your total gross annual household income at or below the 125% of the Federal Health and Human Services Guidelines for low household income? (See Table I, below) ☐ YES ☐ NO

Table I: 125% of the Department of Health and Human Services Poverty Guidelines 2024 The following totals represent 125% of the Federal Health and Human Services Guidelines for low household income and are updated annually. To qualify for the TD transportation program, household income may not exceed these guidelines:

Household/ Family Size	125%
1	\$18,825
2	\$25,550
3	\$32,275
4	\$39,000
5	\$45,752
6	\$52,450
7	\$59,175
8	\$65,900

Add \$6,725 for each person over 8

PART 5: Applicant's Certification

I understand the purpose of this evaluation form is to determine if I am eligible for Transportation Disadvantaged. I understand that the information about my disability and income contained in this application will be kept confidential and shared only with professionals involved in evaluating my eligibility. I certify that, to the best of my knowledge, the information in this evaluation form is true and correct. I understand that providing false and misleading information could result in my eligibility status being reexamined as well as other actions by Charlotte County Transit.

(Applicant's Signature)

(Date)

PART 6: Medical Professional Verification

NOTE: This part must be completed by one of the following currently licensed professionals before returning the application to our office: Physician (M.D. or D.O. or D.C.), Audiologist, Psychologist, Ophthalmologist, Registered Nurse, Clinical Social Worker, Independent Living Specialist, Occupational Therapist, Psychiatrist, Physical Therapist, or Rehabilitation Specialist.

Applicant's Authorization

I hereby authorize the following named professional to provide information about my disability and abilities to travel to Charlotte County Transit and/or persons assisting Charlotte County Transit to determine my eligibility for Transportation Disadvantaged. I understand that this information will be used solely for the purpose of determining my eligibility for Transportation Disadvantaged and that all medical information about my disability will be kept confidential.

Applicant's Signature: _____

Date: _____

Dear Medical Professional,

In order to process this applicant's request for Charlotte County Transit Transportation Disadvantaged eligibility, we require this form to be completed.

Please review the information provided by the applicant in Parts 1-5 of this application and answer the following questions in Part 6. (For Licensed Professional Only) Thank you in advance.

1. Has the applicant been diagnosed with a cognitive, mental, physical or other disability? Please list disabilities.

2. The applicant's disability is

☐ Permanent

☐ Temporary..... Expected duration? Years _____ Months _____

3. Does the applicant require the assistance of a Personal Care Attendant (PCA) or Escort when traveling on a public vehicle?

☐ Yes ☐ No

Medical Professional

Print or Type Name and Title: _____

State of Florida or Other State if applicable () License No.: _____

Business Address: _____ Phone No.: _____

City: _____ State: _____ Zip Code: _____

Professional's Signature: _____ Date: _____

MAY 1, 2025
LCB MEETING

AGENDA ITEM # 7
COMMUNITY TRANSPORTATION COORDINATOR (CTC) EVALUATION

Purpose: To review the Charlotte County CTC Evaluation

Agenda Item Presented by: MPO Staff

Discussion:

Pursuant to Florida Statutes, Chapter 427, and Florida Administrative Code, Rule 41-2, the Local Coordinating Board (LCB), with the assistance of the Official Planning Agency (OPA), conducts an annual performance evaluation of the Community Transportation Coordinator (CTC). In Charlotte County, the designated CTC is the Charlotte County Board of County Commissioners (BCC), the governing board of the County Transit Division. This year, the CTC Evaluation was conducted on February 24-26, 2025.

The CTC Evaluation document was developed utilizing sections of the CTC Evaluation Workbook and sample materials provided by the Florida Commission for the Transportation Disadvantaged (CTD). This year's review involved a bus inspection and ride-along, as well as examination of documentation provided by Transit Division staff. Additionally, surveys of riders and a vendor were conducted.

Recommendation: Motion to approve the Draft Annual CTC Evaluation

Attachments: [\(1\) 2025 CTC Evaluation](#)
[\(2\) Transit App Screenshots](#)

CTC Review

Charlotte County Board of County Commissioners
Transit Division

Counties served: Charlotte

Date(s) of Review: February 24-26, 2025

PA Staff Assigned to Review: Wendy Scott and Sierra Ray Scott

I. Records and Areas of Review

- A. General Information
- B. Chapter 427, F.S.
- C. Rule 41-2, F.A.C.
- D. Americans with Disabilities Act
- E. Bus/Van Ride
- F. Surveys
- G. Follow-up of previous QAPE Review
- H. Additional Observations
- I. Current Year Trip and Equipment Grant

II. Findings and Recommendations

A. General Information

In October 1987, the Charlotte County Board of County Commissioners (BCC) through its Transit Division was designated by the Florida Commission for the Transportation Disadvantaged (CTD) as the Community Transportation Coordinator (CTC) for Charlotte County. This relationship has continued to this day. On March 30, 2021, the CTD designated the BCC as the CTC for the next 5-year period. The Charlotte County Transit Division operates a governmental system in a small urban area.

Area of Noncompliance: None

Recommendation: None

Timeline for Compliance: None

CTC Review

Charlotte County Board of County Commissioners Transit Division

B. Chapter 427, F.S.

The CTC complies with Chapter, 427, F.S., by fulfilling the requirements specified in 427.0155, F.S. This includes assuming full responsibility for the delivery of transportation services for the transportation disadvantaged. Another task achieved is executing contracts for driver and bus washer services, disaster stretcher services and non-profit operators serving as volunteer organizational partners. The current contract for driver and bus washer services took effect on May 6, 2024 with A&Associates. The CTC also collects annual operating data and reviews all applications for local, state (including transportation disadvantaged) and federal (including Sections 5310 and 5311) grant funding. Additionally, the CTC develops cost-effective and efficient coordination strategies.

Area of Noncompliance: None

Recommendation: None

Timeline for Compliance: None

C. Rule 41-2, F.A.C.

The CTC fully complies with Rule, 41-2, F.A.C. These requirements further refine those stated in Chapter 427, F.S. A key requirement is possession of an awareness of all transportation disadvantaged resources available or planned in the Charlotte County service area. Equipped with this knowledge, the CTC plans, coordinates and implements the most cost-effective system possible under existing conditions including funding constraints. The CTC performs this task very well, enhancing travel opportunities for TD passengers by currently offering free fares for general paratransit service (life enhancing trips beyond life sustaining TD trips). Since the COVID-19 pandemic, the BCC has provided free fares for all riders, whether the trips were TD or Section 5307 grant funded. Following a November 4, 2016 Compliance Monitoring (CM) review, Charlotte County Transit staff developed an excellent Transportation Disadvantaged application (effective July 1, 2017) in order to document rider eligibility and improve record retention. It has been used as a model for other CTCs. This application was further refined in December 2024 to make it flow more efficiently without changing requested information. Additionally, Transit is working toward a more secure method of receiving and maintaining applications. Another result from the previous CM review recommendations has been inclusion of required language in operator contracts.

Area of Observation: None

Recommendation: None

Timeline for Compliance: None

D. Americans with Disabilities Act

The CTC follows all guidelines required by the Americans with Disabilities Act. Charlotte County transit service is a "paratransit only" (curb-to-curb) system and meets the needs of all TD clients with disabilities.

Area of Noncompliance: None

CTC Review

Charlotte County Board of County Commissioners
Transit Division

Recommendation: None

Timeline for Compliance: None

E. Bus/Van Ride

On February 24, 2025, two MPO staff members participated in a TD trip in the Mid-County and South County areas. The trip was conducted with seven passengers and driver (Troy Peterson) using a Charlotte County Transit vehicle to transport riders to and from various locations, including residences, a dialysis center, the Charlotte County Behavioral Center, the Charlotte Technical College (twice), and a doctor's office. A full discussion of the trip is attached.

Areas of Noncompliance: None

Recommendation: None

Timeline for Compliance: N/A

F. Surveys (see attachment)

Area of Noncompliance: N/A

Recommendation: Keep up all the improvements. They are appreciated by the passengers, especially the new mobile phone app capabilities.

Timeline for Compliance: None

G. Follow-up of previous QAPE/CM Review (if applicable)

Previous Area of Noncompliance: The last QAPE/CM Review was conducted by Thomas Howell Ferguson, P.A. (THF) and CTD staff on April 29, 2019 for the July 1, 2017 – June 30, 2018 fiscal year. The next Quality Assurance Review will be conducted virtually by THF by June 30, 2025 and will focus on grant compliance.

Status: Completed.

Timeline for Compliance: None

CTC Review

Charlotte County Board of County Commissioners Transit Division

H. Additional Observations

As CTC, the Charlotte County BCC has performed the delivery of TD services in Charlotte County for more than three decades, handling the transportation needs of the County's most transit dependent populations. A portion of this work is achieved with volunteer programs, where the County provides the vehicles, fuel, maintenance and driver training, while the participating organizations furnish volunteer drivers. Currently, the organizational trips accomplished in this manner are for the Center for Abuse and Rape Emergencies, Inc. (C.A.R.E.)* and St. Vincent DePaul CARES (formerly the Homeless Coalition). The Veterans' Council is no longer a coordinated partner. Transit staff is working on an analysis to determine the cost effectiveness of the partner program. Also, typically the CTC obtains several grants to assist local passengers. These include funding from Federal Transit Administration (FTA) Section 5310 (Enhanced Mobility of Seniors and Individuals with Disabilities) and FTA Section 5311 (Rural Area Formula) grants.

The Transit Division utilizes the County's website, [Transit Services | Charlotte County, FL \(charlottecountyfl.gov\)](https://www.charlottecountyfl.gov/transit-services), to provide information to citizens desiring to use transit services. Passengers may download a TD Services application, as well as the new mobile phone app. There are also links to the Florida Commission for the Transportation Disadvantaged, Florida Commuter Services and Charlotte County-Punta Gorda MPO websites. Passenger informational brochures are available on the website or in hard copy in both English and Spanish. Mobile phone Transit app training is commencing, and brochures on the new app are available for the public.

**Transit was notified on March 25, 2025 that C.A.R.E is pausing program participation.*

I. Current Year Trip and Equipment Grant (if applicable)

The Trip and Equipment Grant for Charlotte County currently runs from July 1, 2024 through June 30, 2025.

Area of Noncompliance: None

Recommendation: None

III. Conclusion

The Charlotte County Transit Division is doing an excellent job of fulfilling its Transportation Disadvantaged program mission. This is especially true as it emerges from the COVID-19 pandemic, only to deal with Category IV Hurricane Ian's direct hit to the community in 2022 which was followed by the twin flooding events in 2024 from Hurricanes Helene and Milton. The role that Transit played in coping with all these events has received high praise throughout the community.

CTC Review

Charlotte County Board of County Commissioners
Transit Division

Here is an example:

Posted in Kudos Corner

Arthur, Richard

Yesterday at 10:22 AM @1

Seen by 141

I want to give a big shout out to [Heidi Maddox](#) and the Transit team for their swift response in assisting South County residents who were affected by Helene which flooded their vehicles. These residents walked to the South County POD site, and thanks to the Transit team's quick action, we were able to provide much-needed support. Your help made a big difference, and we were even able to assist a few more walk-ups throughout the afternoon using Transit's services. Thank you again, Heidi and team!

Charlotte County Transit staff members continue to make tremendous strides regarding outreach and marketing. The recent official launch of the Charlotte Rides mobile app which permits riders to schedule, confirm and modify trips has proven very successful. An interesting result has been providing the ability for family and friends to assist passengers with scheduling trips (often managed by adult family members helping elderly relatives from afar). The completion of the County's 10-Year Transit Development Plan (TDP) has afforded the opportunity to Charlotte County Transit to publicize the current transit service and to consider service upgrades. This document was submitted to FDOT by September 2024. It included a fare study and a marketing plan, as well as an assessment of alternative fuel vehicles. TDP results also are proving beneficial in developing the Transit element of the MPO's 2050 Long Range Transportation Plan (LRTP) which is due for completion in October 2025.

LCB Chairman: _____
Commissioner Ken Doherty
County: Charlotte
Date: May 1, 2025

CTC Review

Charlotte County Board of County Commissioners
Transit Division

ATTACHMENT

1. BUS/VAN RIDE

On February 24, 2025, two MPO staff members accompanied the driver (Troy Peterson) and seven passengers on various scheduled Monday morning trips throughout areas of Mid and South County. MPO Staff boarded the bus at the Transit Facility at 545 Theresa Blvd prior to passenger pickup. Mr. Peterson was wearing a bright yellow safety vest with the name of the contractor on the back. He was very attentive in providing boarding and exiting assistance to passengers based upon their levels of need and desires. Four passengers were ambulatory and utilized the bus steps. An additional passenger used the lift in conjunction with a walker. Another used a wheelchair with the lift and had an escort accompany her. Both the Transit Division's compliment and concern line and TD Ombudsman Helpline signage were posted, along with additional informational signage (regarding the new Transit mobile app and a QR code for taking a Transit survey, etc). The vehicle's air conditioning, heat and two-way communication devices were all in working order. The entire bus was tidy, including the seats which were clean and in good condition.

Noteworthy driver performance: Troy Peterson performed his job very professionally, especially in assisting the two passengers who needed the lift as well as one that required wheelchair securement. Given the regularly scheduled residential, dialysis, medical office, behavioral center, and vocational college destinations, he was familiar with the riders and had a good understanding of their needs. The atmosphere was very cordial both among passengers and with their driver. It was evident that friendships had been formed. Mr. Peterson also deserves high praise for his attention to adhering to his schedule to the best of his ability. This was while also ensuring that his wheelchair passenger who deals with extreme discomfort due to neurological issues (especially while being transported) obtained as painless a ride as possible (despite obstacles that included numerous speed bumps at the passenger's apartment complex).

2. RIDER SURVEYS

A County-wide survey of TD passengers who rode on February 24, 2025 was conducted on February 24-25, 2025 via telephone from the Transit Facility. Passenger average use of the Transportation Disadvantaged services was 3-5 times per week (50%) and daily (50%). These figures reflect frequent usage (tied to dialysis, work and educational/training/day care trips). Trip purposes were for

CTC Review

Charlotte County Board of County Commissioners Transit Division

medical (75% of riders), employment (25%), educational/training/adult day care (25%), and life-enhancing (25%). Average satisfaction with the service on a scale of 1 to 10 (10 being most satisfied) was 9.25, an increase of .25 points from the last CTC Evaluation. *It should be noted that the sample size was small, and many messages were left on recorders with no callbacks.*

Comments received regarding "What does transportation mean to you?":

"It's my life. I'm in a wheelchair. It's my only way to get around. The hurricane rescue was wonderful! Tina is an excellent driver. (*The passenger uses the mobile app extensively for booking work and medical trips. Commented that it would be helpful to be able to book recurring work and occasional medical trips more than two weeks ahead. Previously, work commute standing appointments could be booked up to one year in advance.*)

"This transportation makes life easier for me. I need it for dialysis. Better dispatching flexibility would be beneficial and more efficient for riders leaving dialysis."

From parent (caregiver): "The service is convenient and allows my daughter to have more freedom. The program that she attends daily is far away and would be a multihour ordeal for me. The service is needed."

"It means a lot to me. God bless all who provide me this service. I need it more than anything else. The taxi expense is too much! The drivers are excellent. They are very helpful with assisting me with my bags that I take into dialysis. They take great care of me."

3. CONTRACT OPERATOR SURVEYS

The CTC's current contract operator (providing bus driver and bus washing services) was hired effective October 1, 2022. The new contractor is A&Associates. The most recent contract renewal was May 6, 2024.

- **Do the riders contact your facility directly to cancel a trip?**
The contractor stated "no," because the County handles these arrangements. Her firm only provides contract drivers and bus washers.
- **Do the riders/beneficiaries call your facility directly to issue a complaint?** The contractor stated "no," because the County handles these arrangements. Her firm only provides contract drivers and bus washers.

CTC Review

Charlotte County Board of County Commissioners Transit Division

- **Do you have a toll-free phone number for a rider/beneficiary to issue commendations and/or complaints posted on the interior of all vehicles that are used to transport TD riders? If yes, is the phone number posted the CTC's?**

The contractor stated that her drivers utilized County vehicles that have the posted signage.

- **Are the invoices you send to the CTC paid in a timely manner?**
The operator responded "yes."
- **Does the CTC give your facility adequate time to report statistics?**
The operator responded "yes."
- **Have you experienced problems with the CTC?**
The operator responded "no."

4. PURCHASING AGENCY SURVEYS

The only purchaser of non-sponsored services from the CTC is the CTD; therefore, the purchasing agency survey was not applicable. (This is in keeping with the procedures established by the firm of Thomas Howell Ferguson at the time of the previous QAPE/CM conducted November 4, 2016).

CTC Review

Charlotte County Board of County Commissioners
Transit Division

5. ANNUAL QA SELF CERTIFICATION



Charlotte County Transit Bus System Annual Safety and Security Certification

Date: February 13, 2025

IN ACCORDANCE WITH FLORIDA STATUTE 341.061, THE BUS TRANSIT SYSTEM NAMED ABOVE HEREBY CERTIFIES TO THE FOLLOWING:

1. The adoption of a System Safety Program Plan (SSPP) and a Security Program Plan pursuant to FLORIDA DEPARTMENT OF TRANSPORTATION safety standards set forth in rule 14-90, Florida Administrative Code.
2. Compliance with the adopted standards of the SSPP and Security Program Plan.
3. Performance of safety inspections on all buses operated in accordance with Rule 14-90.009 Florida Administrative Code.
4. The SSPP and Security Program Plan have been reviewed and updated as necessary.

Signature: 
Heidi Maddox, Transit Operations Manager
Charlotte County Budget & Administration

Date: 2/13/25

NAME AND ADDRESS OF ENTITIES WHICH HAVE PERFORMED SAFETY INSPECTIONS:

Charlotte County Fleet
18000 Paulson Dr,
Port Charlotte FL 33954

Signature: 
Heidi Maddox, Transit Operations Manager
Charlotte County Budget & Administration

Date: 2/13/25

Charlotte County Budget & Administrative Services
Transit Division
545 Theresa Blvd., Port Charlotte, FL 33954

941.833.6234

CharlotteCountyFL.gov

Note from MPO Staff: Thanks to Heidi Maddox, Laura Richards, Shirley Ciampi, Betty-Ann Sherer, Jennifer Gregoire (Charlotte County Transit Division) and Troy Peterson (A&Associates) for their assistance in conducting this year's CTC Evaluation.

10:13



Booking

Hi Wendy Scott!
**Let's book a trip, when
and where?**

Book a trip



Trips



Booking



Account

10:09



Trip destinations

Upcoming

Past

Canceled

Next

Monday - Feb 24, 2025



Pick-up 8:05 AM - 8:35 AM

To Pain Center SW Florida pickup in
back of Bldg Ste 3 - 19621 Cochran
Blvd, Port Charlotte >

Details updated in 0 seconds ago



Pick-up 8:05 AM - 8:35 AM



Charlotte County Transit - 545
Theresa Blvd, Port Charlotte



You are on board ride 37475



3 Stops before drop-off



Drop-off estimate 11:06 AM

Pain Center SW Florida pickup in
back of Bldg Ste 3 - 19621 Cochran
Blvd, Port Charlotte

Map view



Share trip progress

Future



Trips



Booking



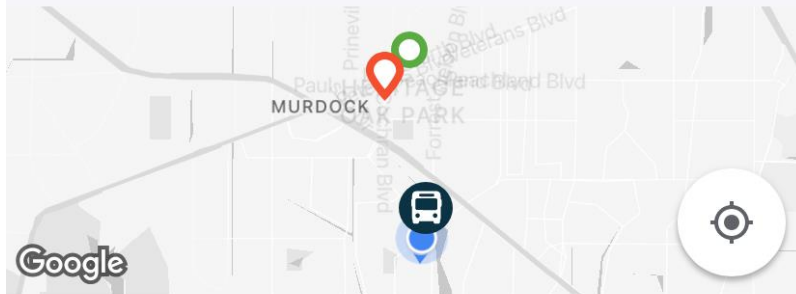
Account

10:11

LTE

[Back](#)

Map



Details updated in 0 seconds ago



Pick-up 8:05 AM - 8:35 AM



Charlotte County Transit - 545 Theresa Blvd, Port Charlotte



You are on board ride 37475



3 Stops before drop-off



Drop-off estimate 11:06 AM

Pain Center SW Florida pickup in back of Bldg Ste 3 - 19621 Cochran Blvd, Port Charlotte

[Share trip progress](#)

9:14



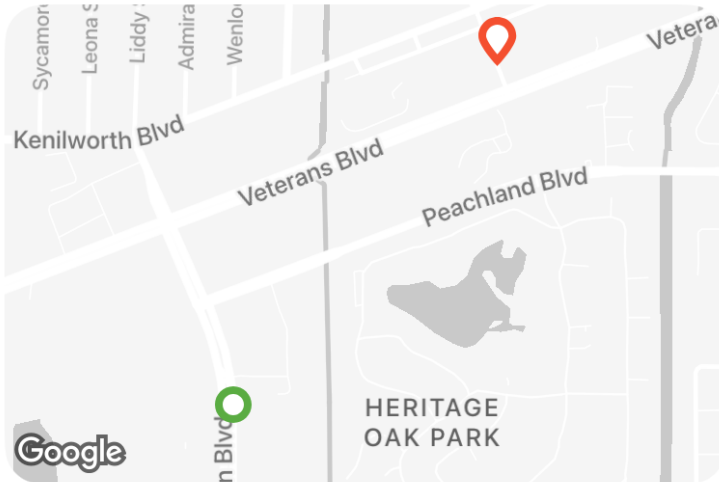
[Back](#)

Details

Past trip

Monday - Feb 24, 2025

**Thank you for
completing your trip!**



Locations



Pick-up 10:45 AM



Pain Center SW Florida pickup in
back of Bldg Ste 3 - 19621 Cochran
Blvd, Port Charlotte 33948 Booked
leave by 10:30 AM



Drop-off 11:03 AM

Charlotte County Transit - 545

Book again

MAY 1, 2025
LCB MEETING

AGENDA ITEM # 8
COMMUNITY TRANSPORTATION COORDINATOR (CTC) QUARTERLY REPORTS
FOR OCTOBER-DECEMBER 2024 AND JANUARY-MARCH 2025

Purpose: To provide two quarterly reports of TD transit activities

Agenda Item Presented by: Charlotte County Staff

Discussion:

These quarterly reports are presented to describe recent activities of the Community Transportation Coordinator (CTC). This is an informational item.

Recommendation: None

Attachment: [October-December 2024 and January-March 2025 Quarterly Reports](#)

CHARLOTTE COUNTY TRANSPORTATION DISADVANTAGED AND PUBLIC TRANSPORTATION TRIP REPORT FISCAL YR 25

Month	Enhanced Mobility for Seniors & Individuals with Disabilities (5310)	Senior Friendship Center	Transportation Disadvantaged Commission	Coordinated Partners	Rural (5311)	Public Transit	FY 24/25 Total Trips	FY23/24 Total Trips	FY 23/24 Variance
October	319	140	1,008	37	153	4,994	6,651	6,443	208
November	339	154	1,070	35	57	5,306	6,961	4,863	2,098
December	339	198	1,036	18	59	5,318	6,968	5,186	1,782
January	377	209	1,325	36	80	5,903	7,930	6,408	1,522
February	353	190	1,278	18	84	5,529	7,452	6,280	1,172
March	378	292	1,288	0	61	5,920	7,939	6,775	1,164
Total	2,105	1,183	7,005	144	494	32,970	43,901	43,079	822
Q1 No Shows:	192								-
Q2 No Shows:	218								

CHARLOTTE COUNTY TRANSPORTATION DISADVANTAGED REVENUE REPORT FISCAL YR 25

Month	Senior Friendship Center	Transportation Disadvantaged Commission	Enhanced Mobility for Seniors & Individuals with Disabilities (5310)	Rural (5311)	Total Revenue
October	\$ 1,739.70	\$ 24,566.38	\$ -	\$ -	\$ 26,306.08
November	\$ 1,981.16	\$ 26,543.61	\$ -	\$ -	\$ 28,524.77
December	\$ 2,564.07	\$ 24,880.90	\$ -	\$ -	\$ 27,444.97
January	\$ -	\$ 33,534.29	\$ -	\$ -	\$ 33,534.29
February	\$ -	\$ 32,560.45	\$ -	\$ -	\$ 32,560.45
March	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 6,284.93	\$ 142,085.63	\$ -	\$ -	\$ 148,370.56

**CHARLOTTE COUNTY TRANSIT NON PROFIT COORDINATED PARTNERS
TRIPS REPORT FISCAL YR 25**

Month	C.A.R.E.	Homeless Coalition	Vets	Total
October	22	19	0	41
November	16	19	0	35
December	14	4	0	18
January	20	16	0	36
February	15	3	0	18
March	0	0	0	0
Total	87	61	0	148

CHARLOTTE COUNTY TRANSIT QUARTERLY PURPOSE REPORT FISCAL YR 25

FY25 Q1

One-Way Trips By Trip Purpose	Q1	Total One-way Trips	Percent
Disaster	468	468	2%
Medical	4,987	4,987	23%
Nutritional	1,516	1,516	7%
Education/Training	3,507	3,507	16%
Employment	6,643	6,643	31%
Life-Enhancing	4,653	4,653	21%
Trip Purpose Totals	21,774	21,774	100%

FY25 Q2

One-Way Trips By Trip Purpose	Q2	Total One-way Trips	Percent
Disaster	0	468	1%
Medical	5,600	10,587	23%
Nutritional	2,122	3,638	8%
Education/Training	3,804	7,311	16%

Employment	7,909	14,552	31%
Life-Enhancing	5,226	9,879	21%
Trip Purpose Totals	24,661	46,435	100%

Nutritional: Anyone transported for reasons of receiving a meal, nutritional benefits or grocery shopping.

Grocery is Publix, Winn-Dixie, Aldi, Walmart

CHARLOTTE COUNTY TRANSIT UNMET TRIPS REPORT FISCAL YR 25						
Unmet Trips FY25 Q1 October-December 2024	Medical	Employment	Education - Training	Nutritional	Life Enhancing	Total
October	17	66	18	3	22	126
November	13	46	3	5	35	102
December	34	54	30	6	41	165
Quarterly Totals	64	166	51	14	98	393
Unmet Trips FY25 Q2 January-March 2025	Medical	Employment	Education - Training	Nutritional	Life Enhancing	Total
January	38	105	11	3	60	217
February	39	76	7	5	39	166
March	39	107	20	10	53	229
Quarterly Totals	116	288	38	18	152	612

CHARLOTTE COUNTY TRANSIT FEEDBACK REPORT FISCAL YR 25

FY25 Q1

Type of Issue	Previous Quarter	This Quarter
Missed Trip	0	5
Wrong Time/Date of Service	0	0
Rude Employee or Operator	0	3
Late Ride or Early	0	1
Safety Concern	0	7
Policy Complaint	0	1
Phone- Long que (wait) time	0	0
Service Area Not Available (Out of County)	0	0
Total Concerns	0	17
Total Compliments	0	13

FY25 Q2

Type of Issue	Previous Quarter	This Quarter
Missed Trip	5	0
Wrong Time/Date of Service	0	0
Rude Employee or Operator	3	6
Late Ride or Early	1	3
Safety Concern	7	7
Policy Complaint	1	2
Phone- Long que (wait) time	0	1
Service Area Not Available (Out of County)	0	0
Total Concerns	20	23
Total Compliments	13	3

MAY 1, 2025
LCB MEETING

AGENDA ITEM # 9
2050 LONG RANGE TRANSPORTATION PLAN NEEDS - UPDATE

Purpose: To review and comment on the Multimodal Needs Assessment

Agenda Item Presented by: William Roll, Kimley Horn & Associates

Discussion:

The Draft 2050 Needs Assessment includes input from public and various stakeholders from the County. Staff received input from three public workshops held on February 10, 11, and 12 gathered feedback from more than 50 participants to help shape the Long-Range Transportation Plan (LRTP). Additionally, on April 7, 2025, MPO staff and the MPO's consultant hosted a Consensus Building Workshop with over 37 stakeholders, aiming to build consensus on key issues.

Additional outreach activities include a short survey and an interactive mapping exercise available on the MPO's website at www.ccpgmmpo.gov. These are designed to gather further community input on the transportation network. MPO staff and the Consultant will meet with the Steering Committee to review the Needs Assessment and provide comments to support development of the draft Cost Feasible Plan. The Draft Needs Assessment projects will be presented at the May 19, 2025 MPO Board meeting for their review and approval.

Recommendation: MPO to review and recommend the MPO Board to approve the 2050 Needs Assessment

Attachments:

1. [2050 LRTP Needs Assessment](#)
2. [Power Point Presentation](#)

Preliminary Needs Plan

Draft: April 15, 2025

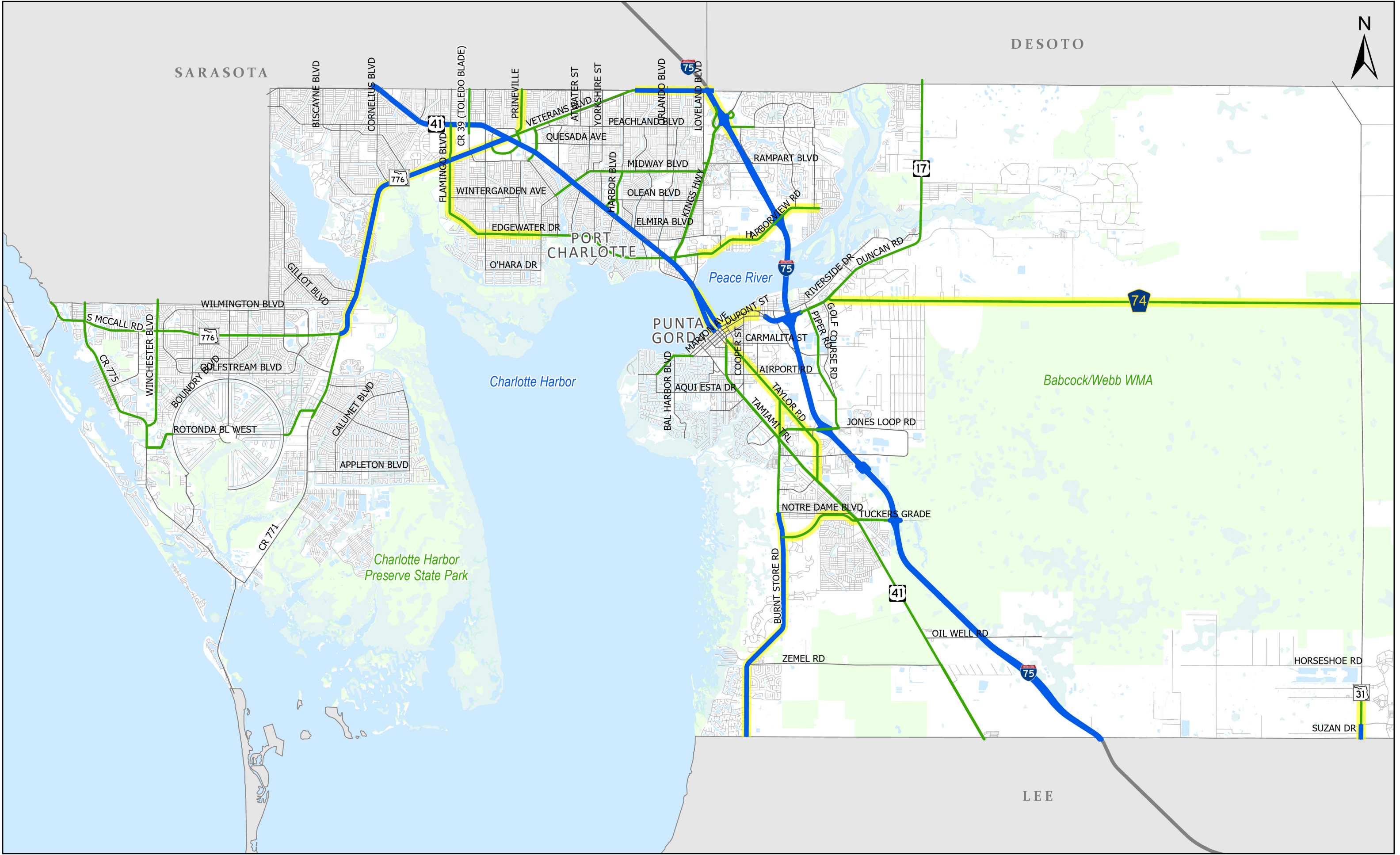
Facility	From	To	Improvement	High Priority	Notes
Bermont Rd (CR 74)	US 17	Strasse Blvd	Widen to 4 Lane	Yes	CBW Feedback
Bermont Rd (CR 74)	Strasse Blvd	SR 31	Widen to 4 Lane	Yes	CBW Feedback
Burnt Store Rd	US 41	Taylor Rd	Widen to 4 Lane	Yes	
Burnt Store Rd	Vincent Ave (Lee County Line)	Wallaby Ln	Widen to 6 Lane	Yes	
Burnt Store Rd	Zemel Rd	Scham Rd	Widen to 6 Lane	Yes	
Burnt Store Rd	Wallaby Ln	Zemel Rd	Widen to 6 Lane	Yes	
Edgewater Dr	Collingswood Blvd	Midway Blvd	Widen to 4 Lane	Yes	
Edgewater Dr	Samantha Ave	Collingswood Blvd	New 4 Lane	Yes	
Edgewater Dr	SR 776	Samantha Ave	Widen to 4 Lane	Yes	
Flamingo Blvd	US 41	SR 776	Widen to 4 Lane	Yes	
Harborview Rd	Melbourne St	I-75	Widen to 4 Lane	Yes	
Harborview Rd	I-75	Sunnybrook Rd	Widen to 4 Lane	Yes	
I-75	at Kings Hwy (CR 769)		Interchange Improvements	Yes	
I-75	S of Kings Hwy	N of Veterans Blvd	Collector/Distributor Facilities	Yes	
I-75	Veterans Blvd		New Interchange	Yes	
Prineville Dr	Paulson Dr	Hillsborough Blvd	Widen to 4 Lane	Yes	
SR 31	Lee County Line	Cypress Pkwy	Widen to 6 Lane	Yes	
SR 776	Gasparilla Rd (CR 771)	Flamingo Blvd	Widen to 6 Lane	Yes	
SR 776	Flamingo Blvd	Murdock Cir	Widen to 6 Lane	Yes	
Taylor Rd	US 41 SB	N. Jones Loop Rd	Widen to 4 Lane	Yes	CBW Feedback
Taylor Rd	N Jones Loop Rd	US 41	Widen to 4 Lane	Yes	
Tuckers Grade Extension	Burnt Store Rd	US 41	New 4 Lane	Yes	
Veterans Blvd	Harbor Blvd	Birchcrest Blvd	Operational Improvements	Yes	
Veterans Blvd	Madaca Ln	Loveland Blvd	Modify Access	Yes	
Acorn Blvd	North Jones Loop Road	CR 74	Widen to 4 Lane		
Acorn Blvd Extension	CR 74	US 17	New 4 Lane		
	Taylor Rd	Piper Rd	Widen to 4 Lane		
Burnt Store Rd	Scham Rd	US 41	Widen to 6 Lane		
Gasparilla Rd (CR 771)	Rotunda Blvd	Green Gulf Blvd	Widen to 6 Lane		CBW Feedback

Charlotte County-Punta Gorda MPO
2050 Long Range Transportation Plan

Facility	From	To	Improvement	High Priority	Notes
Harborview Rd	at Melbourne St		Intersection Improvements		
Harborview Rd	at Charlotte County Utilities Access		Intersection Improvements		
I-75	at North Jones Loop Rd		Interchange Improvements		
Loveland Blvd	Westchester Blvd	Kings Hwy	Widen to 4 Lane		
Loveland Blvd	Midway Blvd	Peachland Blvd	Widen to 4 Lane		
Loveland Blvd	Peachland Blvd	Veterans Blvd	Widen to 4 Lane		
Marion Avenue / Olympia Avenue	US 41	Marlympia Way	Operational Improvements/L ane Repurposing		
N Jones Loop	Burnt Store Rd	Piper Rd	Widen to 4 Lane		CBW Feedback
Peachland Blvd	Cochran Blvd	Harbor Blvd	Operational Improvements		
Rampart Blvd	Victoria Estates St	Rio De Janeiro Ave	Widen to 4 Lane		
S McCall Road (SR 776)	Crestview Dr	CR 775	Widen to 6 Lane		
San Casa Dr	CR 775	SR 776	Widen to 4 Lane		
San Casa Dr / Avenue of the Americas / Fruitland Ave	CR 775	Gulfstream Blvd	New 2 Lane		
SR 31	Cypress Pkwy	Lake Babcock Dr	Widen to 4 Lane		
SR 31	Lake Babcock Dr	Bermont Rd (CR 74)	Widen to 4 Lane		
SR 776	CR 775	Spinnaker Blvd	Widen to 6 Lane		
SR 776	Spinnaker Blvd	Gasparilla Rd (CR 771)	Widen to 6 Lane		
SR 776	Myakka River Bridge	EB Replacement / Widening	Widen to 6 Lane/Bridge Replacement		
Taylor Rd	Airport Rd	US 41	Widen to 4 Lane		
Toledo Blade Blvd (CR 39)	Whitney Avenue	US 41	Widen to 6 Lane		
Toledo Blade Blvd (CR 39)	US 41	Hillsborough Blvd	Widen to 6 Lane		
Toledo Blade Blvd (CR 39)	SR 776	Whitney Ave	Widen to 4 Lane		
Tuckers Grade Blvd	US 41	I-75	Widen to 6 Lane		
US 17	Copley Dr	Bermont Rd (CR 74)	Widen to 6 Lane		
US 41	Notre Dame Blvd	Burnt Store Rd	Widen to 6 Lane		
US 41	Marion Ave	Harper Ave	Operational Improvements		CBW Feedback
US 41	Harper Ave	SR 776	Operational Improvements		CBW Feedback

Charlotte County-Punta Gorda MPO
2050 Long Range Transportation Plan

Facility	From	To	Improvement	High Priority	Notes
Veterans Blvd	Toledo Blade / Cochran Blvd	Murdock Cir E/ Paulson Dr	Widen to 6 Lane		
Veterans Blvd	Murdock Cir E/Paulson Dr	Harbor Blvd	Widen to 6 Lane		
Veterans Blvd	Harbor Blvd	Birchcrest Blvd	Widen to 6 Lane		
Yorkshire Blvd	Veterans Blvd	Sarasota County Line	Widen to 4 Lane		
Zemel Rd	Burnt Store Rd	US 41	Widen to 4 Lane		CBW Feedback



SARASOTA

DESOTO



PORT CHARLOTTE

Peace River

Charlotte Harbor

Babcock/Webb WMA

Charlotte Harbor Preserve State Park

LEE

31

SUZAN DR

HORSESHOE RD

OIL WELL RD

ZEMEL RD

BURNT STORE RD

NOTRE DAME BLVD

TUCKERS GRADE

JONES LOOP RD

PIPER RD

GOLF COURSE RD

RIVERSIDE DR

HARBORVIEW RD

RAMPART BLVD

MIDWAY BLVD

PEACHLAND BLVD

YORKSHIRE ST

ATWATER ST

PRINEVILLE

CR 39 (TOLEDO BLADE)

FLAMINGO BLVD

EDGEWATER DR

WINTERGARDEN AVE

QUESADA AVE

VETERANS

BISCAYNE BLVD

CORNELIUS BLVD

GILLOT BLVD

WILMINGTON BLVD

776

GULFSTREAM BLVD

ROTONDA BL WEST

CR 771

APPLETON BLVD

CALUMET BLVD

WINCHESTER BLVD

S MCCALL RD

CR 775

PUNTA GORDA

MARION AVE

DUPONT ST

ELMIRA BLVD

OLEAN BLVD

HARBOR BLVD

LOVELAND BLVD

75

17

74

41

75

An aerial photograph of a city at dusk, featuring a large bridge spanning a body of water. The city lights are visible in the background, and the sky is a mix of orange, pink, and blue. Overlaid on the left side of the image are several large, colorful, stylized arrow shapes pointing to the right. The arrows are in shades of blue, orange, and green. The text 'MOVING CHARLOTTE FORWARD' is written in white, bold, sans-serif capital letters across the middle of the arrows.

MOVING CHARLOTTE FORWARD

Technical Advisory Committee
Citizens' Advisory Committee
April 23, 2025

Introduction

- Schedule
- Consensus Building Workshop
- Needs Plan
- Upcoming Public Involvement





Project Initiation and
Data Gathering

Fall 2025



Goals, Objectives, and
Performance Measurement



Needs Plan

May 2025



Public Involvement

(throughout the Planning Process)



Project
Prioritization

Summer 2025



Financial
Constraint



LRTP
Documentation

August 2025



Adoption

October 2025

MOVING
CHARLOTTE
FORWARD

Consensus Building Workshop 1

➤ April 7, 2025

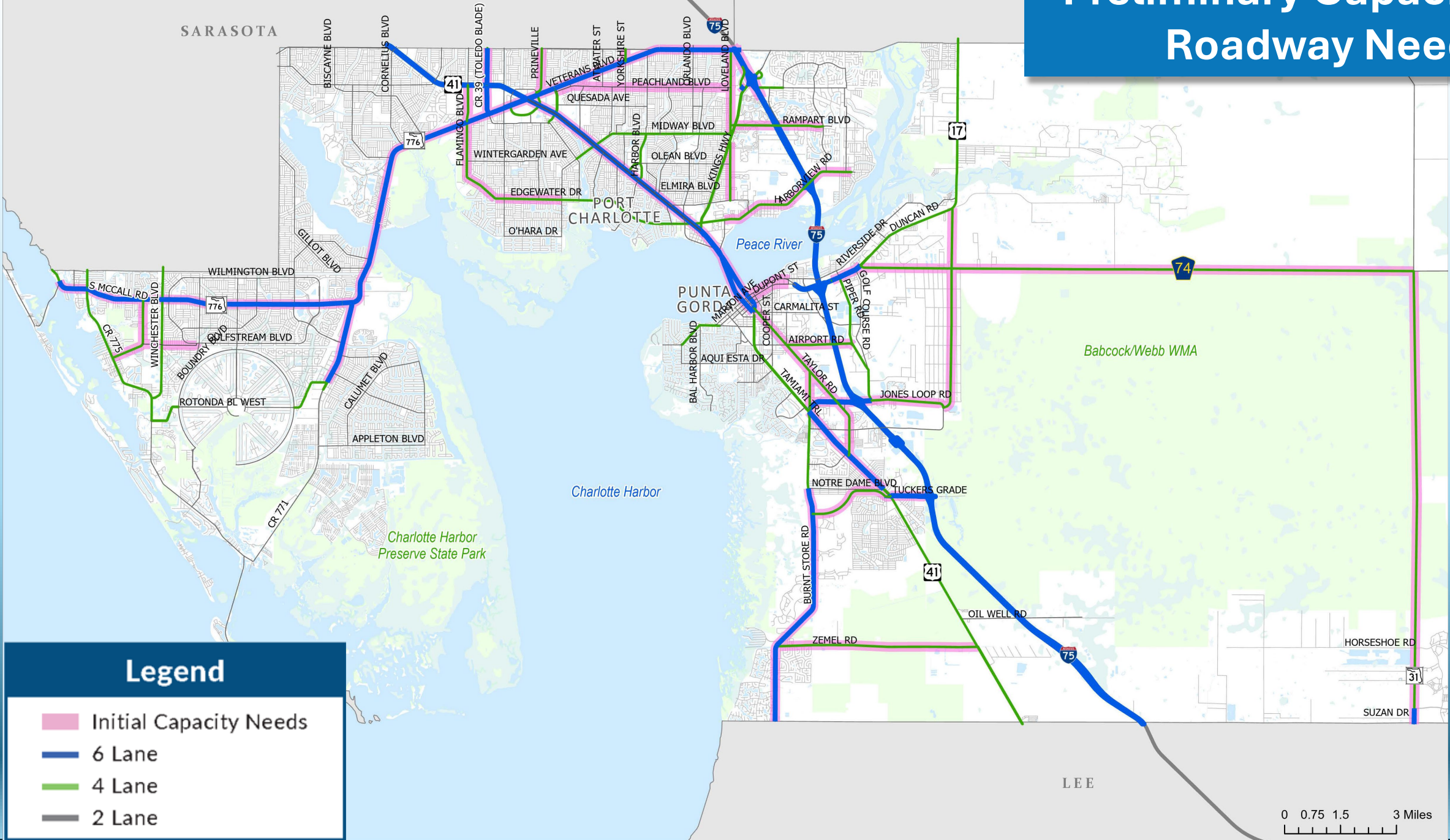
- Charlotte County Family Services Center
- 37 Stakeholders (Public/Agencies)

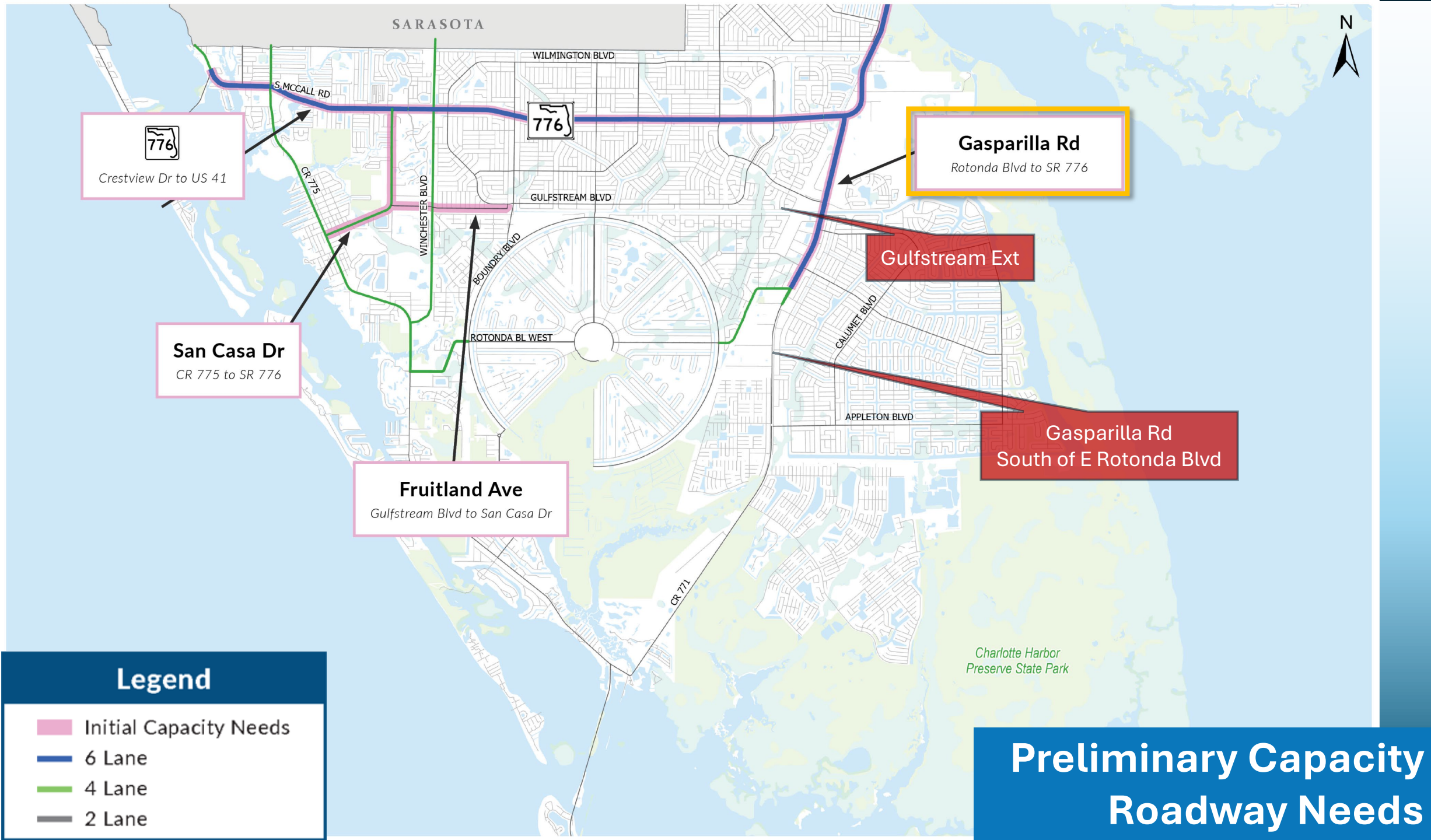
➤ Topics Covered

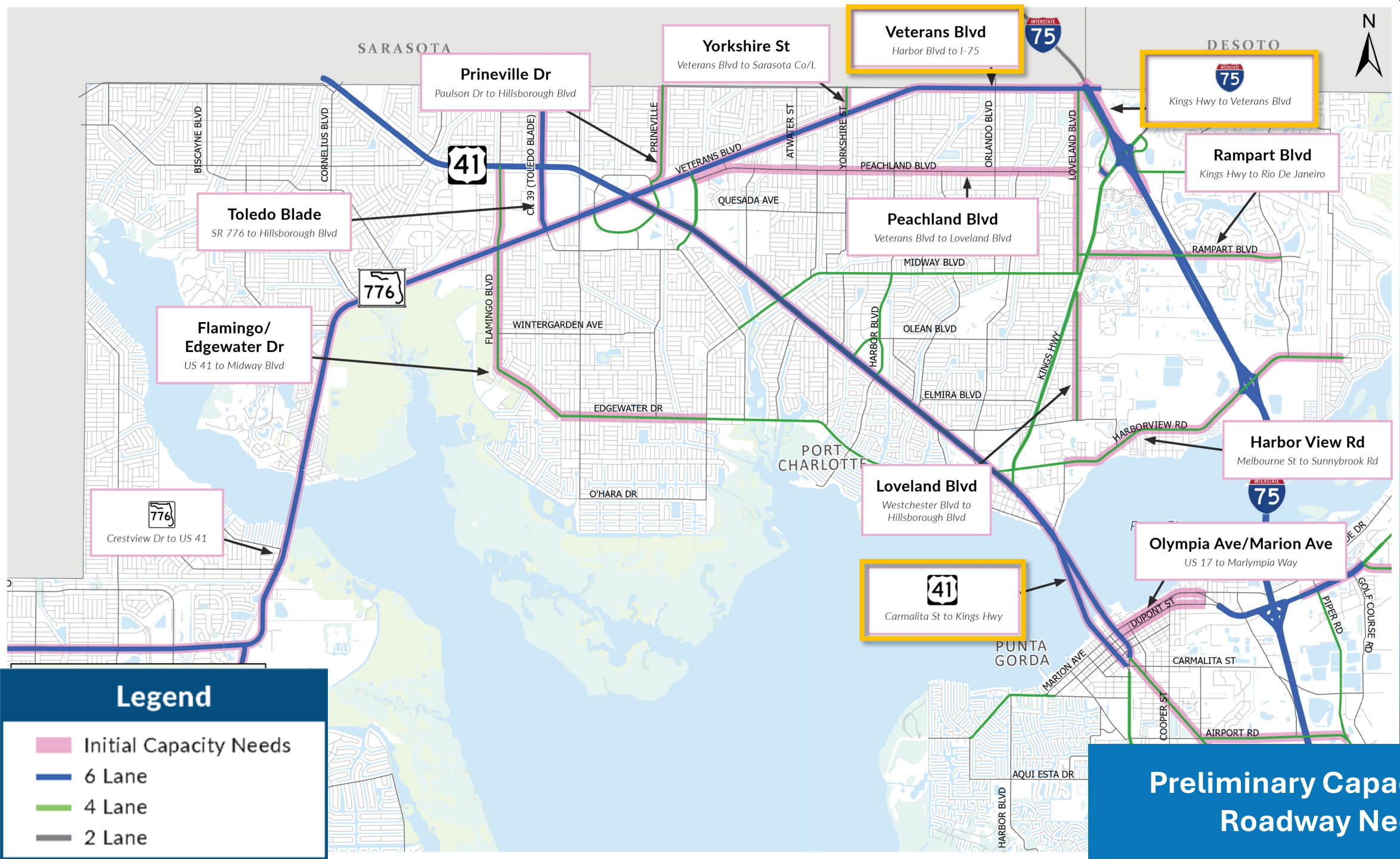
- Charlotte County Growth
- Economic Development
- Roadway Needs
- Bike/Pedestrian Trails
- Transit Needs



Preliminary Capacity Roadway Needs

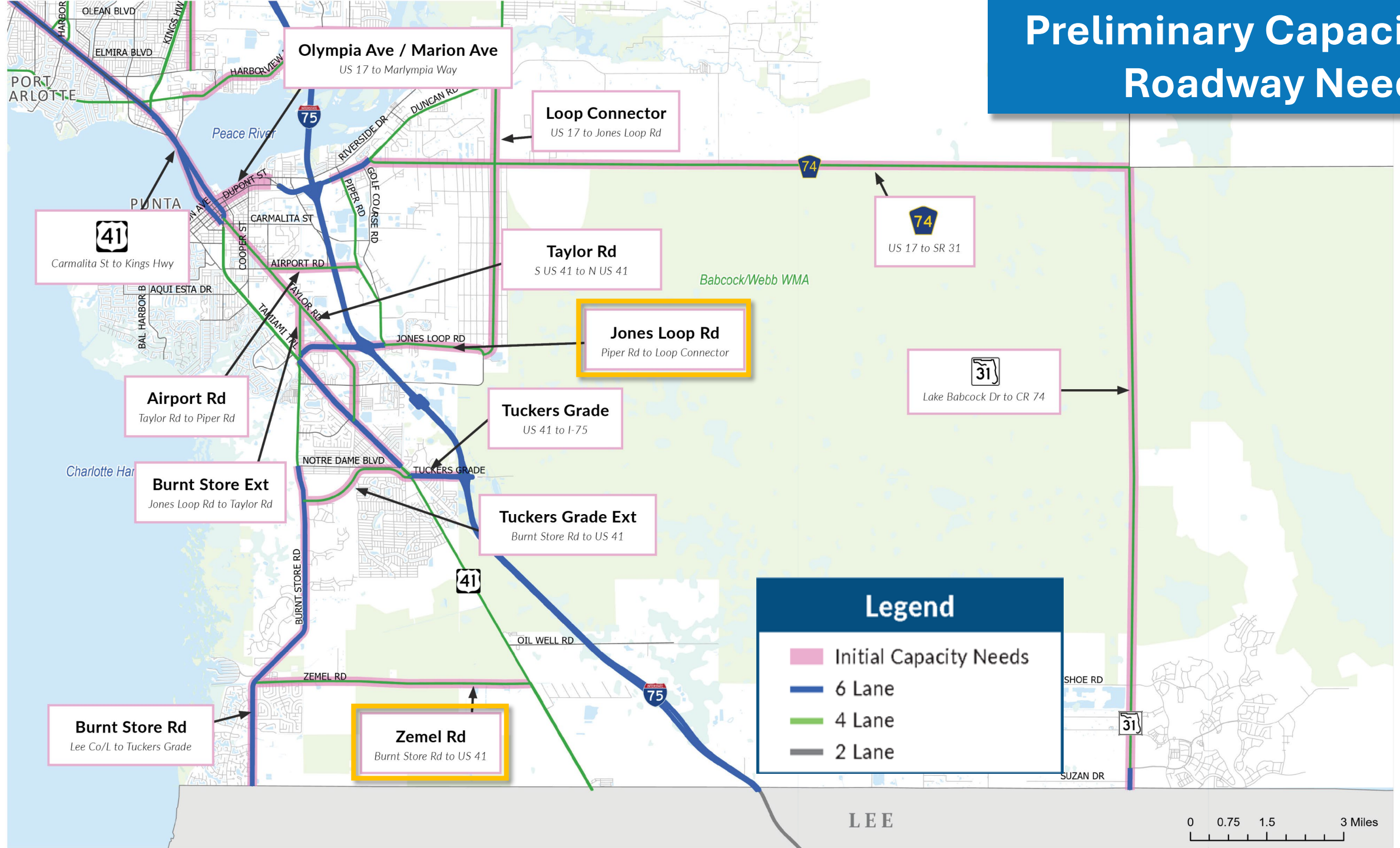




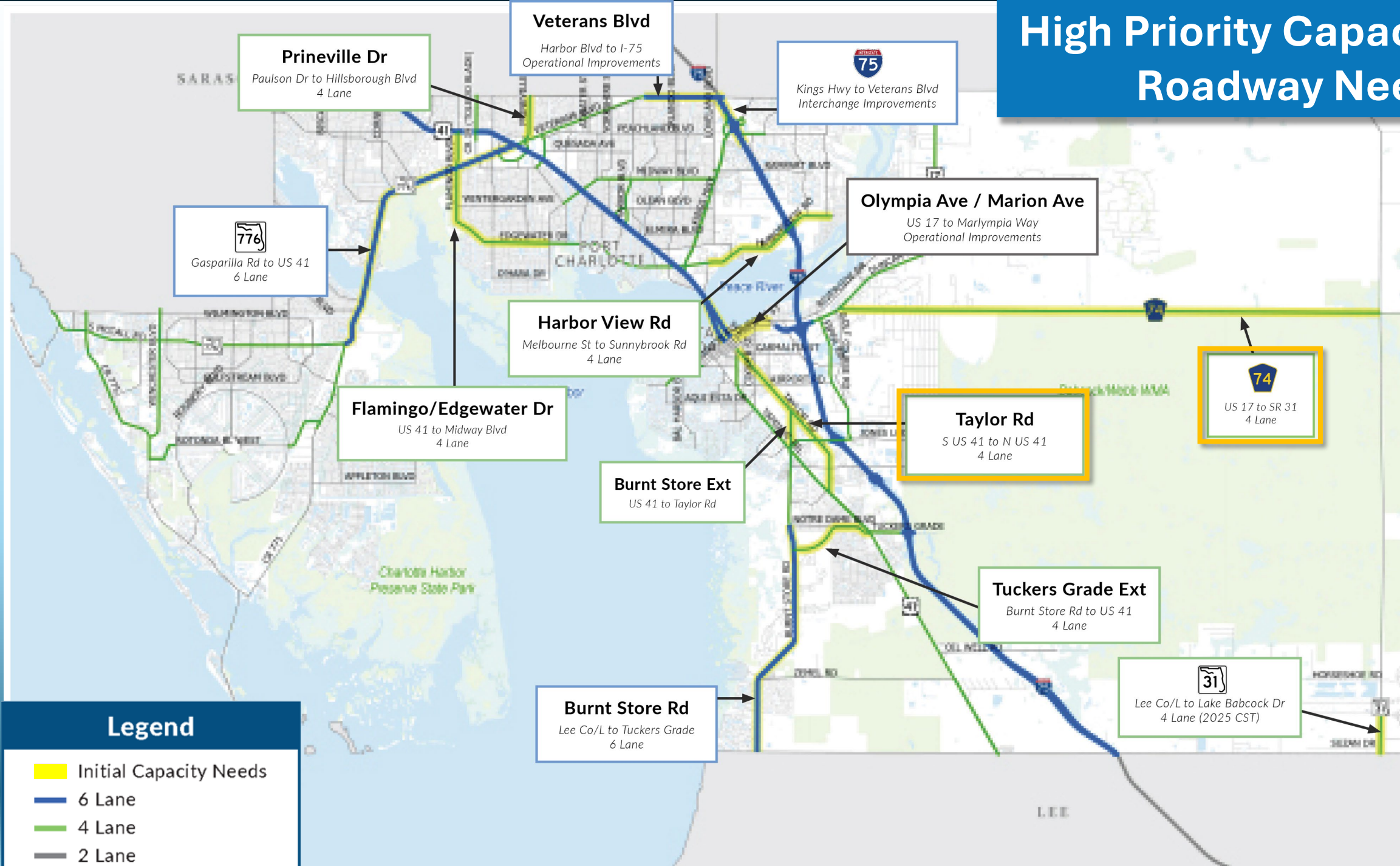


Preliminary Capacity Roadway Needs

Preliminary Capacity Roadway Needs



High Priority Capacity Roadway Needs



Legend

- Initial Capacity Needs
- 6 Lane
- 4 Lane
- 2 Lane

Transit Needs (2024 TDP)

Public Input Received

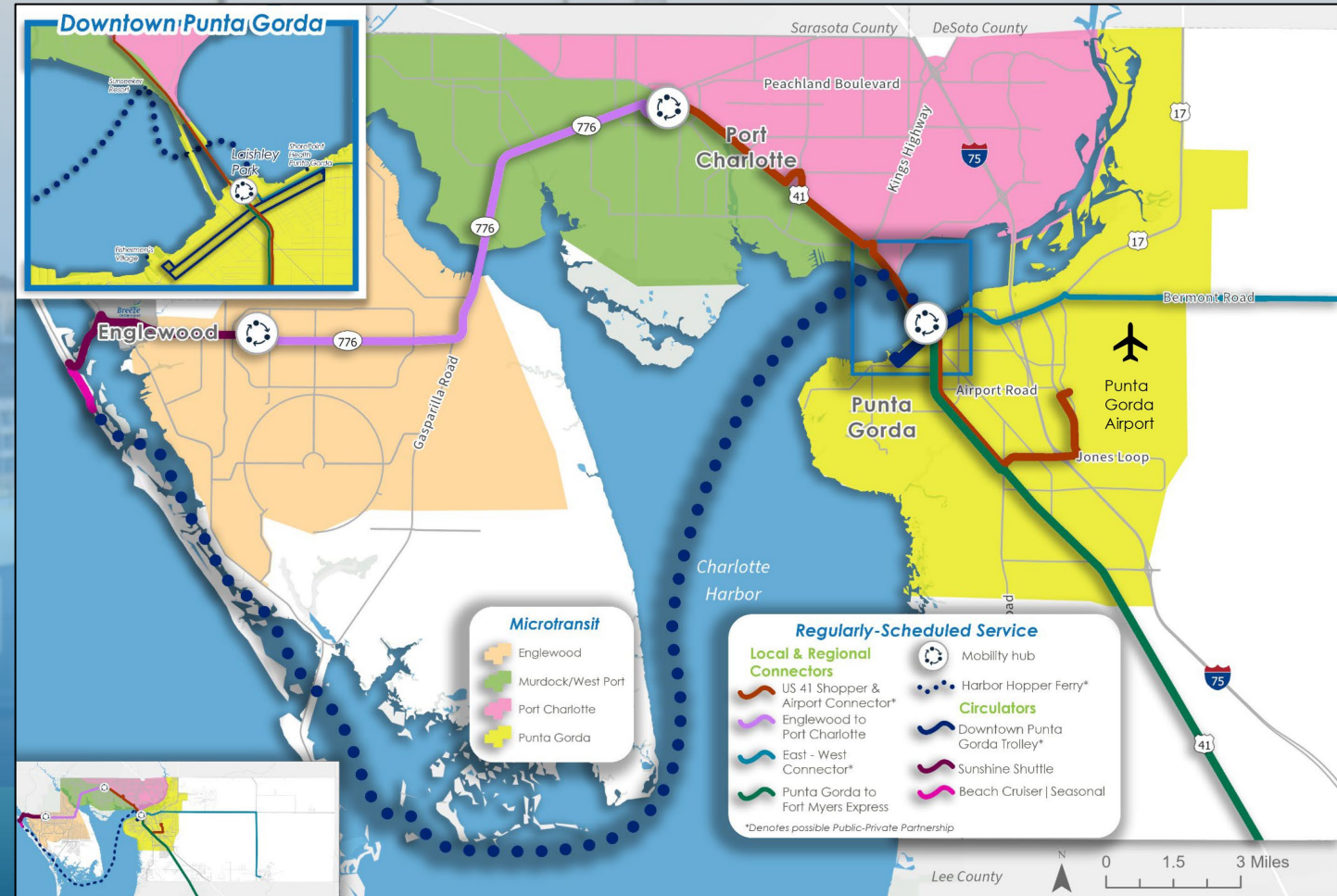
- Establish fixed-route service
- Multimodal hubs at airport and hospital
- Connections to airport
- Modify US 41 route to loop



Transit Needs (2024 TDP)

Public Input Received

- Fixed-route service
- Multimodal hubs at airport and hospital
- Airport Connections
- Modify proposed US 41 route to be a loop
- Connection between Veterans/Kings Hwy and Punta Gorda
- Port Charlotte Beach
- Harbor Heights Park



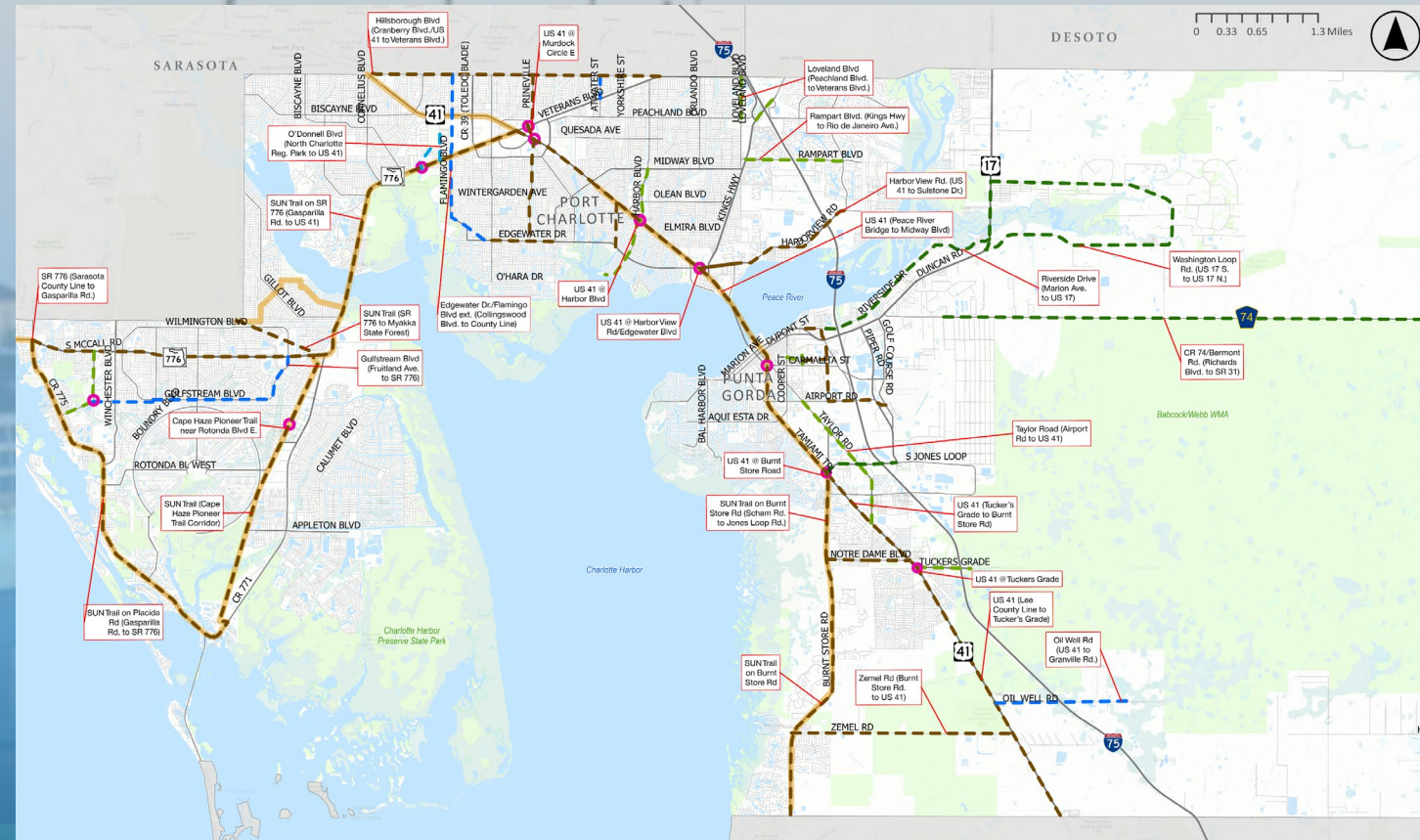
Bike, Pedestrian, and Trail

From Bike/Ped Master Plan



Public Input Received

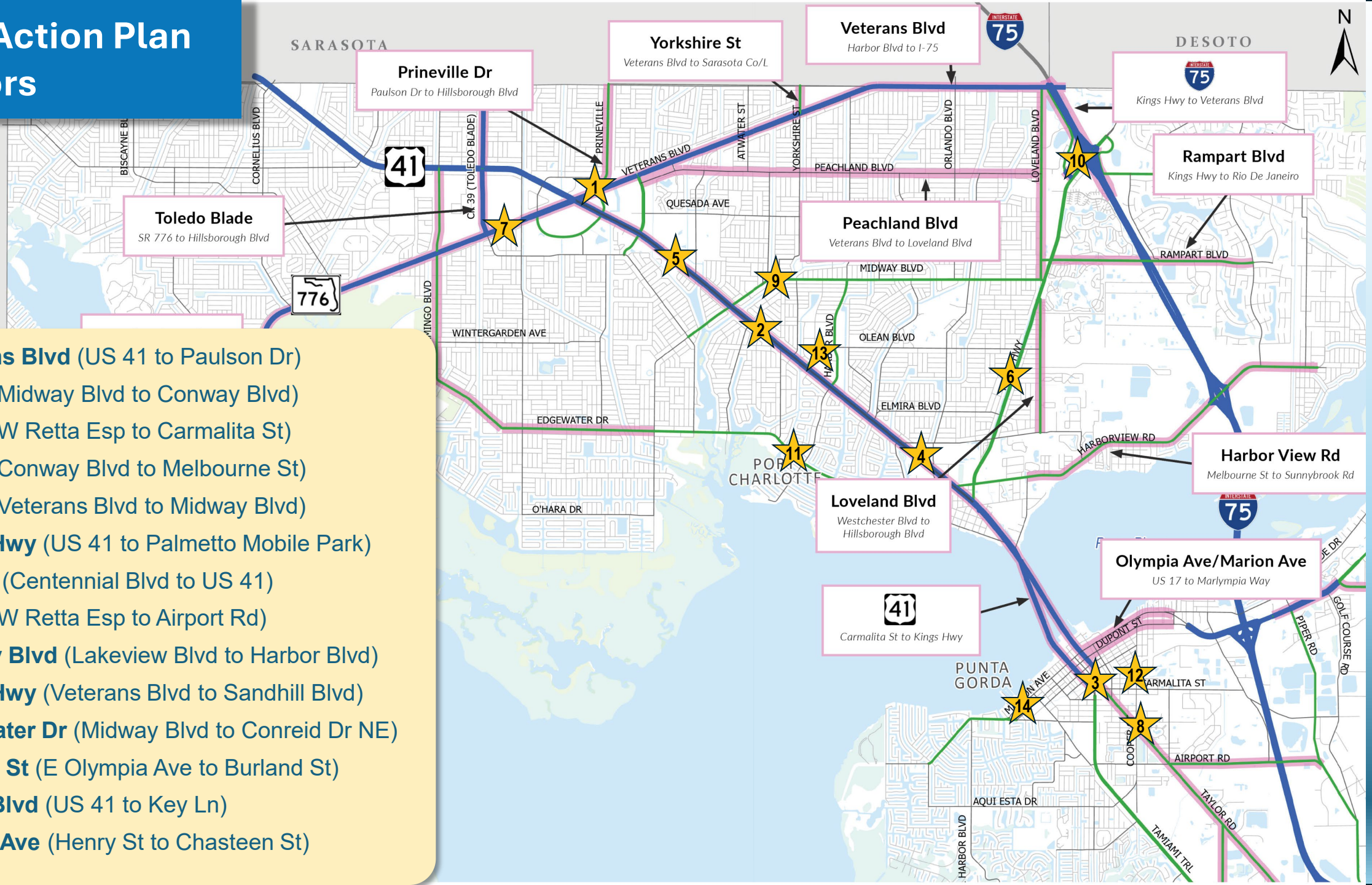
- Olean Blvd, Harbor Blvd, Kings Hwy, Riverside Dr, West Port area
- Peachland Blvd to Rampart Blvd
- Connections between Cooper and Education
- Extend sidewalk with Harborview Rd roadway project
- Continue the Punta Gorda multiuse path to the south



Safety Action Plan

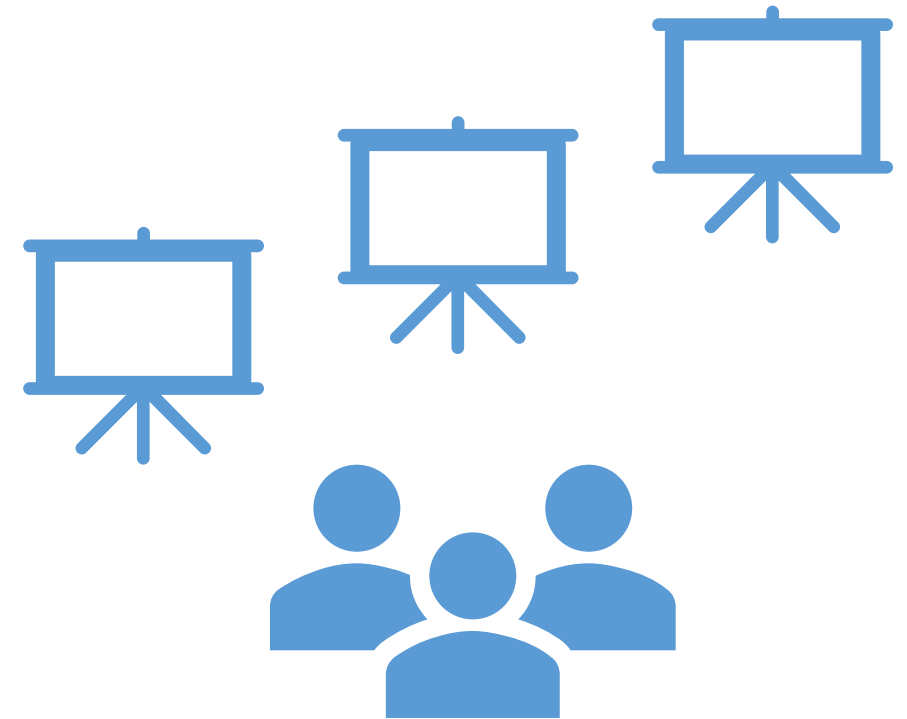
Corridors

1. **Veterans Blvd** (US 41 to Paulson Dr)
2. **US 41** (Midway Blvd to Conway Blvd)
3. **US 41** (W Retta Esp to Carmalita St)
4. **US 41** (Conway Blvd to Melbourne St)
5. **US 41** (Veterans Blvd to Midway Blvd)
6. **Kings Hwy** (US 41 to Palmetto Mobile Park)
7. **SR 776** (Centennial Blvd to US 41)
8. **US 41** (W Retta Esp to Airport Rd)
9. **Midway Blvd** (Lakeview Blvd to Harbor Blvd)
10. **Kings Hwy** (Veterans Blvd to Sandhill Blvd)
11. **Edgewater Dr** (Midway Blvd to Conreid Dr NE)
12. **Cooper St** (E Olympia Ave to Burland St)
13. **Olean Blvd** (US 41 to Key Ln)
14. **Marion Ave** (Henry St to Chasteen St)



Upcoming Public Involvement

- **April 24** – Community Transportation Workshop
- **June 9** – Consensus Building Workshop 2
- **May 27-28** – Public Workshops
(West, Mid, South County locations)
- **May 29** – Virtual Public Workshop
- **August TBD** – Virtual Public Workshop
- **October 2** – Plan Adoption!



Discussion

An aerial photograph of a city at dusk, featuring a large bridge spanning a body of water. The city lights are visible in the background, and the sky is a mix of orange, pink, and blue. In the foreground, there are people walking on a path near the water.

MOVING CHARLOTTE FORWARD