



PINELLAS SUNCOAST TRANSIT AUTHORITY
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**PLANNING COMMITTEE MEETING
MINUTES – SEPTEMBER 16, 2015**

The Planning Committee of the Pinellas Suncoast Transit Authority (PSTA) Board of Directors held a meeting in the Auditorium at PSTA Headquarters at 10:30 AM on this date. The purpose of the meeting was to approve the minutes of the August 19, 2015 Planning Committee Meeting, approve the Transit Development Plan (TDP) and the Draft Final Budget Five-Year Plan, as well as receive the Demand Response (DART) Customer Service Update. The following members were present:

Members Present:

Julie Bujalski, Committee Chair
Mark Deighton
Janet Long
Darden Rice
Ken Welch

Members Absent:

Patricia Johnson

Also Present:

Brad Miller, CEO
PSTA Staff Members
Members of the Public

CALL TO ORDER

Committee Chair Bujalski opened the meeting at 10:51 AM.

PUBLIC COMMENT

There was no public comment

ACTION ITEMS

August 19, 2015 Meeting Minutes – Ms. Long made a motion, seconded by Mr. Welch to approve the minutes of the August 19, 2015 meeting. The motion passed unanimously.

Transit Development Plan – Cassandra Borchers, Chief Development Officer, introduced the TDP and explained that the Florida Department of Transportation (FDOT) requires all Florida transit systems to adopt a 10-year plan to be eligible for State Block Grant Funding and other discretionary grants. The TDP major update is completed every five years, with a progress report completed annually. PSTA is asking the Planning Committee to recommend the Board accept the updates to the TDP as presented.

Ms. Heather Sobush, Planning Manager, pointed out that the TDP incorporates all the plans and initiatives undertaken over the past few years and those that PSTA plans for the next few years.

The TDP Financial Plan is based on the FY16 Budget scheduled for approval by the Board at their September meeting and will include assumptions such as fare adjustments, advertising revenue, Phase I System redesign and budget savings. The Implementation Plan is based on and organized by the Path Forward Plan.

Partnerships, a key component in effective implementation, include trolley service and non-profit agencies as well as interagency partnerships and collaboration. The TDP also includes planning and initiatives for sustainability, a sustainable capital program for bus replacement, customer-oriented service redesign, and incremental expansion including PSTA projects previously approved by the Committee and Board.

The TDP also includes a long-term Vision Plan which features implementation of the Community Bus Plan, including high-frequency grid network, longer hours of service, and community circulators.

Public Outreach efforts are taking place through one-on-one meetings, rider surveys, public workshops and hearings, and comments received through meetings, website, social media and mail.

In response to her question, Ms. Rice was told that FDOT provides feedback on the TDP through various meetings to discuss the plan outline. Mr. Welch asked if all U-PASS agreements were revenue neutral. Mr. Miller explained that they were revenue neutral

in the first year and that the partners provide funds equivalent to, or exceeding the lost fare box during that first year.

Mr. Welch expressed concern that the Committee did receive a copy of the TDP in time to fully review it prior to the Committee meeting. Ms. Borchers assured the group that the contents were a summary of decisions already made by the Board.

Ms. Bujalski asked how the TDP was connected to the Metropolitan Planning Organization (MPO) plan. Ms. Borchers explained that the Community Bus Plan was the foundation for the transit element of the Long Range Transportation Plan (LRTP).

After further discussion, Mr. Welch made a motion, seconded by Ms. Rice to forward the TDP to the Board for their consideration without Committee recommendation given that the Committee had not received the document in time to fully review. The motion passed unanimously.

Draft Final Budget Five-Year Plan – Mr. Brad Miller, Chief Executive Officer, presented an updated five-year budget scenario spreadsheet. Some of new changes are the approval of outsourcing advertising, and cost savings from service and fare adjustments. He also presented another budget scenario incorporating the purchase of hybrid buses instead of diesel buses.

In response to Mr. Welch's question about the \$200,000 for service enhancements, Mr. Miller said that the funds can be used for the Route 22, increased frequency, and longer evening and weekend service.

Ms. Bujalski suggested a discussion take place regarding the current routes that are in need of improvement. No action was taken on this item.

INFORMATION ITEMS

Demand Response Transportation Customer Service Update – Mr. Miller provided an update on DART services as requested by Mr. Welch. He spoke about steps PSTA is taking to improve customer service on DART paratransit. He described the differences between DART and Transportation Disadvantaged (TD), adding that DART is a federally mandated program for riders with disabilities who cannot ride the standard bus route. This is covered under the Americans with Disabilities Act (ADA).

He said in the past, PSTA experienced many rider complaints about the service provided by Yellow Cab. In an attempt to convince Yellow Cab to improve its services,

PSTA offered a reward system to earn back the penalties previously paid by Yellow Cab. Over the past few months PSTA has observed an improvement in all areas of service.

Ms. Johnson mentioned that it is anticipated that the need for services for seniors will increase dramatically over the next five years. She said she is working with community social service agencies to educate them on the services PSTA provides to seniors and the disabled.

FUTURE MEETING SUBJECTS

The Committee was provided with a list of upcoming meeting subjects.

Some discussion took place regarding the next meeting date of October 21st. Two members may not be able to attend. Ms. Bujalski will check on a possible conflict and advise the Executive Office if she feels the meeting date should be changed.

OTHER BUSINESS

Ms. Bujalski asked staff to present a review of the Community Bus Plan, possibly in November. Ms. Borchers suggested the subject be presented at the October meeting as a complement to the Williams Park redesign presentation in lieu of the Shelter Distribution Plan presentation. The Committee agreed by consensus.

ADJOURNMENT

The meeting was adjourned at 12:24 PM. The next Planning Committee meeting will be held on October 21, 2015 at 10:30 AM.