

Collier County Government



Public Services Division
Alternative Transportation Modes Dept.
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Naples, FL 34112

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March 12, 2014

FOR IMMEDIATE RELEASE

NOTICE OF PUBLIC MEETING CANCELLATION AND MEETING NOTICE COLLIER COUNTY PLANNING COMMISSION COLLIER COUNTY, FLORIDA

THURSDAY, MARCH 20, 2014
3:00 P.M.

Notice is hereby given that the *Collier County Public Transit Advisory Committee* meeting scheduled for *Wednesday, March 18, at 3:00 p.m. has been cancelled. The next Public Transit Advisory Committee Meeting is scheduled for Thursday, March 20, at 3:00 p.m. in the Facilities Management Training Room,* located in the main Collier County Government Complex, Facilities Management Building W, 3335 E. Tamiami Trail, Naples.

The agenda includes, but is not limited to discussing upcoming events and plans of the Public Transit Ad Hoc advisory committee in Collier County.

Two or more members of the Board of County Commissioners may be present and may participate at the meeting. The subject matter of this meeting may be an item for discussion and action at a future BCC meeting.

All interested parties are invited to attend, and to register to speak and to submit their objections, if any, in writing, to the board/committee prior to the meeting if applicable. All registered public speakers will be limited to three minutes unless permission for additional time is granted by the chairman.

Collier County Ordinance No. 2004-05 requires that all lobbyists shall, before engaging in any lobbying activities (including, but not limited to, addressing the Board of County Commissioners, an advisory board or quasi-judicial board), register with the Clerk to the Board at the Board Minutes and Records Department.

“Collier Area Transit operates in compliance with Federal Transit Administration, (FTA) program requirements and ensures that transit services are made available and equitably distributed, and provides equal access and mobility to any person without regard to race, color, or national origin, disability, gender or age. Title VI of the *Civil Rights Act of 1964*; FTA Circular 4702.1A,” Title VI and Title VI Dependent Guidelines for Federal Transit Administration Recipients.

Anyone who requires an auxiliary aid or service for effective communication, or other reasonable accommodations in order to participate in this proceeding, should contact the Collier County Facilities Management Department located at 3335 Tamiami Trail East, Naples, Florida 34112, or (239) 252-8380 as soon as possible, but no later than 48 hours before the scheduled event. Such reasonable accommodations will be provided at no cost to the individual.

For more information, call **Daniel Christenbury** at (239) 269-1780.

-End-



**Public Transit Ad Hoc Advisory Committee
Collier County Facilities Management- Building W
3335 Tamiami Trail East – Training Room
Naples, Florida
March 20, 2014
3:00 p.m.**

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes from February 18, 2014 Meeting
5. Committee Action
 - a. Endorse the Updated Title VI Program
 - b. Request to the BCC for a twelve month extension to the PTAC sunset period
6. Reports and Presentations (May Require Committee Action)
 - a. Final Bus Schedule Survey
 - b. Final Shelter Survey & Proposed Shelter Design
 - c. 5 year budget
7. Member Comments
8. Public Comments
9. Next Meeting Date - April 15, 2014
10. Adjournment

Two or more members of the Board of County Commissioners may be present and may participate at the meeting. The subject matter of this meeting may be an item for discussion and action at a future BCC meeting.

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EXECUTIVE SUMMARY
Committee Action
Item 5A
Endorse the Updated Title VI Policy

Objective:

To endorse the updated Title VI policy.

Considerations:

Collier County Alternative Transportation Modes (ATM) staff has recently updated their Title VI policy. The County's fundamental objective in updating the Title VI policy is to ensure that all riders are knowledgeable about their rights. CAT submits this report to the Federal Transit Administration, (FTA), which provides a program to ensure that transit services made available are equitably distributed, and provides equal access and mobility to any person, without regard to race, color, or national origin. This program is updated every three (3) years and received approval by FTA through April 4, 2014.

ATM staff has held two public information meetings to solicit feedback on the document.

Recommendation:

Endorse the updated Title VI Policy.

Attachments:

A. Updated Title VI Policy

Prepared by: _____ **Date:** _____
Spencer Smith, CAT Mobility Manager

Approved by: _____ **Date:** _____
Trinity Scott, Public Transit Manager

EXECUTIVE SUMMARY
Reports & Presentations
Item 5B

Request to BCC for a 12 month extension to PTAC sunset period

Objective:

To endorse the extension of the Public Transit Ad Hoc Advisory Committee (PTAC) for a 12 month period.

Considerations:

On February 26, 2013, the Collier County Board of County Commissioners (BCC) adopted Resolution 2013-50 authorizing the creation of the PTAC. The PTAC serves to make recommendations to the BCC in matters related to transit policies, issues, programs, and plans to provide mass transit services to the citizens of Collier County. The resolution authorized the committee for a period of 12 months from the date of the first public meeting which was held on July 16, 2013.

The PTAC has proven to be a valuable source of input to Collier County Alternative Transportation Modes staff. There are many upcoming projects within the next year that would benefit from input of the committee, including the Transit Development Plan (TDP), final shelter design, and marketing plan. The extension would allow the committee to serve until July 16, 2015. The request for extension will be presented to the BCC subsequent to endorsement from the PTAC.

Recommendation:

That the committee members endorse the extension of the PTAC for an additional 12 months.

Prepared by: _____ **Date:** _____
Spencer Smith, CAT Mobility Manager

Approved by: _____ **Date:** _____
Trinity Scott, Public Transit Manager

EXECUTIVE SUMMARY
Reports & Presentations
Item 6A

Final Bus Schedule Survey

Objective:

To discuss the survey results for the redesign of the existing bus schedules.

Considerations:

Collier County Alternative Transportation Modes (ATM) staff has received many comments regarding the need to redesign our existing map to be more user friendly. Staff undertook a survey of our ridership to receive their input into what they would like to see in our schedules. Staff will present the final survey results at the meeting.

Recommendation:

None.

Prepared by: _____ **Date:** _____
Spencer Smith, CAT Mobility Manager

Approved by: _____ **Date:** _____
Trinity Scott, Public Transit Manager

EXECUTIVE SUMMARY
Reports & Presentations
Item 6B
Final Bus Shelter Survey Results and Proposed Design

Objective:

To discuss the results of the shelter survey results and go over proposed designs to revise the existing bus shelter design to provide more protection for passengers from the elements.

Considerations:

As directed by the Board of County Commissioners earlier this year, Collier County Alternative Transportation Modes (ATM) staff recently hired CH2MHILL to assist in the redesign of the existing bus shelter to provide more protection for our passengers from the elements. The goal is to develop a final design that is cost effective, low maintenance, addresses the needs of the riders and fits within the character of the community.

CH2MHILL will take the input received into consideration during the development of the design.

Recommendation:

Provide design input to staff.

Prepared by: _____ **Date:** _____
Spencer Smith, CAT Mobility Manager

Approved by: _____ **Date:** _____
Trinity Scott, Public Transit Manager

EXECUTIVE SUMMARY
Reports & Presentations
Item 6C

5 Year Budget Review

Objective:

To discuss the planned budget allocations for the next 5-years.

Considerations:

Collier Area Transit (CAT) receives funding from multiple sources on an annual basis. Staff has prepared a 5 year budget projection which will be presented at the meeting.

Recommendation:

To review the projected budget.

Prepared by: _____ **Date:** _____
Spencer Smith, CAT Mobility Manager

Approved by: _____ **Date:** _____
Trinity Scott, Public Transit Manager

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

Naples, Florida, February 18, 2014

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 Administrative Building “F”, Suite 501, Collier County Government Complex Naples, Florida with the following members present:

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

ALSO PRESENT: Michelle Arnold, Director, ATM
Trinity Scott, Public Transit Manager
Spencer Smith, Mobility Manager
Omar Deleon, Keolis
James Means, Keolis

1. Call to Order

Chairman Harrell called the meeting to order at 3:04PM.

2. Roll Call

Roll call was taken and a quorum was established.

3. Approval of Agenda

Mr. Duggan moved to approve the Agenda. Second by Ms. Lascheid. Carried unanimously 5 – 0.

4. Approval of Minutes from January 21, 2014 Meeting

Mr. Rosenberg moved to approve the minutes of the January 21, 2014 Public Transit Ad Hoc Advisory Committee meeting as presented. Second by Mr. Duggan. Carried unanimously 5 – 0.

5. Committee Action

a. Endorsement of the Advertising Policy

Ms. Scott provided the Executive Summary “*Endorsement of Advertising Policy*” for information purposes and the “*Collier Area Transit Advertising Policy and Standards*” for consideration. She reported:

- The advertising for the lobby areas will be limited to the outdoor areas.
- Staff estimates the annual revenue for the advertising at \$232k.

Mr. Doberstein noted there is no cancellation policy incorporated into the document.

Staff reported the individual contracts will address cancellation requirements; however they will contact the County Attorney’s office for the purposes of incorporating a cancellation clause into the Policy.

Mr. Rosenberg moved to recommend the Board of County Commissioners adopt the “Collier Area Transit Advertising Policy and Standards.” Second by Mr. Duggan. Carried unanimously 5- 0.

6. Reports and Presentations

a. Review of updated Title VI Policy

Ms. Arnold provided the Executive Summary “*Review Updated Title VI Policy*” and report “*Collier County Board of County Commissioners Collier Area Transit Title VI Program 2014 - 2017*” for information purposes. She presented a Slideshow titled “*Collier Title VI Program, Collier Area Transit, Report to Public Transit Advisory Committee – February 18, 2014*” noting:

- Staff will be seeking a formal recommendation for approval of the Policy at the March 18, 2014 PTAHAC meeting.
- The Policy ensures any organizations receiving Federal funds provide quality, non discriminating service to the patrons utilizing the system.
- The current Policy expires in 2014 and the County is required to review and update the Policy as necessary every 3 years.
- The Policy establishes a set of minimum requirements that must be met (i.e. proper notifications of the Policy’s existence, establishment of a “complaint procedure,” requiring construction of facilities be in a manner as to not adversely impact the affected population. etc.).

The Committee recommended the Policy reference, where necessary, that the Grants are “multi year grants.”

b. MPO Presentation on their Rail Feasibility Study – Multi Modal corridor

Ms. Scott provided the Executive Summary “*Lee MPO Presentation on their Rail Feasibility Study – Multi Modal Corridor*” for information purposes.

Don Scott, Lee County MPO Director presented a Slideshow “*Lee County Rail Corridor Feasibility Study PTAC, February 18, 2014*” highlighting:

- The MPO (Metropolitan Planning Organization) is a 16 Member Board that sets policies and prioritizes projects which utilize State and Federal Grants for transportation projects.
- The MPO is in the initial phases of studying the feasibility of obtaining the lease rights of a portion (Northern Collier to Southern Charlotte County) of an existing rail corridor running from Northern Collier County to DeSoto County.
- The existing rail service on the corridor is primarily utilized for transporting freight.
- Given the nature of the corridor (the existing infrastructure and its width) it may be suitable for establishing other services on or within it such as Commuter Rail Transit, Light Rail Transit or Bus Rapid Transit.
- If additional transportation services were to initiate in the future, it may create additional demand and opportunities for public transportation in the vicinity where the service would truncate.

c. Shelter Survey Results

Mr. Smith provided the Executive Summary “*Shelter Redesign Survey Results*” and Slideshow “*Survey Results, CAT and CH2MHill*” for information purposes. He outlined the results of the survey with feedback received from the respondents indicating the need for additional bike racks, storage or bike park and ride facilities, especially in the Immokalee service routes. The results will also be utilized for input on the proposed final design of the new bus shelters.

d. Schedule Survey Results

Mr. Smith provided the Executive Summary “*Schedule Redesign Survey Results*” and Slideshow “*Survey Results, CAT and CH2MHill*” information purposes and outlined the results of the survey with feedback from the respondents indicating they would be willing to pay \$1.00 for route maps with protective covers.

He reported the surveys will continue through the end of February.

7. Member Comments

Ms. Lascheid requested a Staff representative be present when the proposed redevelopment of the former Naples Daily News site is heard by the City of Naples Planning Commission. The purpose would be to ensure any Collier Area Transit issues are addressed as the project is intended for residential housing at a “mid level rent” rate. These individuals may have a need for public transit and the County should ensure adequate facilities and service is made available for the routes serving the area.

8. Public Comment

None

9. Next Meeting Date

March 18, 2014

Ms. Scott reported:

- The Bike Rack Policy was approved by the Board of County Commissioners.
- Staff is updating Commissioner Fiala on the proposed bus wrap designs.
- Staff has contacted the County Attorney's Office to initiate discussions on the requirement to "sun-set" the Committee.
- The next meeting Agenda will include the review of the proposed shelter designs, Title VI Policy and the 5 year draft budget.

There being no further business for the good of the County, the meeting was adjourned by order of the chair at 4:10P.M.

Public Transit Ad Hoc Advisory Committee

Glen D. Harrell, Chairman

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

February 18, 2014