



Transportation Disadvantaged Local Coordinating Board (TDLCB) Meeting

Marion County Growth Services Training Room
2710 E. Silver Springs Blvd., Ocala, FL 34470

June 16, 2022

10:00 AM

MINUTES

Members Present:

Tracey Sapp
Susan Hanley (*arrived at 10:30am*)
Tracey Alesiani
Andrea Melvin
Steven Neal (*arrived at 10:10am*)
Keith Fair

Members Not Present:

Michelle Stone
Jeffrey Askew
Glorybee Perez
Lauren Debik
Carlos Colon
Iris Pozo
Anissa Pieriboni
Carressa Hutchinson
Jeff Aboumrad
Ronald Graham

Others Present:

Rob Balmes, TPO
Shakayla Irby, TPO
Elizabeth Mitchell, TPO
Chris Keller, Benesch
Clayton Murch, Marion Senior Services

Item 1. Call to Order and Roll Call

Vice-Chairwoman Andrea Melvin called the meeting to order at 10:08am. Secretary Shakayla Irby called the roll and a quorum was present with a special quorum of at least four voting member's present in-person.

Mr. Fair made a motion to proceed with the special quorum. Ms. Sapp seconded, and the motion passed unanimously.

Item 2. Pledge of Allegiance

Vice-Chairwoman Melvin led the board members in the Pledge of Allegiance.

Item 3. Proof of Publication

Secretary Shakayla Irby stated that the meeting had been published June 9, 2022 online on the TPO website and Facebook and Twitter pages, the City of Ocala, Belleview, and Dunnellon websites. The meeting was also published to the June 9, 2022 edition of the Ocala Star Banner.

Item 4. New Member Introduction

Vice-Chairwoman Melvin stated for the record that the new members were unable to attend the board meeting and notified the board of their names and represented agencies.

Glorybee Perez – Agency for Healthcare Administration
Ronald Graham – Department of Children and Families

Item 5A. Transportation Disadvantaged Service Plan (TDSP) 2022 Update

Ms. Liz Mitchell with the TPO presented and said that the Florida Commission for the Transportation Disadvantaged (FCTD) required that each Community Transportation Coordinator (CTC) submit a comprehensive TDSP or an annually updated tactical plan that included the following components for the local transportation disadvantaged (TD) program:

- Development Plan
- Service Plan
- Quality Assurance

The TDSP is a tactical plan, a mandated document to be produced by the TPO in direct coordination and collaboration with the CTC and TDLCB.

The plan covered a five year period with three main components.

1. Development Section

- TD program background, with an overview of the program on a local level
- Explains the background and history of the CTC and the planning agency's selection process
- Organizational chart
- Public participation process
- Service Area profile
- Demographics
- Service analysis
- Needs assessment
- Barriers to coordination
- Goals, objectives and strategies
- Implementation schedule

Ms. Mitchell informed the board that all updates/changes were in red in the document. She also highlighted the changes in her presentation.

Updates/Changes:

- “Public Participation” was augmented outlining in more detail our website, surveys and community outreach
- Our “Tables and Figures” were updated due to the 2020 census
- Demographics
- Population by
- Race,
- Age,
- Income,
- Education
- Growth Projections by County and Municipalities

The TD population analysis

The Center for Urban Transportation Research (CUTR), Paratransit Service Demand Estimation Tool.

- General TD Population
- Critical Need Disadvantaged
- Annual Trip Demand and Breakdown
- Goals, Objectives, and Strategies and Implementation Plan - goals/strategies were updated to show the effort exercised throughout the year to maintain service quality

2. Service Plan

Developed in its entirety by the CTC and encompasses the operations of the CTC.

- Types of service
- Days and hours of operation
- Accessing services
- Trip eligibility and prioritization
- Emergency preparedness
- Service standards
- Performance Standards
- Policies and Procedures
- Service, Safety, and Training Standards
- Quality Assurance Standards

Updates/Changes:

No changes with the exception of the vehicle inventory provided in Exhibit B

3. Quality Assurance

- CTC Monitoring and Evaluation Process
- Cost/Revenue Allocation and Rate Structure Justification

Updates/Changes:

- QAPE/CTC Evaluation – certification provided in Exhibit E
- Cost/Revenue and Rate Structure provided in Exhibit F

APPENDIX

- Summary Review of Other Plans (Appendix A)
- *Vehicle Inventory (Appendix B)
- Grievance Procedures (Appendix C)
- *System Safety Program Plan Certification (Appendix D)
- *CTC Evaluation Results (Appendix E)
- *Cost Revenue Allocation and Rate Structure (Appendix F)

** Denotes 2022 changes*

Ms. Mitchell said that the TPO and the TDLCB's involvement help guide and support the CTC in implementing service standards that are consistent with the needs of the community.

The Commission required that the plan is updated annually and developed through a process that includes private, nonprofit transportation, human services providers, and participation by the public.

To maintain compliance, the plan was updated for 2022 and submitted for public participation, input and comments for 21 days.

Mr. Neal inquired if the vehicle changes were because of supply and demand.

Mr. Murch responded that the vehicle changes were the additions and removal of vehicles.

Mr. Neal made a motion to approve the TDSP 2022 Update. Mr. Fair seconded, a roll-call vote was called and the motion passed unanimously.

Item 5B. Rate Model Calculation Sheet

Each year, the TDLCB is required to approve Marion Transit's (MT) proposed trip rates. MT, as required, utilizes the Commission for Transportation Disadvantaged (CTD) Trip Rate Calculation process. The Trip Rate Calculation process considers numerous costs items including labor, fringe benefits and insurance as well as program income to determine the trip rates.

The trip rates are provided on pages 7-15 of this set of minutes for reference.

Mr. Neal made a motion to approve the Rate Model Calculation Sheet. Ms. Sapp seconded, and the motion passed unanimously.

Item 6. Consent Agenda

Mr. Neal made a motion to approve the Consent Agenda. Mr. Fair seconded, and the motion passed unanimously.

Item 7. Discussion Items

There were no discussion items.

Item 8. Comments by TDLCB Members

Mr. Neal gave accolades to Mr. Murch and the Marion Senior Services staff for doing a great job.

Item 9. Comments by TPO Staff

There were no comments by TPO Staff.

Item 10. Comments by CTC

Mr. Clayton Murch gave the following comments and updates.

- Ken McKelvey attended a Defensive Driving course and was able to obtain materials at no cost to the agency to train drivers on Defensive Driving internally.
- Cameras on buses allowed for weekly spot checks of drivers as they are driving for behaviors (speeding, not wearing a seatbelt, aggressive driving, etc.) If the behaviors were noticed drivers would be monitored daily until the next week when the driver could go back to regular weekly observation.
- Fleet Supervisor, Ed Rivers attended a Lively Paratransit Instructional Program that certified him to do lift inspections internally at no cost to the agency.
- Staffing updates
 - 33 of 40 drivers employed

- 6 drivers in process
- By not being fully staffed it was costing the ability to run some requested trips. Approximately 20-30 trips a day that were unable to be completed due to short staffing.
- Covid cases had increased with 6 drivers out
- Audit by CTD on May 26th
 - The TD application review process conducted every two years
 - Form of income level that was non-certifiable proof
- More riders due to the high cost of fuel
- Suggestion boxes had been installed in all four parts of the buses
- Added Friday services to Dunnellon
- Several grants and CARES money that was approved to repave the parking lot and make roof repairs.
- Air infiltration units had been installed.
- Ridership was at 65% of what it was pre-COVID

Mr. Neal commented that Mr. Murch along with another staff member of Marion Senior Services attended a CUTR training and that the staff was doing everything they could to use their time wisely and seeking out additional training whenever they can.

Item 11. Public Comment

There was no public comment.

Item 12. Adjournment

Vice-Chairwoman Melvin adjourned the meeting at 10:44am.

Respectfully Submitted By:

Shakayla Irby, TPO Administrative Assistant

Preliminary Information Worksheet

Version 1.4

CTC Name:	Marion Senior Services, Inc. d/b/a Marion Transit
County (Service Area):	Marion
Contact Person:	Clayton Murch/Patricia Yoder
Phone #	352.620.3519 / 352.620.3501

Check Applicable Characteristic:

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

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

Comprehensive Budget Worksheet

Version 1.4

CTC: **Marion Senior Services, Inc. d/b/a Marion Transit**
 County: **Marion**

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

	Prior Year's ACTUALS from July 1st of 2020 to June 30th of 2021	Current Year's APPROVED Budget, as amended from July 1st of 2021 to June 30th of 2022	Upcoming Year's PROPOSED Budget from July 1st of 2022 to June 30th of 2023	% Change from Prior Year to Current Year	Proposed % Change from Current Year to Upcoming Year	Confirm whether revenues are collected as a system subsidy VS a purchase of service at a unit price. Explain Changes in Column 6 That Are > ± 10% and Also > ± \$50,000
1	2	3	4	5	6	7

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

Local Non-Govt

Farebox	\$ 63,748	\$ 87,393	\$ 90,000	37.1%	3.0%	
Medicaid Co-Pay Received						
Donations/ Contributions						
In-Kind, Contributed Services						
Other						
Bus Pass Program Revenue						

Local Government

District School Board	\$ 13,342	\$ 31,000	\$ 31,000	132.3%	0.0%	County Cash is inconsistent due to supplemental Federal funding.
Compl. ADA Services	\$ 278,302	\$ 340,000	\$ 340,000	22.2%	0.0%	
County Cash	\$ 151,086	\$ 969,909	\$ 665,842	542.0%	-31.4%	
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	\$ 796,483	\$ 778,311	\$ 813,021	-2.3%	4.5%	
Non-Spons. Capital Equipment						
Rural Capital Equipment						
Other TD (specify in explanation)						
Bus Pass Program Revenue						

USDOT & FDOT

49 USC 5307						Increase in 5310 due to increased pricing for buses. 5311 is general operating revenue. ARP & CRRSAA funding listed in the "Other DOT" category - federal funding causes a resulting decrease in the need to draw from normal 5311 operating funding
49 USC 5310	\$ 374,000	\$ 353,758	\$ 442,198	-5.4%	25.0%	
49 USC 5311 (Operating)	\$ 742,170	\$ 847,858	\$ 520,234	14.2%	-38.6%	
49 USC 5311(Capital)						
Block Grant						
Service Development						
Commuter Assistance						
Other DOT (specify in explanation)	\$ 1,183,721	\$ 44,220	\$ 1,495,533	-96.3%	3282.0%	
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						
Community Care for Elderly						
Other DOEA (specify in explanation)	\$ 711			-100.0%		
Bus Pass Program Revenue						

DCA

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

APD

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

DJJ

(specify in explanation)						
Bus Pass Program Revenue						

Other Fed or State

Comprehensive Budget Worksheet

Version 1.4

CTC: **Marion Senior Services, Inc. d/b/a Marion Transit**
 County: **Marion**

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

1	2	3	4	5	6	7
	Prior Year's ACTUALS from July 1st of 2020 to June 30th of 2021	Current Year's APPROVED Budget, as amended from July 1st of 2021 to June 30th of 2022	Upcoming Year's PROPOSED Budget from July 1st of 2022 to June 30th of 2023	% 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

xxx						
xxx						
xxx						
Bus Pass Program Revenue						
Other Revenues						
Interest Earnings						
Sales of Vehicles	\$ -	\$ -	\$ -			
Loss reimbursement	\$ -	\$ -	\$ -			
Bus Pass Program Revenue						
Balancing Revenue to Prevent Deficit						
Actual or Planned Use of Cash Reserve						
Balancing Revenue is Short By = None						
Total Revenues =	\$3,603,563	\$3,452,449	\$4,397,828	-4.2%	27.4%	

EXPENDITURES (CTC/Operators ONLY / Do NOT include Coordination Contractors)							
Operating Expenditures							
Labor	\$ 1,487,801	\$ 1,647,546	\$ 2,075,905	10.7%	26.0%	LABOR - wage increase of \$2.00 / hr for drivers & staff; FRINGE - 45% increase in benefit cost; misc includes depreciation expense. Service vendors 31% increase in labor rates. Fuel expense has increase by more than 25% YOY.	
Fringe Benefits	\$ 410,673	\$ 469,898	\$ 656,742	14.4%	39.8%		
Services	\$ 594,737	\$ 389,763	\$ 563,797	-34.5%	44.7%		
Materials and Supplies	\$ 41,238	\$ 308,890	\$ 317,047	649.0%	2.6%		
Utilities	\$ 32,053	\$ 42,757	\$ 47,488	33.4%	11.1%		
Casualty and Liability	\$ 135,647	\$ 146,711	\$ 162,000	8.2%	10.4%		
Taxes	\$ 1,217	\$ 142	\$ 1,100	-88.3%	673.4%		
Purchased Transportation:							
Purchased Bus Pass Expenses							
School Bus Utilization Expenses							
Contracted Transportation Services							
Other							
Miscellaneous	\$ 14,007	\$ 3,722	\$ 20,000	-73.4%	437.3%		
Operating Debt Service - Principal & Interest							
Leases and Rentals	\$ 1,550	\$ 820	\$ 1,000	-47.1%	21.9%		
Contrib. to Capital Equip. Replacement Fund	\$ 349,000			-100.0%			
In-Kind, Contributed Services	\$ -	\$ -	\$ -				
Allocated Indirect							
Capital Expenditures							
Equip. Purchases with Grant Funds	\$ 415,556	\$ 397,978	\$ 497,473	-4.2%	25.0%		
Equip. Purchases with Local Revenue	\$ 41,556	\$ 44,220	\$ 55,275	6.4%	25.0%		
Equip. Purchases with Rate Generated Rev.							
Capital Debt Service - Principal & Interest							
ACTUAL YEAR GAIN	\$78,528						
Total Expenditures =	\$3,525,035	\$3,452,449	\$4,397,828	-2.1%	27.4%		
See NOTES Below.							

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

ACTUAL year GAIN (program revenue) MUST be reinvested as a trip or system subsidy. Adjustments must be identified and explained in a following year, or applied as a Rate Base Adjustment to proposed year's rates on the next sheet.

Budgeted Rate Base Worksheet

Version 1.4

CTC: Marion Senior Services, Inc. d/b/a Marion Transit

County: Marion

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

	Upcoming Year's BUDGETED Revenues from July 1st of 2022 to June 30th of 2023	What amount of the <u>Budgeted Revenue</u> 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 <u>Subsidy Revenue</u> EX cluded from the Rate Base	What amount of the <u>Subsidy Revenue</u> in col. 4 will come from funds to purchase equipment, OR will be used as match for the purchase of equipment?
1	2	3	4	5

REVENUES (CTC/Operators ONLY)

Local Non-Govt

Farebox	\$	90,000
Medicaid Co-Pay Received	\$	-
Donations/ Contributions	\$	-
In-Kind, Contributed Services	\$	-
Other	\$	-
Bus Pass Program Revenue	\$	-

Local Government

District School Board	\$	31,000
Compl. ADA Services	\$	340,000
County Cash	\$	665,842
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	\$	813,021
Non-Spons. Capital Equipment	\$	-
Rural Capital Equipment	\$	-
Other TD	\$	-
Bus Pass Program Revenue	\$	-

USDOT & FDOT

49 USC 5307	\$	-
49 USC 5310	\$	442,198
49 USC 5311 (Operating)	\$	520,234
49 USC 5311(Capital)	\$	-
Block Grant	\$	-
Service Development	\$	-
Commuter Assistance	\$	-
Other DOT	\$	1,495,533
Bus Pass Program Revenue	\$	-

AHCA

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

DCF

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

DOH

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

DOE (state)

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

AWI

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

DOEA

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

DCA

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

APD

Office of Disability Determination	\$	-
Developmental Services	\$	-
Other APD	\$	-
Bus Pass Program Revenue	\$	-

DJJ

DJJ	\$	-
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\$ 45,000	\$ 45,000				
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\$ 813,021	\$ -	\$ -	\$ -	\$ 90,336	
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\$ 1,495,533	\$ -	\$ -	\$ -	\$ 49,133	
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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: Marion Senior Services, Inc. d/b/a Marion Transit

County: Marion

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

	Upcoming Year's BUDGETED Revenues
	from
	July 1st of
	2022
	to
	June 30th of
	2023
1	2

What amount of the <u>Budgeted Revenue</u> 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 <u>Subsidy Revenue</u> in col. 4 will come from funds to purchase equipment, OR will be used as match for the purchase of equipment?
3	4	5

Bus Pass Program Revenue	\$ -
Other Fed or State	
xxx	\$ -
xxx	\$ -
xxx	\$ -
Bus Pass Program Revenue	\$ -
Other Revenues	
Interest Earnings	\$ -
Sales of Vehicles	\$ -
Loss reimbursement	\$ -
Bus Pass Program Revenue	\$ -
Balancing Revenue to Prevent Deficit	
Actual or Planned Use of Cash Reserve	\$ -
Total Revenues = \$ 4,397,828	

\$ -	\$ -	
	\$ -	
	\$ -	
\$ -	\$ -	
\$ -	\$ -	
\$ -	\$ -	
\$ -	\$ -	
\$ -	\$ -	
\$ -	\$ -	
\$ -	\$ -	
\$ 3,004,788	\$ 1,393,040	\$ 442,198

EXPENDITURES (CTC/Operators ONLY)	
Operating Expenditures	
Labor	\$ 2,075,905
Fringe Benefits	\$ 656,742
Services	\$ 563,797
Materials and Supplies	\$ 317,047
Utilities	\$ 47,488
Casualty and Liability	\$ 162,000
Taxes	\$ 1,100
Purchased Transportation:	
Purchased Bus Pass Expenses	\$ -
School Bus Utilization Expenses	\$ -
Contracted Transportation Services	\$ -
Other	\$ -
Miscellaneous	\$ 20,000
Operating Debt Service - Principal & Interest	\$ -
Leases and Rentals	\$ 1,000
Contrib. to Capital Equip. Replacement Fund	\$ -
In-Kind, Contributed Services	\$ -
Allocated Indirect	\$ -
Capital Expenditures	
Equip. Purchases with Grant Funds	\$ 497,473
Equip. Purchases with Local Revenue	\$ 55,275
Equip. Purchases with Rate Generated Rev.	\$ -
Capital Debt Service - Principal & Interest	\$ -
	\$ -
Total Expenditures = \$ 4,397,828	
minus EXCLUDED Subsidy Revenue	\$ 1,393,040
Budgeted Total Expenditures INCLUDED in Rate Base = \$ 3,004,788	
Rate Base Adjustment ¹ =	
Adjusted Expenditures Included in Rate Base = \$ 3,004,788	

\$ 950,842
Amount of Budgeted Operating Rate Subsidy Revenue

¹ Rate Base Adjustment Cell

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

¹ The Difference between Expenses and Revenues for Fiscal Year: **2020 - 2021**

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

Worksheet for Program-wide Rates

CTC: Marion Senior Serv Version 1.4
 County: Marion

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 <u>Projected</u> Passenger Miles =	875,000
Rate Per Passenger Mile = \$ 3.43	
Total <u>Projected</u> Passenger Trips =	70,000
Rate Per Passenger Trip = \$ 42.93	

Fiscal Year

2022 - 2023

Avg. Passenger Trip Length =	12.5 Miles
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Rates If No Revenue Funds Were Identified As Subsidy Funds	
Rate Per Passenger Mile = \$ 5.03	
Rate Per Passenger Trip = \$ 62.83	

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

Vehicle Miles

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

Vehicle Revenue Miles (VRM)

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

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

Passenger Miles (PM)

The cumulative sum of the distances ridden by each passenger.

Worksheet for Multiple Service Rates

CTC: **Marion Senior S** Version 1.4
 County: **Marion**

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

SECTION I: Services Provided

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

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

SECTION II: Contracted Services

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

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

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

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

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

Ambulatory	Wheelchair	Stretcher	Group

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

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

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

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

Worksheet for Multiple Service Rates

CTC: Marion Senior S Version 1.4
 County: Marion

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

SECTION III: Escort Service

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

SECTION IV: Group Service Loading

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

SECTION V: Rate Calculations for Multiple Services:

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

		RATES FOR FY: 2022 - 2023			
		Ambul	Wheel Chair	Stretcher	Group
Projected Passenger Miles (excluding totally contracted services addressed in Section II) =	875,000	= 542,500	+ 332,500	+ Leave Blank	+ Leave Blank
Rate per Passenger Mile =		\$2.70	\$4.63	\$0.00	\$0.00
				per passenger	per group

		Ambul	Wheel Chair	Stretcher	Group
Projected Passenger Trips (excluding totally contracted services addressed in Section II) =	70,000	= 43,400	+ 26,600	+ Leave Blank	+ Leave Blank
Rate per Passenger Trip =		\$33.76	\$57.88	\$0.00	\$0.00
				per passenger	per group

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

		Combination Trip and Mile Rate			
		Ambul	Wheel Chair	Stretcher	Group
...INPUT the Desired Rate per Trip (but must be less than per trip rate above) =		<input type="text"/>	<input type="text"/>	Leave Blank	Leave Blank
Rate per Passenger Mile for Balance =		\$2.70	\$4.63	\$0.00	\$0.00
				per passenger	per group

Worksheet for Multiple Service Rates

CTC: Marion Senior S Version 1.4
 County: Marion

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

Rate per Passenger Mile =

Rate per Passenger Trip =

Rates If No Revenue Funds Were Identified As Subsidy Funds

Ambul	Wheel Chair	Stretcher	Group	
\$3.95	\$6.78	\$0.00	\$0.00	\$0.00
			per passenger	per group
Ambul	Wheel Chair	Stretcher	Group	
\$49.41	\$84.71	\$0.00	\$0.00	\$0.00
			per passenger	per group

Program These Rates Into Your Medicaid Encounter Data