



PINELLAS SUNCOAST TRANSIT AUTHORITY
 3201 SCHERER DRIVE, ST. PETERSBURG, FL 33716
WWW.PSTA.NET 727.540.1800 FAX 727.540.1913

PLANNING COMMITTEE MEETING
 AGENDA – MAY 18, 2016; 10:40 AM
 PSTA MAINTENANCE TRAINING ROOM

***NOTE: The Capital Projects Public Hearing will begin at 10:30 AM, with the Planning Committee beginning at the conclusion of the Public Hearing. Committee Members – please arrive to be ready by 10:30 AM.**

		<u>TIME</u>	<u>PAGE</u>
1.	CALL TO ORDER	10:40	
2.	PUBLIC COMMENT	10:40	
3.	ACTION ITEMS	10:45	
	A. April 20, 2016 Meeting Minutes	CHAIR WELCH	2
4.	INFORMATION ITEMS	10:50	
	A. Sustainable Capital Improvement Program	20 min HEATHER SOBUSH/ DEBBIE LEOUS	6
	B. 2017 Budget Personnel Assumptions	10 min DEBBIE LEOUS	21
	C. June & October 2016 Service Changes	15 min CHRISTINE MCFADDEN/ CASSANDRA BORCHERS	33
5.	REPORTS	11:35	
	A. Projects & Partner Updates	10 min HEATHER SOBUSH	61
6.	FUTURE MEETING SUBJECTS	11:45	
	• Approve October Service Improvements		
	• Draft 2017 Budget		
	• I-275 Shoulder Running Options Study		
7.	OTHER BUSINESS	11:55	
8.	ADJOURNMENT	12:00	

THE NEXT MEETING IS JUNE 15, 2016 AT 10:30 AM



ACTION ITEM

3A: April 20, 2016 Meeting Minutes



Action: Approve Meeting Minutes

Staff Resource: Clarissa Affeld, Admin Assistant



-
- Staff recommends approval of the minutes of the April Planning Committee meeting.
-

Attachments:

1. Minutes



PINELLAS SUNCOAST TRANSIT AUTHORITY
3201 SCHERER DRIVE, ST. PETERSBURG, FL 33716
WWW.PSTA.NET 727.540.1800 FAX 727.540.1913

PLANNING COMMITTEE MEETING MINUTES – APRIL 20, 2016

The Planning Committee of the Pinellas Suncoast Transit Authority (PSTA) Board of Directors held a meeting in the Auditorium at PSTA Headquarters at 10:00 AM on this date. The purpose of the meeting was to approve the March 16, 2016 meeting minutes, receive information on the Sustainability Plan and the October 2016 service improvements. The following members were present:

Ken Welch, Committee Chair
Mark Deighton, Committee Vice-Chair
Samantha Fenger
Pat Gerard

Absent

Darden Rice
Patricia Johnson, Alternate

Also Present:

Brad Miller, CEO
Bill Jonson, PSTA Board Member
Whit Blanton, Metropolitan Planning Organization (MPO) Executive Director
PSTA Staff Members
Members of the Public

CALL TO ORDER

Committee Chair Welch opened the meeting at 10:10 AM.

PRESENTATION (along with the Finance Committee)

Sustainability Plan – Heather Sobush, Planning Manager, explained that PSTA has, for the first time ever, submitted its sustainability achievements to the American Public Transportation Association (APTA) for recognition as part of their sustainability program. She, and Kristina Tranel, Transit Planner, provided a presentation on sustainability

including a brief history and PSTA's sustainability planning approach. Ms. Sobush spoke about the environmental, financial, and social sustainability of the Agency's fleet and the sustainability goals.

[Ms. Fenger entered the meeting at 10:16 AM.]

PUBLIC COMMENT

Phil Compton, Sierra Club, spoke about the Deepwater Horizon tragedy and the dependency on oil. He also commented on the emission levels from various bus technologies and noted that the Proterra electric bus will be at Williams Park for the Earth Day celebration.

ACTION ITEMS

Approval of Minutes – Mr. Deighton made a motion, seconded by Ms. Gerard to approve the minutes of the March 16, 2016 meeting. The motion passed unanimously.

INFORMATION ITEMS

October 2016 Service Improvements – Cassandra Borchers, Chief Development Officer, provided a presentation on the proposed service improvements. She spoke of the 2013 Pinellas Community Bus Plan, which was originally a ten-phase improvement plan. The plan is now a three-phase plan with phases one and two complete. Ms. Borchers explained that phase three will focus on efficiency improvements throughout the County starting in October 2016 with North and Mid-County, and in February 2017, the South and the remaining Mid-County. She also presented maps of the proposed service improvements.

Bob Lasher, External Affairs Officer, described the early engagement activities with City/County staff, internal workshops, and scheduled public workshops/hearings, as well as web/social media engagement. He indicated that a week prior to the service changes, staff will conduct public outreach to riders at all major transfer facilities and on-board, if needed.

Mr. Welch had questions about the Safety Harbor Jolley Trolley. Mr. Jonson suggested conducting workshops in the North Greenwood area or Park Street terminal area.

REPORTS

Projects & Partner Updates – Ms. Borchers gave a brief report on the advancement of partner projects of interest to the Board and smaller PSTA projects. She spoke about the State Road 60 Corridor project and the Central Avenue Bus Rapid Transit (BRT). She also indicated that the Transportation Management Area (TMA) Leadership Group met at PSTA on April 8th and discussed the Regional Premium Transit Study draft scope and transit referenda. Ms. Borchers provided information about the Florida Department of Transportation (FDOT) Bus on Shoulders study. She pointed out that the pilot area for the project is located in Pinellas County on I-275 from downtown St. Petersburg to Gandy Boulevard, connecting into the proposed Tampa Bay Express (TBX) lanes.

Mr. Blanton spoke about the Metropolitan Planning Organization (MPO) and FDOT coordination. He indicated that the MPO, FDOT, and PSTA staff are meeting monthly to ensure ongoing coordination. He spoke about the downtown Clearwater – Clearwater Beach Busway Reevaluation Scope and the PSTA transfer area analysis. Mr. Blanton said there will be a joint PSTA/MPO/PPC Board workshop on July 29th.

FUTURE MEETING SUBJECTS

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

OTHER BUSINESS

Mr. Miller said there will be a ribbon cutting ceremony for the Largo Transit Center on April 28th which will officially open on May 1st.

ADJOURNMENT

The meeting was adjourned at 11:38 AM. The next meeting will be held on May 18th at 10:30 AM.

INFORMATION ITEMS



4A: Sustainable Capital Improvement Program



Action: Information Item

Staff Resource: Deborah Leous, CFO
Heather Sobush, Planning Manager

PLANNING

Sustainable Capital Improvement Program:

- PSTA develops a multi-year capital improvement program (CIP) in order to assess the long term financial sustainability of PSTA capital reserve funds and the availability of probable Federal Transit Administration (FTA) formula funds to complete projects in support of the PSTA mission.
- The CIP supports a customer oriented focus
- Grant funding for investment in our workforce
- Safety and Security remain a high priority
- Investment in Technology and Innovation
- The CIP takes into consideration overall fiscal sustainability of both capital operating budgets over the next five years

Fiscal Impact:

- The five year capital plan is \$89,974,446
- FY 2017 capital initiatives total \$15,809,362

Recommendation:

- Consideration of the five year Capital Improvement Program establishing a goal of continuous fuel economy improvements to lower GHG emissions while purchasing buses to meet PSTA's sustainable fleet plan that are both affordable and the most environmentally sustainable vehicles PSTA can support.

Attachments:

1. PowerPoint

Sustainability Goal

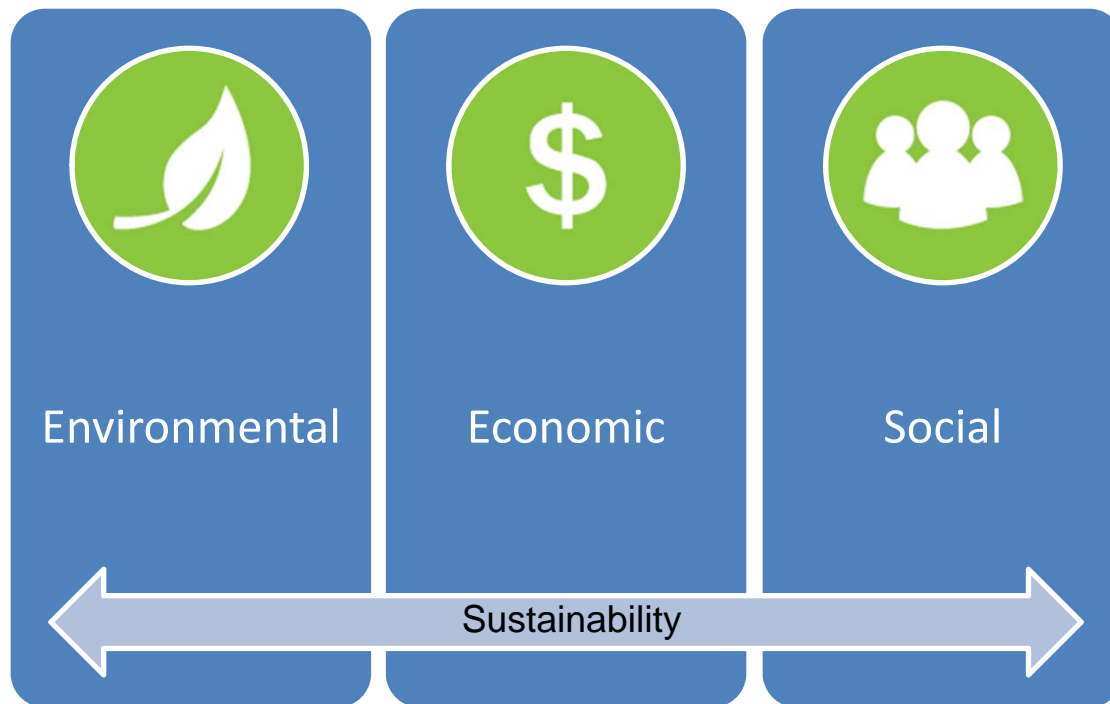
Planning Committee

May 18, 2016

Pinellas Suncoast Transit Authority
St. Petersburg, Florida

What is Sustainability?

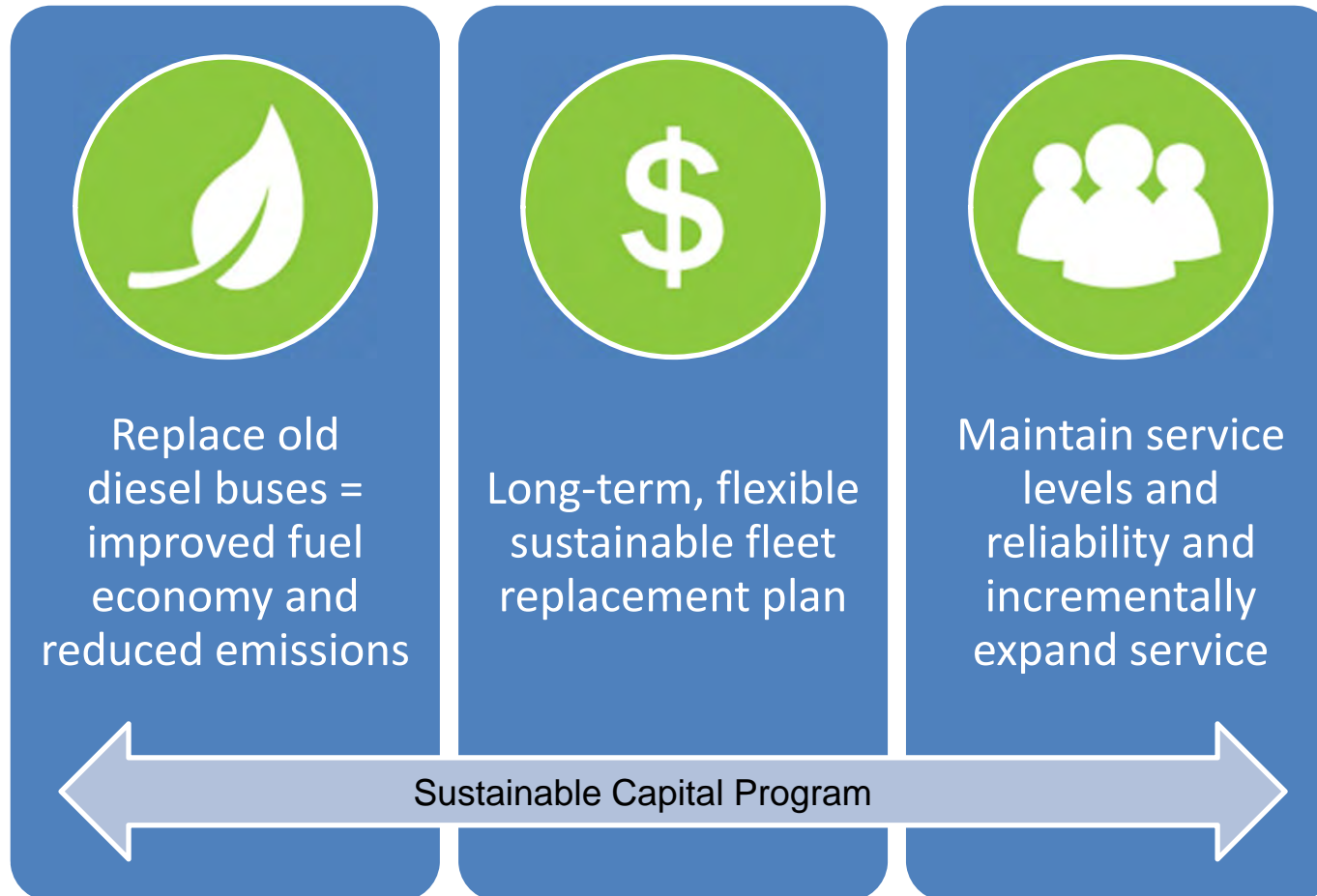
- Responsibility in organizational decision making
 - Environmental, Economic, and Social
 - Meet needs of today without compromising ability to meet future needs



PSTA Is A Large Transportation Network

Type	Fuel Type	Quantity	Total Metric Tons GHG Emissions/Yr
PSTA Diesel (2001-2009)	Diesel	141	17,978
PSTA Hybrids (2009-2015)	Diesel	61	6,222
PSTA Small (2012)	Unleaded	8	238
PSTA Cars (2006-2010)	Unleaded	15	134
PSTA Cars-Hyb (2002-2014)	Unleaded	21	125
PSTA Trucks (1997-2016)	Unleaded	12	142
PSTA Trucks (2006-2012)	Diesel	4	54
DART Sedans	Unleaded	100	1,781
DART Vans	Unleaded	60	1,069
Jolley Trolley	Unleaded	17	303
Jolley Trolley	Diesel	7	179
Jolley Trolley	CNG	1	15
Looper Group	Unleaded	4	71
Looper Group	Diesel	3	77
Totals		454	28,386

Sustainable Capital Program



Increased Fuel Economy Is Sustainable Policy

- Replacing oldest buses improves fleet fuel economy and reduces emissions

	BASELINE		FUTURE SCENARIOS		
Fleet	Current	7 new BAEs	35 new diesels	35 new BAEs	35 new electrics
Year	2016	2017	2020	2020	2020
# of Vehicles	210	210	210	210	210
Fleet MPGE	4.45	4.60	4.68	5.04	6.42
Total GHG Emissions/Fleet (Metric Tons/year)	24,438	24,094	22,176	21,268	18,762
% reduction in emissions		-1.41%	-9.26%	-12.97%	-23.23%
% increase in fuel economy		3.30%	5.09%	13.17%	44.18%

PSTA's Financial Sustainability

- PSTA must be both the most environmentally sustainable as well as financially sustainable.
- PSTA Can Not Afford to Commit to a Single Vehicle Technology:



Financial Comparisons - Verified

Initial Capital Cost

	Diesel (40')	BAE (40')	CNG (40')	Proterra (40')
Number of Buses	1	1	1	1
Cost of Base Bus	\$388,963	\$388,963	\$388,963	\$749,000
Turn-Key Costs	\$86,842	\$308,962	\$140,225	\$122,640
Capital Infrastructure Costs	\$0	\$0	\$3,000,000	\$589,000
Training Costs	\$0	\$0	\$57,000	\$18,000
Tooling Costs	\$0	\$0	\$20,000	\$7,000
Total Cost	\$475,805	\$697,925	\$3,606,188	\$1,485,640

Life Cycle Costs

Qty (1) Bus	Diesel (40')	BAE (40')	CNG (40')	Proterra (40')
Cost of Base Bus	\$388,963	\$388,963	\$388,963	\$749,000
Turn-Key Costs	\$86,842	\$308,962	\$140,225	\$122,640
Capital Infrastructure Costs*	\$0	\$0	\$3,000,000	\$589,000
Training	\$0	\$0	\$57,000	\$18,000
Tooling	\$0	\$0	\$20,000	\$7,000
Fuel**	\$282,000	\$188,000	\$260,454	\$30,698
Maintenance Costs***	\$204,000	\$222,000	\$246,000	\$174,000
Total (Current \$)***	\$961,805	\$1,107,925	\$4,112,642	\$1,690,338

Verification



Maintenance Costs Similar

- 2016 US DOE Study of Foothill Transit Proterra Buses
- 2011 National TCRP Report 146

Leasing Options Proposed

- No Proterra Bus or battery system has been leased to date.
- Leasing not proposed for capital infrastructure.
- PSTA has requested a formal quote but leasing unlikely to be lower cost than buying.



Fiscal Sustainability

PSTA Path Forward Plan Operating Budget Projections

As of 5/2/2016

No Ad Valorem Change, Cost Control - Financially Sustainable

FY 2016 - 2024

Line	FY 2016 Budget	FY 2017 Updated	FY 2018 Updated	FY 2019 Updated	FY 2020 Updated	FY 2021 Updated	FY 2022 Updated	FY 2023 Updated	FY 2024 Updated
1 Operating Reserves - Beginning Year	\$ 24,020,397	\$ 23,759,881	\$ 23,396,398	\$ 22,193,150	\$ 19,436,029	\$ 11,794,576	\$ 474,731	\$ (16,371,298)	\$ (28,968,108)
2 Total Operating Revenues	\$ 68,875,291	\$ 68,769,425	\$ 70,755,975	\$ 72,612,193	\$ 74,316,289	\$ 76,075,343	\$ 77,864,421	\$ 79,711,223	\$ 81,617,664
3 Total Operating Expenses	\$ 65,246,845	\$ 68,577,756	\$ 71,476,156	\$ 74,511,811	\$ 77,691,923	\$ 80,996,494	\$ 84,458,760	\$ 88,087,078	\$ 91,890,288
4 Revenues Over / (Under) Expenses	\$ 3,628,446	\$ 191,669	\$ (720,181)	\$ (1,899,618)	\$ (3,375,634)	\$ (4,921,151)	\$ (6,594,339)	\$ (8,375,855)	\$ (10,272,624)
5 Transfer To/(From) Reserves	\$ 3,628,446	\$ 191,669	\$ (720,181)	\$ (1,899,618)	\$ (3,375,634)	\$ (4,921,151)	\$ (6,594,339)	\$ (8,375,855)	\$ (10,272,624)
6 Capital Reserve Decrease	\$ (4,125,000)			\$ (351,561)	\$ (3,735,800)	\$ (5,847,932)	\$ (9,674,646)	\$ (3,616,235)	\$ (6,423,296)
7 Increase in 2 Month Operating Reserve	\$ 236,038	\$ (555,152)	\$ (483,067)	\$ (505,942)	\$ (530,019)	\$ (550,762)	\$ (577,044)	\$ (604,720)	\$ (633,868)
8 Decrease in Insurance Reserve									
9 Operating Reserves - End of Fiscal Year	\$ 23,759,881	\$ 23,396,398	\$ 22,193,150	\$ 19,436,029	\$ 11,794,576	\$ 474,731	\$ (16,371,298)	\$ (28,968,108)	\$ (46,297,896)

Assumes in 2021 no STP funding and \$3.0 million of FTA funds. The limit on FTA at this time is based on the projects that were delayed in the first 5 years of the CIP.

Number of Buses Needed		5	15	15	16	19	15	11	8
Financially Sustainable # of Buses	Diesel	5	15	15	16	19	0	0	0
Financially Sustainable # of Buses	BAE Hybrid	5	15	15	2	0	0	0	0
Financially Sustainable # of Buses	Electric	5	15	15	0	0	0	0	0



Electric – only 35 of 70 Needed

PSTA Path Forward Plan Operating Budget Projections As of 5/10/16

No Ad Valorem Change, Cost Control - ELECTRIC BUSES meeting Bus Replacement Plan

FY 2016 - 2024

Line	FY 2016 Budget	FY 2017 Updated	FY 2018 Updated	FY 2019 Updated	FY 2020 Updated	FY 2021 Updated	FY 2022 Updated	FY 2023 Updated	FY 2024 Updated
1 Operating Reserves - Beginning Year	\$ 24,020,397	\$ 23,759,881	\$ 23,396,398	\$ 15,984,052	\$ 4,287,333	\$ (10,731,936)	\$ (31,075,772)	\$ (54,991,948)	\$ (72,840,231)
Operating Revenues									
2 Operating Revenue	\$ 17,087,076	\$ 14,970,039	\$ 15,056,392	\$ 15,146,286	\$ 15,239,877	\$ 15,337,326	\$ 15,434,986	\$ 15,536,779	\$ 15,642,891
3 Property Tax	\$ 38,808,440	\$ 40,671,245	\$ 42,420,109	\$ 44,032,073	\$ 45,485,131	\$ 46,986,140	\$ 48,536,683	\$ 50,138,394	\$ 51,792,961
4 State Operating Grants	\$ 7,418,284	\$ 7,566,650	\$ 7,717,983	\$ 7,872,343	\$ 8,029,790	\$ 8,190,386	\$ 8,331,261	\$ 8,474,559	\$ 8,620,321
5 Federal Operating Grants	\$ 5,561,491	\$ 5,561,491	\$ 5,561,491	\$ 5,561,491	\$ 5,561,491	\$ 5,561,491	\$ 5,561,491	\$ 5,561,491	\$ 5,561,491
6 Total Operating Revenues	\$ 68,875,291	\$ 68,769,425	\$ 70,755,975	\$ 72,612,193	\$ 74,316,289	\$ 76,075,343	\$ 77,864,421	\$ 79,711,223	\$ 81,617,664
Operating Expenses									
7 Operating Expenses	\$ 65,246,845	\$ 68,577,756	\$ 71,476,156	\$ 74,511,811	\$ 77,691,923	\$ 80,996,494	\$ 84,458,760	\$ 88,087,078	\$ 91,890,288
8 Non-Federal/State Capital Expenses									
9 Total Operating Expenses	\$ 65,246,845	\$ 68,577,756	\$ 71,476,156	\$ 74,511,811	\$ 77,691,923	\$ 80,996,494	\$ 84,458,760	\$ 88,087,078	\$ 91,890,288
10 Revenues Over / (Under) Expenses	\$ 3,628,446	\$ 191,669	\$ (720,181)	\$ (1,899,618)	\$ (3,375,634)	\$ (4,921,151)	\$ (6,594,339)	\$ (8,375,855)	\$ (10,272,624)
11 Transfer To/(From) Reserves	\$ 3,628,446	\$ 191,669	\$ (720,181)	\$ (1,899,618)	\$ (3,375,634)	\$ (4,921,151)	\$ (6,594,339)	\$ (8,375,855)	\$ (10,272,624)
12 Capital Reserve Decrease	\$ (4,125,000)		\$ (6,209,098)	\$ (9,291,159)	\$ (11,113,616)	\$ (14,871,923)	\$ (16,744,793)	\$ (8,867,708)	\$ (9,583,769)
13 Increase in 2 Month Operating Reserve	\$ 236,038	\$ (555,152)	\$ (483,067)	\$ (505,942)	\$ (530,019)	\$ (550,762)	\$ (577,044)	\$ (604,720)	\$ (633,868)
14 Decrease in Insurance Reserve									
Number of Buses Needed		5	15	15	16	19	15	11	8
15 Operating Reserves - End of Fiscal Year	\$ 23,759,881	\$ 23,396,398	\$ 15,984,052	\$ 4,287,333	\$ (10,731,936)	\$ (31,075,772)	\$ (54,991,948)	\$ (72,840,231)	\$ (93,330,491)

Note: Updated 04/28/2016 assuming electric buses with charging equipment, our technology costs, and the Bus Replacement Program needs Assumes in 2021 no STP funding and \$3.0 million of FTA funds. The limit on FTA at this time is based on the projects that were delayed in the first 5 years of the CIP.

Number of Buses Needed		5	15	15	16	19	15	11	8
Financially Sustainable # of Buses		5	15	15	0	0	0	0	0



Hybrid Only 35 of 70 Needed

As of 5/10/2016

**No Ad Valorem Change and Cost Control - BAE HYBRID BUSES - Series E Electric Meeting Bus Replacement Needs
FY 2016 - 2024**

Line	FY 2016 Budget	FY 2017 Updated	FY 2018 Updated	FY 2019 Updated	FY 2020 Updated	FY 2021 Updated	FY 2022 Updated	FY 2023 Updated	FY 2024 Updated
1 Operating Reserves - Beginning Year	\$ 24,020,397	\$ 22,759,881	\$ 21,348,398	\$ 15,960,277	\$ 5,707,345	\$ (7,651,176)	\$ (25,740,876)	\$ (48,014,461)	\$ (65,026,554)
Operating Revenues									
2 Operating Revenue	\$ 17,087,076	\$ 14,970,039	\$ 15,056,392	\$ 15,146,286	\$ 15,239,877	\$ 15,337,326	\$ 15,434,986	\$ 15,536,779	\$ 15,642,891
3 Property Tax	\$ 37,808,440	\$ 39,623,245	\$ 41,327,045	\$ 42,897,473	\$ 44,313,090	\$ 45,775,422	\$ 47,286,011	\$ 48,846,449	\$ 50,458,382
4 State Operating Grants	\$ 7,418,284	\$ 7,566,650	\$ 7,717,983	\$ 7,872,343	\$ 8,029,790	\$ 8,190,386	\$ 8,331,261	\$ 8,474,559	\$ 8,620,321
5 Federal Operating Grants	\$ 5,561,491	\$ 5,561,491	\$ 5,561,491	\$ 5,561,491	\$ 5,561,491	\$ 5,561,491	\$ 5,561,491	\$ 5,561,491	\$ 5,561,491
6 Total Operating Revenues	\$ 67,875,291	\$ 67,721,425	\$ 69,662,911	\$ 71,477,593	\$ 73,144,248	\$ 74,864,625	\$ 76,613,749	\$ 78,419,278	\$ 80,283,085
Operating Expenses									
7 Operating Expenses	\$ 65,246,845	\$ 68,577,756	\$ 71,476,156	\$ 74,511,811	\$ 77,691,923	\$ 80,996,494	\$ 84,458,760	\$ 88,087,078	\$ 91,890,288
8 Non-Federal/State Capital Expenses									
9 Total Operating Expenses	\$ 65,246,845	\$ 68,577,756	\$ 71,476,156	\$ 74,511,811	\$ 77,691,923	\$ 80,996,494	\$ 84,458,760	\$ 88,087,078	\$ 91,890,288
10 Revenues Over / (Under) Expenses	\$ 2,628,446	\$ (856,331)	\$ (1,813,245)	\$ (3,034,218)	\$ (4,547,675)	\$ (6,131,869)	\$ (7,845,011)	\$ (9,667,800)	\$ (11,607,203)
11 Transfer To/(From) Reserves	\$ 2,628,446	\$ (856,331)	\$ (1,813,245)	\$ (3,034,218)	\$ (4,547,675)	\$ (6,131,869)	\$ (7,845,011)	\$ (9,667,800)	\$ (11,607,203)
12 Capital Reserve Decrease	\$ (4,125,000)		\$ (3,091,809)	\$ (6,712,772)	\$ (8,280,827)	\$ (11,407,069)	\$ (13,851,530)	\$ (6,739,573)	\$ (5,739,177)
13 Increase in 2 Month Operating Reserve	\$ 236,038	\$ (555,152)	\$ (483,067)	\$ (505,942)	\$ (530,019)	\$ (550,762)	\$ (577,044)	\$ (604,720)	\$ (633,868)
14 Decrease in Insurance Reserve									
Number of Buses Needed		5	15	15	16	19	15	11	8
15 Operating Reserves - End of Fiscal Year	\$ 22,759,881	\$ 21,348,398	\$ 15,960,277	\$ 5,707,345	\$ (7,651,176)	\$ (25,740,876)	\$ (48,014,461)	\$ (65,026,554)	\$ (83,006,802)

Note: Updated 5/2/2016 assuming hybrid bus costs and the Bus Replacement Program needs

Assumes in 2021 no STP funding and \$3.0 million of FTA funds. The limit on FTA at this time is based on the projects that were delayed in the first 5 years of the CIP.

	Number of Buses Needed	5	15	15	16	19	15	11	8
	Financially Sustainable # of Buses	5	15	15	1	0	0	0	0



Transit Service Helps Environment

Annual PSTA Bus GHG Emissions (Metric Tons)	Annual Ridership	Car Driving Emission Reductions (Tons)	Net Environmental Benefit PSTA Offers
24,100	14,000,000	-25,719	-1,619 Tons of GHG Emissions Per Year

How PSTA is Sustainable

Providing Citizens with a Public Transit Option is the Most Environmentally Sustainable Thing PSTA Does By Far

No.	Decision	2017 Fuel Economy	2021 Fuel Economy	Reliable Buses in 2021	2021 PSTA Net GHG Emissions	Notes
1	Baseline	4.45		210	-1,619 Tons/Yr.	483 Vehicles, 43,000 Transit Trips Per Day
2	No Vote	4.0	3.5	140	-1,425 Tons/Yr.	Buses Age, Break Down, 10% Ridership Reduction
3	Mix/ Diesels	4.6	4.7	210	-3,600 Tons/Yr.	Balanced Fleet, Ridership Maintained/Increased
4	All Hybrids	4.3	5.0	180	-2,700 Tons/Yr	Service Cuts Possible, Ridership Drop
5	All Electrics	3.9	6.4	170	-2,000 Tons/Yr.	Major Cuts Possible, Major Ridership Drop
6	All CNG	3.9	3.8	160	-1,550 Tons/Yr.	Small Cuts Possible, Small Ridership Drop

Need to Expand Services

- Newspaper Editorials/Other
- Increasing Ridership via New Services & Reducing Car Usage will be Best Way for Pinellas to Improve Environment



Pinellas bus system sets ridership record expansion in service
 MAY 23, 2014, 11:22am EDT
 INDUSTRIES & TRADE



INFORMATION ITEMS



4B: 2017 Budget Personnel Assumptions



Action: Information Item

Staff Resource: Deborah Leous, CFO
Michael Hanson, Director of Finance

PLANNING

Background:

- PSTA's largest expense is personnel compensation and benefits.
- Personnel expenditures are made up of salaries and fringe benefits
- The major components of fringe benefits are health insurance, pension, social security and workers' compensation, with health and insurance and pension being the largest portion.
- This is the last year of the CIGNA health insurance contract

Fiscal Impact:

- The majority of employees are in the SEIU union and those contracts have been negotiated within budget.
- Administrative Employee assumption is a 3.5% increase in FY 2017 consistent with the long range assumptions.
- Health Insurance is budgeted to increase 7% and PSTA is negotiating to stay within that percent increase.

Recommendation:

- No recommendation at this time. The DRAFT FY 2017 Budget will be based upon key assumptions in these areas and will be presented to the Planning Committee in June prior to the full PSTA Board at the end of June.

Attachments:

1. PowerPoint



FY 2017 PERSONNEL ASSUMPTIONS

Planning Committee
May 18, 2016

Pinellas Suncoast Transit Authority (PSTA)
St. Petersburg, Florida

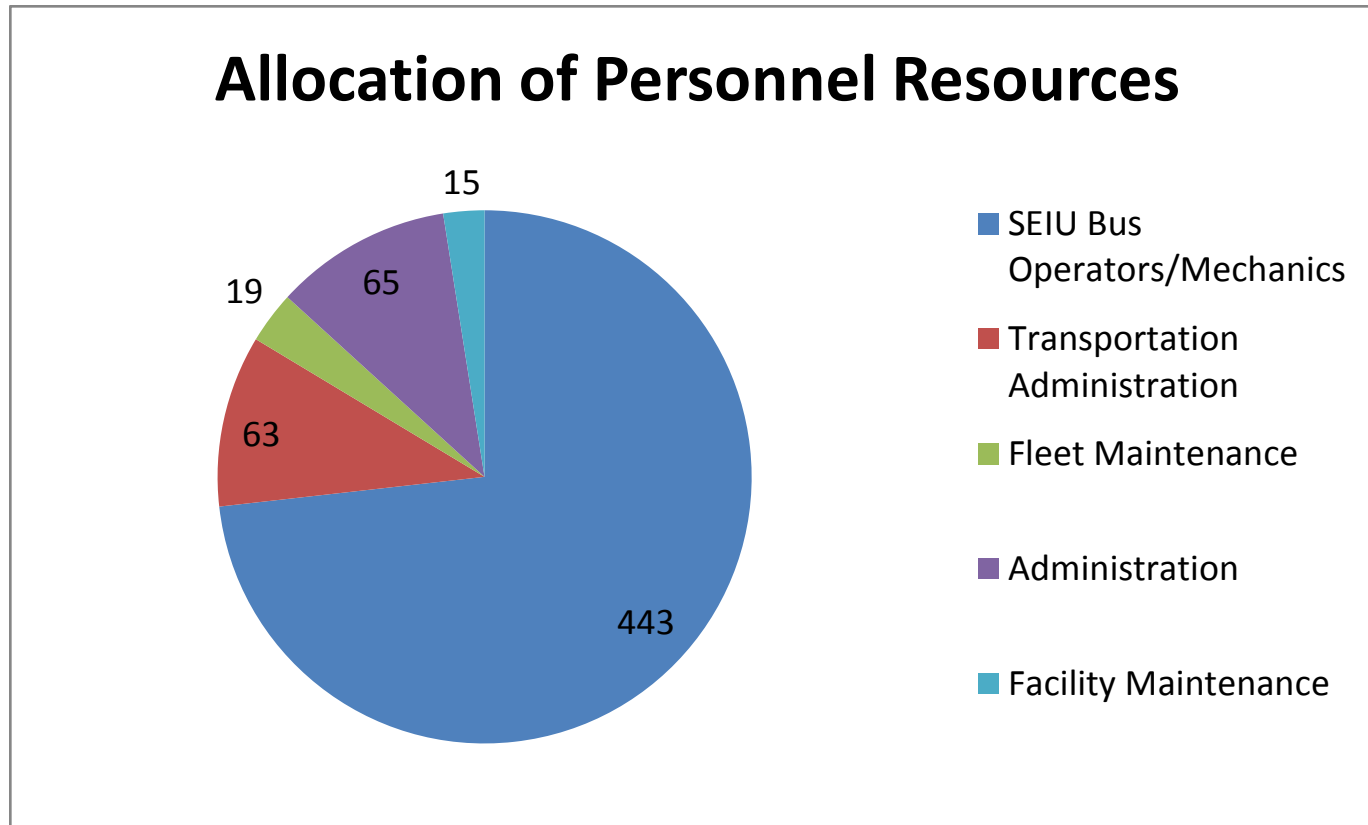


Personnel Components

- Personnel costs approximate 62% of PSTA's total costs
- Personnel expenditures are made up of
 - Salaries
 - Fringe Benefits
- The major components of fringe benefits are:
 - Health insurances, pension, social security, medicare, and workers' compensation



Allocation of Personnel Resources



PSTA Labor Agreements

- SEIU – 1st Line Supervisors
 - 29 covered positions
 - Three year agreement expiring 9/30/17
 - Wages float above the new SEIU agreement for operators, mechanics, CSRs, and facility maintenance personnel by 5% at Step 1 up to 20% at Step 7.



New SEIU Agreement

- TBATWU voted to change to SEIU
- New SEIU agreement covering approximately 500 PSTA positions negotiated within budget assumptions for the next 3 year period.



New SEIU Agreement Continued

- Increased starting pay for new hires and 1st year employees
- Reduced time from 60 months to 54 months to reach maximum pay
- \$500 lump sum performance bonus and \$300 health insurance premium payroll contribution
- Top step increases:
 - 2.5% 2016
 - **3.0% 2017**
 - 3.0% 2018



2017 Budget Assumptions

- PSTA Administrative Adjustment Assumptions:
 - 3% Merit Increase
- Natural attrition leads to cost savings through temporarily vacant positions. In FY 17 this will be accounted for in the budget preparation.
- PSTA's average position vacancy rate is approximately 1%.



Fringe Benefits

- The largest components of the fringe benefit costs are the employer contribution to the Florida Pension System and health insurance.
- Fringe benefits, primarily due to health insurances are forecast to increase 7% in FY 2017.
- The Gehring Group, our health insurance broker, is working to negotiate the final year of the Cigna contract to meet this assumption.
- Union and Management partnership on health and wellness and medication management.



Minimum Premium

- PSTA changed to Minimum Premium Concept for FY 16
- This is a type of partial self insurance. The insurance company assumes the risk and PSTA pays medical and pharmacy claims.
- In addition, PSTA pays administrative costs, a network access fee and stop loss premiums.
- We have a health insurance reserve fund for the claims and for the termination liability.



Summary

- Personnel is PSTA's biggest cost driver
- We expect to be within the budget assumptions
- Successfully negotiated union contracts have provided us a level of certainty with the greatest number of employees.
- Several new positions have been requested and are being vetted in the budget process. Staff recommendations will be brought forth with the first draft of the budget.



Questions?



INFORMATION ITEMS



4C: June & October 2016 Service Changes



Action: Information Item

Staff Resource: Cassandra Borchers, CDO
Christine McFadden, Manager of Schedules
Bob Lasher, External Affairs Officer
Juan Luvian, Marketing and Sales Coordinator

PLANNING

Background:

- In early 2015, PSTA embarked on a customer focused redesign of services in concert with the tenets of the Community Bus Plan and in light of fiscal constraints.
- Staff developed a multi-phase plan approach to systematically examine every route in the entire PSTA network to improve efficiencies and delivery of service to customers. This became the “Customer Oriented System Redesign” element of the Path Forward Strategic Plan:
 - Focus resources where transit works best
 - Identify transportation alternatives for affected customers (if needed)
 - Use a data-driven and customer sensitive approach
- PSTA’s ongoing effort is to enhance service to our customers while maintaining or improving overall system efficiency.
- In Phase 1 of the System Redesign, PSTA examined underperforming routes and recommended service adjustments. As a result, the East Lake Connector was eliminated and Routes 1/30 were combined (new Route 22). The new Direct Connect pilot program was also implemented as an alternative mobility option for residents and visitors to the East Lake and Pinellas Park areas.
- Phase 2 compromised the transformation of bus services in Downtown St. Petersburg from a hub to grid system and service increases on select routes. PSTA completed a robust public engagement and public information outreach effort both before and after the changes on downtown.

June Service Changes Summary:

- As a follow up to Phase 1 of the service redesign, PSTA staff has engaged Pinellas Park in a discussion of how to improve services and launched the first pilot project partnership with Uber in the nation. Follow up changes include:
 - Route 11 will be routed into Crystal Lakes Manor on trips after 7:00 AM providing service seven days a week and a longer span of service for residents.
 - Route 444 will be taken out of Crystal Lakes Manor allowing streamlined service for passengers and increased performance. PSTA will continue to work with Pinellas Park on future service improvements to Route 444 to better serve the community.
- As a follow up to the Phase 2 service redesign and subsequent discussions with City of St. Petersburg staff, Route 52 will be truncated at Grand Central Station. Passengers will be able to access downtown St. Petersburg on multiple routes. This will improve the on-time performance for Route 52 thereby providing more consistent service for our customers.

June Service Change Public Outreach:

- Week of May 2nd
 - Teleconference with St. Giles I & II, Mainlands, Crystal Lakes Manor and Magnolia Gardens
- Week of May 15th
 - Attend resident meeting at Crystal Lakes Manor
 - Distribute palm cards at Magnolia Gardens and Crystal Lakes Manor
 - Memo for employees
 - Driver/CSR forum
 - Behind the driver notices
- May 27th
 - Informational sandwich boards at
 - Park Street Station
 - Pinellas Park Transit Center
 - Grand Central Station
- May 31st
 - Yellow Vest Outreach at Grand Central Station

October Service Changes Summary:

- Phase 3 will examine and make recommendations for the remainder of the PSTA network. Work for this phase includes:
 - Technical review of Community Bus Plan recommendations
 - Update of data used in performance analysis, as well as new data collection as needed
 - Extensive public outreach including engagement and information phases
 - Two Phase Implementation (October 2016 and February 2017)

The results of this phase (to be implemented by 2017) will achieve many of the goals of the community bus plan within the existing resources of PSTA.

- The changes proposed for October are focused on North County with route improvement proposals for Safety Harbor, Palm Harbor, and the institution of 7-Days a week Jolley Trolley service for the first time from Clearwater through Dunedin to Tarpon Springs.
- Additional changes are focused on Mid-County including shortening routes to improve on-time performance and allow for targeted frequency improvements.
- Staff has met with the union and local jurisdictions to review proposed changes.
- Public meetings will be held May 10 -16, 2016 in Oldsmar, Dunedin, Tarpon Springs, St. Petersburg, and Clearwater.
- Staff will report on the proposed changes and comments received from the public.
- After the October service changes are approved (at the June Board Meeting) staff will turn our attention to South County and finishing Mid-County changes for a February service change.

Fiscal Impact:

- The June Service adjustments are expected to generate cost savings which will be incorporated into the October 2016 service improvements.
- Overall, service improvements for June 2016, October 2016 and February 2017 are expected to stay budget-neutral.

Attachments:

1. PowerPoint
2. October Service Change Map Overview
3. Route Change Descriptions



June and October 2016 Service Improvements

System Redesign

Transit Riders Advisory Committee

Planning Committee

May 18, 2016

Pinellas Suncoast Transit Authority (PSTA)

St. Petersburg, Florida



Goals of the 2013 Bus Plan

- Wide scale community engagement “Tell us what do you want”
- Mold the bus network to better serve the economy and needs of our community
- Create a thoughtful, phased plan to suit a variety of funding scenarios
- Comprehensive plan development designed to maximize previous efforts



Pinellas
community
bus plan

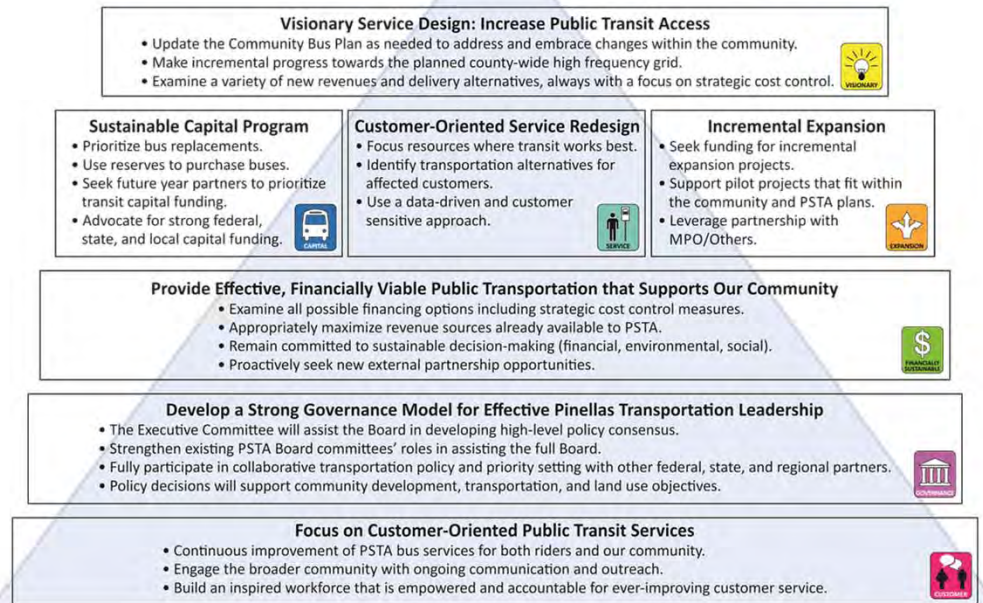


May 2015 Strategic Direction

- Financial Stewardship
 - 5-year Balanced Budget Process
 - Increased Revenues
 - Decreased Expenses
- Sustainable Capital Program
- Service Redesign
- Incremental Expansion

PATH FORWARD

Mission: PSTA provides safe, convenient, accessible and affordable public transportation services for Pinellas County residents and visitors, and supports economic vitality, thriving communities, and an enhanced quality of life.







Where Are We Going?

- Original 10-Phase Plan Now 3-Phase Plan:
 1. October 2015 – Inefficient Routes Eliminated
 2. February 2016 – Downtown St. Pete Grid Network
 3. Efficiency Improvements throughout County
 - a. October 2016 – North and Mid-County
 - b. February 2017 – South and Mid- County
- Budget/System Efficiencies Allow for Small **Increases** in services over time.
- Additional Improvements to Follow:
 - Central Avenue BRT/ Downtown St. Pete Circulation
 - Clearwater Beach-TIA Express



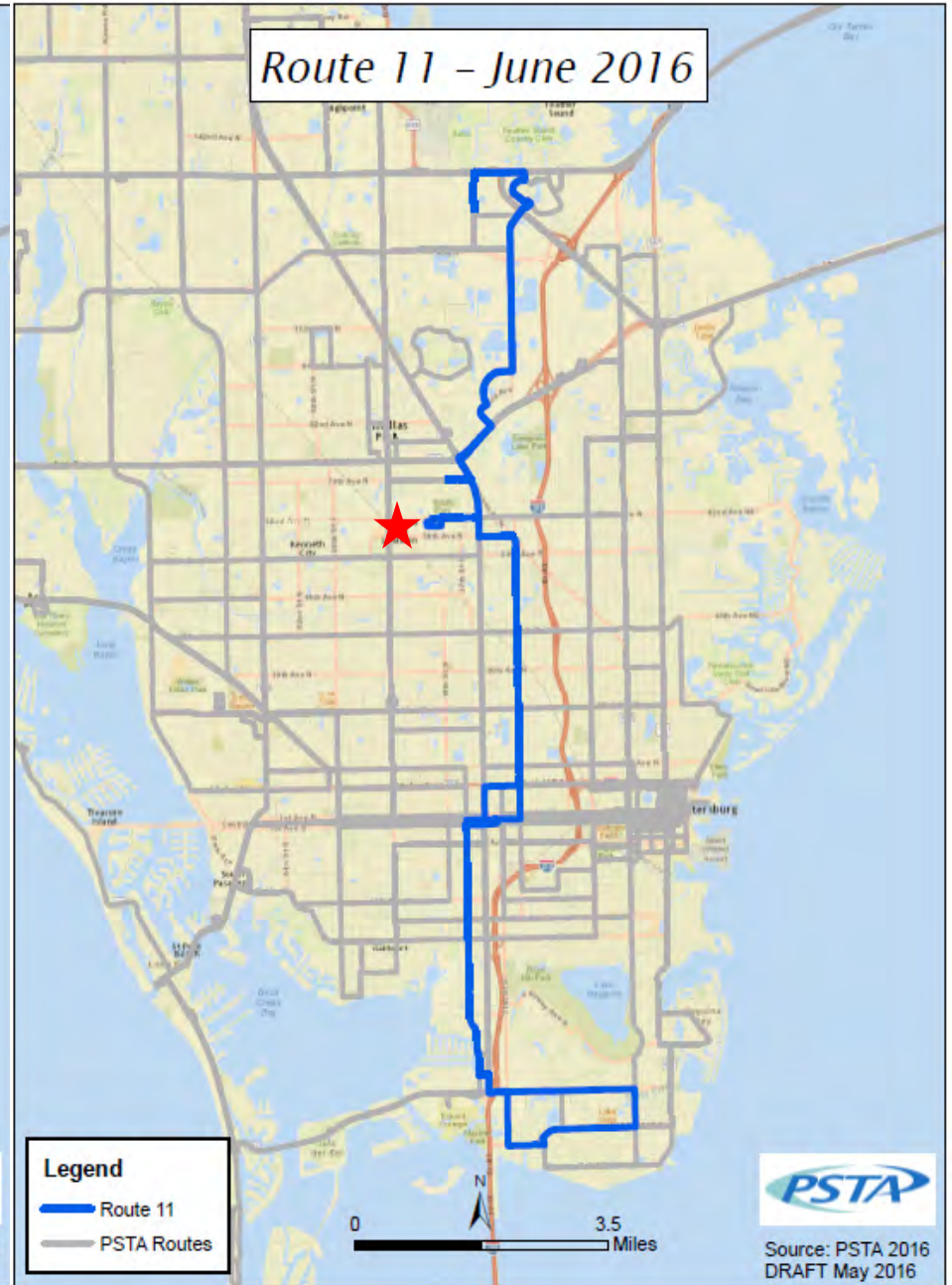
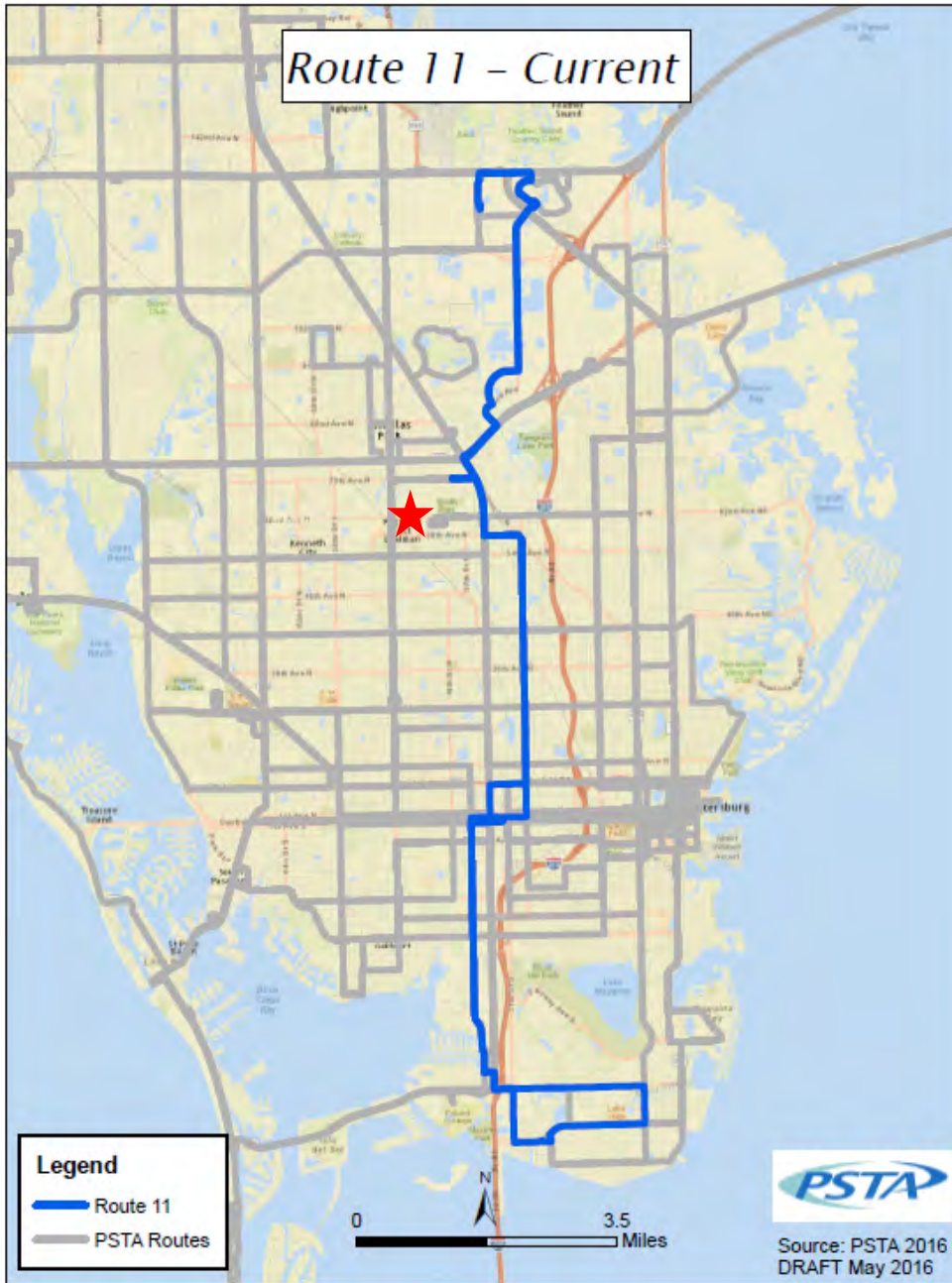
Where Are We Going?

By 2017 Some New Revenue Bus Plan Principles Will Be Achieved:

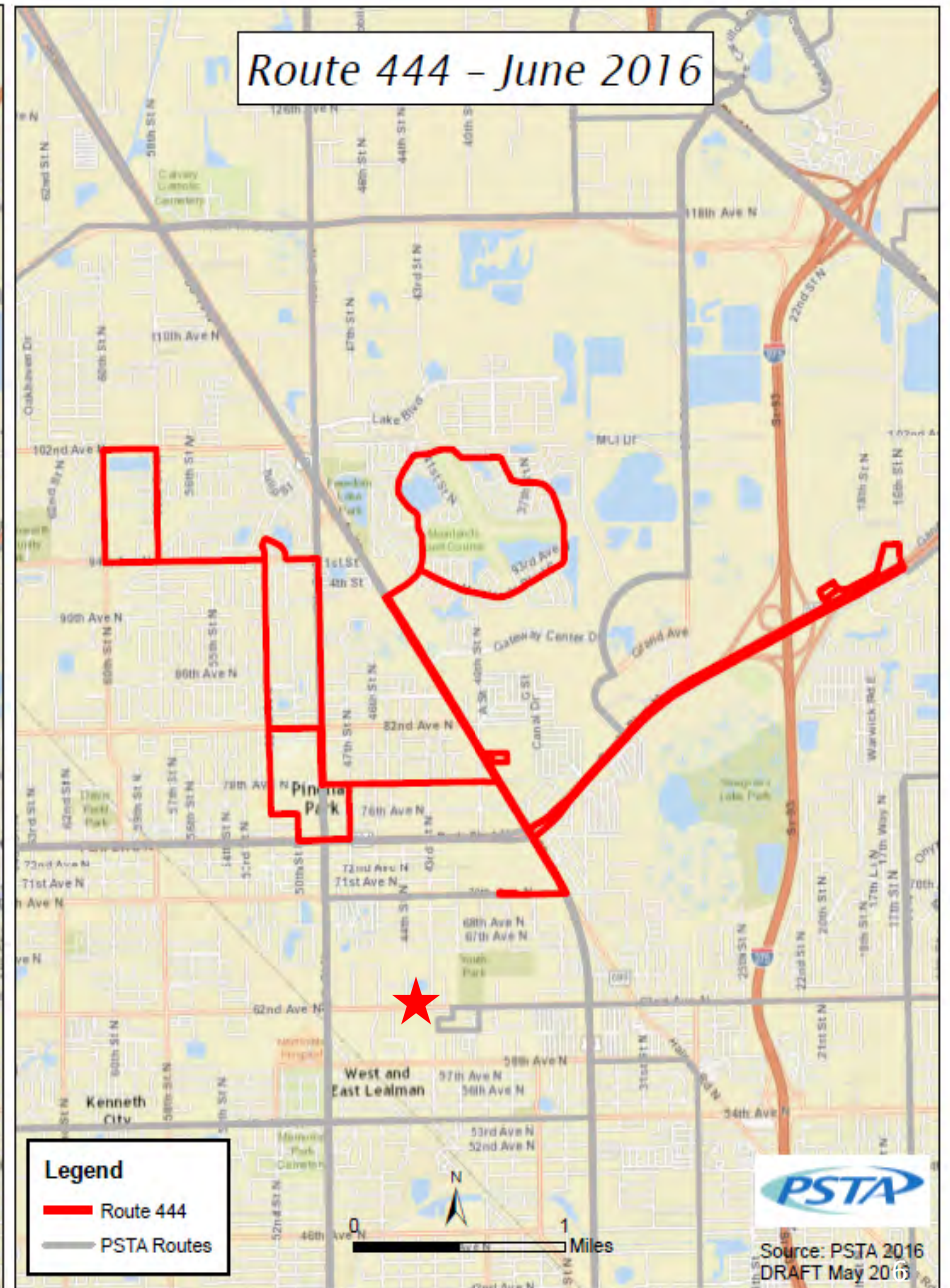
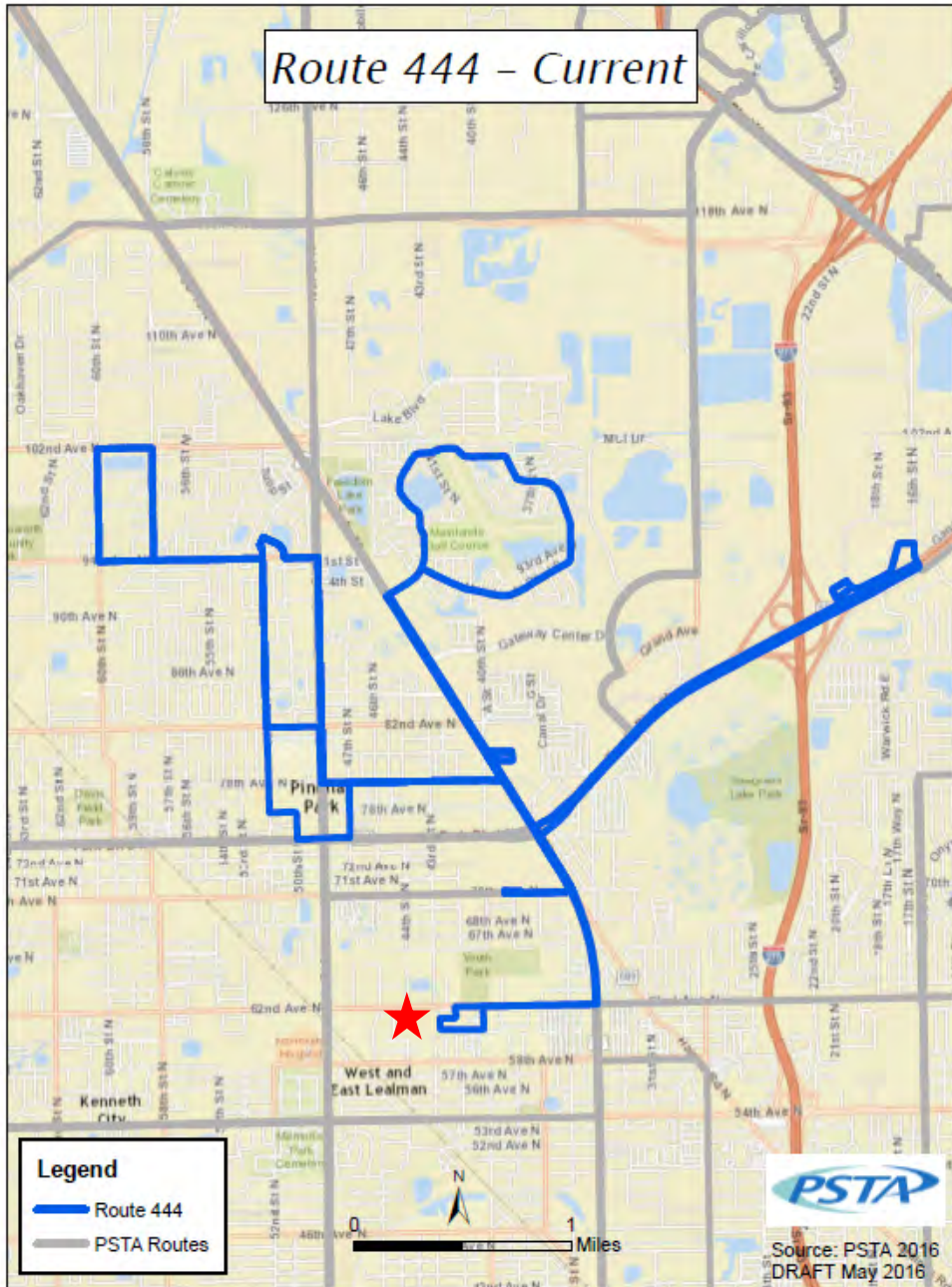
-  Increase frequencies to 15 minutes or better on Core and Frequent Local routes
-  Create efficient grid network that maximizes resources and service delivery
-  Improve overall span of service
-  Improve weekend service coverage



Routes 11



Routes 444

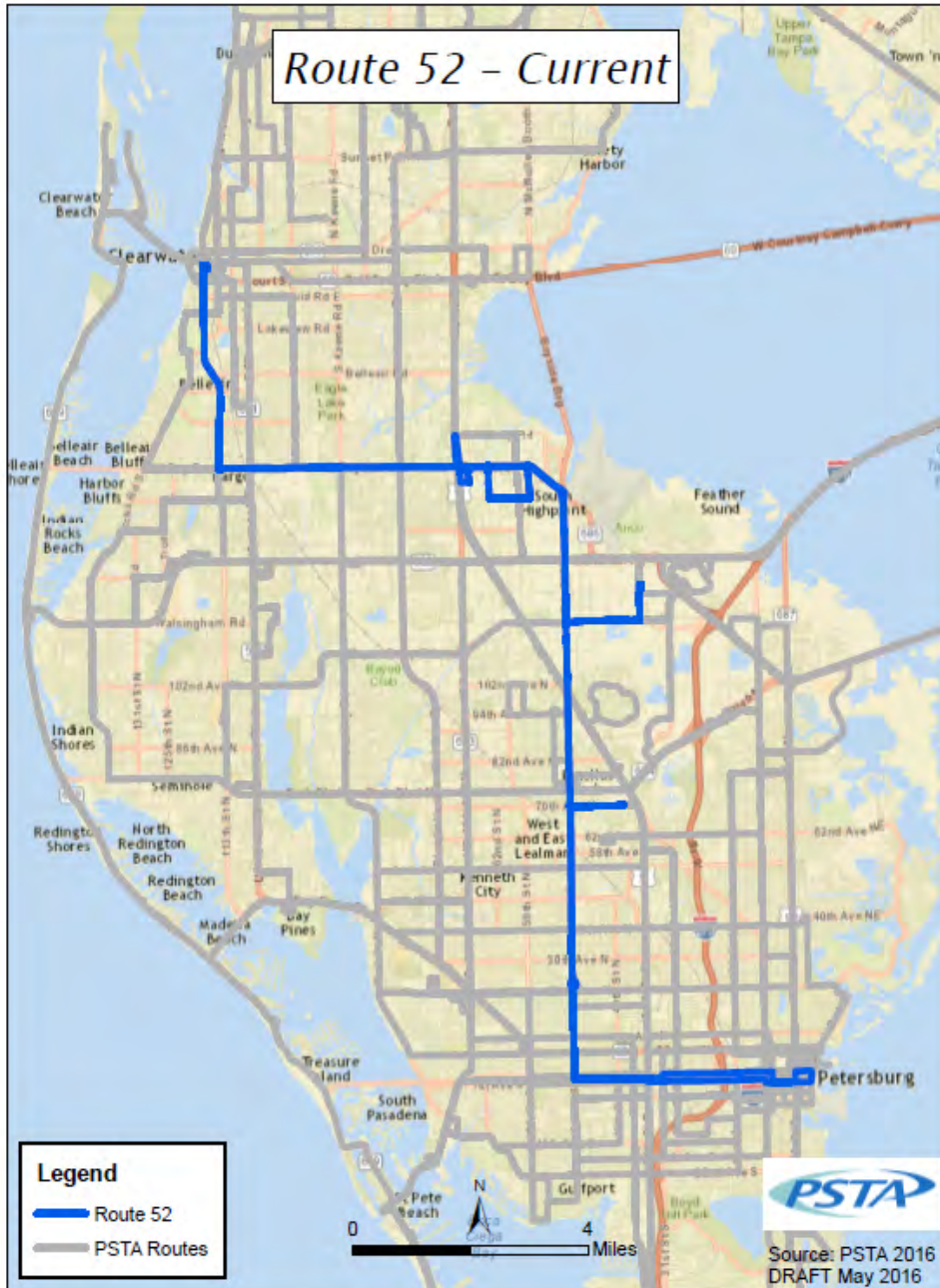


June Service Changes – Routes 11 and 444

- Teleconference
- Driver notification/education
- Distribute palm cards
- Behind the driver notice
- Informational boards at terminals
- Attend resident meeting
(Crystal Lakes Manor)



Route 52



June Service Changes – Route 52

- Driver notification/education
- Behind the driver notice
- Sandwich boards at terminals
- Yellow vest outreach at Grand Central Station

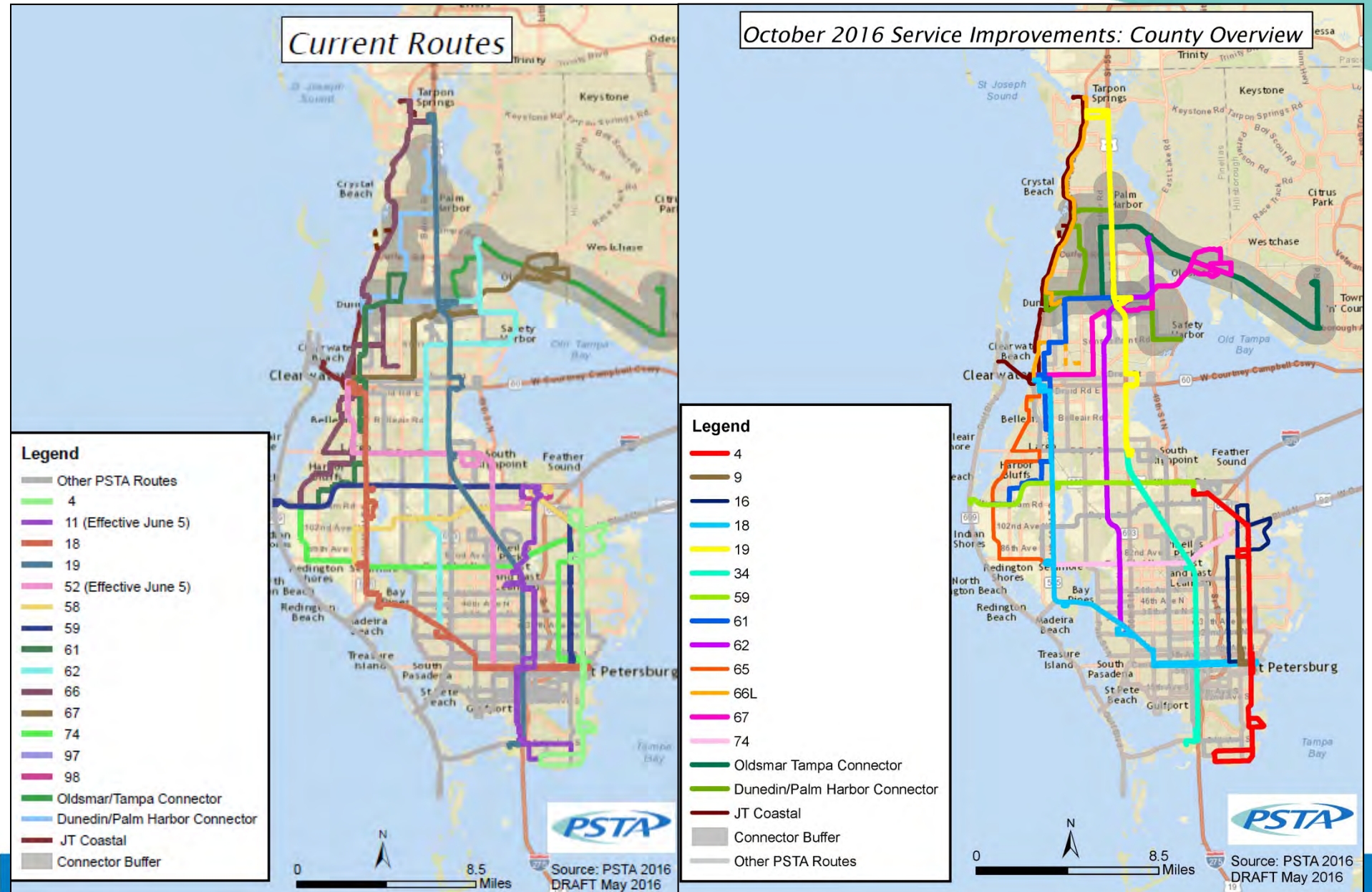


October 2016 System-wide Streamlining

- Remove underutilized deviations
- Bus-Stop Consolidation: speed operations/save hours
- Reinvestment of some service hours such as:
 - Additional evening and weekend service
 - Additional buses for overcrowded routes
- Specific Proposals:
 - Split long routes such as 62 (Belcher/Safety Harbor)
 - Redesign Jolley Trolley Coastal with segments of Route 66 for single 7-day service
 - Enhance routes with highest demand



System Proposal for October 2016



Early Engagement and Public Workshops

- **Internal Coordination**
- **City/County Staff to Staff Coordination**
- **Workshops:**
 - 5/10/16, 5:30 - 7:00 PM Oldsmar Library, TECO Hall
 - 5/11/16, 6:00 - 7:30 PM Dunedin, Hale Senior Center
 - 5/12/16, 6:00 - 7:30 PM Tarpon Springs Recreation Center
 - 5/14/16 9:30 - 11:00 AM PSTA Auditorium
 - 5/16/16 5:00 – 6:30 PM North Greenwood Rec. Center
 - 6/7/16* 5:30-7:30 PM Clearwater East Library (Drew St.)
 - Week of 6/13 Additional Public Hearing - TBD

*Workshop and Public Hearing



Comments from Public Workshops

- Bring Back East Lake Connector
- Like new Route 61 routing in downtown Dunedin
- Don't move service from Douglas Ave, need connection to Jays Stadium and Hale Center – Have JT Coastal do it
- Requested N/S Connection on Patricia
- Requested van-type of circulator for City of Tarpon Springs



Final Outreach – Public Information

July – September

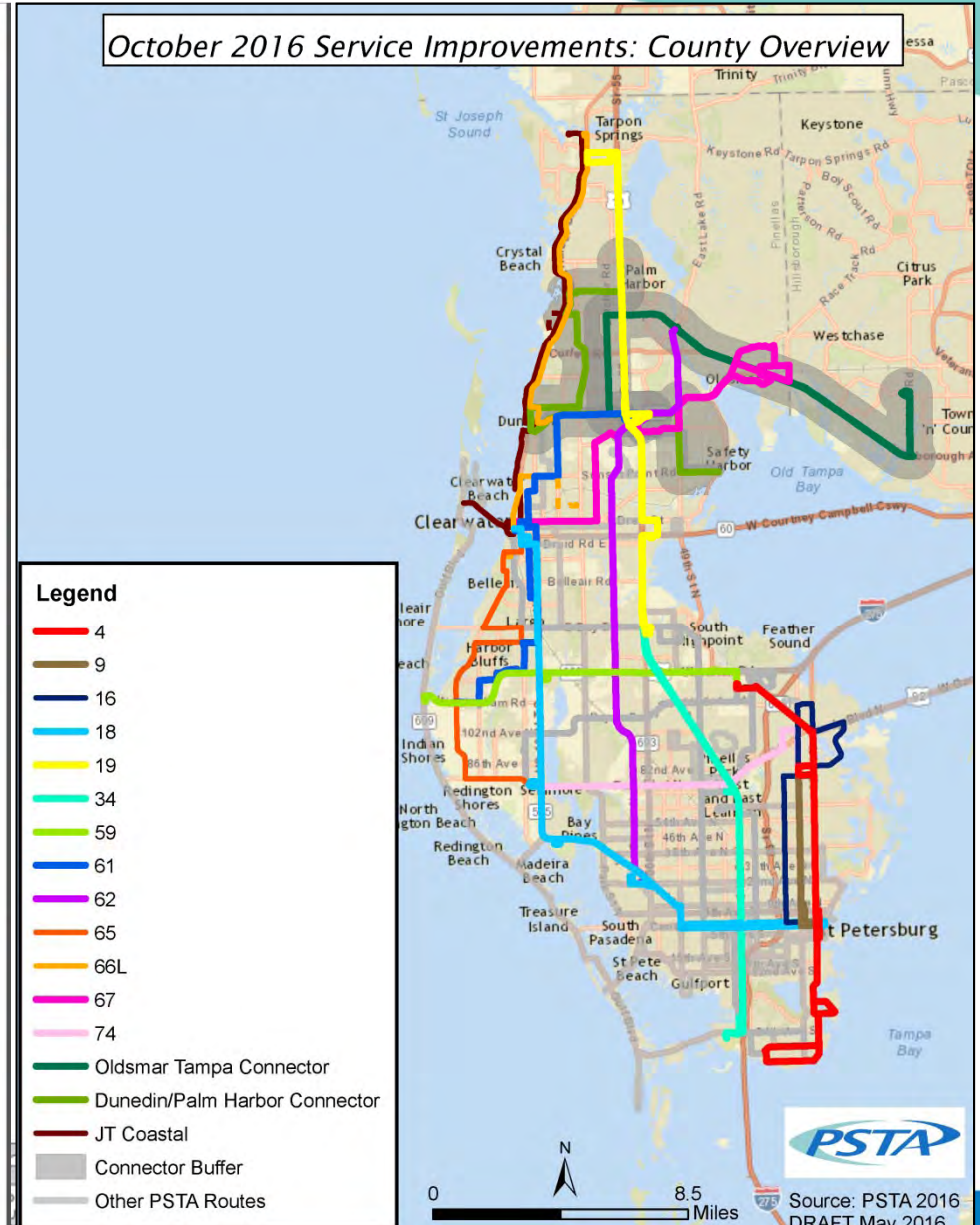
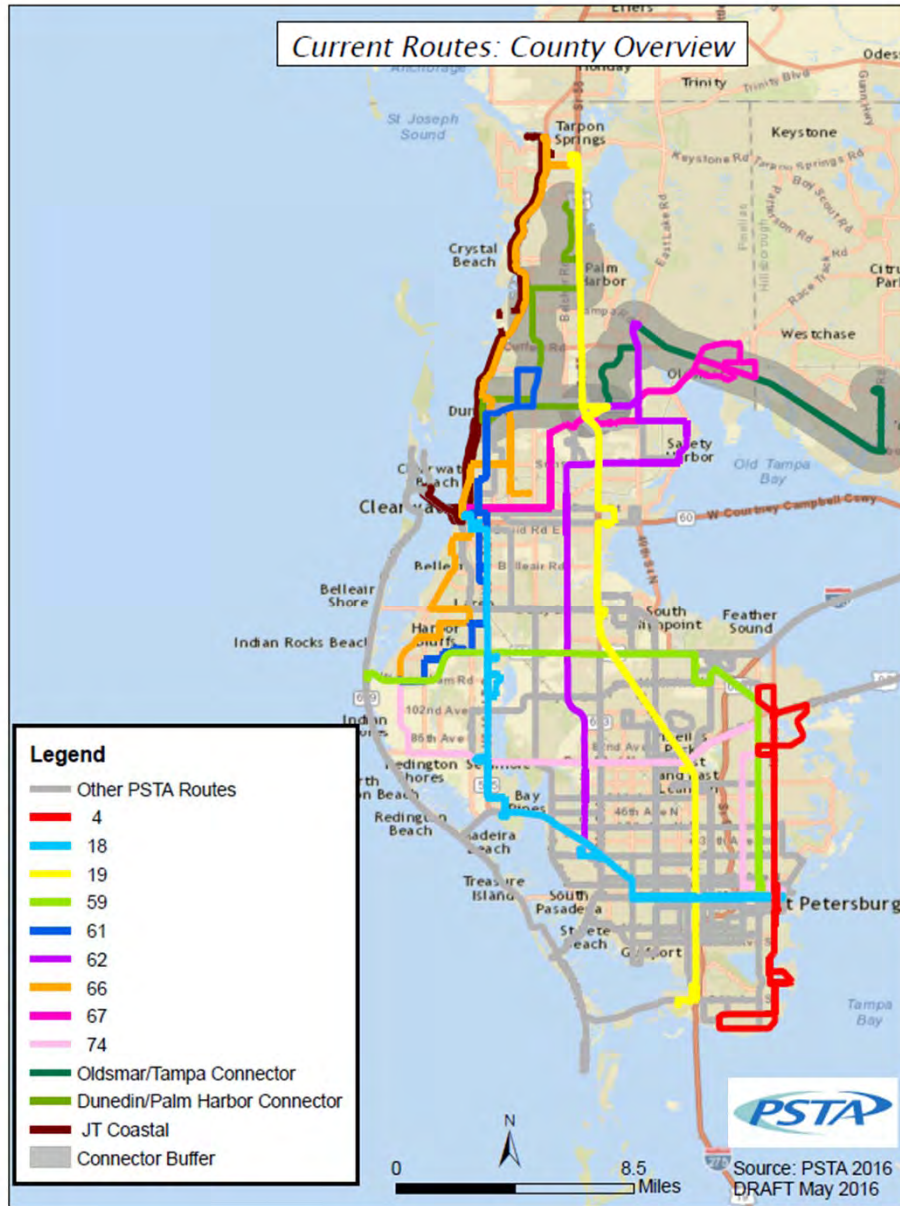
- Development of training and public engagement materials
- Internal training for Operators, Customer Service and Ambassadors

Week prior to service change: September 25th- October 4th, 2016:

- Staff outreach to riders with booklets at major transfer facilities (34th Layby, Clearwater (Park St), Countryside Mall, Gateway Mall)
- Outreach will include three-hour ambassador shifts, which will be staggered throughout the day and week to ensure maximum exposure to majority of riders
- On-board Ambassadors, if needed



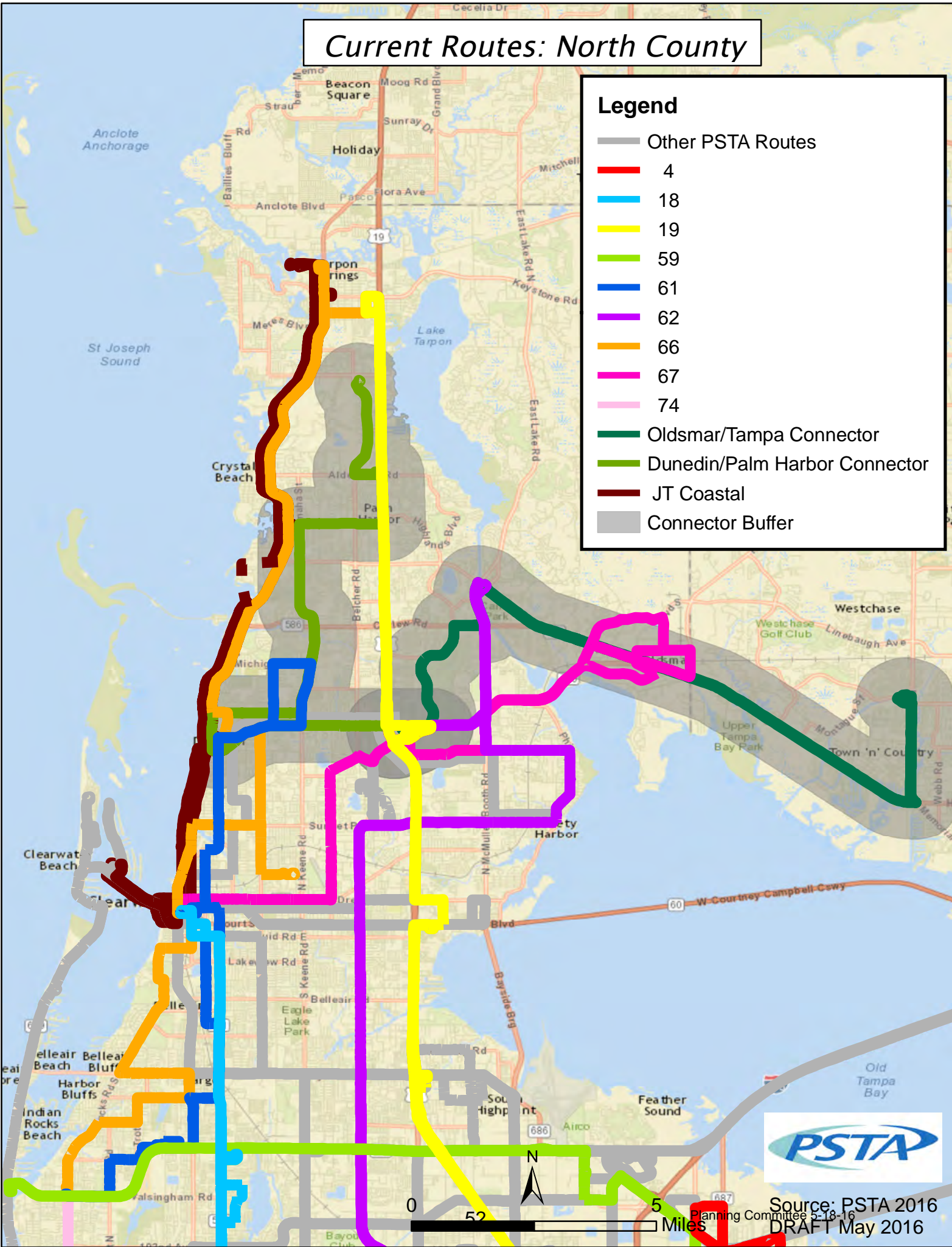
System Proposal for October 2016



Current Routes: North County

Legend

- Other PSTA Routes
- 4
- 18
- 19
- 59
- 61
- 62
- 66
- 67
- 74
- Oldsmar/Tampa Connector
- Dunedin/Palm Harbor Connector
- JT Coastal
- Connector Buffer

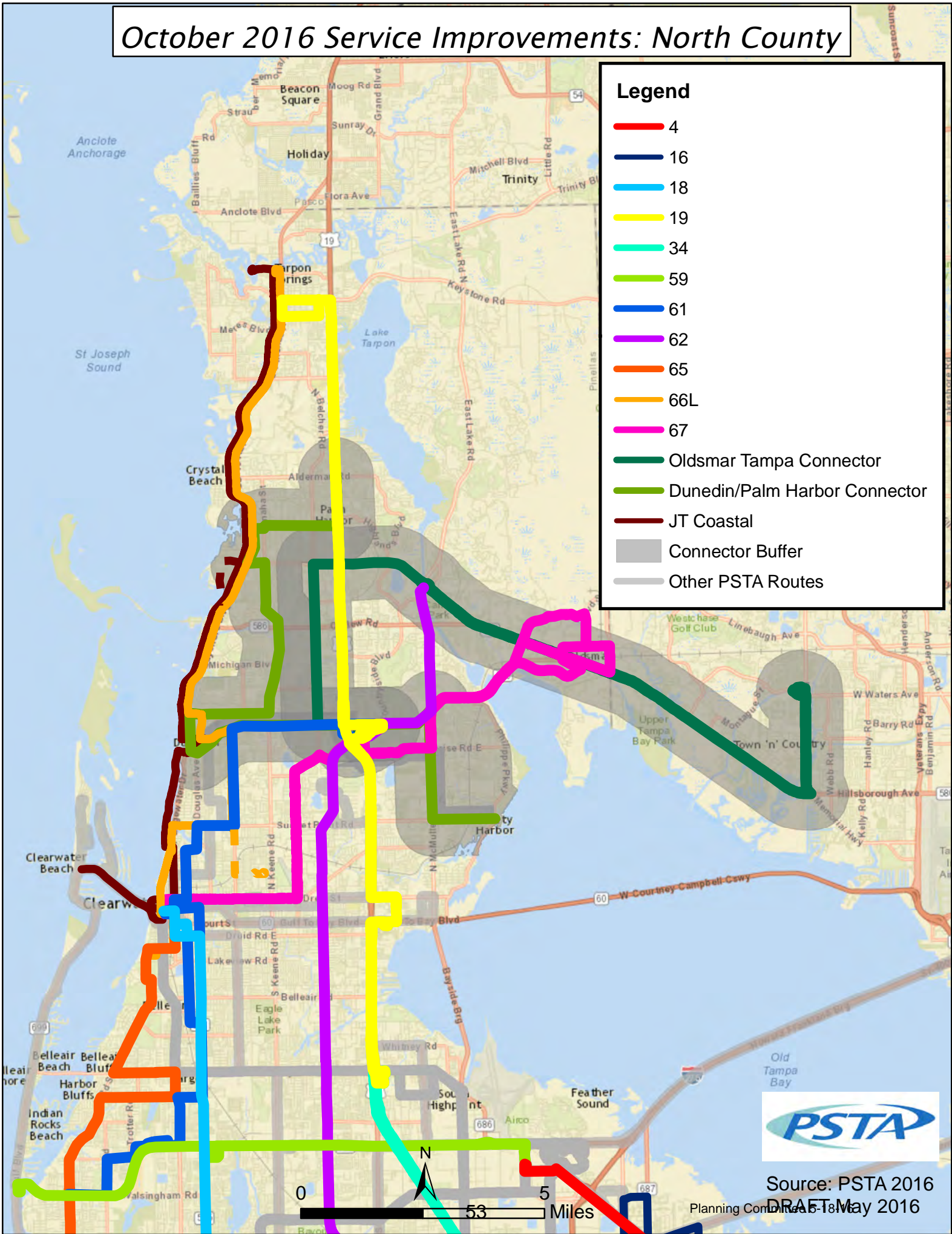


Source: PSTA 2016
Planning Committee 3-18-16
DRAFT May 2016

October 2016 Service Improvements: North County

Legend

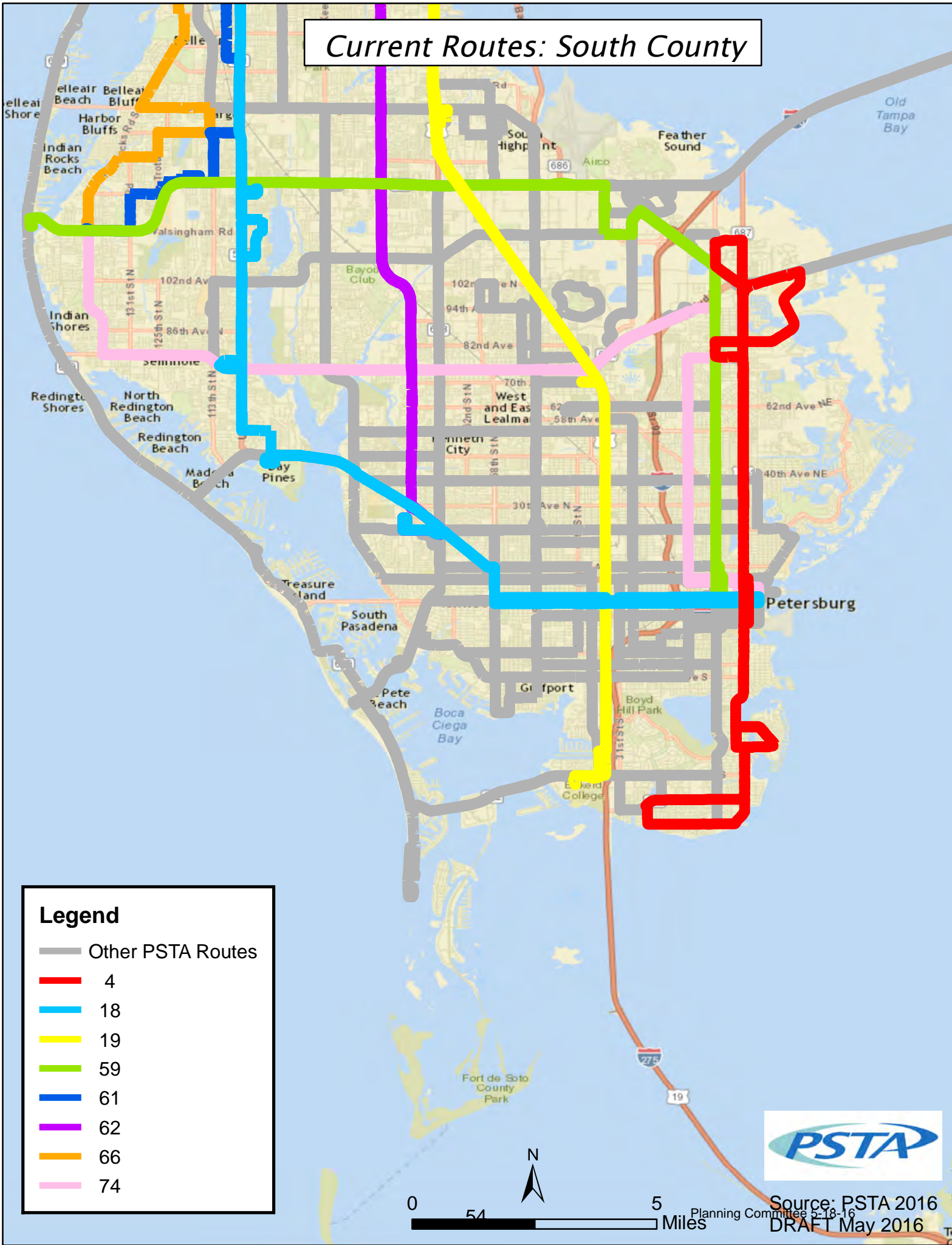
- 4
- 16
- 18
- 19
- 34
- 59
- 61
- 62
- 65
- 66L
- 67
- Oldsmar Tampa Connector
- Dunedin/Palm Harbor Connector
- JT Coastal
- Connector Buffer
- Other PSTA Routes



Source: PSTA 2016
 DRAFT May 2016

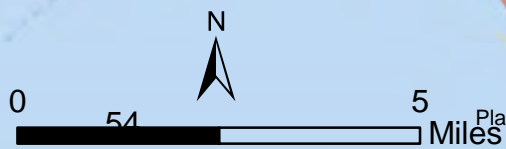
Planning Committee - 18th

Current Routes: South County



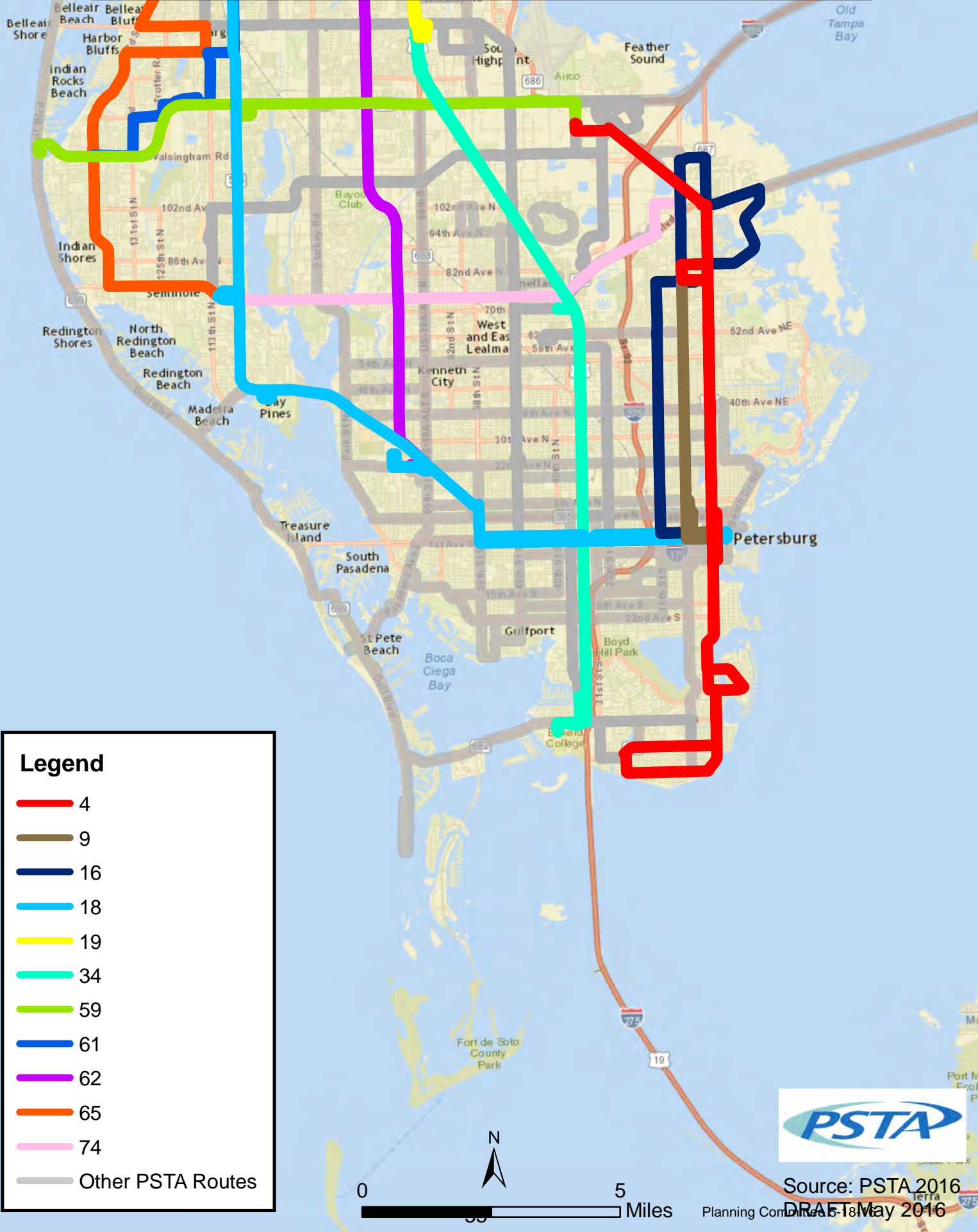
Legend

- Other PSTA Routes
- 4
- 18
- 19
- 59
- 61
- 62
- 66
- 74



Source: PSTA 2016
 Planning Committee 5-18-16
 DRAFT May 2016

October 2016 Service Improvements: South County

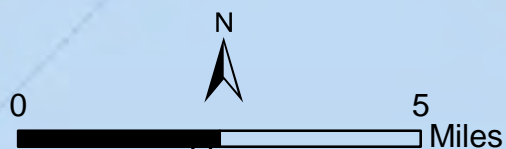


Legend

- 4
- 9
- 16
- 18
- 19
- 34
- 59
- 61
- 62
- 65
- 74
- Other PSTA Routes



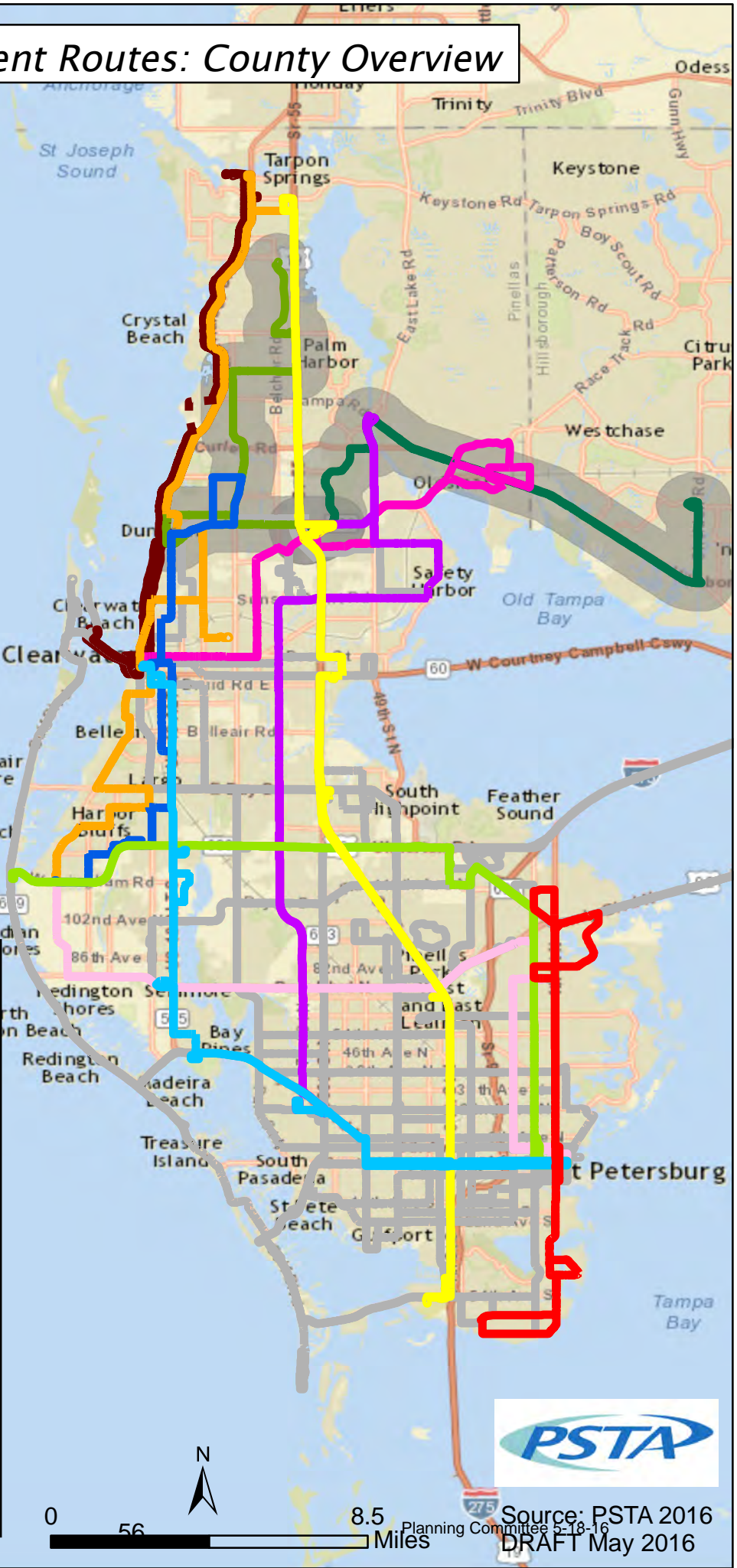
Source: PSTA 2016
 DRAFT May 2016



Current Routes: County Overview

Legend

- Other PSTA Routes
- 4
- 18
- 19
- 59
- 61
- 62
- 66
- 67
- 74
- Oldsmar/Tampa Connector
- Dunedin/Palm Harbor Connector
- JT Coastal
- Connector Buffer

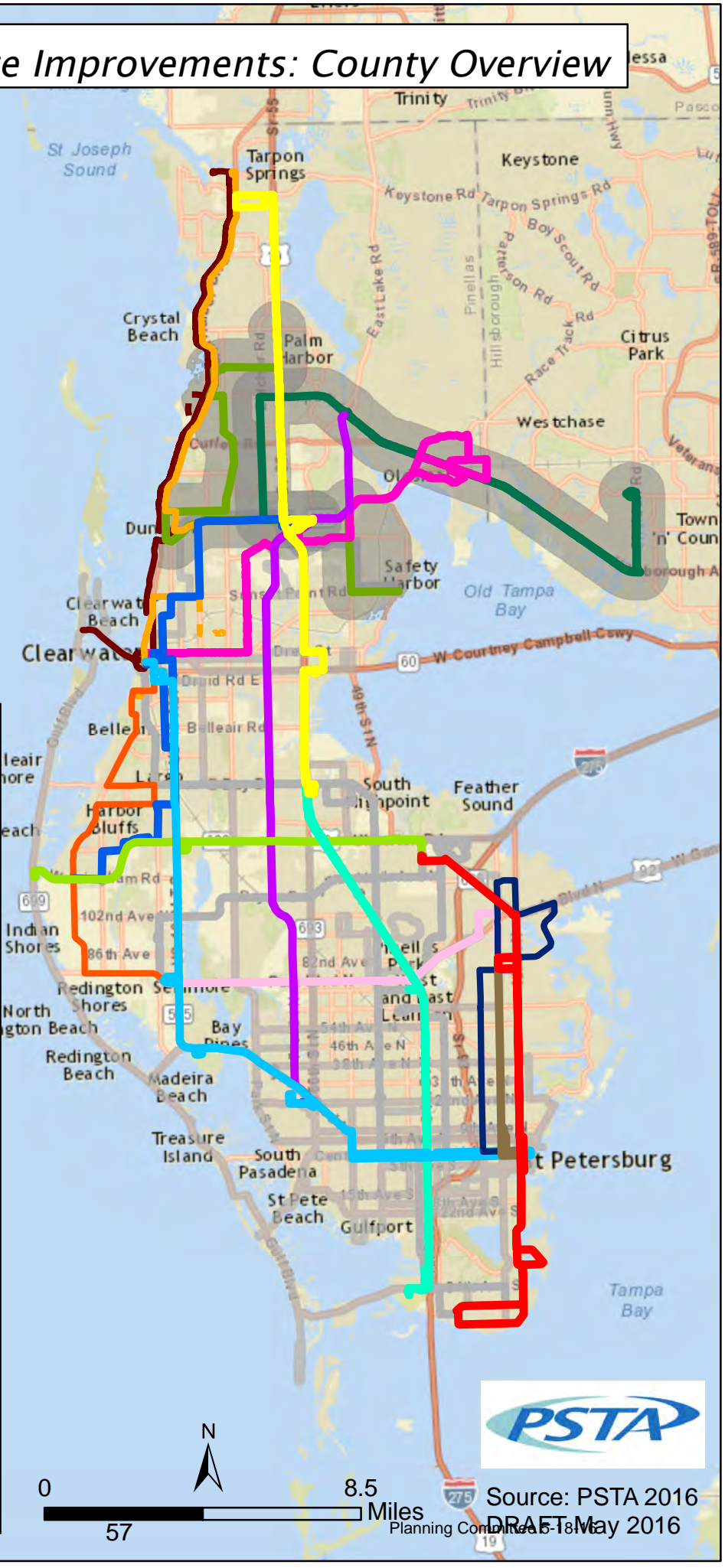


Source: PSTA 2016 Planning Committee 5-18-16
 DRAFT May 2016

October 2016 Service Improvements: County Overview

Legend

- 4
- 9
- 16
- 18
- 19
- 34
- 59
- 61
- 62
- 65
- 66L
- 67
- 74
- Oldsmar Tampa Connector
- Dunedin/Palm Harbor Connector
- JT Coastal
- Connector Buffer
- Other PSTA Routes



Source: PSTA 2016
 Planning Commission 18th Meeting
 DRAFT May 2016

October 2016 Service Change Route Descriptions

- **Route 4**

Streamlined to reduce travel time and better connection with Route 59

- Extended to PSTA Administration Layby
- Goodwill and 118th Loops now served by New Route 16

- **New Route 9**

New name for southern end of current Route 59

- Replaces North/South Section of Route 59 traveling on MLK
- Will run 30 minute service between Gateway Mall and Downtown St. Petersburg

- **New Route 16**

New name for southern end of current Route 74

- Replaces North/South Section of Route 74 traveling on 16th Street North
- Will serve Goodwill and 116th Ave North Loop – previously on the Route 4
- Will run 60 minute service between Gateway Mall and downtown St. Petersburg

- ***Route 19/*Route 34 (new)**

Route 19 will be split into two separate routes to improve on time performance

- Route 19 in Tarpon Springs will be extended to Alt 19 to connect to JT Coastal
- Route 19 and New Route 34 will meet at the New Largo Transit Center

- **New Route 34**

New name for southern end of current Route 19 after split at Largo Transit Center

- Will provide service along 34th Street including Grand Central Station and Eckerd College

- ***Route 59/*Route 9 (new)**

Route 59 will be split to improve on time performance with headways boosted to 15 minutes

- East/West section will remain Route 59 and meet with Route 4 at the PSTA Layby (Improved E/W frequencies to match Route 4 – every 15 minutes)
- North/South portion of current route 59, will become the NEW Route 9 linking Gateway Mall and Downtown St. Petersburg along 16th/MLK with 30 minute headways

- **Route 60 (no change)**

- **Route 61**

Streamlined for efficiency and extended to Countryside Mall to offer additional travel options to that popular destination

- CR1 – Michigan Loop (Dunedin Rec. Center and Dunedin H.S.) will be served by the DPH Connector
- Moving north/south segment in Dunedin from Douglas to Patricia Ave.

- **Route 62/ *Dunedin/PH Connector**

Route 62 will be streamlined to improve efficiency and shorten travel times

- Route 62 will continue to serve Belcher with a direct connection to Countryside Mall and Shoppes and Boot Ranch; will no longer serve Safety Harbor
- DPH Connector will be extended to serve Safety Harbor, terminating at Phillipe Parkway. The deviation area will be extended to cover all areas formerly served by the Route 62

- **New Route 65**

Replaces southern half of current Route 66 and a portion of current Route 74

- Will operate from Park Street Terminal south to Indian Rocks Shopping Center (southern leg of current Route 66)
- Continues from Indian Rocks Shopping Center to Seminole Mall (currently served by Route 74)

- ***Route 66/*Route 65 (new)/*JT North Coastal**

Route 66 will be split into two routes to improve on time performance

- The northern part of the Route 66 and Jolley Trolley North Coastal will be combined in a single local service
- The southern half of the current Route 66 will now become the Route 65
- The new Route 66 Limited Stop (66L) will use the current routing but be restricted to commuter service from Tarpon Springs to Clearwater Fundamental and downtown Clearwater/Morton Plant Hospital
- Jolley Trolley North Coastal Route will follow the current routing plus an extension from Island Way to the beach
- JT North Coastal is proposed for 7 day/week service (10AM-10PM Su-Th, 10AM-12AM Fri/Sat)

- **Route 67**

Route 67 will serve Nielsen loop on all trips

- ***Route 74/*Routes 16 & 65 (new)**

Will be shortened to current routing between Gateway Mall and Seminole Mall

- Portion of 74 that now runs from Seminole Mall to Indian Rocks Shopping Center will be served by the new Route 65
- Portion of 74 that currently runs from Gateway Mall to downtown St. Petersburg along 16th Street will now be the new Route 16 with 60 minute service to Goodwill and 118th Loops

- **Route 76 (no change)**

- **Route 78 (no change)**

- ***Oldsmar/ Tampa Connector**

Slight route change to serve areas with higher demand

- Moving from Countryside Blvd. to Belcher Rd.
- Will run north to Tampa Rd and connect with Hillsborough Ave.

Friday, May 13, 2016

- **JT North Coastal**

Combining with resources of the northern portion of Route 66

- 7 day service between Tarpon Springs Sponge Docks and Clearwater Beach (no longer ending at Island Estates)
- Sunday thru Thursday service operating 10:00a.m. to 10:00p.m.
- Friday and Saturday service operating 10:00a.m. to midnight
- Friday night, all day Saturday and Sunday service to Ozona

- **JT Safety Harbor (no change)**

REPORTS



5A: Project & Partner Updates



Action: Information Item

PLANNING

Staff Resource: Heather Sobush, Planning Manager

Background:

- In addition to the PSTA projects presented as full information or action items to the Board, the PSTA Planning Staff engages with partner agencies and their projects on a regular basis to ensure the inclusion of transit.
- As an update to the Planning Committee, the Planning Department will give a short verbal report on the advancement of partner projects of interest to the Board or smaller PSTA projects.

Jolley Trolley Coordination

- PSTA met with staff from each of the local jurisdictions that contribute funding to the Jolley Trolley services to discuss new Memorandum of Understandings (MOUs), revised service plans for FY 2017, costs for service in FY 2017 and the future procurement of trolley service which would begin in FY 2018.
- As part of the discussion with the City of Clearwater about better beach connections, a need for an improved bus stop location on Clearwater beach was identified. PSTA staff has developed and reviewed with City staff a concept for a bus bay just east of East Shore Drive and the roundabout. This would allow all current trolley buses and the future airport express bus to drop off and pick up riders and then proceed directly into the roundabout to either continue its trip (trolleys) or return to the airport (express). City of Clearwater staff is also coordinating with PSTA and the Jolley Trolley to identify a stop near the marina to eliminate the need for buses to enter the marina parking lot.

Central Avenue Bus Rapid Transit (BRT)

- PSTA staff continues to coordinate with Florida Department of Transportation (FDOT) and City of St. Petersburg staff to finalize the scopes and schedules for the Central Avenue BRT project and parallel Downtown Circulation study.
- PSTA staff met with the three beach communities in April to review the project and ensure their full engagement in the decision-making.

Grant Applications:

- PSTA regularly monitors opportunities for discretionary grants to assist with our delivery of public transportation services or pilot new innovations in how we enable the mobility of our community.

- **STATE GRANTS**

- **Commission for the Transportation Disadvantaged Mobility Enhancement Grant**

PROJECT: Complete Trip Initiative

PSTA will be submitting an application for \$500,000 in state funding to provide on-demand trips to Transportation Disadvantaged Program participants for urgent medical trips and to and from jobs during hours when regular fixed route service is not available. As such, this project would provide greater access to job opportunities and healthcare. Providers will include private transportation companies and a transportation network company (TNC).

Due 5/16/16

- **FEDERAL GRANTS**

- **TIGER VIII (Transportation Investments Generating Economic Recovery)**

PROJECT: Regional Fare Collection

HART and PSTA jointly submitted an application for \$9.67 million in federal funding for the regional fare collection project which will provide a seamless regional fare media across eight counties. The project will include a smart card and mobile application to improve experience of riding public transportation in the region.

Due 4/29/16

- **Low or No Emission Vehicle (LONO)**

PROJECT: Electric Buses for downtown St. Pete Circulator

PSTA is submitting application for \$1.55 million in federal funding to replace two aging buses with two electric buses and associated charging infrastructure. The buses will be utilized on the downtown St. Petersburg circulator route. The application will include be scalable to five electric buses.

Due 5/13/16

- **Bus and Bus Facilities**

PROJECT: Bus Replacements

PSTA is submitting an application for \$16.62 million in federal funding to replace some of the oldest buses in the fleet, including ten 2003 MCI buses and eight 2002 40' buses. As replacements, PSTA is requesting 18 BAE Series E buses which are lower emitting and are expected to have a fuel economy that is at least double the fuel economy of the 2002 and 2003 buses.

Due 5/13/16

- **Rides to Wellness**

PROJECT: Coordinated Access and Mobility Program

PSTA is coordinating with the Hillsborough and Pasco Community Transportation Coordinators (CTCs) and private healthcare businesses to develop a grant application that improves access to healthcare for the transportation disadvantaged.

Due 5/31/16

Metropolitan Planning Organization (MPO) and FDOT Coordination

- PSTA, MPO, and FDOT staff meet monthly to ensure ongoing coordination.
- A meeting was held on May 10, 2016. Staff will provide an update on this meeting included discussion on:
 - MPO Project: SR 60 Multimodal Study
 - MPO Listening Sessions
 - MPO Project: PSTA Transfer Area Analysis
 - Tri-County Premium Transit Study (HART)
 - PSTA Project: Downtown St. Petersburg Circulation Study
 - PSTA Project: Central Avenue BRT
 - Joint MPO and PSTA Board Work Session Agenda – July 29, 2016

Attachments: None