

# Palm Tran Service Board Minutes

Thursday, January 28, 2016

## 1. Call to Order 1:31 P.M.

Chair Koyanagi called the meeting to order at 1:31 P.M.

## 2. Introduction of Members / Roll Call

### Quorum Present

Members present: Cathy-Alice Koyanagi – Chair  
Dwight Mattingly – Vice Chair  
Andre Cadogan  
Myra Goldick  
Beverly J. Scott – Arrived 1:53 pm  
Frank Stanzione  
Robert Templeton  
Robert Weinroth

## 3. MOTION TO ADOPT AGENDA for January 28, 2016.

No changes were noted.

Action Taken: Motion to adopt Agenda made by Robert Weinroth, seconded by Andre Cadogan. Motion approved unanimously.

## 4. MOTION TO APPROVE MINUTES for November 19, 2015.

Action Taken: Motion to approve Minutes made by Robert Weinroth, seconded by Andre Cadogan. Motion approved unanimously.

## 5. Comments from the Chair – Cathy Alice Koyanagi

- Thank you to Michael Garcia and Louis Hughes, drivers from First Transit, on January 25<sup>th</sup> 2016, they were courteous, professional and smooth driving.

## 6. Comments from the Executive Director (Clinton Forbes, Executive Director)

- Introduced new hire Lina Aragon, Palm Tran Connection Service Coordinator.
- Assessment of the Organization
- Self Assessment of Management
- Experts from different transit agencies will assist with an overall assessment of Palm Tran.
- Town Hall Meetings
- Recommendation on bus stop changes

Robert Weinroth mentioned that South County, particularly downtown Boca Raton, is undergoing a community redevelopment to target residents; and suggested Palm Tran include south county when reevaluating and strengthening routes.

## 7. Planning Section Follow-Up (Fred Stubbs, Planning Manager)

Fred Stubbs provided follow-up information on the following:

- Fixed Route deployment of wheel chair ramps on fixed routes.
- Bus infrastructure/ADA concerns and potential on the Sherwood Forest Boulevard segment of the Route 60
- Time certain for public comments.
- Route 3 radio ad
- Planning Section held their January onboard monthly meeting on the Route 30.

## **8. Action Items**

### **a. Staff Presentation – Route 60 Modification/Schedule Adjustment to Jog Road (Northbound only).**

Jeannie Taylor, Senior Planner, said she met with operators at their regular meeting and iterated that passengers are asking if they can go to Jog Road. The section of Route 60 that would be removed is the Sherwood Forest Blvd. segment where there is no bus stop. The modification would require a schedule adjustment that will take five (5) minutes from the east side of the route and put it on the west side to accommodate the change.

**Action Taken: Motion to approve Route 60 made by Dwight Mattingly, seconded by Frank Stanzone, and opposed by Robert Weinroth. Cathy Alice Koyanagi stated that it has passed.**

## **9. Information Items**

### **a. Monthly Reports Highlight – (Steve Anderson, Senior Planner)**

Steve Anderson provided an overview of the ridership of the fixed route, fare products, system on-time performances and the Palm Tran on-demand text messaging feature.

Robert Weinroth commented about the downfall of ridership and asked if there has been anyone to analyze the additional fare that has been offset by the decrease in ridership.

### **b. Planning Calendar – (Charles Frazier, Assistant Director)**

Charles Frazier reviewed the Planning calendar. He stated that next month's meeting will include an update on route 60 and the Executive Director will present a progress report on his assessment. Planning department will have a route education series on route 63 and 47 at next month meeting which will be held at the regular location on Military Trail. Mr. Frazier also mentioned that the Paratansit subcommittee meeting date has changed to February 11, 2016. In March the Planning section will give a presentation on the Remix software. Members could also expect a Connection update at the March meeting, which will be held in a South County location with specifics to be given at a later date.

### **c. Public Comment on Information Items**

#### **Public Comments**

- None.

## **10. Committee Reports**

### **a. Paratansit – Terry Brown**

- Meeting was postponed until February 11, 2016 due to the TD (Transportation Disadvantaged) Day in Tallahassee

**b. Planning – Frank Stanzione**

- He did not attend last month meeting.
- Fred Stubbs commented that they discussed the Route 60 proposal.

**11. Comments**

**a. Members**

Cathy Alice Koyanagi resigned her position with an effective date on January 20, 2016. Cathy Alice Koyanagi said that the board needs to decide on a new chair.

**b. Staff**

Frank Stanzione moved to have an election by the end of the day.

**c. Members of the Public**

Valerie Neilson commented that Palm Beach MPO is conducting a commuter challenge during the month of March.

Rick Gonzalez from First Transit commented on the TD Day that was held in Tallahassee.

Andre Cadogan commented that he nominated Beverly Scott for the chair; Beverly Scott declined the motion nomination.

Frank Stanzione thanked Cathy Alice Koyanagi for her service. Mr. Stanzione asked if there would be a conflict if Dwight Mattingly was nominated for the chair. He also asked the Executive Director if there is a policy for protected bus stops.

Myra Goldick commended that she is disappointed how few agencies send a representative to any of the meetings. She asked if an outreach letter can be drafted inviting agencies to come on behalf of the clients they serve.

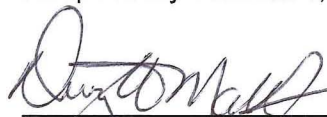
**Action Taken: Frank Stanzione nominated Dwight Mattingly for Chair of the PTSB, seconded by Robert Weinroth. None opposed**

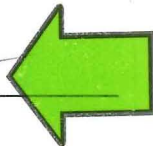
**Action Taken: Frank Stanzione nominated Myra Goldick for Vice Chair, seconded by Andre Cadogan, None opposed.**

Dwight Mattingly congratulated Myra Goldick on Vice Chair.

**ADJOURNMENT: Adjourned at 3:04 P.M**

Respectfully submitted,

  
Dwight Mattingly, Chair



  
Myra Goldick, Vice-Chair

**Minutes are draft and subject to approval by the PTSB and signatures of Chair and Vice-Chair.**