

MINUTES OF THE MEETING OF THE PUBLIC TRANSIT AD HOC
ADVISORY COMMITTEE

Naples, Florida, December 18, 2013

LET IT BE REMEMBERED, the Public Transit Ad Hoc Advisory Committee in and for the County of Collier, having conducted business herein, met on this date at 3:00 P.M. in REGULAR SESSION at Collier County Facilities Management, Building W, 3335 Tamiami Trail East – Training Room, Naples, Florida with the following members present:

Chairman: Glen D. Harrell
Vice Chairman: Dylan Michael Vogel
John DiMarco, II
Richard Duggan
W. James Klug, III (Excused)
Nancy Lascheid
Morton Rosenberg
Arthur Doberstein
(Vacancy)

ALSO PRESENT: Michelle Arnold, Director, ATM
Trinity Scott, Public Transit Manager
Spencer Smith, Mobility Manager
Yousi Cardeso, Collier County, ATM
James Means, Keolis
Jason Rummer, Operations Analyst

1. Call to Order

Chairman Harrell called the meeting to order at 3:00PM.

2. Roll Call

Roll call was taken and a quorum was established.

3. Introduction of Attendees

Commissioner Donna Fiala was present.

4. Approval of Agenda

Mr. Rosenberg moved to approve the Agenda. Second by Mr. DiMarco. Carried unanimously 7 – 0.

5. Public Comment

None

6. Action Items

a. Approval of October 15, 2013 Meeting Minutes

Mr. Dugan moved to approve the minutes of the October 15, 2013 Public Transit Ad Hoc Advisory Committee meeting as presented. Second by Mr. Vogel. Carried unanimously 7 - 0.

b. Recommendation to Endorse the Bike Locker Policies and Procedures Manual

Ms. Scott presented the Executive Summary “*Board Action Item 6A – Bike Locker Policies and Procedures Manual*” for consideration. She noted:

- The policy addresses bike lockers available for rent by the public.
- The lockers are large enough to store a completely enclosed bicycle.
- The annual cost for the locker is \$195.00, including application fees and a \$50.00 key deposit.
- They will be located at the transfer station.
- Free bike racks will remain available to the public for those patrons who do not wish to rent a locker.

Mr. Vogel moved to recommend the Board of County Commissioners adopt the “Collier Area Transit Bike Locker Policies and Procedures Manual” as proposed by Staff. Second by Mr. DiMarco. Carried unanimously 7 – 0.

7. Reports and Presentations

a. Discussion Regarding Bus Shelter Designs

Ms. Scott presented the Executive Summary “*Bus Shelter Designs*” for review. She noted Staff is seeking input from the Committee on the new bus shelter designs with the goal being to develop a final design that is cost effective, low maintenance, in keeping with the character of the community and addresses the needs of the riders.

Bill Grammer of CH2M Hill presented a Slideshow on the status of the existing CAT shelters and examples of shelters used in other jurisdictions. The following was noted under Committee discussions:

- The new shelters should be keeping in character with the existing shelters including the gabled roof feature and color scheme.
- The features should include, if possible, benches with partitioned seating, perforated steel sides, Braille identification of the stop, shade protection in front and rear and a route map.
- Lighting should be incorporated into the shelters where necessary.
- A logo should be displayed on the front of the shelter to aid in identifying the structure.
- A plan should be considered whereby different size and function shelters are placed based upon the current or projected demands for a particular stop (i.e. stand alone benches with shade trees, smaller shelters and large shelters).
- If possible, smaller shelters should be designed to allow for future expansion.
- Trees should be incorporated into the design areas to assist in providing shade (where feasible).

Staff reported they will review the comments and provide a proposed design(s) at a future meeting.

Ms. Lascheid left at 4:15pm

b. Discussion Regarding Bus Wrap Designs

Ms. Scott presented the Executive Summary “*Bus Wrap Designs*” and examples of proposed bus wrap designs for information purposes. The examples included the current “trolley wrap” design, a modified “trolley wrap” design and a conventional public transit bus design. She noted the existing design was copyrighted by an outside Agency and the new concept is for the County to own the design rights which will aid in substantially decreasing the cost of future “re-wrapping” of buses.

Committee discussion occurred on:

- The current “trolley” theme may not be suited for the purposes of a mass transit system and an alternate design should be considered.
- Safety features should be incorporated into the design which may be accomplished through the use of various reflective materials.

Staff reported the Request For Proposal (RFP) previously issued by the County requested a “trolley theme” design. If a new theme wants to be considered, due to County purchasing policies, a new RFP may need to be issued seeking alternate designs. Some buses are currently in need of re-wrap (or wrapping for newly acquired buses) and Staff recommends utilizing the proposed “modified trolley” design in the short term until a final design is approved.

Mr. DiMarco moved for the County to utilize the proposed “modified trolley” design theme for any buses in immediate need of wrapping. Staff to pursue alternative designs for the fleet of busses serving the system and provide the proposed designs to the Committee for review. Second by Mr. Dugan. Carried unanimously 6 – 0.

Jason Rummer, Operations Analyst reported consideration may be given to identifying buses by wrap given their specific routes. Sponsorship by the various public or private parties could be sought to increase revenue to the Program (i.e. “Walmart” route, “Coastland Mall” route, etc.). Staff reported the current duties and responsibilities of the Committee are to provide recommendations on improving service to the ridership. The concept may be visited when the FY15 budget is considered.

c. Discussion regarding Bus Schedules

Route Modifications

Ms. Scott reported Staff is investigating modifying routes including Rt. 6 serving Clam Pass Park with a projected start date of April 1, 2014.

Rider Booklet

Staff is reviewing the options for developing a new “*Rider Booklet*.”

The following was noted under Committee/Staff discussion:

- The booklet would contain information such as route maps, fee schedules, CAT rules and policies, etc.
- A fee of \$1.00 would be charged for the booklet to aid in eliminating waste as the current route maps are generally discharged to the ground following use. Any person purchasing a monthly pass would receive a free brochure.
- Consideration will be given to adding public points of interest to the route maps (parks, beach accesses, government facilities, etc.).
- In developing the booklet, consideration will be given on how it may be amended should route or other changes be instituted.
- The brochure should incorporate a Braille route identification feature.

Mr. Vogel left the meeting at 4:50pm

Staff reported they will review the comments and return with a proposed design of the brochure at a future meeting.

8. Member Comments

Mr. Doberstein recommended a future meeting be held at the Davis Blvd. Transfer station. Staff reported the meeting room is on the second floor and there is no elevator serving the floor.

9. Public Comments on Items not on the Agenda

None

10. Distribution Items

None

11. Next Meeting Date

January 21, 2014

There being no further business for the good of the County, the meeting was adjourned by order of the chair at 5:10P.M.

Public Transit Ad Hoc Advisory Committee

Glen D. Harrell, Chairman

These minutes approved by the Board/Committee on _____
as presented _____ or as amended _____.