

Fiscal Year 2017

Proposed Operating and Capital Budget



Pinellas Suncoast Transit Authority



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Adopted 5/27/15
Mission Updated 7/22/15

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.

Visionary Service Design: Increase Public Transit Access

- Update the Community Bus Plan as needed to address and embrace changes within the community.
- Make incremental progress towards the planned county-wide high frequency grid.
- Examine a variety of new revenues and delivery alternatives, always with a focus on strategic cost control.



Sustainable Capital Program

- Prioritize bus replacements.
- Use reserves to purchase buses.
- Seek future year partners to prioritize transit capital funding.
- Advocate for strong federal, state, and local capital funding.



Customer-Oriented Service Redesign

- Focus resources where transit works best.
- Identify transportation alternatives for affected customers.
- Use a data-driven and customer sensitive approach.



Incremental Expansion

- Seek funding for incremental expansion projects.
- Support pilot projects that fit within the community and PSTA plans.
- Leverage partnership with MPO/Others.



Provide Effective, Financially Viable Public Transportation that Supports Our Community

- Examine all possible financing options including strategic cost control measures.
- Appropriately maximize revenue sources already available to PSTA.
- Remain committed to sustainable decision-making (financial, environmental, social).
- Proactively seek new external partnership opportunities.



Develop a Strong Governance Model for Effective Pinellas Transportation Leadership

- The Executive Committee will assist the Board in developing high-level policy consensus.
- Strengthen existing PSTA Board committees' roles in assisting the full Board.
- Fully participate in collaborative transportation policy and priority setting with other federal, state, and regional partners.
- Policy decisions will support community development, transportation, and land use objectives.



Focus on Customer-Oriented Public Transit Services

- Continuous improvement of PSTA bus services for both riders and our community.
- Engage the broader community with ongoing communication and outreach.
- Build an inspired workforce that is empowered and accountable for ever-improving customer service.



BOARD OF DIRECTORS

Chairperson



Darden Rice
Councilmember
City of St. Petersburg

Vice-Chairperson



Julie Ward Bujalski
Mayor
City of Dunedin

Secretary/Treasurer



Janet Long
Commissioner
Pinellas County



Joseph Barkley
Commissioner
City of Belleair Bluffs



Doug Bevis
Mayor
City of Oldsmar



Mark Deighton
Commissioner
Town of Redington Beach



Ben Diamond
Citizen
City of St. Petersburg



Dave Eggers
Commissioner
Pinellas County



Samantha Fenger
Commissioner
City of Largo



Pat Gerard
Commissioner
Pinellas County



Patricia F. Johnson
Councilmember
City of Pinellas Park



Bill Jonson
Councilmember
City of Clearwater



Brian Scott
Citizen
Pinellas County



Kenneth T. Welch
Commissioner
Pinellas County



Lisa Wheeler-Bowman
Councilmember
City of St. Petersburg



PINELLAS SUNCOAST TRANSIT AUTHORITY
Board of Directors
Officers

Darden Rice, Chairperson
Julie Ward Bujalski, Vice-Chairperson
Janet Long, Secretary/Treasurer

City of Belleair Bluffs

Joseph Barkley

City of Clearwater

Bill Jonson

City of Dunedin

Julie Ward Bujalski

City of Largo

Samantha Fenger

City of Oldsmar

Doug Bevis

City of Pinellas Park

Patricia F. Johnson

City of St. Petersburg

Ben Diamond
Darden Rice
Lisa Wheeler-Bowman

Pinellas County

Dave Eggers
Pat Gerard
Janet Long
Brian Scott
Kenneth T. Welch

Town of Redington Beach

Mark Deighton

Chief Executive Officer

Brad Miller

General Counsel

Bryant Miller Olive

About the PSTA Board of Directors & Committees

Board of Directors Meetings

PSTA Board of Directors meetings are held in the Board Room at PSTA Headquarters, 3201 Scherer Drive, St. Petersburg on the fourth Wednesday of each month, unless otherwise posted. Eight of the fifteen Board members must be present in order to hold a meeting. All meetings are open to the public. The Chief Executive Officer, Division Chiefs and Directors, designated staff members, and PSTA's General Counsel also attend Board meetings.

Executive Committee

The purpose of this committee generally is to deliberate and provide direction to staff on operational matters, including but not limited to significant operational issues and major service changes. The Board's intent is that the Executive Committee will provide direction to staff on emergency items and items that eventually will come before the entire Board. It is not intended that the Executive Committee will make decisions on items that are to be decided by the Board as a whole, except as specifically authorized by the Board.

Finance and Performance Management Committee

The duties of the Finance and Performance Management Committee are as follows: select audit firm, review audit report, review financial and operating reports, review and make recommendations on investment strategy, review and make recommendations on insurance policies, review proposed labor settlements and negotiations, review and make recommendations regarding major

contracts and procurements, and oversee and monitor performance goals and measures.

Planning Committee

The duties of the Planning Committee are as follows: strategic planning process oversight; review future business objectives and incentives; develop long-term funding strategies and develop annual budget goals/parameters. These meetings are held in the Administration Auditorium.

Legislative Committee

The mission of the PSTA Legislative Committee is to advise the full PSTA Board of Directors of the official positions of the local, state, and federal entities concerning legislative matters pertaining to the operations, development, and funding of PSTA; and to facilitate advancement of the Pinellas County Alternatives Analysis (AA) Locally Preferred Alternative (LPA). The Committee will also review resolutions and legislation in order to advise and recommend positions to the members and leadership of the PSTA Board; and work with the regional entities in the development and implementation of transportation for the Tampa Bay region.

Transit Riders Advisory Committee (TRAC).

This is a committee of volunteers who ride the bus at least two times per week. The purpose of the Committee is to provide insight and recommendations to the PSTA Board of Directors and its committees (as appropriate) on operational and transit service issues. The Committee is comprised of members from the public, representing diversity and geographic distribution of people in Pinellas County.

About the PSTA Board of Directors & Committees

PSTA Board Committee Assignment Roster & Other PSTA Related Committee Appointments as of January 27, 2016

PSTA COMMITTEES										OTHER COMMIT-TEES			
Position	Name	Representing	Appointment	Planning	Finance & Perform Mgmt.	Legislative	Executive	Personnel	Nominating	MPO	TBARTA	MPO's LCB	MPO's School Safety
1	Darden Rice, Chair	St. Petersburg	1/2014	X			XXX	XXX					
2	Julie Bujalski, Vice-Chairperson	Dunedin	4/2008				X	X		X			Y
3	Janet Long, Secretary/Treasurer	Pinellas County	12/2012			X	X	X	X				
4	Ken Welch	Pinellas County	10/2007	XXX					X				
5	Bill Jonson	Clearwater	4/2010		X		X		X				
6	Mark Deighton	Beach Cities	10/2011	X	X								X
7	Patricia Johnson	Pinellas Park	3/2012	Alt.		X			X			X	
8	Brian Scott	County Non-Elect	10/2012		X							Y	
9	Joseph Barkley	South Cities	11/2012		XXX		X	X					
10	Ben Diamond	St. Pete Non-Elect	2/2014			XXX			XXX				
11	Doug Bevis	North Cities	10/2014			X							
12	Pat Gerard	Pinellas County	12/2014	X				X					
13	Dave Eggers	Pinellas County	12/2014		X								
14	Samantha Fenger	Largo	10/2015	X									
15	Lisa Wheeler-Bowman	St. Petersburg	1/2016		Alt.	X							

X – Member Appointed by PSTA

XXX – Chair of Committee

Y – Member Appointed by other Body

TRANSMITTAL

TO: Members of the PSTA Board of Directors
and Citizens of Pinellas County

FROM: Brad Miller, Chief Executive Officer

DATE: September 15, 2016

SUBJECT: Transmittal of FY 2017 Proposed Budget



I am pleased to present the FY 2017 Proposed Budget and the Five Year Capital Improvement Program that reflects PSTA's strategic Path Forward plan. With the new foundation of the Path Forward, PSTA has financial stability in the short term, with a sustainable operating and capital plan, and an emphasis on PSTA's role in the community and its impact on economic development. As outlined below, staff is committed to continually building on our successes and on continuous improvement as we move forward:



FOCUS ON CUSTOMER-ORIENTED TRANSIT SERVICES - The customer is our foundation for continuing to build on our Path Forward. The operating budget includes benchmarking of our customer service, and an increased emphasis on community outreach. In support of that, there are two new positions in the budget, a community outreach specialist and a media coordinator. These positions will provide even greater interaction with the community we serve, targeted branding and marketing to specific routes.

We are also very excited to be offering to our customers a pilot Mobile Application fare payment option (Flamingo Fares Tampa Bay) that can be downloaded on a smart phone for a pilot three-day pass that may be used on PSTA, Jolley Trolley, Looper and HART buses. This is the precursor to a robust electronic fare payment system that will be deployed region-wide using third-party produced and distributed pre-paid card and contactless devices such as smart cards, Mobile Applications, credit and debits cards that will be rolled out in 2018. This project, using new technology, will make it easier to ride transit within the region.

In addition, the capital budget includes approximately \$850,000 in customer amenities for FY 2017 including bus shelters, passenger benches, bike racks and improved ADA accessibility at targeted locations.



DEVELOP A STRONG GOVERNANCE MODEL FOR EFFECTIVE PINELLAS TRANSPORTATION LEADERSHIP – Our State and federal lobbyists are assisting in obtaining funding for our legislative priorities that are in support of the Path Forward. Initiatives include development of a bus rapid transit corridor for the St. Petersburg Central Avenue route which is the highest demand transit corridor in the Tampa

TRANSMITTAL

TO: Members of the PSTA Board of Directors
and Citizens of Pinellas County
DATE: September 15, 2016

Bay region; and support of implementing a successful new regional express service from Clearwater Beach to Tampa International Airport (TIA). This route will connect Pinellas County's award-winning beaches with the TIA that is essential for our region's economic development and job growth. Building on our succession planning, and our investment in our employees, we have \$200,000 in the FY 17 budget for training including new programs such as PSTA University and Leadership PSTA where we will develop our employees for future leadership roles.



PROVIDE EFFECTIVE, FINANCIALLY VIABLE PUBLIC TRANSPORTATION THAT SUPPORTS OUR COMMUNITY - The budget reflects an increase to revenue sources already available to PSTA with increasing the ad valorem tax to the maximum millage that will be used to increase service frequency and span across the county to drive ridership.

The budget also includes \$300,000 in a new operating grant from the Florida Commission for the Transportation Disadvantaged to provide door-to-door service for life sustaining trips that cannot be pre-scheduled nor served by fixed route.



SUSTAINABLE CAPITAL PROGRAM – For the bus replacement program, staff will be working with federal, state and community partners to advocate for capital funding. In the five-year capital plan, PSTA will be dedicating, for the first time, local PSTA capital reserve funds to help meet the need to replace 70 buses over the next five years. In addition, for the first time we anticipate, with a new source of capital funding for overhead chargers, adding two electric buses to the fleet. This, along with the purchase of hybrid buses, demonstrates our continued commitment to our environmental sustainability.



CUSTOMER ORIENTED SERVICE REDESIGN – Focusing resources where transit works best, the budget includes route changes and service improvements based on a data-driven and customer sensitive approach. During the coming year we will continue to engage the customers and the business community, both in public forums and on an individual basis to hear their concerns and suggestions so that we can work to better serve them.



INCREMENTAL EXPANSION - There will be improved service on higher frequency routes, with an emphasis on weekend and evening service that our customers have been requesting.

TRANSMITTAL

TO: Members of the PSTA Board of Directors
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DATE: September 15, 2016



VISIONARY SERVICE DESIGN: INCREASED PUBLIC TRANSIT ACCESS- Planning grant funds will support updating the Community Bus Plan as needed to address and embrace changes within the community. Developing new transit alternative partners will assist in making incremental progress towards the planned countywide high frequency grid.

Our team continues to make a difference, leading the transit industry in so many ways. I look forward to see what the future holds for PSTA. On behalf of the entire PSTA team, I am pleased to present the 2017 Operating budget and Five Year Capital Plan.



FY 2017 BUDGET SUMMARY

Description	Actual FY 2015	Adopted FY 2016	Projected FY 2016	Proposed FY 2017	Change Amount	% Change FY 2016/ FY 2017
Beginning Net Position available to budget - General Reserve (Estimate)	\$ 34,130,510	\$ 33,369,356	\$ 35,391,040	\$ 38,042,330	\$ 2,651,290	7.49%
Total Operation Revenues	64,014,502	67,875,291	65,720,764	70,775,758	5,054,994	7.69%
Capital Revenues	15,748,449	12,277,475	7,252,668	19,857,681	12,605,013	173.80%
Total Sources	\$ 113,893,461	\$ 113,522,122	\$ 108,364,472	\$ 128,675,769	\$ 20,311,297	18.74%
Operating Budget	\$ 62,483,205	\$ 65,246,845	\$ 62,694,322	\$ 70,175,913	\$ 7,481,591	11.93%
Capital Improvements Budget	16,019,216	12,616,954	7,627,820	20,064,748	12,436,928	163.05%
Total Uses	\$ 78,502,421	\$ 77,863,799	\$ 70,322,142	\$ 90,240,661	\$ 19,918,519	28.32%
Ending Net Position available to budget - General Reserve (Estimate)	35,391,040	35,658,323	38,042,330	38,435,108	392,778	1.03%
Total Uses and Net Position Reserves	\$ 113,893,461	\$ 113,522,122	\$ 108,364,472	\$ 128,675,769	\$ 20,311,297	18.74%

Description	Actual FY 2015	Adopted FY 2016	Projected FY 2016	Proposed FY 2017	Change Amount	% Change FY 2016/ FY 2017
Restricted Grantor Resources Pending Approval	\$ -	\$ -	\$ 326,500	\$ 326,500	\$ -	0.00%
Designation of General Reserve:						
Operating Reserve - 2 Months Minimum	11,110,512	10,874,474	10,874,474	11,695,986	821,512	7.55%
Capital Reserve	24,280,528	24,783,849	26,841,356	26,412,622	(428,734)	-1.60%
Ending Net Position available to budget - General Reserve (Estimate)	\$ 35,391,040	\$ 35,658,323	\$ 38,042,330	\$ 38,435,108	\$ 392,778	1.03%

FY 2017 BUDGET SUMMARY

FY 2017 PROPOSED OPERATING BUDGET SUMMARY

The PSTA proposed operating budget for FY 2017 is increasing by \$7.5 million or 11.93% over FY 2016.

FY 2017 PROPOSED REVENUE SUMMARY

- Passenger Fares are budgeted to be 1.62% more than the projected FY 2016 year-end due to increased U-Pass revenue, extended service hours, and increased frequency.
- Auxiliary revenue is budgeted to be 10.93% more than the projected FY 2016 year-end. This is due to an increase in revenue to be received from outsourcing advertising.
- Non-transportation revenue is budgeted to be 8.90% more the projected FY 2016 year-end.
- Property Tax is budgeted to be 11.15% higher than the projected FY 2016 year-end due to an increase in taxable property values and millage rate.
- Local Beach Trolley revenue is budgeted to be 22.12% higher than the projected FY 2016 year-end. This is due to a 7% increase in Trolley revenue from the City of St. Pete Beach and Treasure Island and 100% of contract service costs for the Jolley Trolley Beach Route passing through PSTA.
- State Grant revenue is budgeted to be 6.47% higher than the projected FY 2016 year-end. This is mostly due to an increase in State Reimbursement for the Transportation Disadvantaged Program.

FY 2017 PROPOSED EXPENSE SUMMARY

- Salaries (\$28.6 million projected year-end in FY 2016) are budgeted at \$30.7 million and include:
 - Step increases for union employees.
 - An Innovative performance-based bonus program for all union employees. Up to \$500 for strong performance by our unionized employees.
 - A 3% merit based increase for administrative employees.
 - Total headcount increased by three positions.
- Fringe Benefits are budgeted to increase 9.81% over the FY 2016 projected year-end due to increased benefits costs related to reduced vacant positions and an increase in health insurance premiums and pension rates.
- Services are budgeted to increase 9.88% over the FY 2016 projected year-end primarily due to increased computer software maintenance.
- Diesel Fuel is budgeted to increase 9.33% over the FY 2016 projected year-end primarily due to an increase in diesel fuel prices. The proposed budget assumes average price per gallon to be \$1.70 while the FY 2016 average price is \$1.64.
- Supplies are budgeted to increase 10.21% over the FY 2016 projected year-end due to an increase in repair parts expenses

FY 2017 BUDGET SUMMARY

necessary to extend the useful life of the buses to 15 years.

- Insurance is budgeted to increase 94.22% over the FY 2016 projected year-end due to an exceptional year of insurance related recoveries in FY 2016. This trend is not anticipated to continue at such a high rate in FY 2017.
- Utilities are budgeted to decrease 0.6% over the FY 2016 projected year-end due to conversion of water and waste recycling.
- Purchased Transportation – DART is budgeted to increase 4.03% over the FY 2016 projected year-end.
- Purchased Transportation –Transportation Disadvantaged (TD) is increasing 7.78% due to a contract price increase and a projected ridership increase.
- Purchased Transportation – Trolleys is budgeted to increase 104.36% over the FY 2016 projected year-end of which 26.02% due to funding 100% of contract service costs for the Jolley Trolley Beach Route passing through PSTA, and 78.34% due to increasing one route from 2 to 7 days per week
- Miscellaneous expenses are budgeted to increase 38.52% over the FY 2016 projected year-end due to costs associated with onboard customer surveys, drug and alcohol compliance audit services and investment in our employees through training.
- Service Route Changes increased a net of 1.06% of the total proposed budget. Service route changes around the City of Dunedin increased \$250,000. Extending service start and end time with increased frequency on the high ridership routes throughout

the service area increased \$1,054,000 and portions of the week day Coastal Route was contracted to a private provider which re-classified \$558,995 to purchased transportation.

FY 2017 PROPOSED CAPITAL IMPROVEMENT BUDGET AND FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

- The FY 2017 proposed capital budget is focused on the sustainable bus replacement plan. The plan maintains emphasis on customer service through implementation of customer amenities such as new bus shelters. In addition, funding is included for technology enhancements.



FY 2017 OPERATING BUDGET



FY 2017 OPERATING BUDGET SUMMARY

<u>Proposed FY 2017 Operating Budget</u>	
Operating Revenues	\$12,561,835
Non-Operating Revenues	\$58,213,923
Total Revenues	\$70,775,758
Total Expenses	\$70,175,913
Surplus (Deficit)	\$599,845
Transfer To Reserves	(\$599,845)
Net Surplus (Deficit)	\$0



FY 2017 OPERATING BUDGET OVERVIEW

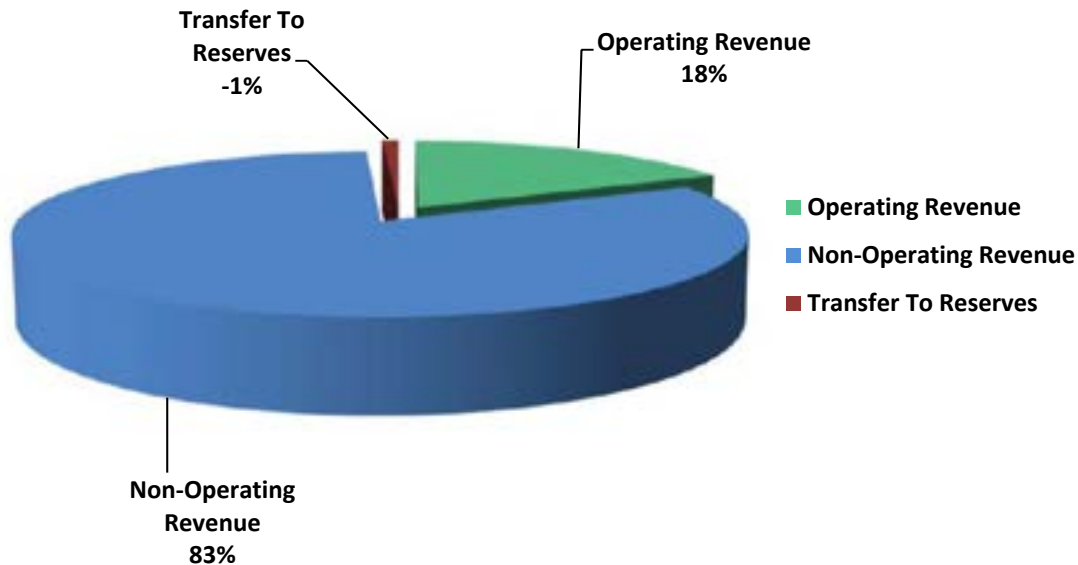
<u>Revenues</u>	<u>Actual</u> <u>FY 2015</u>	<u>Adopted</u> <u>FY 2016</u>	<u>Projected</u> <u>FY 2016</u>	<u>Proposed</u> <u>FY 2017</u>	<u>% Change</u> <u>FY2016 -</u> <u>FY2017</u>
Operating Revenues	\$ 13,338,796	\$ 14,817,650	\$ 12,361,835	\$ 12,561,835	1.62%
Non-Operating Revenues	50,675,706	53,057,641	53,358,929	58,213,923	9.10%
Total Revenues	\$ 64,014,502	\$ 67,875,291	\$ 65,720,764	\$ 70,775,758	7.69%
Transfer (To) From Reserves	(1,531,297)	(2,628,446)	(3,026,442)	(599,845)	-80.18%
Total Revenues and Transfers	\$ 62,483,205	\$ 65,246,845	\$ 62,694,322	\$ 70,175,913	11.93%
Salaries	28,020,748	29,306,960	28,593,380	30,715,960	7.42%
Fringe Benefits	9,279,134	11,142,638	10,548,785	11,583,291	9.81%
Services	2,942,705	3,715,565	3,617,820	3,975,219	9.88%
Diesel Fuel	7,306,136	4,531,370	3,946,405	4,314,760	9.33%
Supplies	4,610,913	4,529,002	4,954,940	5,460,858	10.21%
Insurance	623,108	1,709,200	789,405	1,533,175	94.22%
Utilities	960,085	1,168,600	1,087,000	1,080,480	-0.60%
Taxes & Licenses	827,715	843,590	828,360	872,120	5.28%
Purchased Transportation – DART	6,051,065	6,246,500	6,309,800	6,564,100	4.03%
Purchased Transportation – TD	746,910	748,570	732,070	789,000	7.78%
Purchased Transportation – Trolleys	646,598	668,395	668,395	1,365,930	104.36%
Purchased Transportation – Alternate	-	-	-	320,000	N/A
Miscellaneous	468,088	636,455	617,962	856,015	38.52%
Route Service Changes	-	-	-	745,005	N/A
Total Expenses	\$ 62,483,205	\$ 65,246,845	\$ 62,694,322	\$ 70,175,913	11.93%



FY 2017 OPERATING BUDGET OVERVIEW REVENUE AND TRANSFERS

<u>Revenues</u>	<u>Actual FY 2015</u>	<u>Adopted FY 2016</u>	<u>Projected FY 2016</u>	<u>Proposed FY 2017</u>	<u>% Change FY2016 - FY2017</u>
Passenger Fares	\$ 13,338,796	\$ 14,817,650	\$ 12,361,835	\$ 12,561,835	1.62%
Auxiliary	485,359	517,600	519,750	576,540	10.93%
Non-Transportation	144,114	173,050	293,665	319,800	8.90%
Property Tax	35,592,336	37,808,440	37,808,440	42,025,520	11.15%
Local Beach Trolley & Rt. 35	873,441	926,156	924,119	1,128,540	22.12%
State Reimbursement – Fuel Tax	649,202	652,620	653,130	676,410	3.56%
State Grants	7,255,717	7,418,284	7,395,284	7,873,464	6.47%
Federal Grants	5,595,537	5,481,491	5,684,541	5,533,649	-2.65%
Federal Grants MPO Pass- Thru	80,000	80,000	80,000	80,000	0.00%
Total Revenues	\$ 64,014,502	\$ 67,875,291	\$ 65,720,764	\$ 70,775,758	7.69%
Transfer (To) From Reserves	(1,531,297)	(2,628,446)	(3,026,442)	(599,845)	-80.18%
Total Revenues and Transfers	\$ 62,483,205	\$ 65,246,845	\$ 62,694,322	\$ 70,175,913	11.93%

FY 2017 OPERATING BUDGET OVERVIEW REVENUE AND TRANSFERS



Revenue Assumptions:

- Passenger Fares are budgeted to be 1.62% more than the projected FY 2016 year-end due to increased U-Pass revenue.
- Auxiliary revenue is budgeted to be 10.93% more than the projected FY 2016 year-end. This is due to an increase in revenue to be received from outsourcing advertising.
- Non-transportation revenue is budgeted to be 8.90% more than the projected FY 2016 year-end.
- Property Tax is budgeted to be 11.15% higher than the projected FY 2016 year-end due to an increase in taxable property values and millage rate.
- Local Beach Trolley revenue is budgeted to be 22.12% higher than the projected FY 2016 year-end. This is due to a 7% increase in Trolley revenue from the City of St. Pete Beach and Treasure Island and partner service costs for the Jolley Trolley Beach Route passing through PSTA.
- State Grant revenue is budgeted to be 6.47% higher than the projected FY 2016 year-end. This is mostly due to an increase in State Reimbursement for the Transportation Disadvantaged Program.

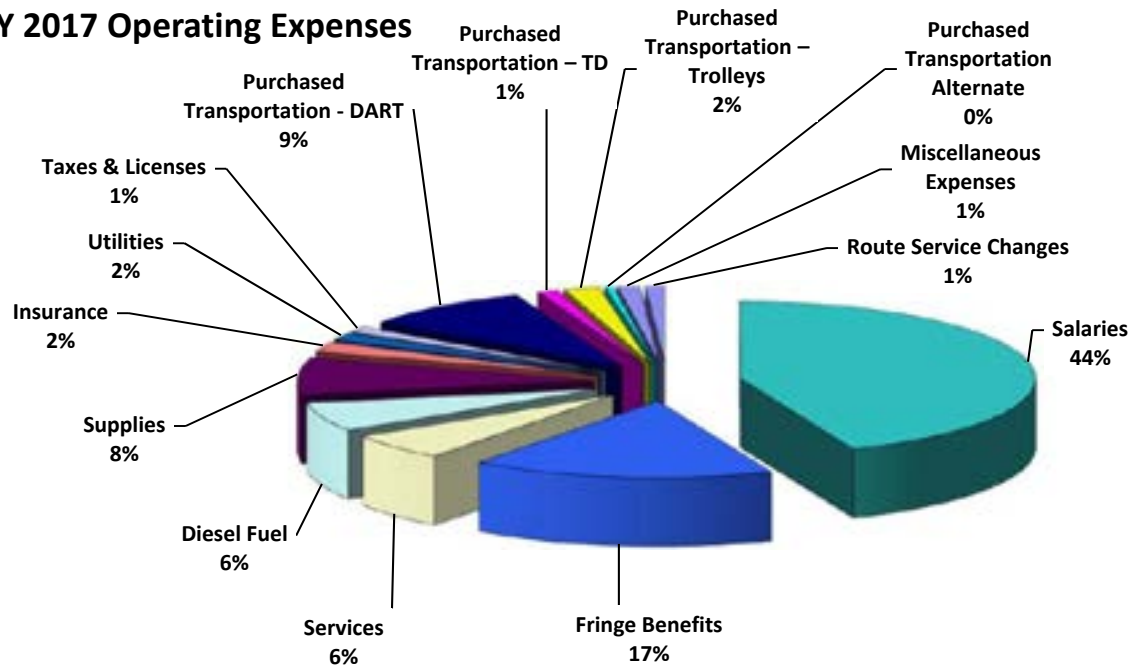


FY 2017 OPERATING BUDGET OVERVIEW EXPENSES

<u>Expense Item</u>	<u>Actual</u> <u>FY 2015</u>	<u>Adopted</u> <u>FY 2016</u>	<u>Projected</u> <u>FY 2016</u>	<u>Proposed</u> <u>FY 2017</u>	<u>% Change</u> <u>FY2016 -</u> <u>FY2017</u>
Salaries	\$ 28,020,748	\$ 29,306,960	\$ 28,593,380	\$ 30,715,960	7.42%
Fringe Benefits	9,279,134	11,142,638	10,548,785	11,583,291	9.81%
Services	2,942,705	3,715,565	3,617,820	3,975,219	9.88%
Diesel Fuel	7,306,136	4,531,370	3,946,405	4,314,760	9.33%
Supplies	4,610,913	4,529,002	4,954,940	5,460,858	10.21%
Insurance	623,108	1,709,200	789,405	1,533,175	94.22%
Utilities	960,085	1,168,600	1,087,000	1,080,480	-0.60%
Taxes & Licenses	827,715	843,590	828,360	872,120	5.28%
Purchased Transportation - DART	6,051,065	6,246,500	6,309,800	6,564,100	4.03%
Purchased Transportation - TD	746,910	748,570	732,070	789,000	7.78%
Purchased Transportation - Trolleys	646,598	668,395	668,395	1,365,930	104.36%
Purchased Transportation - Alternate	-	-	-	320,000	N/A
Miscellaneous	468,088	636,455	617,962	856,015	38.52%
Route Service Changes	-	-	-	745,005	N/A
Total Operating Expenses	\$ 62,483,205	\$ 65,246,845	\$ 62,694,322	\$ 70,175,913	11.93%

FY 2017 OPERATING BUDGET OVERVIEW EXPENSES

FY 2017 Operating Expenses



Expense Assumptions:

- Salaries (\$28.6 million projected year-end in FY 2016) are budgeted at \$30.7 million and include:
 - Step increases for union employees.
 - An innovative performance-based bonus program for union employees (up to \$500 per employee).
 - A 3.0% merit based increase for administrative employees.
 - Two new positions, one each in Planning and Marketing, and one in Maintenance which was reinstated.
- Fringe Benefits are budgeted to increase 9.81% over the FY 2016 projected year-end due to increased benefit costs related to reduced vacant positions and an increase in health insurance premiums.
- Services are budgeted to increase 9.88% over the FY 2016 projected year-end primarily due to increased computer software maintenance.
- Diesel Fuel is budgeted to increase 9.33% over the FY 2016 projected year-end due to an increase in fuel prices.
- Utilities are budgeted to decrease 0.60% under the FY 2016 projected year-end due to water conservation and waste recycling.

PSTA ORGANIZATION

Profile of the Authority

The Pinellas Suncoast Transit Authority (The Authority) was created in 1984 via a merger of the St. Petersburg Municipal Transit System and the Central Pinellas Transit Authority to provide Pinellas County with a cohesive public transit system. A fleet of 194 buses and 16 trolleys serve 37 fixed routes and 3 on-demand deviation routes. Pinellas County is 280 square miles with approximately 916,542 residents (2010 Census). Pinellas County is located along the west coast of Florida and includes a corridor of smaller beach communities along the Gulf of Mexico. Pinellas County is the second smallest county in the state of Florida; however, it is the most densely populated county in Florida.

The Authority serves most of the unincorporated area and 21 of the County's 24 municipalities. This accounts for 98% of the county's population and 97% of its land area. The cities of St. Pete Beach, Treasure Island, Kenneth City, Belle air Beach, and Belle air Shores are not members of the Authority; however, St. Pete Beach and Treasure Island do contract for trolley service.

During fiscal year 2015, Authority vehicles traveled a total of 8.8 million revenue miles, providing approximately 613,000 hours of service, and 14.5 million total passenger trips.

Officials

The Authority is governed by a board of directors comprised of thirteen elected officials, and two non-elected officials, one of which is appointed by the Pinellas County Board of Commissioners and the other by the St. Petersburg City Council. Operating expenses are covered through state and federal funds, passenger fares, and ad valorem taxes.

Services and Service Delivery

The Authority provides virtually all public transportation services in this area. These services include fixed route, demand response, and specialized services. The Authority maintains over 5,157 bus stops, 740 shelters, 14 transfer hubs, 4 customer service centers, and a fleet of 204 fixed route vehicles. For 2015, the total passenger trips were 14.5 million. This represents the highest transit ridership in the history of Pinellas County dating back to 1903.

Two convenient Park-N-Ride lots are provided for intermodal connections to local and commuter express bus routes. PSTA entered into an agreement with the City of St. Petersburg and St. Petersburg Trolley to provide circulator service in downtown St. Petersburg. PSTA has also entered into an agreement with Jolley Trolley, Inc. to provide circulator service from Clearwater Beach to downtown Clearwater and north to Tarpon Springs and Safety Harbor.

The Authority offers a host of programs and services to make using public transit an easy and attractive alternative to driving. Printable route schedules and maps are available on www.psta.net, making bus information more accessible than ever. The website also offers details regarding how to ride, fares and reduced fare programs, Bikes on Buses, employment opportunities, and much more. These materials are also all available by mail. Trip planning assistance is available by calling the Customer Service Info Line, visiting a Customer Service Center, or through the online trip planner. In addition, real-time bus arrival information is available through the PSTA website by calling the Customer Service Info-Line, through text messaging, and displayed on message display signs at the terminals and at laybys throughout the County. Soon this information will be avail-

PSTA ORGANIZATION

able to the public by downloading the real-time bus information app.

The Authority strives to assist companies with special corporate needs and employee transportation problems. The Employer's Choice Program allows companies to offer their employees a transit benefit that can be deducted as a business expense. Passengers enjoy the convenience of loading a bicycle onto special racks on the front of every bus and trolley. A special slide presentation is available on the Authority's website to teach riders how to use the rack. Organizations interested in the role of public transportation in Pinellas County are invited to call and request a speaker for meetings and/or events. First-time riders can use the "Show Me" Program to get schedules, route maps, fare information, and more brought right to their door by an Authority representative who will train them in the basics of transit and take them on the first bus trip.

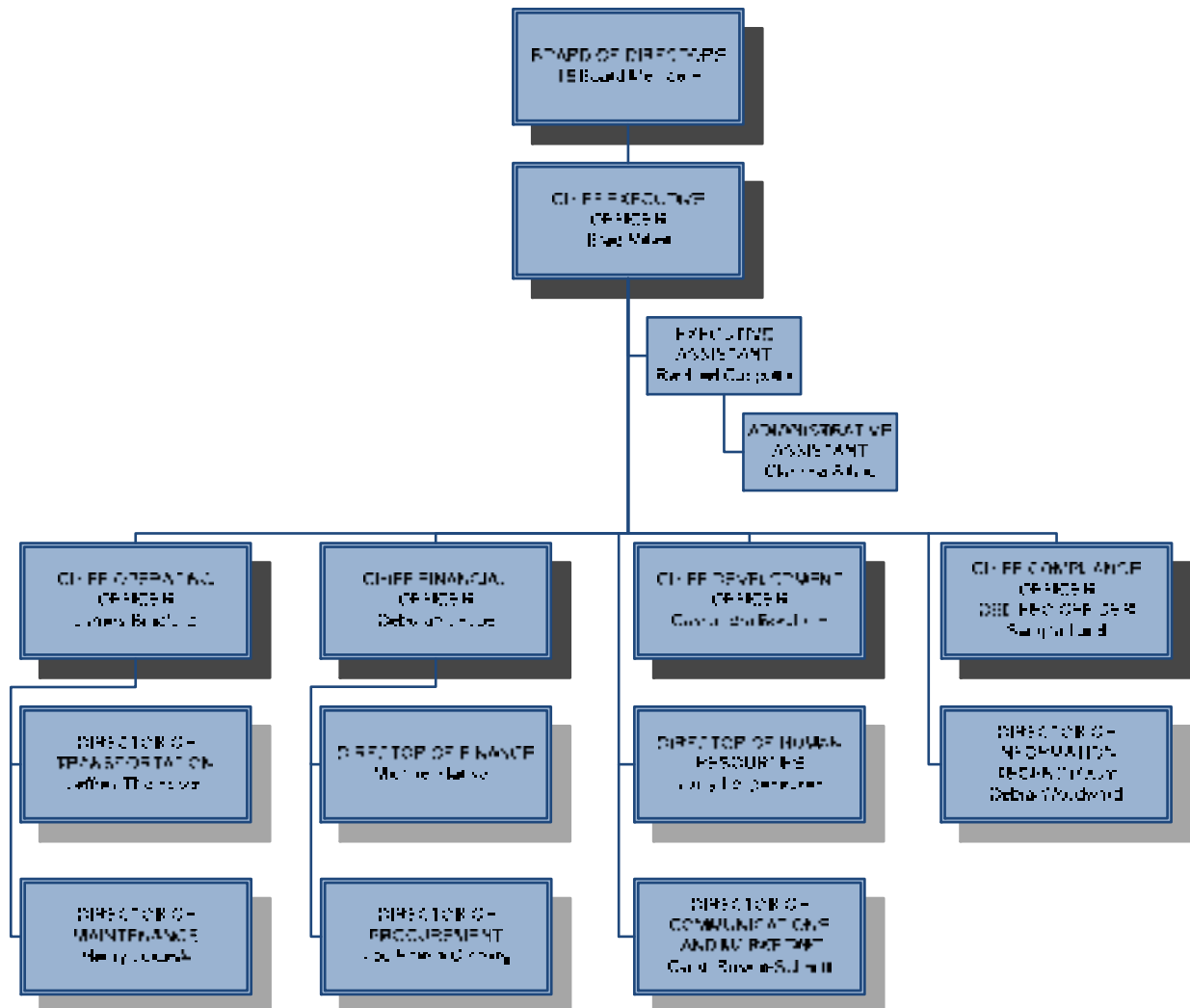
Persons with disabilities who are unable to use regular bus service may be eligible for an ADA

Paratransit service called Demand Response Transportation (DART). Since DART offers vehicles that are equipped with wheelchair lifts they are accessible to passengers in wheelchairs and scooters. DART service is a complement to the Authority's fixed routes, with service available to certified customers during the same days and hours as the fixed route bus service, at a fare of not more than twice the regular bus fare.

Management

The Chief Executive Officer is responsible for the Authority's daily operations and directly supervises the core personnel who lead the organization: Finance, Planning, Operations, Maintenance, Administration, and Marketing. Additionally, there are departments that support these functions.

PSTA ORGANIZATION





PSTA ORGANIZATION

<u>POSITION CHANGES BY DIVISION</u>					
<u>DIVISION</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2017 VS FY 2016</u>	
Executive	4	4	4	0	
Finance	29.5	30	31	1	a
Planning	10	13	13	0	a,b
Human Resources	5	5	4	-1	a
Marketing	7	5	7	2	a,b
Information Technology	7	8	8	0	
Transportation	444	438	438	0	
Maintenance	101	102	103	1	b
Total	607.5	605	608	3	

a – Transfer position

b – Added positions

BUDGET POLICIES AND PROCESS

Summary of Budget and Accounting Policies

Pursuant to the Special Act which created the Authority and Florida Statutes (F.S.) Chapter 189, the annual operating and capital budget authorizing expenditure of funds shall be adopted annually by the Board of Directors and is the statutory spending authority.

Government resources are accounted for based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

The Pinellas Suncoast Transit Authority is accounted for as a Business Type Activity (Enterprise Fund), as defined by Governmental Accounting Standards Board (GASB) Statement No. 34, Basic Financial Statements – Management's Discussion and Analysis – for State and Local Governments and its budget and financial statements are presented on the accrual basis of accounting.

Enterprise funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services in connection with the fund's principal ongoing operational activities. Charges to customers represent the Authority's principal operating revenues and include passenger fees, and revenues from use of its capital assets for advertising, and right-of-way activities. Operating expenses include the cost of operating, maintaining, and supporting transit services and related capital assets, administrative expenses, and depreciation. All revenues and expenses not meeting this definition are reported as non-operating or other revenues and expenses.

Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied. PSTA uses accrual accounting for the Enterprise Fund. Under this method, revenues are recognized when they are earned, and expenses are recognized when they are incurred, regardless of when the related cash flows take place. Property taxes are recognized as revenues in the year for which they are levied, and grants are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met, including that the eligible expenses have been incurred. Grants received in advance of revenue recognition by the Authority are shown as unearned grants revenue.

Basis of Budgeting

The preparation, approval, adoption and execution of PSTA's budget comply with Florida Statute (Chapter 189).

Budgets for Proprietary Funds (Enterprise) use the accrual basis of accounting. Revenues are recognized in the period in which they are earned and expenditures are recognized in the period in which the liability is incurred.

The Annual Financial Statements show the status of PSTA's finances on the basis of generally accepted accounting principles. Generally, this is the way the budget is prepared, with two exceptions.

The first exception is depreciation, which is not budgeted. The second exception being required pension contributions during the fourth quarter of the fiscal year, are appropriated in the budget, but are reported in the annual fi-

BUDGET POLICIES AND PROCESS

financial statements as deferred outflow of resources.

Definition of a Balanced Budget

The Board of Directors of the Authority shall adopt a budget by resolution each fiscal year. The total amount available from taxation and other sources, including balances brought forward from prior fiscal years, must equal the total of appropriations for expenditures and reserves. At a minimum, the adopted budget must show for each fund, as required by law and sound financial practices, budget revenues and expenditures and organizational unit, which are at least at the level of detail required by the annual financial report under F.S. 218.32 (1)

Budget Adjustments and Transfers

Budget adjustments are designed to give PSTA limited flexibility in its budgetary proceedings. They may generally be approved for one of three reasons. First, a mistake may have been made in the original approved budget. Because the budget cycle begins so early in the year, it is very easy to overlook certain items that should have been included, or to over or under estimate the expenses or need for other items. A second reason for which transfers may be approved is emergency purchases. In many instances, equipment, supply, or maintenance costs must be incurred at a higher level than could have been anticipated due to a breakdown of equipment, the assumption of a new service, or unusually large contract prices. A third justification for an adjustment is an avoidance of future cost increases. Such opportunities often arise when products or services can be purchased at a certain time rather than putting off the purchase until a later date.

Budget adjustments exist for very specific reasons as noted above. They should not be used to balance an organization's budget each month. Operating within one's available budgetary resources is a managerial responsibility, and one, which should be taken very seriously. The approved budget is only a plan and can be adjusted as circumstances change; however, it should be adhered to as closely as possible.

When needs are less than originally anticipated or prices come in lower than budgeted, excess funds should accrue as savings to PSTA. They should not be considered as available dollars for additional expenditures. These accrued savings become cash forward in the next year's budget, which is very valuable resource in maintaining service levels and avoiding tax rate increases.

Any budgetary Division may request a transfer. To do so, a completed Budget Transfer Request form must be submitted to the Budget Department. The submitted form must contain all information requested including cost center information, justification for the transfer, the amount of the transfer, the origin and destination of funds, and signed approval of the appropriate Chief, Director or designee. Should there be insufficient space on the form to provide adequate justification; an additional page may be attached. Incomplete forms will be returned to the requesting Division.

Upon receipt of a completed Budget Transfer Form, the Budget Department reviews the information provided for accuracy and evaluates the merits of the request. Once all necessary information requirements have been satisfied, the office processes a journal voucher to document the proposed transfer for auditing purposes.

BUDGET POLICIES AND PROCESS

The request for transfer of funds requires the Division Chief or Department Director's signature. The term "Division" shall, in this instance, refer to any of the Divisions into which PSTA's budget is divided. "Department" shall mean all designated subdivisions of these Divisions.

Transfers that require the expenditure from contingencies may only be made with the approval of the PSTA Chief Executive Officer. All transfers by the Chief Executive Officer will be recorded as approved.

Transfers that require the transfer of monies from one Division to another shall require approval of the Chief Executive Officer or the Chief Financial Officer.

Once the appropriate authority has approved a transfer request, it shall be the responsibility of the Budget Department to ensure that an accurate report is forwarded to the Budget staff in the form of a journal voucher, complete with all necessary supporting information and approval of the Director of Finance and the Chief Financial Officer.

Amendments

Request for appropriations of funds not previously budgeted will be processed as budget amendments as required by Florida Statutes, Chapter 189.016. All budget amendments that increase the annual budget require the approval of the PSTA Board of Directors.

General Fiscal / Budget Policies

The annual operating budget of PSTA shall balance the public transit service needs of the community with the fiscal capabilities of PSTA. It is intended to achieve the goals and objectives established by the PSTA Board for the following fiscal year. PSTA programs will

represent public transportation needs in compliance with various state and federal regulations. A balance between personnel and other classes of expenditures will also be achieved.

PSTA recognizes that its citizens deserve a commitment from PSTA to be fiscally responsible, and that a balanced operating budget is the cornerstone of fiscal responsibility. Annual operating expenses will be fiscally balanced with revenues or income estimates that can reasonably and normally be planned to be received during the fiscal year. New programs or changes in policies, which would require the expenses of additional operating funds, will be funded either through reductions in existing programs of lower priority or through adjustments to fees, service charges, or taxes. Requests for new or changes to programs or policies will be accompanied by an analysis of the short and long-term impact on the operating budget caused by such changed or new program or policy.

New programs, services, or facilities shall be based on general citizen demand or need.

PSTA shall prepare and implement a Capital Improvement Budget that shall schedule the funding and construction of projects for a five-year period. The CIP Program shall balance the needs for improved public facilities, as identified in PSTA's comprehensive plan, within the fiscal capabilities and limitations for PSTA.

PSTA shall maintain its accounting records in accordance with generally accepted accounting principles (GAAP), applied to governmental units as promulgated by the Governmental Accounting Standards Board (GASB).

PSTA shall provide funding for public services on a fair and equitable basis, and shall not discriminate in providing such services on the base of

BUDGET POLICIES AND PROCESS

race, sex, color, religion, national origin, or physical handicap.

Budgets for all PSTA Divisions and all other PSTA expenses shall be under PSTA Board appropriation control.

Preparation of PSTA's budget shall be in such a format as to allow correlation with the costs reported in PSTA's Annual Financial Statements.

FISCAL POLICIES FOR INVESTMENTS AND DEBT

Investments

The PSTA investment policy is to invest public funds in a manner which will maximize safety, while still meeting the daily cash flow demand and earning a fair yield relative to the risk assumed. The investment policy conforms to all states statutes and local ordinances governing the investment of public funds. The objectives are safety of principal, liquidity to meet all operating requirements, which can be anticipated, and yield. This policy is required to be revised annually by the Board of Directors to consider changing economic, market and regulatory environments.

Debt

Currently PSTA has no debt issued. However, the PSTA debt policy is designed to guide the process to determine when and for which purpose incurring debt is prudent financial strategy. In addition, it provides the guidance for issuing, managing and accounting for any debt prudently issued in the future. This policy is required to be revised annually by the Board of directors to consider changing economic and regulatory environments.

FISCAL POLICY FOR ANNUAL OPERATING REVENUE AND EXPENSES

Revenue

Revenue projections will be based on an analysis of historical trends and reasonable assumptions of future conditions.

Revenue estimates will be made on a reasonable conservative basis to ensure that estimates are realized.

The operating budget will be prepared based on 96.5% of the certified taxable value of the property tax roll.

PSTA will not use long-term debt to finance expenses required for operations.

The operating budget will be balanced using current year revenues to finance current year expenses. Net position reserves shall not normally be budgeted as a resource to support routine annual operating expenses. Net position reserves may be budgeted as a resource to support capital, debt, or extraordinary major maintenance needs on a non-recurring basis, or as reserves to be carried forward.

As early as practical in each annual budgeting cycle, the PSTA Board shall give direction to administration as to the circumstances under which an ad valorem tax millage increase would be considered. Normally, such direction should be given in January of each year in conjunction with the setting of a tentative budget calendar.

Fees should be collected on all PSTA provided services for which specific users may be readily identified and use may be reasonably quantified. The amount of the fee should be based on actual costs incurred in providing the services (or facility), and shall be reviewed at least biannually.

BUDGET POLICIES AND PROCESS

nually. The degree to which fees shall recover full costs shall be a policy determination of the board, but in no instance should it exceed that total cost.

Requirements

Normal maintenance requirements necessary to sustain the basic asset value will be included in the budget of the proper operating fund.

Contractual obligations and compensation plans for employees will be provided.

As early as practical in the budget process, the PSTA Board shall discuss with Administration, PSTA staffing for both current and planned years.

Capital will be provided for major improvements and automation of services based on multiple-year planning and appropriate cost benefit analysis. Each year, as early as practical, the PSTA Board shall discuss specific capital replacement requirements and policies for the upcoming year.

Future capital improvement requirements and replacement will be included in operating plans requiring such reserves as may be necessary. The annual amount set aside to provide reserves for future capital requirements should be consistent with individual fund needs.

Along with all other required budget material submitted by Division Chiefs and Directors in March and April of each year, the Risk Manager shall prepare an estimate of amounts to be budgeted for workers' compensation, self-insured, and other related claims.

Net Position

The net position will be maintained by using a conservative approach in estimating revenues and by ensuring that expenditures do not exceed appropriations.

Any anticipated deficit at year-end will be provided for in the current year's transfers from net position.

BUDGET PROCESS AND CALENDAR

The budget process for special districts in Florida is in large part statutorily driven as outlined in the following timetable. (For further detail, please refer to the Florida Statutes Section 189.418).

Every employee of PSTA has a role in preparing the budget. The budget needs to be formulated, prepared, implemented, and evaluated. Each Chief and Director is accountable to the Chief Executive Officer for the performance of their respective personnel and whether or not their Division meets their objectives within the allocated resources.

PSTA uses an annual budget format in which the first year establishes the appropriated budget and is used for financial planning to assist with projecting a multi-year budget strategy. Enabling strategic as well as tactical thinking, the multi-year format provides for improved decision making with a longer-term focus on goal achievement and infrastructure maintenance.

The budget relies on the identification of essential transportation needs of Pinellas County residents, and budget and financial priorities including the identification and ranking of critical transit services.

BUDGET POLICIES AND PROCESS

The following outlines the various stages of budget development and administration and identifies the roles and responsibilities of the key participants in the process:

The Planning Phase

Budget development begins in February each year when plans are set forth for next year's budget process. The Budget Department reviews areas of continuous improvement from the previous year's process. Objectives for the next year's process are designed, and plans are made to overcome any prior challenges.

Multi-year projections are prepared. In addition, instructions and examples are reviewed, training classes are arranged, and the budget calendar dates are set. At the beginning of April, the tentative calendar is distributed to all Divisions along with a reminder of the dates for the budget process.

The Preparation Phase

The Budget Kick-off sets the pace for the preparation of the budget and is presented in a meeting. Provided is the financial status of PSTA, economic growth, and issues that need to be addressed during future budget work sessions.

Divisions are directed to return a status quo program budget and requests for service improvements (if any) for consideration.

The staff of the Budget Department reviews the submitted requests with each of the divisions and their respective departments; changes to the requests are made at this time. Once all changes have been completed, the Chief Executive Officer reviews the final product. After the review, work sessions are scheduled with the divisions, Budget Department staff, and the Chief Executive Officer for any final changes.

These reviews begin in April and continue until the proposed budget is submitted to the PSTA Board. A proposed balanced budget is presented to the PSTA Board at a regularly scheduled Board meeting in June.

Leading up to the Board presentation in June, specific budget topics are presented and discussed each month starting in March. Topics include key budget assumptions, the capital improvement program, personnel assumptions, service adjustments, and other key topics as needed.

The Review and Adoption Phase

Board and Planning Committee work sessions, held in a public setting, are scheduled for the remainder of July and August. In these sessions, the PSTA Board reviews budget issues and recommends funding of said issues.

During this period, the Notice of Proposed Property Taxes, otherwise known as TRIM (Truth in Millage) notices, are prepared and mailed by the Property Appraiser. Published on the TRIM notice is the date of the first public hearing to adopt the tentative millage rate and the tentative budget.

The purpose of the public hearing is to give the public an opportunity to speak for or against the proposed millage rate and budget. At the end of the first public hearing, a date and time is set for the final public hearing. An advertisement for the hearing is placed in a local newspaper. This ad contains summary budget information along with the tentative millage rate and the tentative approved budget based on the first hearing. Also noted are the time, date and location for the final hearing.

The purpose of the final public hearing is to give the public a second opportunity to speak for or

BUDGET POLICIES AND PROCESS

against the millage rate and budget. At this meeting, the PSTA Board adopts the final millage rate and budget. Within the next three days the Property Appraiser, Tax Collector and State Department of Revenue must be notified of the adopted millage rate. The Tax Collector mails final tax invoices to property owners at the beginning of November.

Amendments after Adoption

As provided in Florida Statute 189.016, once the budget is adopted it may be amended by the PSTA Board at any time within a fiscal year and 60 days following, in the following manner:

Appropriations for expenses in the fund may be decreased and other appropriations in the same fund correspondingly increased, if the total of the appropriations of the fund are not changed.

Appropriations from the Reserve for Contingencies may be made to increase the appropriation for any particular expense in the same fund, or to create an appropriation in the fund for any lawful purpose, but expenses may not be charged directly to the reserve.

Revenue of a nature or source not anticipated in the budget and received for a specific purpose such as grants, donations, gifts, or reimbursement for damages may, by resolution of the Board, be appropriated and expended for that purpose.

Increased receipts for enterprise or proprietary fund received for a particular purpose may, by resolution of the Board, be appropriated and expended for that purpose.

Any amendment to the budget not specified above may be authorized by resolution of the Board following a public hearing.

BUDGET POLICIES AND PROCESS

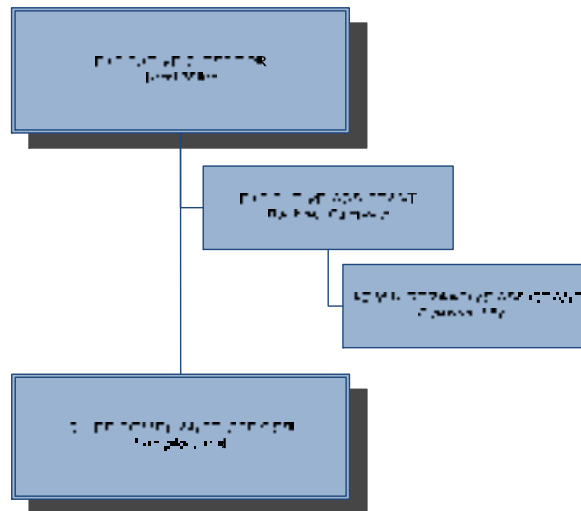
Local Government TRIM Timetable (State Guidelines)

<u>Day #</u>	<u>"Typical" Date*</u>	<u>Agency</u>	<u>Activity</u>
1	July 1 or Date of Certification, Whichever is Later	Property Appraiser	Property Appraiser delivers certification of taxable value (DR-420) to taxing authority.
Within 15 Days	July 15	Taxing Authority	Budget Office submits tentative budget to taxing authority.
Within 35 days	August 4	Taxing Authority	Taxing authority advises Property Appraiser of proposed millage rate, and date, time and place of the 1 st public hearing to consider proposed millage rate and tentative budget.
55 days	August 22	Property Appraiser	Property Appraiser mails notice of proposed property taxes (DR-474, TRIM Notice).
Between 65/80 days after certification	September 3 – Sept 18 (Assuming Notice is mailed 8/22)	Taxing Authority	1 st public hearing is held to adopt tentative millage rate and budget. This hearing cannot be held sooner than 10 days following the mailed TRIM notice.
Within 15 days after 1 st public hearing	Sept. 4 – October 3	Taxing Authority	Advertisement of final millage rate and budget and final public hearing schedule within 15 days after the tentative millage rate and budget are adopted.
Between 2-5 days after ads	Sept. 6 – October 8	Taxing Authority	Final millage rate and budget hearing. The final millage rate and budget are adopted at this hearing. This hearing CANNOT be held sooner than 2 days nor later than 5 days after it is advertised in the newspaper.
Within 3 days after adoption	Sept. 9 – October 11	Taxing Authority	Taxing authority certifies adopted millage to Property Appraiser, Tax Collector, and the Department of Revenue.
	Typically, After the Value Adjustment Board (VAB)	Property Appraiser	Property Appraiser notifies taxing authority of final adjusted tax roll (DR-422).
	No Later Than 3 Days After Receipt of the Notice of Final Taxable Value	Taxing Authority	Taxing authority completes and certifies DR-422 to Property Appraiser. This shall be completed and returned no later than 3 days after receipt.
	Within 30 Days of Final Millage Taxable Value	Taxing Authority	Taxing authority certifies compliance with Sections 200.065 and 200.068, F.S., to the Dept. of Revenue.



CHIEF EXECUTIVE OFFICE

CHIEF EXECUTIVE OFFICE OVERVIEW



CHIEF EXECUTIVE OFFICE

The Executive Office of PSTA works with the PSTA Board of Directors to build organizational capacity and ensure long-term organizational success. This is accomplished through:

- The development of financial resources.
- Relationships with community leaders.
- Cultivation of leadership capacity through all levels of the organization.
- Design and execution of accountability structures, and,
- Communication of our vision and accomplishments to a broad audience throughout Pinellas County and the Tampa Bay Region.

PSTA's Chief Executive Officer (CEO) leads a senior management team in carrying out all the duties of the Authority. The focus of the CEO is to develop a fiscal, environmental and socially sustainable public transit system by striving to provide services and facilities that customers want and need, prioritize customer satisfaction and to encourage the support development of our more than 500 employees. All these efforts must only be accomplished while ensuring financial accountability and stewardship of the system and improving our environmental footprint.

CHIEF EXECUTIVE OFFICE OVERVIEW

Current Key Initiatives:

 Customer oriented public transit services	<p>The focus in this year will be on additional community outreach and communications with a continued emphasis on customer service.</p>
 These steps are the basis for future visionary service design for an increase of public transit access	<p>The Authority's bus plan will be updated as needed to address and embrace changes within the community; making incremental progress towards the planned county-wide high frequency grid, and examination of a variety of new revenues and alternative, always with a focus on strategic control.</p>
 Development of a sustainable Capital Program	<p>Prioritizing bus replacements; using reserves to purchase buses; seeking future year partners to prioritize transit capital funding; and advocating for strong federal, state and local funding.</p>
 Customer Oriented Service Redesign	<p>Evaluation based on the Community Bus Plan to increase frequency and span to drive ridership, and use marketing campaigns for specific routes.</p>
 Incremental expansion	<p>Through seeking funding for such projects; support of pilot projects that fit within the community and PSTA plans; and leveraging partnerships with MPO/others.</p>
 Provide effective, financially viable public transportation that supports our community	<p>Through the development of revenue sources and implementing cost control measures, provide for a fiscally viable transportation system that supports both the capital and operating budgets.</p>
 Development of a strong governance model for effective Pinellas transportation services	<p>Through the Executive Committee assisting the Board in developing high-level policy consensus; strengthening of existing PSTA Board committees' roles in assisting the full Board; fully participating in collaborative transportation policy and priority setting with other federal, state and regional partners; and making policy decisions that will support community development, transportation and land use objectives.</p>



CHIEF EXECUTIVE OFFICE OVERVIEW

CHIEF EXECUTIVE OFFICE BUDGET

<u>Expense Item</u>	<u>Actual FY 2015</u>	<u>Adopted FY 2016</u>	<u>Projected FY 2016</u>	<u>Proposed FY 2017</u>	<u>% Change FY2016 - FY2017</u>
Salaries	\$ 366,961	\$ 373,620	\$ 372,790	\$ 392,650	5.33%
Fringe Benefits	96,854	116,009	115,130	123,592	7.35%
Services	27,621	52,500	52,500	52,500	0.00%
Supplies	2,496	2,500	2,500	2,500	0.00%
Miscellaneous	14,605	23,090	23,090	23,790	3.03%
Total Operating Expenses	\$ 508,537	\$ 567,719	\$ 566,010	\$ 595,032	5.13%

- Salaries and Fringe Benefits expenses increased due to salary increases and an increase in health insurance premiums.
- Miscellaneous expense increased due to an increase in training expenses.



FINANCE DIVISION

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FINANCE DIVISION OVERVIEW

FINANCE DIVISION

The Finance Division reports to the Chief Financial Officer. The Chief Financial Officer is responsible for the strategic financial plan of PSTA and the Division serves as the chief administrator and advisor on all financial matters, and is the primary source of financial information for the management of the Authority. The five departments in the Finance Division are Financial Planning and Analysis, Accounting, Purchasing, Risk Management, Grants Administration, and Project and Capital Asset Management. In addition, the Finance Division is responsible for PSTA's records management in accordance with Federal, State, and Local retention requirements.

The Financial Planning and Analysis and Accounting Departments are responsible for the financial books and records of the Authority. Responsibilities include preparation of the Authority's annual budget and monitoring of expenditures against the adopted budget; preparation of long-range financial reports for budget planning; and preparation of all financial reports including the audited Pinellas Suncoast Transit Authority's Comprehensive Annual Financial Report. The Accounting Department is also responsible for the Payroll and Benefits functions of the Authority. The Financial Planning and Analysis Department administers the treasury management function, including security of all revenue received, management of accounts receivable, management of fare media, placement and management of all investments, reconciliation of all bank and investment accounts, and supervision of the money center, as well as preparation of projected cash flows.

The Purchasing Department is responsible for supporting the operations and capital improvements of PSTA by procuring materials, parts, supplies, equipment, fuel, utilities and services in accordance with PSTA Procurement

Policies and Procedures, and appropriate grant requirements. The department maintains bidders' lists, vendor files, vendor directories and contract lists.

The Risk Management Department coordinates and monitors the claims function for general liability, vehicle liability and property insurance programs. This department works with a third party administrator for the workers compensation program from notice of injury, medical treatment, light duty potential and scheduling through the conclusion of claims. This department is responsible for developing accident prevention and loss control methods and procedures. The Risk Management Department ensures that subrogation opportunities are fully developed and the recovery funds from PSTA's insurers have been received to reduce our liabilities with our self-insured program. The Digital Video Recorder (DVR) Program, which includes cameras on the buses, is the primary responsibility of Risk Management. It is used to reduce general and vehicle liability claims.

The Grants and Contracts Department has the primary responsibility for applying for grants at the Federal, State and Local level; monitoring and reporting on all grant related activities; and for grant compliance with State and Federal Authorities. The department is also responsible for all official contract files in concert with the Procurement Department.

The Projects and Capital Assets Department is responsible for the preparation of the five-year capital plan; timely preparation of grant draw-downs, monitoring and reporting on all capital projects. The department is accountable for capital assets from conception to completion and final disposition.

FINANCE DIVISION OVERVIEW

Current Key Initiatives:	
 Annual and Five-Year Budgets	Timely development and completion of the annual and five-year operating and capital budgets.
 Monitor and Evaluate Budgets	Implement, monitor and analyze adopted budgets throughout the fiscal year.
 Timely Reporting at all Levels of Organization	Provide external customers such as PSTA's funding agencies and internal customers such as the PSTA Board, Chief Executive Officer, and Directors with accurate and timely financial and budget performance data, special reports on fiscal issues and assist in recommending appropriate action.
 Accurate, Reliable Financial System Information	Ensure that PSTA's financial system, policies and procedures produce financial information that is accurate, reliable and user friendly.
 Timely General Ledger Reconciliation	Process and account for all financial transactions through reconciliation of the general ledger accounts and assure such transactions are in accordance with Generally Accepted Accounting Principles.
 Accurate Annual Financial Reporting	Prepare interim, annual and comprehensive financial statements for PSTA, Federal, State and Local governmental and other funding agencies as required.
 Risk Management Efficiency	Ensure that Risk Management maintains continuous protection of PSTA assets through self-insurance or risk transfer via insurance policies. Emphasize more loss control and coordinate with corporate safety to decrease the frequency and severity of losses, and control and direct the Worker's Compensation Third Party Administrator, as well as the internal claim process.
 Procurement Process Accountability	Ensure the PSTA Procurement Department is fostering full and open competition in the business community, promoting integrity, public confidence and accountability of PSTA procurement and contracting system.
 Procurement Process Accountability	Assist DBE's, MBE's, WBE's and other small businesses to maximize opportunities in their participation in PSTA procurements.
 Grant Management	Submit grant applications, assure project management compliance with grantor rules, regulations and grant closeout requirements, and timely drawdown of funds.
 Internal Controls	Review internal controls, policies and procedures, overall revenue and fare media and make recommendations for improvements.

FINANCE DIVISION OVERVIEW

Current Key Initiatives:



Employee Benefits

Design and implement a competitive, cost effective, and comprehensive benefits program to promote wellness. Administer a retirement program through the State of Florida Retirement System (FRS) including a tax deferred compensation 457 plan (IRS codes).

FINANCE DIVISION BUDGET

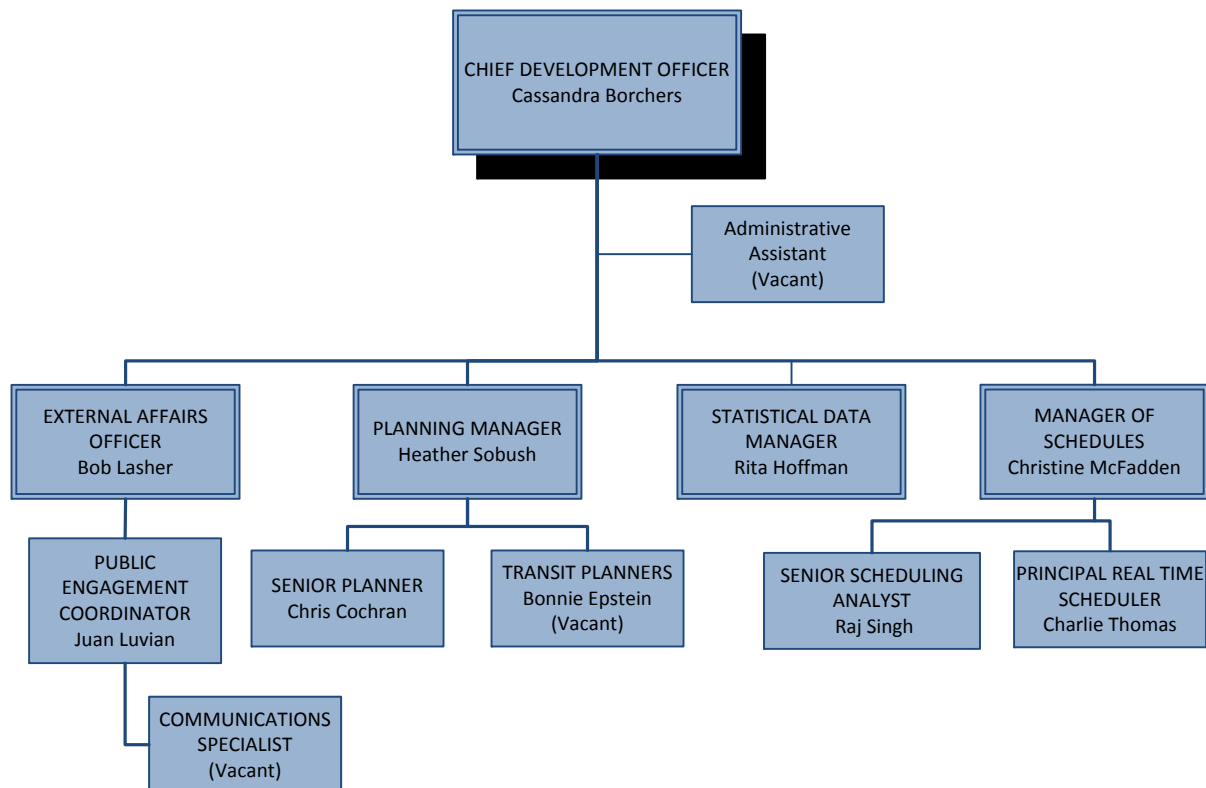
<u>Expense Item</u>	<u>Actual FY 2015</u>	<u>Adopted FY 2016</u>	<u>Projected FY 2016</u>	<u>Proposed FY 2017</u>	<u>% Change FY2016 - FY2017</u>
Salaries	\$ 1,588,079	\$ 1,632,669	\$ 1,608,270	\$ 1,816,670	12.96%
Fringe Benefits	460,967	558,614	486,460	630,659	29.64%
Services	33,228	133,100	132,310	118,290	-10.60%
Supplies	10,049	67,700	53,650	47,800	-10.90%
Miscellaneous	85,967	86,645	85,507	98,380	15.05%
Total Operating Expenses	\$ 2,178,290	\$ 2,478,728	\$ 2,366,197	\$ 2,711,799	14.61%

- Salaries and Fringe Benefits expense increased due to salary increases, an increase in health insurance premiums and a transfer of staff from the Human Resources Division.
- Services expense decreased due to a decrease in temporary help.
- Miscellaneous expense increased due to an increase in travel and training expenses.



PLANNING DIVISION

PLANNING DIVISION OVERVIEW



PLANNING DIVISION

The Planning Division leads the development of strategic initiatives and key research projects related to the efficiency of current services, development of new services, the implementation of new equipment or the development of capital facilities by leading service performance monitoring, feasibility studies, public engagement program development, partner coordination, and capital development plans. Staff members in this division are responsible for the development of routing and schedules, vision plans, major capital investment studies, and associated technical documents.

The Planning Division works with all divisions of PSTA and various project stakeholders in the development of the PSTA Transit Vision, related policies, implementation strategies, and public engagement. This will be accomplished through:

- Close coordination with partner agencies on the integration of the PSTA Vision Plan into all county and regional plans.
- Adherence to Board direction on the maintenance and improvement of service to our customers.

PLANNING DIVISION OVERVIEW

- Management of corridor studies, environmental analyses and engineering to incrementally include new facilities and rapid bus services in the PSTA system.
- Continued ongoing collaboration with transportation partners such as FDOT, FTA, Forward Pinellas (County MPO), HART, Pinellas County, and TBARTA as well as local cities and other municipalities.

In addition to spearheading the PSTA Vision Plan, the Planning Division prepares and develops key plans for the agency such as the Transit Development Plan and Progress Reports, Sustainability Plan, Title VI Triennial Report (FTA), and participates in agency wide efforts such as the Triennial Review. In addition, staff assists in the development of the transit element in the Long Range Transportation Plan (LRTP) and Transportation Improvement Program with the MPO. The Division is also the primary liaison to the cities and county on planning and visioning issues and new development proposals.

The Scheduling Department creates and administers the Operations work schedules, route maps and schedules, as well as schedules and monitors route schedule on time performance (OTP). This department also manages PSTA's bus stop amenity database and manages many aspects of the Real Time Passenger Information (RTBI) System.

The Statistical Data Department is responsible for collecting, recording, and reporting ridership and other non-financial operating information. In addition, this department completes statistical reports and surveys required by Federal, State and local agencies, including reporting to the National Transit Database (NTD). This department also analyses and transmits data related to PSTA's participation in the American Bus Benchmarking Group.

Daily reports used by administration for management and control are completed by this department.










The Public Engagement Group within the Planning Division gathers stakeholder and public comments and suggestions for incorporation into the technical work and plans developed by the Division. Additionally, this group regularly participates in business organizations such as local chambers and civic organizations to ensure PSTA builds community relationships and transit is integrated into the community vision and plans.

The Planning Division is responsible for coordinating plans and policy changes with the public and agency partners at the staff level including the Forward Pinellas (MPO), FDOT, TBARTA, Pinellas County and the local municipalities of Pinellas County. Planning staff routinely represents PSTA at a multitude of ad hoc and ongoing functions and committees including:













- PSTA Transit Riders Advisory Committee (TRAC).
- FDOT Community Traffic Safety Team.
- FDOT Regional Transportation Information Exchange (R/TIES).
- Forward Pinellas (MPO) Bicycle Pedestrian Advisory Committee (BPAC).
- Forward Pinellas (MPO) Citizens Advisory Committee (CAC).
- Forward Pinellas (MPO) Technical Coordinating Committee (TCC).
- Forward Pinellas (PPC) Planners Advisory Committee (PAC).

PLANNING DIVISION OVERVIEW

- TBARTA Transit Management Committee (TMC).
- Tampa Bay Transportation Management Area (TMA) Leadership Team.

<u>Current Key Initiatives</u>	
 Internal Coordination	Engage Union (operators, customer service) in dialogue about service changes, improvements and enhancements (prior to and during public engagement).
 Community Engagement	Continue open dialogue with the public and partners regarding PSTA service changes, improvements, and vision planning efforts.
 Community Engagement	Represent PSTA with key public leaders in the civic and business community
 Inter-governmental Coordination	Ensure the integration of premium transit amenities/facilities/services in roadway projects such as ITS, shoulder running buses, BRT features like bypass lanes and premium stops/stations, and maximizing future opportunities.
 Policy Development	Develop and expand key community partnership initiatives such as UPASS.
 Inter-governmental Coordination	Facilitate coordination and information sharing among agency partners with creation of communication channels such as the Pinellas County eGIS Users Group technology throughout the PSTA system including regional coordination.
 Regional Coordination	Coordinate on-going projects and service delivery efforts with other transit providers such as HART and PCPT.
 Policy Development	Review and revise the PSTA fare policy to coordinate with initiatives such as the Regional Fare Collection Project.
 Coordinate with Partner Agency Projects	Participate and provide guidance to a variety of FDOT and MPO led projects such as the SR60 Multi-modal Study, BRT in Express Lanes (TBX), FDOT Bus on Shoulders Pilot Project, pedestrian studies, and safety studies.

PLANNING DIVISION OVERVIEW

<u>Current Key Initiatives</u>	
 Passenger Amenity Programs	Pre-construction planning and development of ongoing capital projects including placement and cost-sharing of passenger amenities (benches, shelters, park and ride locations, rest rooms, etc.) as coordinated with local communities.
 Grant Development	Coordination development of grant applications with other divisions.
 Grant Development	Manage requests for Service Development and Urban Corridor funding with FDOT.
 Sustainable Capital Program	Develop a sustainable capital plan in coordination with other departments.
 System Monitoring	Develop performance measures and evaluate existing and new services, including purchased transportation through Jolley Trolley of Clearwater and the Looper, Inc.
 System Monitoring	Participate in the American Bus Benchmarking Group.
 System Redesign	Develop systematic route restructuring program to streamline and improve performance/budget adherence.
 Expand Services	Incrementally expand services through efficiencies
 Capital Project Development	Advance St. Petersburg to Beach (fka Central Ave) BRT through FTA Small Starts.
 Capital Project Development	Advance development of the City of Clearwater Intermodal Facility including coordination with city staff.
 Innovate New Services	Develop new concepts for service delivery thorough partnerships with Transportation Network Companies such as UBER and LYFT.
 Innovate New Services	Monitor the advancement of, and develop pilot projects using, new technologies such as autonomous vehicles.



PLANNING DIVISION OVERVIEW

PLANNING DIVISION BUDGET

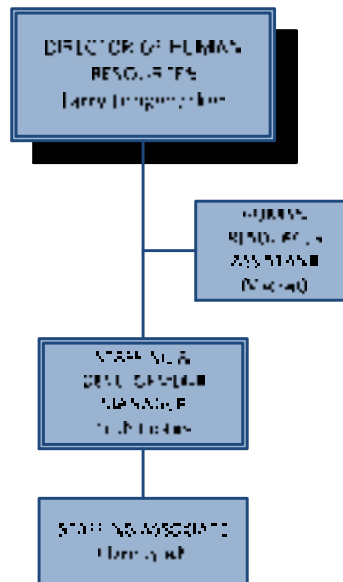
<u>Expense Item</u>	<u>Actual FY 2015</u>	<u>Adopted FY 2016</u>	<u>Projected FY 2016</u>	<u>Proposed FY 2017</u>	<u>% Change FY2016 - FY2017</u>
Salaries	\$ 652,902	\$ 798,571	\$ 781,920	\$ 887,920	13.56%
Fringe Benefits	212,870	243,847	224,960	278,875	23.97%
Services	40,695	100,000	75,000	100,000	33.33%
Supplies	2,294	4,000	3,000	4,000	33.33%
Miscellaneous	16,919	46,665	46,665	61,120	30.98%
Total Operating Expenses	\$ 925,680	\$ 1,193,083	\$ 1,131,545	\$ 1,331,915	17.71%

- Salaries and Fringe Benefits expenses increased due to salary increases and an increase in health insurance premiums and a new Communications Specialist position.
- Services expense increased due to commitments to contracted planning projects and specialty services.
- Supplies expense increased due to an increase in printing supply expenses.
- Miscellaneous expense increased due to increases in travel and training expenses.



HUMAN RESOURCES DIVISION

HUMAN RESOURCES DIVISION OVERVIEW



HUMAN RESOURCES DIVISION

The Human Resource Division is responsible for the workforce planning of the Authority by aligning the workforce (human capital) needs with the strategic goals of the Authority. This is accomplished through the following:

- Recruiting, selection, and retention of qualified employees.
- Conduct workforce analysis to ensure efficient use of Authority staff.
- Ensure a balanced and fair opportunity, without discrimination, for any employment consideration (EEO Program).
- Direct innovative and effective training programs for all employees through PSTA University and Leadership PSTA.
- Maintain an up-to-date interim succession plan.
- Maintain an equitable employee compensation program.
- Provide an effective Employee Assistance Program (EAP) to promote mental, physical and emotional well-being.
- Provide staffing and HR survey reports, maintain and update a Company-wide emergency contact system, process all I-9's with E-Verify on-line.
- Uphold and promote PSTA Affirmative Action and Equal Employment Opportunity policies and practices.

HUMAN RESOURCES DIVISION OVERVIEW

<u>Current Key Initiatives:</u>	
 FMLA Tracking	Clarify and update FMLA tracking system.
 Employee Benefits	Continue to work with our Insurance Brokers, the Gehring Group, to ensure that all plans remain in compliance with the Affordable Healthcare Act.
 Healthcare & Compensation	Reviewing the actuarial data for the market analysis of healthcare and compensation costs, and making associated recommendations.
 Performance Review	Improving the current performance review process to clearly communicate performance feedback, enhance a goal-oriented focus, and identify areas for development.
 Workforce Development	Develop and roll out a Succession Plan, Leadership Development Program, and enhanced training programs to build an inspired workforce that is empowered and accountable for ever improving customer service.
 Knowledge Management	Develop and execute methods to capture, share, and retain institutional knowledge as long-time PSTA employees prepare for retirement



HUMAN RESOURCES DIVISION OVERVIEW

HUMAN RESOURCES DIVISION BUDGET

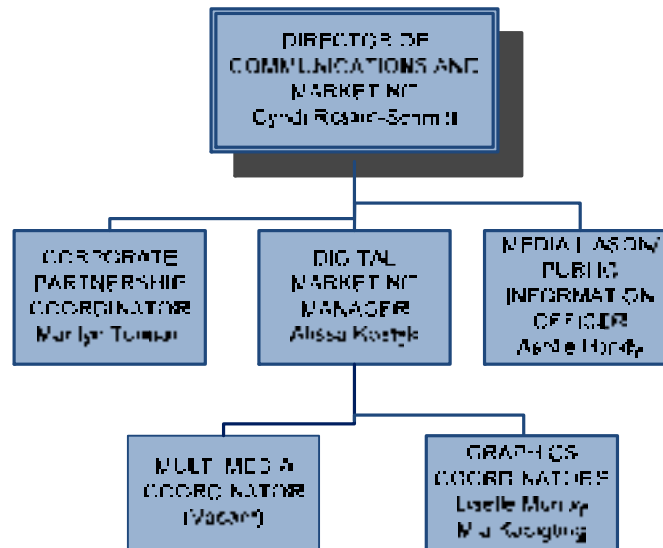
<u>Expense Item</u>	<u>Actual</u> <u>FY 2015</u>	<u>Adopted</u> <u>FY 2016</u>	<u>Projected</u> <u>FY 2016</u>	<u>Proposed</u> <u>FY 2017</u>	<u>% Change</u> <u>FY2016 -</u> <u>FY2017</u>
Salaries	\$ 232,376	\$ 226,031	\$ 236,950	\$ 239,640	1.14%
Fringe Benefits	80,993	90,308	85,890	82,229	-4.26%
Services	251,320	316,850	223,200	259,000	16.04%
Supplies	617	1,200	1,000	1,200	20.00%
Miscellaneous	55,463	99,005	66,750	75,875	13.67%
Total Operating Expenses	\$ 620,769	\$ 733,394	\$ 613,790	\$ 657,944	7.19%

- Salaries increased due to salary increases.
- Services expense increased due to an increase in employee training and recruiting services.
- Miscellaneous expense increased due to increases in travel, training, medical exams, new employee investigations and drug testing expenses.



MARKETING DIVISION

MARKETING DIVISION OVERVIEW



MARKETING DIVISION






The Marketing Division is responsible for the development and implementation of major marketing programs to stimulate use of PSTA services, increase ridership and develop goodwill within the Pinellas County community among government, business, and community leaders, and PSTA employees.

The Marketing Division oversees such programs as:

- The development and implementation of advertising, public relations, communications, and marketing activities.
- Develop and manage PSTA's web site and social media including Facebook, Twitter and the Ride PSTA blog.
- Graphic development and production of timetables, interior and exterior bus posters and various promotional brochures.
- Production and distribution of photos and video.
- Manage the agreements with outside vendors for the sale of PSTA GO Cards from more than 100 sales outlets located throughout Pinellas County.
- Distribution of schedules and system maps through approximately 300 locations in the county as well as in Tampa.
- Management of agreements with outside vendors for the revenue generating bus and trolley advertisements, as well as bus shelter advertising via Signal Outdoor.
- Management of event and corporate partnership programs including U-Pass and employer pass programs.

MARKETING DIVISION OVERVIEW

Current Key Initiatives:

 Customer Oriented Service	Personalizing the transit experience for the public by identifying riders who can help connect and share their stories.
 Communication	Continually seeking out new ways to communicate effectively with riders, tax payers, and the community.
 Customer Oriented Service	Working with local communities, businesses, and special event planners to identify opportunities for cross-promotion.
 Customer Oriented Public Transit	Redesigning PSTA.net to focus on content delivery and ease of use
 Bus Pass Program	Working with local businesses to promote employer bus pass programs including U-Pass.



MARKETING DIVISION OVERVIEW

MARKETING DIVISION BUDGET

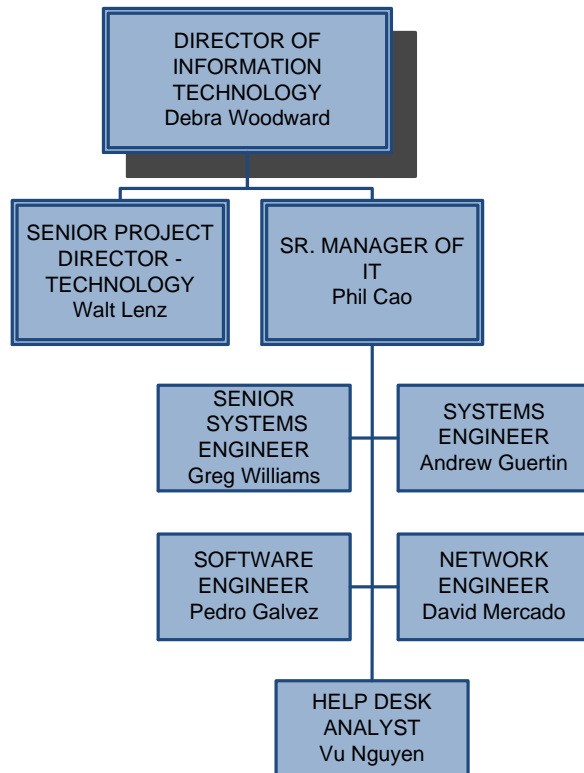
<u>Expense Item</u>	<u>Actual FY 2015</u>	<u>Adopted FY 2016</u>	<u>Projected FY 2016</u>	<u>Proposed FY 2017</u>	<u>% Change FY2016 - FY2017</u>
Salaries	\$ 363,710	\$ 280,909	\$ 278,370	\$ 372,160	33.69%
Fringe Benefits	48,629	100,347	94,270	128,809	36.64%
Services	53,288	4,000	-	-	N/A
Supplies	98,523	75,750	90,750	81,500	-10.19%
Miscellaneous	140,315	197,000	191,000	372,950	95.26%
Total Operating Expenses	\$ 704,465	\$ 658,006	\$ 654,390	\$ 955,419	46.00%

- Salaries and Fringe Benefits expenses increased due to salary increases, an increase in health insurance premiums, and a new Multi Media Coordinator position, and a transfer of staff from the Planning Division.
- Supplies expense decreased due to a decrease in Schedule and System Map Supplies expense.
- Miscellaneous expense increased due to an increase travel, training and advertising and promotion media expenses.



INFORMATION TECHNOLOGY DIVISION

INFORMATION TECHNOLOGY DIVISION OVERVIEW



responsible for the phone system, all software systems, workstations, fax machines, projection systems, database management, server environment, data protection and security, website assistance, Wi-Fi systems, security camera and card key system software, cell phone plans, printers, Boardroom technology, and real-time bus information (RTBI) system. The division also manages all telephony contracts and agreements. The telephony costs are annually budgeted and managed by the division.

This is accomplished through:

- Researching innovative and tested technology opportunities. Participation in the annual Program of Projects and budget process.
- Participation in the Authority's Long Range Transit Plan.
- Participation in the ITS County Committee and other organizations.
- Working closely with all levels of the organization.
- Listening and working with project stakeholders.

The Information Technology Division's Director is responsible for the development and managing of the Authority's technology direction and Information Technology assets. The Director leads the staff of seven in researching, developing, and managing the technology for the current environment, and to move the Authority into the next generation of technology.


This also includes the security and protection of the network data/voice, system software upgrades and fixes, voice and video recordings, and backup and disaster recovery systems.

INFORMATION TECHNOLOGY DIVISION

The Information Technology (IT) Division leads, researches, purchases, and manages all Authority technology through recommendations and participation of the divisions. Technology decisions are reviewed and approved based on the strategic direction of the Authority leadership and guiding principles. The IT Division has developed partnerships with other agencies in the sharing of technology knowledge to develop and facilitate technology programs and projects. The division is responsible to manage cost effective solutions to meet the needs of the Authority in the implementation of new applications and systems, and to provide the ongoing support of those systems. The division is

INFORMATION TECHNOLOGY DIVISION OVERVIEW

Current Key Initiatives:

 Part of the bus technologies	RouteMatch project finalization.
 Using visionary technology and cost control	Continued an upgraded data backup solutions.
 Supporting data driven approaches	Upgrade Virtual environment to 5.5.
 Selecting agency leaders	Assisted with the Online HR Application and Benefit Programs.
 Providing new revenue sources	Regional Fare Collection System project implementation.
 Expansion of the customer communication	Upgrade of the phone recording system.
 Continues improvement for internal and external users	Campus Wi-Fi upgrade.
 Support the bus technologies	Upgrade existing network to complete 10 gig connections.
 Part of the bus technologies	Implementation of Clever Works and AMV3 software system.
 Customer orientated technology	Re-design and upgrade the Board Room audio/video system.
 Supporting community communication services	Upgraded the Call Manager system.
 Committed to substability technology	Continuation of innovative technologies for cost savings



INFORMATION TECHNOLOGY DIVISION OVERVIEW

INFORMATION TECHNOLOGY DIVISION BUDGET

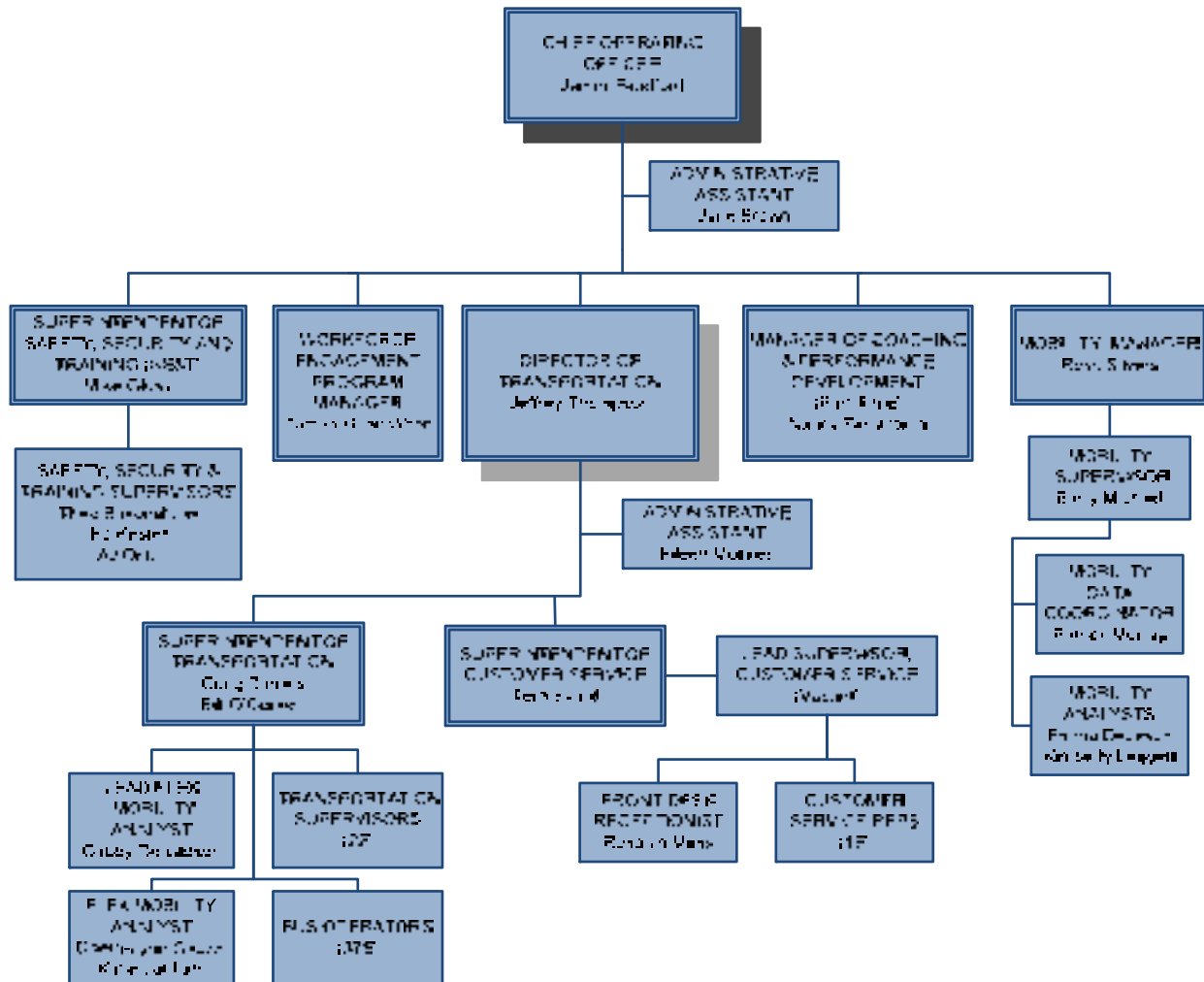
<u>Expense Items</u>	<u>Actual FY 2015</u>	<u>Adopted FY 2016</u>	<u>Projected FY 2016</u>	<u>Proposed FY 2017</u>	<u>% Change FY2016 - FY2017</u>
Salaries	\$ 457,952	\$ 552,990	\$ 537,580	\$ 593,470	10.40%
Fringe Benefits	131,226	166,374	168,040	176,696	5.15%
Services	520,457	654,000	642,500	818,280	27.36%
Supplies	33,591	14,200	10,450	19,300	84.69%
Utilities	328,571	467,600	467,000	497,000	6.42%
Miscellaneous	12,696	20,050	19,075	22,215	16.46%
Total Operating Expenses	\$ 1,484,493	\$ 1,875,214	\$ 1,844,645	\$ 2,126,961	15.30%

- Salaries and Fringe Benefits expenses increased due to salary increases and an increase in health insurance premiums.
- Services expense increased due to increases in computer hardware, software, copier maintenance and phone system maintenance services.
- Supplies expense increased due to an increase in computer supply expenses.
- Utilities expense increased due to upgraded telephone utilities and an increase in text messaging expenses related to the real-time bus system.
- Miscellaneous expense increased due to an increase in training expenses.



OPERATIONS DIVISION

OPERATIONS DIVISION OVERVIEW



OPERATIONS DIVISION

The Operations Division is made up of five (5) departments: Transportation, Maintenance, Mobility (i.e., DART/Transportation Disadvantaged), Safety, Security and Training, Customer Service and also includes two (2) specialty positions, one being the Workforce Engagement Program Manager, and the other is Manager of Coaching and Performance Development.

The Transportation Department is responsible for the operation of forty (40) routes. This depart-

ment manages the dispatch, fleet communication, daily scheduling and street supervision functions which combine to support over forty-thousand (40K) daily rides in Pinellas County. It is PSTA's largest department with over 370 bus operators, 22 transportation supervisors, 2 transportation superintendents and one director.

Customer Service manages PSTA's Info-Line, which answers more than four-hundred and sixty thousand (460K) telephone calls annually provid-

OPERATIONS DIVISION OVERVIEW

ing information about routes, schedule times, and fares. The Customer Service Representatives also operate and manage PSTA's four (4) customer service centers seven (7) days a week.






The Safety, Security and Training (SS&T) Department performs all new hire, refresher, defensive driving and ADA/Sensitivity training, accident investigation, the development of Safety & Security initiatives, as well as monitors DART Contractors' driver compliance. SS&T oversees the ID card key security system, main building and terminal camera system, and the bus video system. They also maintain the System Safety Program (SSPP) and System Security (SSP) plans.

The Mobility Department manages the DART (ADA Paratransit) service for those unable to access the bus system. The Mobility department also manages the Transportation Disadvantaged (TD) Program for low-income residents lacking






their own transportation, and serves as the Community Transportation Coordinator (CTC) for Pinellas County.

The Maintenance Department operates two (2) divisions of maintenance – one division being Fleet Maintenance which ensures routine preventative maintenance and repair for over two-hundred (200) buses as well as all other support vehicles, and the other division of Facilities Maintenance, which provides repair and maintenance services for all other PSTA campus and asset needs such as building repair and terminal/bus-stop amenity management for the system's five-thousand plus (5,000+) bus stops and eight-hundred plus (800+) shelters.

Current Key Initiatives:

 Service Improvements	Implementing service and route changes to better serve PSTA's customer needs as well as accommodate increasing ridership demands.
 Smart Card Fare Solutions	Implementing new smart card technology aboard all buses to include a regional fare utility and application to improve cross region travel, accessibility, and an expansion of end-destination possibilities for all Tampa Bay area public transit customers.
 Customer Amenities	Transitioning to a new Park 'N' Ride lot on Ulmerton Road, reconfiguring major downtown service corridors, and overhauling the system's heaviest ridership routes in order to improve efficiencies in route service.
 Customer Amenities	Implementing HASTUS upgraded software programs to improve tracking, monitoring, and administration of PSTA's daily operations.
 Efficient Operations Through Technology & Software Advances	Continuing CTC Site visits and contract renewals with twenty human service agencies' transportation services, as well as annual update of TD Service Plan and responsibilities.

OPERATIONS DIVISION OVERVIEW

Current Key Initiatives:	
 Human Services Support	Working with the SEIU Union to efficiently implement PSTA's new labor agreement. to include the rollout of newly established Union/Management committees for Accident Review, Scheduling & Routing, Quality Public Service Councils and Employee Wellness.
 Workforce Engagement	Adjusting schedules to improve on-time performance for PSTA bus routes with heavy passenger loads along congested traffic corridors.
 Service Reliability	Continuing to recruit, hire, train and onboard for all vacant and new positions in order to remain fully staffed while working to further advance the training and expertise of PSTA's current employees while retaining talent.
 Onboarding & Employee Development	Upgrading the security card key system for PSTA's main building and terminals.
 Safety & Security	Upgrading the Security Card key system for PSTA's main building and terminals.



OPERATIONS DIVISION OVERVIEW

OPERATIONS DIVISION BUDGET

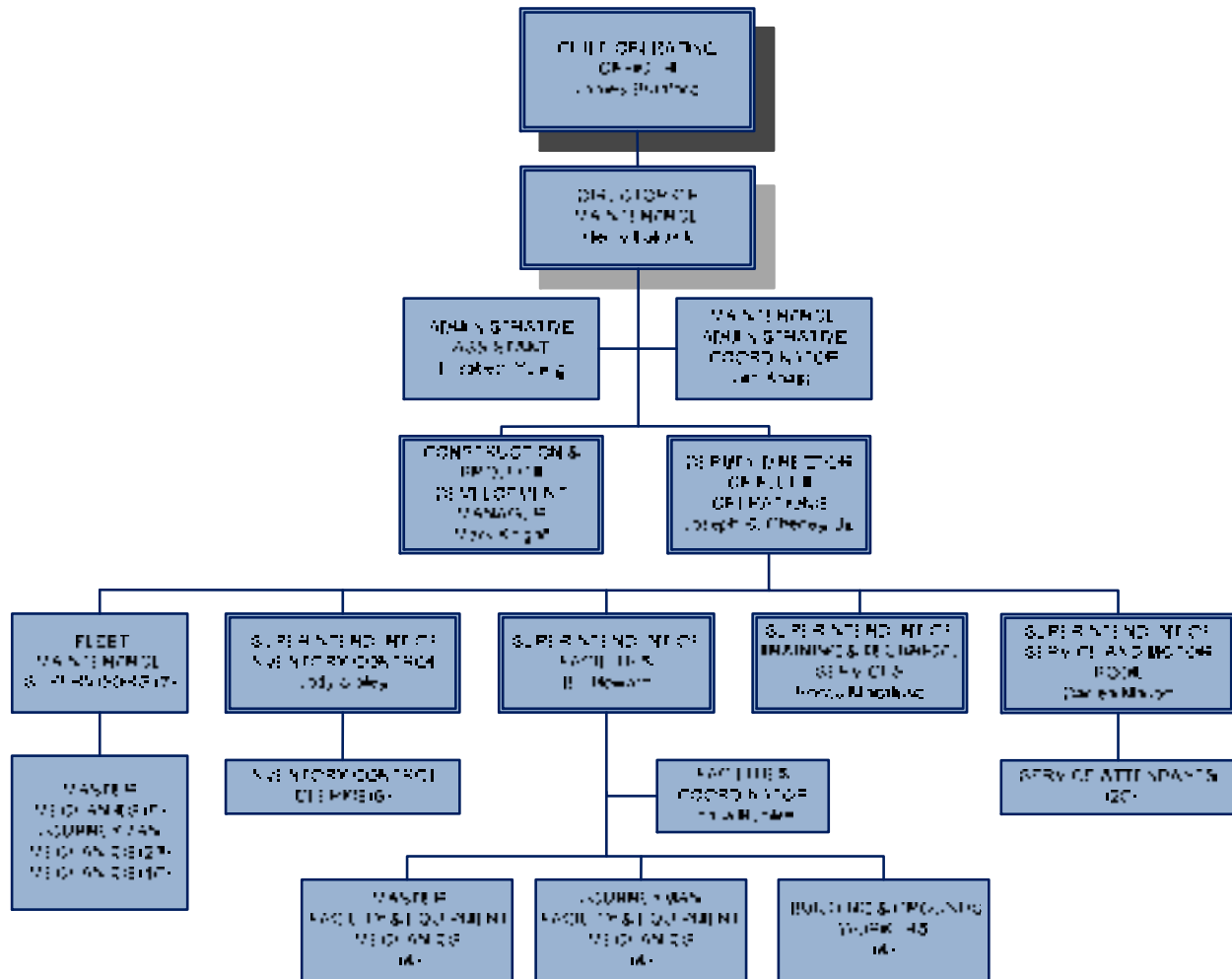
<u>Expense Items</u>	<u>Actual FY 2015</u>	<u>Adopted FY 2016</u>	<u>Projected FY 2016</u>	<u>Proposed FY 2017</u>	<u>% Change FY2016 - FY2017</u>
Salaries	\$ 20,254,013	\$ 20,979,690	\$ 20,285,920	\$ 21,496,340	5.97%
Fringe Benefits	6,751,758	8,001,654	7,614,250	8,140,225	6.91%
Services	241,072	284,985	256,000	316,575	23.66%
Supplies	28,459	29,665	28,450	48,995	72.21%
Miscellaneous	36,387	37,610	58,475	65,985	12.84%
Service Route Changes	-	-	-	745,005	N/A
Total Operating Expenses	\$ 27,311,689	\$ 29,333,604	\$ 28,243,095	\$ 30,813,125	9.10%

- Salaries and Fringe Benefits expenses increased due to salary increases and an increase in health insurance premiums.
- Services expense increased primarily due to an increase in professional and technical services, customer service surveys, and security service expenses.
- Supplies expense increased due to increases in OSHA compliance supplies, other miscellaneous supplies, office supplies, and printing supplies.
- Miscellaneous expense increased due to increases in training expenses.



MAINTENANCE DIVISION

MAINTENANCE DIVISION OVERVIEW



MAINTENANCE DIVISION

The Maintenance Division is comprised of four departments: Fleet Maintenance, Service and Motor Pool, Facilities Maintenance, and Inventory Control.

The PSTA Maintenance Program centers upon optimizing the value of the funded dollar in addition to protecting stakeholder investment. This is accomplished by:

- Ensure all vehicles, facilities and equipment is operating at peak efficiency.
- Ensure all vehicles, facilities and equipment are safe.
- Maximize the life of all vehicles, facilities and equipment.
- Minimize loss of accessibility due to equipment failure.

MAINTENANCE DIVISION OVERVIEW

- Meet or exceed manufacturers' maintenance requirements.
- Maintain exterior and interior appearance for vehicles and facilities.
- Maintain a system of permanent vehicle, facility, and equipment maintenance records.
- Administer an aggressive equipment warranty recovery program.

To meet these goals and objectives PSTA has implemented a systematic maintenance program designed primarily to:

- Reduce costs.
- Provide effective scheduling of shop work.
- Be proactive with ongoing maintenance of vehicles, facilities, and equipment.
- Maximize the amount of operable vehicles, facilities, and equipment at any time.

FLEET MAINTENANCE DEPARTMENT

The Fleet Maintenance Department is responsible for 210 revenue service vehicles, which are comprised of Gillig Transit Coaches, (both clean Diesel and Hybrid Electric), Trolley Replica Transit Buses, MCI Commuter Coaches, and Cut-Away Buses. By January 2017, PSTA's revenue service vehicle fleet will be comprised of sixty-eight (68) hybrid electric buses or 32% of the entire fleet. The Fleet Maintenance Department provides around the clock service for both preventative and demand-response needs of the entire fleet to ensure that 100% pullout is made each and every day, and that minimal service is delayed or disrupted due to mechanical failures.

The Fleet Maintenance Department provides a full line of service and repairs for all PSTA vehicles. Services include major/minor engine repairs, routine oil and other fluid changes, transmission service, tire replacement/repair, tire rotation and balance, tune-ups and general inspections, preventative maintenance (PM), and all points' safety and emergency inspection checks. Safety is paramount in the public transportation industry, and just as PSTA expects its bus operators to be safety minded and safety conscientious when behind the wheel at all times, so too, are the expectations that vehicles must be maintained to support safe operation as well. The Fleet Maintenance Department ensures all vehicles are in compliance with Regional, State, and Federal entities.

The Fleet Maintenance Department's oversight responsibilities include but is not limited to:

- Preventative Maintenance Inspections.
- Vehicle Diagnosis and Repair.
- Engine, Transmission, Driveline Repair and Overhaul.
- Collision Repair and Bodywork.
- Surveillance, Smart Technology, Wi-Fi Installation & Maintenance.
- Brakes, Tires, Steering, & Suspension.
- Road-Call Support and Towing When Necessary.
- Fueling, Cleaning, & Detailing.
- Farebox & Vault Pulling.

The Service and Motor Pool Department ensures all revenue service vehicles are properly crewed nightly, which includes the fueling of all

MAINTENANCE DIVISION OVERVIEW





buses and support vehicles, checking and filling of critical vehicle fluids, interior cleaning including; trash removal, sweeping, mopping and disinfecting, exterior washing, major cleaning details, posting and removal of advertisements/notices on buses, farebox vault pulling and fare media replenishment, etc.

Additionally, service is provided to 52 non-revenue service vehicles, which are comprised of pool cars, service trucks, and miscellaneous support equipment. In total, the Service & Mo-

tor Pool Department maintains approximately 262 vehicles. Preventive maintenance inspections and scheduled services;




- Provisions for accessible equipment;
- Management of maintenance resources;
- Warranty compliance and recovery;

Current Key Initiatives (Fleet Maintenance):

 Certified Transit Technicians Program	<p>Continued joint collaboration with USF/CUTR/FDOT (University of South Florida/ Center for Urban Transportation Research, Florida Department of Transportation) supporting at host property of the CTT Program (Certified Transit Technicians Program).</p>
 Expanded Training	<p>Hired new Superintendent of Training & Technical Services to administer and evaluate training programs as needed, monitoring activities, scheduling classes and training employees in technical and non-technical aspects of maintenance, developing and organizing training manuals, lesson plans, schedules, procedures and certification programs, maintaining records and monitoring and evaluating trainees;</p>
 Street Image Improvement	<p>Ongoing fleet wide vehicle image improvement project with repairs ranging from replacing the graphics on the back of the bus to touch-up paint jobs on doors and panels.</p>
 Capital Replacement	<p>Purchase seven (7) 2016 Gillig 40' LF BAE Series Hybrid Buses to be delivered first quarter of 2017. PSTA will be the first transit authority in Florida to operate buses which utilize the series electric platform with STOP/START engine capability.</p>

MAINTENANCE DIVISION OVERVIEW

Current Key Initiatives (Fleet Maintenance):

 Customer Oriented Service	<p>Additional Service Attendants are increasing the number buses major cleaned/detailed each month. Specific areas targeted are floors, handrails, seat inserts, HVAC air ducts, etc.</p>
 Transit Policy & Procedures	<p>The Fleet Maintenance Department is assisting the Florida Department of Transportation (FDOT) with updating and revising the FAC 14-90 which governs all transit systems in the State. Input from the Fleet Maintenance Department will be used to specifically address the laws pertaining to fleet maintenance standards.</p>
 Continuous Improvement	<p>The Deputy Director of Fleet Operations whose position is responsible for supervising the maintenance and repair operation of PSTA's bus fleet so that the fleet will be kept in a state of operating excellence and vehicles present no problems or interruptions to the riding public.</p>

FACILITIES DEPARTMENT

The Facilities Department is responsible for the ongoing upkeep and general maintenance of all PSTA properties, buildings, grounds and other projects. The Facilities Department supports all the other departments within PSTA by method of demand-responsive service, state-of-good repair, capital planning, and 24/7 on-call service from both employees and the public alike. This includes requests for new benches and shelters, installation of new equipment, building repair (both interior and exterior), carpentry/electrical/plumbing/ and HVAC demands, maintenance support for PSTA's external real-time hardware components, and the general upkeep of PSTA's main Administrative Headquarters as well as four (4) passenger terminals, and two (2) Park-N-Ride lots located

in Pinellas County. The Facilities Department also utilizes and oversees outside contractors and vendors in which support building and property related PSTA functions.

The Facilities Department also comprises of the Construction and Major Projects Unit, which plans, prepares, and oversees capital asset facilities related acquisitions, installations, and rehabilitations.












The Facilities Department oversight includes, but is not limited to the maintenance of:

- Over 5,157 bus stops, 740 bus shelters and 500 benches, using a staff of 13 people plus sub-contractors.

MAINTENANCE DIVISION OVERVIEW

- Installation, maintenance and repair of PSTA amenities including;
- Bus stops, benches and landing pads.
- Landscaping at PSTA Headquarters, customer service centers, and other areas.
- General Repair and routine maintenance for all locations.
- Support and maintenance of real-time hardware at the service centers.
- New construction of buildings, facilities, and capital asset infrastructure to support the on-going operations.
- Rehabilitation of existing PSTA structures and equipment.

Current Key Initiatives (Facilities Maintenance):

 ADA Landing Pads	Installation of new concrete passenger landing pads to support ADA accessibility.
 New Shelter Deployment	Begin planning stages for installation of new PSTA bus shelters.
 Facility Investment	Complete building plans for rehabilitation of PSTA's Main Service Lane Facility.
 Passenger Information	On-going replacement and upkeep of fixed route system maps at passenger bus shelters throughout Pinellas County.
  Continuous Improvement	Plan/Design/Install two (2) new main HVAC chiller units at PSTA Headquarters.
 New Access to Transit	Maintenance of Largo Transit Center with four (4) newly designed bus shelters along with other standard passenger amenities.
 Continuous Improvement	Renovation of Ulmerton Park-N-Ride lot.
   Passenger Focus	Secure new contractor for ongoing trash removal, shelter cleaning, and bus stop maintenance.

INVENTORY CONTROL DEPARTMENT

The primary objective of the PSTA's Inventory Control Department is to ensure that parts and supplies are available for use in sufficient quantities all the while working towards reducing costs and controlling the number of non-moveable or slow moving parts (those parts in stock over two (2) years or more).

Regular review of inventory is conducted to monitor the flow of parts and supplies. This information is used to establish a minimum and maximum estimate of the total parts and supplies needed. A physical count of inventory is conducted throughout the fiscal year with an entire physical audit of the inventory conducted each year. Presently, the inventory control staff manages over 5,000 different parts at a value of approximately two (2) million dollars.

MAINTENANCE DIVISION OVERVIEW

In addition to managing inventory and supply levels, the Department also handles the following:

- Shipping & receiving for the entire organization.
- Management of all vehicle fluids, gases, and supplies.
- Establishing and setting priorities for the Maintenance Component Rebuild Shop.
- Tracking and handling of all vehicle warranty recovery claims and reimbursements.
- Tracking and management of uniforms for 100 Maintenance employees.

FACILITIES MAINTENANCE DEPARTMENT BUDGET

<u>Expense Items</u>	<u>Actual</u> <u>FY 2015</u>	<u>Adopted</u> <u>FY 2016</u>	<u>Projected</u> <u>FY 2016</u>	<u>Proposed</u> <u>FY 2017</u>	<u>% Change</u> <u>FY2016 -</u> <u>FY2017</u>
Salaries	\$ 628,174	\$ 691,890	\$ 654,180	\$ 736,080	12.52%
Fringe Benefits	223,195	268,056	247,385	277,810	12.30%
Services	634,090	669,520	685,700	681,595	-0.60%
Supplies	111,707	102,000	133,285	133,000	-0.21%
Miscellaneous	389	3,300	3,650	3,300	-9.59%
Total Operating Expenses	\$ 1,597,555	\$ 1,734,766	\$ 1,724,200	\$ 1,831,785	6.24%

- Salaries and Fringe Benefits expense increased due to salary increases as well as an increase in health insurance premiums.

MAINTENANCE DIVISION OVERVIEW

FLEET MAINTENANCE DEPARTMENT BUDGET

<u>Expense Items</u>	<u>Actual FY 2015</u>	<u>Adopted FY 2016</u>	<u>Projected FY 2016</u>	<u>Proposed FY 2017</u>	<u>% Change FY2016 - FY2017</u>
Salaries	\$ 3,476,581	\$ 3,770,590	\$ 3,837,400	\$ 4,181,030	8.95%
Fringe Benefits	1,272,642	1,597,429	1,512,400	1,744,396	15.34%
Services	(29,163)	183,140	194,000	187,000	-3.61%
Diesel Fuel	7,306,136	4,531,370	3,946,405	4,314,760	9.33%
Supplies	4,281,157	4,187,967	4,587,835	5,078,543	10.70%
Miscellaneous	8,033	19,000	16,600	17,500	5.42%
Total Operating Expenses	\$ 16,315,386	\$ 14,289,496	\$ 14,094,640	\$ 15,523,229	10.14%

- Salaries and Fringe Benefits expenses increased due to salary increases and an increase in health insurance premiums.
- Services expense decreased due to decreases in radio system maintenance expense.
- Diesel Fuel expense increased due to an increase in the price of diesel fuel. The budget assumes an average price per gallon of \$1.70.
- Supplies increased due to increases in repair parts and shop supplies expenses.

GENERAL FUNCTION DIVISION OVERVIEW

The General Function Division is maintained under the control of the Chief Financial Officer. This division was established as a separate general ledger division for the purpose of monitoring and controlling expenses that are considered part of the costs

for doing business. There are no employees assigned to this division. Expenses that pertain to the entire Authority rather than an individual division, i.e., legal costs, utilities purchased transportation, etc., are charged to the General Function Division.

GENERAL FUNCTION BUDGET

<u>Expense Items</u>	<u>Actual</u> <u>FY 2015</u>	<u>Adopted</u> <u>FY 2016</u>	<u>Projected</u> <u>FY 2016</u>	<u>Proposed</u> <u>FY 2017</u>	<u>% Change</u> <u>FY2016 -</u> <u>FY2017</u>
Services	\$ 1,097,587	\$ 1,247,930	\$ 1,333,630	\$ 1,379,179	3.42%
Supplies	42,020	44,020	44,020	44,020	0.00%
Utilities	631,514	701,000	620,000	583,480	-5.89%
Taxes & Licenses	827,715	843,590	828,360	872,120	5.28%
Purchased Transportation – DART	6,051,065	6,246,500	6,309,800	6,564,100	4.03%
Purchased Transportation – TD	746,910	748,570	732,070	789,000	7.78%
Purchased Transportation – Trolleys	646,598	668,395	668,395	1,365,930	104.36%
Purchased Transportation – Alternate	-	-	-	320,000	0.00%
Miscellaneous	97,314	104,090	107,150	114,900	7.23%
Total Operating Expenses	\$ 10,140,723	\$ 10,604,095	\$ 10,643,425	\$ 12,032,729	13.05%

- Services expense increased due to increases in tax collection and tax assessor expenses.
- Utilities expense decreased due to water conservation and waste recycling.
- Purchased Transportation - DART is budgeted to increase 4.03% over the FY 2016 projected year-end due to cost increases in the new procurement.



INSURANCE DIVISION OVERVIEW

Functions and Responsibilities

The Insurance Division is maintained under the control of the Chief Financial Officer with direct oversight by the Risk Manager. It was established as a separate general ledger division for monitoring and controlling expenses related to PSTA's property and casualty insurance programs and oversight of the workers' compensation program. There are no employees assigned

to this division. All expenses involving the administration of PSTA's insurance programs are recorded in the Insurance Division. Since PSTA made the decision to go to a self-insured retention, (SIR) and excess insurance coverage several years ago, this division provides the tool for monitoring the programs' cost effectiveness

INSURANCE BUDGET

<u>Expense Items</u>	<u>Actual FY 2015</u>	<u>Adopted FY 2016</u>	<u>Projected FY 2016</u>	<u>Proposed FY 2017</u>	<u>% Change FY2016 - FY2017</u>
Services	\$ 72,510	\$ 69,540	\$ 22,980	\$ 62,800	173.28%
Insurance	623,108	1,709,200	789,405	1,533,175	94.22%
Total Operating Expenses	\$ 695,618	\$ 1,778,740	\$ 812,385	\$ 1,595,975	96.46%

- Services expense increased due to an expected decrease in subrogation.
- Casualty & Liability expense increased due to an increase in insurance premiums as well as an exceptional year of insurance related recoveries in FY 2016.



CAPITAL BUDGET



CAPITAL BUDGET

Project Title	Funding	Total Project Budget	FY 2016 Project Forecast	FY 2017 Project Budget	FY 2018 Project Budget	FY 2019 Project Budget	FY 2020 Project Budget	FY 2021 Project Budget
Vehicles								
Specialty Bus Tooling (BAE)	FL 90-0841	156,801	156,801					
Hybrid Bus Training (BAE)	FL 90-0841	42,000	42,000					
GFI Vault Replacement	FL 90-0873	50,000	50,000					
Bus Security upgrades (DVRs & Cameras)	FTA	500,000	-				500,000	
Heavy Duty Vehicle Lift	FTA	2,000,000	-				2,000,000	
Parallelogram	FTA	250,000	-		250,000			
Radio Replacement/Upgrade	FL 90-X689	120,000	-	120,000				
Radio Replacement/Upgrade	FTA	1,200,000	-			1,200,000		
		1,320,000	-	120,000	-	1,200,000	-	-
Total Equipment for Buses		\$ 4,318,801	\$ 248,801	120,000	250,000	1,200,000	2,500,000	-
Farebox Rebuild	FL 90-0873	500,000	500,000					
Farebox Rebuild	FTA	452,000	-	452,000				
Total Farebox Rebuild		\$ 952,000	\$ 500,000	\$ 452,000	\$ -	\$ -	\$ -	\$ -
Replacement Connector Buses (6)	FTA	1,168,000	-	1,168,000				
Replacement Connector Vehicles (2)	Section 5310	288,000	-	288,000				
Replacement Connector Vehicles (2)	FDOT	36,000	-	36,000				
Replacement Connector Vehicles (2)	Capital Reserves	36,000	-	36,000				
Total Connector Vehicles		\$ 1,528,000	\$ -	\$ 1,528,000	\$ -	\$ -	\$ -	\$ -
Replacement Buses (FY 2016)	FL 90-X873/FL 90-X841	5,272,725	-	5,272,725				
Replacement Buses with tooling and training	FTA	25,860,374	-	3,798,445	2,401,948	1,479,224	12,764,013	5,416,744
Replacement Buses	Capital Reserves	29,211,147	-		8,877,402	10,138,506	-	10,195,239
Electric Bus Charging Stations	Pinellas County	539,000	-	539,000				
Total Buses		\$ 60,883,246	\$ -	\$ 9,610,170	\$ 11,279,350	\$ 11,617,730	\$ 12,764,013	\$ 15,611,983
Support Vehicles	FL 90-X811	50,825	50,825					
Support Vehicles	FL 90-X841	41,819	28,426	13,393				
Support Vehicles	FTA	50,000	-	50,000				
Support Vehicles	Restricted Funds	13,020	13,020					
Total Support Vehicles		\$ 155,664	\$ 92,271	\$ 63,393	\$ -	\$ -	\$ -	\$ -
Wheelchair Securement Equipment	Section 5310	274,451	-	274,451				
Wheelchair Securement Equipment	FDOT	34,306	-	34,306				
Wheelchair Securement Equipment	Capital Reserves	34,306	-	34,306				
Total Wheelchair Securement Equipment		\$ 343,063	\$ -	\$ 343,063	\$ -	\$ -	\$ -	\$ -
Total Vehicles		\$ 68,180,774	\$ 841,072	\$ 12,116,626	\$ 11,529,350	\$ 12,817,730	\$ 15,264,013	\$ 15,611,983



CAPITAL BUDGET

Project Title	Funding	Total Project Budget	FY 2016 Project Forecast	FY 2017 Project Budget	FY 2018 Project Budget	FY 2019 Project Budget	FY 2020 Project Budget	FY 2021 Project Budget
Passenger Amenities								
Largo Commons Shelters and Passenger Amenities	FL 90-X689	89,069	89,069					
Bus Stop Poles/Hardware	FTA	15,000	-		15,000			
Bus Stop Trash Cans	FTA	18,900	-		18,900			
Passenger Benches	FTA	88,750	-	31,250	32,500	25,000		
Purchase SimmeSeats	FTA	31,000	-		31,000			
Total Other Passenger Amenities		\$ 242,719	\$ 89,069	\$ 31,250	\$ 97,400	\$ 25,000	\$ -	\$ -
Pedestrian Access/Walkways	FL 90-0723	425,000	425,000					
Pedestrian Access/Walkways	FL 90-0758	500,000	225,000	275,000				
Pedestrian Access/Walkways	FL 90-0841	200,000	-	200,000				
Pedestrian Access/Walkways	FTA	800,000	-		200,000	200,000	200,000	200,000
Total Pedestrian Access/Walkways		\$ 1,925,000	\$ 650,000	\$ 475,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Passenger Shelters - including City of St. Pete	FTA Funding Under Grant	1,316,205	972,410	343,795				
Passenger Shelters - including City of St. Pete	FTA	977,500	-		170,000	170,000	425,000	212,500
Total Passenger Shelters		\$ 2,293,705	\$ 972,410	\$ 343,795	\$ 170,000	\$ 170,000	\$ 425,000	\$ 212,500
Passenger Shelters Match Program	FTA Funding Under Grant	50,000	50,000					
Passenger Shelters Match Program	FTA	202,500	-	30,000	30,000	30,000	75,000	37,500
Total Passenger Shelters Match Program		\$ 252,500	\$ 50,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 75,000	\$ 37,500
Central Avenue BRT	FTA-New Starts	8,250,000	-			8,250,000		
Central Avenue BRT	FDOT-New Starts	4,125,000	-			4,125,000		
Central Avenue BRT	FDOT	500,000	200,000	300,000				
Central Avenue BRT	Capital Reserves	4,325,000	200,000			4,125,000		
Total Planning - BRT		\$ 17,200,000	\$ 400,000	\$ 300,000	\$ -	\$ 16,500,000	\$ -	\$ -
Enterprise/US 19 Shelters and Passenger Amenities	FTA Flex Funds	166,215	166,215					
Total Passenger Amenities-Enterprise/US 19		\$ 166,215	\$ 166,215	\$ -	\$ -	\$ -	\$ -	\$ -
Clearwater Bus Bay	FL 90-0723	63,239	63,239					
Clearwater Bus Bay	Capital Reserves	136,761		136,761				
Clearwater Bus Bay	City of Clearwater	200,000		200,000				
		\$ 400,000	\$ 63,239	\$ 336,761	\$ -	\$ -	\$ -	\$ -
Total Passenger Amenities		\$ 22,480,139	\$ 2,390,933	\$ 1,516,806	\$ 497,400	\$ 16,925,000	\$ 700,000	\$ 450,000



CAPITAL BUDGET

Project Title	Funding	Total Project Budget	FY 2016 Project Forecast	FY 2017 Project Budget	FY 2018 Project Budget	FY 2019 Project Budget	FY 2020 Project Budget	FY 2021 Project Budget
Training & Third Party Contracts								
Security Training and Drill	DHS EMW-2015-RA-00027	435,000	217,500	217,500				
Total Consultant Services		\$ 435,000	\$ 217,500	\$ 217,500	\$ -	\$ -	\$ -	\$ -
In-Person Assessments	FL 90-0841	9,150	9,150					
In-Person Assessments	FL 90-0873	21,312	21,312					
In-Person Assessments	FTA	125,000	-	25,000	25,000	25,000	25,000	25,000
Total In-Person Assessments		\$ 155,462	\$ 30,462	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Total Third Party Contracts		\$ 590,462	\$ 247,962	\$ 242,500	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Employee Education	FL 90-X811	10,000	10,000					
Employee Education	FL 90-X841	18,781	18,781					
Employee Education	FL 90-X873	20,000	-	20,000				
Employee Education	FTA	80,000	-		20,000	20,000	20,000	20,000
Total Employee Education		\$ 128,781	\$ 28,781	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Short Range Planning	FL 90-X723	167,737	167,737					
Short Range Planning	FL 90-X811	203,085	203,085					
Short Range Planning	FL 90-X841	90,000	90,000					
Short Range Planning	FL 90-X873	32,263	-	32,263				
Short Range Planning	FTA	1,300,000	-	100,000	400,000	200,000	400,000	200,000
Total Short Range Planning		\$ 1,793,085	\$ 460,822	\$ 132,263	\$ 400,000	\$ 200,000	\$ 400,000	\$ 200,000
Long Range Planning	FTA	300,000	-			100,000		200,000
Total Long Range Planning		\$ 300,000	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 200,000
Regional Fare Media Project	FDOT	832,580	832,580					
Regional Fare Media Project Short Range Planning	FL 90-X689	28,149	28,149					
Regional Fare Media Project	FL 90-X723	903,098	-	903,098				
Regional Fare Media Project	FL 90-X758	1,147,648	74,709	1,072,939				
Regional Fare Media Project	FL 90-X783	258,169	-	82,092	176,077			
Regional Fare Media Project	FL 90-X811	402,089	-		140,558	261,531		
Regional Fare Media Project	FL 90-X841	355,579	-			355,579		
Regional Fare Media Project	FTA	275,529	-			275,529		
Total Regional Fare Media Project		\$ 4,202,841	\$ 935,438	\$ 2,058,129	\$ 316,635	\$ 892,639	\$ -	\$ -
Total Training and Third Party Contracts		\$ 7,015,169	\$ 1,673,003	\$ 2,452,892	\$ 761,635	\$ 1,237,639	\$ 445,000	\$ 445,000



CAPITAL BUDGET

Project Title	Funding	Total Project Budget	FY 2016 Project Forecast	FY 2017 Project Budget	FY 2018 Project Budget	FY 2019 Project Budget	FY 2020 Project Budget	FY 2021 Project Budget
Facilities								
Clearwater Downtown Intermodal Terminal	FL 04-0135	1,250,000	550,000	200,000	200,000	200,000	100,000	
Replacement Office Furniture and Equipment	FL 90-X841	100,000	50,000	50,000				
Rehab/Renovation Facilities - Scherer Drive	FL 90-X841	80,000	9,965	30,035	40,000			
Air Compressor	FTA	100,000	-			100,000		
Generator Replacement	FTA	750,000	-	750,000				
Key Card System	FTA	474,650	-		474,650			
Maintenance Facility Upgrade	FTA	2,000,000						2,000,000
Total Other Facilities		\$ 4,754,650	\$ 609,965	\$ 1,030,035	\$ 714,650	\$ 300,000	\$ 100,000	\$ 2,000,000
A/C Chiller and Building Control System	FL 90-X689	500,000	50,000	450,000				
A/C Chiller and Building Control System	FTA	200,000	-	200,000				
Total A/C Chiller and Building Control System		\$ 700,000	\$ 50,000	\$ 650,000	\$ -	\$ -	\$ -	\$ -
Audio Visual Equipment - Boardroom	FL 90-X723	22,000	22,000					
Audio Visual Equipment - Boardroom	FL 90-X873	137,793	137,793					
Audio Visual Equipment - Auditorium	Capital Reserves	44,012	44,012					
Total Audio Visual Equipment - Boardroom/Auditorium		\$ 203,805	\$ 203,805	\$ -	\$ -	\$ -	\$ -	\$ -
Service Lane Infrastructure	FL 90-X723	130,000	-	130,000				
Service Lane Infrastructure	FL 90-X841	115,000	6,000	109,000				
Total Service Lane Infrastructure		\$ 245,000	\$ 6,000	\$ 239,000	\$ -	\$ -	\$ -	\$ -
Ulmerton Road Park & Ride	FDOT	200,000	118,120					
Ulmerton Road Park & Ride	Capital Reserves	200,000	118,120					
Total Ulmerton Road Park & Ride		\$ 400,000	\$ 236,240	\$ -	\$ -	\$ -	\$ -	\$ -
Total Facilities		\$ 6,303,455	\$ 1,106,010	\$ 1,919,035	\$ 714,650	\$ 300,000	\$ 100,000	\$ 2,000,000



CAPITAL BUDGET

Project Title	Funding	Total Project Budget	FY 2016 Project Forecast	FY 2017 Project Budget	FY 2018 Project Budget	FY 2019 Project Budget	FY 2020 Project Budget	FY 2021 Project Budget
Technology								
COMPUTER HARDWARE								
Fiber Upgrade	FL 90-X723	60,000	20,000	20,000	20,000			
Replace/Upgrade Phone System and Phones	FL 90-X783	250,000	-	250,000				
UPS Upgrades	FL 90-X783	83,000	83,000					
Virtual Desktop Server Hardware	FL 90-X783	46,281	-	46,281				
Campus Wi-Fi	FL 90-X873	99,386	99,386					
Bus Wi-Fi	FTA	600,000	-		600,000			
On-Board GIS Computers For Connector Services	FTA	12,000	-		12,000			
Data Center Upgrade	FTA	300,000	-			300,000		
Photo ID System	FTA	25,000	-		25,000			
Polycom Conference Phones	FTA	3,600	-	3,600				
Replacement Work Stations	FTA	146,000	-	146,000				
RTBI Hardware Replacement	FTA	500,000	-			500,000		
Total Other Computer Hardware		\$ 2,125,267	\$ 202,386	\$ 465,881	\$ 657,000	\$ 800,000	\$ -	\$ -
Laptops	FTA 689 & 783	13,724	13,724					
Laptops	FTA	25,000	-			25,000		
Total Laptops		\$ 38,724	\$ 13,724	\$ -	\$ -	\$ 25,000	\$ -	\$ -
Printers	FL 90-X758	68,601	68,601					
Printers	FTA	150,000	-			150,000		
Total Printers		\$ 218,601	\$ 68,601	\$ -	\$ -	\$ 150,000	\$ -	\$ -
Purchase Servers	FL 90-X723	200,000	50,000	100,000	50,000			
Purchase Servers	FTA	175,000	-			175,000		
Total Purchase Servers		\$ 375,000	\$ 50,000	\$ 100,000	\$ 50,000	\$ 175,000	\$ -	\$ -
Total Computer Hardware		\$ 2,757,592	\$ 334,711	\$ 565,881	\$ 707,000	\$ 1,150,000	\$ -	\$ -
COMPUTER SOFTWARE								
Application tracking Software	FL 90-X689	12,000	12,000					
AVM 3 Project	FL 90-X689	251,000	160,000	91,000				
Clever Works	FL 90-X758	292,431	121,216	171,215				
Microsoft Office Professional VL 20XX (Work Stations)	FL 90-X783	38,100	-	38,100				
Hastus Upgrade - Core	FL 90-X873	477,000	411,000	66,000				
Misc. Computer Software	FL 90-X758	113,539	113,539					
Cisco 3750 POE switch	FTA	30,000	-	30,000				
Document Image Software	FTA	50,000	-				50,000	
DART Software	FTA	125,000	-			125,000		
Hastus Upgrade - Additional Modules	FTA	500,000	-	500,000				
Microsoft Office 20XX Version (Servers)	FTA	39,000	-	39,000				
Virtual Desktop Upgrade- workstation software	FTA	145,000	-			145,000		
Total Computer Software		\$ 2,073,070	\$ 817,755	\$ 935,315	\$ -	\$ 270,000	\$ 50,000	\$ -
Total Technology		\$ 4,830,662	\$ 1,152,466	\$ 1,501,196	\$ 707,000	\$ 1,420,000	\$ 50,000	\$ -



CAPITAL BUDGET

Project Title	Funding	Total Project Budget	FY 2016 Project Forecast	FY 2017 Project Budget	FY 2018 Project Budget	FY 2019 Project Budget	FY 2020 Project Budget	FY 2021 Project Budget
Miscellaneous								
Check Sealer	FL 90-X689	3,540	3,540					
Scaffolding	FL 90-X689	140,000	140,000					
Bridge Crane	FL 90-X689	60,000	60,000					
Portable Lift Equipment	FL 90-0811	99,416	99,416					
Forklift Replacement	FTA	200,000	-				200,000	
Miscellaneous Maintenance Tools/Equipment	FTA	18,174	-	18,174				
Portable Brake Dynamometer	FTA	150,000	-	150,000				
Portable Radios	FTA	8,308	-	8,308				
Wheel Alignment Machine	FTA	300,000	-		300,000			
Total Other Miscellaneous Expenditures		\$ 979,438	\$ 302,956	\$ 176,482	\$ 300,000	\$ -	\$ 200,000	\$ -
Misc. Support Equipment	FL 90-X689	4,474	4,474					
Misc. Support Equipment	FL 90-X723	40,205	40,205					
Misc. Support Equipment	FL 90-0811	81,702	81,702					
Misc. Support Equipment	FL 90-0841	35,000	35,000					
		161,381	161,381	-	-	-	-	-
Total Miscellaneous Expenditures		\$ 1,140,819	\$ 464,337	\$ 176,482	\$ 300,000	\$ -	\$ 200,000	\$ -
Contingency	FL 90-X689	32,194	-	32,194				
Contingency	FL 90-X783	2,291	-	2,291				
Contingency	FL 90-X811	86,936	-	86,936				
Contingency	FL 90-X841	126,706	-		126,706			
Contingency	FL 90-X873	180,775	-		180,775			
Contingency	FTA	1,259,790	-	260,290	249,500	250,000	250,000	250,000
Total Contingency		\$ 1,688,692	\$ -	\$ 381,711	\$ 556,981	\$ 250,000	\$ 250,000	\$ 250,000
Total Miscellaneous and Contingency		\$ 2,829,511	\$ 464,337	\$ 558,193	\$ 856,981	\$ 250,000	\$ 450,000	\$ 250,000
Total Capital Expenses		\$ 111,639,709	\$ 7,627,820	\$ 20,064,748	\$ 15,067,016	\$ 32,950,369	\$ 17,009,013	\$ 18,756,983

Revised 08/08/2016

FTA Funding Under Grant	17,777,836	5,718,253	10,208,357	934,116	817,110	100,000	-
FTA Future Funding	44,147,290	166,215	7,760,067	5,255,498	5,494,753	16,909,013	8,561,744
FTA New Starts Funding	8,250,000	-	-	-	8,250,000	-	-
DHS Funding	435,000	217,500	217,500	-	-	-	-
FDOT Funding	1,602,886	1,150,700	370,306	-	-	-	-
FDOT New Starts Funding	4,125,000	-	-	-	4,125,000	-	-
Section 5310	562,451	-	562,451	-	-	-	-
City of Clearwater	200,000	-	200,000	-	-	-	-
Pinellas County	539,000	-	539,000	-	-	-	-
Restricted Funds for FTA Projects	13,020	13,020	-	-	-	-	-
PSTA Capital Reserves	33,987,226	362,132	207,067	8,877,402	14,263,506	-	10,195,239
TOTAL CAPITAL PROGRAM	\$ 111,639,709	\$ 7,627,820	\$ 20,064,748	\$ 15,067,016	\$ 32,950,369	\$ 17,009,013	\$ 18,756,983

NR - Needs Replacement
NI - New Initiative (expansion)
M - Mandatory



STATISTICAL SECTION



STATISTICAL SECTION

(UNAUDITED)

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These schedules contain trend information to help the reader understand how the Authority's financial performance and well being have changed over time.

Revenue Capacity 92

These schedules contain information to help the reader assess the Authority's sources of revenue, especially the most significant local revenue source, the property tax.

Demographic and Economic Information..... 98

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Operating Information 101

These schedules contain service and infrastructure data to help the reader understand how the information in the Authority's financial report relates to the services the Authority provides and the activities it performs.



STATISTICAL SECTION

(UNAUDITED)

Financial Trends

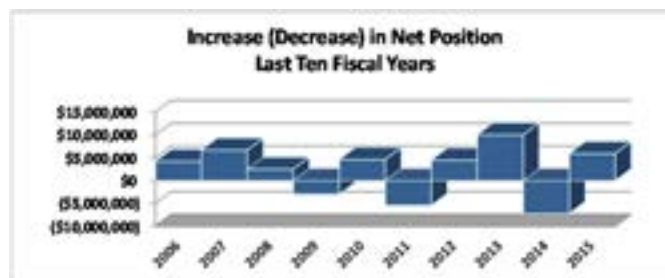
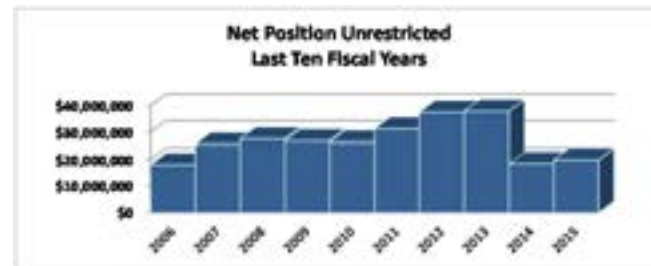
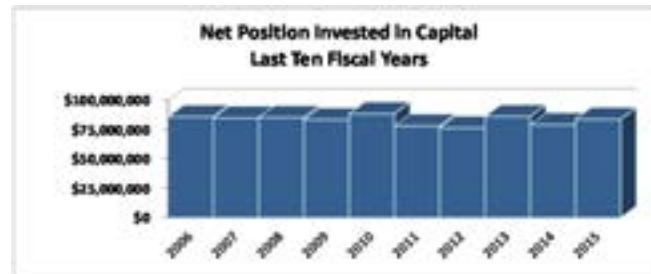
- Net Position by Components (FY 2006 – FY 2015)
- Changes in Net Position (FY 2006 – FY 2015)
- Revenues by Function/Program (FY 2006 – FY 2015)
- Property Tax Revenue by Year (FY 2006 – FY 2015)

Net Position by Components Last Ten Fiscal Years

Fiscal Years 2006 - 2015

	Fiscal Year				
	2006	2007	2008	2009	2010
Business Type Activities					
Invested in capital assets	\$ 85,860,203	\$ 85,020,852	\$ 85,356,072	\$ 83,476,413	\$ 88,538,927
Restricted	-	-	226,249	-	-
Unrestricted	18,046,493	25,587,264	27,549,762	26,833,931	26,396,501
Total net position	<u>\$ 103,906,696</u>	<u>\$ 110,608,116</u>	<u>\$ 113,132,083</u>	<u>\$ 110,310,344</u>	<u>\$ 114,935,428</u>

	Fiscal Year				
	2011	2012	2013	2014	2015
Business Type Activities					
Invested in capital assets	\$ 78,170,420	\$ 76,411,608	\$ 86,156,611	\$ 79,199,247	\$ 83,810,021
Restricted	26,619	51,229	61,972	74,992	13,020
Unrestricted	31,318,850	37,554,309	37,862,802	18,489,859	19,865,822
Total net position	<u>\$ 109,515,889</u>	<u>\$ 114,017,146</u>	<u>\$ 124,081,385</u>	<u>\$ 97,764,098</u>	<u>\$ 103,688,863</u>



Note: The statistical section contains "Unaudited" data.



Changes in Net Position Last Ten Fiscal Years

Fiscal Years 2006 - 2015

	Fiscal Year				
	2006	2007	2008	2009	2010
Operating revenues:					
Passenger fares	\$ 9,045,137	\$ 10,717,941	\$ 11,298,758	\$ 11,500,513	\$ 10,850,676 (1)
Demand response	640,620 (1)	768,618 (1)	700,380 (1)	802,546 (1)	906,548 (1)
Advertising revenue	167,780 (1)	116,467 (1)	132,634 (1)	163,586 (1)	247,725 (1)
Total operating revenues	9,853,537	11,603,026	12,131,772	12,466,645	12,004,949
Operating expenses:					
Operations	26,221,417	27,549,595	30,562,932	32,628,559	30,500,001
Purchased Transportation	5,044,897 (1)	5,375,963 (1)	5,039,226 (1)	4,969,031 (1)	5,917,169 (1)
Maintenance	6,768,943	7,764,003	7,011,017	6,817,534	6,791,680
Administration and finance	11,243,446	10,992,624	11,283,296	10,248,034	10,980,462
Marketing	1,792,109	2,111,843	2,123,776	1,796,891	1,750,723
Total operating expenses , before depreciation	51,070,812	53,794,028	56,020,247	56,460,049	55,940,035
Operating loss before depreciation	(41,217,275)	(42,191,002)	(43,888,475)	(43,993,404)	(43,935,086)
Depreciation	6,817,959	9,381,743	9,630,848	8,666,368	7,366,225
Operating loss	(48,035,234)	(51,572,745)	(53,519,323)	(52,659,772)	(51,301,311)
Nonoperating revenues:					
Federal maintenance assistance	1,021,168	1,244,902	1,067,390	1,414,206	2,033,508
State operating assistance	3,293,872	3,358,203	3,320,386	3,340,209	3,521,850
Other federal grants	276,915	254,840	80,000	1,423,661	5,835,531
Special project assistance - state grants	794,617	1,076,945	994,792	912,185	469,226
Special project assistance - local grants	435,000	517,809	559,288	533,329	631,817
Property tax revenues, net	32,964,068	37,972,265	37,231,077	34,156,128	29,893,863
Investment income	1,412,255	1,874,079	1,059,625	419,287	271,233
Fuel tax refunds	504,961	562,156	600,775	595,739	580,860
Other, net	(112,258)	2,233,028	262,767	52,950	104,946
Total nonoperating revenues	40,590,598	49,094,227	45,176,100	42,847,694	43,342,834
(Loss) income before capital grants and special item	(7,444,636)	(2,478,518)	(8,343,223)	(9,812,078)	(7,958,477)
Capital grants	15,400,163	9,179,938	10,867,190	6,990,339	12,583,561
Contributed capital - local government	-	-	-	-	-
Special items - loss on sale of facilities and abandonment of software package	(3,719,636)	-	-	-	-
Increase (decrease) in net position	4,235,891	6,701,420	2,523,967	(2,821,739)	4,625,084
Net position, beginning of year	99,670,805	103,906,696	110,608,116	113,132,083	110,310,344
Net position, end of year	\$ 103,906,696	\$ 110,608,116	\$ 113,132,083	\$ 110,310,344	\$ 114,935,428

(1) This has been reclassified to conform to current year's classifications.

Note: The statistical section contains "Unaudited" data.



Changes in Net Position Last Ten Fiscal Years

Fiscal Years 2006 - 2015

	Fiscal Year												
	2011		2012		2013		2014		2015				
Operating revenues:													
Passenger fares	\$	12,788,411	(1)	\$	14,279,728	(1)	\$	14,098,511	(1)	\$	13,585,399	\$	12,194,799
Demand response		1,032,194	(1)		1,056,808	(1)		1,098,822	(1)		1,079,160	(1)	1,143,997
Advertising revenue		395,847	(1)		439,557	(1)		417,851	(1)		248,224		485,359
Total operating revenues		14,216,452			15,776,093			15,615,184			14,912,783		13,824,155
Operating expenses:													
Operations		30,351,762			32,524,451			33,907,097			33,663,536		34,879,734
Purchased Transportation		6,421,346	(1)		5,854,472	(1)		6,556,558	(1)		6,846,800	(1)	7,444,573
Maintenance		7,604,823			7,256,709			8,172,956			8,374,708		8,902,528
Administration and finance		10,243,021			9,333,777			9,762,130			10,767,137		11,465,894
Marketing		1,826,406			1,702,420			2,202,059			2,591,069		708,839
Total operating expenses , before depreciation		56,447,358			56,671,829			60,600,800			62,243,250		63,401,568
Operating loss before depreciation		(42,230,906)			(40,895,736)			(44,985,616)			(47,330,467)		(49,577,413)
Depreciation		8,156,263			7,694,806			8,487,063			9,723,423		10,436,619
Operating loss		(50,387,169)			(48,590,542)			(53,472,679)			(57,053,890)		(60,014,032)
Nonoperating revenues:													
Federal maintenance assistance		2,453,338			2,538,836			1,998,328			2,031,632		2,507,540
State operating assistance		3,567,209			3,847,388			3,917,007			4,015,888		4,086,490
Other federal grants		5,898,891			6,591,806			5,236,886			4,734,082		3,887,276
Special project assistance - state grants		777,813			1,124,795			3,004,543			2,994,467		3,169,227
Special project assistance - local grants		638,668			672,877			767,849			833,222		873,441
Property tax revenues, net		26,868,560			33,009,275			32,282,955			33,365,462		35,592,336
Investment income		127,470			221,905			146,824			55,618		193,039
Fuel tax refunds		560,059			610,910			610,172			613,721		649,202
Other, net		155,824			130,357			16,544			67,955		(14,055)
Total nonoperating revenues		41,047,832			48,748,149			47,981,108			48,712,047		50,944,496
(Loss) income before capital grants and special item		(9,339,337)			157,607			(5,491,571)			(8,341,843)		(9,069,536)
Capital grants		3,919,798			4,343,650			15,555,810			1,052,867		14,994,301
Contributed capital - local government		-			-			-			100,000		-
Special items - loss on sale of facilities and abandonment of software package		-			-			-			-		-
Increase (decrease) in net position		(5,419,539)			4,501,257			10,064,239			(7,188,976)		5,924,765
Net position, beginning of year		114,935,428			109,515,889			114,017,146			104,953,074	(2)	97,764,098
Net position, end of year	\$	109,515,889			114,017,146			124,081,385			97,764,098		103,688,863

(1) This has been reclassified to conform to current year's classifications.

(2) This has been restated to conform to GASB Statements 68 and 71

Note: The statistical section contains "Unaudited" data.



**Revenues by Function/Program
Last Ten Fiscal Years**

Fiscal Years 2006 - 2015

	Fiscal Year				
	2006	2007	2008	2009	2010
Operating revenues:					
Passenger fares	\$ 9,045,137	\$ 10,717,941	\$ 11,298,758	\$ 11,500,513	\$ 10,850,676
Demand response	640,620 (1)	768,618 (1)	700,380 (1)	802,546 (1)	906,548 (1)
Advertising revenue	167,780	116,467	132,634	163,586	247,725
Total operating revenues	9,853,537	11,603,026	12,131,772	12,466,645	12,004,949
Nonoperating revenues:					
Federal maintenance assistance	1,021,168	1,244,902	1,067,390	1,414,206	2,033,508
State operating assistance	3,293,872	3,358,203	3,320,386	3,340,209	3,521,850
Other federal grants	276,915	254,840	80,000	1,423,661	5,835,531
Special project assistance - state grants	794,617	1,076,945	994,792	912,185	469,226
Special project assistance - local grants	435,000	517,809	559,288	533,329	631,817
Property tax revenues, net	32,964,068	37,972,265	37,231,077	34,156,128	29,893,863
Investment income	1,412,255	1,874,079	1,059,625	419,287	271,233
Fuel tax refunds	504,961	562,156	600,775	595,739	580,860
Other, net	(112,258)	2,233,028	262,767	52,950	104,946
Total nonoperating revenues	40,590,598	49,094,227	45,176,100	42,847,694	43,342,834
Capital grants	15,400,163	9,179,938	10,867,190	6,990,339	12,583,561
Contributed capital - local government	-	-	-	-	-
Special items - loss on sale of facilities and abandonment of software package	(3,719,636)	-	-	-	-
Total all revenues	\$ 62,124,662	\$ 69,877,191	\$ 68,175,062	\$ 62,304,678	\$ 67,931,344

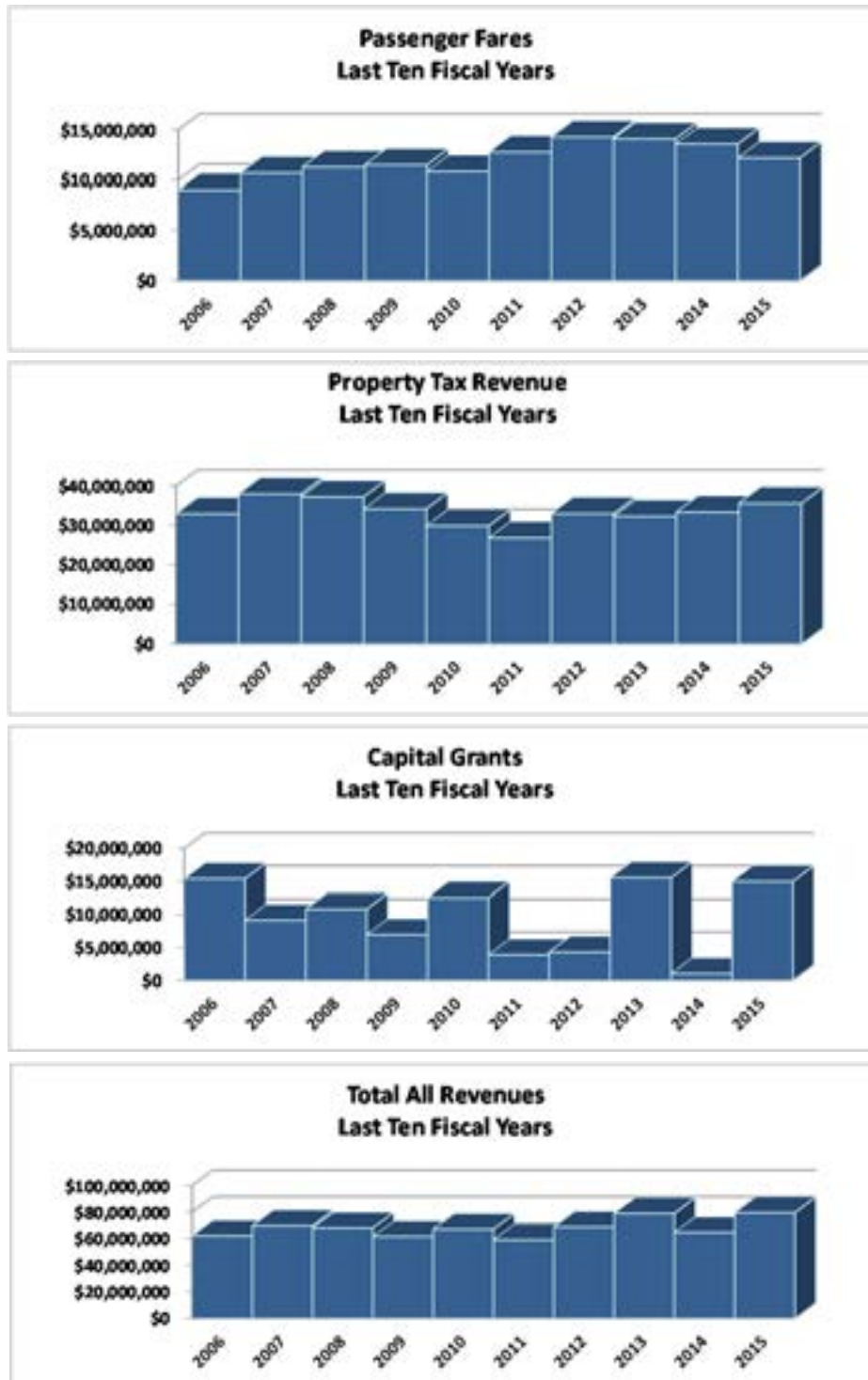
	Fiscal Year				
	2011	2012	2013	2014	2015
Operating revenues:					
Passenger fares	\$ 12,788,411	\$ 14,279,728	\$ 14,098,511	\$ 13,585,399	\$ 12,194,799
Demand response	1,032,194 (1)	1,056,808 (1)	1,098,822 (1)	1,079,160 (1)	1,143,997
Advertising revenue	395,847	439,557	417,851	248,224	485,359
Total operating revenues	14,216,452	15,776,093	15,615,184	14,912,783	13,824,155
Nonoperating revenues:					
Federal maintenance assistance	2,453,338	2,538,836	1,998,328	2,031,632	2,507,540
State operating assistance	3,567,209	3,847,388	3,917,007	4,015,888	4,086,490
Other federal grants	5,898,891	6,591,806	5,236,886	4,734,082	3,887,276
Special project assistance - state grants	777,813	1,124,795	3,004,543	2,994,467	3,169,227
Special project assistance - local grants	638,668	672,877	767,849	833,222	873,441
Property tax revenues, net	26,868,560	33,009,275	32,282,955	33,365,462	35,592,336
Investment income	127,470	221,905	146,824	55,618	193,039
Fuel tax refunds	560,059	610,910	610,172	613,721	649,202
Other, net	155,824	130,357	16,544	67,955	(14,055)
Total nonoperating revenues	41,047,832	48,748,149	47,981,108	48,712,047	50,944,496
Capital grants	3,919,798	4,343,650	15,555,810	1,052,867	14,994,301
Contributed capital - local government	-	-	-	100,000	-
Special items - loss on sale of facilities and abandonment of software package	-	-	-	-	-
Total all revenues	\$ 59,184,082	\$ 68,867,892	\$ 79,152,102	\$ 64,777,697	\$ 79,762,952

(1) This has been reclassified to conform to current year's classifications.

Note: The statistical section contains "Unaudited" data.

Revenues by Function/Program Last Ten Fiscal Years

Fiscal Years 2006 - 2015



Note: The statistical section contains “Unaudited” data.



**Expenses by Function/Program
Last Ten Fiscal Years**

Fiscal Years 2006 - 2015

	Fiscal Year				
	2006	2007	2008	2009	2010
Operating expenses:					
Operations	\$ 26,221,417	\$ 27,549,595	\$ 30,562,932	\$ 32,628,559	\$ 30,500,001
Purchased Transportation	5,044,897 (1)	5,375,963 (1)	5,039,226 (1)	4,969,031 (1)	5,917,169 (1)
Maintenance	6,768,943	7,764,003	7,011,017	6,817,534	6,791,680
Administration and finance	11,243,446	10,992,624	11,283,296	10,248,034	10,980,462
Marketing	1,792,109	2,111,843	2,123,776	1,796,891	1,750,723
Total operating expenses , before depreciation	51,070,812	53,794,028	56,020,247	56,460,049	55,940,035
Depreciation	6,817,959	9,381,743	9,630,848	8,666,368	7,366,225
Special items - loss on sale of facilities and abandonment of software package	3,719,636	-	-	-	-
Total all expenses	\$ 61,608,407	\$ 63,175,771	\$ 65,651,095	\$ 65,126,417	\$ 63,306,260

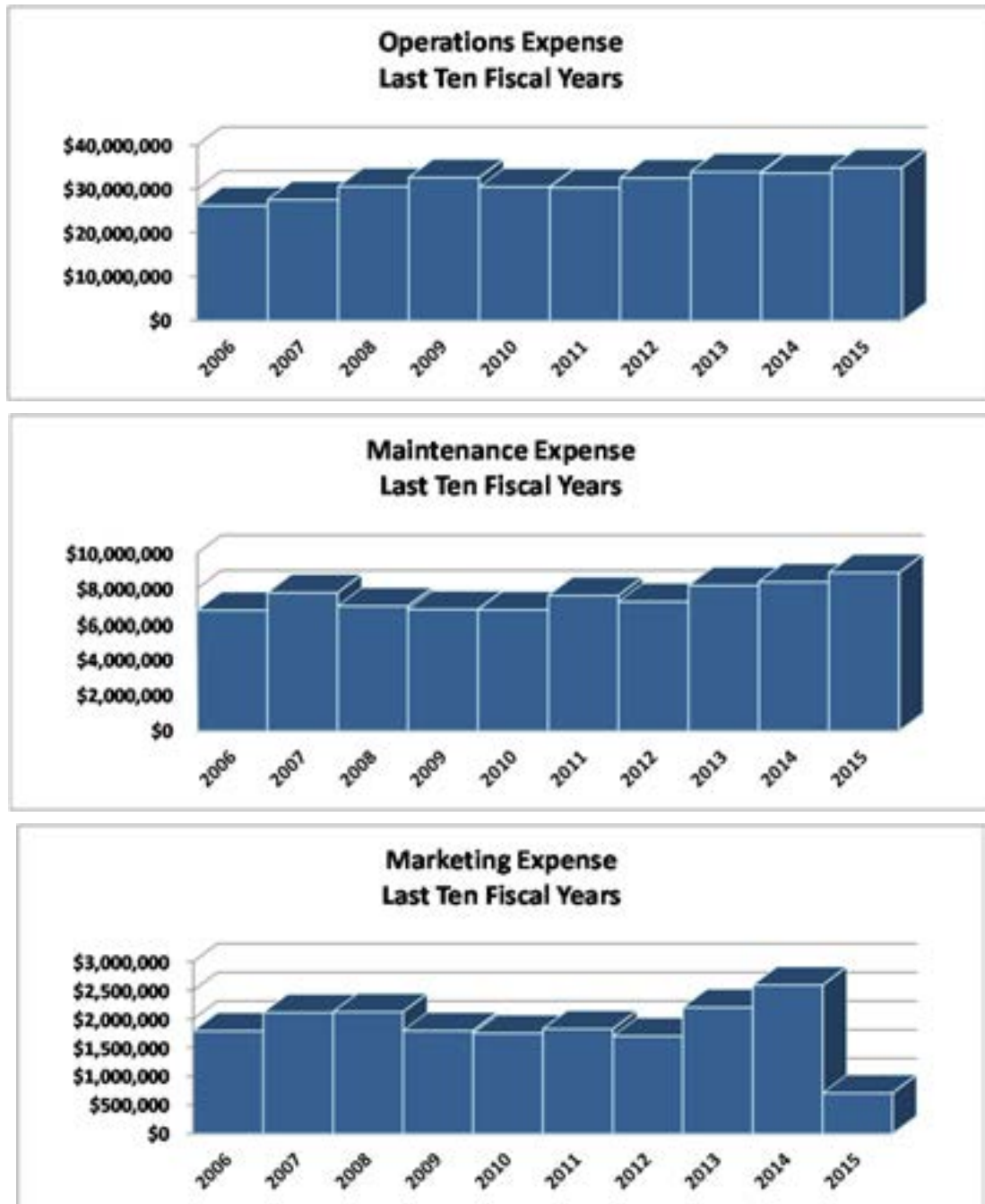
	Fiscal Year				
	2011	2012	2013	2014	2015
Operating expenses:					
Operations	\$ 30,351,762	\$ 32,524,451	\$ 33,907,097	33,663,536	34,879,734
Purchased Transportation	6,421,346 (1)	5,854,472 (1)	6,556,558 (1)	6,846,800 (1)	7,444,573
Maintenance	7,604,823	7,256,709	8,172,956	8,374,708	8,902,528
Administration and finance	10,243,021	9,333,777	9,762,130	10,767,137	11,465,894
Marketing	1,826,406	1,702,420	2,202,059	2,591,069	708,839
Total operating expenses , before depreciation	56,447,358	56,671,829	60,600,800	62,243,250	63,401,568
Depreciation	8,156,263	7,694,806	8,487,063	9,723,423	10,436,619
Special items - loss on sale of facilities and abandonment of software package	-	-	-	-	-
Total all expenses	\$ 64,603,621	\$ 64,366,635	\$ 69,087,863	\$ 71,966,673	\$ 73,838,187

(1) This has been reclassified to conform to current year's classifications.

Note: The statistical section contains "Unaudited" data.

Expenses by Function/Program Last Ten Fiscal Years

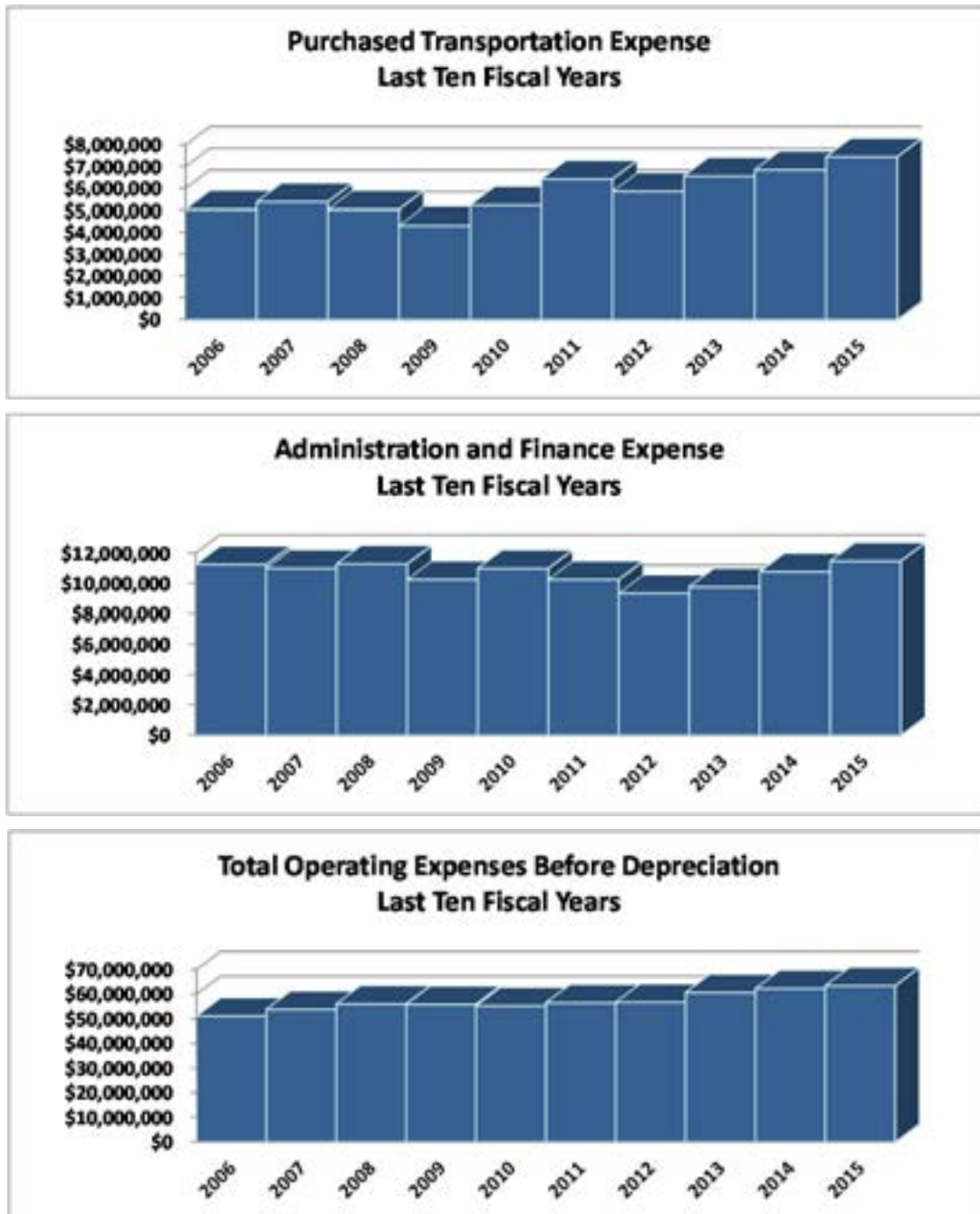
Fiscal Years 2006 - 2015



Note: The statistical section contains “Unaudited” data.

Expenses by Function/Program Last Ten Fiscal Years

Fiscal Years 2006 - 2015



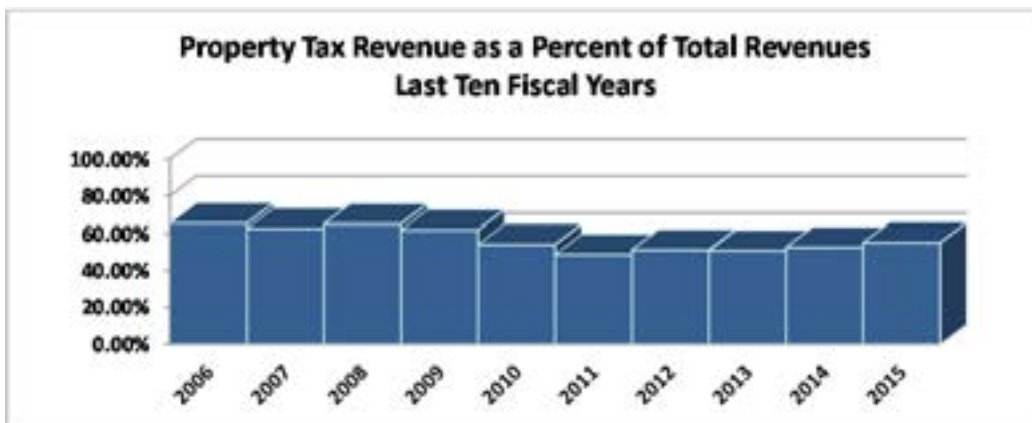
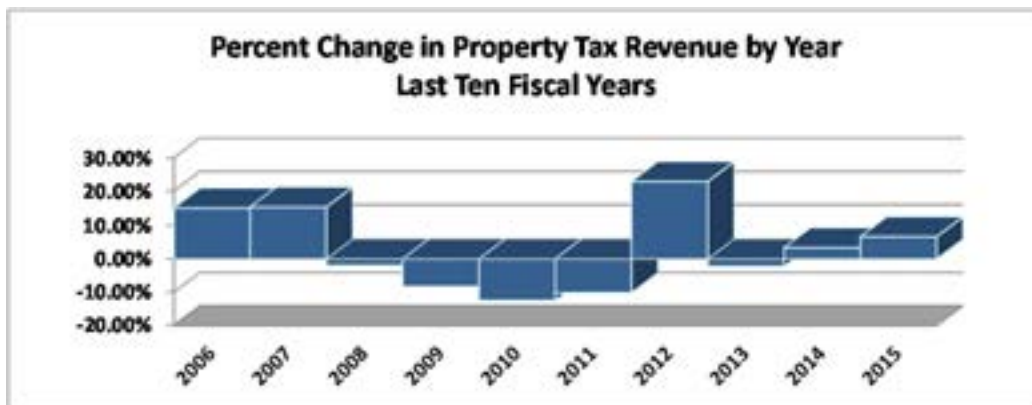
Note: The statistical section contains "Unaudited" data.

**Property Tax Revenue by Year
Last Ten Fiscal Years**

Fiscal Years 2006 - 2015

Fiscal Year	Property Tax Dollars	Percent Change	Total Revenues *	Percent of Total	Millage Rate
2006	32,964,068	14.90%	50,444,135	65.35%	0.6377
2007	37,972,265	15.19%	60,697,253	62.56%	0.6074
2008	37,231,077	-1.95%	57,307,872	64.97%	0.5601
2009	34,156,128	-8.26%	55,314,339	61.75%	0.5601
2010	29,893,863	-12.48%	55,347,783	54.01%	0.5601
2011	26,868,560	-10.12%	55,264,284	48.62%	0.5601
2012	33,009,275	22.85%	64,524,242	51.16%	0.7305
2013	32,282,955	-2.20%	63,596,292	50.76%	0.7305
2014	33,365,462	3.35%	63,624,830	52.44%	0.7305
2015	35,592,336	6.67%	64,768,651	54.95%	0.7305

* excludes capital grants and special items.



Note: The statistical section contains "Unaudited" data.



STATISTICAL SECTION

(UNAUDITED)

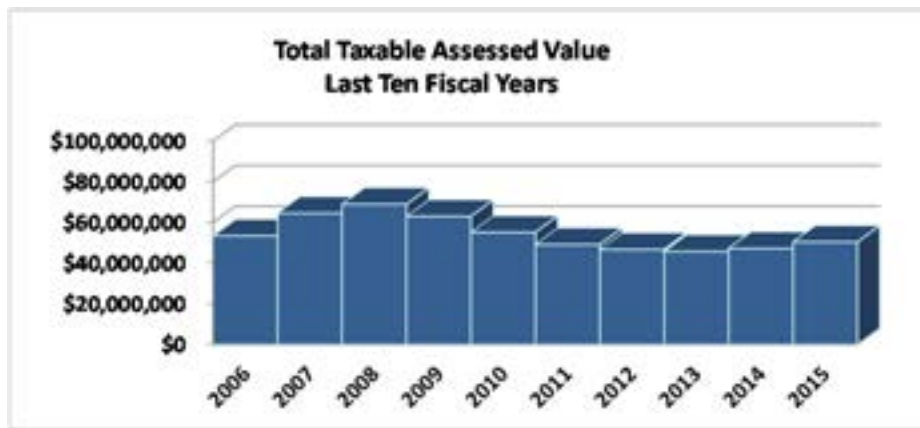
Revenue Capacity

- Taxable Assessed Value and Estimated Actual Value of Taxable Property (FY 2006 - FY 2015)
- Direct and Overlapping Property Tax Rates (FY 2006 - FY 2015)
- Principal Property Tax Payers (FY 2006 - FY 2015)
- Property Tax Levies and Collections (FY 2006 - FY 2015)
- Farebox Recovery Percentage (FY 2006 - FY 2015)

**Taxable Assessed Value and Estimated Actual Value of Taxable Property
Last Ten Fiscal Years
(Dollars in Thousands)**

Fiscal Years 2006 - 2015

Fiscal Year	Estimated Actual Value (a)			Total Taxable Assessed Value	Total Direct Tax Rate (d)
	Real Property	Centrally Assessed Property (b)	Exemptions (c)		
2006	\$ 80,885,566	\$ 5,373	\$ 27,544,028	\$ 53,346,911	0.6377
2007	101,664,370	5,344	37,134,829	64,534,885	0.6074
2008	105,695,883	10,858	36,836,404	68,870,337	0.5601
2009	95,175,252	5,564	32,217,853	62,962,963	0.5601
2010	82,584,246	5,928	27,504,794	55,085,380	0.5601
2011	71,085,388	5,421	21,948,052	49,142,757	0.5601
2012	67,013,602	6,100	20,353,324	46,666,378	0.7305
2013	64,892,654	6,150	19,197,776	45,701,028	0.7305
2014	67,950,230	6,263	20,785,617	47,170,876	0.7305
2015	75,375,232	6,506	25,059,878	50,321,860	0.7305



Source: Pinellas County Property Appraiser's Forms DR-403CC, DR-403V, DR-403AM and DR-403AC.

(a) Section 192.001(2), Florida Statutes, defines assessed value of property as "an annual determination of the just or fair market of item or property...." Therefore, grossed assessed value is "Estimated Actual Value." Assessed value is estimated and adjusted annually with a physical inspection every third year.

(b) Centrally assessed property is property that is assessed by the State of Florida rather than by the Property Appraiser since the property is located in more than one county. Real Property only included.

(c) Exemptions are provided for agricultural, government, institutional and historic preservation property. Exemptions available solely to residential property include, but are not limited to, widows/widowers, disabled/blind, \$50,000 homestead and homestead differential (capped).

(d) Total Direct Rate is the average of the direct rates levied (taxes levied to total taxable value). PSTA levies taxes only on real property within the PSTA's geographic area.

Note: The statistical section contains "Unaudited" data.



Direct and Overlapping Property Tax Rates (a)
Last Ten Fiscal Years
(In Mills, Per \$1,000 of Assessed Value)

Fiscal Years 2006 - 2015

Direct Rates				Overlapping Rates (b)					
Fiscal Year	Basic Rate	Total Direct Rate	PSTA Maximum Allowed Rate	County Board Rate	School Board Rate	Emergency Medical Service	Others District Rate (c)	Municipalities	
								Lowest	Highest
2006	0.6377	0.6377	0.7500	6.1410	8.3900	0.6600	1.6555	1.0000	6.9500
2007	0.6074	0.6074	0.7500	5.4700	8.2100	0.6300	1.6378	0.8252	6.6000
2008	0.5601	0.5601	0.7500	4.8730	7.7310	0.5832	1.5121	0.7511	5.9125
2009	0.5601	0.5601	0.7500	4.8730	8.0610	0.5832	1.5551	0.7511	5.9125
2010	0.5601	0.5601	0.7500	4.8730	8.3460	0.5832	1.5106	0.7511	5.9125
2011	0.5601	0.5601	0.7500	4.8730	8.3400	0.5832	1.4410	0.7511	5.9125
2012	0.7305	0.7305	0.7500	4.8730	8.3850	0.8506	1.2390	0.7511	5.9125
2013	0.7305	0.7305	0.7500	5.0727	8.3020	0.9158	1.3034	0.7511	6.7742
2014	0.7305	0.7305	0.7500	5.2755	8.0600	0.9158	1.2959	0.7511	6.7700
2015	0.7305	0.7305	0.7500	5.2755	7.8410	0.9158	1.2799	0.7511	6.7700

Source: Pinellas County Tax Collector

(a) Direct rates support the advalorem revenue base recognized by PSTA.

(b) Overlapping rates are those rates levied by other local governments who overlap PSTA's geographic area.

(c) Other Districts includes Pinellas County Planning Council 0.016; Juvenile Welfare Board 0.8981; SW Florida Water Management District 0.3658.

Note: The statistical section contains "Unaudited" data.



**Principal Property Tax Payers
Fiscal Year 2013 and Nine Years Ago**

Fiscal Years 2006 - 2015

Taxpayer	Business	2015		2006	
		Taxable Assessed Value	Percentage of Total PSTA Taxable Assessed Value	Taxable Assessed Value	Percentage of Total PSTA Taxable Assessed Value
Bellwether Properties, Inc.	Real Estate	\$ 142,630,438	0.28%	*	*
De Bartolo Capital PTNSHP	Retail Mall	121,950,000	0.24%	*	*
Wal-Mart Stores East, Inc.	Retail Stores	100,221,222	0.20%	*	*
Publix Super Markets, Inc.	Grocery	92,205,763	0.18%	*	*
Raymond James & Associates, Inc.	Financial Services	83,319,537	0.17%	*	*
Duke Energy Florida Inc.	Electric Utility	80,682,039	0.16%	*	*
Bayfront HMA Medical Center LLC	Medical Facilities	72,917,760	0.14%	*	*
USA Fed Natl Mtg Assn	Mortgage Lender	64,021,021	0.13%	*	*
301 South Gulfview LLC	Real Estate	62,540,609	0.12%		
Pinellas County (leased real estate)	Commercial Uses	55,205,583	0.11%	*	*
		<u>\$ 875,693,972</u>	<u>1.74%</u>	<u>*</u>	<u>*</u>
Total Taxable Assessed Value		<u>\$ 50,321,860,384</u>		<u>*</u>	

Source: Pinellas County Property Appraiser

Methodology: Top ten taxpayers identified for Real Property only.

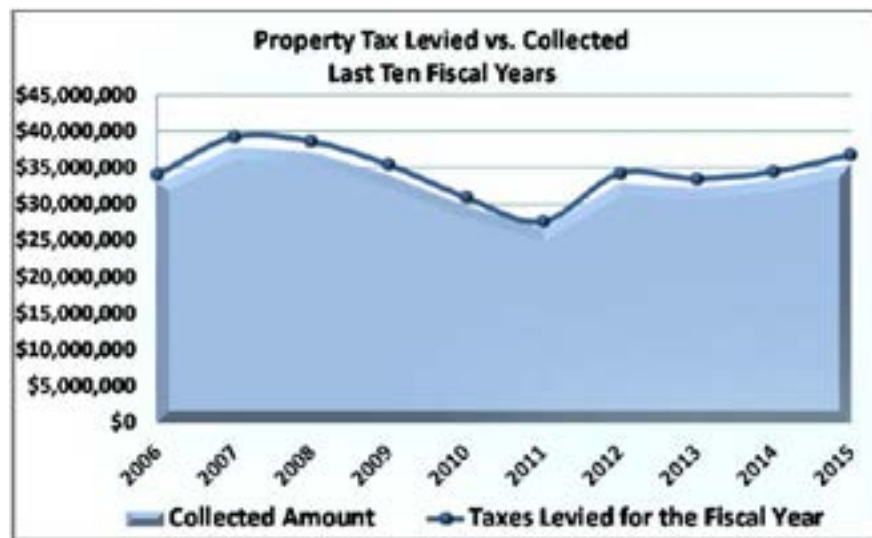
* 2006 data is not available.

Note: The statistical section contains "Unaudited" data.

Property Tax Levies and Collections Last Ten Fiscal Years

Fiscal Years 2006 - 2015

Fiscal Year	Taxes Levied for the Fiscal Year (b)	Collected Within the Fiscal Year of Levy (a)		Collections in Subsequent Years (c)	Total Collections to Date	
		Collected Amount	Percentage of Levy		Amount	Percentage of Levy
2006	\$ 34,028,705	\$ 32,869,517	96.59%	\$ 83,312	\$ 32,952,829	96.84%
2007	39,214,037	37,888,953	96.62%	56,874	37,945,827	96.77%
2008	38,595,686	37,174,203	96.32%	100,533	37,274,736	96.58%
2009	35,427,486	34,055,595	96.13%	58,657	34,114,252	96.29%
2010	30,966,619	29,835,206	96.35%	285,698	30,120,904	97.27%
2011	27,609,711	26,582,862	96.28%	84,751	26,667,613	96.59%
2012	34,182,509	32,924,524	96.32%	64,634	32,989,158	96.51%
2013	33,455,349	32,218,321	96.30%	52,495	32,270,816	96.46%
2014	34,458,263	33,312,967	96.68%	33,011	33,345,979	96.77%
2015	36,760,049	35,559,325	96.73%	-	35,559,325	96.73%



Source: Pinellas County Tax Collector's Form DR-502.

(a) Section 197.162, Florida Statutes, provide a 1% per month discount up to Yes November and February. Taxes collected after July 1st are categorized as delinquent.

(b) This is the revenue to be generated based on PSTA's direct rates; see page 73.

(c) All delinquent tax collections received during the year are applied to Collections Amount the year prior to collection, regardless of the year in which the taxes were originally levied. Therefore this may result in the Percentage of Levy in Total Collections to be greater than 100%.

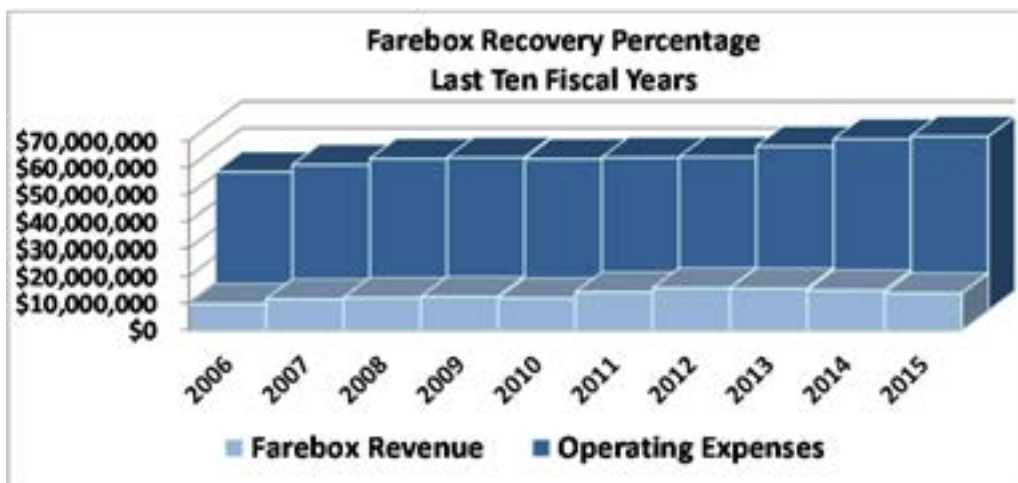
Delinquent taxes by levy year are not available.

Note: The statistical section contains "Unaudited" data.

**Farebox Recovery Percentage
Last Ten Fiscal Years**

Fiscal Years 2006 - 2015

Fiscal Year	Farebox Revenue	Percent Change	Operating Expenses (a)	Percent Change	Farebox Recovery
2006	\$ 9,853,537	17.48%	\$ 51,070,812	20.33%	19.29%
2007	11,603,026	17.75%	53,794,028	5.33%	21.57%
2008	12,131,772	4.56%	56,020,247	4.14%	21.66%
2009	12,466,645	2.76%	56,460,049	0.79%	22.08%
2010	12,004,949	-3.70%	55,940,035	-0.92%	21.46%
2011	14,216,452	18.42%	56,447,358	0.91%	25.19%
2012	15,776,093	10.97%	56,671,829	0.40%	27.84%
2013	15,615,184	-1.02%	60,600,800	6.93%	25.77%
2014	14,912,783	-4.50%	62,243,250	2.71%	23.96%
2015	13,824,155	-7.30%	63,401,568	1.86%	21.80%



(a) Excludes depreciation.

Note: The statistical section contains “Unaudited” data.



STATISTICAL SECTION

(UNAUDITED)

Demographic and Economic Information

- Demographics, Population and Economic Statistics (FY 2006 - FY 2015)
- Principal Employers (FY 2006 - FY 2015)



Demographics, Population and Economic Statistics
Last Ten Fiscal Years

Fiscal Years 2006 - 2015

Fiscal Year	Population (a)	Personal Income (dollars in thousands) (b)	Per Capita Personal Income (b)	School Enrollment (c)	Unemployment Rate (d)
2015	944,971	N/A (e)	N/A (e)	103,779	4.7%
2014	933,258	43,082,259	45,925	104,104	6.2%
2013	926,610	42,340,365	45,574	102,672	6.7%
2012	915,680	43,784,138	47,523	122,012	8.5%
2011	918,496	41,677,239	45,428	136,396	10.3%
2010	927,994	39,598,328	43,211	130,396	11.5%
2009	931,113	37,447,664	40,912	138,167	10.6%
2008	938,461	39,951,966	43,594	129,091	6.4%
2007	944,199	40,251,093	43,817	135,242	4.0%
2006	948,102	39,415,978	42,650	136,185	3.3%

(a) Source: Bureau of Economic & Business Research, University of Florida 2006-2015. Data available at State of Florida Office of Economic and Demographic Research.

(b) Source: Bureau of Economic Analysis, U.S. Department of Commerce (2006-2014).

(c) Source: The School Board of Pinellas County.

(d) Source: U.S. Department of Labor, September annually (not seasonally adjusted).

(e) Information not available.

Note: The statistical section contains "Unaudited" data.



**Principal Employers
Current Year and Nine Years Ago**

Fiscal Years 2006 - 2015

Employer	2015 (a)			2006 (a)		
	Employees	Rank	Percentage of Total County Employment	Employees	Rank	Percentage of Total County Employment
The Pinellas County School Board	15,762	1	3.27%	17,658	1	3.67%
U.S. Dept. of Veteran Affairs	4,453	2	0.93%	2,759	7	0.57%
All Children's Hospital	3,200	3	0.66%	2,319	10	0.48%
City of St. Petersburg	3,101	4	0.64%	3,420	4	0.71%
St. Petersburg College	2,894	5	0.60%			
Pinellas County Sherriff Office	2,724	6	0.57%			
Raymond James Financial Inc.	2,600	7	0.54%	2,850	6	0.59%
Morton Plant Hospital	2,550	7	0.53%	2,439	8	0.51%
HSN Inc.	2,200	9	0.46%	2,439	9	
Pinellas County Board of Commissioners	2,020	10	0.42%	7,378	2	1.53%
Times Publishing Company				3,187	5	0.66%
Nielsen Media Research				3,510	3	0.73%
Total County Employment	481,385			480,647		

(a) Source: Florida Research and Economic Database and Pinellas County Department of Economic Development

Note: The statistical section contains "Unaudited" data.



STATISTICAL SECTION

(UNAUDITED)

Operating Information

- Bus Service Effort and Accomplishments Per Mile (FY 2006 - FY 2015)
- Bus Service Effort and Accomplishments Per Hour (FY 2006 - FY 2015)
- Unlinked Passenger Changes (FY 2006 - FY 2015)
- Vehicles Operated in Maximum Service (FY 2006 - FY 2015)
- Number of Employees (FY 2006 - FY 2015)
- Miscellaneous Statistical Data (FY 2006 - FY 2015)



**Bus Service Effort and Accomplishments Per Mile
Last Ten Fiscal Years**

Fiscal Years 2006 - 2015

Fiscal Year	Revenue Vehicle Miles (a)	Percent of Change	Operating Expense (b) Per Revenue Mile	Operating Expense (b) Per Passenger Mile	Unlinked Passenger Trips Per Revenue Mile (c)
2006	8,639,667	3.44%	5.42	0.75	1.29
2007	9,027,634	4.49%	5.38	0.87	1.26
2008	9,336,502	3.42%	5.87	0.83	1.35
2009	8,762,280	-6.15%	5.87	0.83	1.36
2010	9,000,501	2.72%	5.59	0.76	1.42
2011	8,796,952	-2.26%	5.76	0.71	1.45
2012	8,877,809	0.92%	5.78	0.72	1.54
2013	9,073,836	2.21%	6.21	0.78	1.56
2014	9,176,346	1.13%	6.23	0.83	1.55
2015	9,339,357	1.78%	6.17	0.84	1.56

Source: PSTA

All bus data includes directly operated and purchased bus service.

(a) Does not include demand response.

(b) Operating expense excludes depreciation.

(c) Unlinked passenger figures count passengers each time that person boards a transit vehicle from the initial point of origin until he or she reaches a final destination.

Note: The statistical section contains "Unaudited" data.



**Bus Service Effort and Accomplishments Per Hour
Last Ten Fiscal Years**

Fiscal Years 2006 - 2015

Fiscal Year	Revenue Vehicle Hours (a)	Percent of Change	Operating Expense (b) Per Revenue Hour	Operating Expense (b) Per Passenger Trip	Unlinked Passenger Trips Per Revenue Hour (c)
2006	589,159	3.42%	69.32	3.67	18.91
2007	615,556	4.48%	78.92	4.26	18.53
2008	652,462	6.00%	77.42	4.00	19.33
2009	611,629	-6.26%	84.02	4.30	19.54
2010	628,430	2.75%	80.11	3.93	20.39
2011	614,318	-2.25%	82.45	3.96	20.83
2012	620,760	1.05%	82.65	3.74	22.09
2013	636,039	2.46%	85.83	3.86	22.25
2014	641,039	0.79%	89.20	4.03	22.13
2015	651,199	1.58%	88.50	3.95	22.39

Source: PSTA

All bus data includes directly operated and purchased bus service.

(a) Does not include demand response.

(b) Operating expense excludes depreciation.

(c) Unlinked Passenger figures count passengers each time that person boards a transit vehicle from the initial point of origin until he or she reaches a final destination.

Note: The statistical section contains "Unaudited" data.



**Unlinked Passenger Changes
Last Ten Fiscal Years
Fiscal Years 2006 - 2015**

<u>Fiscal Year</u>	<u>Bus (a)</u>	<u>Percent of Change</u>
2006	11,141,685	9.19%
2007	11,407,445	2.39%
2008	12,613,937	10.58%
2009	11,953,082	-5.24%
2010	12,811,835	7.18%
2011	12,798,221	-0.11%
2012	13,713,027	7.15%
2013	14,150,506	3.19%
2014	14,183,941	0.24%
2015	14,578,287	2.78%

Source: PSTA

All bus data includes directly operated and purchased bus service.

(a) Unlinked passenger figures count passengers each time that person boards a transit vehicle from the initial point of origin until he or she reaches a final destination.

Note: The statistical section contains "Unaudited" data.



**Vehicles Operated in Maximum Service
Last Ten Fiscal Years**

Fiscal Years 2006 - 2015

<u>Fiscal Year</u>	<u>Bus (a)</u>	<u>Percent of Change</u>
2006	165	8.55%
2007	175	6.06%
2008	173	-1.14%
2009	172	-0.58%
2010	167	-2.91%
2011	170	1.80%
2012	170	0.00%
2013	179	5.29%
2014	177	-1.12%
2015	185	4.52%

Source: PSTA

(a) Includes only buses in directly operated bus service.

Note: The statistical section contains "Unaudited" data.



**Vehicles Operated in Maximum Service
Last Ten Fiscal Years**

Fiscal Years 2006 - 2015

<u>Fiscal Year</u>	<u>Full-Time Equivalent</u>	<u>Part-Time Equivalent</u>	<u>Total</u>	<u>Percent of Change</u>
2006	583.2	0	583.2	1.44%
2007	600.5	0	600.5	2.96%
2008	631.1	0	631.1	5.09%
2009	603.8	0	603.8	-4.32%
2010	596.5	0	596.5	-1.21%
2011	606.5	0	606.5	1.68%
2012	593.8	1	594.8	-1.93%
2013	591.0	8.5	599.5	0.79%
2014	632.4	0.5	632.9	5.57%
2015	637.5	0.5	638.0	0.81%

Source: PSTA

Note: A full-time employee is scheduled to work 260 days per year (365 minus two days off per week).

At eight hours per day, 2,080 hours are scheduled per year (including Paid Time Off). Full time equivalent employment is calculated by dividing total labor hours by 2,080.

Note: The statistical section contains "Unaudited" data.



Miscellaneous Statistical Data Last Ten Years

Fiscal Years 2006 – 2015

	Fiscal Year									
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Population served by Bus	881,705	858,947	863,796	883,631	871,480	922,616	922,616	922,616	933,258	944,971
Size of land area served by Bus (in square miles)	226	229	230	240	238	243	243	243	243	243
Number of Bus Routes	42	45	45	38	38	37	37	40	40	40
Annual PSTA Bus Passenger Miles (in millions) (Excludes Demand Response)	54,078	55,361	60,392	61,549	66,145	71,534	67,977	67,078	65,266	67,813
Miles of Bus Route - Directional Miles	1,011.4	1,006.0	1,011.0	912.9	892.1	898.8	907.2	907.2	885.18	929.1
Average On Time Performance	94.8	93.0	86.9	89.4	91.2	90.5	90.4	82.3	83.4	80.5
Number of Bus Stop Locations	5,735	5,691	5,679	5,691	5,172	5,159	5,105	5,141	5157	4,929
Number of Bus Park and Ride Facilities	3	3	3	3	3	3	2	2	2	2
Number of Transit Centers	3	3	3	3	3	3	3	3	3	4
Number of Transfer Centers	N/A	N/A	N/A	N/A	N/A	14	14	14	14	14
Number of Passenger Shelters	565	639	671	639	712	742	707	707	707	682
No. of Buses in Active Fleet	197	208	205	195	191	191	186	194	199	210
Average Vehicle Age (in years)	4.57	4.79	4.40	4.49	4.40	5.40	6.40	7.40	6.00	7.39
Investment in Property and Equipment (in thousands)	\$85,860	\$85,021	\$85,356	\$83,476	\$88,539	\$78,170	\$76,412	\$86,157	\$79,199	\$83,810

Source: PSTA

N/A : Information not available.

Note: The statistical section contains "Unaudited" data.



ACRONYMS

ACRONYMS

AA	Alternative Analysis
ABBG	American Bus Benchmarking Group
ADA	Americans with Disabilities Act
APTA	American Public Transit Association
AVL	Automatic Vehicle Location System
BEBR	Bureau of Economic and Business Research
BOCC	Board of County Commissioners
BRT	Bus Rapid Transit
CAFR	Comprehensive Annual Financial Report
CIP	Capital Improvement Program
CLASS	Client Assistance System
DART	Demand Response Transportation
DOR	Florida Department of Revenue
EDR	Florida Legislature's Office of Economic & Demographic
FDOT	Florida Department of Transportation
FPTA	Florida Public Transit Association
FTA	Federal Transit Administration
FTC	Florida Transportation Commission
FTE	Full-Time Equivalent
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association of the United States and Canada
GIS	Geographic Information System
HART	Hillsborough Area Regional Transit Authority
IT	Information & Technology Division
LCB	Local Coordinating Board
LPA	Locally Preferred Alternative
L RTP	Long Range Transportation Plan
MBE	Minority Businesses Enterprise
MPO	Metropolitan Planning Organization
NTD	National Transportation Database
PCI	Payment Card Industries
PPM	Project Prioritization Model
PSTA	Pinellas Suncoast Transit Authority
TBARTA	Tampa Bay Area Regional Transportation Authority
TIA	Tampa International Airport
TIP	Transportation Improvement Program
TRAC	Transit Riders Advisory Committee
TRIM	Truth-in-Millage
USDOT	United States Department of Transportation
UAS	Uniform Accounting Standards
VOIP	Voice over Internet Protocol

GLOSSARY

GLOSSARY

ACCESSIBLE is defined by FTA, a site, building, facility, or portion thereof that complies with defined standards and that can be approached, entered, and used by persons with disabilities.

ACCRUAL BASIS is a method of accounting that recognizes revenue when earned and expenditures when incurred regardless of when cash is received or disbursed.

ADA is the Americans with Disabilities act of 1990. This Federal act requires many changes to ensure that people with disabilities have access to jobs, public accommodations, telecommunications, and public services, including public transit. Examples of these changes include mandating that all new buses and rail lines be wheelchair accessible and that alternative transportation be provided to customers unable to access the transit system.

AD VALOREM TAX is a tax levied on the assessed value of the property minus statutory exemptions on which it is levied. The rate of the tax is expressed in "mills." This tax is also called PROPERTY TAX. Also see the definition of MILL.

ADOPTED BUDGET is the financial plan for a fiscal year beginning October 1. Florida Statutes require local governments to approve their budget at the second of two public hearings.

AM Peak is the period in the morning when additional services are provided to handle higher passenger volumes. The period begins when normal headways are reduced and ends when headways are returned to normal.

AMENDED OR REVISED BUDGET is the current year adopted budget adjusted to reflect all budget amendments approved by the Board of Directors through the date indicated.

APPROPRIATION is the legal authorization of funds granted by a legislative body such as Pinellas Suncoast Transit Authority Board of Directors to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and to a time period within which it may be expended

ASSESSED VALUE is a value set upon real estate or other personal property by a government as a basis for levying taxes. The assessed value of property in Pinellas County is determined by the Property Appraiser.

AUTOMATIC VEHICLE LOCATION is a geographic position reporting system used to manage bus service.

AVL is an acronym for Automatic Vehicle Location. See the definition for AUTOMATIC VEHICLE LOCATION.

BEGINNING NET POSITION is the Ending Net Position of the previous period. (See ENDING NET POSITION definition.)

BUDGET is a plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of funding them.

BUS RAPID TRANSIT (BRT) is an innovative, high capacity, lower cost public transit solution that uses buses or specialized vehicles on roadways or dedicated lanes to quickly and efficiently transport passengers to their destinations, while offering the flexibility to meet transit demand.

CAPITAL BUDGET is a formal plan of action for a specified time period for purchases of capital assets using capital grants that is expressed in monetary terms.

CAPITAL ASSET is resources of a long-term character that are intended to continue to be held or

GLOSSARY

used, such as land, buildings, machinery, equipment and improvements.

CAPITAL BUDGET is the financial plan of capital project expenditures for the fiscal year beginning October 1. It incorporates anticipated revenues and appropriations included in the first year of the five year Capital Improvements Program (CIP), and any anticipated unspent budget appropriation balances from the previous fiscal year. It is adopted as a part of the annual budget.

CAPITAL EXPENSE is the costs associated with the purchase of property, buildings, vehicles, and infrastructure improvements. It can also include the costs associated with the long-term maintenance of these assets such as bus overhaul programs, and preventative maintenance. It is also referred to as a capital improvement.

CAPITAL GRANT is monies received from grantor funding agencies used to acquire, construct, or rehabilitate capital assets.

CAPITAL IMPROVEMENT PROGRAM (CIP) is PSTA's financial plan of approved capital projects with their schedules and costs over a five-year period. The CIP is designed to meet capital asset needs in a responsive and efficient manner.

CAPITAL PROJECT is any improvement or acquisition of major capital assets with a useful life of at least five years such as equipment, buildings, or land.

CIP is an acronym for the CAPITAL IMPROVEMENT PROGRAM. See the definition for CAPITAL IMPROVEMENT PROGRAM.

CORRIDOR is a defined metropolitan area considered for significant transportation projects such as highway improvements, bus transit ways, rail lines, bikeways, etc.

CONTINGENCY is a budgetary reserve set aside for emergencies for unforeseen expenditures.

CTC is an acronym for Community Transportation Coordinator.

DART is an acronym for DEMAND RESPONSE TRANSPORTATION. See DEMAND RESPONSE TRANSPORTATION.

DEMAND RESPONSE TRANSPORTATION is a type of transit service where an individual passenger can request transportation from a specific location to another specific location at a certain time. PSTA's demand response service is provided through outside contractors.

DEPRECIATION is the allocation of the acquisition cost of a capital asset to each period benefited by the asset, based on a limited useful life of the capital asset.

ENTERPRISE FUND is a fund established to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

EXPRESS SERVICE is the use of express service speeds up longer trips, especially in major metropolitan areas during heavily patronized peak commuting hours, by operating long distances without stopping. Examples include park-N-ride routes between suburban parking lots and the central business district that operate on freeways, and express buses on major streets that operate local service on the outlying portions of a route until a certain point and then operate non-stop to the central business district.

FARE is the amount charged to passengers for bus and Paratransit services.

FAREBOX is an electronic registering device used to collect and store fare media

GLOSSARY

FARE CARD is electronic fare media used for payment of fares.

FISCAL YEAR is the Fiscal Year for PSTA (October 1st through September 30th). A twelve month period to which the annual operating budget applies, and at the end of which an entity determines its' financial position and the results of its operations.

FIXED ROUTE SERVICE is buses that operate according to fixed schedules and routes.

FLEX SERVICE is transit service that operates along a fixed alignment or path at generally fixed times, but may deviate from the route alignment to collect or drop off passengers who have requested the deviation. This service is also known as Deviated Fixed Route Service.

FTA (Federal Transit Administration) The FTA is PSTA's federal cognizant oversight agency. The FTA helps cities and communities provide mobility to their citizens. Through its grant programs, FTA provides financial and planning assistance to help plan, build, and operate rail, bus and Paratransit systems.

FTE is the acronym for Full-Time Equivalent. See the definition for FULL-TIME EQUIVALENT.

FULL-TIME EQUIVALENT is one position funded for a full year. For example, a permanent employee funded and paid for 40 hours/week and 52 weeks/year or 2 employees funded and paid for 20 hours/week and 52 weeks/year would be equal to one full-time equivalent.

FUND is an accounting entity used to record cash and other financial resources as well as an offsetting amount of liabilities and other uses. The resources and uses are segregated from other resources and uses for the purpose of carrying on specific activities or attaining specific objectives in accordance with special regulations, restrictions, or limitations.

FUNDED POSITIONS is a term referring to the number of authorized positions which funding is included in a given fiscal year's budget.

FUNDING SOURCES is a term referring to the type or origination of funds to finance recurring or non-recurring expenditures. Examples include revenues such as ad valorem taxes, user fees, and grants and non-revenues such as net position.

FY (FISCAL YEAR) 2016 ADOPTED BUDGET refers to the budget for the period beginning October 1, 2015 and ending September 30, 2016. **(FISCAL YEAR) 2017 PLANNED BUDGET** refers to the budget for the period beginning October 1, 2016 and ending September 30, 2017.

GAAP is the acronym for Generally Accepted Accounting Principles.

GASB is an acronym for Governmental Accounting Standards Board. See Governmental Accounting Standards Board.

GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB) is the independent, private-sector organization based in Norwalk, Connecticut, that establishes accounting and financial reporting standards for U.S. state and local governments that follow Generally Accepted Accounting Principles (GAAP).

GRANTS AND AIDS includes all grants, subsidies, and contributions from other government agencies or private organizations.

HEADWAY is the time span between service vehicles (bus or rail) on specified routes sometimes called frequency.

INFRASTRUCTURE is the basic installations and facilities on which the continuance and growth of a community depend. For PSTA, this means such facilities as terminals, transfer stations, Park-N-Ride lots, bus repair garage, fuel lane, etc.

GLOSSARY

INTELEAGENT TRANSPORTATION SYSTEM (ITS) includes signal timing coordination, traffic monitoring devices, and dynamic message signs. Future planning includes communication between vehicles and the transportation infrastructure.

INTERMODAL is transportation by more than one mode (bus, train, etc.) during a single journey.

METROPOLITAN PLANNING ORGANIZATION (MPO) is an agency that provides long-range transportation planning in Pinellas County. The Pinellas County MPO operates in accordance with Federal Law (23 USC 134 and 135) and Chapter 339.175, Florida Statutes to address the mobility needs of people and freight while fostering economic growth and minimizing fuel consumption, air pollution, and greenhouse gas emissions. The MPO works hand-in-hand with the West Central Florida Chairs Coordinating Committee, an organization of area MPO's, to ensure that local and regional transportation priorities are coordinated with land use.

MILL is a monetary measure equating to one one-thousandth (0.001) of a dollar. When used in reference to the AD VALOREM TAX RATE, it means a 1-mill tax is one dollar of tax on \$1,000 of taxable value.

MILLAGE RATE is the rate per one thousand dollars of taxable property value which, when multiplied by the taxable value, yields the tax billing for a given parcel.

MINIMUM SERVICE LEVEL (MSL) is a term which defines the base outputs which are either legally mandated and/or considered to be the most important set of outputs of an organization. The minimum service level corresponds directly to the purpose or mission of the organization.

MODE is A system for carrying transit passengers described by a specific right-of-way, technology and operational features. PSTA utilizes the following modes: Bus and Demand Response.

MSL is the effort, expressed in terms of service and cost, below which it is not realistic or feasible to operate.

MISCELLANEOUS (FUNDING SOURCE) is revenue other than those received from standard sources such as taxes, grants and user fees.

MPO is an acronym for the Metropolitan Planning Organization. See the definition for METROPOLITAN PLANNING ORGANIZATION.

OBJECTIVE is a statement specifying achievements to be attained within a prescribed time frame. An objective is exchanged /superseded by another objective at the expiration of the time frame. An objective is directly connected to how the resources of an organization will be used. An objective statement begins with an action verb and includes the quantified statement of the results expected as an outcome of the action, such as PROVIDE (the action verb) WITH EXISTING MANPOWER, 24-HOUR SECURITY COVERAGE FOR TWO TERMINAL BUILDINGS AT DAILY COST NOT TO EXCEED \$15.60 (quantified results) DURING THE APPLICABLE FISCAL YEAR (explicit timeframe).

OPERATING BUDGET is the budget including appropriations for recurring and certain one-time expenditures that will be consumed in a fixed period of time to provide for day-to-day operations (e.g., salaries and related benefits, operating supplies, contractual and maintenance services, professional services, and operating equipment).

NET POSITION is the cumulative amount that has not been used by which total revenues (including Public Funding) exceed total expenses over a series of years. Annual budget surpluses (or deficits) generally add to (or subtract from) the Net Position. The non-capital asset portion of net position balance is available to fund current or future operating or capital needs.

OFF PEAK is Non-rush hour time periods.

GLOSSARY

OPERATING EXPENSES are Costs associated with the operation of the transit agency. Examples of operating expenses include; fuel, maintenance supplies, labor, professional fees, and office supplies.

OPERATING REVENUES are Income generated from transit services and from other activities directly related to operations.

PARATRANSIT SERVICE is non-fixed route transit service, utilizing vans and sedans to provide pre-arranged trips to and from specific location within the service area to certified participants in the program. Paratransit represents demand response transportation services.

PASS is a discounted type of media for fare payment, which offers unlimited rides for a specified period of time. Examples include 31-day pass, 7-day pass, 1-day (daily) pass, etc.

PASSENGER MILES are the cumulative sum of the distances traveled by passengers.

PASSENGER VEHICLE is a vehicle used to carry passengers in transit service.

PEAK is rush hour time periods, typically defined as 6:00AM through 9:00AM, and 3:00PM through 6:00PM, Monday through Friday.

PM PEAK PERIOD is the period in the afternoon or evening when additional services are provided to handle higher passenger volumes. The period begins when normal headways are reduced, and ends when headways are returned to normal.

PROJECTED EXPENSE is the estimated expense through the end of the current fiscal year for a respective budget line item.

PROPERTY TAX is another term for AD VALOREM TAX. See AD VALOREM TAX.

PSTA is an acronym for Pinellas Suncoast Transit Authority.

RAPID TRANSIT CORRIDOR is a rapid transit corridor represents a relatively wide linear area within which a potential rapid transit facility may be located.

RECOVERY RATIO is one of the key performance indicators, which measures the amount of operating expense that was recovered from fare revenues. The ratio is calculated as fare revenues divided by operating expenses excluding depreciation and other exempt expenses.

RESERVES are that portion of a fund's assets that are (1) set aside for a specific purpose and therefore, not available for general appropriation or (2) anticipated to be available for future re-appropriation by action of the Board of Directors.

REVENUE SERVICE is the time when a vehicle is available to the general public and there is an expectation of carrying passengers.

REVENUE VEHICLE is a vehicle in the fleet that is available to operate in revenue service, including spares and vehicles temporarily out of service for routine maintenance and minor repairs.

RIDE is a trip taken by passengers on the bus.

ROLLED-BACK RATE is that millage rate which, when applied to the total amount of taxable value of property (excluding new construction), produces the same amount of tax dollars as the previous year. Calculation of the "rolled-back rate" is governed by Florida Statutes.

ROLLING STOCK is revenue vehicles used in providing transit service for passengers. The term revenue vehicle includes the body and chassis, except fare collection equipment and revenue vehicle movement control equipment.

RUN is a bus operator's assigned work for the day.

SERVICE AREA is a measure of access to transit service in terms of population serviced and area coverage (square miles).

GLOSSARY

TAXABLE VALUE is the assessed value of property minus any authorized exemptions (i.e., agricultural, homestead exemption). This value is used to determine the amount of ad valorem tax to be levied. The TAXABLE VALUE is calculated by the Property Appraiser's Office in compliance with State Law.'

TAXES are compulsory charges levied by a government to finance services performed for the common benefit.

TD is an acronym for Transportation Disadvantaged.

TRIP by bus is a one-way bus trip from originating terminal to destination terminal.

UNLINKED PASSENGER TRIP (UPT) is each boarding of a passenger is defined as an unlinked passenger trip. Passengers are counted each time they board vehicles no matter how many vehicles they use to travel from their origin to their destination.

VEHICLE HOURS are the hours a vehicle travels from the time it pulls out from its' garage to go

into revenue service to the time it pulls in from revenue service. It is often called platform time. For conventional scheduled services, it includes revenue time and deadhead time.

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VEHICLE REVENUE MILES are the miles that vehicles travel while in revenue service (i.e., the time when a vehicle is available to the general public and there is an expectation of carrying passengers). Vehicle revenue miles exclude travel to and from storage facilities, training operators prior to revenue service, road tests and deadhead travel, as well as school bus and special services.



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Transit Authority

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