

May 17, 2022

## MINUTES OF THE PUBLIC TRANSIT ADVISORY COMMITTEE MEETING

May 17, 2022 Naples, Florida,

LET IT BE REMEMBERED, the Public Transit 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 Museum Lecture Hall, 3331 Tamiami Trail E, Naples, Florida with the following members present:

Chairman: John DiMarco, III  
Vice-Chairman: Peter Berry (ZOOM)  
Devon Browne (ZOOM)  
James Caton (ZOOM)  
Sonja Lee Samek (Excused)

ALSO PRESENT: Michelle Arnold, Director, Collier County PTNE  
Omar DeLeon, Public Transit Manager, Collier County PTNE  
Brandy Otero, Principal Planner, Collier County Museum  
Jacob Stauffer, Transit Planner, MV Transportation (ZOOM)

**1. Call to Order**

Chairman DiMarco called the meeting to order at 3:02 P.M.

**2. Roll Call**

Roll call was taken, and a quorum was not established.

*Ms. Arnold reported the Board of County Commissioners reappointed James Caton to the Public Transit Advisory Committee for a three- year term commencing April 12, 2022, and ending March 22, 2025.*

**3. Approval of Agenda**

The Committee agreed to hold an informational meeting in accordance with the Agenda.

**4. Approval of Minutes**

**a. April 19, 2022**

Continued to the next meeting.

**5. Committee Action**

**a. Fiscal Year 2022 TDP Annual Update**

Mr. DeLeon presented an Executive Summary “*Fiscal Year 2020 Transit Development Plan (TDP) Annual Update*” for consideration. The five-year planning document identifies recommendations and implementation strategies to achieve the goals and objectives of Collier Area Transit. He provided an overview of the update noting:

**Section 1: Overview**

- To receive State Block Grant Funds for system operations, each transit agency must develop a Transit Development Plan (TDP) Major Update every five (5) years and an Annual Progress Report for all other years.
- The deadline to submit all TDP updates to the Florida Department of Transportation (FDOT) for approval is September, 2022.
- Comments received will be included for the record that is communicated to the Board of County Commissioners for final approval before transmitting to FDOT. The Annual Progress Report:
  - Outlines the progress Collier Area Transit has made over the past year towards achieving the goals and objectives identified in the TDP Major Update, approved October 27, 2020, by the Board of County Commissioners and approved by FDOT on December 4, 2020.
  - Requires review through the Collier Area Transit Public Participation Plan process, which includes endorsement from the Public Transit Advisory Committee and a fifteen-day public comment period (commencing May 16, 2022, and expiring on May 30, 2022).

**Section 2: Previous Year’s Accomplishments**

This section provides a review of the past year’s implementation actions and describes improvements made since the last Annual Progress Report.

Service Improvements

- Collier County completed a Comprehensive Operation Analysis (COA) in July 2021.
- The COA set up a road map for improvements to the CAT system over the next few years.

- Significant changes were introduced during the first quarter of Fiscal Year 21/22.
- The changes were made to improve operational efficiencies resulting in steady growth in ridership for November 2021 through April 2022.

#### Additional Improvements

- Bus Shelter renovations.
- Paratransit software upgrades.
- Technology updates, benefitting customer service, efficiency, and safety, including sourcing an upgrade to the CAD/AVL System.
- Marketing programs to promote and educate the public about CAT's service.

#### **Section 3: Revisions and Recommendations**

This section provides a review of the past year's accomplishments compared to the original implementation plan. The 2021-2030 Collier County Major TDP Update included a comprehensive list of activities leading up to the creation of an implementation plan guiding the County's development of services over a ten-year planning horizon.

With each annual update, an additional tenth year is added to the implementation plan. Collier County will actively pursue funding opportunities to implement recommendations from the 2021-2030 TDP.

#### **Section 4: Goals, Objectives, and Policies**

The TDP contains seven goals, each designed with objectives and initiatives to meet the corresponding goal. The section includes a revised list of projects or services needed to meet the goals and objectives.

#### *Ms. Arnold noted:*

*Several of the goals, objectives and initiatives identified in the prior year plan are modified as they are repetitive and/or the targets no longer applicable or relevant.*

#### **Section 5: Financial Plan**

This section provides the revised financial plan consisting of the capital and operating costs and revenues associated with maintaining the existing system and with the implementation of the 10-year *Needs Plan*. The format is a planning tool and does not represent a commitment of funding or incorporate adjustments for inflation.

#### **Next Steps**

- The Plan will be on the Board of County Commissioners Agenda for June 2022.
- Approval by the Public Transit Advisory Committee is required for submission to the BCC.
- Comments and suggestions by Committee members should be forwarded to Ms. Arnold or Mr. DeLeon prior to submission to the BCC.
- Public comments will be documented.
- The final Annual Progress Report must be submitted to the Florida Department of Transportation (FDOT) in September 2022.

***Chair DiMarco moved to endorse the Fiscal Year 2022 Annual Progress Report to the Transit Development Plan. Vice Chair Berry, Mr. Browne and Mr. Caton concurred.***

**6. Reports and Presentations**

None

**7. Member Comments**

**Ms. Arnold** noted the available seat on the Public Transit Advisory Committee will be advertised in accordance with County policy and applicants presented to the Committee for membership recommendation.

*Vice Chair Berry suggested notifying the Naples branch of the Society of Human Resource Management (SHRM) of the vacancy.*

*Vice Chair Berry complimented Staff on the TDP report's comprehensive and professional presentation.*

**8. Public Comments**

None

**9. Next Meeting Date**

June 21, 2022 - Collier County Museum Lecture Hall, 3331 Tamiami Trail East, Naples, FL.

**10. Adjournment**

**There being no further business for the good of the County, the meeting was adjourned by order of the chair at 3:20 P.M.**

**Public Transit Advisory Committee**

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**John DiMarco III, Chairman**

These minutes approved by the Board/Committee on 09-22, 2022 as presented \_\_\_\_\_ or as amended \_\_\_\_\_.