



CITRUS COUNTY TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD (LCB)

Thursday, May 8, 2025

MINUTES

The Citrus County Transportation Disadvantaged Local Coordinating Board (LCB) held a regular quarterly meeting on May 8, 2025, at 9:30 a.m. at the Lecanto Government Building, 3600 W. Sovereign Path, Room 166, Lecanto, Florida. The meeting was advertised in the Citrus Chronicle newspaper, on the Hernando/Citrus MPO website and the Citrus County website. The agenda was available on the Hernando/Citrus MPO website.

MEMBERS PRESENT

Janet Barek, Chairman, Citrus County Commissioner
David Douglas, Vice Chairman, Citizen Advocate – Transit User as Primary Means
Michelle Sikavitsas, Florida Department of Transportation, District 7
Elizabeth Alacci, Florida Department of Children and Family Services
Stephen Brown, Person with a Disability
Joanne Granger, Transit Services Director, Mass Transit Coordinator
Casey Ladd, Florida Department of Elder Affairs
Gisela Ruiz, Florida Department of Health Care Administration
Debbie Letterman, Regional Workforce Development Board
Katie Lucas, Local Medical Community Representative
Jeannette Estes, State of Florida Agency for Persons with Disabilities

MEMBERS ABSENT

Deirdre Barrett LaBelle, Local Representative for Children at Risk

OTHERS PRESENT

Mary Elwin, MPO Coordinator
Joy Turner, MPO Executive Assistant
Theresa Flick, Director, Key Training Center
Maria DeJesus, Florida Department of Transportation, District 7
Tiffany Kersey, Citrus County Transit

MEETING CALLED TO ORDER

- Chairman Barek called the meeting to order at 9:30 a.m. She read a tribute in memory of Bud Osborne, a member of the LCB representing Veterans Services since March 2021.
- The Pledge of Allegiance and the introductions of Board and staff followed the Invocation.
- A quorum was declared, and the affidavit of publication was read into the record.

APPROVAL/MODIFICATION OF AGENDA

[It is noted for the record that LCB member, Michelle Sikavitsas, representing the Florida Department of Transportation District 7, arrived at the meeting.]

Motion: A motion was made by Ms. Lucas to approve the revised agenda adding item D4, Review and Approval of the FY 2026 Rate Calculation for Services. The motion was seconded by Mr. Douglas and the motion passed 11-0.

REVIEW AND APPROVAL OF MINUTES – FEBRUARY 13, 2025, ANNUAL PUBLIC WORKSHOP

Motion: A motion was made by Mr. Douglas to approve the February 13, 2025, Minutes of the LCB's Annual Public Workshop. The motion was seconded by Ms. Lucas and the motion passed 11-0.

REVIEW AND APPROVAL OF MINUTES – FEBRUARY 13, 2025, REGULAR PUBLIC MEETING

Motion: A motion was made by Mr. Brown to approve the February 13, 2025, Minutes of the LCB's Regular Public meeting. The motion was seconded by Ms. Ladd and the motion passed 11-0.

ACTION ITEMS

1. Review and Approval of the Annual Evaluation of the Community Transportation Coordinator (CTC)
Ms. Elwin reviewed the Annual Evaluation of the Community Transportation Coordinator (CTC) and staff recommendations. A correction was noted on agenda packet page 44 (CTC Evaluation Page 34) that the Public Transit Ridership Standard/Goal should be 26,697 and the Latest Figure is 28,309.
Motion: A motion was made by Mr. Brown to approve the submittal of the CTC Annual Evaluation to the Florida Commission for the Transportation Disadvantaged (CTD). The motion was seconded by Mr. Douglas and the motion passed 11-0.
2. Review and Ratification of the Community Transportation Coordinator (CTC) Shirley Conroy Grant Application for Update, Cloud-Based Trip Booking and Scheduling Software
Ms. Elwin reviewed the agenda item and staff recommendation. Ms. Granger noted that the grant application has already been presented to the Citrus County Board of County Commissioners and approved. The application was submitted by the deadline of April 30, 2025.
Motion: A motion was made by Ms. Ladd to ratify the CTC Shirley Conroy Grant application for an updated, cloud-based trip booking and scheduling software program and authorize the Chair's signature thereon. The motion was seconded by Ms. Lucas and the motion passed 11-0.
3. Review and Approval of the Updated Application Forms for Transportation Disadvantaged Services
Ms. Elwin explained the Transportation Disadvantaged Application was updated to include the statement, *"If income based, all household income must be provided."*
Motion: A motion was made by Ms. Lucas to approve the updated English and Spanish Application for Transportation Disadvantaged Services. The motion was seconded by Ms. Letterman and the motion passed 11-0.
4. Review and Approval of the FY 2026 Rate Calculation for Services
Ms. Elwin reviewed the agenda item and staff recommendation. Ms. Granger clarified that the Rate Calculation for Services applies only to the door-to-door service and does not affect the fixed-route service.
Motion: A motion was made by Mr. Douglas to approve the FY 2026 Rate Calculation as approved by the Commission for Transportation Disadvantaged (CTD). The motion was seconded by Mr. Brown and the motion passed 11-0.

REPORTS

Quarterly Report for January 1 through March 31, 2025, by the Community Transportation Coordinator (CTC)- Joanne Granger, Transit Director

Ms. Granger, representing the CTC, reported that a total of 6,082 trips were made in January. Of these, 3,307 were on the deviated fixed route, while 2,775 were door-to-door trips. The majority of these trips were for medical, nutritional, and employment purposes. February and March showed a similar trend; however, she noted a slight decrease in January's deviated fixed route trips due to additional trips to the cold weather shelter.

Key Training Center Quarterly Report for January 1 through March 31, 2025 – Theresa Flick, Programs and Services Director

Theresa Flick, the Director of Program Operations for The Key Training Center, reported that from January to March 2025, there were 18,461 trips provided. Of these, 2,386 trips were for non-ambulatory clients, and 16,075 trips were for ambulatory clients. The trips can be categorized by purpose as follows: 9,415 were for medical needs, 0 for employment, 8,123 for educational purposes, 738 recreational activities, and 185 for shopping. There was a slight decrease in shopping trips due to the rise of online shopping.

The Key Training Center is still struggling to find CDL drivers and repairing vehicles is a challenge because of the age of the vehicles and the difficulty in getting repair parts. Ms. Flick noted the Key Training Center is starting to receive capital grants through the Florida Department of Transportation (FDOT) and expressed the Center's appreciation for being a partner with the LCB Board as a coordinated operator which allows the Key Training Center to apply for grants and offer services to the community.

FEATURE PRESENTATION

Debbie Letterman, Career Center Manager with CareerSource Citrus/Levi/Marion (CLM), gave a feature presentation on the services provided by CareerSource CLM. CareerSource CLM is a local, business-led, not-for-profit focused on connecting businesses with qualified, skilled talent and job candidates with employment and career development opportunities through fee-free professional services.

Casey Ladd, Florida Department of Elder Affairs, volunteered to be a presenter at the September 11, 2025, LCB meeting.

CITIZEN COMMENTS

Ms. Leanne Marie Smith expressed her appreciation for the Citrus County transit system and recited a list of improvements she would like to see. These included:

- Expanded Saturday service on the Blue Line, which serves the Crystal River area.
- A monthly service to the Ocala Mall for shopping.
- Service to the Social Security office two times per month in Ocala, Florida.
- Improvements to the phone system to make it easier to make or cancel transit requests
- Allowing drivers to wear knit shorts.

Ms. Elwin noted that most of Ms. Smith's recommendations have been identified as part of current study in progress for the major update to the Citrus County Transit Development Plan (TDP) for FY 2026 – FY 2035. This study is being conducted by the MPO's General Planning Consultant. A draft review of the TDP will be shared with the Board later this fall. Additionally, Ms. Granger mentioned that the TDP survey will remain open through the end of May 2025 and is available on the Citrus County Transit and MPO websites.

Chairman Barek expressed her gratitude to the Board members for their participation in the LCB and acknowledged the support provided from Citrus Country Transit and MPO staff.

BOARD MEMBER COMMENTS

There were no further Board comments.

ADJOURNMENT AND NEXT MEETING

The next regular meeting of the Citrus County Transportation Disadvantaged Local Coordinating Board (LCB) is scheduled for Thursday, September 11, 2025, beginning at 9:30 a.m., at the Lecanto Government Building, 3600 W. Sovereign Path, Room 166, Lecanto, Florida. The meeting agenda and back-up materials are available online at: www.hernandocounty.us/hernandocitrusmpo.

Chairman Barek again thanked the members and staff for their participation.

Chairman Barek adjourned the meeting at 10:54 a.m.