AGENDA
Thursday, May 24, 2018 @ 9:30 a.m. CST
Okaloosa County Board Chambers
1250 N. Eglin Parkway, Shalimar, FL 32579

I. CALL TO ORDER – Chairperson Carolyn Ketchel

II. APPROVAL OF AGENDA

III. CONSENT AGENDA
1. Approval of the Attached March 22, 2018 Meeting Minutes

IV. ANNOUNCEMENTS
1. For those wishing to speak, please fill out a speaker request form and indicate the agenda item(s) you would like to address. You will be called by the Chairperson at the appropriate time. If you would like to address an item not on the agenda, there will be an opportunity at the end of the meeting to speak.

V. ACTION ITEM
1. ENCLOSURE A-Consideration of Billy Bowlegs Pirate Festival Shuttle Service Request- Ms. JoAnn Hofstad, Okaloosa County

2. ENCLOSURE B-Consideration of Destin Seafood Festival Shuttle Service Request- Ms. JoAnn Hofstad, Okaloosa County

VI. INFORMATION ITEMS
1. EC Rider Updates- Mr. Robert Berkstresser, Okaloosa County

2. Maruti Updates- Mr. Ron “Mack” McElhose, Maruti Fleet and Management, LLC

3. Bus Shelter Location Discussion - Mr. Robert Mahan, WFRPC
VI. OTHER BUSINESS

1. The next Okaloosa Transit Cooperative meeting is scheduled for Thursday, July 26, 2018 at 9:30 a.m. in the Okaloosa County Board Chambers – 1250 N. Eglin Parkway, Shalimar, Florida.

VII. PUBLIC FORUM

1. Public – For those wishing to speak, please fill out a speaker request form.

2. Any additional items for discussion – Co-Op, Okaloosa County Staff, Maruti, WFRPC Staff

VII. ADJOURNMENT

EC Rider website: ecrider.org

Okaloosa Transit Cooperative information can be found on the WFRPC website at: http://www.wfrpc.org/programs/okaloosa-transit-cooperative

Public participation is solicited without regard to race, color, national origin, sex, age, religion, disability or family status. Reasonable accommodations for access will be made in accordance with the Americans with Disabilities Act and for languages other than English. Please notify the West Florida Regional Planning Council (WFRPC) at 1-800-226-8914 at least 48 hours in advance if accommodations are needed.

Introduzca la participación del público se solicita, sin distinción de raza, color, origen nacional, sexo, edad, religión, discapacidad o estado familiar. La OPC hará arreglos razonables para el acceso a esta reunión de acuerdo con el Americans with Disabilities Act, y para los requisitos de idioma que no sean inglés. Notifíque a la Sr. Dan Deanda (dan.deanda@wfrpc.org) de los requisitos de acceso o el idioma en el 850-332-7976 ext 227 al menos 48 horas de antelación.
OKALOOSA TRANSIT COOPERATIVE MEETING MINUTES
West Florida Regional Planning Council (Designated staff)
Okaloosa County Board Chambers 1250 N. Eglin Parkway, Shalimar, Florida 32579
March 22, 2018

Members attending:
Carolyn Ketchel Okaloosa County Commissioner
Dick Rynearson Fort Walton Beach Mayor
William Schaetzle Niceville City Councilman
Jean Hood Cinco Bayou Mayor
Elizabeth Roy Crestview City Clerk

Others attending:
Bob Berkstresser Okaloosa County
JoAnn Hofstad Okaloosa County
Janet Willis Okaloosa County
Ron McElhose Maruti
Ted Corcoran Fort Walton Beach Chamber
Nathan Monk One Hopeful Place
Mike Anderson Citizen
Rob Mahan WFRPC Staff
Gabrielle Merritt WFRPC Staff
Howard Vanselow WFRPC Staff
Annie Walthall WFRPC Staff
Mary Beth Washnock WFRPC Staff
Jo Anne Donatella WFRPC Staff
Kellie White WFRPC Staff

I. CALL TO ORDER
Commissioner Ketchel called the meeting to order.
Mayor Hood led the Pledge of Allegiance and Mayor Rynearson offered the invocation.

II. APPROVAL OF AGENDA
Unanimously approved.

III. CONSENT AGENDA
Mayor Hood motioned to approve the January 25, 2018 minutes. Councilman Schaetzle seconded the motion, and the motion passed unanimously.

IV. ACTION ITEM
There were no action items presented.

V. INFORMATION ITEMS
1. EC Rider Updates- Mr. Robert Berkstresser, Okaloosa County
Mr. Berkstresser discussed raising fares for Demand Response (Dial-a-Ride) service. Mr. Berkstresser stated that more people are now eligible for the service and they are giving more rides which requires more funds.

Mr. Berkstresser stated that the new Demand Response fare would be no more than twice the fare for a comparable trip on the fixed-route system and that under the proposed new fare
structure ambulatory and wheelchair rates will be the same. Mr. Berkstresser added higher demand-response fares will provide an incentive for current demand response riders to switch to fixed route, which is much more cost-effective for the County.

Mr. Berkstresser stated that advertising on vehicles currently generates $2,725/month. Carolyn Ketchel stated that we can get approximately $20,000 per year of advertising revenue from the airport and requested Mr. Berkstresser to follow up with the airport/Allegiant.

Ms. Ketchel questioned whether drivers are assisting disadvantaged transit riders getting on and off the bus. Additionally, Mr. Schaetzle questioned the policy and contract guidance regarding assisting passengers. Mr. Berkstresser stated that it is strictly Dial-a-Ride passengers that are assisted.

Mr. Berkstresser reported that all tablets are now in vehicles and are operating through the day and providing better informational updates for rerouting, running late, etc. Ms. Ketchel asked how many routes currently go from Crestview to Courthouse Annex. Mr. Berkstresser said one route, 3 times a day.

2. Maruti Updates- Mr. Ron “Mack” McElhose, Maruti Fleet and Management, LLC
Mr. McElhose reported that Maruti is proposing an additional, circular route that will run around Crestview. Mr. McElhose also reported that Maruti is proposing a second additional route running from the Airport to Destin (Route East 40), taking passengers from/to the Airport and Destin Commons, traveling through Niceville. Mr. McElhose stated that this new route will eliminate routes 30, 32 and 33. There will be 6 buses servicing the new route.

Mr. McElhose stated that Uptown Station merchants asked that the stop in their location be moved away from their area because it attracts vagrants. Mr. McElhose stated that most of the people that hang out at that station were not transit riders. One potential move would be to Hospital Drive. There was discussion among board members about keeping the Uptown Station stop in place.

Mr. Schaetzle inquired about the proposed route from the Airport to Destin Commons and when it would be implemented. This route would be implemented at the end of May. Mr. McElhose reported that 6 buses will run approximately every 15-20 minutes and take passengers from the Airport through Niceville and into Destin Commons. The Maruti fleet app will track buses so passengers will know when a bus is arriving/departing. Ms. Roy stated that she would like to get with Mr. McElhose to discuss the proposed routes.

Ms. Ketchel inquired about getting a bus stop in front of the Okaloosa County Administrative Complex. Ms. Willis responded that there is a bus stop with a shelter in front of the Complex but that the stop & shelter are not ADA-compliant and need to be relocated.

3. Amended Shuttle Service Policy (attached) - Mr. Robert Mahan, WFRPC
Mr. Mahan presented the amended Shuttle Service Policy and discussed the approved changes.

4. Final Meeting Schedule (attached)- Mr. Robert Mahan, WFRPC
 Included in Agenda
5. Amendment to Staff Services Agreement - Mr. Robert Mahan, WFRPC
   Mr. Mahan discussed the original contract and the changes to the Staff Services Agreement.

VI. OTHER BUSINESS

   Mayor Rynearson inquired about the necessity of keeping the Uptown Station stop. Mr. McElhose stated that he will ask the State to approve stop(s) near Union Station in the right-of-way rather than in the parking lot.

1. The next Okaloosa Transit Cooperative meeting is scheduled for Thursday, May 24, 2018 at 9:30 a.m. in the Okaloosa County Board Chambers – 1250 N. Eglin Parkway, Shalimar, Florida.

VII. PUBLIC FORUM

   Mr. Ted Corcoran, Fort Walton Beach Chamber President/CEO, introduced Nathan Monk, Executive Director of One Hopeful Place, a 20-bed outreach shelter for homeless men. Mr. Monk stated that he was in support of a request for a bus stop at the One Hopeful Place facility.

   Mr. Monk gave a brief overview of One Hopeful Place’s mission as a homeless shelter and cold-weather shelter. Mr. Monk stated that there are 20 full time residents, many of whom are waiting on social security and/or VA disability benefits. All the residents require transportation, whether it be for medical appointments, job training, or work. In addition, Mr. Monk stated he is in conversation with Crestview, to bring some of their needy population to his facility. This would mean an even larger number of people requiring transportation. Mr. McElhose stated that he would look into location a stop at or near One Hopeful Place.

   Ms. Ketchel inquired if One Hopeful Place’s customers would be paying riders. Mr. Monk said yes, but his organization would also be subsidizing it and that it would be a revenue stream for the county.

   Ms. Ketchel also asked if Mr. Monk’s organization would be interested in an older county bus that is currently out of county circulation. Mr. Monk said yes.

VIII. ADJOURNMENT

   The meeting was adjourned at 10:15 A.M

Approved by Okaloosa Transit Cooperative

DATE: __________

SIGNED: __________________________
ENCLOSURE A
EMERALD COAST (ec) RIDER
Shuttle Service Request Form

1. Name of Organization Requesting Temporary Shuttle Service:
   Greater Fort Walton Beach Chamber of Commerce

2. Requesting Organization Contact:
   Name: Rachelle Graves
   Email: rachelle@fwbchamber.org
   Telephone: 850.244.8191

5. Name, Title, & Signature of Transit Cooperative Sponsor:
   Dick Rynearson
   Name:
   Mayor, Ft. Walton Beach
   Title
   Signature

6. Name of Event for Which Service is Requested:
   63rd Billy Bowlegs Pirate Festival

7. Date Service Requested to Begin: 01/01/18  Date Requested Service to End: 02/02/18

8. Please attach all of the following:
   • event itinerary and proposed hours of service and frequency of runs (ecRider will have final decision).
   • a transportation advertising plan to ensure the public is aware of the availability of shuttle service.
   • proposed route(s) including pick up (park and ride) and drop off (stop) areas and a signage plan (including event notification) for identifying pick up and drop off areas, routes, and directing vehicle and pedestrian flow.
   • traffic control plan that identifies who is responsible (ecRider will not be responsible for traffic control), which takes into consideration and identifies the resources needed to provide security, traffic flow, pedestrian flow, vehicle and pedestrian staging, tight traffic areas, and a means to communicate in real time when issues arise during the event.

---

Office Use Only

Date Shuttle Service Request Received: ____________________________

Request: Approved  or  Denied  (circle one)

By (Print Name): ________________________________________________

Signature: ___________________________________________  Date: __________________
63rd Annual Billy Bowlegs Pirate Festival
Friday, June 1st, 3 p.m. until 9 p.m.
Saturday, June 2nd, 11 a.m. until 6 p.m.

Proposed Shuttle Schedule:
On Friday, June 1st we would like to have the shuttle service start at 5 p.m. and run through 10 p.m.
On Saturday, June 2nd we would like to have the shuttle service start at 12 p.m. and run until 6 p.m.
One to two shuttles in continual rotation

Transportation advertising plan:
Radio – Community Broadcasters, Cumulus Media
Facebook - Billy Bowlegs Pirate Festival, Greater Fort Walton Beach Chamber of Commerce Northwest Florida Daily News
Signage at the pick-up and drop off locations

Pick up location:
Uptown Station
99 Eglin Parkway, NE

Drop off location:
De’France Indoor Flea Market Antiques & Collectibles
230 Eglin Parkway, SE

Traffic Plan:
Uptown Station has an EC Rider Shuttle pick up and drop off location already established
A route map is included from Uptown Station to De’France is included
Just across Florida Place – the street outside of De’France – there is a traffic light.
At the traffic light there is a crosswalk for pedestrians to safely cross Highway 98 to Brooks Street.
Fort Walton Beach Police Dept. CRA Officer will be downtown to assist as and/if needed.
1. Name of Organization Requesting Temporary Shuttle Service: Dustin Seafood Festival

2. Requesting Organization Contact: Name

3. Email: info@dustinseafoodfestival.com

4. Telephone:

5. Name, Title, & Signature of Transit Cooperative Sponsor:

6. Name of Event for Which Service is Requested: Dustin Seafood Festival

7. Date Service Requested to Begin: 10/5/18 Date Requested Service to End: 10/7/18

8. Please attach all of the following:

   - event itinerary and proposed hours of service and frequency of runs (ecRider will have final decision).
   - a transportation advertising plan to ensure the public is aware of the availability of shuttle service.
   - proposed route(s) including pick up (park and ride) and drop off (stop) areas and a signage plan (including event notification) for identifying pick up and drop off areas, routes, and directing vehicle and pedestrian flow.
   - traffic control plan that identifies who is responsible (ecRider will not be responsible for traffic control), which takes into consideration and identifies the resources needed to provide security, traffic flow, pedestrian flow, vehicle and pedestrian staging, tight traffic areas, and a means to communicate in real time when issues arise during the event.

Office Use Only

Date Shuttle Service Request Received: __________________________

Request: Approved or Denied (circle one)

By (Print Name): __________________________

Signature: __________________________ Date: ____________

Revised: Jan 25, 2018
DSF 2018 Shuttle Proposal

Itinerary-
Festival Hours:
Friday  10/5/18  4pm-10pm
Saturday  10/6/18  10am-10pm
Sunday  10/7/18  11am-4pm

Proposed Shuttle Hours:
Friday  10/5/18  3:30pm-11pm
Saturday  10/6/18  9:30am-11pm
Sunday  10/7/18  10:30am-5pm

Advertising-
Shuttle route and pick-up/drop off locations will be publicized via: FB, Instagram, Twitter, Beach TV, COX PSA, NWFDW, The Destin Log, Walton Sun, Cumulus Radio, Community Broadcasters Radio, 50,000 printed maps/flyers.

Proposed Route-
Route will be consistent with 2016/2017. If appropriate parking can be secured a route from the WEST could be added if deemed necessary.

Pick-up/Drop Off Locations:
Big Kahuna’s
Destin Target
Siebert/Zerbe City Parking
Emerald Grande
Brotula’s
Herron Harbor

Traffic Control-
Okaloosa County’s Sheriff’s Posse will be onsite for the duration of the event directing pedestrian and automobile traffic on and around HWY 98. The DSF, courtesy of Jim Wood will see to it that all drop off and pick up points are clearly marked with signs directing foot traffic and vehicular traffic as well as well-lit.