

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**

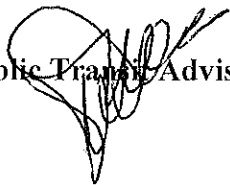
None

**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**

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**John DiMarco III, Chairman**

These minutes approved by the Board/Committee on September 20, 2023 as presented X or as amended \_\_\_\_\_.