



**Public Transit Advisory Committee
Collier Area Transit
Hybrid Meeting
Collier County Museum Lecture Hall
3331 Tamiami Trail East Naples, Florida
September 20th, 2023
1:00 p.m.**

Agenda Packet

- 1) Call to Order
- 2) Roll Call
- 3) Approval of Agenda
- 4) Approval of Minutes
 - a. June 20, 2023
 - b. August 16, 2023
- 5) Committee Action
 - a. Draft 2023 Transportation Disadvantaged Service Plan (TDSP) Major
- 6) Reports and Presentations
 - a. Regional Service and Fare Study Technical Memorandum
- 7) Member Comments
- 8) Public Comments
- 9) Next Meeting Date – October 18th, 2023 at 1PM - Collier County Museum Lecture Hall
- 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.

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 required 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.

MINUTES OF THE PUBLIC TRANSIT ADVISORY COMMITTEE
MEETING

NAPLES, FLORIDA

JUNE 20, 2023

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:

Chair: John DiMarco, III
Vice-Chair: Peter Berry
Devon Browne
James Caton (Excused)
Dewey Enderle
Sonja Lee Samek (Excused)
Martin de St. Pierre

ALSO PRESENT: Brian Wells, Director, Collier County PTNE
Omar DeLeon, Public Transit Manager, Collier County PTNE
Alexander Showalter, Senior Planner, Collier County PTNE
Elena-Ortiz Rosado, Marketing Manager, Collier County PTNE
Keyla Castro, Operations Specialist, Collier County PTNE
Jacob Stauffer, Transit Planner, MV Transportation

1. Call to Order

Chairman DiMarco called the meeting to order at 2:58 P.M.

2. Roll Call

Roll call was taken, and a quorum of five was established.

3. Approval of Agenda

Vice Chair Berry moved to approve the Agenda. Second by Mr. Browne. Carried unanimously 5 - 0.

4. Approval of Minutes

a. March 21, 2023

Vice Chair Berry moved to approve the minutes of the March 21, 2023, meeting of the Public Transit Advisory Committee as presented. Second by Mr. Enderle. Carried unanimously 5 - 0.

b. May 16, 2023

Vice Chair Berry moved to approve the minutes of the May 16, 2023, meeting of the Public Transit Advisory Committee as presented. Second by Mr. Enderle. Carried unanimously 5 - 0.

5. Committee Action

a. Approval for TDP Annual Update

Mr. Showalter presented an Executive Summary “*Fiscal Year 2023 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 I: 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 1, 2023.
- Comments received will be provided to the Board of County Commissioners (BCC) during final approval before transmitting to FDOT. The Annual Progress Report:
 - Outlines Collier Area Transit’s progress made over the past year towards achieving the goals and objectives identified in the TDP Major Update, approved October 27, 2020, by the BCC and FDOT on December 14, 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, 2023, and expiring on May 30, 2023).

Section II – Previous Year’s Accomplishment

Categories noted:

- Service Improvements
- ADA Bus Stop and Bus Shelter Improvements

- Hurricane Ian Response – September 28, 2022
- Title VI Program
- On-Demand Paratransit Service
- Perk Pass F.K.A. Corporate Pass Program
- New Beach Bus Route
- Capital Equipment, Facility Changes, and Improvements
- Marketing and Public Involvement/Communications

Section 3: Revisions to Implementation Plan

Tenth Year Transit Implementation Plan

- 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 includes 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.
- Collier County will actively pursue funding opportunities to implement recommendations from the 2021-2030 TDP.

Section 4: Status of Goals and Objectives

Assessment of 2019 Major Update Goals and Objectives

- The TDP contains seven (7) 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.
- Coupled with new initiatives to improve the CAT brand, expand services marketing, and customer-facing technology enhancements, several of the prior objectives and targets may no longer be 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 utilized to quantify the cost of service and related capital enhancements and does not represent a commitment of funding or incorporate adjustments for inflation.

Next Steps

- The Plan will be considered by the BCC in June 2023.
- Approval by the Public Transit Advisory Committee is required for submission to the BCC.
- The final Annual Progress Report must be submitted to the Florida Department of Transportation (FDOT) in September 2023.

Recommendation

Vice Chair Berry motioned to endorse the Collier Area Transit Fiscal Year 2023 Annual Progress Report to the Transit Development Plan. Second by Mr. Enderle. Carried unanimously 5 – 0.

b. PTAC Meeting Time Change

Mr. Showalter presented an Executive Summary “*PTAC Meeting Time Change*” to consider changing the date and start time of the recurring PTAC meetings.

- A quorum of four (4) of seven (7) members is required to complete the actions needed to approve Agenda items.
- Rescheduling the meeting time may allow for more consistent attendance from all Committee members.

Committee discussion:

- Members determined the third Wednesday of each month at 1:00 P.M. would increase attendance.
- Staff should confirm venue availability with the Collier County Museum Lecture Hall.

Vice Chair Berry motioned to change the date and time of the Public Transit & Neighborhood Enhancement advisory Committee meeting to the third Wednesday of the month at 1:00 P.M. Second by Mr. Enderle. Carried unanimously 5 – 0.

6. Reports and Presentations

a. FY23 POP – 5307,5339

Mr. DeLeon presented an Executive Summary “*Endorsement of the Federal Transit Administration (FTA)*” to inform the PTAC Advisory Committee of the Program of Projects for the Federal Transit Administration (FTA) Sections 5307 and 5339 grant application submittals.
Section 5307

- The Public Transit Neighborhood Enhancement (PTNE) Division receives federal grant funds for the management of the Collier Area Transit (CAT) system annually.
- Collier County is located within the Bonita Springs/Naples Census Urbanized Area.
- A portion of the Section 5307 funding received is shared with Lee County.
- The total amount allocated to the Urbanized Area Formula Program is \$4,382,649 of which \$3,933,690 is awarded to Collier County and \$448,959 is distributed to Bonita Springs/Lee County.
- Projects proposed for the appropriated funding may include:
 - Transit Improvement Projects include the rehabilitation of bus stops.
 - Security and Safety enhancement including the replacement of the vehicular and pedestrian gates.
 - Provision of Americans with Disabilities Act (ADA) Paratransit services.
 - Funding for transit operating expenses.
 - Funding for the construction of the replacement maintenance facility.
 - Preventative maintenance.
 - Rehab of the Administration Building, including paint and re-roofing.

Section 5339

- The program provides capital assistance for new and replacement buses, related equipment, and facilities.
- Collier County is the designated recipient for the urbanized area.
- \$362,341 is allocated to the Bonita Springs/Naples Urbanized Area for USC Section 5339 Bus and Bus Facilities Urbanized Area Formula program.

Proposed Program of Projects for the Appropriated Funding

5307 FY23-24

- Enhancement - Bus wrap replacement and shelter maintenance.
- Security & Safety – Purchase and installation of a door badge access system for the Administration Building and cameras for the Immokalee Transfer Station.
- American Disabilities Act (ADA) Paratransit Services.
- Facility Rehabilitation - Fuel station maintenance and rehabilitation of the Administration Building (Paint and re-roofing).
- Bus Stop Improvements – ADA shelter and amenity improvements.
- Rolling Stock – Replacement of one (1) support ruck and two (2) electric vans.
- Preventative Maintenance.
- Operating Assistance - Transit Operations.

5339 FY 23-24

- Facility Rehabilitation - Design and construction for reconfiguration of facility.
- Equipment – Electric Charging Stations equipment.

Facility Rehabilitation

- Staff met with the Facilities Team to identify areas for building improvement.
- On completion of the rear building, the front building is targeted for renovation.
- Creation of a designated space to host PTAC and public meetings is being considered.
- Approval and agreement to accommodate regional buses is being researched.

Recommendation

Mr. Browne motioned to endorse the Collier Area Transit 5307 FY23-24 Program of Project in the amount of \$3,933,690.00, financed by Federal Grant Funds, and 5339 FY23-24 Program of Project in the amount of \$362,341.00 for transit capital projects and operating assistance to the Collier Area Transit (CAT) system. Second by Mr. Enderle. Carried unanimously 5 – 0.

7. Member and Staff Comments

Director PTNE

Brian Wells has assumed the position of Director for Public Transit & Neighborhood Enhancement. Mr. Wells shared his credentials with the Committee, noting his background is in transport management. He thanked the members for their service and requested communication regarding questions or concerns.

Electric Charging Stations

- Utilization of charging stations to generate revenue should be considered in the future.

Traffic Congestion

1. Paradise Coast Sports Complex just off Route 951 (Collier Boulevard).
 - CAT is working with the Sports Park to help mitigate traffic and parking congestion in the area, including any measures available to address the issue.
2. Immokalee Road
 - CAT is monitoring proposed changes to Immokalee Road in the area of the I75 interchange. Initial discussions with FDOT and real estate developers have transpired.

8. Public Comments

None

9. Next Meeting Date

July 19, 2023 - 1:00 P.M.
Collier County Museum Lecture Hall
3331 Tamiami Trail E
Naples, FL. 34104

10. Adjournment

There being no further business for the good of the County, the meeting was adjourned by order of the chair at 3:26 P.M.

Public Transit Advisory Committee

John DiMarco III, Chairman

These minutes approved by the Board/Committee on _____, 2023 as presented _____ or as amended _____.

MINUTES OF THE PUBLIC TRANSIT ADVISORY COMMITTEE
MEETING

NAPLES, FLORIDA

AUGUST 16, 2023

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 1:00 P.M. in REGULAR SESSION at Collier County Museum Lecture Hall, 3331 Tamiami Trail E, Naples, Florida with the following members present:

Chair: John DiMarco, III
Vice-Chair: Peter Berry
Devon Browne (Excused)
James Caton (Excused)
Dewey Enderle
Sonja Lee Samek (ZOOM)
Martin de St. Pierre (Excused)

ALSO PRESENT: Brian Wells, Director, Collier County PTNE
Omar DeLeon, Public Transit Manager, Collier County PTNE
Alexander Showalter, Senior Planner, Collier County PTNE
Elena-Ortiz Rosado, Marketing Manager, Collier County PTNE
Keyla Castro, Operations Specialist, Collier County PTNE
Jacob Stauffer, Transit Planner, MV Transportation

1. Call to Order

Chairman DiMarco called the meeting to order at 1:00 P.M.

2. Roll Call

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

3. Approval of Agenda

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

4. Approval of Minutes

a. June 20, 2023

The minutes of the June 20, 2023, Public Transit Advisory Committee meeting will be considered at the September 20, 2023, meeting.

5. Committee Action

None

6. Reports and Presentations

a. LeeTran Coordination Meeting

Mr. Showalter presented an Executive Summary “*CAT/Lee Tran Cordination Meeting*” to update the Committee on the information received at the August 8, 2023, meeting of the two regional transit providers at the LeeTran Headquarters in Fort Myers. CAT and LeeTran will meet quarterly to discuss their long-term goals.

- Jacob’s Engineering presented a Regional Transit Fare Study.
 - Tasks 1 & 2 are completed -
 - Data collection analysis.
 - A Policy assessment.
 - Tasks 3 & 4 are in progress -
 - An Origin Destination (OD) study to determine regional travel patterns.
 - Determination of next steps.
 - Fare sharing
 - The concept will be considered if the regional travel patterns are adopted.
 - Challenges to fare sharing may be posed by the fare box providers.
- CAT staff spoke regarding service changes and technology improvements made over the past year including introduction of the trans signal prioritization system.
- LeeTran staff reviewed their system changes noting:
 - Ridership decreased from three million to two million post Hurricane Ian.
 - The Mobility on Demand (MOD) system has been successful and will be expanded. It was noted the service cannot access gated communities; an area at the entrance to the communities is designated for pick-up.
- CAT staff toured the LeeTran maintenance facility.

Committee discussion:

- The ADA Passport system can be used with LeeTran MOD.

b. Performance Measures

Mr. Showalter presented an Executive Summary “*Performance Measures*” to update the Committee on the performance of the system off-season vs. season. Points and areas for possible improvement were identified. He noted:

- CAT underwent major service changes in 2022, removing and consolidation routes across the County.
- Comparison of season and off-season data, highlighting improvements resulting from the changes implemented in 2022 are compared below:

<u>Off-Season (May – Nov. 2022)</u>	<u>Season (Dec – Apr. 2023)</u>
57,655 Avg. Monthly Riders	62,934 Avg. Monthly Riders (+9%)
79.9% Avg. OTP	73.7% Avg. OTP
1.4 Accidents per Month	0.4 Accidents per Month (-72%)

Noted:

- On Time Performance (OTP) dropped 6.2% in season. Schedule adjustments will be reviewed.
- Accidents decreased significantly in season.
- Route 19, a consolidation of Routes 19 and 28, has exceeded past ridership possibly a result of increase accessibility.
- Route 21 ridership decreased 50%. Adjustments were made based on the customer’s feedback. The drivers will be consulted for information contributing to the decline.

c. Transit App Performance

Ms. Ortiz-Rosado presented Executive Summary “*Transit App Performance Measures*” to update the Advisory Committee on the Transit App and discuss passenger adoption rates since its introduction to the system in April 2023. She noted:

- The Transit app is available to download for iPhone and Android users.
- The app offers:
 - Real-time bus ETA’s.
 - Trip planning step by step navigation.
 - Crowdsourced real-time information.
- CAT passengers will receive an upgraded transit app subscription called *Royale*.
- Communication distribution channels to promote the app include:
 - Social Media
 - Digital Bus Advertising, Audio Announcements and Exterior Signage
 - Skip the Map, Get the App Campaign
 - QR Codes

Committee discussion:

- The internal goal for customers downloading and using the app has not yet been determined.

7. Member and Staff Comments

Member Comments

- Staff will provide an update at a future date on the customers’ ability to pay for service with the power bus app.
- Noting the pilot program has ended, Staff will research the basis for Queue app ride share pricing, failure to notify the user and lack of credit card acceptance for payment.

- The basis for the pilot program was to capture costs and rider usage if a ride share program was adopted. CAT does not currently have a plan to incorporate the system into the transit program.

Mr. DeLeon reported:

- An upgraded CAD/AVL software system, planned for the next phase, will integrate the *Ride to Care* app with the transit fare app and offer more features.

Staff Comments

Mr. DeLeon reported that the “*Transportation Disadvantaged Service Plan (TDSP) Major Update*” prepared for the Collier County Metropolitan Planning Organization (MPO), will be presented at the September 20th meeting.

He noted:

- A TDSP Major Update is required every three years.
- The consultant who prepared the report will present it to the Committee.
- A *Recommendation* to endorse the plan is required by the PTAC Advisory Committee.

8. Public Comments

None

9. Next Meeting Date

September 20, 2023 - 1:00 P.M.
 Collier County Museum Lecture Hall
 3331 Tamiami Trail E
 Naples, FL. 34104

10. Adjournment

There being no further business for the good of the County, the meeting was adjourned by order of the chair at 1:30 P.M.

Public Transit Advisory Committee

John DiMarco III, Chairman

These minutes approved by the Board/Committee on _____, 2023 as presented _____ or as amended _____.

EXECUTIVE SUMMARY
Committee Action
Item 5a
Draft 2023 Transportation Disadvantaged Service Plan (TDSP) Major

Objective:

To review and endorse the draft 2023 TDSP Major.

Considerations: This year, Collier County is required to submit a Major Update to the TDSP, due to the re-designation of Collier Board of County Commissioners as the Community Transportation Coordinator. The Major Update to the TDSP is being prepared by staff from the Capital Consulting Solutions, LLC.


A special meeting has been scheduled for October 4 for the adoption of the TDSP Major. This will allow an additional review and comment opportunity for PTAC members and the public to comment on the document.

Recommendation:

Endorse the draft 2023 Transportation Disadvantaged Service Plan (TDSP) Major.

Attachment:

1. Draft 2023 TDSP Major Update

Prepared by:  Date: 9/15/23
Alexander Showalter, Planner II

Approved by:  Date: 09/15/2023
Brian Wells, PTNE Division Director

EXECUTIVE SUMMARY
Reports & Presentations
Item 6a
Regional Service and Fare Study - Technical Memorandum

Objective:

To review and discuss the first technical memorandum provided by Jacobs Engineering for the Regional Service and Fare Study.

Considerations: In March of 2023, Collier Area Transit and Jacobs Engineering kicked off the Regional Service and Fare Study. The purpose is to complete the development of a Study which evaluates the prospect of implementing regional service from Collier County into adjacent Counties, including the evaluation and recommendation for a Regional Fare structure that would be implemented with any future service.

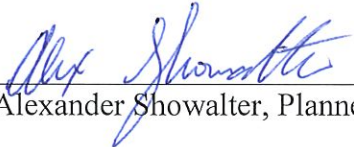
The project has been separated into eight tasks and this tech memo summarizes the data collection and analysis portion of the project.

Recommendation:

None.

Attachment:

1. Technical Memorandum No. 1

Prepared by:  **Date:** 9/15/23
Alexander Showalter, Planner II

Approved by:  **Date:** 09/15/2023
Brian Wells, PTNE Division Director