

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

Naples, Florida, March 20, 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 Facilities Management Building "W", Collier County Government Complex Naples, Florida with the following members present:

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

ALSO PRESENT: Trinity Scott, Public Transit Manager  
Spencer Smith, Mobility Manager  
Brandi Otero, Associate Project Manager  
Omar Deleon, Keolis

**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. Approval of Agenda**

*Mr. Vogel moved to approve the Agenda. Second by Mr. Rosenberg. Carried unanimously 5 – 0.*

**4. Approval of Minutes from February 18, 2014 Meeting**

*Mr. Rosenberg moved to approve the minutes of the February 28, 2014 Public Transit Ad Hoc Advisory Committee meeting as presented. Second by Mr. DiMarco. Carried unanimously 5 – 0.*

**5. Committee Action**

**a. Endorse the Updated Title VI Program**

**Ms. Scott** presented the Executive Summary “*Endorse the Updated Title VI Policy*” for consideration. The policy is updated every 3 years and ensures transit services are equitably distributed and provides equal access and mobility to any person, without regard to race, color, or national origin.

*Mr. Vogel moved to recommend the Board of County Commissioners adopt the Updated Title VI Policy as proposed by Staff. Second by Mr. Rosenberg. Carried unanimously 5 – 0.*

**b. Request to the BCC for a twelve month extension to the PTAC sunset period**

**Ms. Scott** presented the Executive Summary “*Request to BCC for a 12 month extension to PTAC sunset period*” for consideration. She reported the purpose of the Committee is to make recommendations to the Board of County Commissioners in matters related to transit policies, issues, programs and plans to provide mass transit services to the citizens of Collier County. She will be informing the Board of County Commissioners on the accomplishments of the Committee including review of the Comprehensive Operations Analysis, Bus Wrap Designs, Bus Shelter Designs, Public Involvement Plan, Title VI Policy, Route Modifications, bus schedule maps, Bike Rack Policy and the Advertising Policy. Additionally, that future input will be sought from the Committee on Route Modifications, Land Development Code and Growth Management Plan amendments for issue related to CAT, developing additional funding strategies, developing marketing plans, etc.

*Mr. Doberstein moved to recommend the Board of County Commissioners extends the Public Transit Ad Hoc Advisory Committee for a period of 12 months. Second by Mr. DiMarco. Carried unanimously 5 – 0.*

**6. Reports and Presentations**

**a. Final Bus Schedule Survey**

**Mr. Smith** presented the Executive Summary “*Final Bus Schedule Survey*” for information purposes and provided an update on the results of the survey. Staff intends to provide maps for riders use in a single route map and system route map format. The maps will be foldable and have

the ability to be placed in a plastic pouch for long term use. Staff is also considering development of an Android/Apple Application for the system.

*The Committee recommended Staff pursue development of an “App” which could be made available for free with advertising or a nominal fee paid for use without advertising.*

Staff reported utilizing an “App” with advertising would require amendment of the Advertising Policy.

**b. Final Shelter Survey & Proposed Shelter Design**

**Ms. Scott** presented the Executive Summary “*Final Bus Shelter Survey Results and Proposed Design*” for consideration.

**Staff and Bill Grammer of CH2M Hill** provided an overview of 4 alternative bus shelter designs. He noted:

- The designs were based on input from a variety of sources including Staff, the ridership and the PTAHAC.
- The alternatives are similar in design appearance for the structure, but differ in the types of materials (Lexan vs. perforated metal, etc.) utilized for the sides of the proposed shelter.
- The shelters would be lit, provide an area for bike racks and displays of route maps.
- Advertising is a future option should it be approved by the County.
- Different size shelters may be utilized based on demand of a site and/or the available right of way.
- A design handbook will be developed for private parties (developers, etc.) to ensure any shelters proposed will adhere to the approved design specifications.

The Committee reviewed the alternatives and discussed the pros and cons of each design.

*Mr. DiMarco moved to recommend Staff pursue design Alternative “D.” Second by Mr. Doberstein. Carried unanimously 5 – 0.*

*Ms. Scott reported Staff will present the final design at a future meeting for consideration.*

**c. 5 year budget (amended to 1 year budget based on direction given to Staff)**

**Ms. Scott** provided an overview of the 1 year draft budget prepared by Staff including the sources of revenue and categories of expenditures. The Paratransit system has anticipated revenues of \$3.5M with expenditures estimated at \$3.6M and the Fixed Route System has anticipated revenues of \$8.1M and proposed expenditures of \$8.3M.

*Staff will be “fine tuning” the budget and provide an update at the next meeting.*

**7. Member Comments**

**Mr. Doberstein** recommended Staff consider prioritizing the existing bus shelters for the purposes of retrofitting them to accommodate any new features approved for the shelters. The same procedure could be utilized for the existing buses when a new bus wrap design is chosen.

**Mr. Vogel** expressed concern on the condition of some vehicles in the aging Paratransit fleet.

Staff reported they are aware of the issue with 4 new vehicles on order and plans for additional vehicles to be replaced in the future.

**8. Public Comments**

None

**9. Next Meeting Date**

**April 15, 2014**

**There being no further business for the good of the County, the meeting was adjourned by order of the chair at 4:30P.M.**

**Public Transit Ad Hoc Advisory Committee**

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**Glen D. Harrell, Chairman**

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