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## MEETING NOTICE

### CLEARINGHOUSE COMMITTEE

There will be a meeting of the Clearinghouse Committee of the North Central Florida Regional Planning Council on **February 26, 2015**. The meeting will be held at the **Holiday Inn Hotel & Suites, 213 SW Commerce Boulevard, Lake City**, beginning at **6:00 p.m.**

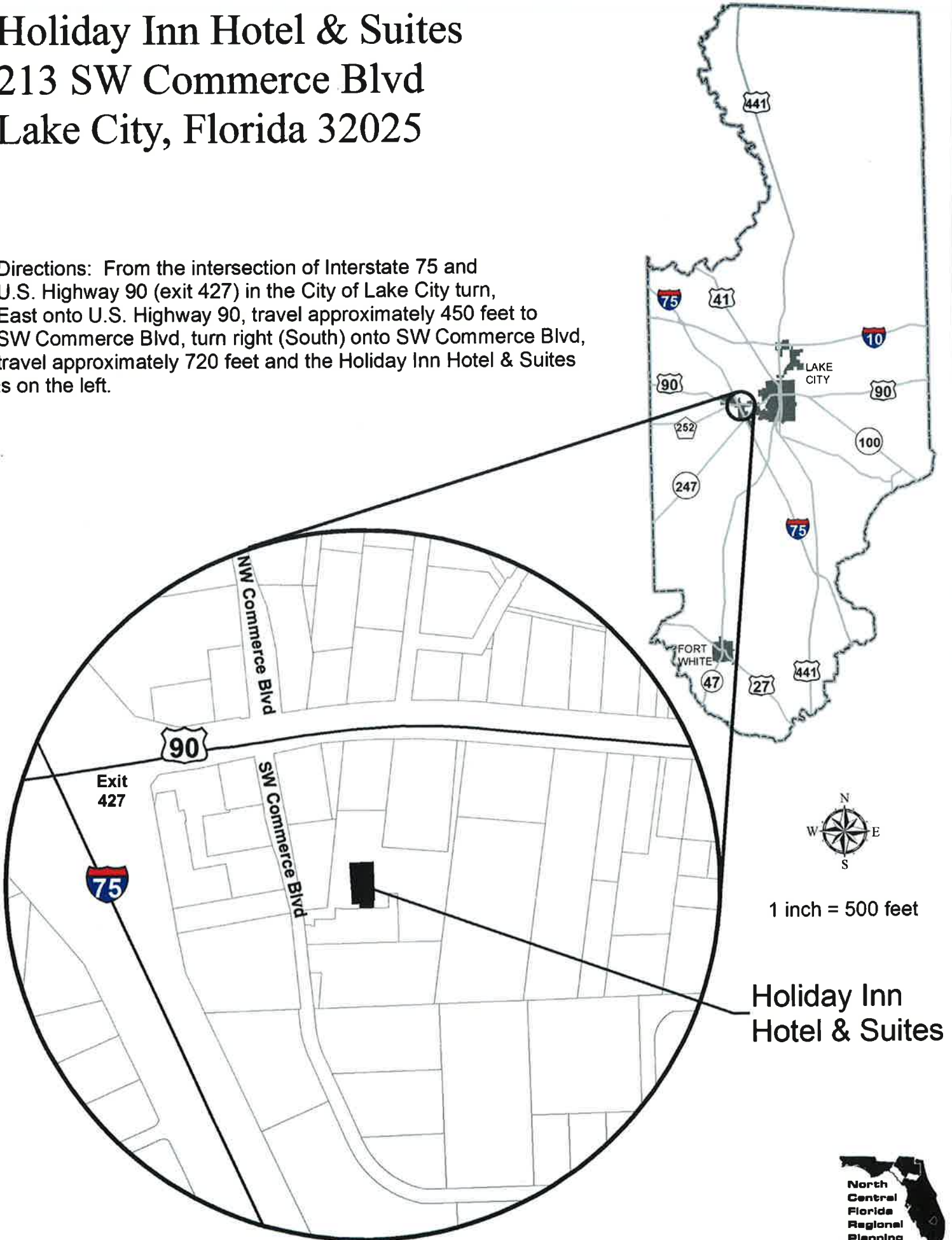
(Location Map on Back)

Dedicated to improving the quality of life of the Region's citizens,  
by coordinating growth management, protecting regional resources,  
promoting economic development and providing technical services to local governments.

# Holiday Inn Hotel & Suites

213 SW Commerce Blvd  
Lake City, Florida 32025

Directions: From the intersection of Interstate 75 and U.S. Highway 90 (exit 427) in the City of Lake City turn, East onto U.S. Highway 90, travel approximately 450 feet to SW Commerce Blvd, turn right (South) onto SW Commerce Blvd, travel approximately 720 feet and the Holiday Inn Hotel & Suites is on the left.





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## AGENDA

### CLEARINGHOUSE COMMITTEE

Holiday Inn Hotel & Suites  
Lake City, Florida

February 26, 2015  
6:00 p.m.

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NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

CLEARINGHOUSE COMMITTEE

MINUTES

North Central Florida Regional Planning Council  
Gainesville, Florida

January 22, 2015  
6:00 p.m.

MEMBERS PRESENT

Beth Burnam (via telephone)  
Sandra Haas, Chair (via telephone)  
Donnie Hamlin  
James Montgomery, Vice-Chair  
Lauren Poe (via telephone)

MEMBERS ABSENT

Jim Catron  
Mike Williams  
Steven Witt

STAFF PRESENT

Steven Dopp

The meeting was called to order by Chair Haas at 6:29 p.m.

I. APPROVAL OF THE JANUARY 13, 2015 MEETING MINUTES

**ACTION:** It was moved by Commissioner Hamlin and seconded by Mr. Montgomery to approve the January 13, 2015 meeting minutes as circulated. The motion carried unanimously.

III. COMMITTEE-LEVEL REVIEW ITEMS

#21- City of Gainesville Comprehensive Plan Adopted Amendment (DEO No. 14-3ESR)

Mr. Dopp stated the staff report for the item finds that the local government comprehensive plan, as amended, is not anticipated to result in significant adverse impacts to Natural Resources of Regional Significance, regional facilities, or adjoining local governments.

•  
**ACTION:** It was moved by Commissioner Hamlin and seconded by Mr. Montgomery to approve the staff report as circulated. The motion carried unanimously.

The meeting adjourned at 6:37 p.m.

---

Sandra Haas, Chair

2/26/15



## **COMMITTEE-LEVEL ITEMS**



**FLORIDA REGIONAL COUNCILS ASSOCIATION  
LOCAL GOVERNMENT COMPREHENSIVE PLAN AMENDMENT REVIEW FORM 01**

Regional Planning Council: North Central FL      Regional Planning Council Item No.: 20  
Review Date: 2/26/15      Local Government: University of Florida  
Amendment Type: University of Florida Draft Campus Master Plan Update, 2015 - 2025

Date Mailed to University and State Land Planning Agency: 2/27/15 (estimated)

In recognition of the unique relationship between campuses of the State University System and local governments, Section 1013.30, Florida Statutes, requires State universities to update its campus master plan once every five years. Section 1013.30(5), Florida Statutes, requires the campus master plan to be consistent with the State Comprehensive Plan and not in conflict with local government comprehensive plans. The University Draft Campus Master Plan Update covers the planning period from 2015 to 2025.

Although the primary focus of this planning process is the relationship between the University and its host local government(s), regional planning councils are involved in the campus plan review process. Section 1013.30(6), Florida Statutes, requires the University to submit a copy of its draft master plan update to the Council for review. The Council has 90 days after receipt of the draft plan to forward any comments it may have to the University of Florida Board of Trustees.

The University of Florida Draft Campus Master Plan Update forecasts an on-campus student enrollment increase of 2,283 students, from 44,650 students in 2014-2015 to 46,933 in 2024-2025. The plan similarly projects faculty/staff employment increase of 1,522, from 24,214 in 2014-15 to 25,736 in 2024-25.

In conjunction with increased enrollment and faculty/staff employment, the number of on-campus parking spaces is projected to increase by a maximum of 1,715 parking spaces, from 23,540 spaces in 2014-2015 to 25,255 in 2024-2025.

**1. ADVERSE EFFECTS TO SIGNIFICANT REGIONAL RESOURCES AND FACILITIES IDENTIFIED IN THE STRATEGIC REGIONAL POLICY PLAN**

The University of Florida is located within one-half mile of State Roads 20, 24, 26, 121, 226, 329 and 331. The University is also located within one-half mile of U.S. Highway 441. All of these roads are identified and mapped in the Regional Plan as part of the Regional Road Network.

The University main campus is located within the City of Gainesville Transportation Mobility Program Area A and is subject to Zone A requirements of Policy 10.1.4 of the City Transportation Mobility Element. The City Transportation Element policy requires the implementation of one or more practices consistent with Transportation Planning Best Practices contained in the North Central Florida Strategic Regional Policy Plan (see attached). Regional Plan Transportation Element Policy 5.1.1 states that within municipalities where local government comprehensive plans contain goals and policies which implement Transportation Planning Best Practices, adverse impacts to the Regional Road Network are adequately mitigated and local government plans and plan amendments are not subject to a Regional Planning Council impact determination to the Regional Road Network.

The University Draft Campus Master Plan Update contains transportation goals and policies which are consistent with Transportation Planning Best Practices contained in the North Central Florida Strategic Regional Policy Plan (see attached). Of particular note is Transportation Policy 1.3.1, which states the University will participate with the City of Gainesville, Alachua County the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, the Florida Department of Transportation, Santa Fe College and the Gainesville Regional Transit System to examine the feasibility of park and ride facility development and expand transit service. Therefore, adverse impacts to the Regional Road Network as a result of the University Draft Campus Master Plan Update are adequately mitigated.

The University main campus is located within a stream-to-sink recharge area, a Natural Resource of Regional Significance as identified and mapped in the regional plan. Nevertheless, significant adverse impacts are not anticipated to occur to the natural resource as the University Draft Campus Master Plan Update General Infrastructure Element contains adequate policy direction consistent with the regional plan to mitigate adverse impacts to the natural resource (see attached).

**2. EXTRAJURISDICTIONAL IMPACTS INCONSISTENT WITH THE COMPREHENSIVE PLANS OF LOCAL GOVERNMENTS WITHIN THE REGION**

The University Draft Campus Master Plan, as amended, is not anticipated to create significant adverse impacts to adjoining local governments.

**Request a copy of the adopted version of the amendment?**

Yes ☒ No ☐

Not Applicable ☐

It is recommended that these findings be forwarded to the University Board of Trustees and the Florida Department of Economic Opportunity.

**EXCERPTS FROM THE  
UNIVERSITY CAMPUS MASTER PLAN UPDATE**

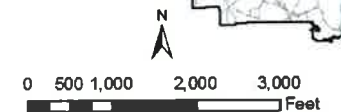




Figure 2 - 1

Future Land Use Map  
2015 - 2025

-  Master Plan Boundary
-  Academic / Research
-  Academic / Research - Outdoor
-  Active Recreation
-  Active Recreation - Outdoor
-  Green Space Buffer
-  Conservation
-  Cultural
-  Housing
-  Parking
-  Support / Clinical
-  Urban Park
-  Utility

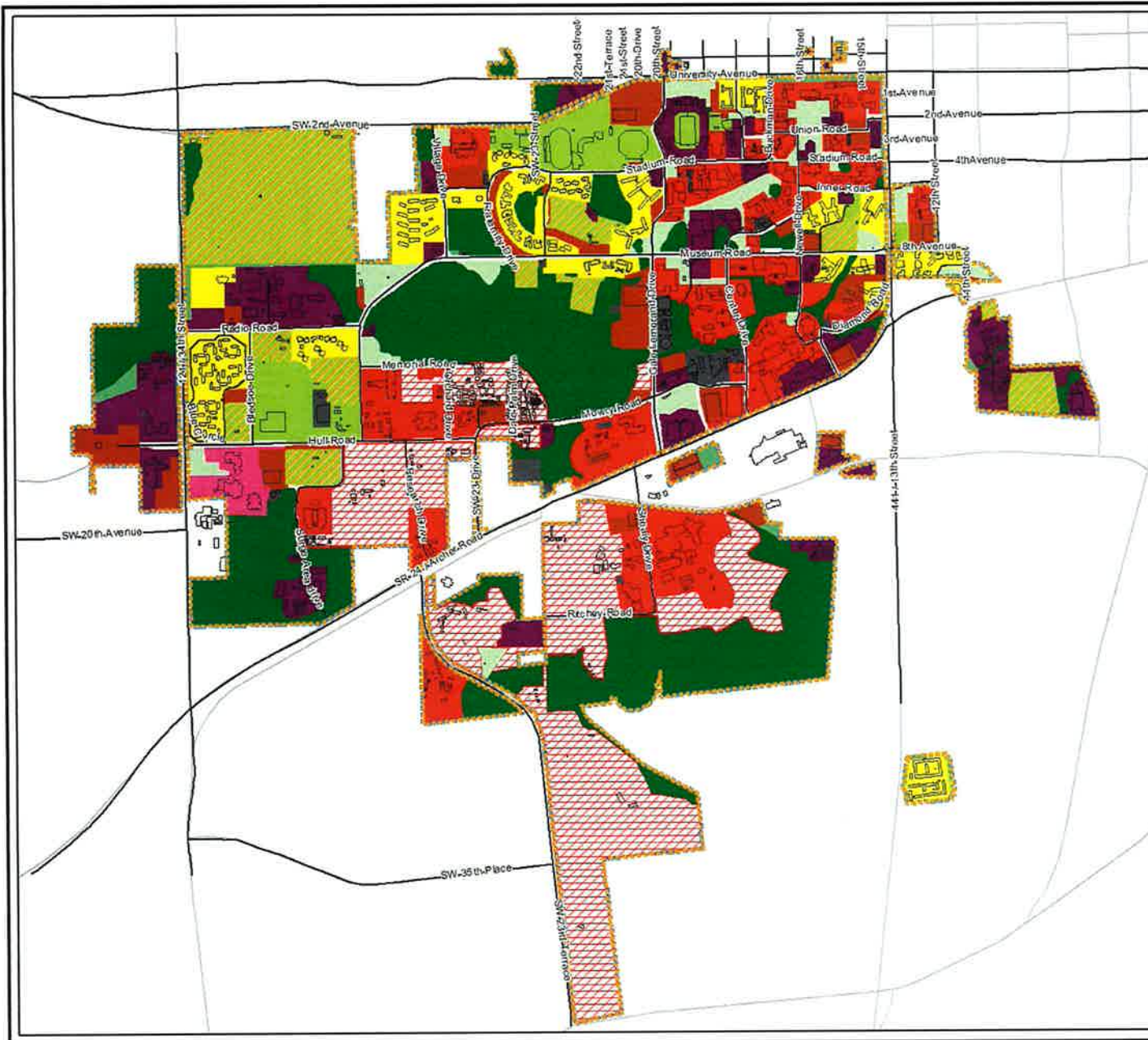


Planning, Design  
and Construction

December 2014

**UF** UNIVERSITY of  
**FLORIDA**

This map is intended for planning purposes only



- Southeastern edge: Archer Road (SW 16th Avenue to SW 13th Street) – Develop an urban streetscape character with tall buildings oriented toward the street, street trees, facilities for transit, bicyclists and pedestrians, entry signage and reduced through-traffic.
- Western edge: SW 34<sup>th</sup> Street (SW 19<sup>th</sup> Avenue to Radio Road) – Develop a landscaped setback including street trees and entry features with views of significant Urban Park land uses and landmark buildings that invite visitors to the University's clinical, conference and cultural resources.

~~Policy 1.4.4: Implement streetscape improvements on Fletcher Drive and Union Road between Fletcher Drive and Buckman Drive that emphasize pedestrian access, reduce vehicular through-traffic, and feature the historic buildings that frame these corridors.~~

**Policy 1.4.45:** Consider the reduction of excessive hardscape areas across campus, and particularly as pavement removal and landscape screening of the existing surface parking at the University's symbolic main entrance at SW 13<sup>th</sup> Street and SW 2<sup>nd</sup> Avenue when alternative parking is identified.

~~Policy 1.4.6: Amend the University of Florida Design and Construction Standards, Division 11170 to require screening of service/loading areas from public view and locating such uses away from significant open spaces and greenways.~~

**Policy 1.4.57:** Continue to maintain and expand ~~its University~~ inventories of trees (particularly National Champion and Heritage Specimens) and rare plants (both ornamental and naturally-occurring) on the main campus. These inventories are maintained by the ~~Facilities Planning, Design~~ and Construction Division in collaboration with the Physical Plant Division, School of Forest Resources and Conservation and Department of Botany.

~~Policy 1.4.6: The University shall employ a certified arborist on staff and/or as an annual services contractor to evaluate, recommend and oversee tree inventories, management, removals and planting.~~

~~Policy 1.4.7: The University shall develop a tree planting plan for tree and large shrub placement to address screening, streetscape, and specimen trees without overplanting and inhibiting security while recognizing that shade is highly valued as is open landscape that accommodates passive recreation, view sheds, and sun on winter days.~~

**Policy 1.4.8:** The University of Florida Design and Construction Standards, Division 02900 shall continue to specify procedures for the protection and replacement of existing trees and vegetation ~~and, provide. These standards are available online at <http://www.facilities.ufl.edu/dcs/index.htm>.~~

**Policy 1.4.9:** Development projects that impact or necessitate the removal of existing trees and vegetation shall be addressed according to the University of Florida Design and Construction Standards. ~~When Required,~~ tree mitigation or relocation shall be approved by the Lakes, Vegetation and Landscaping Committee. ~~Tree mitigation strategies shall assume a minimum two-for-one replacement of trees larger than three-inch DBH (diameter at breast/4.5" height), although the LVL committee may request additional mitigation for the loss of large specimen trees. Off-site mitigation and alternative approaches, such as Conservation Area enhancements, may also be~~



~~negotiated by the LVL committee in lieu of and at a comparable cost of two-for-one tree replacement.~~

**Policy 1.4.10:** Consistent with the *University of Florida Design and Construction Standards*, special protection is afforded to national Champion and Heritage Specimen trees that are numbered and tagged as part of the University's "Tree Walk" maintained by the UF School of Forest Resources and Conservation. These tagged trees are for teaching purposes and require special protection during any construction activity that may disturb soil near these trees.

**Policy 1.4.11:** The Physical Plant Division is responsible for planting, maintenance and removal of trees throughout the main campus and Eastside Campus. The Institute of Food and Agricultural Sciences (IFAS) assumes this responsibility in agricultural and range areas within the area of their academic responsibility.

**Policy 1.4.12:** No living tree on the University of Florida main campus or Alachua County Satellite properties shall be removed or relocated without the approval of the Lakes, Vegetation and Landscaping Committee except under the following conditions:

- The tree is dead.
- The tree is an immediate safety hazard to people, domestic animals, buildings or other structures, or motor, bicycle or pedestrian traffic, and no responsible correction is available other than tree removal as verified by a certified arborist when feasible.
- The tree is infested with harmful insects or fungi that cannot be controlled, are not normally present on trees of the species, and may reasonably be expected to spread to other trees not so infested as verified by a certified arborist when feasible.
- The tree or trees were planted specifically for purposes of research, or other arboriculture/silviculture activities and were intended to be removed upon research completion or as part of such research harvest.
- A record of such removals is kept and forwarded monthly to the Lakes, Vegetation and Landscaping Committee.
- Trees of less than three inches in diameter (nine inches in circumference) may be removed when deemed necessary for maintenance or operations.





**Policy 1.4.13:** The *University of Florida Design and Construction Standards*, Division 02900 shall continue to identify appropriate tree, shrub, groundcover and lawn specifications including standards for use of native and drought-tolerant plants. Landscaping requirements for parking lots and building construction projects shall also be maintained in these standards. ~~UF Design and Construction Standards are~~ available online at <http://www.facilities.ufl.edu/dcs/index.htm>.

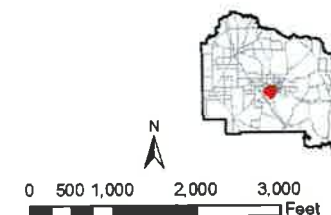
**Policy 1.4.14:** Landscaping required as part of any building new construction, renovation, addition, or remodeling shall be installed during the appropriate phase of construction, and shall not be delayed beyond substantial completion of the project.

**Policy 1.4.15:** The Lakes, Vegetation and Landscaping Committee shall approve landscape plans and plant selection for construction projects subject to committee review as specified in Policies 1.1.1, 1.1.2 and 1.1.3 of the Implementation Element.

Figure 1 - 3

Conservation,  
Green Space Buffers,  
and Urban Parks

-  Master Plan Boundary
-  Urban Park
-  Green Space Buffer
-  Conservation

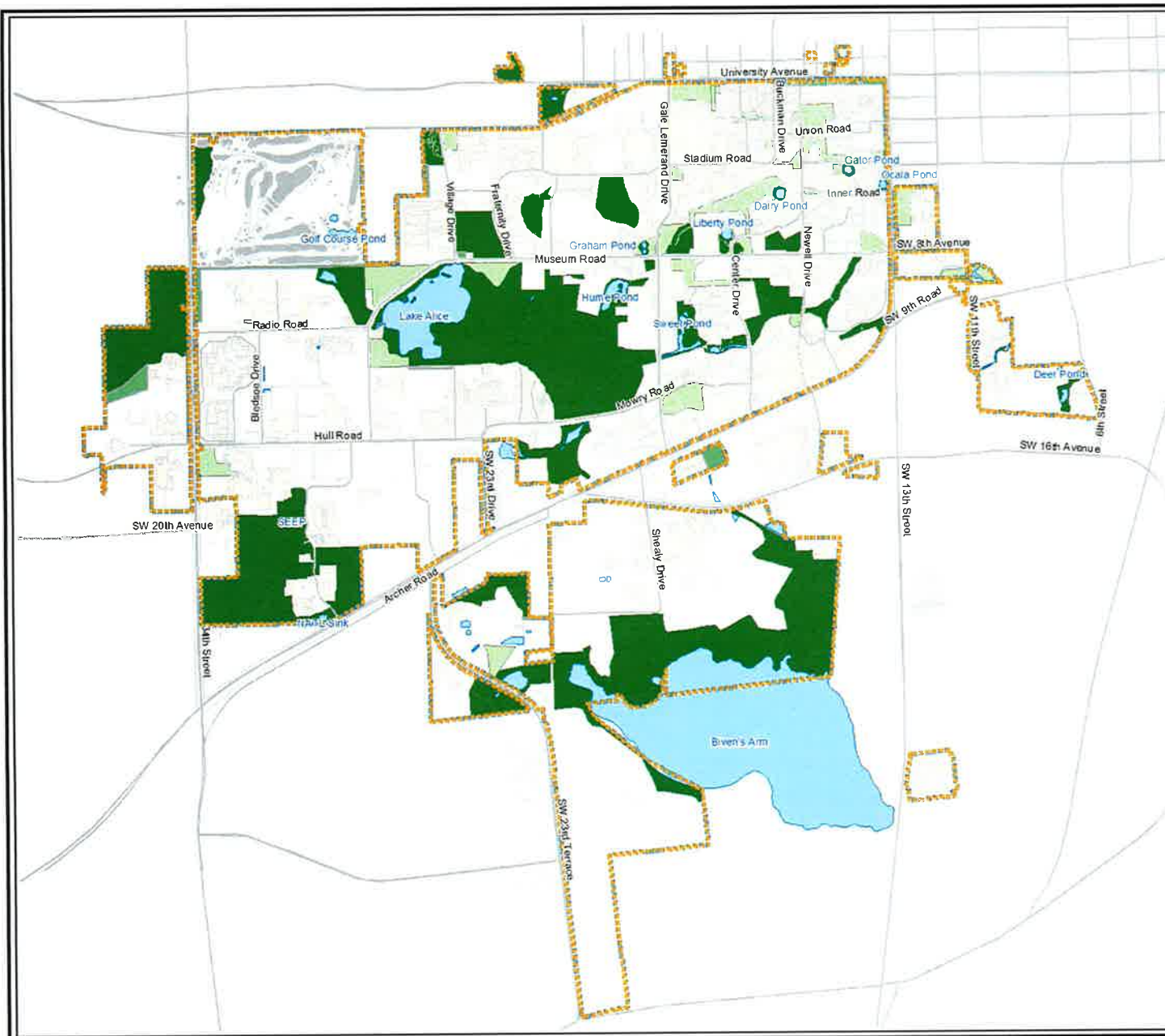


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## **Introduction**

This Conservation Element includes Goals, Objectives and Policies (GOP) that apply to the main campus and Alachua County Satellite Properties including lands in all land use categories. Policies under Objective 1.4 apply only to lands with the Conservation land use designation as identified herein. Conservation Areas within the University of Florida campus boundaries were determined from information provided by the University faculty and staff, aerial photo-interpretation, Soil and Conservation Service (SCS) Soil Survey for Alachua County, National Wetland Inventory maps, the US Fish and Wildlife Service (USFWS), the Florida Fish and Wildlife Conservation Commission (FWC) and the current approved Stormwater Management Master Plan ~~(2000)~~.

To ensure the viability and health of the Conservation Areas on campus, particular attention should be paid to preserve the functional and natural linkages between these systems. The lands designated as Conservation in this plan were used as the base layer to which all other future land uses were drawn. Future changes to the plan should follow the same philosophy and shape the pattern of future growth on campus by respecting Conservation Areas. Shown in maps contained in this element, Conservation Areas are identified along with other important open space connections. Additionally, the following satellite properties also contain Conservation land use designations, which is mapped in the Future Land Use Element of this plan: Austin Cary Memorial Forest, Beef ~~Research~~ Unit, Dairy ~~Research~~ Unit, Lake Wauburg, Millhopper ~~Horticultural~~ Unit, and Newnans Lake ~~and Santa Fe River Beef Research Unit~~.

The Conservation land use definition is ~~defined~~ as follows: The Conservation land use classification identifies areas on campus that shall be preserved and managed to protect ~~natural~~ features including topography, soil conditions, archaeological sites, plant and animal species, wildlife habitats and wetlands. The preservation and management of natural features in Conservation shall be conducted in accordance with a Conservation Land Management Plan and policies of the Campus Master Plan. Allowable uses in Conservation areas include natural habitat preservation, water resource protection, ~~resource-based~~ teaching and research activities related to the natural resource, and nature parks with limited resource-based recreation. Stormwater facilities and utility conveyances shall be allowable on conditions of minimizing and mitigating any impacts with due consideration of the conservation intent of the Conservation Area.

### **Goal 1: To Preserve, Enhance, Manage and Appropriately Use Wetlands, Water Bodies, Wildlife Habitat, and Other Natural Resources.**

**Objective 1.1: *To preserve and enhance native vegetation communities and wildlife habitat on or adjacent to the main campus or satellite properties.***

**Policy 1.1.1:** Where feasible the University shall remove non-native invasive plants (whether grasses, shrubs or trees) which are identified on any of the following lists: The IFAS Assessment of Non-Native Plants in Florida's Natural Areas, the Department of Agriculture and Consumer Services's "Noxious Weed List" (Rule 5B-57.007, F.A.C.), the Department of Environmental Protection's "Prohibited Aquatic Plant List" (Rule 62C-52.011, F.A.C.) and the Florida Exotic Pest Plant Council's "Florida's Most Invasive Species List" from the campus grounds. As these species are located on campus, the University shall coordinate with the Florida Department of Environmental Protection and other appropriate governmental entities to ensure the proper removal and disposal of these exotic species. Exceptions to this policy (e.g., use of invasive non-native plants in academic research) must be approved

and conditioned by the Lakes, Vegetation and Landscaping Committee. Current known locations of invasive plants in campus Conservation Areas is depicted in Figure 7-5.

**Policy 1.1.2:** University faculty and student groups with the necessary expertise shall be encouraged to assist in prioritizing exotic invasive plant removal and developing revegetation plans to reduce the possibility of reinvasion by exotic non-native species.

**Policy 1.1.3:** It is the intent of the University to remove non-native, nuisance animals where feasible.

**Policy 1.1.4:** Any proposed development adjacent to a designated Conservation Area shall be carefully sited and integrated into the existing landscape to have a minimal visual impact on the area. Landscape treatments shall preserve significant existing native vegetation, e.g. listed species and heritage trees, to allow a graduated transition from developed areas to Conservation Areas. The existing native vegetation shall serve to essentially buffer proposed development in order to maintain the natural and undeveloped character of the area.

**Objective 1.2:** *To protect and conserve the natural functions of creeks, lakes, ponds, sinkholes, floodplains and wetlands on or adjacent to the main campus or satellite properties.*

**Policy 1.2.1:** Encroachments into jurisdictional wetlands shall be required to receive prior permit approval from federal and state regulatory agencies. Wetlands, as defined in subsection 373.019(17) of the Florida Statutes and Chapter 62-340.200(19) of the Florida Administrative Code (FAC) include those areas that are inundated or saturated by surface water or ground water at a frequency or duration sufficient to support vegetation typically adapted for life in hydric or alluvial soils. The wetland limits shall be delineated utilizing the methodology described in Chapter 62-340.300, FAC. Impacts include any activity which may negatively affect the vegetative composition, water quality, water quantity, hydrologic regime, soil composition or substrate of defined wetlands. All mitigation shall be in conformance with an approved permit from the appropriate Federal and State agencies (including agencies of the State).

**Policy 1.2.2:** An average of 50 feet and minimum of 35 feet upland buffer shall be identified and protected around all wetlands/water bodies that are not within a Conservation Area prior to construction of any new buildings. Where a buffer cannot be provided, mitigation of the buffer deficiencies shall be required and reviewed by the Lakes, Vegetation and Landscaping Committee. Exception to this policy will be made for replacements of existing buildings in the same location.

**Policy 1.2.3:** No development shall be permitted within the required upland buffer, unless appropriate minimization of impact and mitigation is approved by the Lakes, Vegetation and Landscaping Committee.

**Policy 1.2.4:** All ornamental landscaping improvements within required upland buffers shall use only native plants in a naturalistic way and shall be approved by Lakes, Vegetation and Landscaping Committee.

**Policy 1.2.5:** All proposed development projects within 50 feet of a wetland shall be submitted to the appropriate Water Management District for review in the design phase of the project.

**Policy 1.2.6:** New Development within the 100-year floodplain, as mapped for the University's current Master Stormwater Permit is discouraged and shall be prohibited unless it can be demonstrated that such development has elevated base floor elevations at least 1 foot above the 100-year floodplain, preferably two feet, and has provided for compensating storage elsewhere on the proposed building area site. If compensating storage is not



necessary to protect other structures, the development may mitigate by funding stormwater enhancements that help address problems within the floodplain. Examples include, in-stream erosion control measures and low impact development techniques as addressed in the Stormwater Element of this Master Plan. For 100-year floodplains not mapped in the University's current Master Stormwater permit, the Federal Emergency Management Agency's (FEMA) 100-year floodplain mapping shall be used as best available data.

**Objective 1.3:** *To restrict University activities known to threaten the habitat and survival of endangered and threatened species on or adjacent to the main campus or satellite properties.*

**Policy 1.3.1:** The University shall continue to protect and conserve endangered and threatened species of plants and wildlife, and species of special concern, as required by the Endangered Species Act of 1973, as amended, Chapter 372, F.S., Chapter 39, F.A.C., and federal and state management policies relating to the protection of threatened and endangered species and species of special concern.

**Policy 1.3.2:** During the initial planning phase of any physical changes to the campus, the University shall perform an analysis of wildlife and plants in the area to be affected. All plants (Chapter 5B-40, F.A.C.) and animals (Rule Chapter 68A-27 F.A.C.) identified as threatened and endangered species and species of special concern by Federal and State agencies shall be noted. Protection plans for these listed species, if documented on site, shall be formulated that are consistent with those of the appropriate local, state and federal agencies.

**Policy 1.3.3:** University personnel shall follow procedures and seek consultation with the appropriate agencies as identified in the Florida Fish and Wildlife Conservation Commission's Wildlife Methodology Guidelines (January 15, 1988) when any land alterations are proposed for a site where a listed species is likely or known to occur.

**Objective 1.4:** *To preserve, enhance, manage and appropriately use wetlands and uplands, wildlife habitat, and water resources, while also enabling outdoor teaching and research opportunities on all of the University's designated Conservation Areas (the following policies under this Objective are only applicable within Conservation Areas, as identified on the Future Land Use Map, unless otherwise stated within the policy).*

**Policy 1.4.1:** Conservation Area Land Management (CALM) Plan, including specific plans for each designated Conservation Area(s), shall be reviewed, updated and approved on an annual basis by the Lakes, Vegetation and Landscaping Committee.

**Policy 1.4.2:** CALM plans ~~will be developed within one year of adoption of this Master Plan for each Campus Master Plan Alachua County Satellite p~~Property that contains Conservation land use designations shall be implemented and monitored. Such management plans shall address measures to reduce the potential for or impacts of wildfires as applicable.

**Policy 1.4.3:** Preserve and restore natural habitat functions on all campus Conservation Areas as identified in each area's management plan.

**Policy 1.4.4:** The University shall seek funding to implement the recommendations contained in the Conservation Area Land Management Plan.

**Policy 1.4.5:** Maintain hydrologic function and improve water quality, utilizing innovative best management practices (BMPs) in line with the University's teaching mission.

## **Introduction**

The general infrastructure element includes goals, objectives and policies that apply to the University's main campus and, where applicable, to the University's satellite properties. This element focuses on the University's existing infrastructure and procedures for improving existing deficiencies, while providing guidance on future additions and improvements. Sub-elements included within this element are stormwater, potable water, wastewater and solid waste. Additionally, reclaimed water usage is addressed in both the potable water section and in the wastewater section. The University's commitment to using reclaimed water for irrigation serves as a major component of the main campus's sustainable water conservation practices. Areas of campus served by university reclaimed water are depicted in Figure 9-2. The Physical Plant Division is responsible for permitting, maintenance and expansion of all of these general infrastructures on the main campus. The satellite properties are handled individually with each property handling its own infrastructural permits, maintenance and improvements.

The Physical Plant Division obtains permits for stormwater and consumptive use of water from the St. Johns River Water Management District (SJRWMD). The consumptive use permit covers both the secondary use of potable water (drinking water) that the University receives from Gainesville Regional Utilities (GRU) (i.e. GRU includes the University's use in its permit to the SJRWMD) and covers the University's wells. Wastewater is treated in on-campus facilities and handled under a permit from the Florida Department of Environmental Protection while (the use of reclaimed water is also covered by the SJRWMD permit). The University's main campus solid waste is handled under an annual purchase agreement with Alachua County, which in turn transfers the non-recycled waste to the New River landfill in Duval County. Recycled waste accounts for approximately 40% of the total waste generated on campus. University personnel are continually exploring ways to increase this percentage on an on-going basis.

## **Stormwater Sub-Element**

**Goal 1: To Design, Construct and Maintain a Safe, Sustainable, Economical and Environmentally Sound Stormwater Management System that Reduces the Potential of Flooding, Protects Natural Drainage Features, and Preserves and Enhances Desirable Water Quality Conditions.**

***Objective 1.1: Meet or exceed all applicable federal and state regulatory requirements for stormwater management and water quality protection. ~~Additionally, the University shall coordinate with the City and the County on all projects outside of the Lake Alice basin and UF depressional basins 1-3 and 5-9.~~***

**Policy 1.1.1:** The University shall continue to comply with the regulations set forth in the Clean Water Act, Title 40 CFR as applicable.

**Policy 1.1.2:** The University shall maintain water quality standards for stormwater quantity and quality that are consistent with the St. Johns River Water Management District (SJRWMD), Suwannee River Water Management District and Department of Environmental Protection standards for stormwater management systems as outlined in Section 120.373 and Chapter 403, Florida Statutes and Chapters 62-3, 62-25, 62-40, 40B-1, 40B-2, 40B-4, 40C-1, 40C-4, 40C-8 and 40C-40 through 40C-44, of the Florida Administrative Code.



**Policy 1.1.3:** The University shall obtain a Standard General or Individual Environmental Resource permit from the appropriate water management district for construction that is located outside of the Lake Alice Basin and UF Depressional Basins 1-3 and 5-9 as required, and shall coordinate with the City of Gainesville and Alachua County on these construction projects.

**Policy 1.1.4:** The University shall provide stormwater management facility capacity and the capital improvements required to meet future service demands on campus.

**Policy 1.1.5:** The University shall abide by all requirements and conditions of the current Master Stormwater Permit by the SJRWMD and shall seek renewal of the permit in 20210. Those conditions include reporting water levels in monitoring wells quarterly and submission of groundwater and surface water monitoring tests to the water management district.

**Policy 1.1.6:** The University shall submit an annual report to the SJRWMD that includes details of specific construction projects and update the proposed construction plan with changes in impervious surface by basin within the Lake Alice Basin and depressional basins 1-3 and 5-9. Additionally, the University shall provide as-built plans or certification by a Florida Registered Engineer that all facilities have been constructed in accordance with the design approved by the water management district. Plans for any construction on the main campus within 50 feet of a jurisdictional wetland shall be submitted to the SJRWMD for review and approval.

**Objective 2.1:** *Maintain existing stormwater management infrastructure and provide sufficient infrastructure capacity to meet the future needs of the University.*

**Policy 1.2.1:** Stormwater management facility improvements shall be implemented based on the following ranked priorities:

1. Eliminating existing system deficiencies and deferred maintenance, particularly those that may affect life safety and property protection;
2. Maintaining the existing system through routine preventive maintenance activities; and
3. Expanding the system to accommodate new stormwater management needs.

**Policy 1.2.2:** The Physical Plant Division shall appropriately size stormwater facilities to meet anticipated future demand (based on the 10-year capital improvement list) when doing routine upgrades, replacements or new installations including provisions to account for anticipated landscaping that could displace function and consider the addition of stormwater pretreatment systems within the Lake Alice basin, where feasible.

**Policy 1.2.3:** The Physical Plant Division shall be charged with reviewing all proposed development projects to ensure that increases in impervious surface can be accommodated in the capacity of the existing and/or committed drainage system. Any proposed increase in campus impervious surfaces shall be implemented only upon a finding by the Physical Plant Division that existing facility capacity is already on-line to accommodate the increased need, or that additional capacity will be funded and on-line at the time of need.

**Policy 1.2.4:** ~~In general, the configuration of retention facilities shall be natural and curvilinear in outline. Rectilinear and pure geometric forms are discouraged. Wherever possible, side slopes shall vary and provide smooth transitions to existing grades. Gentle landforms around the lake shall reinforce the "natural"~~

~~context. Additionally, landscape treatment for retention and other drainage elements shall appear naturalistic and "non-engineered". The University Design and Construction Standards shall maintain standards for retention facilities that are natural and curvilinear in outline, with variable side slopes, smooth transitions, and landscape treatments.~~

**Policy 1.2.5:** ~~The University Design and Construction Standards shall maintain standards for~~ landscape treatment ~~for of~~ retention facilities ~~shall that~~ respects maintenance and access setbacks but otherwise ~~be is~~ set into a natural, existing vegetative context or planted with native material.

**Policy 1.2.6:** Implement infrastructure improvement projects ~~identified in Figure 9-1~~ to reduce stormwater erosion, ~~and to reduce the quantity and improve the quality of stormwater discharge identified in Figure 9-1~~ based on priorities established in 1.2.1 as feasible.

~~**Policy 1.2.7:** Implement stormwater facility projects to reduce the quantity and improve the quality of stormwater discharge in locations identified in Figure 9-1 as feasible.~~

**Policy 1.2.78:** The University shall work with the City of Gainesville and Florida Department of Transportation to ensure that stormwater issues that can include; water quality, trash, erosion, and flooding are controlled at points where off-campus stormwater is accepted into the University's stormwater system and water bodies or when the University's stormwater system adversely impacts the stormwater systems and water bodies under control of the City of Gainesville or the Florida Department of Transportation.

**Objective 1.3:** *Protect the natural functions of hydrological areas, maintain water quality and control sedimentation.*

**Policy 1.3.1:** The University shall not allow stormwater discharge to cause or contribute to a violation of water quality standards in Waters of the State.

**Policy 1.3.2:** The University shall continue to mitigate University generated stormwater and to minimize stormwater borne pollutants in new and existing facilities through implementation of Best Management Practices (BMPs) that includes, but is not limited to:

- Incorporating stormwater management retention and detention features into the design of parks, trails, commons and open spaces, where such features do not detract from the recreational or aesthetic value of a site.
- Using slow release fertilizers and/or carefully managed fertilizer applications timed to ensure maximum root uptake and minimal surface water runoff or leaching to groundwater.
- Conducting regular training for maintenance personnel about issues such as motor vehicle maintenance in order to prevent leakage of oil, grease and other fluids, collection and proper disposal of yard debris, disposal of paint and cleaning products (including their empty containers) and collection of suitable recyclable materials.
- Avoiding the widespread application of broad spectrum pesticides by involving only purposeful and minimal application of pesticides, aimed at identified targeted species.
- Coordinating pesticide application with irrigation practices to reduce runoff and leaching.
- Using pervious materials to minimize impervious surface area.

- Incorporating features into the design of fertilizer and pesticide storage, mixing and loading areas that are designed to prevent/minimize spillage.
- Using vegetative management (e.g., planted buffers and minimal mowing).

**Policy 1.3.3:** The University shall require appropriate methods of controlling soil erosion and sedimentation to help minimize the destruction of soil resources used or disturbed during site development as outlined in NPDES Phase II requirements. Such methods shall include, but not be limited to:

- Phasing and limiting the removal of vegetation;
- Minimizing the amount of land area that is cleared;
- Limiting the amount of time bare land is exposed to rainfall;
- Using temporary ground cover on cleared areas if construction is not imminent;
- Using silt fencing, hay bales, or other appropriate sediment barriers adjacent to water bodies, wetlands and areas of slope; and
- Maintaining vegetative cover on areas of high soil erosion potential (i.e., banks of streams, steep or long slopes, stormwater conveyances, etc.), where feasible.

**Policy 1.3.4:** The University shall implement the latest advances in agricultural BMPs in all campus agricultural areas, unless the BMPs directly interfere with the research being done at the site. These BMPs shall include, but are not limited to, the use of buffer strips, soil erosion control measures, fertilizer recommendations based on research and soil sampling, efficient manure management, barnyard and/or feedlot runoff control, water diversions, fencing, grade stabilization structures, grass waterways, and ponds/sediment basins.

**Policy 1.3.5:** The University shall provide the City of Gainesville the opportunity to review and comment on proposed development and construction projects within the Hogtown Creek and Tumblin Creek/Bivens Arm Lake Drainage Basins. The University shall ensure that any potential adverse impacts to the Hogtown Creek Drainage Basin are identified and that any increase in volume of runoff over the pre-development volume for a 72-hour period shall be accommodated in the site design for the development.

**Policy 1.3.6:** The University shall cooperate with the City of Gainesville and Alachua County on efforts to restore the natural functions of Tumblin Creek prior to its discharge into Bivens Arm Lake.

**Policy 1.3.7:** Considering different use expectations for Lake Alice, which is also the university's permitted stormwater treatment facility, The University shall continue to monitor Lake Alice and other surface water bodies for compliance with existing standards for water quality ~~in order to~~ and strive to meet Class III-Limited water quality standards in Lake Alice and report findings to the Lakes, Vegetation and Landscape committee ~~annually~~ biannually starting in 2015.

**Objective 1.4:** *Implement sustainable stormwater practices in all campus site development incorporating Low Impact Development techniques where physically, economically, and practically possible.*

**Policy 1.4.1:** Consistent with the University Design and Construction Standards, The University shall strive to incorporate stormwater improvements into all new building sites and into modification of existing sites. These

improvements include, but are not limited to, rain gardens, roof-top gardens, porous soil amendments, hardscape storage, pervious pavement and other innovative stormwater techniques.

**Policy 1.4.2:** The University shall identify opportunities for retrofitting existing open space (i.e. land use classifications of Buffer, Urban Park and Conservation) to incorporate rain gardens and other multi-use detention practices that maintain the primary use, but with the added benefit of slowing water discharges into the stormwater system. Examples include: lowered flower beds (i.e. instead of raised beds), curb openings (i.e. brick and other hardscape removal in edging and seat wall footings) that allow water to enter vegetated areas, use of lawn areas for incorporating slight depressions that retain rainfall, and elevating storm drains where water detention is acceptable so that they are not at the lowest elevation.

**Policy 1.4.3:** All proposed stormwater projects on campus that involving the use of designated open space (land use classifications of Green Space Buffer, Urban Park and Conservation) shall seek approval from the Lakes, Vegetation and Landscape committee, during the design phase. These projects must be in conformance with the primary function of the open space.

**Objective 1.5: Inform faculty, staff, students and visitors on stormwater issues through outreach and demonstration projects.**

**Policy 1.5.1:** The University shall strive where practicable to include interpretive information and educational opportunities that go along with the University's efforts to integrate innovative structural stormwater design and BMP concepts.

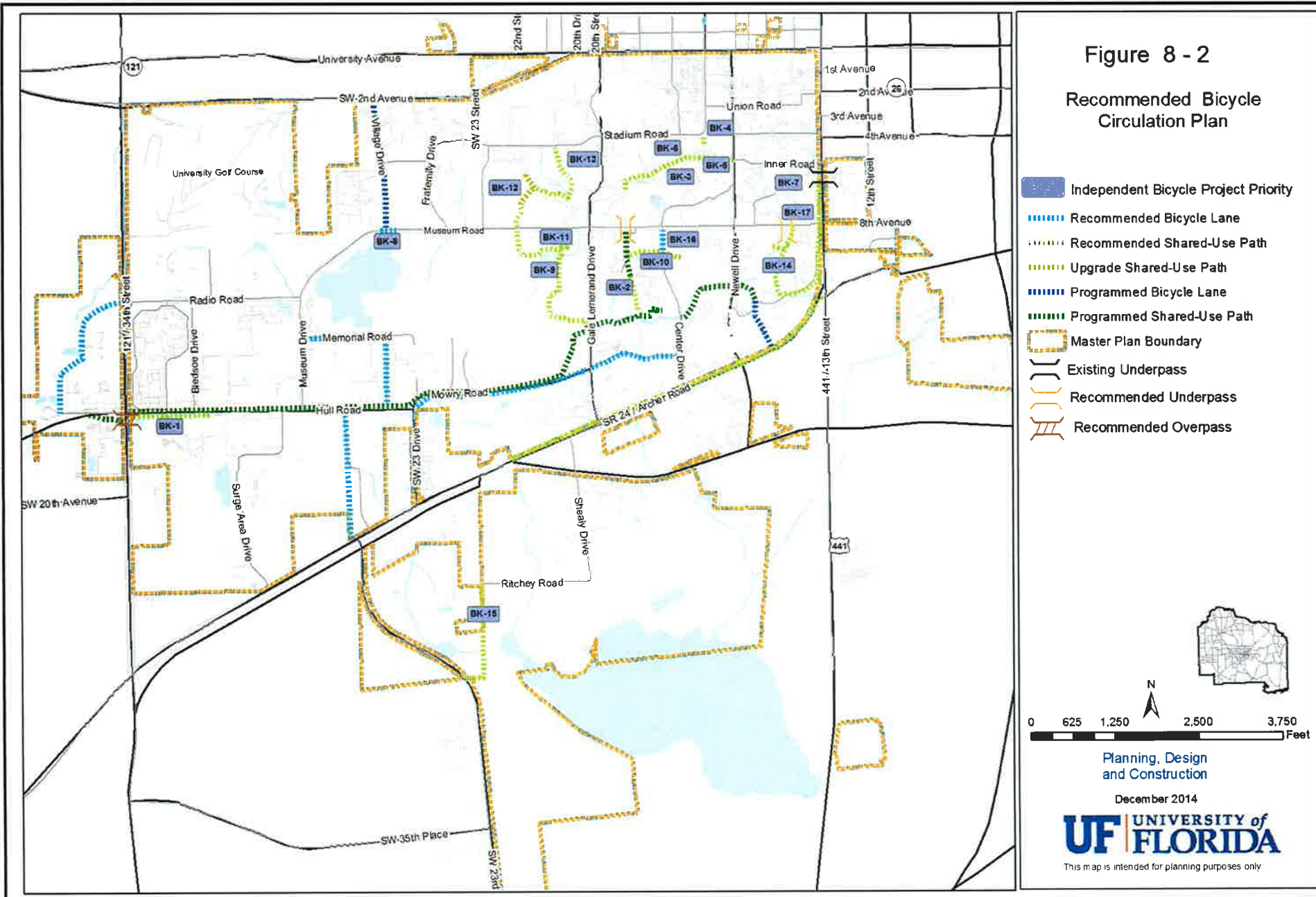
**Policy 1.5.2:** The University shall maintain financial and personnel support of stormwater related education and awareness programs for the campus community.

**Policy 1.5.3:** The University shall pursue grants and other opportunities to fund implementation, outreach and study of stormwater best management practices on campus.



Figure 8 - 2

# Recommended Bicycle Circulation Plan



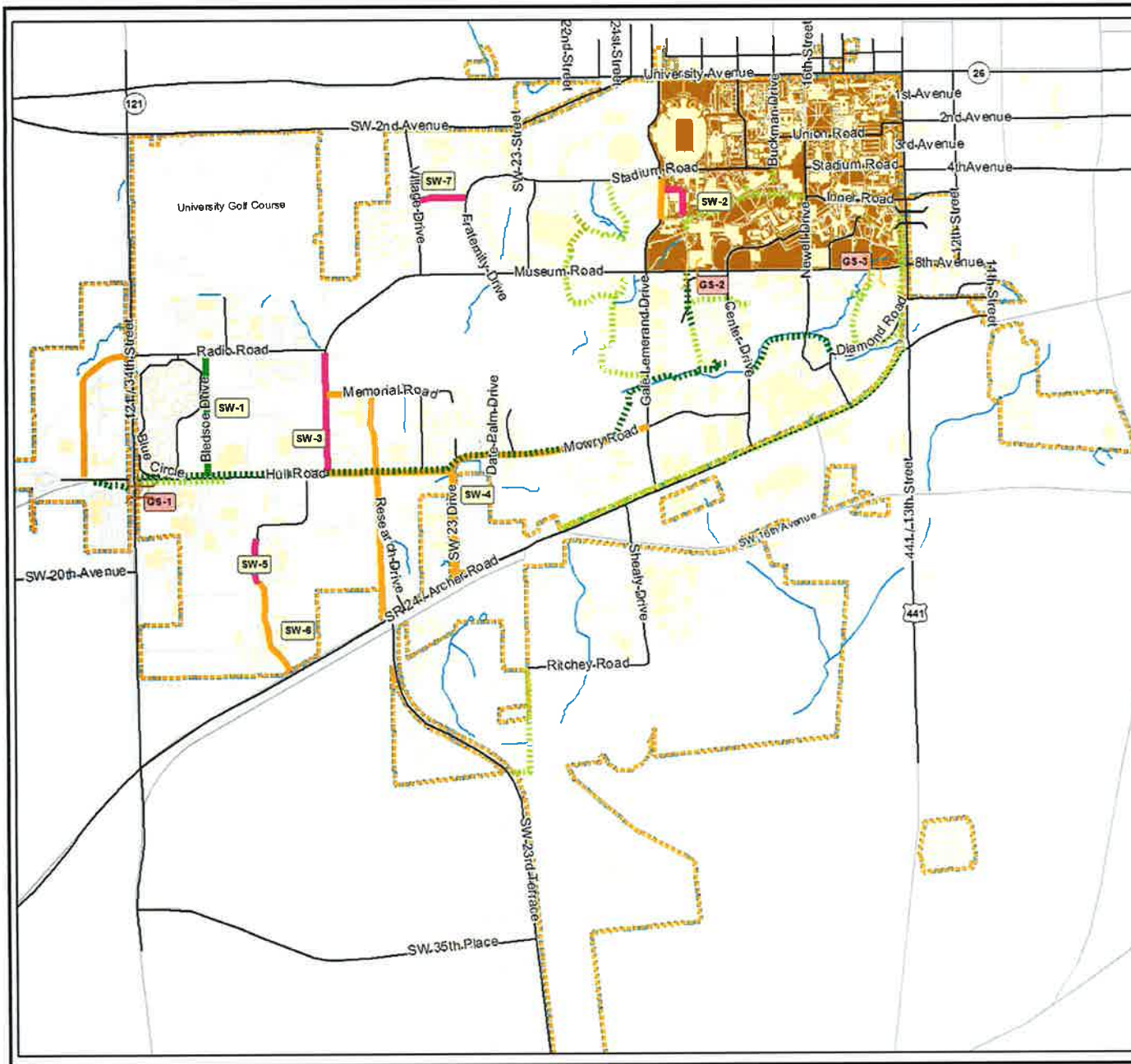
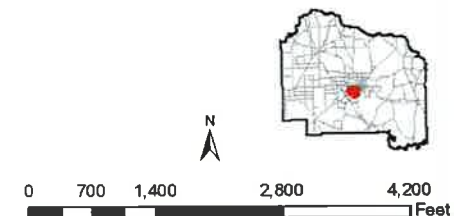


Figure 8 - 5

## Recommended Pedestrian Facilities

- Pedestrian Enhancement Zone
- Recommended Shared-Use Path
- Upgrade Shared-Use Path
- Programmed Shared-Use Path
- Recommended Sidewalk Both Sides
- Recommended Sidewalk North/West Side
- Recommended Sidewalk South/East Side
- Master Plan Boundary
- SW-# Independent Pedestrian Project Priority
- GS-# Recommended Grade Separated Crossing Priorities
- Existing Underpass
- Recommended Underpass
- Recommended Overpass



Planning, Design  
and Construction

December 2014

**UF** UNIVERSITY of  
**FLORIDA**

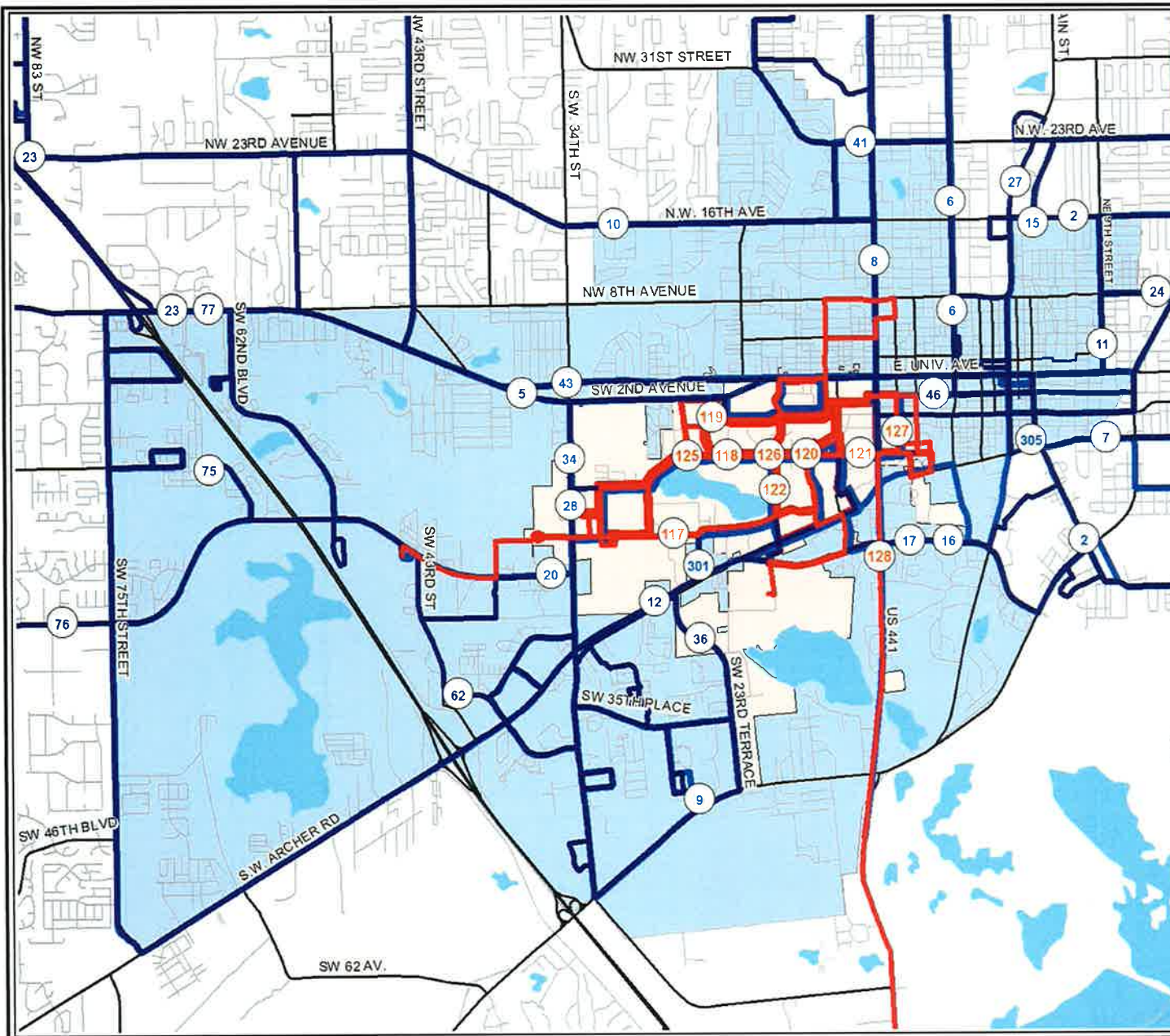
This map is intended for planning purposes only



Figure 8 - 6

Existing Campus and City  
Transit Routes

-  City Bus Routes
-  Campus Bus Routes
-  Context Area
-  UF Master Plan Boundary



0 2,800 5,600 8,400  
Feet

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**FLORIDA**

This map is intended for planning purposes only.

**Transportation System in the University Context Area and Alachua County that Provides Campus Access and Expanded Transportation Choice for University Students, Faculty, Staff, Visitors and the Surrounding Community, Without Adversely Affecting Quality of Life.**

***Objective 1.1: To participate in joint decision-making and appropriate financial support that enables the development, maintenance and operation of a multi-modal transportation system.***

**Policy 1.1.1:** The University shall cooperate with the City of Gainesville, Alachua County, the Florida Department of Transportation (FDOT) and the MTPO in the planning, implementation and updating of multi-modal strategies and projects outlined in the ~~updated 2025~~ currently adopted Gainesville Metropolitan Area Long Range Transportation Plan, both on campus and within the context area.

**Policy 1.1.2:** The University shall cooperate and coordinate with the City of Gainesville, Alachua County, the FDOT, and MTPO during any scheduled multi-modal transportation studies of major arterial roadways, transportation facilities and transit services surrounding the University campus. Specifically, the University shall participate in studies of the ~~Archer Road and SW 16th Avenue~~ W. University Avenue and SW 13<sup>th</sup> Street area to identify potential improvements and funding sources that address the circulation of automobiles, transit vehicles, bicycles, and pedestrians while enhancing the natural and physical campus environment. The adopted Campus Master Plan shall be amended as needed to incorporate the results and recommendations from such studies.

**Policy 1.1.3:** The Vice President for ~~Finance and Administration~~ Business Affairs shall continue to serve on the MTPO board, with university representatives also serving on the MTPO Technical Advisory Committee from Transportation and Parking Services ~~Division~~, and Facilities ~~Planning, Design~~ and Construction Division.

**Policy 1.1.4:** The University shall continue to work with the City, County, and MTPO to ensure that transportation system improvements do not direct non-university related trips onto campus roads.

**Policy 1.1.5:** The University shall cooperate and coordinate with the City of Gainesville, Alachua County, the FDOT, and MTPO to identify and implement means to alleviate conflicts between vehicular and non-vehicular traffic along corridors adjacent to the University campus. These means shall include, but not be limited to, the construction of pedestrian bridges and bicycle overpasses over major roadways along the perimeter of the campus. Any or all of the UF Board of Trustees' "fair share" of the costs of necessary improvements (as identified in the campus development agreement) may be used to fund these improvements.

**Policy 1.1.6:** The University shall cooperate and coordinate with the City of Gainesville, Alachua County, Santa Fe College, FDOT and the MTPO to identify and implement means to improve transit services within the context area ~~including those depicted on Figure 8-8~~. Any, or all of the UF Board of Trustees' "fair share" of the costs of necessary improvements (as identified in the campus development agreement) may be used to fund these improvements.



**Policy 1.1.7:** The University shall cooperate and coordinate with the City of Gainesville, Alachua County, FDOT and the MTPO to identify and implement means to improve bicycle facilities within the context area including those depicted on Figure 8-3. Any, or all of the UF Board of Trustees' "fair share" of the costs of necessary improvements (as identified in the campus development agreement) may be used to fund these improvements.

**Policy 1.1.8:** The University shall continue to work with the City of Gainesville and Gainesville Community Redevelopment Agency to monitor and modify, as needed, the neighborhood parking decal system and other public parking facilities as may be developed to ensure adequate parking for area residents and businesses adjacent to campus including exploration of public-private partnerships to develop off-campus parking.

**Policy 1.1.9:** The University shall work with the City of Gainesville, Regional Transit System, Alachua County, FDOT, and any intelligent transportation systems (ITS) consortium to be organized for the purpose of implementing ITS projects on-campus or in the Context Area. ITS projects include, but are not limited to, the Gainesville Transportation Management System (TMS) and Regional Transit System ITS initiatives.

**Objective 1.2:** *To mitigate the impacts of future University development on roadways and mass transit within the context area of the University.*

**Policy 1.2.1:** The University shall renew and update the Campus Development Agreement with City of Gainesville and Alachua County for the adequate mitigation of impacts on the transportation system, including roadways and mass transit, caused by future on-campus development. This agreement shall be established in a timely manner following adoption of the Master Plan in 20105 and include any UF Board of Trustees' "fair share" costs of necessary mitigations, consistent with Chapter 1013.30, Florida Statutes.

**Policy 1.2.2:** The University shall conduct a traffic engineering study for each proposed structured parking facility or any surface parking facility project that will create greater larger than 300 net new parking spaces prior to construction. Such studies shall include, but not be limited to, an analysis of the following:

- The impact of the facility on adjacent roadways within ¼ mile of the proposed facility;
- The existing traffic conditions at signalized intersections within ¼ mile of the proposed facility;
- Conditions at the same signalized intersections at full development;
- Roadway capacity and traffic signalization during the peak hour;
- The impact of the facility on bicycle, pedestrian, and transit access; and
- Recommendations to mitigate any adverse impacts identified by the study that should be implemented and amended into the campus master plan Transportation Element and Capital Improvement Element.

**Policy 1.2.3:** The results of the parking studies described in Policy 1.2.2 above shall be provided to the City, County and MTPO Technical Advisory Committee for review and comment. The University shall coordinate with appropriate City and County officials to identify any transportation system improvements necessary to maintain adopted level of service standards



**FLORIDA REGIONAL COUNCILS ASSOCIATION  
LOCAL GOVERNMENT COMPREHENSIVE PLAN AMENDMENT REVIEW FORM 01**

Regional Planning Council: North Central FL  
Review Date: 2/26/15  
Amendment Type: Adopted Amendment

Regional Planning Council Item No.: 35  
Local Government: City of Starke  
Local Government Item Nos.: CPA 14-01  
State Land Planning Agency Item No.: 15-1ER

Date Mailed to Local Government and State Land Planning Agency: 2/27/15 (estimated)

Pursuant to Section 163.3184, Florida Statutes, Council review of local government comprehensive plan amendments is limited to adverse effects on regional resources and facilities identified in the strategic regional policy plan and extrajurisdictional impacts that would be inconsistent with the comprehensive plan of any affected local government within the region. A written report containing an evaluation of these impacts, pursuant to Section 163.3184, Florida Statutes, is to be provided to the local government and the state land planning agency within 30 calendar days of receipt of the amendment.

**DESCRIPTION OF AMENDMENT**

City item CPA 14-01 amends the text and the Future Land Use Plan Map of the City Comprehensive Plan based on an evaluation completed by the City to reflect changes in state requirements pursuant to Section 163.3191, Florida Statutes; amends the text of the Land Use Element; the Transportation Element; the Housing Element; the Public facilities Element; the Conservation Element; the Recreation and Open Space Element; the Intergovernmental Coordination Element; the Capital Improvements Element; and the Public School Facilities Element (see attached excerpts).

**1. ADVERSE EFFECTS TO SIGNIFICANT REGIONAL RESOURCES AND FACILITIES IDENTIFIED IN THE STRATEGIC REGIONAL POLICY PLAN**

The City is bisected by the following roads which are identified and mapped in the North Central Florida Strategic Regional Policy Plan as part of the Regional Road Network: U.S. Highway 301, State Road 16, State Road 100 and State Road 230. Nevertheless, significant adverse impacts are not anticipated to occur to the regional road network as a result of the amendment since it does not result in an increase in intensity or density of use. Additionally, the Transportation Element adds several policies which implement Transportation Planning Best Practices contained in the regional plan (see attached).

Significant adverse impacts are not anticipated to occur to Natural Resources of Regional Significance as no such resources are located within or near the City.

**2. EXTRAJURISDICTIONAL IMPACTS INCONSISTENT WITH THE COMPREHENSIVE PLANS OF LOCAL GOVERNMENTS WITHIN THE REGION**

The City Comprehensive Plan, as amended, is not anticipated to create significant adverse impacts to adjoining local governments.

**Request a copy of the adopted version of the amendment?**

Yes \_\_\_\_\_

No \_\_\_\_\_

Not Applicable

\_\_\_\_\_ X \_\_\_\_\_

It is recommended that these findings be forwarded to the City and the Florida Department of Economic Opportunity.

**EXCERPTS FROM THE  
CITY COMPREHENSIVE PLAN AMENDMENT**



## CITY OF STARKE COMPREHENSIVE PLAN

### A. **FUTURE** LAND USE ELEMENT

#### GOAL, OBJECTIVES AND POLICIES

GOAL A.1 - PROVIDE FOR A CONTINUED HIGH QUALITY OF LIFE IN STARKE BY PLANNING FOR POPULATION GROWTH, PUBLIC AND PRIVATE DEVELOPMENT, AND THE PROPER DISTRIBUTION, LOCATION, AND EXTENT OF LAND USES BY TYPE, DENSITY, AND INTENSITY CONSISTENT WITH EFFICIENT AND ADEQUATE LEVEL OF SERVICE AND FACILITIES AND THE PROTECTION OF NATURAL AND ENVIRONMENTAL RESOURCES.

OBJECTIVE A.1.1 Future growth and development will be managed through the enforcement of land development regulations, as stipulated in the City's Land Development Code ~~adopted in January 1998 in accordance with Chapter 163.3202, Florida Statutes and Rule 9J-24, Florida Administrative Code.~~

Policy A.1.1.1 Continue to regulate development in order to implement the provisions of the Comprehensive Plan Elements through the application and enforcement of the adopted Land Development Code which includes:

1. The subdivision of land;
2. The regulation of land use consistent with this Future Land Use Element;
3. The compatibility of future adjacent land uses through zoning use districts and the elimination of existing incompatible uses through enforcement of non-conforming use requirements that prohibit re-establishing any incompatible use after 180 days of inactivity and removal of non-conforming structures when destroyed beyond 50 percent of its value; and provide for larger open space buffers or visual screens between residential and commercial or industrial zoning districts;
4. The regulation of areas designated as subject to seasonal and periodic flooding;
5. Adequate stormwater management;
6. The protection of potable water wellfields through the establishment of potable water wellfield protection zones, as follows:
  - a. An Interim Wellhead Protection area shall be established as a circular area with a fixed radius of two hundred (200) feet and shall be drawn utilizing each well as the center of the circle.
  - b. A Final Wellhead Protection area shall be established utilizing<sup>8</sup> hydrological information and flow, modeling developed in cooperation with the Suwannee River Water Management District. The Final Wellhead Protection area when available, will replace the Interim Wellhead Protection area.
  - c. The boundaries of Wellhead Protection areas shall be shown on the Future Land Use Map.

## CITY OF STARKE COMPREHENSIVE PLAN

- Policy A.1.2.4 Demand for land at new locations to accommodate future public land uses, utility systems, or significant traffic circulation facilities is expected to be minimal during the planning period; however, when shown to be necessary, they shall be located where sufficient land area is available to provide adequate parking, landscaping, and stormwater management measures on-site.
- Policy A.1.2.5 Foster the protection of important agricultural and silvicultural lands from further encroachment by urban development and negative environmental factors through the implementation of good development practices outlined in the Land Development Code.
- Policy A.1.2.6 The City recognizes that urban sprawl; as evidenced by the incidence of "leapfrog" development, strip commercial development, and large expanses of low-density, single dimensional land uses presents a fiscally and environmentally unsound urban form. However, in a mature community like the City, development patterns have long been set. Nevertheless, it is the intent of the City to enforce its land development regulations in a manner which will discourage the development or extension of commercial strips, provide for mixed use developments where appropriate, and support the development of areas which are already served by public utilities.
- Policy A.1.2.7 The amount of land absorbed for active recreational uses shall be limited to the least amount necessary to accommodate the recreational facilities and equipment recommended to maintain the adopted level of service for such facilities along with provisions for adequate operation and maintenance of the facility. No development, other than the minimum amount needed for caretaker and security quarters, will be permitted in any future Conservation area.
- Policy A.1.2.8** **The City shall allow electrical substations as a permitted use by right within all land use classifications, except Conservation future land use category and any Historic Preservation Overlay district as depicted on the Future Land Use Plan Map. New distribution electric substations should be constructed to the maximum extent practicable, to achieve compatibility with adjacent and surrounding land uses. The following standards intended to balance the need for electricity with land use compatibility shall apply to new distribution electric substations.**
- 1. In nonresidential areas, the distribution electric substation shall comply with the setback and landscaped buffer area criteria applicable to other similar uses in that district.**
  - 2. In residential areas, a setback of up to 100 feet between the distribution electric substation property boundary and permanent equipment structures shall be maintained, as follows:**
    - a. For setbacks between 100 feet and 50 feet, an open green space shall be formed by installing native landscaping, including trees and shrub material. Substation equipment shall be protected by a security fence**



## CITY OF STARKE COMPREHENSIVE PLAN

- b. **For setback of less than 50 feet, a buffer wall 8 feet high or a fence 8 feet high with native landscaping shall be installed around the substation.**

- OBJECTIVE A.1.3 All future land use shall be consistent with sound planning principles and the limitations of the natural environment including sensitivity to the problems posed by topography, soil conditions, or conservation areas such as wetlands and floodplains. Future land development activities shall address the need to preserve and protect historic resources through the development of a complete inventory of sites, adoption of regulatory incentives to promote preservation and provision of information on standards and criteria for the maintenance and use of historic resources; the desired community character; and the goals, objectives, and policies relating to the development of the land set forth in the other elements of this plan.
- Ensure the compatibility of future adjacent land uses through the adoption of zoning use districts and provide for the elimination of existing incompatible uses through enforcement of non-conforming use requirements that prohibit re-establishing any incompatible use after 180 days of inactivity and removal of non-conforming structures when destroyed beyond 50 percent of its value; and provide for larger open space buffers or visual screens between residential and commercial or industrial zoning districts.
- Policy A.1.3.1 Ensure that future land development is carried out in a manner which will conserve, manage, and protect natural resources; maintain and enhance the natural balance of ecological functions in the community; protect air and water quality, conserve the water supply, protect the natural functions of floodplains, and native vegetation communities and wildlife habitats in accordance with the goals, objectives, and policies set forth in the Conservation Element.
- Policy A.1.3.2 Maintain a listing of all known historic sites and encourage and support preservation of the identified historic resources within the community. Continually, encourage and support efforts to identify additional historic resources.
- Work with the Architectural Services Section of the Florida Bureau of Historic Preservation to develop and implement standards and criteria for the continued maintenance and uses of historic properties, to the extent that they are legal and affordable within the next five years. The standards and criteria shall be based on "The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings".
- OBJECTIVE A.1.4 The City shall ensure that development orders for future land uses are issued only when the necessary facilities and services are available concurrent with the development.

Words **bolded and underlined** have been added.  
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## CITY OF STARKE COMPREHENSIVE PLAN

### B. **TRAFFIC CIRCULATION** **TRANSPORTATION** ELEMENT

#### GOAL, OBJECTIVES AND POLICIES

GOAL B.1 - PROVIDE A SAFE, CONVENIENT, EFFICIENT TRANSPORTATION SYSTEM.

OBJECTIVE B.1.1 Maintain an acceptable level of service standards on all roadways within the City.

Policy B.1.1.1 **Establish the service standards as noted below at peak hour for the following functionally classified roadways within the City as defined within the Florida Department of Transportation 2013 Quality/Level of Service Handbook.**

**Maintain a minimum level of service standards as follows:**

**Rural Areas (all roads) ——— C**

**Urban Areas ———**

**Principal Arterials ——— C**

**Minor Arterials & Collectors — D**

**Collectors ——— D**

**Constrained or Backlogged — Maintain existing level of service standards with up to five percent increase in peak-hour volume or a five percent decrease in average travel speed.**

ROADWAY SEGMENT NUMBER	ROADWAY SEGMENT	NUMBER OF LANES	FUNCTIONAL CLASSIFICATION	AREA TYPE	LEVEL OF SERVICE
1	<b><u>S.R. 16 (from W. Market Road to U.S. 301)</u></b>	<b><u>2-U</u></b>	<b><u>Highway</u></b>	<b><u>Transition</u></b>	<b><u>C</u></b>
2	<b><u>S.R. 16 (from U.S. 301 to East City Limit)</u></b>	<b><u>2-U</u></b>	<b><u>Arterial II</u></b>	<b><u>Transition</u></b>	<b><u>C</u></b>
3	<b><u>S.R. 100 (from C.R. 100A (South Starke) to U.S. 301)</u></b>	<b><u>2-U</u></b>	<b><u>Arterial I</u></b>	<b><u>Transition</u></b>	<b><u>C</u></b>
4	<b><u>S.R. 100 (from U.S. 301 to C.R. 100A (West Starke))</u></b>	<b><u>2-U</u></b>	<b><u>Arterial I</u></b>	<b><u>Transition</u></b>	<b><u>C</u></b>
5	<b><u>U.S. 301/S.R. 200 (from SW City Limit (SE 146th St) to S.R. 100)</u></b>	<b><u>4-D</u></b>	<b><u>Arterial II</u></b>	<b><u>Transition</u></b>	<b><u>C</u></b>
6	<b><u>U.S. 301/S.R. 200 (from S.R. 100 to S.R. 16)</u></b>	<b><u>4-D</u></b>	<b><u>Arterial II</u></b>	<b><u>Transition</u></b>	<b><u>C</u></b>
7	<b><u>U.S. 301/S.R. 200 (from S.R. 16 to N. City Limit (Market Rd.))</u></b>	<b><u>4-D</u></b>	<b><u>Arterial I</u></b>	<b><u>Transition</u></b>	<b><u>C</u></b>

Evaluation Amendments  
 Amendment No. CPA 14-01  
 Adopted on February 3, 2015  
 Ordinance No. 2015-0717

Words **bolded and underlined** have been added.  
 Words ~~bolded and struck through~~ have been deleted

## CITY OF STARKE COMPREHENSIVE PLAN

ROADWAY SEGMENT NUMBER	ROADWAY SEGMENT	NUMBER OF LANES	FUNCTIONAL CLASSIFICATION	AREA TYPE	LEVEL OF SERVICE
<u>8</u>	<u>S.R. 230 (from U.S. 301 to SE City Limit (Valley Rd.))</u>	<u>2-U</u>	<u>Arterial I</u>	<u>Transition</u>	<u>C</u>
<u>9</u>	<u>CR 229 / Weldon St (from W. City Limit to S.R. 16)</u>	<u>2-U</u>	<u>Major Collector</u>	<u>Transition</u>	<u>D</u>
<u>10</u>	<u>CR 100A / Edwards Rd (W. City Limit to U.S. 301)</u>	<u>2-U</u>	<u>Major Collector</u>	<u>Transition</u>	<u>D</u>
<u>D - Divided Roadway</u>					
<u>U - Undivided Roadway</u>					
<u>Class I - Arterials with a posted speed of 40 mph or greater</u>					
<u>Class II - Arterials with a posted speed of 35 mph or less</u>					

Policy B.1.1.2 The City shall adopt a concurrency management ordinance that will assure implementation of the level of service standards cited above.

~~Policy B.1.1.3 By communication to the Florida Department of Transportation District Secretary, urge the Florida Department of Transportation to complete the Planning Development & Engineering Study for U.S. 301.~~

~~Policy B.1.1.4 The following road sections are currently designated as physically constrained:~~

Road	Section	Length	Level of Service
U.S. 301	Call St. to Pratt St.	0.2 Miles	D
State Road 16	Temple St. to Church St.	0.5 Miles	A
State Road 230	U.S. 301 to Bridge	0.4 Miles	C

~~Florida Department of Transportation is requested to evaluate U.S. 301 from S.R. 16 south to Alligator Creek with respect to construction constraints. "~~

~~Policy B.1.1.5 No sections are currently listed by Florida Department of Transportation as backlogged. Florida Department of Transportation is requested to evaluate U.S. 301 from State Road 16 south to Alligator Creek with respect to backlogged conditions.~~

Policy B.1.1.63 By communication to the Florida Department of Transportation District Secretary, urge Florida Department of Transportation to address the deficiencies on any backlogged or constrained facilities on the State highway system within the City.

## CITY OF STARKE COMPREHENSIVE PLAN

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- OBJECTIVE B.1.2 Coordinate local transportation planning with the County, North Central Florida Regional Planning Council, and Florida Department of Transportation.
- Policy B.1.2.1 Continue to work with the County on the maintenance of local roads.
- ~~Policy B.1.2.2~~ ~~Work closely with Florida Department of Transportation in the identification of and solution to level of service problems on State maintained roads, especially U.S. 301.~~
- Policy B.1.2.3 2 Coordinate transportation projections with land use forecasts for the City and the County.
- OBJECTIVE B.1.3 Provide for adequate future right-of-way requirements.
- Policy B.1.3.1 Work with Florida Department of Transportation on the expansion of right-of-way along U.S. 301 in downtown area of the City through actions that include acquisition, zoning control, and setback requirements as outlined in the Land Development Code.
- Policy B.1.3.2 In accordance with Section 163.3180(5)(h)1.c. and 163.3180(5)(h)2., F.S., Florida Statutes, the City shall provide a means by which the landowner will be assessed a proportionate share of the cost of providing the transportation facilities necessary to serve the proposed development. However, the landowner shall not be held responsible for contributing to deficient transportation facilities.
- OBJECTIVE B.1.4 Provide for safe and convenient on-site traffic flow and parking for motorized and non-motorized modes.
- Policy B.1.4.1 Explore opportunities for bicycle and pedestrian ways where feasible.
- OBJECTIVE B.1.5 Encourage the provision of services and facilities for the transportation disadvantaged.
- Policy B.1.5.1 If any mass transit services are proposed for the City, the City shall assure that the needs of the transportation disadvantaged are addressed.
- OBJECTIVE B.1.6 Coordinate the ~~traffic circulation~~ transportation system with the future land use map.
- Policy B.1.6.1 Assure that the Future Land Use Map and ~~Traffic-Circulation Transportation~~ Element promote the timely and efficient access to services, jobs, markets, and attractions to Florida's citizens and visitors.
- Policy B.1.6.2 Properties under the same ownership or those consolidated for development shall be treated as one property for the purposes of access management and shall not receive the maximum potential number of access points for that frontage indicated under minimum access spacing standards.
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Words **bolded and underlined** have been added.  
Words **~~bolded and struck through~~** have been deleted

## CITY OF STARKE COMPREHENSIVE PLAN

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- Policy B.1.6.3**      **Large commercial developments shall be required to provide and/or extend nearby local and collector streets and provide street connections with surrounding residential areas so residents may access the development without traveling on arterial streets.**
- Policy B.1.6.4**      **Shopping centers shall be required to provide a unified access and circulation plan and require any out parcels to obtain access from the unified access and circulation system.**
- Policy B.1.6.5**      **Existing lots unable to meet the access spacing standards for arterials shall obtain access from platted side streets, parallel streets, service roads, joint and cross-access or the provision of easements;**
- Policy B.1.6.6**      **Adequate corner clearance shall be maintained at crossroad intersections with arterials.**
- Policy B.1.6.7**      **The City shall encourage cross-access connections easements and joint driveways, where available and economically feasible.**
- Policy B.1.6.8**      **The City shall encourage closure of existing excessive, duplicative, unsafe curb cuts or narrowing of overly wide curb cuts at the development site.**
- OBJECTIVE B.1.7      Insure development along U.S. 301 is consistent with the Florida Intrastate Highway System standards.
- Policy B.1.7.1      Develop an overlay zone for property adjacent to U. S. 301 to include Florida Intrastate Highway System standards for minimum driveway spacing, access management, lot width and setbacks.
- Policy B.1.7.2      Work with the County to establish a consistent approach to development review for properties along the U.S. 301 corridor.

## CITY OF STARKE COMPREHENSIVE PLAN

### C. HOUSING ELEMENT

#### GOAL, OBJECTIVES AND POLICIES

GOAL C.1 - THE CITY SHALL PLAN AND PROGRAM FOR HOUSING THAT IS ADEQUATE IN NUMBERS AND CONDITIONS, YET AFFORDABLE TO ITS RESIDENTS.

- Policy C.1.1.1 The City shall cooperate with the ~~North-Central-Florida Regional Planning Council and~~ State and federal agencies in the provision of affordable housing.
- Policy C1.1.2 The City shall work with the public sector to exchange ideas and explore ways and means to enhance, facilitate, and reduce costs in the housing delivery system in accordance with programs and activities established by the specific land use, housing and infrastructure improvement policies set forth in this plan.
- Policy C1.1.3 The City shall work with a committee consisting of extremely low- , very low, low- and moderate-income and other special needs groups and the providers of housing services to such groups to begin a dialogue with the public sector to exchange ideas and explore ways and means to enhance, facilitate and reduce costs in the housing delivery system in accordance with programs and activities established by the specific land use, housing and infrastructure improvement policies set forth in this plan.
- Policy C1.1.4 The City shall assure that adequate rental housing is available through zoning and favorable land use controls.
- OBJECTIVE C.1.2 The City shall work to reduce the incidence of the substandard housing conditions through the provision of adequate infrastructure, private rehabilitation and conservation initiatives, provision of adequate infrastructure, targeting of code enforcement activity and earmarking Community Development Block Grant funds to assist private rehabilitation and conservation initiatives.
- Policy C.1.2.1 The City shall determine which areas of the City are blighted and maintain a current inventory of conditions.
- Policy C.1.2.2 The City, in working with the local financial institutions under the auspices of the working committee established pursuant to Policy C.1.1.1, shall determine if adequate support exists within the committee and the community at large to develop housing rehabilitation financial assistance programs using public funds, primarily provided through any Small Cities' Community Development Block Grant funding that may be available after the adoption of this plan.
- Policy C.1.2.3 The City shall ~~use a part of its recently awarded Community Development Block Grant to~~ promote the improvement of historical buildings in need of facade restoration.
- Policy C.1.2.4 The City shall continue to target Community Development Block Grant funds for extremely low- ,very low, and low income areas in need of infrastructure or home improvement.

## CITY OF STARKE COMPREHENSIVE PLAN

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| Policy C.1.2.5  | The Code Enforcement Board shall be instructed by City Commission to increase its monitoring activity.  |
| Policy C.1.2.6  | It is the intent of the City in carrying out its housing conservation and code enforcement programs in a manner that keeps actions that would require the displacement of individuals and families to an absolute minimum. However, if the living conditions present in an occupied structure are of a nature that makes the unit completely unsafe or unhealthy and demolition is required, the City will ensure that the relocation of the occupants is carried out in a non-discriminatory manner adhering to the rules and procedures established by the Florida Department of <del>Community Affairs</del> <b><u>Economic Opportunity</u></b> for use by local governments participating in the Small Cities' Community Development Block Grant Program. |
| OBJECTIVE C.1.3 | The City shall ensure that there will be adequate sites available to provide for the housing needs of all segments of its existing and future population according to the Policies C.1.3.1 through C.1.3. <del>87</del> set forth below.  |
| Policy C.1.3.1  | The City shall encourage public and private sector participation in meeting all the City's housing need.  |
| Policy C.1.3.2  | The City shall facilitate development review, approval and permitting relative to the development of low-cost housing alternatives, at reasonable densities, pursuant to the recommendations and guidelines of this Housing Element and the Future Land Use Element.  |
| Policy C.1.3.3  | The City shall implement the policies set forth in Chapter 419, Florida Statutes, as amended, relative to the location of community residential facilities, as follows: <ol style="list-style-type: none"><li>1. Group homes (community residential facilities) which house six (6) or fewer residents shall be permitted in any low or medium density residential land use category.</li><li>2. Group homes (community residential facilities) housing seven (7) or more residents shall be permitted in any areas where multi-family dwellings are permitted, including mixed-use land use categories.</li></ol>  |
| Policy C.1.3.4  | The City shall support low-cost housing alternatives and community residential facilities.  |
| Policy C.1.3.5  | Throughout the planning period, the City shall provide the adequate supporting infrastructure (roads, sanitary sewage disposal, potable water supply, storm drainage, solid waste collection) according to the levels of service and recommendations in these Plan Elements to enhance and complement the objectives and policies set forth in this Housing Element.  |
| Policy C.1.3.6  | Public infrastructure improvements shall be programmed for existing developed areas where deficiencies may be affecting the quality of life of the current and future residents.  |
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## CITY OF STARKE COMPREHENSIVE PLAN

### E. CONSERVATION ELEMENT

#### GOALS, OBJECTIVES, AND POLICIES

GOAL E.1 - THE GOAL OF THE CITY IS TO CONSERVE, PROTECT, AND APPROPRIATELY MANAGE ITS NATURAL RESOURCES TO ENSURE THE HIGHEST ENVIRONMENTAL QUALITY POSSIBLE.

OBJECTIVE E.1.1 The City shall ensure that the minimum acceptable air quality levels established by the Florida Department of Environmental ~~Regulation~~ **Protection** will continue to be met.

Policy E.1.1.1 The City shall cooperate with the appropriate agencies on a continuing basis to establish an air quality monitoring program when appropriate data and analyses indicate a need for such activity.

Policy E.1.1.2 The City shall implement the provisions of the Future Land Use Plan, and Land Development Code, which together limit vehicle miles of travel by reducing urban sprawl and providing for the availability of necessary retail and service uses in proximity to residential uses.

Policy E.1.1.3 The City shall implement the provisions of the Land Development Code which require that new industrial uses that demonstrate the potential to violate any State or Federal air quality standards be fully evaluated and, where appropriate, mitigation systems shall be required as a prerequisite to the approval of a development order.

OBJECTIVE E.1.2 The City shall act within its authority to protect all surface and subsurface water resources within its corporate limits in accordance with Policies E.1.2.1, E.1.2.2, E.1.2.3, E.1.2.4, E.1.2.5, and E.1.2.6.

Policy E.1.2.1 The City shall continue to operate its municipal wastewater treatment plant in accordance with design guidelines and in a manner that ensures the level of treatment of the wastewater at the outfall meets all Department of Environmental Protection standards and guidelines.

Policy E.1.2.2 The City will ensure throughout the planning period that all septic tank disposal systems continue to be approved for installation and inspected by the County and/or State agency.

Policy E.1.2.3 Septic tank wastewater treatment systems will be prohibited where soils are classified as severely unsuitable for on-site systems according to the Soil Conservation Service.

Policy E.1.2.4 ~~In accordance with the requirements of Chapter 381.272, Florida Statutes, and Rule 10D-6, Florida Administrative Code, t~~The City will require all buildings currently served by on-site sewage disposal systems that are located within or, in the future, become located within 100 feet of a publicly-owned or investor-owned permitted sewage system to connect to that system not later than one year following notification that such a system is available.



## CITY OF STARKE COMPREHENSIVE PLAN

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- Policy E.1.2.5      The City shall continue to require that new single-family subdivision, multiple family projects, and commercial developments provide on-site retention of stormwater in accordance with the minimum levels of service established by this Plan and the criteria established by the Suwannee Water Management District, with facilities constructed using approved techniques and practices.
- Policy E.1.2.6      The City shall implement the provisions of the Land Development Regulations to protect potable water wellfields by establishing potable water wellfield protection zones, as follows:
1.      An Interim Wellhead Protection area shall be established as a circular area with a fixed radius of two hundred (200) feet and shall be drawn utilizing each well as the center of the circle.
  2.      A Final Wellhead Protection area shall be established utilizing hydrological information and flow modeling developed in cooperation with the Suwannee River Water Management District. The Final Wellhead Protection area when available, will replace the Interim Wellhead Protection area.
  3.      The boundaries of Wellhead Protection areas shall be shown on the Future Land Use Map.
  4.      Non-compatible land uses prohibited within the Wellhead Protection area shall include operations which store, handle, use, package, create, treat, recycle, or reclaim substances listed in 40 Code of Federal Regulations 355 Appendix A, July 1, 1990, Extremely Hazardous Substances.
- Policy E.1.2.7      The City will cooperate to reduce potable water consumption by adopting and enforcing conservation oriented construction and irrigation requirements, xeric landscaping standards, mandatory use restrictions, rate structuring and other water conservation techniques promulgated and promoted by the Suwannee River Water Management District.
- OBJECTIVE E.1.3      The City shall protect the natural functions of the 100-year floodplain so that flood-carrying and flood storage capacity are maintained.
- Policy E.1.3.1      The City shall continue to participate in the National Flood Insurance Program.
- Policy E.1.3.2      The City will develop a formal program for protection of the natural drainage features within Starke based on the findings of a master drainage study.
- Policy E.1.3.3      Incorporate natural drainage features into the City-wide master drainage plan to the maximum extent possible.
- Policy E.1.3.4      The Land Development Code to require that all drainage plans submitted for proposed development identify natural drainage features on-site and demonstrate compatibility of the manmade and natural drainage systems.
- Policy E.1.3.5      Maintain adopted stormwater levels of service as identified in the master drainage study.
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## CITY OF STARKE COMPREHENSIVE PLAN

- OBJECTIVE E.1.4 ~~Upon adoption of this Plan, the~~ The City shall protect its undeveloped wetlands from physical and hydrological alteration through the development and adoption of regulations to implement the programs as stated in Policy E.1.4.1 and E.1.4.2.
- Policy E.1.4.1 The City shall protect wetlands from destruction by amending, adopting, and enforcing land development regulations to ensure that:
1. Site plans for new development identify the location and extent of wetlands located on the property;
  2. Site plans provide measures to assure that normal flows and quality of water will be provided to maintain wetlands after development; or
  3. Every effort is made to achieve a goal of no net loss of wetland area while still providing for reasonable use of the property impacted by the presence of wetlands. After ensuring that an unavoidable loss of wetlands has been reduced to the lowest amount of impact possible through reduction in the intensity of the proposed use, density transfer or relocation of structures within the site, clustering of development on uplands and other proven land planning techniques; the City shall permit compensatory mitigation, preferably on the same site. Compensatory mitigation shall require that the amount of wetlands purchases, created, enhanced or restored by of sufficient size to assure that the amount of wetland lost will be completely and successfully replaced. No subdivision of land will be permitted unless all of the new parcels created contain sufficient upland area to accommodate a development having the maximum intensity or density allowed.
  4. To the maximum extent possible, all wetland mitigation will be performed "on-site".
- Policy E.1.4.2 The City shall cooperate with the Federal Department of Environmental Protection, the Florida **Fish and Wildlife Conservation Department of Natural Resources**, and the Suwannee Water Management District by enforcing current regulations to ensure that dredge and/or fill activities are conducted in manner which minimizes adverse impacts on natural systems and surface water quality.
- OBJECTIVE E.1.5 The City shall act to protect and conserve minerals and the natural functions of existing soils, fisheries, lakes and floodplains by implementing programs and regulations in accordance with Policies E.1.5.1 and E.1.5.2.
- Policy E.1.5.1 The City shall protect and conserve the natural functions of existing soils, lakes and ponds, and floodplains through the implementation of the policies regarding these resources set forth in the various elements of this plan and enforcement of existing local, state, and federal regulations designed to protect and conserve these functions.

## CITY OF STARKE COMPREHENSIVE PLAN

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- Policy E.1.5.2 The City shall establish by ordinance a 50-foot buffer on either side of Alligator Creek. No new development shall be allowed within this buffer.
- Policy E.1.5.3 In accordance with the Objective G.1.3 and associated Policies G.1.3.1, G.1.3.2, and G.1.3.3, set forth in the Intergovernmental Coordination Element of this Comprehensive Plan, the City shall provide for mutual actions to conserve, appropriately use, or protect unique vegetative communities located in both the City and the County by providing for County review of projects that span jurisdictional boundaries, review of proposed developments with respect to the provisions of the County's Comprehensive Plan to identify inconsistencies, and continue current policies and practices involving review of all development activities falling under the jurisdiction of the Florida Department of Transportation, Suwannee River Water Management District, Florida Department of Environmental ~~Regulation~~ Protection, and the United States Corps of Engineers.
- Policy E.1.5.4 In conformance with Federal and State regulations, commercial establishments that use, treat, store, generate or transport toxic or hazardous substances shall provide a plan to the City that identifies the materials and how these materials will be handled and disposed.
- OBJECTIVE E.1.6 The City shall protect the natural functions of the 100-year floodplains from physical and hydrological alteration through the programs as stated in Policies E.1.6.1 and E.1.6.2.
- Policy E.1.6.1 The City shall protect floodplains from adverse impacts by ensuring that:
1. Site plans for new development identify the location and extent of the 100-year floodplains located on the property; and
  2. Site plans provide measures to assure that normal flows and quality of water will be provided to maintain the floodplains after development and every effort is made to achieve no net loss of floodplain areas.
- Policy E.1.6.2 The City shall adopt land development regulations which limit the density of dwelling units within Federal Emergency Management Agency designated 100-year floodplains to the low-density land use classification (0 to 4.0 dwelling units per acre) so that existing flood storage is maintained and allowable densities do not create potential flood hazards, or degrade the natural functions of the floodplain. Within the Alligator Creek floodplain, the density shall be limited to 0 to 2 dwelling units per acre. No hazardous materials or hazardous waste should be stored, used or generated within the floodplain. Existing public facilities located in the floodplains shall continue as conforming uses. Any lot of record existing at the time of adoption of this comprehensive plan shall be allowed one residential dwelling regardless of lot size.

## CITY OF STARKE COMPREHENSIVE PLAN

### **OBJECTIVE E.1.7**

**The City, in order to protect significant natural resources in a manner which is in conformance with and furthers the North Central Florida Strategic Regional Policy Plan, as amended October 27, 2011, hereby adopts the following maps as they apply to the City as part of the Future Land Use Map Series of this Comprehensive Plan;**

- 1. Regionally Significant Natural Resources - Ground Water Resources, dated October 27, 2011;**
- 2. Regionally Significant Natural Resources - Natural Systems, dated October 27, 2011;**
- 3. Regionally Significant Natural Resources - Planning and Resource Management Areas, dated October 27, 2011;**
- 4. Regionally Significant Natural Resources - Planning and Resource Management Areas (Surface Water Improvement Management Water Bodies), dated October 27, 2011; and**
- 5. Regionally Significant Natural Areas - Surface Water Resources, dated October 27, 2011.**

**The following policies provide direction for the use of these maps in applying the referenced policies of this Comprehensive Plan.**

#### **Policy E.1.7.1**

**The map entitled Regionally Significant Natural Resources - Ground Water Resources, dated October 27, 2011, included within the Future Land Use Map Series, identifies groundwater resources for the application of the provisions of the high groundwater aquifer protection policy of the Sanitary Sewer, Solid Waste, Drainage, Potable Water and Natural Groundwater Aquifer Recharge Element of this Comprehensive Plan.**

#### **Policy E.1.7.2**

**The map entitled Regionally Significant Natural Resources - Natural Systems, dated October 27, 2011, included within the Future Land Use Map Series, identifies listed species for the application of the provisions the critical wildlife habitat policy of this element.**

#### **Policy E.1.7.3**

**The maps entitled Regionally Significant Natural Resources - Planning and Resource Management Areas, dated October 27, 2011, included within the Future Land Use Map Series, identifies state owned regionally significant lands for application of the provisions of the conservation land use policy of the Future Land Use Element of this Comprehensive Plan.**

#### **Policy E.1.7.4**

**The maps entitled Regionally Significant Natural Resources - Planning and Resource Management Areas (Surface Water Improvement Management Water Bodies), dated October 27, 2011, included within the Future Land Use Map Series, identifies surface water management improvement water bodies for the application of the provisions of the surface water runoff policy of this element.**

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## CITY OF STARKE COMPREHENSIVE PLAN

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### **Policy E.1.7.5**

**The map entitled Regionally Significant Natural Areas - Surface Water Resources, dated October 27, 2011, included within the Future Land Use Map Series, identifies surface water resources for the application of the provisions of the surface water and riverbank protection policies of this element.**

## CITY OF STARKE COMPREHENSIVE PLAN

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### H. CAPITAL IMPROVEMENTS ELEMENT

The following goal, objectives and policies for capital improvement provide strategic planning for the financing and construction of improvements identified as part of the capital improvements Data and Analysis document.

The data collected for this plan element and its analysis contained in the City's Data and Analysis document, are not part of this plan element but provide a basis for its formulation.

This element is not intended to be a capital improvement program for the City and therefore, considers only those public facilities which are planned for under the requirements of Chapter 163, Florida Statutes, Part II **~~and Rule 9J-5, Florida Administrative Code~~**, as amended.

GOAL H.1 - THE CITY SHALL ANNUALLY ADOPT AND IMPLEMENT A **FINANCIALLY FEASIBLE** CAPITAL IMPROVEMENTS PROGRAM WHICH COORDINATES THE TIMING AND PRIORITIZES THE DELIVERY OF THE NEEDS ADDRESSED WITHIN THE OTHER ELEMENTS OF THIS COMPREHENSIVE PLAN

~~As defined in Section 163.3164 (23), Florida Statutes, financial feasibility means that sufficient revenues are currently available or will be available from committed funding sources for the first three years, or will be available from committed or planned revenue sources for years four and five of the Five-Year Schedule of Improvements.~~

- OBJECTIVE H.1.1 The City shall provide capital improvements to correct the existing and projected deficiencies as identified within the schedule of improvements and funding of this plan element, by adopting an annual **financially feasible** capital improvements budget.
- Policy H.1.1.1 The City shall finance new facilities to serve residents in a timely, orderly, and efficient manner.
- Policy H.1.1.2 All capital improvement projects identified in the in the other elements of this plan shall be included in the Five-Year Schedule of the Capital Improvements.
- Policy H.1.1.3 The City shall annually assess capacity of existing facilities to address any existing or projected deficiencies in adopted level of service standards in order to prepare an annual update to the Five-Year Schedule of Improvements that identifies, schedules, and specifies funding for any capital improvement projects needed to maintain level of service standards.
- Policy H.1.1.4 Local expenditures for capital improvements shall be made in accordance with all elements of the comprehensive plan.
- OBJECTIVE H.1.2 The City shall continue to manage its fiscal resources by limiting its general obligation indebtedness.
- Policy H.1.2.1 The City Clerk, shall report, annually on the ratio of total capital indebtedness to tax base The City shall implement a policy that establishes the maximum ratio of capital indebtedness to the tax base.
- Policy H.1.2.2 The City Commission shall implement a policy that specifies the maximum ratio of outstanding capital indebtedness to property tax.

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## CITY OF STARKE COMPREHENSIVE PLAN

- Policy H.1.2.3 The City shall continue to schedule capital improvements based on its ability to meet debt payments with projected revenues.
- OBJECTIVE H.1.3 All decisions regarding the issuance of development orders will be based upon coordination of goals, objectives, and policies of this plan; the revised land development regulations, and the concurrency management system (when adopted).
- Policy H.1.3.1 The City hereby adopts the level of service standards listed below in reviewing the impacts of new development and redevelopment on public facility provisions. No development order shall be issued unless public facilities that meet the adopted level of service are available or are assured of being available concurrently with the impacts of development.
1. Sanitary Sewers
    - Residential/Small Commercial 86 gallons per day per customer
    - Large Commercial/Industrial 44 gallons per day per customer
  2. Solid Waste - 8.3 pounds per day per customer
  3. Stormwater
    - a. Major drainage facilities shall be designed and constructed to accommodate a 25-year, 24-hour frequency storm.
    - b. Minor drainage structures shall be designed and constructed to accommodate a 10-year, 24-hour frequency storm.
  4. Potable Water
    - Residential/Small Commercial 115 gallons per day per customer
    - Large Commercial/Industrial 82 gallons per day per customer
  5. Roads

<b>ROAD</b>	<b>LEVEL OF SERVICE</b>
<del>Rural</del>	<del>C</del> Urban
<del>Principal Arterial</del>	<del>C</del>
<del>Minor Arterial</del>	<del>D</del>
<del>Collector</del>	<del>D</del>
<del>Constrained or Backlogged</del>	<del>Maintain existing level of service with up to five percent increase in peak hour service volume or a five percent decrease in average travel speed</del>

**Establish the service standards as noted below at peak hour for the following functionally classified roadways within the City as defined within the Florida Department of Transportation 2013 Quality/Level of Service Handbook.**

Words **bolded and underlined** have been added.  
 Words **~~bolded and struck through~~** have been deleted

## CITY OF STARKE COMPREHENSIVE PLAN

ROADWAY SEGMENT NUMBER	ROADWAY SEGMENT	NUMBER OF LANES	FUNCTIONAL CLASSIFICATION	AREA TYPE	LEVEL OF SERVICE
<u>1</u>	<u>S.R. 16 (from W. Market Road to U.S. 301)</u>	<u>2-U</u>	<u>Highway</u>	<u>Transition</u>	<u>C</u>
<u>2</u>	<u>S.R. 16 (from U.S. 301 to East City Limit)</u>	<u>2-U</u>	<u>Arterial II</u>	<u>Transition</u>	<u>C</u>
<u>3</u>	<u>S.R. 100 (from C.R. 100A (South Starke) to U.S. 301)</u>	<u>2-U</u>	<u>Arterial I</u>	<u>Transition</u>	<u>C</u>
<u>4</u>	<u>S.R. 100 (from U.S. 301 to C.R. 100A (West Starke))</u>	<u>2-U</u>	<u>Arterial I</u>	<u>Transition</u>	<u>C</u>
<u>5</u>	<u>U.S. 301/S.R. 200 (from SW City Limit (SE 146th St) to S.R. 100)</u>	<u>4-D</u>	<u>Arterial II</u>	<u>Transition</u>	<u>C</u>
<u>6</u>	<u>U.S. 301/S.R. 200 (from S.R. 100 to S.R. 16)</u>	<u>4-D</u>	<u>Arterial II</u>	<u>Transition</u>	<u>C</u>
<u>7</u>	<u>U.S. 301/S.R. 200 (from S.R. 16 to N. City Limit (Market Rd.))</u>	<u>4-D</u>	<u>Arterial I</u>	<u>Transition</u>	<u>C</u>
<u>8</u>	<u>S.R. 230 (from U.S. 301 to SE City Limit (Valley Rd.))</u>	<u>2-U</u>	<u>Arterial I</u>	<u>Transition</u>	<u>C</u>
<u>9</u>	<u>CR 229 / Weldon St (from W. City Limit to S.R. 16)</u>	<u>2-U</u>	<u>Major Collector</u>	<u>Transition</u>	<u>D</u>
<u>10</u>	<u>CR 100A / Edwards Rd (W. City Limit to U.S. 301)</u>	<u>2-U</u>	<u>Major Collector</u>	<u>Transition</u>	<u>D</u>
<u>D - Divided Roadway</u>					
<u>U - Undivided Roadway</u>					
<u>Class I - Arterials with a posted speed of 40 mph or greater</u>					
<u>Class II - Arterials with a posted speed of 35 mph or less</u>					

Evaluation Amendments  
 Amendment No. CPA 14-01  
 Adopted on February 3, 2015  
 Ordinance No. 2015-0717



## CITY OF STARKE COMPREHENSIVE PLAN

### 6. Recreation

TABLE HH-1 CITY OF STARKE - LEVEL OF SERVICE STANDARDS FOR RECREATION FACILITIES			
Facility	Number	Population Served	Average Acres/1,000 Persons
Playground	1	Up to 5,000	N/A
Neighborhood Park	1	Up to 10,000	2
Community Park	1	Up to 25,000	2
Children's Play Areas	1	5,000	
Playing Fields	1	3,000	--
Tennis Courts	1	2,000	--
Basketball Courts	1	2,000	--
Football/Soccer Field	1	10,000	--
Swimming Pool	1	30,000	--
Golf Course	1	25,000	--

**Sources:** ~~"Recreation and Open Space Standards", National Park Service~~  
~~"Outdoor Recreation in Florida: 1987", Department of Natural Resources, Division of Recreation and Parks~~

### 7. Public School Facilities Level of Service Standards

ACTIVITY	LEVEL OF SERVICE STANDARD
Elementary	100 percent of permanent Florida Inventory of School Houses capacity as adjusted annually by the School Board to account for measurable programmatic changes.
Elementary/Middle	100 percent of permanent Florida Inventory of School Houses capacity as adjusted annually by the School Board to account for measurable programmatic changes.
Middle	100 percent of permanent Florida Inventory of School Houses capacity as adjusted annually by the School Board to account for measurable programmatic changes.

## CITY OF STARKE COMPREHENSIVE PLAN

	High School	100 percent of permanent Florida Inventory of School Houses capacity as adjusted annually by the School Board to account for measurable programmatic changes
Policy H.1.3.2	<p>Proposed plan amendments and/or requests for new development or redevelopment shall be evaluated according to the following criteria, as to whether the proposed action would:</p> <ol style="list-style-type: none"> <li>1. Contribute to a condition of public hazard;</li> <li>2. Contribute to the growth of public facility deficits;</li> <li>3. Generate public facility demands that can be accommodated by the increases proposed in the five-year schedule of Improvements; <b><u>and</u></b></li> <li>4. Conform with the land use pattern shown on the Future Land Use Map; <del>and</del></li> <li><del>5. Be financially feasible, in the case of public facility provision.</del></li> </ol>	
Policy H.1.3.3	<p>Development orders issued prior to adoption of this plan do not exceed the ability of the City to fund the needed capital improvements. No future development orders shall be issued unless all adopted levels of service are met or for roadways will be met by one of the following actions:</p> <ol style="list-style-type: none"> <li>1. Necessary road improvements are within the first three years of the City's five-year schedule of capital improvements <b><u>and all of the requirements of Rule 9J-5.0055(2)(C) 1-9., Florida Administrative Code are met;</u></b> or</li> <li>2. Necessary road improvement are within first three years of Florida Department of Transportation's work program; or</li> <li>3. An enforceable development agreement has been executed <b><u>that includes the provisions of Rule 9J-5.005(2)(a) 1-3., Florida Administrative Code.</u></b></li> </ol>	
Policy H.1.3.4	<p>No future development orders shall be issued unless the analyses of project impacts takes into consideration the plans of the agencies and the Suwannee River Water Management District.</p>	
Policy H.1.3.5	<p>A plan amendment shall be required to eliminate, defer, or delay construction of any road facility or service which is needed to maintain the adopted level of service standard and which is listed in the five-year schedule of improvements.</p>	
OBJECTIVE H.1.4	<p>The City shall continue its present system of fees and investigate the potential benefits and costs of installing new fees where deemed necessary to ensure that private developments continue to assist in defraying the cost of providing and maintaining the minimum levels of service for present and future residents of the City.</p>	

Words **bolded and underlined** have been added.  
Words **bolded and struck through** have been deleted

## CITY OF STARKE COMPREHENSIVE PLAN

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- Policy H.1.4.1      The City shall retain its present user fees for water, sewer, and electric service; capital improvement charges for new water, sewer, and electric service; and permit fees. The City shall monitor such fees and charges to insure that revenues exceed operating costs.
- Policy H.1.4.2      The City shall complete a master drainage study to evaluate the feasibility of establishing a stormwater utility and a fee structure to finance the development of a comprehensive stormwater management plan, necessary capital improvements, and a systematic annual maintenance program.
- OBJECTIVE H.1.5    The City shall establish an annual capital improvements budgeting process to manage the fiscal resources of the City, so that needed capital improvements, identified within the Comprehensive Plan, are provided for existing and future development and re-development.
- Policy H.1.5.1      The City shall incorporate within the City's annual budgeting process, a ~~financially feasible~~ capital improvements budget which addresses any needed projects found in the schedule of improvements and funding of this plan element.



**EXCERPTS FROM THE  
NORTH CENTRAL FLORIDA STRATEGIC REGIONAL POLICY PLAN**





# North Central Florida Strategic Regional Policy Plan

October 2011

This document has been prepared with financial assistance from the Florida  
Department of Community Affairs

North Central Florida Regional Planning Council  
2009 NW 67th Place  
Gainesville, Florida 32653-1603  
352.955.2200

Adopted May 23, 1996  
Amended August 28, 1997, February 27, 2003 and October 27, 2011





# Chapter V

## Regional Transportation

Adopted May 23, 1996, Amended August 28, 1997, February 27, 2003 and October 27, 2011

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Adopted May 23, 1996, Amended August 28, 1997, February 27, 2003 and October 27, 2011



## Chapter V: Regional Transportation

### A. Conditions and Trends

#### 1. Introduction

The region is served by four public transit system service providers, two major and three shuttle/commuter air carriers, one passenger and three freight rail systems, one bus line, and the regional road network. Due to its rural nature, north central Florida is heavily dependent upon automobile and truck transportation. Generally, the existing motor vehicle ground transportation and rail freight transportation systems are adequate.

#### 2. Public Transit

Public transit is lightly utilized in north central Florida. The Gainesville Regional Transit System is the region's only community with a fixed-route public transit system. Paratransit services are available throughout the region provided by Big Bend Transit, Inc., the Suwannee River Economic Council, A & A Transport, MV Transportation, and Suwannee Valley Transit Authority. The Gainesville Regional Transit System also provides paratransit services in Alachua County. Intercity bus transportation is provided by Greyhound Bus Lines. The carrier stops in the following north central Florida municipalities: Gainesville, Hawthorne (bus stop), Waldo (bus stop), Starke, Lake City, and Perry.<sup>1</sup>

The region's rural character and low population density does not easily lend itself to the provision of public transit systems. Correspondingly, only a small percentage of the region's population use public transit. As indicated in Table 5.1 only 1.5 percent of year 2000 north central Florida workers age 16 and over reported using public transportation as their means of transportation to work. Alachua County, which includes Gainesville's fixed-route bus system, had the highest percentage of workers using public transit at 2.4 percent. Lafayette County reported the lowest usage at 0.0 percent. The table also reveals a decline in public transit usage between 1990 and 2000.

<sup>1</sup>Greyhound Bus Lines, Inc., July 8, 2009, <http://www.greyhound.com/home/TicketCenter/en/locations.asp?state=fl>



proportion of the trips on the failing road network are attributable to the project. The percentage is multiplied by the costs of the transportation projects needed to restore level of service for the failing facilities to determine an amount of money, which is the developer's proportionate-fair share payment.

## e. Transportation Planning Best Practices

While north central Florida local governments are financially unable to fund traditional transportation concurrency, adverse impacts to the regional road network can be minimized through sound transportation planning. Transportation Planning Best Practices for north central Florida local governments could include enhancing road network connectivity, providing parallel local routes to the Regional Road Network, incorporating access management strategies, and developing multimodal transportation systems. By relying on transportation planning best practices, urban development can still be directed to incorporated municipalities, urban service areas, and urban development areas while minimizing transportation infrastructure costs and declines in level of service. Examples of policy areas which could be addressed in local government comprehensive plans to implement these transportation planning best practices include the following.

### Enhance Road Network Connectivity by

- Establishing a comprehensive system of street hierarchies with appropriate maximum spacing for local, collector, and arterial street intersection and arterial spacing, including maximum intersection spacing distances for local, collector, and arterial streets;

- Establishing a thoroughfare plan and right-of-way preservation requirements to advance the development of arterial and collector streets throughout the jurisdiction;

- Limiting or discouraging the use of cul-de-sacs and dead-end streets, limiting the maximum length of cul-de-sacs and dead end streets, and encouraging the use of traffic calming devices and strategies as an alternative to dead end streets and cul-de-sacs;

- Encouraging street stubs for connections to future development requiring connections to existing street stubs/dead end streets when adjacent parcels are subdivided/developed in the future, and requiring developments to connect through to side streets at appropriate locations;

- Encouraging the creation of paths that provide shortcuts for walking and cycling where dead-end streets exist, mid-block bike paths and pedestrian shortcuts, and limiting the maximum spacing between pedestrian/bicycle connections as well as; or

- Limiting or discouraging gated communities and other restricted-access roads.

- Provide Parallel Local Routes and Other Alternative Local Routes to the Regional Road Network.

- Planning and mapping parallel roadway and cross street networks to provide a clear framework for implementing alternative routes to the Regional Road Network;

Adopted May 23, 1996, Amended August 28, 1997, February 27, 2003 and October 27, 2011



Adding segments of the parallel roadway and cross street networks to the capital improvements program;

Encouraging developer participation in implementing the system through fair share agreements as a condition of development approval for Regional Road Network concurrency mitigation; or

Encouraging the establishment of a long-term concurrency management system plan for accomplishing the parallel local routes and interparcel cross-access in selected areas.

Promote Access Management Strategies by

Requiring large commercial developments to provide and/or extend existing nearby local and collector streets and provide street connections with surrounding residential areas so residents may access the development without traveling on the Regional Road Network;

Requiring shopping centers and mixed-use developments to provide a unified access and circulation plan and require any outparcels to obtain access from the unified access and circulation system;

Properties under the same ownership or those consolidated for development will be treated as one property for the purposes of access management and will not received the maximum potential number of access points for that frontage indicated under minimum access spacing standards;

Existing lots unable to meet the access spacing standards for the Regional Road Network must obtain access from platted side streets, parallel streets, service roads, joint and cross-access or the provision of easements;

Establishing minimum access spacing standards for locally maintained thoroughfares and use these to also guide corner clearance;

Maintaining adequate corner clearance at crossroad intersections with the Regional Road Network;

Encouraging sidewalk connections from the development to existing and planned public sidewalk along the development frontage;

Encouraging cross-access connections easements and joint driveways, where available and economically feasible;

Encouraging closure of existing excessive, duplicative, unsafe curb cuts or narrowing of overly wide curb cuts at the development site;

Encouraging safe and convenient on-site pedestrian circulation such as sidewalks and crosswalks connecting buildings and parking areas at the development site;



Encouraging intersection and/or signalization modifications to improve roadway operation and safety;

Encouraging the addition of dedicated turn lanes into and out of development;

Encouraging the construction of public sidewalks along all street frontages, where they do not currently exist;

Encouraging the widening of existing public sidewalks to increase pedestrian mobility and safety;

Encouraging the deeding of land for the addition and construction of bicycle lanes;

Encouraging the provision of shading through awnings or canopies over public sidewalk areas to promote pedestrian traffic and provide protection from inclement weather to encourage walking;

Encouraging the construction of new road facilities which provide alternate routes to reduce congestion; or

Encouraging the addition of lanes on existing road facilities, especially where it can be demonstrated that the road will lessen impacts to the Regional Road Network.

#### Develop Multimodal Transportation Systems by

Encouraging development at densities within urban areas which support public transit;

Providing one or more park-and-ride lots to encourage carpooling and ridesharing, and the use of public transit among inter-city commuters;

Providing a system of sidewalks and/or bike paths connecting residential areas to schools, shopping, and recreation facilities;

Establishing an interlocal agreement with an existing public mass transit system provider to provide regular daily inter-city transit service for inter-city commuters; or

Establishing a local public mass transit system.



## C. Regional Goals and Policies

### 1. Regional Road Network

**REGIONAL GOAL 5.1.** Mitigate the impacts of development to the Regional Road Network as well as adverse extrajurisdictional impacts while encouraging development within urban areas.

#### Regional Indicators

1. In 2009, 33.9 miles, or 2.7 percent, of the north central Florida Regional Road Network did not meet the minimum operating level of service standard contained in local government comprehensive plans.
2. In 2009, 23.4 miles, or 5.4 percent, of Strategic Intermodal System roadways within north central Florida did not meet the minimum operating level of service standard established by the Florida Department of Transportation.
3. In 2009, 10.5 miles, or 1.3 percent, of State Highway System roads which were not part of the Strategic Intermodal System within north central Florida did not meet the minimum operating level of service standard established by the Florida Department of Transportation.
4. In 2009, 9 of the 44 local governments in the region had within their jurisdiction have at least 10 percent or more of the Regional Road Network located within their jurisdictions operating below the minimum level of service standard contained in local government comprehensive plans.
5. In 2009, 17 of the 44 local governments in the region are projected to have at least 10 percent or more of the Regional Road Network located within their jurisdictions operating below the minimum level of service standard contained in local government comprehensive plans by the year 2025.

#### a. Local Government Comprehensive Plans

Table 5.17 below summarizes Regional Policies 5.1.1 through 5.1.4.



**TABLE 5.17**

**SUMMARY OF REGIONAL PLAN POLICIES 5.1.1 THROUGH 5.1.4  
LOCAL GOVERNMENT COMPREHENSIVE PLANS**

Area	Local Government Comprehensive Plans Containing Transportation Planning Best Practices	Regional Plan Determination of Impacts
Municipalities, Urban Service Areas, Urban Development Areas	Yes	Adequately Mitigated
Municipalities, Urban Service Areas, Urban Development Areas	No	Florida Department of Transportation Level of Service E
Rural Areas	Yes	Florida Department of Transportation Level of Service E
Rural Areas	No	Florida Department of Transportation Level of Service D

Source: North Central Florida Regional Planning Council, 2011.

**Policy 5.1.1.** Within municipalities, urban service areas, or urban development areas where local government comprehensive plans include goals and policies which implement Transportation Planning Best Practices, adverse impacts to the Regional Road Network are adequately. Such local government comprehensive plans and plan amendments within municipalities, urban service areas, or urban development areas shall not be subject to a regional planning council determination of Regional Road Network or extrajurisdictional impacts.

**Policy 5.1.2.** Within municipalities, urban service areas, and urban development areas where local government comprehensive plans do not include goals and policies implementing Transportation Planning Best Practices, local government comprehensive plans and plan amendments shall be subject to a regional planning council determination of Regional Road Network and extrajurisdictional impacts based on the minimum level of service standard of E as determined by the Florida Department of Transportation Quality/Level of Service Handbook.

**Policy 5.1.3.** Outside municipalities, urban service areas, and urban development areas where local government comprehensive plans include goals and policies implementing Transportation Planning Best Practices, local government comprehensive plans and plan amendments shall be subject to a regional planning council determination of Regional Road Network and extrajurisdictional impacts based on the minimum level of service standard of E as determined by the Florida Department of Transportation Quality/Level of Service Handbook.

**Policy 5.1.4.** Outside municipalities, urban service areas, and urban development areas where local government comprehensive plans do not include goals and policies implementing Transportation Planning Best Practices, local government comprehensive plans and plan amendments shall be subject to a regional planning council determination of Regional Road Network and extrajurisdictional impacts based on the minimum level of service standard of D as determined by the Florida Department of Transportation Quality/Level of Service Handbook.

Adopted May 23, 1996, Amended August 28, 1997, February 27, 2003 and October 27, 2011



## b. Developments of Regional Impact

Table 5.18 below summarizes Regional Policies 5.1.5 and 5.1.6.

**TABLE 5.18**  
**SUMMARY OF REGIONAL PLAN POLICIES 5.1.5 THROUGH 5.1.6**  
**DEVELOPMENTS OF REGIONAL IMPACT**

Area	Local Government Comprehensive Plans Containing Transportation Planning Best Practices	Regional Plan Determination of Impacts
Municipalities, Urban Service Areas, Urban Development Areas	Yes	Local Comprehensive Plan Level of Service Standard
Municipalities, Urban Service Areas, Urban Development Areas	No	Local Comprehensive Plan Level of Service Standard
Rural Areas	Yes	Local Comprehensive Plan Level of Service Standard
Rural Areas	No	Local Comprehensive Plan Level of Service Standard

Source: North Central Florida Regional Planning Council, 2011.

**Policy 5.1.5.** The significant and adverse transportation impacts to the Regional Road Network created by a Development of Regional Impact shall be considered adequately mitigated where the local government development order contains conditions which either maintain the minimum level of service standard established in local government comprehensive plans for all significantly and adversely impacted portions of the Regional Road Network consistent with Section 380.06, Florida Statutes, or where the local government development order mitigates impacts to the Regional Road Network through the use of proportionate share consistent with Section 163.3184, Florida Statutes, and Rule 9J-2.045, Florida Administrative Code.

**Policy 5.1.6.** For purposes of Policy 5.1.5, the minimum level of service standard for the Regional Road Network shall be as established in local government comprehensive plans.

**Policy 5.1.7.** All proportionate share funds generated by anticipated significant and adverse impacts to the Regional Road Network as a result of Developments of Regional Impact shall be used to make transportation modifications identified in the local government development order which benefit the Regional Road Network.

## 2. Coordination and Assistance

**REGIONAL GOAL 5.2.** Coordinate with and assist state agencies, transportation planning organizations and local governments to implement an energy-efficient, interagency coordinated transportation system.

Adopted May 23, 1996, Amended August 28, 1997, February 27, 2003 and October 27, 2011



## **STAFF-LEVEL ITEMS**







Serving  
Alachua • Bradford  
Columbia • Dixie • Gilchrist  
Hamilton • Lafayette • Madison  
Suwannee • Taylor • Union Counties

---

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

February 9, 2015

Ms. Doreen Joyner-Howard, District Modal Development Manager  
Florida Department of Transportation - District 2  
2198 Edison Avenue, MS 2806  
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #10 -  
Suwannee River Economic Council, Inc. - 5311 Operating Assistance Application -  
Bradford County, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the Bradford County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP  
Executive Director

v:\chouse\letters\fdot\howard.ltr150209.10.docx



Application for Federal Assistance SF-424		
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		
<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		
<b>* If Revision, select appropriate letter(s):</b> _____ <b>* Other (Specify):</b> _____		
<b>* 3. Date Received:</b> 12/12/2014		<b>4. Applicant Identifier:</b> _____
<b>5a. Federal Entity Identifier:</b> _____		<b>5b. Federal Award Identifier:</b> _____
<b>State Use Only:</b>		
<b>6. Date Received by State:</b> _____		<b>7. State Application Identifier:</b> _____
<b>8. APPLICANT INFORMATION:</b>		
<b>* a. Legal Name:</b> Suwannee River Economic Council, Inc.		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 59-1101989		<b>* c. Organizational DUNS:</b> 040207904
<b>d. Address:</b>		
<b>* Street1:</b> 1171 Nobles Ferry RD NW, Bldg #2		
<b>Street2:</b> _____		
<b>* City:</b> Live Oak,		
<b>County/Parish:</b> _____		
<b>* State:</b> Florida		
<b>Province:</b> _____		
<b>* Country:</b> USA		
<b>* Zip / Postal Code:</b> 32064		
<b>e. Organizational Unit:</b>		
<b>Department Name:</b> Administration		<b>Division Name:</b> _____
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
<b>Prefix:</b> _____		<b>* First Name:</b> Matt
<b>Middle Name:</b> _____		
<b>* Last Name:</b> Pearson		
<b>Suffix:</b> _____		
<b>Title:</b> Executive Director		
<b>Organizational Affiliation:</b> _____		
<b>* Telephone Number:</b> 386-362-4115		<b>Fax Number:</b> 386-362-4078
<b>* Email:</b> mpearson@suwanneec.net		

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

Non-Profit

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Federal Transit Agency

**11. Catalog of Federal Domestic Assistance Number:**

20-509

CFDA Title:

**\* 12. Funding Opportunity Number:**

U. S. C. Section 5311

\* Title:

Formula Grants for Rural Areas Program

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Bradford County, Florida

**\* 15. Descriptive Title of Applicant's Project:**

Provide Transportation Services for the Transportation Disadvantaged

Attach supporting documents as specified in agency instructions.

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**\* a. Applicant **Third**\* b. Program/Project **Third**

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**\* a. Start Date: **10/01/2015**\* b. End Date: **09/30/2016****18. Estimated Funding (\$):**

* a. Federal	<b>\$ 174,536</b>
* b. Applicant	
* c. State	
* d. Local	<b>\$ 174,536</b>
* e. Other	
* f. Program Income	
* g. TOTAL	<b>\$ 349,073</b>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☒ a. This application was made available to the State under the Executive Order 12372 Process for review on **12/12/2014**
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name: **Matt**

Middle Name:

\* Last Name: **Pearson**

Suffix:

\* Title: **Executive Director**\* Telephone Number: **386-362-4115 ext 222** Fax Number: \* Email: **mpearson@suwanneeec.net**\* Signature of Authorized Representative: \* Date Signed: **12/14**

## Exhibit A

Suwannee River Economic Council, Inc. is a non profit organization chartered in 1964 whose purpose is to provide services to low income and elderly citizens to alleviate poverty. SREC, Inc. currently is the state designated transportation provider in four rural North Florida counties including Dixie, Bradford, Gilchrist, and Lafayette County. A voluntary Board of Directors governs SREC, Inc. The Board employs an Executive Director, who has normal CEO responsibilities with the agency and the many programs it administers. SREC, Inc. has four program directors providing direct supervision of the ongoing programs, including transportation. The Director of Transportation is Chuck Hewett. He is responsible for management, training and administration of the Transportation program. Currently, SREC, Inc. has approximately twenty transportation employees on staff to help in this endeavor.

As the Community Transportation Coordinator for four rural counties in North Florida, SREC, Inc. operates partial brokerages with all trips provided by SREC, Inc. including stretcher services, which was added in October, 2010. SREC, Inc. provides mainly demand response services. SREC, Inc. requires twenty four hour notice for trip request.

Bradford County is an extremely rural community. There are minimal medical facilities available to the residents. Therefore, the vast majority of medical appointments are made in Gainesville where facilities are more prevalent. It is over 40 miles to Gainesville where these appointments are necessary.

Currently, in Bradford County, SREC, Inc. uses one dispatcher/scheduler and averages five drivers using five vans for daily services. SREC, Inc. anticipates providing 32,124 trips in the upcoming year. Trip purposes include medical, nutritional, shopping, and employment. A planned trip schedule for out of County trips is in place to allow for increased ridership on long trips. Currently, the schedule allows for trips to Gainesville Monday through Friday. Multiple trips are made on Mondays and Wednesdays to Gainesville to provide enough seat capacity for those in need. Trips are also scheduled weekly to Lake City and multiple trips daily in and around Bradford County.

SREC, Inc. has maintained excellent safety and training records and continues to provide safe, efficient, cost effective services for the residents of Bradford County, Florida who need transportation services. In fact, SREC, Inc. has recently gone through the process of updating all of its safety records including the newly updated SSPP.

## All Applicants

### EXHIBIT A-1 FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED *
1. Number of one-way passenger trips.* <b>PER YEAR</b>	22,203	22,203
2. Number of individuals served unduplicated (first ride per rider per fiscal year). <b>PER YEAR**</b>	454	454
3. Number of vehicles used for this service. <b>ACTUAL</b>	9	9
4. Number of ambulatory seats. <b>AVERAGE PER VEHICLE</b> (Total ambulatory seats divided by total number of fleet vehicles)	8	8
5. Number of wheelchair positions. <b>AVERAGE PER VEHICLE</b> (Total wheelchair positions divided by total number of fleet vehicles)	2	2
6. Vehicle Miles traveled. <b>PER YEAR</b>	131,419	131,419
7. Average vehicle miles <b>PER DAY</b>	421	421
8. Normal vehicle hours in operation. <b>PER DAY</b>	32	32
9. Normal number of days in operation. <b>PER WEEK</b>	6	6
10. Trip length (roundtrip). <b>AVERAGE</b>	12	12

Estimates are acceptable. The information listed should be specific to the Section 5311 funds and not agency wide.

\* One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip

\*\* The unduplicated riders are for current year and the subsequent year once the grant is awarded



## Exhibit B

The requested 5311 funding should help maintain the existing levels of service currently being provided by continuing to offset the cost of services by providing necessary operating funding assistance. Due to the rural nature of Bradford County, trip lengths are increased due to minimal medical facilities, therefore, increasing cost. However, with local Governments providing limited local resources and the continued reductions in the State Medicaid allocation as well as reductions in the Transportation Disadvantaged Trust Funds, the 5311 program funding funds fill the gap and allow for transportation services to be provided in rural areas like Bradford County. Therefore, the requested 5311 funding helps offset the cost of the entire transportation system and allows for continued transportation services to be provided to those in need in Bradford County.

Suwannee River Economic Council, Inc. is a private non profit agency. The project will be in Bradford County. Employees are not represented by a Union.

**PART B****APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE**

**FORM B-1**  
**TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE**  
**EXPENSES**

**Name of Applicant:** Suwannee River Economic Council, Inc. Bradford

**State Fiscal period requesting funding for, from** July 1, 2015 **to** June 30, 2016

<b>EXPENSE CATEGORY</b>	<b>TOTAL EXPENSE</b>	<b>FTA ELIGIBLE EXPENSE</b>
Labor (501)	\$ 149,096	\$ 149,096
Fringe and Benefits (502)	\$ 57,028	\$ 57,028
Services (503)	\$ 25,829	\$ 25,829
Materials and Supplies (504)	\$ 34,240	\$ 34,240
Vehicle Maintenance (504.01)	\$ 29,500	\$ 29,500
Utilities (505)	\$ 14,983	\$ 14,983
Insurance (506)	\$ 22,168	\$ 22,168
Licenses and Taxes (507)	\$ 304	\$ 304
Purchased Transit Service (508)	\$ 0	\$ 0
Miscellaneous (509)	\$ 1,127	\$ 1,127
Leases and Rentals (512)	\$ 14,798	\$ 14,798
Depreciation (513)		
<b>TOTAL</b>	<b>\$ 349,073</b>	<b>\$ 349,073 (a)</b>

**SECTION 5311 GRANT REQUEST**

Total FTA Eligible Expenses (from Form B-1, above) \$ 349,073 (a)

Rural Passenger Fares (from Form B-2) \$ 0 (b)

Operating Deficit \$ 349,073 (c)

[FTA Eligible Expenses (a) minus Rural Passenger Fares (b)]

Section 5311 Request \$ 174,536 (d)

(No more than 50% of Operating Deficit)

Grant Total All Revenues (from Form B-2) \$ 349,073 \*(e)

**Note: If Grand Total Revenues (e) exceeds FTA Eligible Expenses (a), reduce the Section 5311 Request (d) by that amount.**

**PART B****APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE****FORM B-2****TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE REVENUES****Name of Applicant:** Suwannee River Economic Council, Inc. Bradford**State Fiscal period requesting funding for, from** July 1, 2015 **to** June 30, 2016

<b>OPERATING REVENUE CATEGORY</b>	<b>TOTAL REVENUE</b>	<b>REVENUE USED AS FTA MATCH</b>
Passenger Fares for Transit Service (401)	<b>Total= \$</b> <b>Rural =\$ 0 (b)</b>	
Special Transit Fares (402)		
School Bus Service Revenues (403)		
Freight Tariffs (404)		
Charter Service Revenues (405)		
Auxiliary Transportation Revenues (406)		
Non-transportation Revenues (407)		
<b>Total Operating Revenue</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>OTHER REVENUE CATEGORY</b>		
Taxes Levied directly by the Transit System (408)		
Local Cash Grants and Reimbursements (409)		
Local Special Fare Assistance (410)		
State Cash Grants and Reimbursements (411)	<b>\$ 119,844</b>	<b>\$ 119,844</b>
State Special Fare Assistance (412)	<b>\$ 229,229</b>	<b>\$ 229,229</b>
Federal Cash Grants and Reimbursements (413)		
Interest Income (414)		
Contributed Services (430)		
Contributed Cash (431)		
Subsidy from Other Sectors of Operations (440)		
<b>Total of Other Revenue</b>	<b>\$ 349,073</b>	<b>\$ 349,073</b>
<b>GRAND TOTAL ALL REVENUE</b>	<b>\$ 349,073</b>	<b>\$ 349,073 (e)</b>



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Columbia • Dixie • Gilchrist  
Hamilton • Lafayette • Madison  
Suwannee • Taylor • Union Counties

---

2009 NW 67th Place, Gainesville, FL 32653 -1603 • 352.955.2200

February 9, 2015

Ms. Doreen Joyner-Howard, District Modal Development Manager  
Florida Department of Transportation - District 2  
2198 Edison Avenue, MS 2806  
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #11 -  
Suwannee River Economic Council, Inc. - 5339 Capital Assistance Application -  
Bradford County, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the Bradford County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP  
Executive Director

v:\chouse\letters\fdot\howard.ltr150209.11.docx



Application for Federal Assistance SF-424		
<b>* 1. Type of Submission:</b>		
<input type="checkbox"/> Preapplication		
<input checked="" type="checkbox"/> Application		
<input type="checkbox"/> Changed/Corrected Application		
<b>* 2. Type of Application:</b>		
<input checked="" type="checkbox"/> New		
<input type="checkbox"/> Continuation		
<input type="checkbox"/> Revision		
<b>* If Revision, select appropriate letter(s):</b>		
<input type="text"/>		
<b>* Other (Specify):</b>		
<input type="text"/>		
<b>* 3. Date Received:</b>		
12/12/2014		
<b>4. Applicant Identifier:</b>		
<input type="text"/>		
<b>5a. Federal Entity Identifier:</b>		
<input type="text"/>		
<b>5b. Federal Award Identifier:</b>		
<input type="text"/>		
<b>State Use Only:</b>		
<b>6. Date Received by State:</b>		
<input type="text"/>		
<b>7. State Application Identifier:</b>		
<input type="text"/>		
<b>8. APPLICANT INFORMATION:</b>		
<b>* a. Legal Name:</b>		
Suwannee River Economic Council, Inc.		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b>		
59-1101989		
<b>* c. Organizational DUNS:</b>		
040207904		
<b>d. Address:</b>		
<b>* Street1:</b>		
1171 Nobles Ferry RD NW, Bldg #2		
<b>Street2:</b>		
<input type="text"/>		
<b>* City:</b>		
Live Oak,		
<b>County/Parish:</b>		
<input type="text"/>		
<b>* State:</b>		
Florida		
<b>Province:</b>		
<input type="text"/>		
<b>* Country:</b>		
USA		
<b>* Zip / Postal Code:</b>		
32064		
<b>e. Organizational Unit:</b>		
<b>Department Name:</b>		
Administration		
<b>Division Name:</b>		
<input type="text"/>		
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
<b>Prefix:</b>		
<input type="text"/>		
<b>* First Name:</b>		
Matt		
<b>Middle Name:</b>		
<input type="text"/>		
<b>* Last Name:</b>		
Pearson		
<b>Suffix:</b>		
<input type="text"/>		
<b>Title:</b>		
Executive Director		
<b>Organizational Affiliation:</b>		
<input type="text"/>		
<b>* Telephone Number:</b>		
386-362-4115		
<b>Fax Number:</b>		
386-362-4078		
<b>* Email:</b>		
mpearson@suwanneec.net		

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

Non-Profit

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Federal Transit Agency

**11. Catalog of Federal Domestic Assistance Number:**

20-526

CFDA Title:

**\* 12. Funding Opportunity Number:**

U. S. C. Section 5339

\* Title:

Rural Area Capital Assistance Programs

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Bradford County, Florida

**\* 15. Descriptive Title of Applicant's Project:**

Provide Transportation Services for the Transportation Disadvantaged

Attach supporting documents as specified in agency instructions.

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\* a. Applicant

Third

\* b. Program/Project

Third

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

10/01/2015

\* b. End Date:

09/30/2016

**18. Estimated Funding (\$):**

\* a. Federal

\$ 56,000

\* b. Applicant

\* c. State

\$ 7,000

\* d. Local

\$ 7,000

\* e. Other

\* f. Program Income

\* g. TOTAL

\$ 70,000

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

12/12/2014



b. Program is subject to E.O. 12372 but has not been selected by the State for review.



c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes



No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**



\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:

\* First Name:

Matt

Middle Name:

\* Last Name:

Pearson

Suffix:

\* Title:

Executive Director

\* Telephone Number:

386-362-4115 ext 222

Fax Number:

\* Email:

mpearson@suwanneeec.net

\* Signature of Authorized Representative:

Matt

\* Date Signed:

12/5/14



## Form C-4

### CAPITAL REQUEST

#### VEHICLE REQUEST

	R or E (a)	Number requested	Description (b) (c)	Estimated Cost
	R	1	23' gasoline Bus with wheelchair lift, 12 ambulatory seats, 2 w/c positions	\$70,000.00
	Sub-total			\$70,000.00

#### EQUIPMENT REQUEST (c)

	Sub-total			\$

(a) Replacement (R) or Expansion (E).

(b) Provide a brief description including the length and type vehicle, type of fuel, lift or ramp, number of seats and wheelchair positions. Do not show the Make. For example, 22' gasoline bus with lift, 12 amb. seats, 2 w/c positions.

(c) Show mobile radios and identify the type of radio (i.e two way radio or stereo radio), computer hardware/software, etc. under "Equipment Request."

VEHICLE SUBTOTAL \$+ EQUIPMENT SUBTOTALS = \$ (x).

(x) X 80% = \$ 56,000.00 [Show this amount on Form 424 in block 15(a)]

## Exhibit A

Suwannee River Economic Council, Inc. is a non profit organization chartered in 1964 whose purpose is to provide services to low income and elderly citizens to alleviate poverty. SREC, Inc. currently is the state designated transportation provider in four rural North Florida counties including Dixie, Bradford, Gilchrist, and Lafayette County, Florida. A voluntary Board of Directors governs SREC, Inc. The Board employs an Executive Director, who has normal CEO responsibilities with the agency and the many programs it administers. SREC, Inc has three program directors providing direct supervision of the ongoing programs, including transportation. Currently, SREC, Inc. has approximately twenty transportation employees on staff to help in this endeavor.

As the Community Transportation Coordinator for four rural counties in North Florida counties, SREC, Inc. operates partial brokerages with all trips provided by SREC, Inc. with the exception of stretcher services, which are contracted to a local government provider. SREC, Inc. provides mainly demand response services. SREC, Inc. requires twenty four hour notice for trip request.

SREC, Inc. uses the FDOT approved computer testing and training module to train drivers and staff. The insurance tracking, management and administration of the Agencies transportation program is led by the Director of Transportation.

SREC, Inc. currently has a private contractor perform all the maintenance on the vans.

Bradford County is an extremely rural community. There are minimal medical facilities available to the residents. Therefore, the vast majority of medical appointments are made in Gainesville where facilities are more prevalent. It is over 40 miles to Gainesville where these appointments are necessary.

Currently, in Bradford County, SREC, Inc. uses one dispatcher/scheduler and averages four drivers using four vans for daily services. SREC, Inc makes two trips to Gainesville daily. An early morning run, a mid morning run and a run that arrives in Gainesville shortly before 12:00 PM. It has routes running almost hourly to dialysis and local health care providers for local trips. SREC, Inc. anticipates providing 32,124 trips in the upcoming year. Trip purposes include medical, nutritional, shopping, and employment. However, due to funding restraints, most of the transportation services provided are medically necessary.

SREC, Inc. has maintained excellent safety and training records and continues to provide safe, efficient, cost effective services for the residents of Bradford County, Florida who need transportation services. In fact, SREC, Inc. has recently went through process of updating all of its safety records including the newly updated SSPP.

## All Applicants

### EXHIBIT A-1 FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED *
1. Number of one-way passenger trips.* <b>PER YEAR</b>	22,203	22,203
2. Number of individuals served unduplicated (first ride per rider per fiscal year). <b>PER YEAR**</b>	454	454
3. Number of vehicles used for this service. <b>ACTUAL</b>	9	9
4. Number of ambulatory seats. <b>AVERAGE PER VEHICLE</b> (Total ambulatory seats divided by total number of fleet vehicles)	8	8
5. Number of wheelchair positions. <b>AVERAGE PER VEHICLE</b> (Total wheelchair positions divided by total number of fleet vehicles)	2	2
6. Vehicle Miles traveled. <b>PER YEAR</b>	131,419	131,419
7. Average vehicle miles <b>PER DAY</b>	421	421
8. Normal vehicle hours in operation. <b>PER DAY</b>	32	32
9. Normal number of days in operation. <b>PER WEEK</b>	6	6
10. Trip length (roundtrip). <b>AVERAGE</b>	12	12

Estimates are acceptable. The information listed should be specific to the Section 5311 funds and not agency wide.

\* One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip

\*\* The unduplicated riders are for current year and the subsequent year once the grant is awarded

## EXHIBIT B

### Proposed Project Description

1. Is the project to continue the existing level of services, to expand present service, or to provide new service? How will a grant award be used? More hours? Service in a larger geographic area? Shorter headways? More trips? Please explain in detail.

Suwannee River Economic Council, Inc. plans to use these funds to purchase a wheelchair equipped van so that current levels of service can be continued. SREC, Inc. is beginning its fifth year providing all ambulatory and wheelchair trips in Bradford County. Previously, the services were provided by a private contractor. To provide this service, continual replacement of older vehicles must occur. Also, Bradford County is very rural and many of the roads are not paved. This has a direct effect on the lifespan of the vehicles being used. Therefore, it is imperative for the purchase of new vans to maintain current levels of service.

2. If a grant will be used to maintain services as described in Exhibit A, specifically explain how it will be used in the context of total service.

SREC, Inc. service requires many miles to be traveled to be able to meet the trip demands. Maintaining a high level of service requires updated vehicle inventory to keep up with trip mileage needs.

3. Give a detailed explanation of the need for the vehicle and provide evidence of the need.

Current services that will be continued with the award of this grant include transporting residents of Bradford County to Alachua County twice per day. Since there are limited medical facilities in this rural area, trips to Alachua County are medically necessary. It is over 40 miles to Gainesville, the nearest area with medical services. Normally, the riders can expect a ride length of over an hour due to traffic and stops picking up other riders. Also, current services allow for Kidney Dialysis riders the opportunity for transport to and from their dialysis appointments. Currently, those riders are transported numerous times per day, six days per week. Also, current services include transporting elderly clients to meal sites for lunch and health education. These trips occur five days per week in Bradford County. These are some examples of the numerous services provided by SREC, Inc. and its transportation programs.

4. Will a grant award be used to replace existing equipment or purchase additional vehicles/equipment? Provide details.

The grant will be used to replace existing equipment. The grant process is normally fifteen to 18 months from when the application is made until the vehicle is delivered. Therefore, the inventory vehicle miles have to be projected fifteen months ahead to show the age and mileage of the vans.

5. Identify vehicles/equipment being replaced and list them on the “**Current Vehicle and Transportation Equipment**” form provided elsewhere in this manual.

6. Describe agency's maintenance program and include a section on how vehicles will be maintained without interruptions in service (who, what, where, and when).

All maintenance is performed by private contractors for service. SREC, Inc. has no mechanics on staff. The SREC, Inc. current SSPP requires safety inspections to be performed every 5,000 miles. The checklist used by the mechanics is an FDOT approved checklist. Annual Inspections are performed annually and general maintenance is performed as needed if the driver reports an issue during the required daily inspection or if the van has a mechanical failure.

7. If vehicles/equipment are proposed to be used by a lessee or private operator under contract to the applicant, identify the proposed lessee/operator.

- a. Include an equitable plan for distribution of vehicles/equipment to lessees and/or private operators.

N/A

8. Each applicant shall indicate whether they are a government authority or a private non-profit agency, provide a brief description of the project which includes the counties served, whether the applicant shall service minority populations and whether the applicant is minority-owned.

SREC, Inc. is a private non-profit agency. SREC, Inc. serves those in minority populations. The Agency is not minority owned.

New Agencies: N/A

9. Fully explain Your Transportation Program

- a. Service Hours, planned service, route and trip types
- b. Staffing – include plan for training on vehicle equipment such as wheelchair lifts, etc.
- c. Records maintenance
- d. Vehicle maintenance – who, what, when and where
- e. CDL requirements
- f. System safety plan
- g. Drug free work place

10. Have you met with the CTC and, if so, how are you providing a service that they cannot? Provide detailed information supporting this requirement.



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 Hamilton • Lafayette • Madison  
 Suwannee • Taylor • Union Counties

---

2009 NW 67th Place, Gainesville, FL 32653 -1603 • 352.955.2200

February 9, 2015

Ms. Doreen Joyner-Howard, District Modal Development Manager  
 Florida Department of Transportation - District 2  
 2198 Edison Avenue, MS 2806  
 Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #12 -  
 Suwannee River Economic Council, Inc. - 5311 Operating Assistance Application -  
 Dixie County, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the Dixie County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP  
 Executive Director

v:\chouse\letters\fdot\howard.ltr150209.12.docx



# Application for Federal Assistance SF-424

**\* 1. Type of Submission:**

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

**\* 2. Type of Application:**

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

**\* 3. Date Received:**

12/12/2014

**4. Applicant Identifier:****5a. Federal Entity Identifier:****5b. Federal Award Identifier:****State Use Only:****6. Date Received by State:****7. State Application Identifier:****8. APPLICANT INFORMATION:****\* a. Legal Name:**

Suwannee River Economic Council, Inc.

**\* b. Employer/Taxpayer Identification Number (EIN/TIN):**

59-1101989

**\* c. Organizational DUNS:**

040207904

**d. Address:****\* Street1:**

1171 Nobles Ferry RD NW, Bldg #2

**Street2:****\* City:**

Live Oak,

**County/Parish:****\* State:**

Florida

**Province:****\* Country:**

USA

**\* Zip / Postal Code:**

32064

**e. Organizational Unit:****Department Name:**

Administration

**Division Name:****f. Name and contact information of person to be contacted on matters involving this application:****Prefix:****\* First Name:**

Matt

**Middle Name:****\* Last Name:**

Pearson

**Suffix:****Title:**

Executive Director

**Organizational Affiliation:****\* Telephone Number:**

386-362-4115

**Fax Number:**

386-362-4078

**\* Email:**

mpearson@suwanneec.net



**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

Non-Profit

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Federal Transit Agency

**11. Catalog of Federal Domestic Assistance Number:**

20-509

CFDA Title:

**\* 12. Funding Opportunity Number:**

U. S. C. Section 5311

\* Title:

Formula Grants for Rural Areas Program

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Dixie County, Florida

**\* 15. Descriptive Title of Applicant's Project:**

Provide Transportation Services for the Transportation Disadvantaged

Attach supporting documents as specified in agency instructions.

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\* a. Applicant

Third

\* b. Program/Project

Third

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

10/01/2015

\* b. End Date:

09/30/2016

**18. Estimated Funding (\$):**

\* a. Federal

\$ 139,953

\* b. Applicant

\* c. State

\* d. Local

\$ 139,953

\* e. Other

\* f. Program Income

\* g. TOTAL

\$ 279,906

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☒ a. This application was made available to the State under the Executive Order 12372 Process for review on

12/12/2014

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☐ c. Program is not covered by E.O. 12372.**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:

\* First Name:

Matt

Middle Name:

\* Last Name:

Pearson

Suffix:

\* Title:

Executive Director

\* Telephone Number:

386-362-4115 ext 222

Fax Number:

\* Email:

mpearson@suwanneeec.net

\* Signature of Authorized Representative:

\* Date Signed:

12/5/14

## Exhibit A

Suwannee River Economic Council, Inc. is a non profit organization chartered in 1964 whose purpose is to provide services to low income and elderly citizens to alleviate poverty. SREC, Inc. currently is the state designated transportation provider in four rural North Florida counties including Dixie, Bradford, Gilchrist, and Lafayette County. A voluntary Board of Directors governs SREC, Inc. The Board employs an Executive Director, who has normal CEO responsibilities with the agency and the many programs it administers. SREC, Inc has four program directors providing direct supervision of the ongoing programs, including transportation. The Director of Transportation is Chuck Hewett. He is responsible for management, training and administration of the Transportation program. Currently, SREC, Inc. has approximately twenty transportation employees on staff to help in this endeavor.

As the Community Transportation Coordinator for four rural counties in North Florida counties, SREC, Inc. operates partial brokerages with all trips provided by SREC, Inc. with the exception of stretcher services, which are contracted to a private contractor. SREC, Inc. provides mainly demand response services. SREC, Inc. requires twenty four hour notice for trip request.

Dixie County is a rural community. There are minimal medical facilities available to the residents. Therefore, the vast majority of medical appointments are made in Gainesville where facilities are more prevalent. It is over 60 miles to Gainesville where these appointments are necessary.

Currently, in Dixie County, SREC, Inc. uses one dispatcher/scheduler and averages four drivers using four vans for daily services. SREC, Inc. anticipates providing 7,274 trips in the upcoming year. Trip purposes include medical, nutritional, shopping, and employment. A planned trip schedule for out of County trips is in place to allow for increased ridership on long trips. Currently, the schedule allows for two trips to Gainesville Monday thru Friday. Trips are also scheduled daily to Chiefland, as well as multiple trips daily in and around Dixie County.

SREC, Inc. has maintained excellent safety and training records and continues to provide safe, efficient, cost effective services for the residents of Dixie County, Florida who need transportation services. In fact, SREC, Inc. has recently gone through process of updating all of its safety records including the newly updated SSPP.

## All Applicants

### EXHIBIT A-1 FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED *
1. Number of one-way passenger trips.* <b>PER YEAR</b>	6,608	6,608
2. Number of individuals served unduplicated (first ride per rider per fiscal year). <b>PER YEAR**</b>	344	344
3. Number of vehicles used for this service. <b>ACTUAL</b>	8	8
4. Number of ambulatory seats. <b>AVERAGE PER VEHICLE</b> (Total ambulatory seats divided by total number of fleet vehicles)	8	8
5. Number of wheelchair positions. <b>AVERAGE PER VEHICLE</b> (Total wheelchair positions divided by total number of fleet vehicles)	2	2
6. Vehicle Miles traveled. <b>PER YEAR</b>	110,120	110,120
7. Average vehicle miles <b>PER DAY</b>	353	353
8. Normal vehicle hours in operation. <b>PER DAY</b>	24	24
9. Normal number of days in operation. <b>PER WEEK</b>	6	6
10. Trip length (roundtrip). <b>AVERAGE</b>	33	33

Estimates are acceptable. The information listed should be specific to the Section 5311 funds and not agency wide.

\* One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip

\*\* The unduplicated riders are for current year and the subsequent year once the grant is awarded

## Exhibit B

The requested 5311 funding should help maintain the existing levels of service currently being provided by continuing to offset the cost of services by providing necessary operating funding assistance. Due to the rural nature of Dixie County, trip lengths are increased due to minimal medical facilities, therefore, increasing cost. However, with local Governments providing limited local resources and the continued reductions in the State Medicaid allocation as well as reductions in the Transportation Disadvantaged Trust Funds, the 5311 program funding funds fill the gap and allow for transportation services to be provided in rural areas like Dixie County. Therefore, the requested 5311 funding helps offset the cost of the entire transportation system and allows for continued transportation services to be provided to those in need in Dixie County.

Suwannee River Economic Council, Inc. is a private non profit agency. The project will be in Dixie County. Employees are not represented by a Union.

**PART B****APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE**

**FORM B-1**  
**TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE**  
**EXPENSES**

**Name of Applicant:** Suwannee River Economic Council, Inc. Dixie

**State Fiscal period requesting funding for, from** July 1, 2015 **to** June 30, 2016

<b>EXPENSE CATEGORY</b>	<b>TOTAL EXPENSE</b>	<b>FTA ELIGIBLE EXPENSE</b>
Labor (501)	\$ 99,375	\$ 99,375
Fringe and Benefits (502)	\$ 43,261	\$ 43,261
Services (503)	\$ 18,227	\$ 18,227
Materials and Supplies (504)	\$ 34,880	\$ 34,880
Vehicle Maintenance (504.01)	\$ 24,000	\$ 24,000
Utilities (505)	\$ 11,617	\$ 11,617
Insurance (506)	\$ 13,351	\$ 13,351
Licenses and Taxes (507)	\$ 329	\$ 329
Purchased Transit Service (508)		
Miscellaneous (509)	\$ 17,006	\$ 17,006
Leases and Rentals (512)	\$ 17,860	\$ 17,860
Depreciation (513)		
<b>TOTAL</b>	<b>\$ 279,906</b>	<b>\$ 279,906 (a)</b>

**SECTION 5311 GRANT REQUEST**

Total FTA Eligible Expenses (from Form B-1, above) \$ 279,906 (a)

Rural Passenger Fares (from Form B-2) \$ 0 (b)

Operating Deficit \$ 279,906 (c)  
 [FTA Eligible Expenses (a) minus Rural Passenger Fares (b)]

Section 5311 Request \$ 139,953 (d)  
 (No more than 50% of Operating Deficit)

Grant Total All Revenues (from Form B-2) \$ 279,906 \*(e)

**Note: If Grand Total Revenues (e) exceeds FTA Eligible Expenses (a), reduce the Section 5311 Request (d) by that amount.**

**PART B****APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE****FORM B-2****TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE REVENUES****Name of Applicant:** Suwannee River Economic Council, Inc. Dixie**State Fiscal period requesting funding for, from** July 1, 2015 **to** June 30, 2016

<b>OPERATING REVENUE CATEGORY</b>	<b>TOTAL REVENUE</b>	<b>REVENUE USED AS FTA MATCH</b>
Passenger Fares for Transit Service (401)	<b>Total= \$</b>	
	<b>Rural =\$ 0 (b)</b>	
Special Transit Fares (402)		
School Bus Service Revenues (403)		
Freight Tariffs (404)		
Charter Service Revenues (405)		
Auxiliary Transportation Revenues (406)		
Non-transportation Revenues (407)		
<b>Total Operating Revenue</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>OTHER REVENUE CATEGORY</b>		
Taxes Levied directly by the Transit System (408)		
Local Cash Grants and Reimbursements (409)		
Local Special Fare Assistance (410)		
State Cash Grants and Reimbursements (411)	<b>\$ 189,434</b>	<b>\$ 189,434</b>
State Special Fare Assistance (412)	<b>\$ 90,472</b>	<b>\$ 90,472</b>
Federal Cash Grants and Reimbursements (413)		
Interest Income (414)		
Contributed Services (430)		
Contributed Cash (431)		
Subsidy from Other Sectors of Operations (440)		
<b>Total of Other Revenue</b>	<b>\$ 279,906</b>	<b>\$ 279,906</b>
<b>GRAND TOTAL ALL REVENUE</b>	<b>\$ 279,906</b>	<b>\$ 279,906 (e)</b>



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Columbia • Dixie • Gilchrist  
Hamilton • Lafayette • Madison  
Suwannee • Taylor • Union Counties

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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

February 9, 2015

Ms. Doreen Joyner-Howard, District Modal Development Manager  
Florida Department of Transportation - District 2  
2198 Edison Avenue, MS 2806  
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #13 -  
Suwannee River Economic Council, Inc. - 5311 Operating Assistance Application -  
Dixie County, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the Dixie County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP  
Executive Director

v:\chouse\letters\fdot\howard.ltr150209.13.docx





# Application for Federal Assistance SF-424

**\* 1. Type of Submission:**

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

**\* 2. Type of Application:**

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

12/12/2014

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

**State Use Only:**

6. Date Received by State:

7. State Application Identifier:

**8. APPLICANT INFORMATION:**

\* a. Legal Name:

Suwannee River Economic Council, Inc.

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

59-1101989

\* c. Organizational DUNS:

040207904

**d. Address:**

\* Street1:

1171 Nobles Ferry RD NW, Bldg #2

Street2:

\* City:

Live Oak,

County/Parish:

\* State:

Florida

Province:

\* Country:

USA

\* Zip / Postal Code:

32064

**e. Organizational Unit:**

Department Name:

Administration

Division Name:

**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix:

\* First Name:

Matt

Middle Name:

\* Last Name:

Pearson

Suffix:

Title:

Executive Director

Organizational Affiliation:

\* Telephone Number:

386-362-4115

Fax Number:

386-362-4078

\* Email:

mpearson@suwanneec.net

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

Non-Profit

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Federal Transit Agency

**11. Catalog of Federal Domestic Assistance Number:**

20-509

CFDA Title:

**\* 12. Funding Opportunity Number:**

U. S. C. Section 5311

\* Title:

Formula Grants for Rural Areas Program

**13. Competition Identification Number:**

Title:

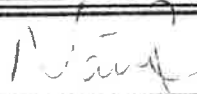
**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Gilchrist County, Florida

**\* 15. Descriptive Title of Applicant's Project:**

Provide Transportation Services for the Transportation Disadvantaged

Attach supporting documents as specified in agency instructions.

<b>Application for Federal Assistance SF-424</b>	
<b>16. Congressional Districts Of:</b>	
* a. Applicant: <span style="border: 1px solid black; padding: 2px;">Third</span>	* b. Program/Project: <span style="border: 1px solid black; padding: 2px;">Third</span>
Attach an additional list of Program/Project Congressional Districts if needed. <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<b>17. Proposed Project:</b>	
* a. Start Date: <span style="border: 1px solid black; padding: 2px;">10/01/2015</span>	* b. End Date: <span style="border: 1px solid black; padding: 2px;">09/30/2016</span>
<b>18. Estimated Funding (\$):</b>	
* a. Federal	<span style="border: 1px solid black; padding: 2px;">\$ 144,728</span>
* b. Applicant	<span style="border: 1px solid black; padding: 2px;"></span>
* c. State	<span style="border: 1px solid black; padding: 2px;"></span>
* d. Local	<span style="border: 1px solid black; padding: 2px;">\$ 144,728</span>
* e. Other	<span style="border: 1px solid black; padding: 2px;"></span>
* f. Program Income	<span style="border: 1px solid black; padding: 2px;"></span>
* g. TOTAL	<span style="border: 1px solid black; padding: 2px;">\$ 289,456</span>
<b>* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?</b>	
<input checked="" type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <span style="border: 1px solid black; padding: 2px;">12/12/2014</span> <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input type="checkbox"/> c. Program is not covered by E.O. 12372.	
<b>* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)</b>	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes", provide explanation and attach <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<b>21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)</b> <input checked="" type="checkbox"/> ** I AGREE ** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.	
<b>Authorized Representative:</b>	
Prefix: <span style="border: 1px solid black; padding: 2px;"></span>	* First Name: <span style="border: 1px solid black; padding: 2px;">Matt</span>
Middle Name: <span style="border: 1px solid black; padding: 2px;"></span>	
* Last Name: <span style="border: 1px solid black; padding: 2px;">Pearson</span>	
Suffix: <span style="border: 1px solid black; padding: 2px;"></span>	
* Title: <span style="border: 1px solid black; padding: 2px;">Executive Director</span>	
* Telephone Number: <span style="border: 1px solid black; padding: 2px;">386-362-4115 ext 222</span>	Fax Number: <span style="border: 1px solid black; padding: 2px;"></span>
* Email: <span style="border: 1px solid black; padding: 2px;">mpearson@suwanneeec.net</span>	
* Signature of Authorized Representative: <span style="border: 1px solid black; padding: 2px; display: inline-block; width: 150px; height: 40px; vertical-align: middle; text-align: center;">  </span>	* Date Signed: <span style="border: 1px solid black; padding: 2px;">3/5/14</span>

## Exhibit A

Suwannee River Economic Council, Inc. is a non profit organization chartered in 1964 whose purpose is to provide services to low income and elderly citizens to alleviate poverty. SREC, Inc. currently is the state designated transportation provider in four rural North Florida counties including Dixie, Bradford, Gilchrist, and Lafayette County. A voluntary Board of Directors governs SREC, Inc. The Board employs an Executive Director, who has normal CEO responsibilities with the agency and the many programs it administers. SREC, Inc has four program directors providing direct supervision of the ongoing programs, including transportation. The Director of Transportation is Chuck Hewett. He is responsible for management, training and administration of the Transportation program. Currently, SREC, Inc. has approximately twenty transportation employees on staff to help in this endeavor.

As the Community Transportation Coordinator for four rural counties in North Florida counties, SREC, Inc. operates partial brokerages with all trips provided by SREC, Inc. with the exception of stretcher services, which are contracted to a private contractor. SREC, Inc. provides mainly demand response services. SREC, Inc. requires twenty four hour notice for trip request.

Gilchrist County is a rural community. There are minimal medical facilities available to the residents. Therefore, the vast majority of medical appointments are made in Gainesville where facilities are more prevalent. It is over 60 miles to Gainesville where these appointments are necessary.

Currently, in Gilchrist County, SREC, Inc. uses one dispatcher/scheduler and averages four drivers using four vans for daily services. SREC, Inc. anticipates providing 4,808 trips in the upcoming year. Trip purposes include medical, nutritional, shopping, and employment. A planned trip schedule for out of County trips is in place to allow for increased ridership on long trips. Currently, the schedule allows for two trips to Gainesville Monday thru Friday. Trips are also scheduled daily to Chiefland, as well as multiple trips daily in and around Gilchrist County.

SREC, Inc. has maintained excellent safety and training records and continues to provide safe, efficient, cost effective services for the residents of Gilchrist County, Florida who need transportation services. In fact, SREC, Inc. has recently gone through process of updating all of its safety records including the newly updated SSPP.

## All Applicants

### EXHIBIT A-1 FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED *
1. Number of one-way passenger trips.* <b>PER YEAR</b>	4,105	4,105
2. Number of individuals served unduplicated (first ride per rider per fiscal year). <b>PER YEAR**</b>	338	338
3. Number of vehicles used for this service. <b>ACTUAL</b>	8	8
4. Number of ambulatory seats. <b>AVERAGE PER VEHICLE</b> (Total ambulatory seats divided by total number of fleet vehicles)	8	8
5. Number of wheelchair positions. <b>AVERAGE PER VEHICLE</b> (Total wheelchair positions divided by total number of fleet vehicles)	2	2
6. Vehicle Miles traveled. <b>PER YEAR</b>	89,551	89,551
7. Average vehicle miles <b>PER DAY</b>	287	287
8. Normal vehicle hours in operation. <b>PER DAY</b>	20	20
9. Normal number of days in operation. <b>PER WEEK</b>	6	6
10. Trip length (roundtrip). <b>AVERAGE</b>	44	44

Estimates are acceptable. The information listed should be specific to the Section 5311 funds and not agency wide.

\* One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip

\*\* The unduplicated riders are for current year and the subsequent year once the grant is awarded

## Exhibit B

The requested 5311 funding should help maintain the existing levels of service currently being provided by continuing to offset the cost of services by providing necessary operating funding assistance. Due to the rural nature of Gilchrist County, trip lengths are increased due to minimal medical facilities, therefore, increasing cost. However, with local Governments providing limited local resources and the continued reductions in the State Medicaid allocation as well as reductions in the Transportation Disadvantaged Trust Funds, the 5311 program funding funds fill the gap and allow for transportation services to be provided in rural areas like Gilchrist County. Therefore, the requested 5311 funding helps offset the cost of the entire transportation system and allows for continued transportation services to be provided to those in need in Gilchrist County.

Suwannee River Economic Council, Inc. is a private non profit agency. The project will be in Gilchrist County. Employees are not represented by a Union.

**PART B****APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE**

**FORM B-1**  
**TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE**  
**EXPENSES**

**Name of Applicant:** Suwannee River Economic Council, Inc. Gilchrist

**State Fiscal period requesting funding for, from** July 1, 2015 **to** June 30, 2016

EXPENSE CATEGORY	TOTAL EXPENSE	FTA ELIGIBLE EXPENSE
Labor (501)	\$ 80,458	\$ 80,458
Fringe and Benefits (502)	\$ 40,148	\$ 40,148
Services (503)	\$ 16,096	\$ 16,096
Materials and Supplies (504)	\$ 59,876	\$ 59,876
Vehicle Maintenance (504.01)	\$ 49,500	\$ 49,500
Utilities (505)	\$ 10,517	\$ 10,517
Insurance (506)	\$ 11,864	\$ 11,864
Licenses and Taxes (507)	\$ 63	\$ 63
Purchased Transit Service (508)		
Miscellaneous (509)	\$ 3,541	\$ 3,541
Leases and Rentals (512)	\$ 17,393	\$ 17,393
Depreciation (513)		
<b>TOTAL</b>	<b>\$ 389,456</b>	<b>\$ 389,456 (a)</b>

**SECTION 5311 GRANT REQUEST**

Total FTA Eligible Expenses (from Form B-1, above) \$ 289,456 (a)

Rural Passenger Fares (from Form B-2) \$ 0 (b)

Operating Deficit \$ 289,456 (c)  
 [FTA Eligible Expenses (a) minus Rural Passenger Fares (b)]

Section 5311 Request \$ 144,728 (d)  
 (No more than 50% of Operating Deficit)

Grant Total All Revenues (from Form B-2) \$ 289,456 \*(e)

**Note: If Grand Total Revenues (e) exceeds FTA Eligible Expenses (a), reduce the Section 5311 Request (d) by that amount.**



**PART B****APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE****FORM B-2****TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE REVENUES**Name of Applicant: Suwannee River Economic Council, Inc. GilchristState Fiscal period requesting funding for, from July 1, 2015 to June 30, 2016

<b>OPERATING REVENUE CATEGORY</b>	<b>TOTAL REVENUE</b>	<b>REVENUE USED AS FTA MATCH</b>
Passenger Fares for Transit Service (401)	<b>Total= \$</b> <b>Rural =\$ 0 (b)</b>	
Special Transit Fares (402)		
School Bus Service Revenues (403)		
Freight Tariffs (404)		
Charter Service Revenues (405)		
Auxiliary Transportation Revenues (406)		
Non-transportation Revenues (407)		
<b>Total Operating Revenue</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>OTHER REVENUE CATEGORY</b>		
Taxes Levied directly by the Transit System (408)		
Local Cash Grants and Reimbursements (409)		
Local Special Fare Assistance (410)		
State Cash Grants and Reimbursements (411)	<b>\$ 108,423</b>	<b>\$ 108,423</b>
State Special Fare Assistance (412)	<b>\$ 181,033</b>	<b>\$ 181,033</b>
Federal Cash Grants and Reimbursements (413)		
Interest Income (414)		
Contributed Services (430)		
Contributed Cash (431)		
Subsidy from Other Sectors of Operations (440)		
<b>Total of Other Revenue</b>	<b>\$ 289,456</b>	<b>\$ 289,456</b>
<b>GRAND TOTAL ALL REVENUE</b>	<b>\$ 289,456</b>	<b>\$ 289,456 (e)</b>



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February 9, 2015

Ms. Doreen Joyner-Howard, District Modal Development Manager  
 Florida Department of Transportation - District 2  
 2198 Edison Avenue, MS 2806  
 Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #14 -  
 Suwannee River Economic Council, Inc. - 5339 Capital Assistance Application -  
 Dixie County, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the Dixie County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP  
 Executive Director

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Application for Federal Assistance SF-424		
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		
<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		
<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify):</b> <input type="text"/>		
<b>* 3. Date Received:</b> 12/12/2014		<b>4. Applicant Identifier:</b> <input type="text"/>
<b>5a. Federal Entity Identifier:</b> <input type="text"/>		<b>5b. Federal Award Identifier:</b> <input type="text"/>
<b>State Use Only:</b>		
<b>6. Date Received by State:</b> <input type="text"/>		<b>7. State Application Identifier:</b> <input type="text"/>
<b>8. APPLICANT INFORMATION:</b>		
<b>* a. Legal Name:</b> Suwannee River Economic Council, Inc.		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 59-1101989		<b>* c. Organizational DUNS:</b> 040207904
<b>d. Address:</b>		
<b>* Street1:</b> 1171 Nobles Ferry RD NW, Bldg #2		
<b>Street2:</b> <input type="text"/>		
<b>* City:</b> Live Oak,		
<b>County/Parish:</b> <input type="text"/>		
<b>* State:</b> Florida		
<b>Province:</b> <input type="text"/>		
<b>* Country:</b> USA		
<b>* Zip / Postal Code:</b> 32064		
<b>e. Organizational Unit:</b>		
<b>Department Name:</b> Administration		<b>Division Name:</b> <input type="text"/>
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
<b>Prefix:</b> <input type="text"/>		<b>* First Name:</b> Matt
<b>Middle Name:</b> <input type="text"/>		
<b>* Last Name:</b> Pearson		
<b>Suffix:</b> <input type="text"/>		
<b>Title:</b> Executive Director		
<b>Organizational Affiliation:</b> <input type="text"/>		
<b>* Telephone Number:</b> 386-362-4115		<b>Fax Number:</b> 386-362-4078
<b>* Email:</b> mpearson@suwanneeec.net		

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

Non-Profit

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Federal Transit Agency

**11. Catalog of Federal Domestic Assistance Number:**

20-526

CFDA Title:

**\* 12. Funding Opportunity Number:**

U. S. C. Section 5339

\* Title:

Rural Area Capital Assistance Programs

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Dixie County, Florida

**\* 15. Descriptive Title of Applicant's Project:**

Provide Transportation Services for the Transportation Disadvantaged

Attach supporting documents as specified in agency instructions.

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\* a. Applicant

Third

\* b. Program/Project

Third

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

10/01/2015

\* b. End Date:

09/30/2016

**18. Estimated Funding (\$):**

\* a. Federal

\$ 56,000

\* b. Applicant

\* c. State

\$ 7,000

\* d. Local

\$ 7,000

\* e. Other

\* f. Program Income

\* g. TOTAL

\$ 70,000

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☒ a. This application was made available to the State under the Executive Order 12372 Process for review on

12/12/2014

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☐ c. Program is not covered by E.O. 12372.**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:

\* First Name:

Matt

Middle Name:

\* Last Name:

Pearson

Suffix:

\* Title:

Executive Director

\* Telephone Number:

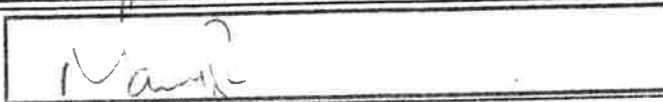
386-362-4115 ext 222

Fax Number:

\* Email:

mpearson@suwanneeec.net

\* Signature of Authorized Representative



\* Date Signed:

12/15/14

# Form C-4

## CAPITAL REQUEST

### VEHICLE REQUEST

	R or E (a)	Number requested	Description (b) (c)	Estimated Cost
	R	1	23' gasoline Bus with wheelchair lift, 12 ambulatory seats, 2 w/c positions	\$70,000.00
	Sub-total			\$70,000.00

### EQUIPMENT REQUEST (c)

	Sub-total			\$

(a) Replacement (R) or Expansion (E).

(b) Provide a brief description including the length and type vehicle, type of fuel, lift or ramp, number of seats and wheelchair positions. Do not show the Make. For example, 22' gasoline bus with lift, 12 amb. seats, 2 w/c positions.

(c) Show mobile radios and identify the type of radio (i.e two way radio or stereo radio), computer hardware/software, etc. under "Equipment Request."

VEHICLE SUBTOTAL \$+ EQUIPMENT SUBTOTALS = \$ (x).

(x) X 80% = \$ 56,000.00 [Show this amount on Form 424 in block 15(a)]

## Exhibit A

Suwannee River Economic Council, Inc. is a non profit organization chartered in 1964 whose purpose is to provide services to low income and elderly citizens to alleviate poverty. SREC, Inc. currently is the state designated transportation provider in four rural North Florida counties including Dixie, Bradford, Gilchrist, and Lafayette County, Florida. A voluntary Board of Directors governs SREC, Inc. The Board employs an Executive Director, who has normal CEO responsibilities with the agency and the many programs it administers. SREC, Inc has three program directors providing direct supervision of the ongoing programs, including transportation. Currently, SREC, Inc. has approximately twenty transportation employees on staff to help in this endeavor.

As the Community Transportation Coordinator for four rural counties in North Florida counties, SREC, Inc. operates partial brokerages with all trips provided by SREC, Inc. with the exception of stretcher services, which are contracted to a local government provider. SREC, Inc. provides mainly demand response services. SREC, Inc. requires twenty four hour notice for trip request.

SREC, Inc. uses the FDOT approved computer testing and training module to train drivers and staff. The insurance tracking, management and administration of the Agencies transportation program is led by the Director of Transportation.

SREC, Inc. currently has a private contractor perform all the maintenance on the vans.

Dixie County is an extremely rural community. There are minimal medical facilities available to the residents. Therefore, the vast majority of medical appointments are made in Gainesville where facilities are more prevalent. It is over 70 miles to Gainesville where these appointments are necessary.

Currently, in Dixie County, SREC, Inc. uses one dispatcher/scheduler and averages five drivers using five vans for daily services. SREC, Inc makes three trips to Gainesville daily. An early morning run, a mid morning run and a run that arrives in Gainesville shortly after 12:00, PM. It has routes running almost hourly to dialysis and local health care providers for local trips. SREC, Inc. anticipates providing 11,167 trips in the upcoming year. Trip purposes include medical, nutritional, shopping, and employment. However, due to funding restraints, most of the transportation services provided are medically necessary.

SREC, Inc. has maintained excellent safety and training records and continues to provide safe, efficient, cost effective services for the residents of Dixie County, Florida who need transportation services. In fact, SREC, Inc. has recently went through process of updating all of its safety records including the newly updated SSPP



## All Applicants

### EXHIBIT A-1 FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED *
1. Number of one-way passenger trips.* <b>PER YEAR</b>	<b>6,608</b>	<b>6,608</b>
2. Number of individuals served unduplicated (first ride per rider per fiscal year). <b>PER YEAR**</b>	<b>344</b>	<b>344</b>
3. Number of vehicles used for this service. <b>ACTUAL</b>	<b>8</b>	<b>8</b>
4. Number of ambulatory seats. <b>AVERAGE PER VEHICLE</b> (Total ambulatory seats divided by total number of fleet vehicles)	<b>8</b>	<b>8</b>
5. Number of wheelchair positions. <b>AVERAGE PER VEHICLE</b> (Total wheelchair positions divided by total number of fleet vehicles)	<b>2</b>	<b>2</b>
6. Vehicle Miles traveled. <b>PER YEAR</b>	<b>110,120</b>	<b>110,120</b>
7. Average vehicle miles <b>PER DAY</b>	<b>353</b>	<b>353</b>
8. Normal vehicle hours in operation. <b>PER DAY</b>	<b>24</b>	<b>24</b>
9. Normal number of days in operation. <b>PER WEEK</b>	<b>6</b>	<b>6</b>
10. Trip length (roundtrip). <b>AVERAGE</b>	<b>33</b>	<b>33</b>

Estimates are acceptable. The information listed should be specific to the Section 5311 funds and not agency wide.

\* One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip

\*\* The unduplicated riders are for current year and the subsequent year once the grant is awarded

## **EXHIBIT B**

### **Proposed Project Description**

1. Is the project to continue the existing level of services, to expand present service, or to provide new service? How will a grant award be used? More hours? Service in a larger geographic area? Shorter headways? More trips? Please explain in detail.

Suwannee River Economic Council, Inc. plans to use these funds to purchase a wheelchair equipped van so that current levels of service can be continued. To provide this service, continual replacement of older vehicles must occur. Also, Dixie County is very rural and many of the roads are not paved. This has a direct effect on the lifespan of the vehicles being used. Therefore, it is imperative for the purchase of new vans to maintain current levels of service.

2. If a grant will be used to maintain services as described in Exhibit A, specifically explain how it will be used in the context of total service.

SREC, Inc. service requires many miles to be traveled to be able to meet the trip demands. Maintaining a high level of service requires updated vehicle inventory to keep up with trip mileage needs.

3. Give a detailed explanation of the need for the vehicle and provide evidence of the need.

Current services that will be continued with the award of this grant include transporting residents of Dixie County to Alachua County twice per day. Since there are limited medical facilities in this rural area, trips to Alachua County are medically necessary. It is over 60 miles to Gainesville, the nearest area with medical services. Normally, the riders can expect a ride length of over an hour due to traffic and stops picking up other riders. Also, current services allow for Kidney Dialysis riders the opportunity for transport to and from their dialysis appointments. Currently, those riders are transported numerous times per day, six days per week. Also, current services include transporting elderly clients to meal sites for lunch and health education. These trips occur five days per week in Dixie County. These are some examples of the numerous services provided by SREC, Inc. and its transportation programs.

4. Will a grant award be used to replace existing equipment or purchase additional vehicles/equipment? Provide details.

The grant will be used to replace existing equipment. The grant process is normally fifteen to 18 months from when the application is made until the vehicle is delivered. Therefore, the inventory vehicle miles have to be projected fifteen months ahead to show the age and mileage of the vans.

5. Identify vehicles/equipment being replaced and list them on the **“Current Vehicle and Transportation Equipment”** form provided elsewhere in this manual.

6. Describe agency’s maintenance program and include a section on how vehicles will be maintained without interruptions in service (who, what, where, and when).

All maintenance is performed by private contractors for service. SREC, Inc. has no mechanics on staff. The SREC, Inc. current SSPP requires safety inspections to be performed every 5,000 miles. The checklist used by the mechanics is an FDOT approved checklist. Annual Inspections are performed annually and general maintenance is performed as needed if the driver reports an issue during the required daily inspection or if the van has a mechanical failure.

7. If vehicles/equipment are proposed to be used by a lessee or private operator under contract to the applicant, identify the proposed lessee/operator.
  - a. Include an equitable plan for distribution of vehicles/equipment to lessees and/or private operators.

N/A

8. Each applicant shall indicate whether they are a government authority or a private non-profit agency, provide a brief description of the project which includes the counties served, whether the applicant shall service minority populations and whether the applicant is minority-owned.

SREC, Inc. is a private non-profit agency. SREC, Inc. serves those in minority populations. The Agency is not minority owned.

New Agencies: N/A

9. Fully explain Your Transportation Program
  - a. Service Hours, planned service, route and trip types
  - b. Staffing – include plan for training on vehicle equipment such as wheelchair lifts, etc.
  - c. Records maintenance
  - d. Vehicle maintenance – who, what, when and where
  - e. CDL requirements
  - f. System safety plan
  - g. Drug free work place
10. Have you met with the CTC and, if so, how are you providing a service that they cannot? Provide detailed information supporting this requirement.



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---

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February 9, 2015

Ms. Doreen Joyner-Howard, District Modal Development Manager  
Florida Department of Transportation - District 2  
2198 Edison Avenue, MS 2806  
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #15 -  
The Arc of North Central Florida - 5310 Capital Assistance Grant Application -  
Hamilton and Suwannee Counties, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the Columbia, Hamilton and Suwannee Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP  
Executive Director

v:\chouse\letters\fdot\howard.ltr150209.15.docx



**Application for Federal Assistance SF-424**

**\* 1. Type of Submission:**

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

**\* 2. Type of Application:**

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

11/7/2014

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

**State Use Only:**

6. Date Received by State:

7. State Application Identifier:

**8. APPLICANT INFORMATION:**

\* a. Legal Name:

The Arc North Florida, Inc.

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

59-2064304

\* c. Organizational DUNS:

138777933

**d. Address:**

\* Street1:

511 Goldkist Blvd, SW

Street2:

\* City:

Live oak

County/Parish:

\* State:

FL: Florida

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

32064

**e. Organizational Unit:**

Department Name:

Division Name:

**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix:

Mr.

\* First Name:

Bobbie

Middle Name:

\* Last Name:

Lake

Suffix:

Title:

Executive Director

Organizational Affiliation:

\* Telephone Number:

386-362-7143

Fax Number:

386-362-7058

\* Email:

blake@arcnfl.com

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

M: Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education)

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Federal Transit Authority

**11. Catalog of Federal Domestic Assistance Number:**

CFDA Title:

**\* 12. Funding Opportunity Number:**

\* Title:

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

for purchase of a vehicle to provide transportation to individuals with intellectual and developmental disabilities residing in Suwannee and Hamilton County

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**\* a. Applicant \* b. Program/Project 

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**\* a. Start Date: \* b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="35761.60"/>
* b. Applicant	<input type="text" value="4470.20"/>
* c. State	<input type="text" value="4470.20"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☒ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☐ No

If "Yes", provide explanation and attach

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**Prefix: \* First Name: Middle Name: \* Last Name: Suffix: \* Title: \* Telephone Number: Fax Number: \* Email: \* Signature of Authorized Representative: \* Date Signed:



# CAPITAL REQUEST FORM

## VEHICLE REQUEST

R or E (a)	Number requested	Description (b) (c) <u>www.tripsflorida.org</u>	Estimated Cost
R	1	Dodge Mini-Van by Braun 3-6 Passenger 2 wheelchair positions 6,050 GVWR Contract TRIPS-13-MV-FTS	\$44702.00
Sub-total			\$44702.00

## EQUIPMENT REQUEST (c)

Sub-total			\$44702.00

(a) Replacement (R) or Expansion (E).

(b) Provide a brief description including the length and type vehicle, type of fuel, lift or ramp, number of seats and wheelchair positions. Do not show the Make. For example, 22' gasoline bus with lift, 12 ambulatory seats, and 2 wheelchair positions.

(c) Show mobile radios and identify the type of radio (i.e. two way radio or stereo radio), computer hardware/software, etc. under "Equipment Request."

VEHICLE SUBTOTAL \$ 44702.00 + EQUIPMENT SUBTOTALS \$ 0.00 = \$ 44702.00\_ (x).

(x) X 80% = \$ 35761.60 [Show this amount on Form 424 in block 15(a)]

## **Exhibit A**

### **Current System Description**

1. An overview of the organization including its mission, program goals and objectives

**The Arc North Florida, Inc.** is committed to providing advocacy and quality services to people with disabilities based on individual choice. Our programs are tailored to meet the needs of people with intellectual, physical and developmental disabilities and their families in order to promote successful fulfilling lives in the community. Our mission is accomplished through a variety of training and support services, including:

**Adult Day Training Services: Live Oak, Jasper and Macclenny**

Provides daily living and pre-employment training, socialization skills for personal growth, and training and therapy at our three locations.

**Residential Services: Live Oak**

Includes residential placement, training and support for individuals living in group home settings, family homes and in their own homes or apartments, which allow them to live as independently as possible.

**Respite Care: Suwannee, Hamilton, Lafayette and Baker counties**

Provides emergency and planned short-term care with staff support within and outside the family home.

**Transportation Services: Suwannee, Hamilton, Lafayette and Baker counties**

We provide essential transportation and support services for individuals living in the rural communities of our service area.

2. Organizational structure, type of operation, number of employees, and other pertinent organizational information

The agency was established in 1981 as a 501 (c) (3) not-for-profit organization to advocate for and provide services to people with intellectual and developmental disabilities in the rural counties in north Florida. A nine member Board of Directors provides oversight to the agency and employs an Executive Director to run the operations of the corporation. Currently 51 staff members are employed to provide services to our clients.

3. Who is responsible for insurance, training and management, and administration of the agencies transportation programs

The duties of the organization are divided between several staff members:

- **Bobbie Lake**, Executive Director, is responsible for overall agency operations
- **Tricia Williams**, Administrative Director, assists with procurement of vehicle and property and casualty insurance (with Brown & Brown of Tallahassee)
- **Debbie Lee**, Program Director, is responsible for all staff management, training and oversees all vehicle operations, including maintenance
- **Bobby Cason**, Operations Director/Safety Director assists with vehicle safety training

4. Who provides maintenance?

All vehicles used to transport customers receive regular maintenance and repairs completed by ASE Master Certified Technicians. Maintenance is regularly provided by one of the following locations:

Sunbelt Chrysler Dodge	Walt's Live Oak Ford	Wes Haney Chevrolet
Highway 90 East	Highway 129 North	Highway 90 East
Live Oak, FL	Live Oak, FL	Live Oak, FL

5. Number of transportation related employees

43

6. Who will drive the vehicle, number of drivers, CDL certifications, etc.?

Our 43 Service Aides also serve as drivers and play vital roles in providing transportation services to our clients. Transportation services are provided in our group homes seven days a week and in our training centers five days per week. CDL licenses are not required to drive any of our vehicles.

7. A detailed description of service routes and ridership numbers

Round-trip transportation is offered to individuals who attend our programs in Suwannee, Hamilton and Baker counties living in group homes or their family homes or personal residence. Community-based transportation is also provided throughout the entire service area.

Approximately 72 individuals receive transportation services on a weekly basis, either on fixed routes throughout a four county area to our program offices (Monday through Friday between 7 am and 5 pm.) or over flexible routes in the community (Monday through Sunday between 8 am and 8 pm.). Due to limited public transportation, along with the great distances between our customer's residences and our program offices, our customers must be picked up for them to receive services. We transport 15 individuals (living in agency operated residential homes or their own home or apartment) seven days a week. In 2014, we provided approximately 11,443 individual trips, logging over 167,489 miles.

Fixed route transportation provides morning and afternoon portal trips utilizing 3-twelve passenger vans, 1- seven passenger mini-vans, 5- 3+2 modified wheelchair minivan with ramp, 3-passenger cars. Routes originate from different locations within each county to provide coverage to our entire service area. The majority of the vehicles are used to transport individuals from their family homes, apartments or group homes to the three Adult Training Centers, based on their respective service plans or requests. Because of our transportation services, individuals can participate in employment, housing, shopping, medical, volunteering, and utilization of community resources including libraries, parks, and recreation centers, churches, etc.

## EXHIBIT A-1 FACTSHEET

Name of Applicant: The Arc North Florida, Inc.

	CURRENTLY	IF GRANT IS AWARDED *
1. Number of one-way passenger trips.* <b>PER YEAR</b>	<b>11443</b>	<b>11443</b>
2. Number of individuals served unduplicated (first ride per rider per fiscal year). <b>PER YEAR**</b>	<b>72</b>	<b>72</b>
3. Number of vehicles used for this service. <b>ACTUAL</b>	<b>10</b>	<b>10</b>
4. Number of ambulatory seats. <b>AVERAGE PER VEHICLE</b> (Total ambulatory seats divided by total number of fleet vehicles)	<b>84</b>	<b>86</b>
5. Number of wheelchair positions. <b>AVERAGE PER VEHICLE</b> (Total wheelchair positions divided by total number of fleet vehicles)	<b>2</b>	<b>2</b>
6. Vehicle Miles traveled. <b>PER YEAR</b>	<b>167,489</b>	<b>167,489</b>
7. Average vehicle miles <b>PER DAY</b>	<b>458</b>	<b>458</b>
8. Normal vehicle hours in operation. <b>PER DAY</b>	<b>5</b>	<b>5</b>
9. Normal number of days in operation. <b>PER WEEK</b>	<b>7</b>	<b>7</b>
10. Trip length (roundtrip). <b>AVERAGE</b>	<b>20</b>	<b>20</b>

Estimates are acceptable. The information listed should be specific to the Section 5310 funds and not agency wide.

\* One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip

\*\* The unduplicated riders are for current year and the subsequent year once the grant is awarded

## **EXHIBIT B**

### **Proposed Project Description**

1. Is the project to continue the existing level of services, to expand present service, or to provide new service? How will a grant award be used? More hours? Service in a larger geographic area? Shorter headways? More trips? Please explain in detail.

Response: This project will allow us to continue existing services and also expand our program offerings into a larger geographical area. The Arc North Florida, Inc. is the premiere provider of services to adults with intellectual and developmental disabilities in the north Florida area. Our customers face many personal challenges which usually require them to need partial or total staff support. They do not drive and have limited access to public transportation. They rely on our agency staff to provide them with transportation to our educational Training Centers, to their medical appointments (applies to our group home residents), employment opportunities and community-social activities. This project is to replace a 15 year old, high mileage and very high maintenance passenger van (purchased under a 5310 Grant in 1998) with a new 9-passenger van, which will allow us to continue our existing services. The vehicle will be used Saturday thru Thursday to meet the existing needs of approximately 16 of our clients in the Live Oak area. In addition, we have identified a need to expand services to the Branford community (30 miles south of our Live Oak training center) to disabled adults currently receiving no services from the Florida's Agency for Persons with Disabilities. We will operate an educational training program there each Friday. The vehicle will be used to transport approximately 8 clients on trips into the community for job exploration and opportunities for socialization within the community one day per week

2. If a grant award will be used to maintain services as described in Exhibit A, specifically explain how it will be used in the context of total service.

Response: Exhibit A outlines the types of services we provide using our fleet of 16 vehicles assigned to transport our clients. This Grant award will allow us to maintain services by replacing a 2003 Chevrolet Malibu with almost 228,000 miles with a new one, which will reduce our costs and increase our ability to provide reliable services. The new vehicle will be added to the vehicle fleet in the Live Oak area and will be rotated through our different programs. Some examples of how it will be used are as follows:

- Clients in our Training Center can be transported to a community events.
- Individuals can be driven to a pre-employment training session at a local store.
- Staff and a core of clients can drive to a new area, like Branford, to establish a training program where new participants receive the opportunity to learn and interact with experienced peers in a group setting.
- Residents from our two group homes can be transported to the local training center or to social outings in the community.

3. Give a detailed explanation of the need for the vehicle and provide evidence of the need.

Response: We need to remove and replace an aging a 2003 Chevrolet Malibu that has been driven almost 228,000 miles over the last 11 years. It was purchased with agency funds and maintenance costs and vehicle downtime are both increasing. In addition to the rising costs for repair, we are experiencing greater downtime when the vehicle is in the repair

shop. A new replacement vehicle will help our agency stop paying the high cost of repairs on this vehicle.

4. Will a grant award be used to replace existing equipment or purchase additional vehicles/equipment? Provide details.

Response: If we are awarded the grant vehicle, it will replace the 2003 Chevrolet Malibu

5. Identify vehicles/equipment being replaced and list them on the “**Current Vehicle and Transportation Equipment Inventory**” form, provided elsewhere in this manual.

Response: A grant award will allow us to replace a 2003 Malibu (VIN 1G1JC52F637106256). The said vehicle is listed on the Inventory sheet and noted for replacement with an asterisk mark.

6. Describe agency’s maintenance program and include a section on how vehicles will be maintained without interruptions in service (who, what, where, and when).

Due to the nature of our business, it is critical for us to maintain our vehicles to avoid unplanned expenses and a loss of revenue. All employees are required to read (at the time of hire) and follow our Policy and Procedures, which includes detailed sections on vehicle maintenance requirements. In addition, each driver receives instruction from a member of our management staff concerning the service and maintenance requirements of the vehicle they will drive. The following is an overview of the areas covered in our Policy and Procedures:

- Our Program Director, Debbie Lee, oversees all vehicle maintenance and staff/drivers advise him daily of any service requirements needed on their vehicle.
- Each day, prior to driving, our staff members perform and document a pre- and post-trip inspection of 12 safety related areas on the vehicle assigned to them. Reports, noting any maintenance issues, are turned into the Operations Director daily and reviewed by him to determine the vehicle service needs. Vehicles with service needs are scheduled and taken to the appropriate repair facility to have repairs made. Repairs are customarily made at one of the three locations noted in Exhibit A.
- A Preventative Maintenance schedule is retained by the Program Director on each vehicle in service to assure that they conform to all safety regulations and to help reduce future problems. The Program Director schedules all routine service visits on the PM schedule to be completed during off-hours of operation.
- New vehicles receive an oil change every 3,000 miles (or as directed by manufacturer) and older vehicles are scheduled every 6,000 miles. During regular oil changes, mechanics perform a regular 15-point inspection and provide our agency with a written report. All identified repair needs are scheduled for correction at the time they are reported to eliminate additional downtime.
- Periodic safety inspections and contract inspections are performed by a qualified entity or person and all documentation and records are maintained on file.
- All vehicle service work is performed by ASE Certified Technicians in accordance with vehicle manufacturer guidelines
- Officers or persons designated by the Department of Transportation shall be permitted to perform system reviews for compliance with Rule 14-90, FAC.

7. If vehicles/equipment are proposed to be used by a lessee or private operator under contract to the applicant, identify the proposed lessee/operator.

Not Applicable

8. Each applicant shall indicate whether they are a government authority or a private non-profit agency, provide a brief description of the project which includes the counties served, whether the applicant shall service minority populations and whether the applicant is minority-owned.

The Arc North Florida, Inc. is a 501 (c) (3), private, non-profit agency that has provided services to adults with intellectual and developmental disabilities since 1981. Our service area includes Suwannee, Hamilton, Lafayette, Columbia and Baker County. We provide services and transportation to the clients we work with which include minority populations and our agency is an equal opportunities employer. Our agency's Board of Directors is made up of people from the communities that we serve and although we are not minority-owned, our Board of Directors includes minority members and reflects the general population of the communities where we provide services.

9. Agencies receiving Section 5310 funds must collect both quantitative and qualitative data (detailed in the Threshold Criteria section on page 7) to capture overarching program information as part of the Section 5310 annual report. Please outline how your agency will collect the quantitative and qualitative data required as a Section 5310 recipient. i.e. What will the time frame be/how will it be incorporated into program operations? What tools will be used to collect the data?

Question 9 -Not Applicable- We do not receive federal or state funding exceeding \$750,000

10. Fully explain Your Transportation Program

- a. Service hours, planned service, routes and trip types-

Transportation is provided to our clients seven days per week 24 hours per day as needed.

Our service is planned only for the clients that attend or supported by our program services.

We currently have 4 routes to pick up clients at their home or in the company group homes to be delivered to work, doctors or services.

Trips are for transportation to daily services, work, grocery shopping and to doctor appointments

- b. Staffing – include plan for training on vehicle equipment such as wheelchair lifts, etc.

Staff driving records are checked to insure they are in compliance with state law and company driver policy.

Drivers are given training on each type vehicle driven on a semi-annual bases.

All drivers are instructed in the equipment for each vehicle and in the proper manner in which to help load and unload clients. We are current not using any vehicles with

in which to help load and unload clients. We are current not using any vehicles with a lift.

- c. Records maintenance– who, what methods, use of databases, spreadsheets etc.

Records are maintained by the program director Debbie Lee using the spread sheet program offered by the Florida department of Transportation for that purpose.

- d. Vehicle maintenance – who, what, when and where

Maintenance is scheduled by Debbie Lee – Program Director

All vehicles are maintained by local dealerships with ASE certified mechanics.

Each vehicle is maintained as required by the vehicle manual or by specifications of the vehicle provider.

- e. CDL requirements-

Not required for any of our fleet vehicles

- f. System safety plan-

The STOP plan written by Florida State University and Approved by Florida DOT

- g. Drug free work place

Drug test are given to each new hire, after any incident or accident, or if probable cause suggests that it be done. A drug free work place plan is in our company policy.



# APPLIES TO ALL APPLICANTS FOR CAPITAL ASSISTANCE

## FORM C-1

### TRANSIT-RELATED OPERATING and ADMINISTRATIVE EXPENSES

Name of Applicant: The Arc North Florida, Inc  
 State Fiscal period from July 1, 2015 to June 30, 2016

EXPENSE CATEGORY	EXPENSE \$
Labor (501)	\$32237.00
Fringe and Benefits (502)	\$11893.00
Services (503)	\$11118.00
Materials and Supplies (504)	\$9919.00
Vehicle Maintenance (504.01)	\$2975.00
Utilities (505)	\$184.00
Insurance (506)	\$4229.00
Licenses and Taxes (507)	\$104.00
Purchased Transit Service (508)	
Miscellaneous (509)	
Leases and Rentals (512)	
Depreciation (513)	\$7805.00
<b>TOTAL EXPENSE</b>	<b>\$80464.00</b>

## FORM C-2

### OPERATING and ADMINISTRATIVE REVENUES

OPERATING REVENUE CATEGORY	REVENUE \$
Passenger Fares for Transit Service (401)	
Special Transit Fares (402)	
Other (403 – 407) (identify by appropriate code)	
<b>TOTAL OPERATING REVENUE</b>	<b>\$</b>
<b>OTHER REVENUE CATEGORY</b>	
Taxes Levied Directly by the Transit System (408)	
Local Cash Grants and Reimbursements (409)	
Local Special Fare Assistance (410)	
State Cash Grants and Reimbursements (411)	
State Special Fare Assistance (412)	
Federal Cash Grants & Reimbursements (413)	
Interest Income (414)	
Contributed Services (430)	
Contributed Cash (431)	
Subsidy from Other Sectors of Operations (440)	
<b>TOTAL OF OTHER REVENUE</b>	<b>\$</b>
<b>GRAND TOTAL ALL REVENUE</b>	<b>\$</b>



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---

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February 9, 2015

Ms. Doreen Joyner-Howard, District Modal Development Manager  
Florida Department of Transportation - District 2  
2198 Edison Avenue, MS 2806  
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #15 -  
City of Gainesville - Section 5310 Operating Assistance Grant Application - Gainesville,  
Alachua County, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the Alachua County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP  
Executive Director

v:\chouse\letters\fdot\howard.ltr150209.16.docx



### Application for Federal Assistance SF-424

**\* 1. Type of Submission:**

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

**\* 2. Type of Application:**

- ☒ New  
☐ Continuation  
☐ Revision

**\* If Revision, select appropriate letter(s):**

**\* Other (Specify):**

**\* 3. Date Received:**

12/12/2014

**4. Applicant Identifier:**

**5a. Federal Entity Identifier:**

**5b. Federal Award Identifier:**

**State Use Only:**

**6. Date Received by State:**

**7. State Application Identifier:**

1001

**8. APPLICANT INFORMATION:**

**\* a. Legal Name:**

City of Gainesville Regional Transit System

**\* b. Employer/Taxpayer Identification Number (EIN/TIN):**

59-6000325

**\* c. Organizational DUNS:**

0105221590000

**d. Address:**

**\* Street1:**

34 SE 13th Road

**Street2:**

**\* City:**

Gainesville

**County/Parish:**

**\* State:**

FL: Florida

**Province:**

**\* Country:**

USA: UNITED STATES

**\* Zip / Postal Code:**

32601-0490

**e. Organizational Unit:**

**Department Name:**

Public Works

**Division Name:**

Regional Transit System

**f. Name and contact information of person to be contacted on matters involving this application:**

**Prefix:**

Mr.

**\* First Name:**

Jesus

**Middle Name:**

M.

**\* Last Name:**

Gomez

**Suffix:**

**Title:**

Transit Director

**Organizational Affiliation:**

City of Gainesville

**\* Telephone Number:**

352-393-7860

**Fax Number:**

352-334-3681

**\* Email:**

gomezjm@ci.gainesville.fl.us

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Federal Transit Administration

**11. Catalog of Federal Domestic Assistance Number:**

20.513

CFDA Title:

Section 5310

**\* 12. Funding Opportunity Number:**

\* Title:

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

City of Gainesville & Alachua County

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Purchase paratransit trips for the elderly and disabled citizens residing in the Gainesville urban area. Operate 3 fixed routes specifically designed to serve the elderly residents of Gainesville.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\* a. Applicant

6

\* b. Program/Project

6

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

07/01/2014

\* b. End Date:

06/30/2015

**18. Estimated Funding (\$):**

* a. Federal	100,000.00
* b. Applicant	100,000.00
* c. State	
* d. Local	
* e. Other	
* f. Program Income	
* g. TOTAL	200,000.00

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☒ a. This application was made available to the State under the Executive Order 12372 Process for review on

12/12/2014

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☐ c. Program is not covered by E.O. 12372.**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:

Mr.

\* First Name:

Russ

Middle Name:

D.

\* Last Name:

Blackburn

Suffix:

\* Title:

City Manager

\* Telephone Number:

352-334-5000 ext. 5679

Fax Number:

352-334-3119

\* Email:

blackburnrd@cityofgainesville.org

\* Signature of Authorized Representative:



\* Date Signed:

12/12/2014

## Exhibit A

### Current System Description

1. An overview of the organization including its mission, program goals and objectives: RTS's mission is to enhance the quality of life in our community by providing safe, courteous, equitable, reliable, and energy-efficient transportation services. Our vision is to be the transportation choice for the Gainesville metropolitan area. RTS recognizes, encourages and embraces diversity. We will provide effective and sustainable stewardship of the community's assets and resources and we will provide professional, reliable and courteous service. RTS contracts with the local CTC, MV transportation, to provide reservation (scheduled 24 hours in advance) transportation services, demand response transportation and stretcher service. These services are provided to employment centers, medical facilities, health services, shopping and recreational activities. Medical transportation is critical in Alachua County and its surrounding counties due to a high concentration of specialized medical services offered in the Gainesville area. In addition, there are a variety of funding agencies that purchase transportation from the local CTC. These include Medicaid, Transportation Disadvantaged (TD), ADA, Elder Care, Vocational Rehabilitation and Foster Grandparents. Many of these agencies work very closely with the CTC to ensure that transportation is provided to those who truly need it.
2. Organization structure, type of operation, number of employees, and other pertinent organizational information: The Regional Transit System (RTS) is a division of the City of Gainesville's Public Works Department and currently employs 198 drivers to operate a fleet of 118 Bio-diesel buses and five hybrid buses for a total of 123. RTS provides the City of Gainesville fixed route service Monday through Sunday. RTS contracts with MV Transportation to provide the ADA paratransit service to complement the fixed route as required by federal ADA law. MV Transportation is the Community Transportation Coordinator for Alachua County. MV has a total of 71 employees, 53 drivers 7 in training, 3 maintenance personnel and 8 administrative personnel. In FY14 MV Transportation provided more than 110,000 trips system-wide, 51,222 of which were ADA. Mobility aided clients still represent a large segment of paratransit riders who use the RTS fixed route system; there were a total of 18,544 in FY 14. In an attempt to keep costs down, RTS leases 22 vans to the CTC to provide ADA paratransit transportation. 98% of RTSs paratransit vans have reached or exceeded their useful life. In order to continue to meet federal standards for age of fleet and to provide paratransit service for the elderly and disabled in Gainesville and in Alachua County, RTS needs the 5310 funds to bring the paratransit vehicle fleet into compliance and to try and keep paratransit costs down. RTS has moved into administrative building and maintenance facility that will allow us to increase the size of our fixed route fleet to provide for the needed service to the community.
3. Who is responsible for insurance, training and management, and administration of the agencies transportation programs: RTS is a city department and administratively falls under the Public works director and to the Gainesville City Commission. RTS is insured through the City of Gainesville which is self-insured and employs a third party claims adjuster. RTS provides its own driver training and vehicle maintenance, and requires every driver and supervisor maintain a current Commercial Driver's License (CDL). MV Transportation is a private for-profit company and their CEO and board of directors oversee the administration of their company. MV Transportation is self-insured. RTS has oversight to ensure MV Transportation adheres to the provisions set forth in the contract and as the CTC MV is answerable to the Transportation Disadvantaged board and the Local Coordinating Board and the MTPO. MV Transportation is responsible for training their drivers and provides the maintenance for their own vehicles and the ones provided by RTS and Alachua County. The MTPO staff and FDOT have oversight of MV's maintenance, safety and drug and alcohol programs.
4. Who provides maintenance? RTS provides the necessary maintenance to maintain our fixed route fleet of 123 buses. Our maintenance facility was inadequate by FTA standards to handle that number

buses. The new RTS maintenance facility was completed in October of 2014 and the RTS maintenance team expects to be in the facility and operational by 1 January 2015. MV Transportation provides the maintenance for the paratransit fleet of 41 cutaway vans. After the first of the year an ITB will be issued to find a tenant for the old RTS facility. The hope is that MV will move into the old facility which will provide better security for the paratransit fleet and MV Transportation will have access to fueling facilities to help bring down fuel costs.

5. Number of transportation related employees: RTS employs total of 267 employees; 210 operations personnel, 36 maintenance personnel, and 21 administrative employees. MV Transportation is a private, for-profit, self-insured agency that employs 71 personnel of which, 53 are drivers and 7 in training. 8 administrative staff and 3 maintenance personnel.

6. Who will drive the vehicle, number of drivers, CDL certifications? MV Transportation employees drive the paratransit vehicles to provide ADA paratransit service for RTS and the demand response transportation for Alachua County. The paratransit vehicles do not require a CDL license, but 6 of MVs drivers have their CDLs. All of RTSs' 216 operations personnel hold a CDL; as it is required to drive a fixed route bus. The RTS driver trainer is certified to training drivers for their CDL certification.

7. A detailed description of service routes and ridership numbers: RTS operates 35 city routes, 9 campus routes and five Later Gator routes. Later Gator A runs every weekday and the other Later Gator routes run on Thursday, Friday and/or Saturday until 3 a.m. Sunday service runs ten city routes from 10 a.m. to 6 p.m. Ridership continues to remain strong; in FY 14 the fixed route maintained strong ridership numbers providing 10,858,460 trips. RTS continues to have one of the highest per capita trip rates in Florida at 56.8 passenger trips. The University of Florida, Santa Fe College and the City of Gainesville formed a partnership to include transit services in the College and University's student fees. Currently RTS is providing the service during UF home football games for a \$10 round trip fee in order to provide the needed service to decrease drunken driving and game day traffic congestion. RTS continues to receive requests from UF and the public to provide even more service to the Gainesville community and Alachua County. With mounting economic pressures and city-wide budget cuts, RTS is faced with increased challenges to meet the demand for new and mandated services including ADA complementary paratransit services. Overcrowding on fixed route buses, on-time performance, maintenance and operational constraints, equity issues and funding are just some of the issues continues to face. All ADA and demand response transportation services are scheduled and dispatched by MV transportation. Hospital discharge services are provided 24 hours a day, seven days a week. Demand response transportation services are provided Monday through Friday from 6 a.m. until 8:30 p.m. and Saturday from 6 a.m. until 6:30 p.m. Paratransit service is provided Monday through Saturday from 6 a.m. until 7 p.m. and Sunday from 10 a.m. to 6 p.m. RTS provides the paratransit service for routes running after 9PM and in the late night area until 3 am. Fifty percent of the CTC's trips are subscribed system-wide. The transportation services provided by MV transportation are coordinated with 100% of the existing human service and medical facilities in Alachua County. These services often provide an alternative mode, and in most cases, the only opportunity for transportation to seniors and disabled persons who live in the rural area. A large portion of the transportation in Alachua County consists of seniors and disabled residents living in the rural parts of the County requiring service to the urban area either for medical reasons, employment or recreational activities. Due to the cuts in Medicaid funding there has been a significant increase in ADA paratransit trips. ADA trips are up a total of 9.2% since August, the lack of Medicaid trips have forced more seniors and disabled clients, especially dialysis patients to use ADA-funded transit. RTS expects the number of ADA trips to continue to increase due to confusion on the part of Medicaid clients, especially seniors, attempting to book transport to medical appointments. Clients have contacted RTS to inquire about their trips because of the lack of responsiveness on the part of the HMOs. Seniors are especially vulnerable to missing Doctor Appointments because of the confusion generated by the changes in the booking trips through the various HMOs.



## EXHIBIT A-1 FACTSHEET

Name of Applicant: Regional Transit System

	CURRENTLY	IF GRANT IS AWARDED *
1. Number of one-way passenger trips.* <b>PER YEAR</b>	10,832,640 <sup>(1)</sup>	10,950,000
2. Number of individuals served unduplicated (first ride per rider per fiscal year). <b>PER YEAR**</b>	1,479,558	1,500,000
3. Number of vehicles used for this service. <b>ACTUAL</b>	123	123
4. Number of ambulatory seats. <b>AVERAGE PER VEHICLE</b> (Total ambulatory seats divided by total number of fleet vehicles)	4920 Seats 40 Per Vehicle	4920 Seats 40 Per Vehicle
5. Number of wheelchair positions. <b>AVERAGE PER VEHICLE</b> (Total wheelchair positions divided by total number of fleet vehicles)	246 2 Per Vehicle	246 2 Per Vehicle
6. Vehicle Miles traveled. <b>PER YEAR</b>	3,317,239 <sup>(1)</sup>	3,320,000
7. Average vehicle miles <b>PER DAY</b>	9,292 <sup>(1)</sup>	9,300
8. Normal vehicle hours in operation. <b>PER DAY</b>	22 hours	22 hours
9. Normal number of days in operation. <b>PER WEEK</b>	7	7
10. Trip length (roundtrip). <b>AVERAGE</b>	2.62 <sup>(1)</sup>	2.65

Estimates are acceptable. The information listed should be specific to the Section 5310 funds and not agency wide.

\* One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip

\*\* The unduplicated riders are for current year and the subsequent year once the grant is awarded

(1) Actual Numbers provided in "Current Column." Numbers reflect RTS ADA fixed route ridership as well as paratransit ridership.

## Exhibit B

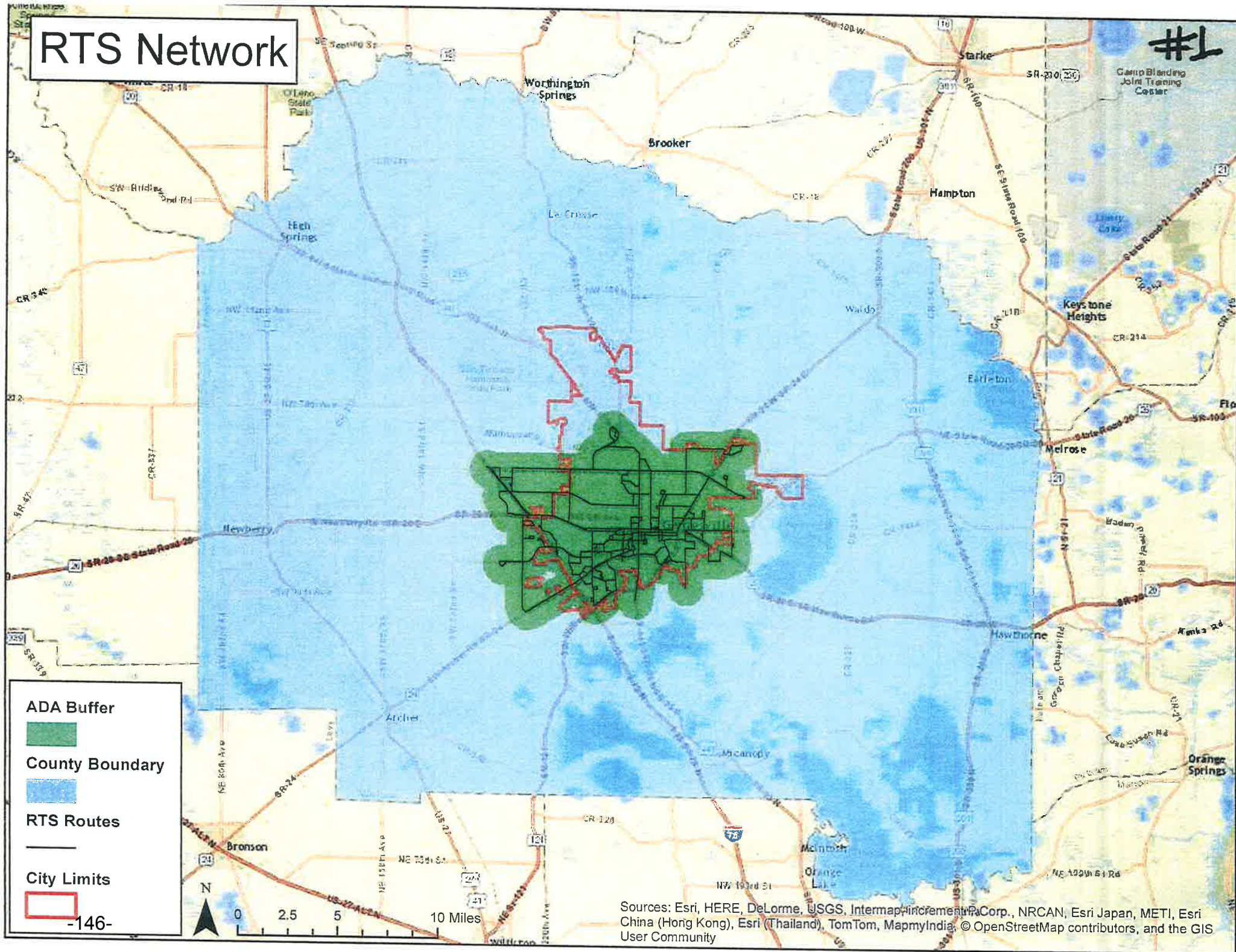
### Proposed Project Description

1. How do you currently fund the operations of your transit program? RTS receives federal 5307, 5311, and 5309 funds and partners with the University of Florida and Santa Fe College, receives funds from the student's activity fees of which a portion is designed for transportation. Money is also provided by the City of Gainesville and Alachua County, and Florida DOT. RTS provides trips under 5317, and upon the phase out of those funds RTS hopes to continue funding trips under 5310 to serve the Elderly and disabled citizens of Alachua County that otherwise would not receive service.

2. Why are Operating Funds being requested? To be able to continue to provide the service to the areas outside the ADA service area. There is not enough Transportation Disadvantaged (TD) money to meet the need for trips outside the ADA service area. Most of the TD money is spent on provision of Dialysis trips leaving little money for medical, grocery, school trips. In addition, the senior's through the Alachua County Senior center have petitioned the City Commission to improve bus service provided to the seniors. RTS has developed three potential routes that could provide service to areas with the highest population of senior residents. The selected route would provide access to shopping, medical facilities and the senior center. See attached Map #2 labeled Senior Routes.

3. If this grant is not fully funded, can you still proceed with this program? No, when the funds were not available the service to the area outside the ADA service area or Gainesville City limits was not provided; only TD and Medicaid trips were provided. See the attached map #1. The area in blue, around the ADA service area in green, and the City of Gainesville City limits outlined in red, is the area that will be served by the 5310 grant. One end of the trip will either originate or end in the urban area. The transportation sur-tax initiative was not ratified by the voters. RTS is looking for ways to fund and provide the requested service needed by the elderly residents of Gainesville. The routes for the seniors cannot be provided without additional funding.

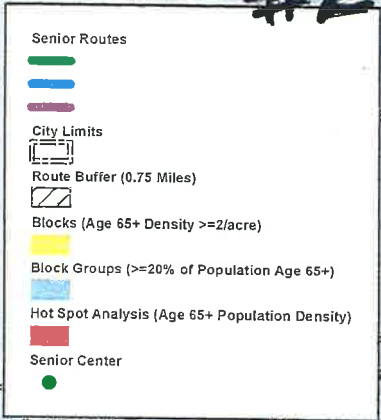
# RTS Network



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community



#2



## PART B

### APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE

#### FORM B-1 TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE EXPENSES

Name of Applicant: Regional Transit System

State Fiscal period requesting funding for, from 1 July 14 to 30 June 15

EXPENSE CATEGORY	TOTAL EXPENSE	FTA ELIGIBLE EXPENSE
Labor (501)	\$ 9,544,758.00	\$ 9,544,758.00
Fringe and Benefits (502)	\$ 3,516,940.00	\$ 3,516,940.00
Services (503)	\$ 3,916,480.00	\$ 3,916,480.00
Materials and Supplies (504)	\$ 156,534.00	\$ 156,534.00
Vehicle Maintenance (504.01)	\$ 4,998,137.00	\$ 4,998,137.00
Utilities (505)	\$ 301,140.00	\$ 301,140.00
Insurance (506)	\$ 999,653.00	\$ 999,653.00
Licenses and Taxes (507)	-	-
Purchased Transit Service (508)	\$ 1,183,549.00	\$ 1,183,549.00
Miscellaneous (509)	\$ 917,676.00	\$ 917,676.00
Leases and Rentals (512)	\$ 11,363.00	\$ 11,363.00
Depreciation (513)	\$ 3,167,925.00	
<b>TOTAL</b>	<b>\$ 28,714,155.00</b>	<b>\$ 25,546,230.00 (a)</b>

### SECTION 5310 GRANT REQUEST

Total FTA Eligible Expenses (from Form B-1, above) \$ 25,546,230.00 (a)

Rural Passenger Fares (from Form B-2) \$ 0 (b)

Operating Deficit \$ 25,546,230.00 (c)  
[FTA Eligible Expenses (a) minus Rural Passenger Fares (b)]

Section 5310 Request \$ 200,000.00 (d)  
(No more than 50% of Operating Deficit)

Grand Total Revenues (from Form B-2) \$ 21,040,272.00 (e)

**Note: If Grand Total Revenues (e) exceeds FTA Eligible Expenses (a), reduce the Section 5310 Request (d) by that amount.**



**PART B****APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE****FORM B-2****TRANSIT-RELATED OPERATING and ADMINISTRATIVE REVENUES**Name of Applicant: Regional Transit SystemState Fiscal period from July 1, 2015 to June 30, 2016

<b>OPERATING REVENUE CATEGORY</b>	<b>TOTAL REVENUE</b>	<b>REVENUE USED AS FTA MATCH</b>
Passenger Fares for Transit Service (401)	<b>Total= \$ 833,631.00</b> <b>Rural = \$ 0 (b)</b>	
Special Transit Fares (402)	<b>\$201,973.00</b>	<b>\$ 201,973.00</b>
School Bus Service Revenues (403)		
Freight Tariffs (404)		
Charter Service Revenues (405)		
Auxiliary Transportation Revenues (406)		
Non-transportation Revenues (407)	<b>\$1,511,672.00</b>	<b>\$1,511,672.00</b>
<b>Total Operating Revenue</b>	<b>\$ 2,547,276.00</b>	<b>\$1,713,645.00</b>
<b>OTHER REVENUE CATEGORY</b>		
Taxes Levied directly by the Transit System (408)		
Local Cash Grants and Reimbursements (409)	<b>\$ 15,956,673.00</b>	
Local Special Fare Assistance (410)		
State Cash Grants and Reimbursements (411)	<b>\$ 3,477,846.00</b>	
State Special Fare Assistance (412)		
Federal Cash Grants and Reimbursements (413)	<b>\$</b>	
Interest Income (414)	<b>\$ (107,892.00)</b>	
Contributed Services (430)		
Contributed Cash (431)		
Subsidy from Other Sectors of Operations (440)		
<b>Total of Other Revenue</b>	<b>\$ 19,326,627.00</b>	<b>\$ 19,326,627.00</b>
<b>GRAND TOTAL ALL REVENUE</b>	<b>\$</b>	<b>\$ 21,040,272.00 (e)</b>





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---

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

February 9, 2015

Ms. Doreen Joyner-Howard, District Modal Development Manager  
Florida Department of Transportation - District 2  
2198 Edison Avenue, MS 2806  
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #17 -  
City of Gainesville - Section 5311 Operating Assistance Grant Application -  
Gainesville, Alachua County, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the Alachua County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP  
Executive Director

v:\chouse\letters\fdot\howard.ltr150209.17.docx





**Application for Federal Assistance SF-424****\* 1. Type of Submission:**

- ☐ Preapplication
- ☒ Application
- ☐ Changed/Corrected Application

**\* 2. Type of Application:**

- ☒ New
- ☐ Continuation
- ☐ Revision

**\* If Revision, select appropriate letter(s):****\* Other (Specify):****\* 3. Date Received:**

12/12/2014

**4. Applicant Identifier:****5a. Federal Entity Identifier:****5b. Federal Award Identifier:****State Use Only:****6. Date Received by State:****7. State Application Identifier:**

1001

**8. APPLICANT INFORMATION:****\* a. Legal Name:** City of Gainesville Regional Transit System**\* b. Employer/Taxpayer Identification Number (EIN/TIN):**

59-6000325

**\* c. Organizational DUNS:**

0105221590000

**d. Address:****\* Street1:**

100 SE 10th Ave

**Street2:****\* City:**

Gainesville

**County/Parish:****\* State:**

FL: Florida

**Province:****\* Country:**

USA: UNITED STATES

**\* Zip / Postal Code:**

32601-0490

**e. Organizational Unit:****Department Name:**

Public Works

**Division Name:**

Regional Transit System

**f. Name and contact information of person to be contacted on matters involving this application:****Prefix:**

Mr.

**\* First Name:**

Jesus

**Middle Name:**

M.

**\* Last Name:**

Gomez

**Suffix:****Title:**

Transit Director

**Organizational Affiliation:**

City of Gainesville

**\* Telephone Number:**

352-393-7860

**Fax Number:**

352-334-3681

**\* Email:**

gomezjm@ci.gainesville.fl.us

**Application for Federal Assistance SF-424**

\* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

\* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

12/12/2014

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

**State Use Only:**

6. Date Received by State:

7. State Application Identifier:

1001

**8. APPLICANT INFORMATION:**

\* a. Legal Name:

City of Gainesville Regional Transit System

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

59-6000325

\* c. Organizational DUNS:

0105221590000

**d. Address:**

\* Street1:

34 SE 13th Road

Street2:

\* City:

Gainesville

County/Parish:

\* State:

FL: Florida

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

32601-0490

**e. Organizational Unit:**

Department Name:

Public Works

Division Name:

Regional Transit System

**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix:

Mr.

\* First Name:

Jesus

Middle Name:

M.

\* Last Name:

Gomez

Suffix:

Title:

Transit Director

Organizational Affiliation:

City of Gainesville

\* Telephone Number:

352-393-7860

Fax Number:

352-334-3681

\* Email:

gomezjm@ci.gainesville.fl.us

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Federal Transit Administration

**11. Catalog of Federal Domestic Assistance Number:**

20.526

CFDA Title:

Section 5339

**\* 12. Funding Opportunity Number:**

\* Title:

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

City of Gainesville & Alachua County

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Purchase of 4 replacement paratransit vehicles and 4 Mobile Data Terminals (MDTS) to provide transportation to the citizens residing in the City of Gainesville and Alachua County.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

# Application for Federal Assistance SF-424

## 16. Congressional Districts Of:

\* a. Applicant

6

\* b. Program/Project

6

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

## 17. Proposed Project:

\* a. Start Date:

10/01/2014

\* b. End Date:

09/30/2015

## 18. Estimated Funding (\$):

\* a. Federal

230,220.00

\* b. Applicant

\* c. State

\* d. Local

\* e. Other

57,555.00

\* f. Program Income

\* g. TOTAL

287,775.00

## \* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

☒ a. This application was made available to the State under the Executive Order 12372 Process for review on

12/12/2014

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☐ c. Program is not covered by E.O. 12372.

## \* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)

☐ Yes

☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

## Authorized Representative:

Prefix:

Mr.

\* First Name:

Russ

Middle Name:

D.

\* Last Name:

Blackburn

Suffix:

\* Title:

City Manager

\* Telephone Number: 352-334-5000 ext 5679

Fax Number: 352-334-3119

\* Email: blackburnrd@cityofgainesville.org

\* Signature of Authorized Representative:

\* Date Signed:

12/12/2014

## Exhibit B

### Proposed Project Description

1. The vehicle will be used to continue the existing level of service. The grant will be used to purchase four replacement vehicles, which will allow the CTC to continue to provide paratransit and demand response service to the citizens in the City of Gainesville and Alachua County. The vehicles will be used by MV Transportation to provide service in the urban and rural areas. By replacing the vehicle, RTS and MV will be able to continue the level of service which is currently offered while reducing fleet age. RTS also plans to purchase four Mobile Data Terminal (MDT) with this vehicle ensures there will always be a working MDT on our paratransit vehicles.
2. A majority of the vehicles in our fleet have exceeded the mileage at which FDOT recommends paratransit vehicles be replaced, if the vehicles the city has provided to MV are still within the age criteria, most are outside the mileage criteria. The four replacement vehicles RTS is applying for would reduce fleet age and enable RTS and MV Transportation to continue to offer reliable service to its existing service area. The majority of the vehicles that MV owns are 2003 models and are past both the mileage and age recommended for replacement. The Alachua County MTPO voted in 2008 to divert FY09 STP funds earmarked to buy paratransit vans in order to fund roadwork projects. This funding has not been reinstated. This will continue to affect Gainesville's ability to replace the vehicles now and in the future, starting with the total of 8 (eight) vehicles that now under the Useful Life Standard have reached the end of their cycle in FY 14, with no replacements forecasted. If RTS is granted the 5339 funds we can purchase the vehicles needed to go in the right direction to bring the fleet back into compliance with the Useful Life Standards.
3. If awarded, the 5339 money will be used to replace four of the 22 vehicles currently provided by the City of Gainesville, RTS to MV Transportation. The Section 5339 capital funds will become an integral part in helping RTS to maintain reliable transportation services in Alachua County. MV Transportation, as the Community Transportation Coordinator (CTC), has been designated to provide all the paratransit and demand response transportation in Alachua County.
4. The existing vehicles will be maintained by MV and kept on the road until the new vehicles are acquired. MV Transportation is solely responsible for the vehicle maintenance. The RTS maintenance manager works closely with the MV maintenance manager to ensure the vehicle PMIs are performed at the required intervals. The maintenance program has been very effective and through outstanding care and diligence on the part of the MV maintenance team has allowed the vehicles to remain on the road and in service past their useful life. Every effort has been made to ensure schedule maintenance has been performed as required with minimal disruption to service. While the MV maintenance team has worked wonders with the vehicles to ensure they stay in service as long as possible, there is only so much that can be done and some of the vehicles especially the 2006 vehicle is reaching the point where breakdowns are occurring more frequently and are rapidly becoming unproductive to maintain.

5. These vehicles will be used by MV Transportation who has been designated by the State of Florida as the CTC. As the primary operator MV does not have subcontracts with other lessees or operators. As the primary operator they have all of the vehicles retained by RTS to provide service. RTS provides after hours ADA service, by request, using supervisor vehicles.  
7a. Is not applicable as MV Transportation is the only operator.
6. RTS is part of the City of Gainesville under the Public Works department and is a local government agency. Since Gainesville has a fixed route system, RTS is required to provide ADA Paratransit service to the disabled within the ADA service area. ADA clients living off the fixed route have the choice of using either the fixed route or paratransit. Alachua County citizens living outside the ADA service area can apply for TD or Medicaid transportation. The intent is that RTS will receive the 5339 Grant funds to purchase four paratransit vans and four MDTs to continue to provide service to the senior citizens and disabled residing in Gainesville and Alachua County. MV transportation clientele are primarily minorities, economically disadvantaged, and the disabled. RTS's fixed route drivers are represented by ATU LU #1579. MV Transportation drivers do not belong to a union.
7. Yes, RTS has a contract with the CTC to provide service. RTS provides service after 9 PM when the CTC is no longer running service, so there is no duplication of service.
8. N/A



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2009 NW 67th Place, Gainesville, FL 32653 -1603 • 352.955.2200

February 9, 2015

Ms. Doreen Joyner-Howard, District Modal Development Manager  
Florida Department of Transportation - District 2  
2198 Edison Avenue, MS 2806  
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #18 -  
City of Gainesville - Section 5339 Capital Assistance Grant Application -  
Gainesville, Alachua County, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the Alachua County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP  
Executive Director

v:\chouse\letters\fdot\howard.ltr150209.18.docx





### Application for Federal Assistance SF-424

\* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

\* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

12/12/2014

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

#### State Use Only:

6. Date Received by State:

7. State Application Identifier:

1001

#### 8. APPLICANT INFORMATION:

\* a. Legal Name: City of Gainesville Regional Transit System

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

59-6000325

\* c. Organizational DUNS:

0105221590000

#### d. Address:

\* Street1: 100 SE 10th Ave

Street2:

\* City:

Gainesville

County/Parish:

\* State:

FL: Florida

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code: 32601-0490

#### e. Organizational Unit:

Department Name:

Public Works

Division Name:

Regional Transit System

#### f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

\* First Name:

Jesus

Middle Name:

M.

\* Last Name:

Gomez

Suffix:

Title: Transit Director

Organizational Affiliation:

City of Gainesville

\* Telephone Number: 352-393-7860

Fax Number: 352-334-3681

\* Email: gomezjm@ci.gainesville.fl.us

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

Federal Transit Administration

### 11. Catalog of Federal Domestic Assistance Number:

20.509

CFDA Title:

Section 5311

### \* 12. Funding Opportunity Number:

\* Title:

### 13. Competition Identification Number:

Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

City of Gainesville and Alachua Co.

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

Purchase Demand Response trips for the citizens of Alachua County and to fund one bus on the Route 23 between Santa Fe College and the Oaks Mall.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\* a. Applicant

6

\* b. Program/Project

6

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

10/01/2014

\* b. End Date:

09/30/2015

**18. Estimated Funding (\$):**

* a. Federal	362,077.00
* b. Applicant	294,577.00
* c. State	
* d. Local	
* e. Other	
* f. Program Income	67,500.00
* g. TOTAL	724,154.00

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☒ a. This application was made available to the State under the Executive Order 12372 Process for review on

12/12/2014

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☐ c. Program is not covered by E.O. 12372.**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:

Mr.

\* First Name:

Russ

Middle Name:

D.

\* Last Name:

Blackburn

Suffix:

\* Title:

City Manager

\* Telephone Number:

352-334-5000 ext 5679

Fax Number:

352-334-3119

\* Email:

blackburnrd@cityofgainesville.org

\* Signature of Authorized Representative:

\* Date Signed:

12/12/2014

## Exhibit A

### Current System Description

1. An overview of the organization including its mission, program goals and objectives: RTS's mission is to enhance the quality of life in our community by providing safe, courteous, equitable, reliable, and energy-efficient transportation services. Our vision is to be the transportation choice for the Gainesville metropolitan area. RTS recognizes, encourages and embraces diversity. We will provide effective and sustainable stewardship of the community's assets and resources and we will provide professional, reliable and courteous service. RTS contracts with the local CTC, MV transportation, to provide reservation (scheduled 24 hours in advance) transportation services, demand response transportation and stretcher service. These services are provided to employment centers, medical facilities, health services, shopping and recreational activities. Medical transportation is critical in Alachua County and its surrounding counties due to a high concentration of specialized medical services offered in the Gainesville area. In addition, there are a variety of funding agencies that purchase transportation from the local CTC. These include Medicaid, Transportation Disadvantaged (TD), ADA, Elder Care, Vocational Rehabilitation and Foster Grandparents. Many of these agencies work very closely with the CTC to ensure that transportation is provided to those who truly need it.
2. Organization structure, type of operation, number of employees, and other pertinent organizational information: The Regional Transit System (RTS) is a division of the City of Gainesville's Public Works Department and currently employs 198 drivers to operate a fleet of 118 Bio-diesel buses and five hybrid buses for a total of 123. RTS provides the City of Gainesville fixed route service Monday through Sunday. RTS contracts with MV Transportation to provide the ADA paratransit service to complement the fixed route as required by federal ADA law. MV Transportation is the Community Transportation Coordinator for Alachua County. MV has a total of 71 employees, 53 drivers 7 in training, 3 maintenance personnel and 8 administrative personnel. In FY14 MV Transportation provided more than 110,000 trips system-wide, 51,222 of which were ADA. Mobility aided clients still represent a large segment of paratransit riders who use the RTS fixed route system; there were a total of 18,544 in FY 14. In an attempt to keep costs down, RTS leases 22 vans to the CTC to provide ADA paratransit transportation. 98% of RTSs paratransit vans have reached or exceeded their useful life. In order to continue to meet federal standards for age of fleet and to provide paratransit service for the elderly and disabled in Gainesville and in Alachua County, RTS needs the 5310 funds to bring the paratransit vehicle fleet into compliance and to try and keep paratransit costs down. RTS has moved into administrative building and maintenance facility that will allow us to increase the size of our fixed route fleet to provide for the needed service to the community.
3. Who is responsible for insurance, training and management, and administration of the agencies transportation programs: RTS is a city department and administratively falls under the Public works director and to the Gainesville City Commission. RTS is insured through the City of Gainesville which is self-insured and employs a third party claims adjuster. RTS provides its own driver training and vehicle maintenance, and requires every driver and supervisor maintain a current Commercial Driver's License (CDL). MV Transportation is a private for-profit company and their CEO and board of directors oversee the administration of their company. MV Transportation is self-insured. RTS has oversight to ensure MV Transportation adheres to the provisions set forth in the contract and as the CTC MV is answerable to the Transportation Disadvantaged board and the Local Coordinating Board and the MTPO. MV Transportation is responsible for training their drivers and provides the maintenance for their own vehicles and the ones provided by RTS and Alachua County. The MTPO staff and FDOT have oversight of MV's maintenance, safety and drug and alcohol programs.
4. Who provides maintenance? RTS provides the necessary maintenance to maintain our fixed route fleet of 123 buses. Our maintenance facility was inadequate by FTA standards to handle that number

buses. The new RTS maintenance facility was completed in October of 2014 and the RTS maintenance team expects to be in the facility and operational by 1 January 2015. MV Transportation provides the maintenance for the paratransit fleet of 41 cutaway vans. After the first of the year an ITB will be issued to find a tenant for the old RTS facility. The hope is that MV will move into the old facility which will provide better security for the paratransit fleet and MV Transportation will have access to fueling facilities to help bring down fuel costs.

5. Number of transportation related employees: RTS employs total of 267 employees; 210 operations personnel, 36 maintenance personnel, and 21 administrative employees. MV Transportation is a private, for-profit, self-insured agency that employs 71 personnel of which, 53 are drivers and 7 in training. 8 administrative staff and 3 maintenance personnel.

6. Who will drive the vehicle, number of drivers, CDL certifications? MV Transportation employees drive the paratransit vehicles to provide ADA paratransit service for RTS and the demand response transportation for Alachua County. The paratransit vehicles do not require a CDL license, but 6 of MVs drivers have their CDLs. All of RTSs' 216 operations personnel hold a CDL; as it is required to drive a fixed route bus. The RTS driver trainer is certified to training drivers for their CDL certification.

7. A detailed description of service routes and ridership numbers: RTS operates 35 city routes, 9 campus routes and five Later Gator routes. Later Gator A runs every weekday and the other Later Gator routes run on Thursday, Friday and/or Saturday until 3 a.m. Sunday service runs ten city routes from 10 a.m. to 6 p.m. Ridership continues to remain strong; in FY 14 the fixed route maintained strong ridership numbers providing 10,858,460 trips. RTS continues to have one of the highest per capita trip rates in Florida at 56.8 passenger trips. The University of Florida, Santa Fe College and the City of Gainesville formed a partnership to include transit services in the College and University's student fees. Currently RTS is providing the service during UF home football games for a \$10 round trip fee in order to provide the needed service to decrease drunken driving and game day traffic congestion. RTS continues to receive requests from UF and the public to provide even more service to the Gainesville community and Alachua County. With mounting economic pressures and city-wide budget cuts, RTS is faced with increased challenges to meet the demand for new and mandated services including ADA complementary paratransit services. Overcrowding on fixed route buses, on-time performance, maintenance and operational constraints, equity issues and funding are just some of the issues continues to face. All ADA and demand response transportation services are scheduled and dispatched by MV transportation. Hospital discharge services are provided 24 hours a day, seven days a week. Demand response transportation services are provided Monday through Friday from 6 a.m. until 8:30 p.m. and Saturday from 6 a.m. until 6:30 p.m. Paratransit service is provided Monday through Saturday from 6 a.m. until 7 p.m. and Sunday from 10 a.m. to 6 p.m. RTS provides the paratransit service for routes running after 9PM and in the late night area until 3 am. Fifty percent of the CTC's trips are subscribed system-wide. The transportation services provided by MV transportation are coordinated with 100% of the existing human service and medical facilities in Alachua County. These services often provide an alternative mode, and in most cases, the only opportunity for transportation to seniors and disabled persons who live in the rural area. A large portion of the transportation in Alachua County consists of seniors and disabled residents living in the rural parts of the County requiring service to the urban area either for medical reasons, employment or recreational activities. Due to the cuts in Medicaid funding there has been a significant increase in ADA paratransit trips. ADA trips are up a total of 9.2% since August, the lack of Medicaid trips have forced more seniors and disabled clients, especially dialysis patients to use ADA-funded transit. RTS expects the number of ADA trips to continue to increase due to confusion on the part of Medicaid clients, especially seniors, attempting to book transport to medical appointments. Clients have contacted RTS to inquire about their trips because of the lack of responsiveness on the part of the HMOs. Seniors are especially vulnerable to missing Doctor Appointments because of the confusion generated by the changes in the booking trips through the various HMOs.

## EXHIBIT A-1 FACTSHEET

Name of Applicant: Regional Transit System

	CURRENTLY	IF GRANT IS AWARDED *
1. Number of one-way passenger trips.* <b>PER YEAR</b>	<b>10,832,640<sup>(1)</sup></b>	<b>10,950,000</b>
2. Number of individuals served unduplicated (first ride per rider per fiscal year). <b>PER YEAR**</b>	<b>1,479,558</b>	<b>1,500,000</b>
3. Number of vehicles used for this service. <b>ACTUAL</b>	<b>123</b>	<b>123</b>
4. Number of ambulatory seats. <b>AVERAGE PER VEHICLE</b> (Total ambulatory seats divided by total number of fleet vehicles)	<b>4920 Seats</b> <b>40 Per Vehicle</b>	<b>4920 Seats</b> <b>40 Per Vehicle</b>
5. Number of wheelchair positions. <b>AVERAGE PER VEHICLE</b> (Total wheelchair positions divided by total number of fleet vehicles)	<b>246</b> <b>2 Per Vehicle</b>	<b>246</b> <b>2 Per Vehicle</b>
6. Vehicle Miles traveled. <b>PER YEAR</b>	<b>3,317,239<sup>(1)</sup></b>	<b>3,320,000</b>
7. Average vehicle miles <b>PER DAY</b>	<b>9,292<sup>(1)</sup></b>	<b>9,300</b>
8. Normal vehicle hours in operation. <b>PER DAY</b>	<b>22 hours</b>	<b>22 hours</b>
9. Normal number of days in operation. <b>PER WEEK</b>	<b>7</b>	<b>7</b>
10. Trip length (roundtrip). <b>AVERAGE</b>	<b>2.62<sup>(1)</sup></b>	<b>2.65</b>

Estimates are acceptable. The information listed should be specific to the Section 5310 funds and not agency wide.

\* One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip

\*\* The unduplicated riders are for current year and the subsequent year once the grant is awarded

(1) Actual Numbers provided in "Current Column." Numbers reflect RTS ADA fixed route ridership as well as paratransit ridership.

## Exhibit B

### Proposed Project Description

1. How do you currently fund the operations of your transit program? RTS receives federal 5307, 5311, and 5309 funds and partners with the University of Florida and Santa Fe College, receives funds from the student's activity fees of which a portion is designed for transportation. Money is also provided by the City of Gainesville and Alachua County, and Florida DOT. RTS provides trips under 5311, to serve rural residents of Alachua County that otherwise would not receive service.
2. Why are Operating Funds being requested? To be able to continue to provide the service to the areas outside the ADA service area. There is not enough Transportation Disadvantaged (TD) money to meet the need for trips outside the ADA service area. Most of the TD money would be spent on provision of Dialysis trips leaving little money for medical, grocery, school trips. The 5311 funds are critical to meet the service demands of the rural population to be able to access goods and services in Gainesville and the surrounding small towns.
3. If this grant is not fully funded, can you still proceed with this program? No, when the funds were not available the service to the area outside the ADA service area or Gainesville City limits is not provided; only TD and Medicaid trips were provided.



## APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE

## FORM B-1

## TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE EXPENSES

Name of Applicant: Regional Transit SystemState Fiscal period requesting funding for, from July 1, 2015 to June 30, 2016

EXPENSE CATEGORY	TOTAL EXPENSE	FTA ELIGIBLE EXPENSE
Labor (501)	\$ 394,290.00	\$ 394,290.00
Fringe and Benefits (502)	\$ 131,960.00	\$ 131,960.00
Services (503)	\$ 231,551.00	\$ 231,551.00
Materials and Supplies (504)	\$ 6,897.00	\$ 6,897.00
Vehicle Maintenance (504.01)	\$ 78,858.00	\$ 78,858.00
Utilities (505)	\$ 10,836.00	\$ 10,836.00
Insurance (506)	\$ 65,019.00	\$ 65,019.00
Licenses and Taxes (507)	-	-
Purchased Transit Service (508)	\$ 60,122.00	\$ 60,122.00
Miscellaneous (509)	\$ 296.00	\$ 296.00
Leases and Rentals (512)	\$ 1,972.00	\$ 1,972.00
Depreciation (513)	-	-
<b>TOTAL</b>	<b>\$ 981,801.00</b>	<b>\$ 981,801.00 (a)</b>

## SECTION 5311 GRANT REQUEST

Total FTA Eligible Expenses (from Form B-1, above) \$ 981,801.00 (a)Rural Passenger Fares (from Form B-2) \$ 67,500.00 (b)Operating Deficit \$ 914,301.00 (c)  
[FTA Eligible Expenses (a) minus Rural Passenger Fares (b)]Section 5311 Request \$ 457,150.50 (d)  
(No more than 50% of Operating Deficit)Grant Total All Revenues (from Form B-2) \$ 981,801.00 \*(e)**Note: If Grand Total Revenues (e) exceeds FTA Eligible Expenses (a), reduce the Section 5311 Request (d) by that amount.**

**PART B****APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE****FORM B-2****TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE REVENUES**Name of Applicant: Regional Transit SystemState Fiscal period requesting funding for, from July 1, 2015 to June 30, 2016

<b>OPERATING REVENUE CATEGORY</b>	<b>TOTAL REVENUE</b>	<b>REVENUE USED AS FTA MATCH</b>
Passenger Fares for Transit Service (401)	<b>Total= \$ Rural =\$ 67,500.00 (b)</b>	
Special Transit Fares (402)		
School Bus Service Revenues (403)		
Freight Tariffs (404)		
Charter Service Revenues (405)		
Auxiliary Transportation Revenues (406)		
Non-transportation Revenues (407)		
<b>Total Operating Revenue</b>	<b>\$ 67,500.00</b>	<b>\$</b>
<b>OTHER REVENUE CATEGORY</b>		
Taxes Levied directly by the Transit System (408)		
Local Cash Grants and Reimbursements (409)		
Local Special Fare Assistance (410)		
State Cash Grants and Reimbursements (411)	<b>\$ 914,301.00</b>	
State Special Fare Assistance (412)		
Federal Cash Grants and Reimbursements (413)		
Interest Income (414)		
Contributed Services (430)		
Contributed Cash (431)		
Subsidy from Other Sectors of Operations (440)		
<b>Total of Other Revenue</b>	<b>\$ 914,301.00</b>	<b>\$</b>
<b>GRAND TOTAL ALL REVENUE</b>	<b>\$</b>	<b>\$ 981,801.00 (e)</b>





---

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

February 9, 2015

Ms. Doreen Joyner-Howard, District Modal Development Manager  
Florida Department of Transportation - District 2  
2198 Edison Avenue, MS 2806  
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #19 -  
City of Gainesville - Section 5310 Capital Assistance Grant Application -  
Gainesville, Alachua County, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the Alachua County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,



Scott R. Koons, AICP  
Executive Director

v:\chouse\letters\fdot\howard.ltr150209.19.docx



**Application for Federal Assistance SF-424**

**\* 1. Type of Submission:**

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

**\* 2. Type of Application:**

- ☒ New  
☐ Continuation  
☐ Revision

**\* If Revision, select appropriate letter(s):**

**\* Other (Specify):**

**\* 3. Date Received:**

12/12/2014

**4. Applicant Identifier:**

**5a. Federal Entity Identifier:**

**5b. Federal Award Identifier:**

**State Use Only:**

**6. Date Received by State:**

**7. State Application Identifier:**

1001

**8. APPLICANT INFORMATION:**

**\* a. Legal Name:**

City of Gainesville Regional Transit System

**\* b. Employer/Taxpayer Identification Number (EIN/TIN):**

59-6000325

**\* c. Organizational DUNS:**

0105221590000

**d. Address:**

**\* Street1:**

100 SE 10th Ave

**Street2:**

**\* City:**

Gainesville

**County/Parish:**

**\* State:**

FL: Florida

**Province:**

**\* Country:**

USA: UNITED STATES

**\* Zip / Postal Code:**

32601-0490

**e. Organizational Unit:**

**Department Name:**

Public Works

**Division Name:**

Regional Transit System

**f. Name and contact information of person to be contacted on matters involving this application:**

**Prefix:**

Mr.

**\* First Name:**

Jesus

**Middle Name:**

M.

**\* Last Name:**

Gomez

**Suffix:**

**Title:**

Transit Director

**Organizational Affiliation:**

City of Gainesville

**\* Telephone Number:**

352-393-7860

**Fax Number:**

352-334-3681

**\* Email:**

gomezjm@ci.gainesville.fl.us

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Federal Transit Administration

**11. Catalog of Federal Domestic Assistance Number:**

20.513

CFDA Title:

Section 5310

**\* 12. Funding Opportunity Number:**

\* Title:

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

City of Gainesville & Alachua County

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Purchase of 4 replacement paratransit vehicles and (4) mobile data terminals to provide transportation to the citizens residing in the Gainesville urban area.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\* a. Applicant

6

\* b. Program/Project

6

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

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View Attachment

**17. Proposed Project:**

\* a. Start Date:

07/01/2014

\* b. End Date:

06/30/2015

**18. Estimated Funding (\$):**

* a. Federal	57,555.00
* b. Applicant	7,195.00
* c. State	7,194.00
* d. Local	
* e. Other	
* f. Program Income	
* g. TOTAL	71,944.00

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☒ a. This application was made available to the State under the Executive Order 12372 Process for review on 12/12/2014
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:

Mr.

\* First Name:

Russ

Middle Name:

D.

\* Last Name:

Blackburn

Suffix:

\* Title:

City Manager

\* Telephone Number:

352-334-5000 ext 5679

Fax Number:

352-334-3119

\* Email:

blackburnrd@cityofgainesville.org

\* Signature of Authorized Representative:

\* Date Signed:

12/12/2014



## CAPITAL REQUEST FORM

### VEHICLE REQUEST

R or E (a)	Number requested	Description (b) (c) <u>www.tripsflorida.org</u>	Estimated Cost
R	1	23' Ford Cutaway Transit vehicle 12/2	\$ 67,144.00
<b>Sub-total</b>			\$ 67,144.00

### EQUIPMENT REQUEST (c)

	1	Mentor Mobile Data Terminal	\$4,800.00
<b>Sub-total</b>			\$4,800.00

(a) Replacement (R) or Expansion (E).

(b) Provide a brief description including the length and type vehicle, type of fuel, lift or ramp, number of seats and wheelchair positions. Do not show the Make. For example, 22' gasoline bus with lift, 12 ambulatory seats, and 2 wheelchair positions.

(c) Show mobile radios and identify the type of radio (i.e. two way radio or stereo radio), computer hardware/software, etc. under "Equipment Request."

VEHICLE SUBTOTAL \$ 67,144.00 + EQUIPMENT SUBTOTALS \$ 4,800.00 = \$ 71,944.00 (x).

(x) X 80% = \$ 57,555.00 [Show this amount on Form 424 in block 15(a)]

## Exhibit A

### Current System Description

1. An overview of the organization including its mission, program goals and objectives: RTS's mission is to enhance the quality of life in our community by providing safe, courteous, equitable, reliable, and energy-efficient transportation services. Our vision is to be the transportation choice for the Gainesville metropolitan area. RTS recognizes, encourages and embraces diversity. We will provide effective and sustainable stewardship of the community's assets and resources and we will provide professional, reliable and courteous service. RTS contracts with the local CTC, MV transportation, to provide reservation (scheduled 24 hours in advance) transportation services, demand response transportation and stretcher service. These services are provided to employment centers, medical facilities, health services, shopping and recreational activities. Medical transportation is critical in Alachua County and its surrounding counties due to a high concentration of specialized medical services offered in the Gainesville area. In addition, there are a variety of funding agencies that purchase transportation from the local CTC. These include Medicaid, Transportation Disadvantaged (TD), ADA, Elder Care, Vocational Rehabilitation and Foster Grandparents. Many of these agencies work very closely with the CTC to ensure that transportation is provided to those who truly need it.
2. Organization structure, type of operation, number of employees, and other pertinent organizational information: The Regional Transit System (RTS) is a division of the City of Gainesville's Public Works Department and currently employs 198 drivers to operate a fleet of 118 Bio-diesel buses and five hybrid buses for a total of 123. RTS provides the City of Gainesville fixed route service Monday through Sunday. RTS contracts with MV Transportation to provide the ADA paratransit service to complement the fixed route as required by federal ADA law. MV Transportation is the Community Transportation Coordinator for Alachua County. MV has a total of 71 employees, 53 drivers 7 in training, 3 maintenance personnel and 8 administrative personnel. In FY14 MV Transportation provided more than 110,000 trips system-wide, 51,222 of which were ADA. Mobility aided clients still represent a large segment of paratransit riders who use the RTS fixed route system; there were a total of 18,544 in FY 14. In an attempt to keep costs down, RTS leases 22 vans to the CTC to provide ADA paratransit transportation. 98% of RTSs paratransit vans have reached or exceeded their useful life. In order to continue to meet federal standards for age of fleet and to provide paratransit service for the elderly and disabled in Gainesville and in Alachua County, RTS needs the 5310 funds to bring the paratransit vehicle fleet into compliance and to try and keep paratransit costs down. RTS has moved into administrative building and maintenance facility that will allow us to increase the size of our fixed route fleet to provide for the needed service to the community.
3. Who is responsible for insurance, training and management, and administration of the agencies transportation programs: RTS is a city department and administratively falls under the Public works director and to the Gainesville City Commission. RTS is insured through the City of Gainesville which is self-insured and employs a third party claims adjuster. RTS provides its own driver training and vehicle maintenance, and requires every driver and supervisor maintain a current Commercial Driver's License (CDL). MV Transportation is a private for-profit company and their CEO and board of directors oversee the administration of their company. MV Transportation is self-insured. RTS has oversight to ensure MV Transportation adheres to the provisions set forth in the contract and as the CTC MV is answerable to the Transportation Disadvantaged board and the Local Coordinating Board and the MTPO. MV Transportation is responsible for training their drivers and provides the maintenance for their own vehicles and the ones provided by RTS and Alachua County. The MTPO staff and FDOT have oversight of MV's maintenance, safety and drug and alcohol programs.
4. Who provides maintenance? RTS provides the necessary maintenance to maintain our fixed route fleet of 123 buses. Our maintenance facility was inadequate by FTA standards to handle that number

buses. The new RTS maintenance facility was completed in October of 2014 and the RTS maintenance team expects to be in the facility and operational by 1 January 2015. MV Transportation provides the maintenance for the paratransit fleet of 41 cutaway vans. After the first of the year an ITB will be issued to find a tenant for the old RTS facility. The hope is that MV will move into the old facility which will provide better security for the paratransit fleet and MV Transportation will have access to fueling facilities to help bring down fuel costs.

5. Number of transportation related employees: RTS employs total of 267 employees; 210 operations personnel, 36 maintenance personnel, and 21 administrative employees. MV Transportation is a private, for-profit, self-insured agency that employs 71 personnel of which, 53 are drivers and 7 in training. 8 administrative staff and 3 maintenance personnel.

6. Who will drive the vehicle, number of drivers, CDL certifications? MV Transportation employees drive the paratransit vehicles to provide ADA paratransit service for RTS and the demand response transportation for Alachua County. The paratransit vehicles do not require a CDL license, but 6 of MVs drivers have their CDLs. All of RTSs' 216 operations personnel hold a CDL; as it is required to drive a fixed route bus. The RTS driver trainer is certified to training drivers for their CDL certification.

7. A detailed description of service routes and ridership numbers: RTS operates 35 city routes, 9 campus routes and five Later Gator routes. Later Gator A runs every weekday and the other Later Gator routes run on Thursday, Friday and/or Saturday until 3 a.m. Sunday service runs ten city routes from 10 a.m. to 6 p.m. Ridership continues to remain strong; in FY 14 the fixed route maintained strong ridership numbers providing 10,858,460 trips. RTS continues to have one of the highest per capita trip rates in Florida at 56.8 passenger trips. The University of Florida, Santa Fe College and the City of Gainesville formed a partnership to include transit services in the College and University's student fees. Currently RTS is providing the service during UF home football games for a \$10 round trip fee in order to provide the needed service to decrease drunken driving and game day traffic congestion. RTS continues to receive requests from UF and the public to provide even more service to the Gainesville community and Alachua County. With mounting economic pressures and city-wide budget cuts, RTS is faced with increased challenges to meet the demand for new and mandated services including ADA complementary paratransit services. Overcrowding on fixed route buses, on-time performance, maintenance and operational constraints, equity issues and funding are just some of the issues continues to face. All ADA and demand response transportation services are scheduled and dispatched by MV transportation. Hospital discharge services are provided 24 hours a day, seven days a week. Demand response transportation services are provided Monday through Friday from 6 a.m. until 8:30 p.m. and Saturday from 6 a.m. until 6:30 p.m. Paratransit service is provided Monday through Saturday from 6 a.m. until 7 p.m. and Sunday from 10 a.m. to 6 p.m. RTS provides the paratransit service for routes running after 9PM and in the late night area until 3 am. Fifty percent of the CTC's trips are subscribed system-wide. The transportation services provided by MV transportation are coordinated with 100% of the existing human service and medical facilities in Alachua County. These services often provide an alternative mode, and in most cases, the only opportunity for transportation to seniors and disabled persons who live in the rural area. A large portion of the transportation in Alachua County consists of seniors and disabled residents living in the rural parts of the County requiring service to the urban area either for medical reasons, employment or recreational activities. Due to the cuts in Medicaid funding there has been a significant increase in ADA paratransit trips. ADA trips are up a total of 9.2% since August, the lack of Medicaid trips have forced more seniors and disabled clients, especially dialysis patients to use ADA-funded transit. RTS expects the number of ADA trips to continue to increase due to confusion on the part of Medicaid clients, especially seniors, attempting to book transport to medical appointments. Clients have contacted RTS to inquire about their trips because of the lack of responsiveness on the part of the HMOs. Seniors are especially vulnerable to missing Doctor Appointments because of the confusion generated by the changes in the booking trips through the various HMOs.

## EXHIBIT A-1 FACTSHEET

Name of Applicant: Regional Transit System

	CURRENTLY	IF GRANT IS AWARDED *
1. Number of one-way passenger trips.* <b>PER YEAR</b>	10,832,640 <sup>(1)</sup>	10,950,000
2. Number of individuals served unduplicated (first ride per rider per fiscal year). <b>PER YEAR**</b>	1,479,558	1,500,000
3. Number of vehicles used for this service. <b>ACTUAL</b>	123	123
4. Number of ambulatory seats. <b>AVERAGE PER VEHICLE</b> (Total ambulatory seats divided by total number of fleet vehicles)	4920 Seats 40 Per Vehicle	4920 Seats 40 Per Vehicle
5. Number of wheelchair positions. <b>AVERAGE PER VEHICLE</b> (Total wheelchair positions divided by total number of fleet vehicles)	246 2 Per Vehicle	246 2 Per Vehicle
6. Vehicle Miles traveled. <b>PER YEAR</b>	3,317,239 <sup>(1)</sup>	3,320,000
7. Average vehicle miles <b>PER DAY</b>	9,292 <sup>(1)</sup>	9,300
8. Normal vehicle hours in operation. <b>PER DAY</b>	22 hours	22 hours
9. Normal number of days in operation. <b>PER WEEK</b>	7	7
10. Trip length (roundtrip). <b>AVERAGE</b>	2.62 <sup>(1)</sup>	2.65

Estimates are acceptable. The information listed should be specific to the Section 5310 funds and not agency wide.

\* One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip

\*\* The unduplicated riders are for current year and the subsequent year once the grant is awarded

(1) Actual Numbers provided in "Current Column." Numbers reflect RTS ADA fixed route ridership as well as paratransit ridership.

## Exhibit B

### Proposed Project Description

1. The vehicle will be used to continue the existing level of service. The grant will be used to purchase a replacement vehicle will allow the CTC to continue to provide paratransit and demand response service to the seniors and disabled citizens in the City of Gainesville and Alachua County. The vehicle will be used by MV Transportation to provide service in the urban and rural areas. By replacing the vehicle, RTS and MV will be able to continue the level of service which is currently offered while reducing fleet age. RTS also plans to purchase a Mobile Data Terminal (MDT) with this vehicle ensures there will always be a working MDT on our paratransit vehicles.
2. The Section 5310 capital funds are an integral part of maintaining the services described in Exhibit A-1. If awarded, the 5310 money will be used to replace one of the 22 vehicles currently provided by the City of Gainesville RTS to the contracted local transportation coordinator, MV Transportation, to enhance the mobility of our senior citizens and the disabled in the City of Gainesville and Alachua County. As the Community Transportation Coordinator (CTC), MV Transportation has been designated to provide all the paratransit and demand response transportation in Alachua County.
3. As one of a fleet of several vehicles that have exceeded both the age and mileage at which FDOT recommends paratransit vehicles be replaced, a replacement vehicle would reduce fleet age and enable RTS and MV Transportation to continue to offer reliable service to its existing service area. While the rest of the vehicles the city has provided to MV are relatively new, the majority of the vehicles that MV owns are 2003 models and are past both the mileage and age recommended for replacement. The Alachua County MTPO voted in 2008 to divert FY09 STP funds earmarked to buy paratransit vans in order to fund roadwork projects. This will continue to affect Gainesville's ability to replace the vehicles now and in the future, starting with the 6 (six) vehicles that under the Useful Life Standard reached the end of their cycle in 2012, with no replacements forecasted.
4. The grant will be used to purchase a new van and MDT to allow the CTC to maintain the current level of service for those who utilize demand response services. This van will replace existing equipment that has extended beyond its recommended cycle of service. As stewards for the transportation needs of the Gainesville and Alachua County citizens it is our responsibility to forecast the requirements for the provision of the service and keep vehicles current per the FDOT Useful Life Standard. RTS and MV collaborated to purchase Mobile Data Terminals for the entire fleet. This has improved efficiency and continues to provide real time reporting data.
5. The 2007 21' Champion Cutaway van (vehicle #3208) that would be replaced has accrued more than 300,000 miles and has reached the mileage at which FDOT Useful Life Standard recommends that paratransit vehicles be replaced. RTS will also purchase an MDT to ensure the spare ratio for the vehicles remains solid; to ensure all paratransit and demand

response vehicles have connectivity with base and the dispatcher. The van is needed to continue to provide the existing level of service.

6. MV Transportation is responsible for the vehicle maintenance. The RTS maintenance manager works closely with the MV maintenance manager to ensure the vehicle PMIs are performed at the required intervals. The maintenance program has been very effective and through outstanding care and diligence on the part of the MV maintenance team has allowed the vehicles to remain on the road and in service past their useful life. Every effort has been made to ensure schedule maintenance has been performed as required with minimal disruption to service. While the MV maintenance team has worked wonders with the vehicles to ensure they stay in service as long as possible, there is only so much that can be done and some of the vehicles especially the 2007 vehicles are reaching the point where breakdowns are occurring more frequently and are rapidly becoming uncost effective to maintain.
7. This vehicle will be used by MV Transportation who has been designated by the State of Florida as the CTC. As the primary operator MV does not have subcontracts with other lessees or operators. As the primary operator they have all of the vehicles retained by RTS to provide service. RTS provides after hours ADA service, by request, using supervisor vehicles.
  - 7a. Is not applicable as MV Transportation is the only operator.
8. RTS is part of the City of Gainesville under the Public Works department and is a local government agency. Since Gainesville has a fixed route system, RTS is required to provide ADA Paratransit service to the disabled within the ADA service area. ADA clients living off the fixed route have the choice of using either the fixed route or paratransit. Alachua County citizens living outside the ADA service area can apply for TD or Medicaid transportation. The intent is that RTS will receive the 5310 Grant funds to purchase paratransit vans to continue to provide service to the senior citizens and disabled residing in Gainesville and Alachua County. MV transportation clientele are primarily seniors on a fixed income, minorities, economically disadvantaged, and the disabled. RTS is a city owned entity and is not minority owned and MV Transportation is a private for profit company.
9. MV will provide RTS a bill monthly with the number of trips (quantitative) provided under the 5310 grant. MV will provide RTS with the number of seniors that were provided transportation under the 5310 grant in a monthly report. MV will provide RTS a shape file generated by Trapeze with the coordinates of the pick-up and drop-off addresses for those trips. The shape file can be manipulated by GIS to produce a map showing the qualitative data for the required report. It will become a monthly report that can be consolidated at the end of the year. Excel, Trapeze and GIS will be utilized to track the data.
10. Fully explain Your Transportation Program
  - a. Service hours, planned service, routes and trip types: Fixed Route service RTS operates 35 city routes, 9 campus routes and five Later Gator routes. Later Gator A

runs every weekday and the other Later Gator routes run on Thursday, Friday and/or Saturday until 3 a.m. Sunday service runs ten city routes from 10 a.m. to 6 p.m. All ADA and demand response transportation services are scheduled and dispatched by MV transportation. Hospital discharge services are provided 24 hours a day, seven days a week. Demand response transportation services are provided Monday through Friday from 6 a.m. until 8:30 p.m. and Saturday from 6 a.m. until 6:30 p.m. Paratransit service is provided Monday through Saturday from 6 a.m. until 7 p.m. and Sunday from 10 a.m. to 6 p.m. RTS provides the paratransit service for routes running after 9PM and in the late night area until 3 am. Fifty percent of the CTC's trips are subscribed system-wide. The transportation services provided by MV transportation are coordinated with 100% of the existing human service and medical facilities in Alachua County.

- b. Staffing – include plan for training on vehicle equipment such as wheelchair lifts, etc. RTS employs total of 276 employees; 216 operations personnel, 36 maintenance personnel, and 24 administrative employees. MV Transportation is a private, for-profit, self-insured agency that employs 71 personnel of which, 53 are drivers and 7 in training. 8 administrative staff and 3 maintenance personnel. RTS and MV have in house training programs.
- c. Records maintenance-- Records are maintained internally in each division. RTS operations maintain personnel files and completed training on each driver, RTS maintenance maintains records on each vehicle assigned to RTS and MV. MV maintains training and personnel files on their drivers
- d. Vehicle maintenance – RTS and MV provide in house vehicle maintenance on site. PMIs are routinely conducted every 3000 miles per FDOT requirements.
- e. CDL requirements – All of RTSs' 216 operations personnel hold a CDL; as it is required to drive a fixed route bus. The RTS driver trainer is certified to training drivers for their CDL certification. MV Transportation employees drive small 21' cut-a-way paratransit vans to provide ADA paratransit service for RTS and the demand response transportation for Alachua County. The paratransit vehicles do not require a CDL license.
- f. MV's drivers are not required to have a CDL but RTS drivers are. RTS's trainer is qualified to train drivers to receive their CDL after they have taken the written portion of the examination through the Division of Motor Vehicles
- g. System safety plan – RTS and MV Transportation have current system safety plans that have been approved by FDOT. Plan is dated (10 Dec 2010) was reviewed and approved by the FTA in the Triennial conducted in Jun 2014.
- h. Drug free work place RTS and MV Transportation participate in and comply with drug free work place requirement and the plans and programs have been inspected and approved by FDOT.

**APPLIES TO ALL APPLICANTS FOR CAPITAL ASSISTANCE****FORM C-1****TRANSIT-RELATED OPERATING and ADMINISTRATIVE EXPENSES**Name of Applicant: Regional Transit SystemState Fiscal period from July 1, 2015 to June 30, 2016

<b>EXPENSE CATEGORY</b>	<b>EXPENSE \$</b>
Labor (501)	\$ 9,544,758.00
Fringe and Benefits (502)	\$ 3,516,940.00
Services (503)	\$ 3,916,480.00
Materials and Supplies (504)	\$ 156,534.00
Vehicle Maintenance (504.01)	\$ 4,998,137.00
Utilities (505)	\$ 301,140.00
Insurance (506)	\$ 999,653.00
Licenses and Taxes (507)	\$ 254,033.00
Purchased Transit Service (508)	\$ 1,183,549.00
Miscellaneous (509)	\$ 917,676.00
Leases and Rentals (512)	\$ 11,363.00
Depreciation (513)	\$ 3,167,925.00
<b>TOTAL EXPENSE</b>	<b>\$ 28,968,188.00</b>

**FORM C-2****OPERATING and ADMINISTRATIVE REVENUES**

<b>OPERATING REVENUE CATEGORY</b>	<b>REVENUE \$</b>
Passenger Fares for Transit Service (401)	\$ 833,631.00
Special Transit Fares (402)	\$ 201,973.00
Other (407)	\$1,511,672.00
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 2,547,276.00</b>
<b>OTHER REVENUE CATEGORY</b>	
Taxes Levied Directly by the Transit System (408)	
Local Cash Grants and Reimbursements (409)	\$15,956,673.00
Local Special Fare Assistance (410)	
State Cash Grants and Reimbursements (411)	\$ 3,477,846.00
State Special Fare Assistance (412)	
Federal Cash Grants & Reimbursements (413)	
Interest Income (414)	\$ (107,892.00)
Contributed Services (430)	
Contributed Cash (431)	
Subsidy from Other Sectors of Operations (440)	
<b>TOTAL OF OTHER REVENUE</b>	<b>\$ 19,326,627.00</b>
<b>GRAND TOTAL ALL REVENUE</b>	<b>\$ 21,873,903.00</b>







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2009 NW 67th Place, Gainesville, FL 32653 - 1603 • 352.955.2200

February 9, 2015

Ms. Doreen Joyner-Howard, District Modal Development Manager  
Florida Department of Transportation - District 2  
2198 Edison Avenue, MS 2806  
Jacksonville, FL 32204

RE: Regional Review of Clearinghouse Committee Item #22 -  
Suwannee River Economic Council, Inc. - 5311 Operating Assistance Grant Application -  
Lafayette County, Florida

Dear Doreen:

The following comment is submitted on the above-referenced item in accordance Presidential Executive Order 12372, Gubernatorial Executive Order 95-359 and Council procedures.

The above-referenced item is consistent with the North Central Florida Strategic Regional Policy Plan. Additionally, the item is coordinated with the Lafayette County Transportation Disadvantaged Plan.

This letter affirms that the North Central Florida Regional Planning Council has no objection to the above-referenced item. If you have any questions concerning this item, please do not hesitate to contact Steven Dopp, Senior Planner of the Planning Council's Regional and Local Government Programs staff, at 352.955.2200 ext. 109.

Sincerely,

Scott R. Koons, AICP  
Executive Director

v:\chouse\letters\fdot\howard.ltr150209.22.docx



### Application for Federal Assistance SF-424

**\* 1. Type of Submission:**

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

**\* 2. Type of Application:**

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

**\* 3. Date Received:**

12/12/2014

**4. Applicant Identifier:****5a. Federal Entity Identifier:****5b. Federal Award Identifier:****State Use Only:****6. Date Received by State:****7. State Application Identifier:****8. APPLICANT INFORMATION:****\* a. Legal Name:**

Suwannee River Economic Council, Inc.

**\* b. Employer/Taxpayer Identification Number (EIN/TIN):**

59-1101989

**\* c. Organizational DUNS:**

040207904

**d. Address:****\* Street1:**

1171 Nobles Ferry RD NW, Bldg #2

**Street2:****\* City:**

Live Oak,

**County/Parish:****\* State:**

Florida

**Province:****\* Country:**

USA

**\* Zip / Postal Code:**

32064

**e. Organizational Unit:****Department Name:**

Administration

**Division Name:****f. Name and contact information of person to be contacted on matters involving this application:****Prefix:****\* First Name:**

Matt

**Middle Name:****\* Last Name:**

Pearson

**Suffix:****Title:**

Executive Director

**Organizational Affiliation:****\* Telephone Number:**

386-362-4115

**Fax Number:**

386-362-4078

**\* Email:**

mpearson@suwanneec.net

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

Non-Profit

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Federal Transit Agency

**11. Catalog of Federal Domestic Assistance Number:**

20-509

CFDA Title:

**\* 12. Funding Opportunity Number:**

U. S. C. Section 5311

\* Title:

Formula Grants for Rural Areas Program

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Lafayette County, Florida

**\* 15. Descriptive Title of Applicant's Project:**

Provide Transportation Services for the Transportation Disadvantaged

Attach supporting documents as specified in agency instructions.

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\* a. Applicant

Third

\* b. Program/Project

Third

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

10/01/2015

\* b. End Date:

09/30/2016

**18. Estimated Funding (\$):**

\* a. Federal

\$ 99,228

\* b. Applicant

\* c. State

\* d. Local

\$ 99,228

\* e. Other

\* f. Program Income

\* g. TOTAL

\$ 198,456

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

12/12/2014



b. Program is subject to E.O. 12372 but has not been selected by the State for review.



c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes



No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**



\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:

\* First Name:

Matt

Middle Name:

\* Last Name:

Pearson

Suffix:

\* Title:

Executive Director

\* Telephone Number:

386-362-4115 ext 222

Fax Number:

\* Email:

mpearson@suwanneeec.net

\* Signature of Authorized Representative:

\* Date Signed:

12/5/14

## Exhibit A

Suwannee River Economic Council, Inc. is a non profit organization chartered in 1964 whose purpose is to provide services to low income and elderly citizens to alleviate poverty. SREC, Inc. currently is the state designated transportation provider in four rural North Florida counties including Dixie, Bradford, Gilchrist, and Lafayette County. A voluntary Board of Directors governs SREC, Inc. The Board employs an Executive Director, who has normal CEO responsibilities with the agency and the many programs it administers. SREC, Inc. has four program directors providing direct supervision of the ongoing programs, including transportation. The Director of Transportation is Chuck Hewett. He is responsible for management, training and administration of the Transportation program. Currently, SREC, Inc. has approximately twenty transportation employees on staff to help in this endeavor.

As the Community Transportation Coordinator for four rural counties in North Florida, SREC, Inc. operates partial brokerages with all trips provided by SREC, Inc. including stretcher services, which was added in October, 2010. SREC, Inc. provides mainly demand response services. SREC, Inc. requires twenty four hour notice for trip request.

Lafayette County is an extremely rural community. There are minimal medical facilities available to the residents. Only a local Health Department and one General Medical office is open daily for services. There also is no kidney dialysis location in Lafayette County. Therefore, the vast majority of medical appointments are made in Gainesville where facilities are more prevalent. It is over 70 miles to Gainesville where these appointments are necessary. Local dialysis is performed in Live Oak, which is 25 miles from Lafayette County.

Currently, in Lafayette County, SREC, Inc. uses one dispatcher/scheduler and averages five drivers using five vans for daily services. SREC, Inc. anticipates providing 4,057 trips in the upcoming year. Trip purposes include medical, nutritional, shopping, and employment. A planned trip schedule for out of County trips is in place to allow for increased ridership on long trips. Currently, the schedule allows for two trips to Gainesville and Lake City on Tuesdays and Thursdays. Trips to Live Oak are scheduled on Mondays, Wednesdays and Fridays. Trips to Perry and Tallahassee are scheduled for Wednesdays. Local trips are performed daily in and around Lafayette County.

SREC, Inc. has maintained excellent safety and training records and continues to provide safe, efficient, cost effective services for the residents of Lafayette County, Florida who need transportation services. In fact, SREC, Inc. has recently gone through the process of updating all of its safety records including the newly updated SSPP.

## All Applicants

### EXHIBIT A-1 FACT SHEET

	CURRENTLY	IF GRANT IS AWARDED *
1. Number of one-way passenger trips.* <b>PER YEAR</b>	3,419	3,419
2. Number of individuals served unduplicated (first ride per rider per fiscal year). <b>PER YEAR**</b>	258	258
3. Number of vehicles used for this service. <b>ACTUAL</b>	6	6
4. Number of ambulatory seats. <b>AVERAGE PER VEHICLE</b> (Total ambulatory seats divided by total number of fleet vehicles)	8	8
5. Number of wheelchair positions. <b>AVERAGE PER VEHICLE</b> (Total wheelchair positions divided by total number of fleet vehicles)	2	2
6. Vehicle Miles traveled. <b>PER YEAR</b>	74,204	74,204
7. Average vehicle miles <b>PER DAY</b>	237	237
8. Normal vehicle hours in operation. <b>PER DAY</b>	17	17
9. Normal number of days in operation. <b>PER WEEK</b>	6	6
10. Trip length (roundtrip). <b>AVERAGE</b>	43	43

Estimates are acceptable. The information listed should be specific to the Section 5311 funds and not agency wide.

\* One way passenger trip is the unit of service provided each time a passenger enters the vehicle, is transported, then exits the vehicle. Each different destination would constitute a passenger trip

\*\* The unduplicated riders are for current year and the subsequent year once the grant is awarded



## Exhibit B

The requested 5311 funding should help maintain the existing levels of service currently being provided by continuing to offset the cost of services by providing necessary operating funding assistance. Due to the rural nature of Lafayette County, trip lengths are increased due to minimal medical facilities, therefore, increasing cost. However, with local Governments providing limited local resources and the continued reductions in the State Medicaid allocation as well as reductions in the Transportation Disadvantaged Trust Funds, the 5311 program funding funds fill the gap and allow for transportation services to be provided in rural areas like Lafayette County. Therefore, the requested 5311 funding helps offset the cost of the entire transportation system and allows for continued transportation services to be provided to those in need in Lafayette County.

Suwannee River Economic Council, Inc. is a private non profit agency. The project will be in Lafayette County. Employees are not represented by a Union.

**PART B****APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE**

**FORM B-1**  
**TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE**  
**EXPENSES**

**Name of Applicant:** Suwannee River Economic Council, Inc. Lafayette

**State Fiscal period requesting funding for, from** July 1, 2015 **to** June 30, 2016

<b>EXPENSE CATEGORY</b>	<b>TOTAL EXPENSE</b>	<b>FTA ELIGIBLE EXPENSE</b>
Labor (501)	\$ 75,280	\$ 75,280
Fringe and Benefits (502)	\$ 40,292	\$ 40,292
Services (503)	\$ 10,359	\$ 10,359
Materials and Supplies (504)	\$ 20,100	\$ 20,100
Vehicle Maintenance (504.01)	\$ 22,118	\$ 22,118
Utilities (505)	\$ 8,116	\$ 8,116
Insurance (506)	\$ 11,022	\$ 11,022
Licenses and Taxes (507)	\$ 152	\$ 152
Purchased Transit Service (508)		
Miscellaneous (509)	\$ 834	\$ 834
Leases and Rentals (512)	\$ 10,183	\$ 10,183
Depreciation (513)		
<b>TOTAL</b>	<b>\$ 198,456</b>	<b>\$ 198,456 (a)</b>

**SECTION 5311 GRANT REQUEST**

Total FTA Eligible Expenses (from Form B-1, above)	\$ <u>198,456</u> (a)
Rural Passenger Fares (from Form B-2)	\$ <u>0</u> (b)
Operating Deficit [FTA Eligible Expenses (a) minus Rural Passenger Fares (b)]	\$ <u>198,456</u> (c)
Section 5311 Request (No more than 50% of Operating Deficit)	\$ <u>99,228</u> (d)
Grant Total All Revenues (from Form B-2)	\$ <u>198,456</u> *(e)

**Note: If Grand Total Revenues (e) exceeds FTA Eligible Expenses (a), reduce the Section 5311 Request (d) by that amount.**

**PART B****APPLIES TO ALL APPLICANTS FOR OPERATING ASSISTANCE****FORM B-2****TRANSPORTATION-RELATED OPERATING and ADMINISTRATIVE REVENUES**

**Name of Applicant:** Suwannee River Economic Council, Inc. Lafayette

**State Fiscal period requesting funding for, from** July 1, 2015 **to** June 30, 2016

<b>OPERATING REVENUE CATEGORY</b>	<b>TOTAL REVENUE</b>	<b>REVENUE USED AS FTA MATCH</b>
Passenger Fares for Transit Service (401)	<b>Total= \$</b> <b>Rural =\$ 0 (b)</b>	
Special Transit Fares (402)		
School Bus Service Revenues (403)		
Freight Tariffs (404)		
Charter Service Revenues (405)		
Auxiliary Transportation Revenues (406)		
Non-transportation Revenues (407)		
<b>Total Operating Revenue</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>OTHER REVENUE CATEGORY</b>		
Taxes Levied directly by the Transit System (408)		
Local Cash Grants and Reimbursements (409)		
Local Special Fare Assistance (410)		
State Cash Grants and Reimbursements (411)	<b>\$ 142,044</b>	<b>\$ 142,044</b>
State Special Fare Assistance (412)	<b>\$ 56,412</b>	<b>\$ 56,412</b>
Federal Cash Grants and Reimbursements (413)		
Interest Income (414)		
Contributed Services (430)		
Contributed Cash (431)		
Subsidy from Other Sectors of Operations (440)		
<b>Total of Other Revenue</b>	<b>\$ 198,456</b>	<b>\$ 198,456</b>
<b>GRAND TOTAL ALL REVENUE</b>	<b>\$ 198,456</b>	<b>\$ 198,456 (e)</b>



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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

## REGIONAL CLEARINGHOUSE INTERGOVERNMENTAL COORDINATION AND RESPONSE

Date: 2-9-15

### PROJECT DESCRIPTION

#23 Wood Resource Recover and Gaston Tree Service - Application for USDA Rural Development Guaranteed Loan (Alachua County, Florida)

---

TO: Lauren Milligan, Florida State Clearinghouse

XC: Joe Mueller, USDA- RD - Gainesville  
P. O. Box 147010  
Gainesville, FL 32614

Steve Small  
Capital Resource Associates  
510 Druid Road East, Suite C  
Tallahassee, FL 33756

       COMMENTS ATTACHED

  X   NO COMMENTS REGARDING THIS PROJECT

---

IF YOU HAVE ANY QUESTIONS REGARDING THESE COMMENTS, PLEASE CONTACT  
STEVEN DOPP, SENIOR PLANNER, AT THE NORTH CENTRAL FLORIDA REGIONAL  
PLANNING COUNCIL AT (352) 955-2200 OR SUNCOM 625-2200, EXT 109

Dedicated to improving the quality of life of the Region's citizens,  
by coordinating growth management, protecting regional resources,  
promoting economic development and providing technical services to local governments.



SKSD

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## Request for Comments - Wood Resource Recovery and Gaston Tree Service

From: **Steve Small** (capitalresource@msn.com)  
Sent: Thu 1/15/15 10:23 AM  
To: Lauren Milligan (lauren.milligan@dep.state.fl.us); katherine.shelfer@dos.myflorida.com (katherine.shelfer@dos.myflorida.com); **koons@ncfrpc.org** (koons@ncfrpc.org)  
Cc: George Smith (gscapitalresource@msn.com)  
1 attachment  
Wood Resource Environmental Review.pdf (1746.5 KB)

Dear Ms. Milligan, Ms. Shelfer and **Mr. Koons**:

Attached is a *Request for Comments* for Wood Resource Recovery and Gaston Tree Service (collectively, the "Applicant"). The Applicant previously requested and received positive comments from your agencies on the first USDA guaranteed loan it applied for in March of 2013, SAI #FL201303196549, attached.

The main purpose of this loan is to finance equipment purchases and refinance existing debt. None of the proceeds of the loan will be used to finance real estate or real estate improvements.

We request that each of your agencies provide written comments to the following:

Joe Mueller, USDA RD Gainesville - [joe.mueller@fl.usda.gov](mailto:joe.mueller@fl.usda.gov)  
Steve Small, Capital Resource - [capitalresource@msn.com](mailto:capitalresource@msn.com)

**Hard copy to follow via UPS delivery to NCFRPC and the Bureau of Historic Preservation.**

We appreciate your support. If you have any questions, please do not hesitate to call or email.

Best Regards,  
Steve Small  
Capital Resource Associates  
510 Druid Road East, Suite C  
Clearwater, FL 33756  
(727) 515-8621

RECEIVED

JAN 16 2015

NORTH CENTRAL FLORIDA  
REGIONAL PLANNING COUNCIL



Wood Resource Recovery, Gaston Tree Service and William Gaston  
10606 SR 121 N  
Gainesville, FL 32653

January 14, 2015

Memo To: Lauren Milligan  
Florida State Clearinghouse  
3900 Commonwealth Blvd.  
Mail Station 47  
Tallahassee, FL 32399-3000  
[lauren.milligan@dep.state.fl.us](mailto:lauren.milligan@dep.state.fl.us)

Memo From: William Gaston, owner  
Wood Resource Recovery, LLC and Gaston Tree Service, LLC

Subject: Request For Comments for USDA Loan Application for Wood Resource Recovery, LLC, Gaston Tree Service, LLC and William Gaston

USDA Rural Development is being requested to guarantee 1<sup>st</sup> Manatee Bank's second loan to Wood Resource Recovery, Gaston Tree Service and William Gaston, joint borrower (WRR or company). Loan proceeds will be utilized for existing debt refinancing, for equipment purchase and for transaction cost, including appraisals, title insurance, recordings and the USDA guarantee fee. There is no construction planned on any of these properties or this project. The loan will be secured by a first security interest on the equipment collateral and a second mortgage on borrowers Alachua County property located at 10270 SR 121 N., Gainesville, FL 32068; Alachua property located at NW 93<sup>rd</sup> & 53<sup>rd</sup>, Gainesville, FL 32635; Clay County property located at 4640 CR 218, Middleburg, FL 32068; and Marion County property located at 8501 NE Gainesville Rd., Ocala, FL 34475.

You were notified when the first USDA loan was done in 2013 that the company's primary business is biomass fuel and that its major customer is Gainesville Renewal Energy Center (GREC), which it has a long term agreement with to supply biomass fuel. GREC is a biomass fuel power facility located in Gainesville which has a long term agreement with the Gainesville Regional Utilities (GRU) to supply 100-MW of biomass power annually. Fuel type is clean urban wood waste including yard waste, land clearing debris, tree service debris, storm debris and pallets.

William Gaston started Wood Resource Recovery (WRR) in 1983. WRR is one of the pioneers of wood and yard waste recycling in Florida. WRR operated a wood recycling yard in Alachua County before recycling was required by the state and demonstrated many of the methods used later in future legislation for composting, mulching, and site management. WRR's Alachua County site was the first permitted yard waste recycling site in Florida and the site was designated the statewide Compost Demonstration Project by the Florida legislature in cooperation with the University of Florida. New ways to recycle vegetative debris were explored and the information distributed throughout the state. Urban wood fuel was marketed to traditional biomass fuel consumers and ways to make it an efficient source of energy were also developed in the process. WRR's management and technical staff bring over forty years of combined experience to the challenges of successful wood recycling and recovery. WRR is one of the largest wood waste recyclers in Florida and its management has participated in designing projects in New York, Virginia, Missouri, Texas and Georgia. Today, WRR performs mobile grinding for municipalities, universities, and private companies in Florida and throughout the United States. WRR has collected, processed, marketed or delivered an assortment of biomass products, and since 1999 alone, WRR has established debris collection and recycling centers and operations that have handled the woody material. Associated with WRR is Gaston's Tree Service (GTS), which provides tree surgeon services and operates a fleet of tree debris collection trucks in North Florida, with mobilization capability for disaster response operations.

The necessary services, police protection and fire protection are already in place at each site. There is no adverse public reaction, no mitigation measures are required for the project, no special permits are required and no other federal actions are required to the best of our knowledge. There are no pending or final regulatory or legal actions against the company. As a result of this USDA loan, jobs will be created and the climate of the rural area will be improved for the long term.



The following information is attached / enclosed:

- RD 1940-20: Request for Environmental Information
- Attachment to RD 1940-20 that provides detail information about the project
- State Clearinghouse, Regional Planning Council and SHPO memos requesting comments

We are to notify you as a part of the USDA loan application process. We request that your office, as well as the two other agencies copied, provide comments supporting our loan / project to: Joe Mueller, USDA Rural Development (email: [joe.mueller@fl.usda.gov](mailto:joe.mueller@fl.usda.gov), phone: 352-338-3441) and a copy to: Steve Small, Capital Resource (email: [capitalresource@msn.com](mailto:capitalresource@msn.com), phone: 727-446-7758). We would appreciate you expediting your process because we hope to have USDA consider the loan in January 2015. If you have questions about our loan project, please contact William Gaston, 352-258-8417. Thank you for your support.

CC: Scott R. Koons  
Executive Director  
North Central Florida Regional Planning Council  
2009 NW 67<sup>th</sup> Place  
Gainesville, FL 32653-1603  
352-955-2200 phone  
352-955-2209 fax  
[koons@ncfrpc.org](mailto:koons@ncfrpc.org)

CC: Katherine Shelfer  
Historic Preservationist  
Bureau of Historic Preservation  
500 South Bronough Street  
Tallahassee, Florida 32399-0250  
[katherine.shelfer@dos.myflorida.com](mailto:katherine.shelfer@dos.myflorida.com)

**RE: Wood Resource Recovery - Request for Comments for USDA  
Guaranteed Loan - State Clearance Letter**

From: **Milligan, Lauren** (Lauren.Milligan@dep.state.fl.us)  
Sent: **Tue 3/19/13 11:54 AM**  
To: 'Steve Small' (capitalresource@msn.com)  
Cc: katherine.sheffer@dos.myflorida.com (katherine.sheffer@dos.myflorida.com); koons@ncfrpc.org (koons@ncfrpc.org); Joe Mueller (joe.mueller@fl.usda.gov)

Mr. Steve Small  
Senior Vice President  
Capital Resource Associates  
1210 South Myrtle Avenue  
Clearwater, FL 33756

**RE: U.S. Department of Agriculture – Business and Industry Loans – Long-Term Financing of  
Wood Resource Recovery, LLC and Gaston Tree Service, LLC Equipment and Working  
Capital – Alachua and Clay Counties, Florida.**

SAI # 14.201303196549

Dear Steve:

~~Florida State Clearinghouse staff has reviewed your client's USDA B&I Loan proposal~~ under the following authorities: Presidential Executive Order 12372; § 403.061(42), *Florida Statutes*; the Coastal Zone Management Act, 16 U.S.C. §§ 1451-1464, as amended; and the National Environmental Policy Act, 42 U.S.C. §§ 4321-4347, as amended.

Section 4 of Gubernatorial Executive Order 95-359 states that federal applications originating from non-state agencies – such as local governments and non-profit organizations – for projects that will have no significant impact on Florida's environment are exempt from the intergovernmental coordination and review process administered by the State Clearinghouse. We have determined that the captioned business financing proposal meets the exemption requirements. Accordingly, you may forward the application to the federal funding agency without additional state review.

If you have any questions regarding this message or the state intergovernmental review process, please don't hesitate to contact me at (850) 245-2170 or Lauren.Milligan@dep.state.fl.us.  
Thank you.

Yours sincerely,

Lauren P. Milligan

Lauren P. Milligan, Environmental Manager  
Florida State Clearinghouse  
Florida Department of Environmental Protection  
3900 Commonwealth Blvd, M.S. 47  
Tallahassee, FL 32399-3000  
ph. (850) 245-2170  
fax (850) 245-2190

*Please take a few minutes to share your comments on the service you received from the department by clicking on this link DEP Customer Survey.*

**From:** Steve Small [mailto:capitalresource@msn.com]  
**Sent:** Friday, March 15, 2013 12:25 PM  
**To:** Milligan, Lauren  
**Cc:** katherine.shelfer@dos.myflorida.com; koons@ncfrpc.org  
**Subject:** Wood Resource Recovery - Request for Comments for USDA Guaranteed Loan

Dear Lauren, Scott and Katherine:

Attached is the *Request for Comments* for Wood Resource Recovery and Gaston Tree Service (joint borrowers). The company is applying for a USDA guaranteed loan and we are to notify you as a part of the USDA loan application process. The purpose of the loan is to purchase equipment, refinance existing loans, improvements and for working capital including transaction costs. We request that your office (as well as the North Central Florida Regional Planning Council and the State Historic Preservation Officer) provide comments to: Joe Mueller, USDA Rural Development (email: [joe.mueller@fl.usda.gov](mailto:joe.mueller@fl.usda.gov), phone: 352-338-3441) and a copy to: me, Steve Small, Capital Resource (email: [capitalresource@msn.com](mailto:capitalresource@msn.com), phone: 727-446-7758).

Please see the attached for detailed information regarding the company and the site.

**Hard copy to follow via UPS delivery to SHPO and NCFRPC.**

Call or email if you have any questions. Thank you.

USDA Form RD 1940-20

Request For Environmental Information

Information in this section is likely not required because of the following reasons:

1. USDA reviewed the environmental for these properties for the first USDA loan in 2013.
2. The purpose of this USDA loan is to finance equipment, i. e., none of this USDA loan proceeds is to finance property and or improvements.
3. This information has already been commented on for the first USDA loan in 2013 by the Florida State Clearinghouse, the North Central Florida Regional Planning Council and the Bureau of Historic Preservation.
4. The primary reason for information in this section is to describe properties that will be additional collateral for this loan.

REQUEST FOR ENVIRONMENTAL INFORMATION

Name of Project
Wood Resource Recovery
Location
Alachua County FL

Item 1a. Has a Federal, State, or Local Environmental Impact Statement or Analysis been prepared for this project?  
☐ Yes ☒ No ☐ Copy attached as EXHIBIT I-A.

1b. If "No," provide the information requested in Instructions as EXHIBIT I.

Item 2. The State Historic Preservation Officer (SHPO) has been provided a detailed project description and has been requested to submit comments to the appropriate Rural Development Office. ☒ Yes ☐ No Date description submitted to SHPO 01-02-2015


Item 3. Are any of the following land uses or environmental resources either to be affected by the proposal or located within or adjacent to the project site(s)? (Check appropriate box for every item of the following checklist).

	Yes	No	Unknown		Yes	No	Unknown
1. Industrial.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	19. Dunes.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Commercial.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	20. Estuary.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Residential.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	21. Wetlands.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Agricultural.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	22. Floodplain.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Grazing.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	23. Wilderness..... (designated or proposed under the Wilderness Act)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Mining, Quarrying.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	24. Wild or Scenic River..... (proposed or designated under the Wild and Scenic Rivers Act)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Forests.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	25. Historical, Archeological Sites..... (Listed on the National Register of Historic Places or which may be eligible for listing)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Recreational.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	26. Critical Habitats..... (endangered/threatened species)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Transportation.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	27. Wildlife.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Parks.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	28. Air Quality.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Hospital.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	29. Solid Waste Management.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Schools.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	30. Energy Supplies.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Open spaces.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	31. Natural Landmark..... (Listed on National Registry of Natural Landmarks)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14. Aquifer Recharge Area.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	32. Coastal Barrier Resources System.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15. Steep Slopes.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>				
16. Wildlife Refuge.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>				
17. Shoreline.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>				
18. Beaches.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>				

Item 4. Are any facilities under your ownership, lease, or supervision to be utilized in the accomplishment of this project, either listed or under consideration for listing on the Environmental Protection Agency's List of Violating Facilities? ☐ Yes ☒ No

1-7-15  
(Date)

Signed:

  
(Applicant)

William Gaston, President

(Title)

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collections is 0575-0094. The time required to complete this information collection is estimated to average 6 to 10 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

Information in this section is likely not required because the purpose of this USDA loan is to finance equipment, i. e., not to finance property and/or improvements.

None of this USDA loan proceeds is to finance property and or improvements.

Therefore, the primary reason for information in this section is to describe properties that will be additional collateral for this loan.

Attachment to RD 1940-20

Exhibit I - Request For Environmental Information

USDA Rural Development is being requested to guarantee 1<sup>st</sup> Manatee Bank's second loan to Wood Resource Recovery, Gaston Tree Service and William Gaston, joint borrower (WRR or company). Loan proceeds will be utilized for existing debt refinancing, for equipment purchase and for transaction cost, including appraisals, title insurance, recordings and the USDA guarantee fee. The loan will be secured by a first security interest on the equipment collateral and a second mortgage on Marion, Alachua and Clay County properties. There is no construction planned on any of these properties.

USDA was notified in the first USDA loan that the company's primary business is biomass fuel and that its major customer is Gainesville Renewal Energy Center (GREC), which it has a long term agreement with to supply biomass fuel. GREC is a biomass fuel power facility located in Gainesville which has a long term agreement with the Gainesville Regional Utilities (GRU) to supply 100-MW of biomass power annually. Fuel type is clean urban wood waste including yard waste, land clearing debris, tree service debris, storm debris and pallets.

William Gaston started Wood Resource Recovery (WRR) in 1983. WRR is one of the pioneers of wood and yard waste recycling in Florida. WRR operated a wood recycling yard in Alachua County before recycling was required by the state and demonstrated many of the methods used later in future legislation for composting, mulching, and site management. WRR's Alachua County site was the first permitted yard waste recycling site in Florida and the site was designated the statewide Compost Demonstration Project by the Florida legislature in cooperation with the University of Florida. New ways to recycle vegetative debris were explored and the information distributed throughout the state. Urban wood fuel was marketed to traditional biomass fuel consumers and ways to make it an efficient source of energy were also developed in the process. WRR's management and technical staff bring over forty years of combined experience to the challenges of successful wood recycling and recovery. WRR is one of the largest wood waste recyclers in Florida and its management has participated in designing projects in New York, Virginia, Missouri, Texas and Georgia. Today, WRR performs mobile grinding for municipalities, universities, and private companies in Florida and throughout the United States. WRR has collected, processed, marketed or delivered an assortment of biomass products, and since 1999 alone, WRR has established debris collection and recycling centers and operations that have handled the woody material. Associated with WRR is Gaston's Tree Service (GTS), which provides tree surgeon services and operates a fleet of tree debris collection trucks in North Florida, with mobilization capability for disaster response operations.

The necessary services, police protection and fire protection are already in place at each site. There is no adverse public reaction, no mitigation measures are required for the project, no special permits are required and no other federal actions are required to the best of our knowledge. There are no pending or final regulatory or legal actions against the company. There is no construction planned on any of these properties.

As a result of this USDA loan, jobs will be created and the climate of the rural area will be improved for the long term. In addition, the project will provide a clean, organic renewable fuel source that will provide electricity to the residents and businesses located in a 27-county area in north central Florida.

1. Primary Beneficiaries:

The purpose of this loan is existing debt refinancing, equipment purchase and transaction cost. The primary beneficiaries will be the residents and businesses located within the 27-county area that will receive electricity produced from a clean, organic renewable fuel source.

2. Area Description:

- a. A description of each of the properties/sites is in this section. The property/site, except for the vacant lots, are utilized in much the same manner, wood waste and yard debris are stockpiled and processed. The sites are well buffered by planted pines. These sites have been operating as wood yards for several years; there will be no changes in operation.
- b. There is no negative effect on resources. WRR is one of the pioneers of wood and yard waste recycling in Florida. WRR operated a wood recycling yard in Alachua County before recycling was required by the state and demonstrated many of the methods used later in future legislation for composting, mulching, and site management. WRR's Alachua County site was the first permitted yard waste recycling site in Florida and the site was designated the statewide Compost Demonstration Project by the Florida legislature in cooperation with the University of Florida. New ways to recycle vegetative debris were explored and the information distributed throughout the state. Urban wood fuel was marketed to traditional biomass fuel consumers and ways to make it an efficient source of energy were also developed in the process.

Boxes Checked in Item 3:

1. Industrial - There are industrial sites located near the business. WRR does not have to be zoned Industrial in order to operate; its current zoning of Agriculture and PS-1 (wood yard) are allowed by the counties. WRR will not have any negative effects on industrial resources.
  29. Solid Waste Management - WRR has a positive impact on solid waste management. WRR relieves landfills of wood and yard waste and recycles these materials ultimately into electricity.
  30. Energy Supplies - WRR has a positive impact on energy supplies. WRR relieves landfills of wood and yard waste and recycles these materials ultimately into electricity. WRR produces biomass fuel which is clean, organic and renewable to produce electricity to residents and businesses located in a 27-county area.
- c. Refer to the enclosures for information pertaining to each site.
3. Air Quality:
- a. None, this project is primarily a wood and yard waste recycling facility and has no adverse air emissions; therefore no special monitoring or permitting is required.
  - b. None.
  - c. Not applicable.
  - d. None are needed.
4. Water Quality:
- a. Not available. This is a wood and yard waste recycling facility that does not require above average levels of water usage and does not affect underground or adjacent water sources. The primary use of water will be employee bathrooms.
  - b. The Alachua and Marion County sites source water from on-site wells, the Clay County site has no improvements and no use for water.
  - c. None.
  - d. None.
  - e. Not applicable.
  - f. Normal runoff retention areas as required by local and state building codes.

5. Solid Waste Management:
  - a. None, this is a wood and yard waste recycling facility. There is no substantial solid waste to manage. WRR has a positive impact on solid waste management. WRR relieves landfills of wood and yard waste and will recycle these materials ultimately into electricity.
  - b. Not applicable.
  - c. The entire project is recycling wood and yard waste into biofuel to be used to produce electricity to the residents and businesses in north central Florida.
6. Noise:
  - a. None. WRR is an existing business that will continue to operate in much the same manner as it has since inception; the sites have been owned and operated by WRR for many years and will continue being utilized as wood yards. The project will utilize trucks and a chipper and will not produce any irregular or loud noises.
  - b. None. In addition, each of the sites is surrounded by a buffer of planted pine trees.
8. Historic / Archeological Properties:
  - a. None to our knowledge and none according to the Florida State Historic Preservation Officer. The sites have been cleared and graded several times in the past. The sites have been utilized for many years.
  - b. None.
9. Wildlife and Endangered Species:
  - a. None. The sites have been cleared and graded several times in the past. The sites have been utilized for many years.
  - c. None.
10. Energy:
  - a. Electricity provided by local utility companies; the project requires no special electrical needs. WRR has a positive impact on energy supplies. WRR relieves landfills of wood and yard waste and will recycle these materials ultimately into electricity. WRR produces biomass fuel which is clean, organic and renewable to produce electricity to residents and businesses located in a 27-county area.
  - b. Not applicable.
11. Construction: There is no construction planned on any of these properties/sites.
12. Toxic Substances:
  - a. None will be utilized.
  - b. Not applicable.
14. Alternatives to the Proposed Project:
  - a. None were considered.
  - b. None were considered.
  - c. Not applicable.



#### Alachua County 10 Acre Property

- The address of the property is 10270 SR 121 N, Gainesville, FL 32653. The property is located in an unincorporated area of Alachua County.
- Property is accessible from SR 121 N.
- Property is 10 acres.
- The property is rolling with grassy characteristics and some tree cover.
- There are no existing improvements on the property, except roads. No improvements are planned.
- The property is used as a wood/tree debris recycling or processing site.
- The property is located in an unincorporated area of Alachua County and therefore, no city services. It has an on-site well and septic service. Police protection is provided by the sheriff and fire protection is on a county-wide volunteer basis. Garbage collection must be arranged through an independent carrier.
- The property zoning is A, agricultural zoning and rural land use, which allows the use of the property for a wood/tree debris recycling or processing site.
- The property is Alachua County parcel number 05946-002-00.
- The property is in Flood Zone X, with a small portion in zone A. FEMA Flood Map is 12001C0165D dated June 16, 2006. Zone X is areas are not considered to be part of the Special Flood Hazard Area.
- William Gaston owns the property.

#### Alachua County 8.5 acres

- The address of the property is NW 93<sup>rd</sup> & 53<sup>rd</sup>, Gainesville, FL 32635.
- Property is accessible from NW 93<sup>rd</sup> & 53<sup>rd</sup>.
- Property is 8.5 acres of vacant residential lots with no existing or plan improvements.
- The property is rolling with grassy characteristics and some tree cover.
- There are no existing improvements on the property, except roads. No improvements are planned.
- The property is vacant residential lots with no existing or plan improvements.
- The property is zoned for residential lots.
- Utilities are available to the property.
- William Gaston owns the property.

#### Clay County Property

- The address of the property is 4640 County Road 218, Middleburg, FL 32068.
- Property is readily accessible from CR 218.

- Property is 17.47 acres.
- There are no existing improvements, except roads, or planned improvements on this property.
- The property is used as a wood/tree debris recycling or processing site.
- Utilities are available to the property.
- The property's shape is irregular, its elevation approximately at road grade, and its topography is relatively level.
- The property is zoned PS-1, which allows the use of the property for a wood/tree debris recycling or processing site.
- The property is Clay County parcel number 17-05-24-006410-001-00.
- The property is in Flood Zone X. FEMA Flood Map is 1200640110D dated November 4, 1992. Zone X is areas not considered to be part of the Special Flood Hazard Area.
- WRR owns the property.

#### Marion County Property

- The address of the property is 8501 NE Gainesville Road, Ocala, FL 34475. The property is located in an unincorporated area of Marion County.
- Property is readily accessible from Gainesville Road.
- Property is \_\_\_\_ acres.
- There are no planned improvements on this property.
- The property is used as a wood/tree debris recycling or processing site.
- Utilities are available to the property.
- The property is zoned to allow the use of the property for a wood/tree debris recycling or processing site.
- WRR owns the property.

FEDERAL EMERGENCY MANAGEMENT AGENCY  
**STANDARD FLOOD HAZARD DETERMINATION**

See The Attached  
Instructions

O.M.B. No. 3067-0264  
Expires October 31, 2005

**SECTION I - LOAN INFORMATION**

1. LENDER NAME AND ADDRESS  1st Manatee Bank 5100 Cortez Rd. West Bradenton, FL 34210		2. COLLATERAL (Building/Mobile Home/Personal Property) PROPERTY ADDRESS (Legal Description may be attached)  10270 SR 121 N, Gainesville, Alachua County, FL 32653	
3. LENDER ID. NO.	4. LOAN IDENTIFIER	5. AMOUNT OF FLOOD INSURANCE REQUIRED \$ 0	

**SECTION II**

<b>A. NATIONAL FLOOD INSURANCE PROGRAM (NFIP) COMMUNITY JURISDICTION</b>				
1. NFIP Community Name Alachua Co. Uninc. & Inc. areas	2. County(ies) Alachua	3. State FL	4. NFIP Community Number 12001C0165D	
<b>B. NATIONAL FLOOD INSURANCE PROGRAM (NFIP) DATA AFFECTING BUILDING/MOBILE HOME</b>				
1. NFIP Map Number or Community Panel Number (Community name, if not the same as "A") 12001C0165D	2. NFIP Map Panel Effective/ Revised Date June 16, 2006	3. LOMA/LOMR <input type="checkbox"/> yes _____ Date	4. Flood Zone X A (small portion)	5. No NFIP Map

**C. FEDERAL FLOOD INSURANCE AVAILABILITY (Check all that apply)**

1. ☒ Federal Flood insurance is available (community participates in NFIP). ☐ Regular Program ☐ Emergency Program of NFIP
2. ☐ Federal Flood insurance is not available because community is not participating in the NFIP.
3. ☐ Building/Mobile Home is in a Coastal Barrier Resources Area (CBRA) or Otherwise Protected Area (OPA), Federal Flood insurance may not be available.  
CBRA/OPA designation date: \_\_\_\_\_

**D. DETERMINATION**

**IS BUILDING/MOBILE HOME IN SPECIAL FLOOD HAZARD AREA  
(ZONES CONTAINING THE LETTERS "A" OR "V")? ☐ YES ☒ NO**

If yes, flood insurance is required by the Flood Disaster Protection Act of 1973.

If no, flood insurance is not required by the Flood Disaster Protection Act of 1973.

**E. COMMENTS (Optional):**

No construction is planned on this property  
There are no existing or planned improvements on this property

Flood insurance is not required.

This determination is based on examining the NFIP map, any Federal Emergency Management Agency revisions to it, and any other information needed to locate the building/mobile home on the NFIP map.

**F. PREPARER'S INFORMATION**

NAME, ADDRESS, TELEPHONE NUMBER (if other than Lender)  same	DATE OF DETERMINATION  January 2, 2015
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FEDERAL EMERGENCY MANAGEMENT AGENCY  
STANDARD FLOOD HAZARD DETERMINATION

See The Attached  
Instructions

O.M.B. No. 3067-0264  
Expires October 31, 2005

SECTION I - LOAN INFORMATION

1. LENDER NAME AND ADDRESS  1st Manatee Bank 5100 Cortez Rd. West Bradenton, FL 34210		2. COLLATERAL (Building/Mobile Home/Personal Property) PROPERTY ADDRESS (Legal Description may be attached)  4640 CR 218, Middleburg, Clay County, FL 32068	
3. LENDER ID. NO.	4. LOAN IDENTIFIER	5. AMOUNT OF FLOOD INSURANCE REQUIRED \$ 0	

SECTION II

A. NATIONAL FLOOD INSURANCE PROGRAM (NFIP) COMMUNITY JURISDICTION				
1. NFIP Community Name  Middleburg	2. County(ies)  Clay	3. State  FL	4. NFIP Community Number  1200640110D	
B. NATIONAL FLOOD INSURANCE PROGRAM (NFIP) DATA AFFECTING BUILDING/MOBILE HOME				
1. NFIP Map Number or Community Panel Number (Community name, if not the same as "A")  120064110D	2. NFIP Map Panel Effective/ Revised Date  November 4, 1992	3. LOMA/LOMR <input type="checkbox"/> yes  Date	4. Flood Zone  X	5. No NFIP Map
C. FEDERAL FLOOD INSURANCE AVAILABILITY (Check all that apply)				
1. <input checked="" type="checkbox"/> Federal Flood insurance is available (community participates in NFIP). <input type="checkbox"/> Regular Program <input type="checkbox"/> Emergency Program of NFIP				
2. <input type="checkbox"/> Federal Flood insurance is not available because community is not participating in the NFIP.				
3. <input type="checkbox"/> Building/Mobile Home is in a Coastal Barrier Resources Area (CBRA) or Otherwise Protected Area (OPA), Federal Flood insurance may not be available. CBRA/OPA designation date: _____				

D. DETERMINATION

IS BUILDING/MOBILE HOME IN SPECIAL FLOOD HAZARD AREA  
(ZONES CONTAINING THE LETTERS "A" OR "V")? ☐ YES ☒ NO

If yes, flood insurance is required by the Flood Disaster Protection Act of 1973.

If no, flood insurance is not required by the Flood Disaster Protection Act of 1973.

E. COMMENTS (Optional):

No construction is planned on this property.  
There are no existing or planned improvements on this property.  
Flood insurance is not required.

This determination is based on examining the NFIP map, any Federal Emergency Management Agency revisions to it, and any other information needed to locate the building/mobile home on the NFIP map.

F. PREPARER'S INFORMATION

NAME, ADDRESS, TELEPHONE NUMBER (If other than Lender)  same	DATE OF DETERMINATION  January 2, 2015
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