MEETING AGENDA

1. Call to Order and Roll Call

2. Proof of Publication

ACTION ITEMS

3. TDLCB By-Laws Update
4. TRIP Rate

AGENCY PRESENTATIONS

5. Kathleen Woodring – CLM Workforce
6. Susan Hanley – Department of Elderly Affairs

OTHER ITEMS

7. Approval of Minutes
8. Comments by TDLCB Members
9. Comments by Community Transportation Coordinator (CTC)
10. Comments by TPO Staff
11. Public Comment
12. Adjournment

The next meeting of the TDLCB will be held on July 18, 2019

If reasonable accommodations are needed for you to participate in this meeting, please call the TPO Office at (352) 629-8297 forty-eight (48) hours in advance, so arrangements can be made.
April 11, 2019

TO: TDLCB Members

FROM: Derrick Harris, Fiscal Manager

RE: UPDATE OF THE TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD (TDLCB) BYLAWS

It is incumbent upon TPO staff to regularly review and/or amend the TDLCB bylaws to remain concurrent with State of Florida regulations and code as they relate to the operations of the local Community Transportation Coordinator (CTC) and the Florida CTD. TPO staff have rewritten the TDLCB bylaws and respectfully request the TDLCB Board review and recommend changes or approval to said bylaws.

All elements included in the TDLCB bylaws are pursuant to Chapter 427 Florida Statutes (FS); Rule 41-2, Florida Administrative Code (FAC); and subsequent laws setting forth requirements for the coordination of transportation services to the TD.

Any additional comments and/or suggestions should be submitted to Derrick Harris, dharris@ocalafl.org
BYLAWS OF THE
OCALA/MARION COUNTY
TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD

Article I: Preamble

Section 1: Preamble
The following sets forth the bylaws, which shall serve to guide the proper functioning of the coordination of transportation disadvantaged through the Ocala/Marion County Transportation Disadvantaged (TD) Local Coordinating Board (LCB). The intent is to provide procedures and policies for fulfilling the requirements of Chapter 427, Florida Statutes (FS); Rule 41-2, Florida Administrative Code (FAC); and subsequent laws setting forth requirements for the coordination of transportation services to the TD.

Article II: Name and Purpose

Section 1: Name
The name of the coordinating board shall be the Ocala/Marion County TDLCB, hereinafter referred to as the Board.

Section 2: Purpose
The primary purpose of the Board is to identify local service needs and provide information, advice, and direction to the Community Transportation Coordinator (CTC) on the coordination of services to be provided to the TD pursuant to Chapter 427.0157, FS.

Article III: Membership, Appointment, Term of Office, and Termination of Membership

Section 1: Voting Members
In accordance with Chapter 427.0157, FS, the designated official planning agency for Ocala/Marion County, which is the Ocala/Marion County Transportation Planning Organization (TPO), shall appoint all members of the Board.

The following agencies or groups shall be represented on the Board as voting members:

1. One local elected official, who will serve as Chairperson.
2. A local representative of the Florida Department of Transportation.
3. A local representative of the Florida Department of Children and Families.
4. A local representative of the Public Education Community, which could include, but not be limited to, a representative of the District School Board, School Board Transportation Office, Department of Education or Headstart Program in areas where the School District is responsible.
5. In areas where they exist, a local representative of the Florida Division of Vocational Rehabilitation or the Division of Blind Services, representing the Department of Education.
6. A person recommended by the local Veterans Service Office representing the veterans of the County.
7. A person who is recognized by the Florida Association for Community Action (President), representing the economically disadvantaged in the County.
8. A person over sixty representing the elderly in the County.
9. A person with a disability representing the disabled in the County.

10. Two citizen advocate representatives in the County; one who must be a person who uses the transportation service(s) of the system as their primary means of transportation.

11. In areas where they exist, the Chairperson or designee of the local Mass Transit or Public Transit System's Board, except in cases where they are also the CTC.

12. A local representative of the Florida Department of Elder Affairs.

13. An experienced representative of the local private for profit transportation industry. In areas where such representative is not available, a local private nonprofit representative will be appointed, except where said representative is also the CTC.


15. A representative of the Agency for Persons with Disabilities.


17. A representative of the local medical community, which may include, but not be limited to, kidney dialysis centers, long term care facilities, assisted living facilities, hospitals, local health department or other home and community based services, etc.

Section 2: Alternate Members: Each member of the Board may name one alternate in writing who may vote only in absence of that member on a one-vote-per-member basis.

Section 3: Nonvoting Members: Additional non-voting members may be appointed by the TPO.

Section 4: Terms of Appointments: The Chairperson and State & community agency representatives shall not be restricted to term limits because of the membership agency requirements by the Commission for the Transportation Disadvantaged. The Chairperson shall serve until being replaced by the TPO. The State or community partners shall serve as long as they are individually able or decide to nominate another representative from their respective agency. There are an additional two positions that are not considered Chairperson or a State or community partners and they are citizen representatives that are either a disabled person or an elderly individual who utilizes the services of MTS. Appointments to the Board for non-agency positions will be chosen utilizing the following procedures: Suitable candidates will be solicited from the pool of riders who accurately represent one of these two positions. These individuals will be requested to complete an application for appointment to the TDLCB. The Chairperson of the Board, the Director of MTS and one TPO representative will review the application(s) and make their recommendations to the Board. The Board will then vote on the recommendation(s) for appointment of the new member(s). The length of term for these two positions will be for one (1) year with the possibility of two one (1) year extensions for a total of three (3) years. After three (3) years, new appointments for these two positions must be made.

Section 5: Termination of Membership: Any member of the Board may resign at any time by notice in writing to the Chairperson. Unless otherwise specified in such notice, such resignation shall take effect upon receipt thereof by the TPO Director.
Section 6: Membership Attendance: Each member of the Board is expected to demonstrate his/her interest in the Board’s activities through attendance of the scheduled meetings, except for reasons of an unavoidable nature. In each instance of an avoidable absence, the absent member should ensure that his/her alternate attends. Should a Board member miss two consecutive meetings, an attendance reminder letter will be sent to that member. The letter is to remind each member of attendance requirements and requests that the member notify the Board of his/her intention to remain on the LCB. Based on this response, appropriate action may be taken by the Board.

Article IV: Officers and Duties

Section 1: Number: The officers of the Board shall be a Chairperson and a Vice-Chairperson.

Section 2: Chairperson: The TPO shall appoint one of its members, who are an elected official, to serve as the official Chairperson for all Board meetings. The Chairperson shall preside at all meetings, and in the event of his/her absence or at his/her direction, the Vice-Chairperson shall assume the powers and duties of the Chairperson. The Chairperson shall serve until replaced by the TPO. If the Chairperson and Vice-Chairperson are absent at the same time, the body shall appoint a member to act as chair in their absence during that meeting.

Section 3: Vice-Chairperson: The Board shall nominate and elect a Vice-Chairperson at one of the regular meetings each year. The Vice-Chairperson shall be elected by a majority vote of a quorum of the members of the Board present and voting at the meeting. The Vice-Chairperson shall serve a term of one-year starting with the next meeting.

Article V: Board Meetings

Section 1: Regular Meetings: The Board shall meet as often as necessary in order to meet its responsibilities. However, as required by Chapter 427.0157, FS, the Board shall meet at least quarterly.

Section 2: Notice of Meetings: A notice and an agenda shall be sent to all Board members, other interested parties, and the news media within a reasonable amount of time prior to the Board meeting. Such notice shall state the date, time, and place of the meetings.

Section 3: Quorum: At all meetings of the Board, the presence in person of six (6) of the voting members shall be necessary and sufficient to constitute a quorum for the transaction of business. In the absence of a standard quorum, if there are at least four (4) voting members present and the actions of particular items is absolutely necessary, those members may elect to make a motion and with a second may continue to address the business at hand on the agenda advertised for that day only. These actions will be deemed acceptable to pass on to the TPO Board or State agencies but must be ratified at the next meeting where a standard quorum is present. If no quorum is present, or an emergency quorum is not deemed necessary, any actionable business may not be transacted which might have been transacted at the meeting as originally called. The Chairperson shall recess the meeting until a quorum shall be present.

Section 4: Voting: At all meetings of the Board at which a quorum is present, all matters, except as otherwise expressly required by law or these By-laws, shall be decided by the vote of a majority of the members of the Board present.

Section 5: Parliamentary Procedures: The Board will conduct business using parliamentary procedures according to Robert’s Rules of Order, except when in conflict with these Bylaws. Section 6: Minutes. The
Clerk of the Circuit Court, Board of Records, shall maintain an official set of minutes for each Board meeting. The minutes shall include an attendance roster and reflect official actions taken by the Board. Copies of all Board minutes shall be sent to the Commission for the Transportation Disadvantaged (CTD) office and the Chairperson of the TPO.

**Article VI: Staff**

**Section 1: General:** The TPO shall provide the Board with sufficient staff support and resources to enable the Board to fulfill its responsibilities as set forth in Chapter 427.0157, FS. These responsibilities include providing sufficient staff to manage and oversee the operations of the Board and assist in the scheduling of meetings, preparing meeting agenda packets, and other necessary administrative duties as required by the Board within the limits of the resources available.

**Article VII: Board Duties**

**Section 1: Board Duties:** The Board shall perform the following duties as specified in Chapter 427.0157, FS.

1. Review and approve the Transportation Disadvantaged Service Plan, including the Memorandum of Agreement, prior to submittal to the Commission.

2. Evaluate services provided in meeting the approved plan.

3. In cooperation with the CTC, review and provide recommendations to the CTD on funding applications affecting the TD.

4. Assist the CTC in establishing priorities with regard to the recipients of non-sponsored TD services that are purchased with TD Trust Fund monies.

5. Review the coordination strategies of service provision to the TD in the designated service area.

6. Evaluate multi-county or regional transportation opportunities.

**Article VIII: Subcommittees**

**Section 1: Subcommittees:** As necessary, the Chairman shall designate subcommittees to investigate and report on specific subject areas of interest to the Board and to deal with administrative and legislative procedures. A Grievance Subcommittee shall be established to serve as a mediator to process and investigate complaints from agencies, users, potential users of the system and the CTC in the designated service area, and make recommendations to the Board for improvement of service.

**Article IX: Communication with Other Agencies and Entities**

**Section 1: General:** The TPO authorizes the Board to communicate directly with other agencies and entities as necessary to carry out its duties and responsibilities in accordance with Rule 41-2, FAC.
MINUTES

Members Present:

Jeffrey Askew
Tracey Sapp
Susan Hanley
Carlos Colon
Kathleen Woodring
Tracey Alesiani
Andrea Melvin
Dennis Yonce
Jeff Aboumrad

Members Not Present:

Michelle Stone
Tamyika Young
Charmaine Anderson
Anissa Pieriboni
Carissa Hutchinson
James Haines

Others Present:

Michael Daniels, TPO Staff
Shakayla Pullings, TPO Staff
Tom Wilder, Marion Senior Services
Herman Schulz, Marion Senior Services
Item 1. Call to Order and Roll Call

Vice-Chairman Jeffrey Askew called the meeting to order at 2:00 PM. Secretary Shakayla Pullings called the roll of members; a quorum was present.

Item 2. Proof of Publication

Secretary Shakayla Pullings announced the meeting was published online January 9, 2019 at the city of Ocala, Marion County, Belleview, and Dunnellon websites and on the TPO’s website.

Item 3. TDLCB By-Laws Update

Mr. Daniels presented the TDLCB By-Laws Update and said that it was incumbent upon TPO staff to regularly review and/or amend the TDLCB bylaws to remain concurrent with State of Florida regulations and code as the relate to the operations of the local Community Transportation Coordinator and the Florida CTD. The TPO staff had rewritten the TDLCB bylaws and respectfully requested the TDLCB Board review and recommend changes or approval to the said bylaws.

Mr. Daniels said that all elements included in the TDLCB bylaws were pursuant to Chapter 427 Florida Statutes (FS); Rule 41-2, Florida Administrative Code (FAC); and subsequent laws that set forth requirements for the coordination of transportation services to the TD.

A copy of the proposed updated TDLCB By-Laws was provided to each board member.

Mr. Wilder said that he would look at the Marion Transit list of riders to see if any maybe interested in filling a vacant position on the TDLCB.

Mr. Askew said that the agenda item should be tabled until the Chairwoman was present to review the by-laws and make any recommended revisions.

Mr. Wilder said that he would bring some names back to the TDLCB board of riders that could be candidates to fill the vacant positions.

Ms. Woodring said that Article VII: Board Duties #7 that stated “Work cooperatively with local Welfare Transition Program (WTP) coalitions established in Chapter 445, FS, to provide assistance in the development of innovative transportation services for WTP participants” was unnecessary because the WTP’s were governed by the Workforce Development Board and she is the representation from Workforce.

Ms. Woodring asked that the language be changed to remove Welfare Coalitions.

_Vice-Chairman Askew tabled the TDLCB By-Laws Update._
Item 4. Dennis Yonce- City of Ocala Community Development Services

Mr. Dennis Yonce, Social Service Liaison at the Office of Homeless Prevention gave a presentation to the TDLCB Board.

Mr. Yonce said he job was to identify the homeless and assist them with getting back on their feet and to provide the leadership, coordination, planning and mobilization of resources to make homelessness rare, brief and non-recurring.

Mr. Yonce provided the TDLCB board with his business cards.

Item 5. Jeff Aboumrad- State of Florida Department of Education

Mr. Aboumrad introduced John Cook with the Division of Vocational Rehabilitation to give the presentation.

Mr. Cook provided a slide presentation to the board (attached).

Susan Hanley and Kathleen Woodring volunteered to be the next agency presenters.

Item 6. Updated TD Program Rule Chapter 41-2, Florida Administrative Code

Mr. Wilder presented the Updated TD Program Rule Chapter 41-2, Administrative Code to the TDLCB board and said that at the October CTD Business meeting, Chapter 41-2, Florida Administrative Code, was updated and that the rule provided guidance to the TD Program. The following sections were updated:

- 41-2.006 Insurance, Safety Requirements and Standards.
  Updates minimum liability insurance requirements to match statutory sovereign immunity limits.

- 41-2.012 Coordinating Board Structure and Duties.
  Adds a local representative of the Agency for Persons with Disabilities to the Local Coordinating Board.

- 41-2.014 Grants Program.
  Adds the Innovation and Service Development grant program. This was previously known as the Mobility Enhancement Grant (MEG).

Item 7. Approval of Minutes

Ms. Melvin made a motion to approve the minutes. Mr. Colon seconded, and the motion passed unanimously.
Item 8. Comments by TDLCB Members

Mr. Askew thanked the board members for volunteering to give information about each agency and said that helped everyone to better understand what services each agency offered.

Item 9. Comments by Community Transportation Coordinator (CTC)

Mr. Wilder provided the board with a Productivity Chart for the year 2018 (attached).
Mr. Wilder also provided a Marion Transit Blue Line Brochure to the board (attached).

Item 10. Comments by TPO Staff

There were no comments by the TPO Staff.

Item 11. Public Comment

Ms. Ramona Williams with the City of Ocala introduced herself to the board as the Community Engagement Coordinator.

Item 12. Adjournment

Vice-Chairman Askew adjourned at 2:38pm.

Respectfully Submitted By:

Shakayla Pullings, TPO Administrative Assistant
Disabilities and Vocational Rehabilitation
The Division of Vocational Rehabilitation is:

A voluntary federal and state program that provides services for eligible persons with physical and/or mental impairments. These services are designed to enable individuals to:

Prepare,
Get,
Keep,
or to Regain employment.
Objectives

• Define “Disability”
• Learn about various limitations with those disabilities
• Have a better understanding of how Vocational Rehabilitation may be able to assist your patients.
What is a Disability?

- A physical or mental impairment that substantially limits one or more major life activities.
  - Major Life Activity- caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating and working.
Functional Limitations with Regard to Employment

- Mobility
- Communication
- Self-Care
- Self-Direction
- Interpersonal Skills
- Work Tolerance
- Work Skills
Mobility

• **Mobility** means an individual’s physical access to his or her environment, either through his or her own ability (actions) or with the assistance of others.

• Mobility also includes transportation to and from worksite.
Communication

• Communication means the individual’s ability to express himself or herself through speech and/or the ability to receive and process communication.
Self-Care

- **Self-Care** means the ability to conduct the essential activities of daily living unassisted by another individual.
Self-Direction

• **Self-Direction** means the capacity to organize structure and manage activities required to obtain and maintain employment.
Interpersonal Skills

• **Interpersonal Skills** mean the individual’s ability to interact in a socially acceptable manner at work with coworkers, supervisors, peers and the general public.
Work Tolerance

- Work Tolerance means the ability to carry out tasks in an efficient and effective manner over a sustained period of time.
Work Skills

- **Work Skills** means the specific job skill required to learn and carry out work functions.
Vocational Rehabilitation

Mission

• To help people with disabilities find and maintain employment, and enhance their independence.
Vocational = competitive employment
Rehabilitation = understanding and managing disability

Initial Interview with VR counselor
Eligibility determined within 60 days of application
Develop your Individualized Plan for Employment within 90 days
Implementation of IPE
Achieve your goal! (90-150 days of stable employment)
What does someone need to return to employment?

• Those are the services that VR can provide.

• Must be a necessary service to return to employment.

• Must not be able to get that service elsewhere.
VR Transition Process

“School to Work” VR Process

- Counselors meet with secondary education schools and transition community representatives, to generate referrals and interest to students, school personnel, and parents about VR

- Referral process is completed by the schools, counselors, or other resources by way of the VR Star Portal or traditional VR referral form

- VR Works orientations are completed at the schools in groups, individually, or at the VR office

- Eligibility process is completed and evaluations are done at the schools or vendors offices

- IPE process is completed with agreement by client and parents, if they are involved, and exploration of appropriate goals is often necessary. Examples of this are: evaluating transferable skills, discussion of appropriate vocational goals, how to choose the appropriate level of post-secondary training, discussion of pre-employment transition services, employment plan options (SE vs VE), etc.

- Vocational Evaluations, in-school training, post secondary training, and pre-employment training is generally completed over several years

- Successful closure of the case once vocational goal is reached
WIOA Impact

- **15%** of the federal allocation set aside for VR services to youth in high school
- **50%** of the Supported Employment Fund must be used for transition aged youth
- **75%** of Workforce funds (not VR) for transition aged youth be applied to those out of school
- Emphasis on STEM (i.e. Science, Technology, Engineering, and Math) exploration
VR Traditional Customer: Pre-Employment Transition Services

• Career Exploration Counseling:
• Aptitude and Interest Assessments
• Comprehensive Vocational Evaluation
  • On the Job Evaluation
  • Discovery 1 and 2
  • Self Advocacy Training
  • Peer Mentoring
• Work Readiness Training:
  • Pre-Placement Training
• Community Based Work Experiences:
  • On-the-Job Training (OJT) Services
Success of VR Transition Youth

*The process of eligibility determination and IPE development timelines are the same for all customers

*Pre-Employment Transition Services are offered to prepare students

*Additional evaluations may be required for direction in choosing an employment goal for the IPE

*Post-secondary training is not uncommon to assist with reaching an appropriate employment goal

*There is more parent involvement

*The End Goal is Always Employment!*
Questions?
Vision for the State Vocational Rehabilitation Services Program as a Partner in the Workforce Development System under the Workforce Innovation and Opportunity Act. Technical Assistance Circular. RSA-TAC-15-02. 08/17/2015


Florida Vocational Rehabilitation Policy Manual, Chapter 6: Eligibility, Chapter 7: Significant and Most Significant Disabilities.

All references can be found through the State of Florida Division of Vocational Rehabilitation website: www.rehabworks.org
MARIONTRANSIT
Productivity 2018

ALL TRIPS

TD Only Trips

1st Quarter 2nd Quarter 3rd Quarter 4th Quarter

- Passengers
- One-Way Trips
**Marion Transit Rules**

For the safety of all our passengers, please observe the following rules. Any violations may result in a warning and more serious violations may require that you get off the bus.

- No littering
- No weapons
- No bare feet
- No distracting the driver
- No consuming alcoholic beverages
- No flammable or explosive materials
- No lying down or putting feet on seats
- Children must be supervised at all times
- Shirts, bottom attire & shoes are required
- No emitting offensive body or clothing odors
- No eating or open containers of food or drink
- No distributing leaflets or post unauthorized notices
- No displays of lewd or indecent behavior and/or attire
- No loud talking, abusive, profane or obscene language
- You may not physically or verbally harass other passengers or Marion Transit employees
- No use of radios, media players, computers, etc. without headphones and/or on silent setting
- No smoking or vaping
- No soliciting, promoting or attempting to buy or sell anything while on a Marion Transit bus or at a facility
- Pets must be kept in small carriers (Guide dogs and service animals may accompany disabled passengers)

*Law enforcement will be called if you:

- Engage in illegal activities
- Engage in fighting or threaten violence
- Fail to leave the bus after being directed by Marion Transit
- Willfully destroying or damaging bus or other property

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**Service for Persons with Disabilities:**

Marion Transit Buses are wheelchair accessible. If you live within a quarter mile of a bus stop, and are unable to get to a stop, please contact our office at 352-620-3071 and you may be picked up at home with a 24-hour notice on our Blue Line Bus.

**Complaints**

May be filed by calling 352-620-3071 or visiting our website for more information:

www.marionseniorservices.org

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**SEAT BELT USE IS MANDATORY WHILE RIDING BUS**

**CARRY-ON BAGS ARE LIMITED TO 3 PER PASSENGER**

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**Marion Transit**

Blue Line

Serving the Dunnellon Area

1101 S.W. 20th Court

Ocala, FL 34471

352-620-3071

Public Transportation

Our Mission –

"Is to provide Public Transportation that offers riders a high-quality, safe, reliable, and efficient paratransit experience."
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<td>US Post Office / Library</td>
<td>21271 W. HWY 40</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>4. Wal-Mart</td>
<td>11012 N. Williams Street</td>
<td>9:00 AM</td>
<td>11:30 AM</td>
<td>12:20 PM</td>
<td>2:00 PM</td>
<td>3:40 PM</td>
<td>5:30 PM</td>
</tr>
<tr>
<td>Boys &amp; Girls Club</td>
<td>20077 SW 110th Street</td>
<td></td>
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<tr>
<td>Chatmire Community Center</td>
<td>19789 SW 107th Place</td>
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<tr>
<td>5. Winn-Dixie</td>
<td>10055 U.S. 41</td>
<td>9:20 AM</td>
<td>11:40 AM</td>
<td>12:40 PM</td>
<td>2:20 PM</td>
<td>4:10 PM</td>
<td>6:00 PM</td>
</tr>
<tr>
<td>Rainbow Springs State Park</td>
<td>19158 SW 81st Place Road</td>
<td></td>
<td></td>
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<tr>
<td>KP Hole Park</td>
<td>9435 SW 190th Ave. Rd.</td>
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<tr>
<td>7th Day Dining Site</td>
<td>7620 HWY 41</td>
<td></td>
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<tr>
<td>Dollar General</td>
<td>19552 SW 56 LN</td>
<td></td>
<td></td>
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<tr>
<td>RLF / LAKE TROPICANA</td>
<td>4000 SW Deepwater Ct.</td>
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<tr>
<td>AMEX Foods</td>
<td>125 NW 110th Avenue</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>MarionTransit</td>
<td>1101 SW 20th Court - Ocala</td>
<td>1:20 PM</td>
<td></td>
<td></td>
<td></td>
<td>6:40 PM</td>
<td></td>
</tr>
<tr>
<td>(SunTran Connection)</td>
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</tr>
</tbody>
</table>

**BUS FARES & INFORMATION**

**FARES**

- One Way Trip: $2.00
- Children Under 16: FREE

**FREE BUS PASS**

Transportation Disadvantaged:
- Income level below $1507 per month
- 60 Years or older
- Person with a disability

Section 5311:
- Must be pre-registered with MarionTransit open to the public during service hours.

**DEVATIONS**

Shaded stops are designated Deviations. Riders must call at least (1) hour prior to pick-up time. Drop off may be made by advising the driver.

**INFORMATION**

1. You must have exact change.
2. You must pay the full fare each time you board the bus.
3. You may pay the fare in cash, ticket or by showing your Blue line Pass card.

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Please call MarionTransit if you have any questions:
352-620-3071

Hours: 8:00 am to 5:00 pm – Monday – Friday
Closed on Major Holidays
Bus Operation is Monday – Friday

**NOTE:** ALL SCHEDULED TIMES ARE APPROXIMATE AND DEPEND ON TRAFFIC AND OTHER DRIVING CONDITIONS.

Rev. 11/2018