



BOARD OF DIRECTORS MEETING
 AGENDA – JANUARY 28, 2015; 9:00 AM
 PSTA BOARD ROOM

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1.	CALL TO ORDER & PLEDGE OF ALLEGIANCE		9:00	
2.	PUBLIC COMMENT		9:05	
3.	AWARDS AND RECOGNITION		9:15	
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4.	NON-BOARD COMMITTEES		9:25	
	A. Transit Riders Advisory Committee	5 min	ELAINE MANN	8
	B. MPO’s Local Coordinating Board	5 min	PATRICIA JOHNSON	9
5.	CONSENT AGENDA		9:35	
	A. Board Meeting Minutes		CHAIR JONSON	10
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	A. SEIU Union Negotiations	10 min	JAMES BRADFORD	40
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	A. Revised PSTA Financial Forecast Development	30 min	BRAD MILLER	43
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8.	REPORTS/CORRESPONDENCE		10:45	
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9.	FUTURE MEETING SUBJECTS		10:50	102

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|---------------------------|-------|
| 10. OTHER BUSINESS | 10:50 |
| 11. BOARD MEMBER COMMENTS | 10:50 |
| 12. ADJOURNMENT | 11:00 |

THE NEXT MEETING IS FEBRUARY 25, 2015 AT 9:00 AM

MEETING NOTICE

The regular monthly meeting of the Pinellas Suncoast Transit Authority (PSTA) Board of Directors will be held on **Wednesday, January 28, 2015, at 9:00 AM**, in the Board Room at PSTA Headquarters, 3201 Scherer Drive, St. Petersburg. Any last minute postponement of the meeting will result in another scheduled meeting to be held at least two days after the postponed meeting. A full Board Report package is available for public viewing at PSTA Headquarters and on PSTA’s website. Materials printed in large type for the visually impaired can be made available by calling 727-540-1800 at least two days prior to the Board Meeting. Special listening devices are available for the hearing impaired and can be reserved by calling 727-540-1800. An interpreter for the hearing impaired can be scheduled with one week advance notice.

Public Comment - Items Not on the Agenda: The Public Comment agenda item presents an opportunity for individuals to provide input on items that do not appear on the agenda. Each speaker will be asked to complete a green comment card, which will be given to the Chairperson by staff. Speakers will be recognized in the order in which cards are received.

Public Comment - Items on the Agenda: After staff presentations on agenda items pertaining to Action Items, the Chairperson will ask for public comment, to be followed by Board comments/action. The public will be allowed to speak on any consent agenda item, other than ceremonial and ministerial items, such as the approval of the Board's minutes, during the Public Comment section of the agenda. Comments on Action Items and Consent Agenda Items must be limited to the specific agenda items. Each speaker will be asked to complete a green comment card, which will be given to the Chairperson by staff. Speakers will be recognized in the order in which cards are received.

Public Comment - Time Limits: Public comment is limited to three minutes per individual speaker, unless the Board grants additional time. A group can designate a spokesperson by completing the appropriate form and presenting it to staff. The spokesperson can then speak on behalf of the group, addressing the Board for three minutes for each member of the group present in the audience who waives his/her right to speak, up to a maximum of ten minutes.

Public Comment - Guidelines: Upon recognition by the Chairperson, individuals addressing the Board shall approach the podium and give his/her name in an audible tone of voice. Each speaker

shall not comment more than once on the same agenda item, at the same meeting, unless the Board grants an exception. All remarks should be addressed to the Board as a body, and not to any member thereof. No person other than members of the Board and the person having the floor shall be permitted to enter into any discussion. Questions shall not be asked to individual Board members except through the Chairperson. Any person making personal, impertinent, or slanderous remarks, or who shall become boisterous while addressing the Board, may be requested to leave the meeting and may be barred from further attendance at that meeting.

If any person decides to appeal any decision made by the Board of Directors with respect to any matter considered at this meeting, he/she will need a record of the proceedings, and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

PUBLIC COMMENT



2: Public Comment

Action: Information Item

Resource: Bill Jonson, Chairperson

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- The Public Comment agenda item presents an opportunity for individuals to provide input on items that do not appear on the agenda.
 - The public will also be allowed to speak on any Consent Agenda item, other than ceremonial and ministerial items, such as the approval of the Board's minutes, during the Public Comment section of the agenda.
 - Each speaker will be asked to complete a green comment card, which will be given to the Chairperson by staff. Speakers will be recognized in the order in which cards are received. Public comment is limited to three minutes per individual speaker, unless the Board grants additional time.
 - A group can designate a spokesperson by completing the appropriate form and presenting it to staff. The spokesperson can then speak on behalf of the group, addressing the PSTA Board for three minutes for each member of the group present in the audience who waives his/her right to speak, up to a maximum of ten minutes.

AWARDS AND RECOGNITION



3A: Employee Commendations – Eliseo Roman & Kersten Chadwick

Action: Information Item

Staff Resource: Brad Miller, CEO

Bus Operator Kersten Chadwick

- On November 22, 2014, Bus Operator Kersten Chadwick was operating the Route 18 on Seminole Boulevard and East Bay Drive.
- A passenger was boarding Mr. Chadwick's bus and fell cutting an artery on his leg. Mr. Chadwick called the Radio Communication Center for assistance and paramedics were called.
- He then removed a towel from his bag and made a tourniquet around the passenger's leg preventing excessive blood loss until the paramedics arrived on the scene.
- Had it not been for Kersten's quick thinking, the passenger may have lost consciousness or possibly worse.

Bus Operator Eliseo Roman

- On November 27th (Thanksgiving Day), Bus Operator Eliseo Roman was operating the Route 19 bus at the intersection of Central Avenue and 34th Street in St. Petersburg preparing to turn south onto 34th Street.
- All of a sudden the car in front of his bus was suddenly struck by another vehicle which was traveling over 100 miles per hour.
- The impact totaled both vehicles and took the lives of two people.
- Mr. Roman took action immediately to evade the out-of-control vehicles.
- He remained composed while securing the bus and calming his passengers who were understandably upset.
- Mr. Roman remained on the scene and was able to give a detailed account of what he witnessed to the police ultimately helping them with their investigation.

AWARDS AND RECOGNITION



3B: Outgoing Board Member – Susan Latvala

Action: Information Item

Staff Resource: Brad Miller, CEO

Susan Latvala

- Former Commissioner Susan Latvala served on the PSTA Board from June 2006 to December 2014.
- During her service on the Board, she was a member of the Finance, Legislative, Planning, and the Advisory Committee for Pinellas Transportation (ACPT) Committees.
- She will receive a plaque and lifetime pass.

AWARDS AND RECOGNITION



3C: Incoming Board Members – Dave Eggers, Pat Gerard, Curtis Holmes

Action: Information Item

Staff Resource: Brad Miller, CEO

Dave Eggers

- Commissioner Eggers has been appointed to PSTA and will fill the term that began October 1, 2014 and ends on September 30, 2017.

Pat Gerard

- Commissioner Gerard has been appointed to PSTA and will fill the term that began October 1, 2013 and ends on September 30, 2016.

Curtis Holmes

- Commissioner Holmes has been appointed to PSTA and will fill the term that began October 1, 2013 and ends on September 30, 2016.

NON-BOARD COMMITTEES



4A: Transit Riders Advisory Committee

Action: Information Item

Staff Resource: Brad Miller, CEO
Elaine Mann, Committee Chair



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- Ms. Mann will give an update on the January 20, 2015 Transit Riders Advisory Committee (TRAC) meeting.
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Attachments: None

NON-BOARD COMMITTEES



4B: MPO's Local Coordinating Board

Action: Information Item

Staff Resource: Brad Miller, CEO
Patricia Johnson, PSTA's Rep.



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- Ms. Johnson will give an update on the recent meeting of the Metropolitan Planning Organization (MPO) Local Coordinating Board (LCB).
-

Attachments: None

CONSENT AGENDA



5A: Board Meeting Minutes

Action: Approve Board Meeting Minutes

Staff Resource: Clarissa Keresztes, Administrative Assistant

- Staff recommends approval of the minutes of the December 10, 2014 Board Meeting.
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Attachments:

1. Minutes



PINELLAS SUNCOAST TRANSIT AUTHORITY
3201 SCHERER DRIVE, ST. PETERSBURG, FL 33716
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**BOARD OF DIRECTORS MEETING
MINUTES – DECEMBER 10, 2014**

The Pinellas Suncoast Transit Authority (PSTA) Board of Directors met in regular session in the Board Room at PSTA Headquarters at 9:00 AM on this date with the following members present:

Kenneth Welch, Chairperson
Bill Jonson, Vice-Chairperson
Julie Bujalski, Secretary/Treasurer
Joseph Barkley
Doug Bevis
Mark Deighton
Ben Diamond
Janet Long
John Morrioni
Wengay "Newt" Newton
Darden Rice
Brian Scott
Michael Smith

Absent

Patricia Johnson

Also Present:

Brad Miller, CEO
Alan Zimmet, PSTA General Counsel
PSTA Staff Members
Members of the Public

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairperson Welch called the meeting to order at 9:03 AM and the Board was led in a moment of silence and the Pledge of Allegiance.

PUBLIC COMMENT

Tom Rask, Seminole (also for Sully Grasso), expressed his concern that there was an armed security guard in PSTA's lobby. He commented on an email written in November by James Bradford, and Chairperson Welch replied that Alan Zimmet, General Counsel, will review the email.

[Mr. Newton entered the meeting at 9:06 AM.]

Barb Haselden, St. Petersburg, (also for Gisela Laubitz, South Pasadena), spoke on behalf of No Tax For Tracks and commented on the outpouring of support. She talked about cities that were not in support of Greenlight Pinellas. She spoke about the core versus coverage routes and about using smaller buses. Ms. Haselden indicated that she would like to be part of the planning retreat to represent the people. Chairperson Welch responded that he appreciated Ms. Haselden's efforts.

Devin Henderson, college student, stated that he also was concerned there was an armed guard in the lobby. He commented on the Pinellas Park Transit Center costing \$341,000. He stated his opinion that all the Board officers should be changed.

[Ms. Long entered the meeting at 9:31 AM.]

Christine Lester, St. Giles Manor II, spoke of her elderly residents having to cross the road to catch the Route 74 bus, and suggested changing the Route 444 to accommodate the residents. Mr. Miller asked Ed Kester, Safety, Security & Training Supervisor, to speak further with her.

Steve Lange, Pinellas County resident, spoke about the 62:38 Greenlight Pinellas vote, and said he does not trust the Board. Chairperson Welch pointed out that the voters of Pinellas County showed faith by re-electing them.

Jasmina Forcan, Clearwater, stated that she supports transit.

Mitchel McNeally, Pinellas County resident, spoke about the fare survey that was conducted December 1-7. He said the survey was only made available on PSTA's website and not in paper form.

Phil Compton, Sierra Club, talked about ground-level ozone and the high level of smog in the Tampa Bay region. He applauded the fact that the new buses PSTA is purchasing are greener.

M.J. Binz, Pinellas County resident, stated that she is experiencing problems with her bus pass. Mr. Miller responded that this is the reason the Smart Card technology is so important.

AWARDS/RECOGNITION

Outgoing Board Member – Susan Latvala – Chairperson Welch explained that due to a conflict, Ms. Latvala was unable to attend the Board meeting.

NON-BOARD COMMITTEES

Transit Riders Advisory Committee (TRAC) – Elaine Mann, Committee Chair, reported on the November 18th TRAC meeting. She informed the Board that the following information items were discussed: post-Greenlight next steps, an update on the homeless initiative, the survey about the Smart Card Technologies and public engagement, and an update on the 2014 Title VI program and policies. Ms. Mann indicated that there will not be a December TRAC meeting.

Metropolitan Planning Organization's (MPO) Local Coordinating Board – This item will be discussed at the next Board meeting on January 28th.

CONSENT AGENDA

Chairperson Welch pulled item D - 2015 Board Meeting Schedule. Ms. Long made a motion, seconded by Mr. Newton to approve the Consent Agenda items A-C. There were no public comments. The Board unanimously approved the Consent Agenda, which included the approval of the October 22, 2014 Board meeting minutes, the September 3rd and 10th Public Hearing minutes, the trolley services letters of intent, and the remanufacture of bus parts and components contracts.

Mr. Miller spoke of some changes to the 2015 Board meeting schedule, including the two night meetings. In response to Chairperson Welch's call for public comment, Mr. Henderson stated his concern about cutting the evening meetings, and said he would like more Board meetings in the evening. Chairperson Welch responded that the evening meetings were added so more people could attend, however, the attendance did not increase as expected. Mr. Rask added that there is a requirement for two evening meetings in the Rules and Regulations. Alan Zimmet, General Counsel, stated that he has drafted a change to the Rules and Regulations to reflect the change in meeting times, and that the Board will take action at their next meeting. Ms. Long made a motion, seconded by Mr. Newton to approve the meeting schedule. There were no further public comments. Motion passed unanimously.

ACTION ITEMS

Board Officers/Committee Appointments – Mr. Newton reported that the Nominating Committee met on December 3rd and developed a recommended slate of Board Officers and Committee appointments. Ms. Bujalski made a motion, seconded by Mr. Scott to approve the recommended slate, but postpone voting on the one year clause. Chairperson Welch reported that Mr. Morroni is resigning his seat on the Board. Mr. Miller informed the Board that there will be another Nominating Committee in early January scheduled to fill vacancies on the Committees with the new incoming Board members. Mr. Jonson questioned PSTA's Metropolitan Planning Organization (MPO) representative. Mr. Newton responded that it was not known at the time of the Nominating Committee meeting if Ms. Bujalski would continue to serve. There were no public comments. Motion passed unanimously.

Mr. Newton stated that the Nominating Committee also recommended that PSTA Officers serve one year with the expectation that the Vice-Chairperson will succeed the Chairperson in the following year and the Secretary/Treasurer, the year after. Ms. Rice voiced her concern about this being a rigid rule that must be followed. She believes this paragraph should be a best practice or suggestion due to possible extenuating circumstances. Mr. Newton clarified this recommendation further. Ms. Rice made a motion, seconded by Mr. Deighton. There were no public comments. Motion passed unanimously.

INFORMATION ITEMS

Board Planning Workshop – Mr. Miller informed that Board that there is a planning workshop scheduled for January 21st, which will be the first of multiple discussions with the Board to revisit the plans of Greenlight Pinellas and to get updated information on financials and revised forecasts for the future. Mr. Miller reported that without new revenue sources service will have to be cut by 25-30%. He informed the Board that Dave Eggers and Pat Gerard will be joining the Board in January, and Mr. Smith is resigning his seat on the Board. Mr. Miller presented a draft agenda for the workshop, and Chairperson Welch stated that the workshop focus should be on the financial projections, the core versus coverage scenarios, and expense options. Ms. Long said she believes it would be beneficial to have a facilitator for this meeting, with Chairperson Welch agreeing. Ms. Bujalski asked Mr. Miller to re-distribute the Bus Study.

2015 State Legislative Update – Ms. Rice reported that the Legislative Committee met on December 3rd and discussed the Legislative agenda and draft priorities. The Committee also received an update on the homeless initiative from Ross Silvers,

Mobility Manager. She said there was discussion about post-Greenlight, with Mr. Diamond suggesting a strategic approach with a pilot program for Bus Rapid Transit (BRT) with Legislative funding. The Committee also discussed meeting with the local legislative delegation, and coordinating PSTA's Legislative priorities with other agencies. She reported that the 2015 State Legislative priorities are: BRT funding, pursuing an increase in the Transit Block Grant funding, pursuing more funding for the Tampa Bay Regional Fare Collection, funding for the Gateway Park & Ride Development, ensuring the multi-modal aspect of the Howard Frankland Bridge/SR60 project, and continuing to pursue the community college student fees. Ms. Rice reported that new priorities that PSTA will ask for is increased Corridor and Service Development funds and increased funding for the Transportation Disadvantaged (TD) passes. Ms. Rice made a motion, seconded by Ms. Bujalski to approve the Legislative Agenda. There were no public comments. Motion passed unanimously.

REPORTS/CORRESPONDENCE

PSTA Performance Report/Updates – The report was included in the Board packet. Mr. Miller said that there was historic record ridership in FY 2014, and October was the highest month ever in ridership. Mr. Jonson commented on the Awesome Bus Operator refresher training. Mr. Miller explained the program and said that the 2015 budget included additional funds for Bus Operator training.

FUTURE MEETING SUBJECTS

The Board received a schedule of future meeting subjects. Mr. Miller stated that there will not be Finance and Planning Committee meetings on January 21st due to the workshop, but there will be a Nominating Committee meeting and an Executive Committee meeting in early January.

OTHER BUSINESS

None.

BOARD MEMBER COMMENTS

Mr. Diamond stated that he believes the workshop is very important and looks forward to it.

Mr. Scott commented that he also looks forward to the workshop.

Mr. Smith reported that he was given the opportunity to serve on the MPO/Pinellas Planning Council (PPC), and that he will be replaced by Commissioner Curtis Holmes to serve the rest of his tenure on the Board.

Ms. Rice thanked Ms. Haselden for her comments on strengthening the bus system and the willingness to work with PSTA.

Mr. Newton thanked everyone for voting, and said he will continue to be part of the solution to the transit issues. He recognized 22 Bus Operator and two Customer Service Representative (CSR's) for passenger commendations and thanked them for their service.

Ms. Bujalski reported that Dunedin has re-appointed her to the PSTA Board, and thanked the Nominating Committee for recommending her nomination for Vice-Chairperson.

Mr. Jonson spoke of a presentation on the history behind the financing for SunRail. He thanked Ms. Haselden for her earlier comments. He remarked on the progress at PSTA since 2001 when he joined the Board.

Ms. Long thanked Chairperson Welch for his leadership through difficult times.

Mr. Bevis said he is excited to be back on the Board. He said the voting proved that improved transit is an issue that everyone agreed on, and he looks forward to the workshop and working with both sides on the issue to make a better transit system.

Mr. Morroni commented that if PSTA is to move forward, everyone has to come together in a positive way.

Mr. Barkley stated that he is looking forward to the workshop in light of the potential budgetary problems down the line, and looks forward to 2015 being a year where PSTA can start to build and grow the system.

Chairperson Welch thanked the Board and staff for all the hard work over the last year, and said he is looking forward to working with the new executive team next year.

Lastly, the entire Board welcomed Mayor Bevis and said good-bye to Commissioner Morroni and Commissioner Smith. They also wished everyone Happy Holidays and a Happy New Year.

ADJOURNMENT

There being no further business, Chairperson Welch adjourned the meeting at 11:10 AM. The next meeting is scheduled for January 28th at 9:00 AM.

Chairperson



5B: ICAR (MPO) Agreement

Action: Approve ICAR and Public Transportation Coordination JPA

Staff Resource: Cassandra Borchers, CDO
Bill Jonson, Committee Chair



Background:

- Title 23 Code of Federal Regulations (CFR) §450.314 states the Metropolitan Planning Organization (MPO), the State and the public transportation operator(s) shall cooperatively determine mutual responsibilities in carrying out the metropolitan planning process and clearly define these responsibilities in a written agreement.
- Title 49 United States Code (USC) Section 5303 and any subsequent applicable amendments, requires each metropolitan area, as a condition to the receipt of federal capital or operating assistance, to have a continuing, cooperative, and comprehensive transportation planning process in designated urbanized areas to develop and implement plans and programs consistent with the comprehensively planned development of the metropolitan area.
- PSTA receives \$80,000 per year from the Pinellas MPO from this 5303 funding to support public transportation planning in Pinellas County.
- The MPO regularly updates a consolidated joint agreement between PSTA, the Florida Department of Transportation (FDOT), the Tampa Bay Area Regional Transportation Authority (TBARTA) and the Tampa Bay Regional Planning Council (TBRPC) which outlines cooperative procedures; intergovernmental coordination and review; and a conflict and dispute resolution process.
- This agreement is required to maintain the parties' eligibility for §5303 federal funding. It is reviewed and updated every five years.

Recommendation:

- The Finance Committee reviewed this item and is recommending approval.

Attachments:

1. Agreement

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
INTERGOVERNMENTAL COORDINATION AND REVIEW
AND
PUBLIC TRANSPORTATION COORDINATION
JOINT PARTICIPATION AGREEMENT

THIS JOINT PARTICIPATION AGREEMENT is made and entered into on this _____ day of _____, 2014 by and between the FLORIDA DEPARTMENT OF TRANSPORTATION; the PINELLAS COUNTY METROPOLITAN PLANNING ORGANIZATION; the TAMPA BAY AREA REGIONAL TRANSPORTATION AUTHORITY; the TAMPA BAY REGIONAL PLANNING COUNCIL; and the PINELLAS SUNCOAST TRANSIT AUTHORITY.

RECITALS

WHEREAS, the Federal Government, under the authority of Title 23 United States Code Section 134 and Title 49 United States Code (USC) Section 5303 and any subsequent applicable amendments, requires each metropolitan area, as a condition to the receipt of federal capital or operating assistance, to have a continuing, cooperative, and comprehensive transportation planning process in designated urbanized areas to develop and implement plans and programs consistent with the comprehensively planned development of the metropolitan area;

WHEREAS, Title 23 USC §134, Title 49 USC §5303, and Section 339.175, Florida Statutes (F.S.), provide for the creation of metropolitan planning organizations to develop transportation plans and programs for urbanized areas;

WHEREAS, Title 23 Code of Federal Regulations (CFR) §450.314 requires that the State, the Metropolitan Planning Organization, and the operators of publicly owned transportation systems shall enter into an agreement clearly identifying the responsibilities for cooperatively carrying out such transportation planning (including multimodal, systems-level corridor and subarea planning studies pursuant to Title 23 CFR §§450.212 and 450.318) and programming;

WHEREAS, pursuant to Section 20.23, F.S., the Department has been created by the State of Florida, and the Department has the powers and duties relating to transportation, as outlined in Section 334.044, F.S.;

WHEREAS, pursuant to 23 USC §134(d), 49 USC §5303, 23 CFR §450.310, and Section 339.175(2), (3), and (4) F.S., the Pinellas County Metropolitan Planning Organization, herein after referred to as the Metropolitan Planning Organization or MPO, has been designated and its membership re-apportioned by the Governor of the State of Florida, with the agreement of the affected units of general purpose local government, to organize and re-establish the Metropolitan Planning Organization;

WHEREAS, pursuant to the Interlocal Agreement executed on _____, and filed with the Clerk of the Circuit Court of Pinellas County, the MPO was re-established;

WHEREAS, pursuant to Chapter 343, Part V, Laws of Florida, the Tampa Bay Area Regional Transportation Authority was created and established as a Regional Transportation Authority with the purpose to improve mobility and expand multimodal transportation options for passengers and freight throughout the seven-county Tampa Bay region with the right to plan, develop, finance, construct, own, purchase, operate, maintain, relocate, equip, repair and manage multimodal systems in Citrus, Hernando, Hillsborough, Manatee, Pasco, Pinellas, and Sarasota counties;

WHEREAS, pursuant to Chapter 2000-424, as amended by 2002-341, Laws of Florida, the Pinellas Suncoast Transit Authority (PSTA) was created and established to purchase, own, and/or operate transit facilities, to contract transit services, to exercise power of eminent domain, to conduct studies and to contract with other government agencies, private companies and individuals;

WHEREAS, pursuant to Section 339.175(10)(a) 2, F.S., the MPO shall execute and maintain an agreement with the metropolitan and regional intergovernmental coordination and review agencies serving the Metropolitan Planning Area;

WHEREAS, the agreement must describe the means by which activities will be coordinated and specify how transportation planning and programming will be part of the comprehensively planned development of the Metropolitan Planning Area;

WHEREAS, pursuant to Section 186.504, F.S., and Chapter 29H-1.002, Florida Administrative Code (FAC), the Tampa Bay Regional Planning Council, herein after referred to as the Regional Planning Council or the RPC, was established and operates with a primary purpose of intergovernmental coordination and review;

WHEREAS, pursuant to Section 186.505(24), F.S., the RPC is to review plans of metropolitan planning organizations to identify inconsistencies between those agencies' plans and applicable local government comprehensive plans adopted pursuant to Chapter 163, F.S.;

WHEREAS, the RPC, pursuant to Section 186.507, F.S., is required to prepare a Strategic Regional Policy Plan, which will contain regional goals and policies that address regional transportation issues;

WHEREAS, based on the RPC statutory mandate to identify inconsistencies between plans of metropolitan planning organizations and applicable local government comprehensive plans, and to prepare and adopt a Strategic Regional Policy Plan, the RPC is appropriately situated to assist in the intergovernmental coordination of the transportation planning process;

WHEREAS, pursuant to Section 186.509, F.S., and Chapter 29H-13, FAC, the RPC has adopted a conflict and dispute resolution process;

WHEREAS, the purpose of the dispute resolution process is to reconcile differences in planning and growth management issues between local governments, regional agencies, and private interests;

WHEREAS, the parties hereto have determined that the voluntary dispute resolution process can be useful in resolving conflicts and disputes arising in the transportation planning process;

WHEREAS, pursuant to Title 23 CFR §450.314 and Section 339.175(10)(a) 3, F.S., the MPO must execute and maintain an agreement with the operators of public transportation systems, including transit systems, commuter rail systems, airports, seaports, and spaceports, describing the means by which activities will be coordinated and specifying how public transit, commuter rail, aviation, and seaport planning (including multimodal, systems-level corridor and subarea planning studies pursuant to 23 CFR §450.212 and §450.318) and programming will be part of the comprehensively planned development of the Metropolitan Planning Area;

WHEREAS, port and aviation facilities in Pinellas County are under the jurisdiction of local governments that are members of the MPO;

WHEREAS, it is in the public interest that the MPO, operators of public transportation systems, including transit systems, commuter rail systems, port and aviation authorities, jointly pledge their intention to cooperatively participate in the planning and programming of transportation improvements within this Metropolitan Planning Area;

WHEREAS, the undersigned parties have determined that this Agreement satisfies the requirements of and is consistent with Title 23 CFR §450.314 and Section 339.175(10), F.S.; and

WHEREAS, the parties to this Agreement desire to participate cooperatively in the performance, on a continuing basis, of a cooperative, and comprehensive transportation planning process to assure that highway facilities, transit systems, bicycle and pedestrian facilities, rail systems, air transportation and other facilities will be located and developed in relation to the overall plan of community development.

NOW, THEREFORE, in consideration of the mutual covenants, promises, and representation herein, the parties desiring to be legally bound, do agree as follows:

ARTICLE 1

RECITALS; DEFINITIONS

Section 1.01. Recitals. Each and all of the foregoing recitals are incorporated herein and acknowledged to be true and correct. Failure of any of the foregoing recitals to be true and correct shall not operate to invalidate this Agreement.

Section 1.02. Definitions. The following words when used in this Agreement (unless the context shall clearly indicate the contrary) shall have the following meanings:

Agreement means and refers to this instrument, as may be amended from time to time.

Corridor or Subarea Study shall mean and refer to studies involving major investment decisions or as otherwise identified in Title 23 CFR §§450.212 and 450.318.

Department shall mean and refer to the Florida Department of Transportation, an agency of the State of Florida, created pursuant to Section 20.23, F.S.

FHWA means and refers to the Federal Highway Administration.

Long Range Transportation Plan is the 20-year transportation planning horizon which identifies transportation facilities; includes a financial plan that demonstrates how the plan can be implemented and assesses capital improvements necessary to preserve the existing metropolitan transportation system and make efficient use of existing transportation facilities; indicates proposed transportation activities; and, in ozone/carbon monoxide nonattainment areas is coordinated with the State Implementation Plan, all as required by Title 23 USC §134(i), Title 49 USC §5303, Title 23 CFR §450.322, and Section 339.175(7), F.S.

Metropolitan Planning Area means and refers to the planning area as determined by agreement between the MPO and the Governor for the urbanized areas designated by the United States Bureau of the Census as described in 23 USC §134(b)(1), 49 USC §5303, and Section 339.175(2)(c) and (d), F.S., and including the existing urbanized area and the contiguous area expected to become urbanized within a 20-year forecast period, which shall be subject to the Metropolitan Planning Organization's planning authority.

Metropolitan Planning Organization (MPO) means and refers to the Metropolitan Planning Organization formed pursuant to this Interlocal Agreement as described in Title 23 USC §134(b)(2), Title 49 USC §5303, and Section 339.175(1), F.S. This may also be referred to as a Transportation Planning Organization (TPO).

Regional Planning Council means and refers to the Tampa Bay Regional Planning Council created pursuant to Section 186.504, F.S., and identified in Chapter 29H-1.002, FAC.

TBARTA means and refers to the Tampa Bay Area Regional Transportation Authority created pursuant to Chapter 343, Part V, F.S.

Transportation Improvement Program (TIP) is the staged multi-year program of transportation improvement projects developed by a metropolitan planning organization consistent with the Long Range Transportation Plan, developed pursuant to Titles 23 USC §134(j), 49 USC §5303, 23 CFR §450.324 and Section 339.175(8), F.S.

Unified Planning Work Program (UPWP) is a biennial program developed in cooperation with the Department and public transportation providers, that identifies the planning priorities and activities to be carried out within a metropolitan planning area to be undertaken during a 2-year period, together with a complete description thereof and an estimated budget, as required by Title 23 CFR §450.308, and Section 339.175(9), F.S.

ARTICLE 2 **PURPOSE**

Section 2.01. Coordination with public transportation system operators. This Agreement is to provide for cooperation between the MPO, the Department, the TBARTA, the PSTA, and the local governments having jurisdiction of Pinellas County's port and aviation facilities in the development and preparation of the UPWP, the TIP, the LRTP, and any applicable Corridor or Subarea Studies.

Section 2.02. Intergovernmental coordination; Regional Planning Council. Further, this Agreement is to provide a process through the RPC for intergovernmental coordination and review and identification of inconsistencies between proposed MPO transportation plans and local government comprehensive plans adopted pursuant to Chapter 163, F.S., and reviewed by the Division of Community Development within the Florida Department of Economic Opportunity.

Section 2.03. Dispute resolution. This Agreement also provides for a conflict and dispute resolution process through the RPC in accordance with Chapter 29H-13, Florida Administrative Code and Article 5.

ARTICLE 3 **COOPERATIVE PROCEDURES FOR PLANNING AND PROGRAMMING** **WITH OPERATORS OF PUBLIC TRANSPORTATION SYSTEMS**

Section 3.01. Cooperation with operators of public transportation systems; coordination with local government approved comprehensive plans.

- (a) The MPO shall cooperate with the TBARTA, the PSTA and the local governments having jurisdiction of Pinellas County's ports and aviation facilities to optimize the planning and programming of an integrated and balanced intermodal transportation system for the Metropolitan Planning Area.
- (b) The MPO shall implement a continuing, cooperative, and comprehensive transportation planning process that is consistent, to the maximum extent feasible, with port and aviation master plans, and public transit development plans of the units of local governments whose boundaries are within the Metropolitan Planning Area.

- (c) As a means towards achievement of the goals in paragraphs (a) and (b) and in an effort to coordinate intermodal transportation planning and programming, the MPO may include as part of its membership officials of agencies that administer or operate major modes or systems of transportation, including but not limited to transit operators, sponsors of major local airports, maritime ports, and rail operators per Federal regulations. The representatives of the major modes or systems of transportation may be accorded voting or non-voting advisor status. In the Metropolitan Planning Area if authorities or agencies are created by law to perform transportation functions and that are not under the jurisdiction of a general purpose local government represented on the MPO, the MPO may request the Governor to designate said authority or agency as a voting member of the MPO in accordance with the requirements of Section 339.175, F.S. If the new member would significantly alter local government representation in the MPO, the MPO shall propose a revised apportionment plan to the Governor to ensure voting membership on the MPO to be an elected official representing public transit authorities which have been, or may be, created by law.

The MPO shall ensure that representatives of ports, transit authorities, rail authorities, and airports within the Metropolitan Planning Area are provided membership on the MPO Technical Coordinating Committee.

Section 3.02. Preparation of transportation related plans.

- (a) Although the adoption or approval of the UPWP, the TIP, and the LRTP is the responsibility of the MPO, development of such plans or programs shall be viewed as a cooperative effort involving the Department, TBARTA, and PSTA in developing its plans and programs, the MPO shall solicit the comments and recommendations of the parties to this Agreement in the preparation of such plans and programs.
- (b) When preparing the UPWP, the TIP, or the LRTP, or preparing other than a minor amendment thereto (as determined by the MPO), the MPO shall provide notice to the Department, TBARTA, and PSTA, advising them of the scope of the work to be undertaken and inviting comment and participation in the development process. The MPO shall ensure that the chief operating officials of the Department, TBARTA and PSTA shall receive at least 15 days written notice of all public workshops and hearings, or specified number of days per MPO bylaws, relating to the development of such plans and programs.
- (c) Local government comprehensive plans.
- (1) In developing the TIP, the LRTP, or Corridor or Subarea studies, or preparing other than a minor amendment thereto (as determined by the MPO), the MPO, TBARTA, and PSTA shall analyze for each local government in the Metropolitan Planning Area:
- (i) each comprehensive plan's future land use element;
 - (ii) the goals, objectives, and policies of each comprehensive plan; and
 - (iii) the zoning, of each local government in the Metropolitan Planning Area.
- (2) Based upon the foregoing review and a consideration of other growth management factors, the MPO, PSTA, and RPC, shall provide written recommendations to local governments in the Metropolitan Planning Area in the development, amendment, and implementation of their comprehensive plans.

- (3) The MPO agrees that, to the maximum extent feasible, the LRTP and the projects and project-phases within the TIP shall be consistent with the future land use element and goals, objectives, and policies of each comprehensive plan of the local governments in the Metropolitan Planning Area. If the MPO's TIP is inconsistent with a local government's comprehensive plan, the MPO shall so indicate, and the MPO shall present, as part of the TIP, justification for including the project in the program.
- (d) Multi-modal transportation agency plans.
- (1) In developing the TIP, the LRTP, or Corridor or Subarea studies, or preparing other than a minor amendment thereto (as determined by the MPO), the MPO shall analyze the master plans of PSTA and TBARTA. Based upon the foregoing review and a consideration of other transportation-related factors, the MPO, shall from time to time and as appropriate, provide recommendations to the parties to this Agreement as well as local governments within the Metropolitan Planning Area, for the development, amendment, and implementation of their master, development, or comprehensive plans.
 - (2) In developing or revising their respective master, development, or comprehensive plans, the parties to this Agreement shall analyze the draft or approved Unified Planning Work Program, Transportation Improvement Program, Long Range Transportation Plan, or Corridor or Subarea studies, or amendments thereto. Based upon the foregoing review and a consideration of other transportation-related factors, the parties to this Agreement shall from time to time and as appropriate, provide written recommendations to the MPO with regard to development, amendment, and implementation of the plans, programs, and studies.
 - (3) The MPO agrees that, to the maximum extent feasible, the Transportation Improvement Program shall be consistent with the affected master plans and development plans of the parties to this Agreement.

ARTICLE 4

INTERGOVERNMENTAL COORDINATION AND REVIEW

Section 4.01. Coordination with Regional Planning Council. The RPC shall perform the following tasks:

- (a) Within 30 days of receipt, the RPC shall review the draft TIP, LRTP, Corridor and Subarea studies, or amendments thereto, as requested by the MPO, to identify inconsistencies between these plans and programs and applicable local government comprehensive plans adopted pursuant to Chapter 163, F.S., for counties and cities within the Metropolitan Planning Area and the adopted Strategic Regional Policy Plan.
 - (1) The parties recognize that, pursuant to Florida law, the LRTP and the TIP of the MPO must be considered by cities and counties within the Metropolitan Planning Area in the preparation, amendment, and update/revision of their comprehensive plans. Further, the LRTP and the projects and project phases within the TIP are to be consistent with the future land use element and goals, objectives, and policies of the comprehensive plans of local governments in the Metropolitan Planning Area. Upon completion of its review of a draft TIP or LRTP, the RPC shall advise the MPO and each county or city of its findings;
 - (2) The RPC shall advise the MPO in writing of its concerns and identify those portions of the submittals which need to be reevaluated and potentially modified if the RPC review

identifies inconsistencies between the draft TIP or LRTP and local comprehensive plans;
and

- (3) Upon final adoption of the proposed Transportation Improvement Program, Long Range Transportation Plan, Corridor and Subarea studies, or amendments thereto, the MPO may request that the RPC consider adoption of regional transportation goals, objectives, and policies in the Strategic Regional Policy Plan implementing the adopted Transportation Improvement Program, Long Range Transportation Plan, Corridor and Subarea studies, or amendments thereto. If the proposed plan, program, or study, or amendments thereto, was the subject of previous adverse comment by the RPC, the MPO will identify the change in the final adopted plan intended to resolve the adverse comment, or alternatively, the MPO shall identify the reason for not amending the plan as suggested by the RPC.
- (b) Provide the availability of the conflict and dispute resolution process as set forth in Article 5 below.

ARTICLE 5

CONFLICT AND DISPUTE RESOLUTION PROCESS

- Section 5.01. Disputes and conflicts under this Agreement. This process shall apply to conflicts and disputes relating to matters subject to this Agreement, or conflicts arising from the performance of this Agreement. Except as otherwise provided in this Article 5, only representatives of the agencies with conflicts or disputes shall engage in conflict resolution. Any conflict and dispute resolution procedures conducted under this Article shall be in accordance with Chapter 29H-13, Florida Administrative Code.
- Section 5.02. Initial resolution. The affected parties to this Agreement shall, at a minimum, ensure the attempted early resolution of conflicts relating to such matters. Early resolution shall be handled by direct discussion between the following officials:
- Florida Department of Transportation: District Director for Transportation Development
 - Pinellas County Metropolitan Planning Organization: Executive Director
 - Tampa Bay Area Regional Transportation Authority: Executive Director
 - Tampa Bay Regional Planning Council: Executive Director
 - Pinellas Suncoast Transit Authority: Chief Executive Officer
- Section 5.03. Resolution by senior agency official. If the conflict remains unresolved, the conflict shall be resolved by the following officials:
- Florida Department of Transportation: District Seven Secretary
 - Pinellas County Metropolitan Planning Organization: Executive Director
 - Tampa Bay Area Regional Transportation Authority: Executive Director
 - Tampa Bay Regional Planning Council: Executive Director
 - Pinellas Suncoast Transit Authority: Chief Executive Officer

Section 5.04. Resolution by the Office of the Governor. If the conflict is not resolved through conflict resolution pursuant to Sections 5.02, 5.03, and 5.04 of this Agreement, the parties shall petition the Executive Office of the Governor for resolution of the conflict pursuant to its procedures. Resolution of the conflict by the Executive Office of the Governor shall be binding on all parties.

ARTICLE 6

MISCELLANEOUS PROVISION

Section 6.01. Constitutional or statutory duties and responsibilities of parties. This Agreement shall not be construed to authorize the delegation of the constitutional or statutory duties of any of the parties. In addition, this Agreement does not relieve any of the parties of an obligation or responsibility imposed upon them by law, except to the extent of actual and timely performance thereof by one or more of the parties to this Agreement or any legal or administrative entity created or authorized by this Agreement, in which case this performance may be offered in satisfaction of the obligation or responsibility.

Section 6.02. Amendment of Agreement. Amendments or modifications of this Agreement may only be made by written agreement signed by all parties hereto with the same formalities as the original Agreement.

Section 6.03. Duration; withdrawal procedure.

- (a) Duration. This Agreement shall have a term of (5) years and shall automatically renew at the end of said (5) years for another (5) term and every (5) years thereafter. At the end of the (5) year term and at least every (5) years thereafter, the parties hereto shall examine the terms hereof and agree to amend the provisions or reaffirm the same. However, the failure to amend or to reaffirm the terms of this Agreement shall not invalidate or otherwise terminate this Agreement.
- (b) Withdrawal procedure. Any party may withdraw from this Agreement after presenting in written form a notice of intent to withdraw to the other parties to this Agreement and the MPO, at least (90) days prior to the intended date of withdrawal; provided, that financial commitments made prior to withdrawal are effective and binding for their full term and amount regardless of withdrawal.

Section 6.04. Notices. All notices, demands and correspondence required or provided for under this Agreement shall be in writing and delivered in person or dispatched by certified mail, postage prepaid, return receipt requested. Notice is required to be given and shall be addressed as follows:

See Exhibit 1

A party may unilaterally change its address or addressee by giving notice in writing to the other parties as provided in this section. Thereafter, notices, demands and other pertinent correspondence shall be addressed and transmitted to the new address.

Section 6.05. Interpretation.

- (a) Drafters of Agreement. All parties hereto were each represented by, or afforded the opportunity for representation by legal counsel, and participated in the drafting of this Agreement and in the

choice of wording. Consequently, no provision hereof should be more strongly construed against any party as drafter of this Agreement.

- (b) Severability. Invalidation of any one of the provisions of this Agreement or any part, clause or word hereof, or the application thereof in specific circumstances, by judgment, court order, or administrative hearing or order shall not affect any other provisions or applications in other circumstances, all of which shall remain in full force and effect; provided, that such remainder would then continue to conform to the terms and requirements of applicable law.
- (c) Rules of construction. In interpreting this Agreement, the following rules of construction shall apply unless the context indicates otherwise:
 - (1) The singular of any word or term includes the plural;
 - (2) The masculine gender includes the feminine gender; and
 - (3) The word “shall” is mandatory, and “may” is permissive.

- Section 6.06. Attorney’s Fees. In the event of any judicial or administrative action to enforce or interpret this Agreement by any party hereto, each party shall bear its own costs and attorney’s fees in connection with such proceeding.
- Section 6.07. Agreement execution; use of counterpart signature pages. This Agreement, and any amendments hereto, may be simultaneously executed in several counterparts, each of which so executed shall be deemed to be an original, and such counterparts together shall constitute one and the same instrument.
- Section 6.08. Effective date. This Agreement shall become effective upon its recording by all parties hereto.
- Section 6.09. Other authority. In the event that any election, referendum, approval, permit, notice, or other proceeding or authorization is required under applicable law to enable the parties to enter into this Agreement or to undertake the provisions set forth hereunder, or to observe, assume or carry out any of the provisions of the Agreement, said parties will initiate and consummate, as provided by law, all actions necessary with respect to any such matters as required.
- Section 6.10. Parties not obligated to third parties. No party hereto shall be obligated or be liable hereunder to any party not a signatory to this Agreement. There are no express or intended third party beneficiaries to this Agreement.
- Section 6.11. Rights and remedies not waived. In no event shall the making by the Department of any payment to the MPO constitute or be construed as a waiver by the Department of any breach of covenant or any default which may then exist on the part of the MPO, and the making of any such payment by the Department while any such breach or default exists shall in no way impair or prejudice any right or remedy available to the Department in respect of such breach or default.
- Section 6.12 Data, records, reports and other documents. Subject to the right to claim an exemption from the Florida Public Records Law, Chapter 119, F.S., the parties shall provide to each other such data, reports, records, contracts, and other documents in its

possession relating to the MPO as is requested. Charges are to be in accordance with Chapter 119, F.S.

IN WITNESS WHEREOF, the undersigned parties have executed this Joint Participation Agreement on behalf of the referenced legal entities.

Signed, Sealed, and Delivered in the presence of:

Signed, Sealed, and Delivered in the presence of:

PINELLAS COUNTY METROPOLITAN PLANNING ORGANIZATION

BY: Karen Seel

PINELLAS COUNTY MPO CHAIR

ATTEST: Jacob Ward

Seal

APPROVED AS TO FORM AND LEGALITY:

 David Sackenberg
COUNTY ATTORNEY

Signed, Sealed, and Delivered in the presence of:

STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION

BY: _____

DISTRICT SEVEN SECRETARY

ATTEST: _____

Seal

APPROVED AS TO FORM AND LEGALITY:


DEPARTMENT ATTORNEY

Signed, Sealed, and Delivered in the presence of:

TAMPA BAY REGIONAL PLANNING COUNCIL

BY: 

TBRPC CHAIRMAN

ATTEST: 

Seal

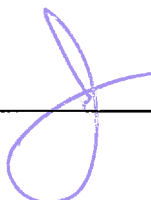
APPROVED AS TO FORM AND LEGALITY:

TBRPC ATTORNEY

Signed, Sealed, and Delivered in the presence of:

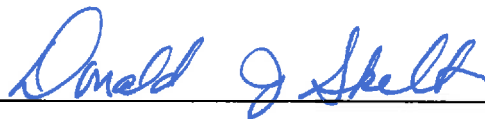
TAMPA BAY AREA REGIONAL TRANSPORTATION AUTHORITY

BY: _____



TBARTA CHAIR

ATTEST: _____



Seal

APPROVED AS TO FORM AND LEGALITY:



TBARTA ATTORNEY

Signed, Sealed, and Delivered in the presence of:

PINELLAS SUNCOAST TRANSIT AUTHORITY

BY: _____

PSTA CHAIRMAN

ATTEST: _____

Seal

APPROVED AS TO FORM AND LEGALITY:

PSTA ATTORNEY

EXHIBIT 1

District Director for Transportation Development
Florida Department of Transportation, District Seven
11201 North McKinley Drive
Tampa, FL 33612

Executive Director
Pinellas County Metropolitan Planning Organization
310 Court Street
Clearwater, FL 33756

Executive Director
Tampa Bay Area Regional Transportation Authority
3802 Spectrum Blvd., Suite 306
Tampa, FL 33612

Executive Director
Tampa Bay Regional Planning Council
4000 Gateway Center Blvd., Suite 100
Pinellas Park, FL 33782

Chief Executive Officer
Pinellas Suncoast Transit Authority
3201 Scherer Drive
St. Petersburg, FL 33716



5C: Real-Time Data Management Software
Action: Approve Upgrade to the Clever Works Data Management Software Package at a Total Cost Not to Exceed \$293,000

Staff Resource: Walt Lenz,
Joe Barkley, Committee Chair



Background:

- PSTA’s current Real-Time data management software, Bus Tools, is limited in functionality and requires laborious hours of PSTA staff time and work to accomplish even the most simplistic data management tasks. PSTA’s Real-Time Vendor, Clever Devices, has developed new data management software, Clever Works, which will replace and phase out the current Bus Tools product.
- Clever Works is Clever Devices’ next generation of data management software with many new features which will allow PSTA an intuitive and easy way to maintain our real-time data, which includes the thousands of bus stops’ GPS locations and tens of thousands of scheduled times at each stop, to include quality assurance testing which is currently outsourced at additional cost to Clever Devices.
- In addition to saving ongoing consultant fees, the most important element of this upgrade is known as “Dynamic Scheduling,” which will give PSTA staff the ability to make real-time data changes for detours and other route changes using Google Map data collection right from their desktop. Currently this process requires multiple staff spending multiple hours or even days of data collection by driving the routes using a special data collection vehicle.
- PSTA has negotiated a Best and Final Offer (BAFO) with Clever Devices to include all data conversions, testing, deployment, and project management and training.

Fiscal Impact:

- \$293,000 using a current Federal Section 5307 grant.

Recommendation:

- Staff recommends that the PSTA Board approve the awarding of a contract to Clever Devices to upgrade PSTA’s Real-Time data management software to Clever Devices, Clever Works and all the necessary software components.

Attachments:

1. Proposal **(CLICK TO VIEW/PRINT)**

CONSENT AGENDA



5D: Annual Real-Time Software Support Agreement

**Action: Approve the One-Year Annual Support Agreement from Clever Devices
Not to Exceed \$260,901**

Staff Resource: Debbie Woodward, Director of IT
Joe Barkley, Committee Chair

FINANCE & PERFORMANCE
MANAGEMENT

Background:

- PSTA's Real-Time Bus Information System Software Support Agreement and warranty has expired after two years with the start of the System Acceptance agreement which PSTA and Clever Devices signed and approved in December 31, 2012. Clever Devices' two-year support package was part of the original agreement that PSTA and Clever Devices entered into on September 9, 2012.
- The proposal includes three components of support; Software Support/Maintenance, Database Support, Quality Control Testing and On-Site System Engineer.
- PSTA has negotiated a Best and Final Offer (BAFO) with Clever Devices for this proposal.

Fiscal Impact:

- The cost of \$260,901 is slightly less than the estimated amount included in the Adopted PSTA Information Technology operating budget.

Recommendation:

- Staff recommends that the PSTA Board approve the awarding of a contract to Clever Devices for this support agreement.
- The Finance Committee reviewed this item and is recommending approval.

Attachments:

1. Agreement ([CLICK TO VIEW/PRINT](#))

CONSENT AGENDA



5E: Committee Appointments

Action: Approve Committee Nominations

Staff Resource: Brad Miller, CEO
Wengay Newton, Committee Chair



Summary:

- The Nominating Committee met on January 7, 2015.
- The Committee recommends the following PSTA Committee appointments:
 - **PSTA Finance & Performance Management Committee**
 - County Commissioner David Eggers
 - Chair Bill Jonson
 - Largo Commissioner Curtis Holmes (Alternate)
 - **Pinellas MPO**
 - Dunedin Mayor Julie Bujalski
 - **PSTA Legislative Committee**
 - County Commissioner Pat Gerard
- The recommendations are attached for your review and approval.

Attachments:

1. Committee Recommendations

Committee Recommendations

January 7, 2014

BOARD OFFICERS

Current Officers

Effective: 1/1/2015

Chairperson Bill Jonson
Vice-Chair Julie Bujalski
Sec/Treasurer Janet Long

PSTA COMMITTEES

Planning

Current Members

3rd Wednesday Ken Welch
10:30 AM Julie Bujalski
Mark Deighton
Janet Long
Darden Rice
Patti Johnson (alt.)

Finance

Current Members

3rd Wednesday Joe Barkley
9:00 AM Mark Deighton
Brian Scott
Vacant
Vacant

Recommendations

Dave Eggers
Bill Jonson
Curtis Holmes (Alt)

Legislative

Current Members

2014 Attendance

1st Wednesday Darden Rice-Chair
9:30 AM Wengay Newton
Ben Diamond
Doug Bevis
Vacant

Recommendations

Pat Gerard

Personnel

Current Members

2-3 Times/Yr. Bill Jonson
Julie Bujalski
Janet Long
Wengay Newton
Joe Barkley

Nominating

Varies/Fall

Current Members

Wengay Newton-Chair

Ken Welch

Patti Johnson

Janet Long

Ben Diamond

MPO

Current Representative

Julie Bujalski

Recommendations

Julie Bujalski

MPO's LCB

Current Representative

Patti Johnson

ACTION ITEM



6A: SEIU Union Negotiations

Action: Approve a Three-Year Labor Agreement with PSTA's Florida Public Service Union (SEIU) Subject to a Successful Union Vote

Staff Resource: James Bradford, COO
Joe Barkley, Committee Chair

FINANCE & PERFORMANCE
MANAGEMENT

Background:

- The Labor Agreement between Pinellas Suncoast Transit Authority (PSTA) and Florida Public Services Union (SEIU) representing PSTA's 28 Supervisory employees expired on September 30, 2014.
- PSTA began collective bargaining negotiations with SEIU on September 10, 2014 and reached a tentative settlement agreement on January 06, 2015 for a new three-year term.
- The SEIU Union had scheduled a vote on the proposed contract for Monday, January 26, 2015. The Finance Committee's recommendation is subject to the Union's successful approval.

Proposed Contract:

- The tentative agreement includes several PSTA-management requested changes as outlined in the table on the following page. These changes are meant to clarify and improve the overall performance of our critical first-line supervisor functions while empowering these supervisors with even greater responsibility for the PSTA operations they have direct control over.
- In exchange for these language changes, the SEIU receives a substantially improved "step" compensation plan that allows their employees to receive performance-based and seniority-based compensation adjustments over their careers.
- In total it is estimated that the \$25,000 first-year cost of this settlement to PSTA is accommodated within the adopted PSTA FY2015 Budget.

No.	Contract Proposals	PSTA	SEIU
1	New language regarding Maintenance Supervisor break times.	X	
2	New language regarding expected duties/tasks for FLEX Connector dispatch & phone coverage by Supervisors.	X	
3	New language regarding Supervisor Authority for off-hours in the Customer Service Department	X	
4	Clarified language for Supervisor requirements for sick call-outs.	X	
5	More Flexible uniform allowance not to exceed \$240 per year.		X
6	Training for new procedures or technologies is now mandatory.	X	
7	Changes in supervisor trainee compensation language.	X	
8	Changes/Additions in the list of "Group Offenses".	X	
9	Clarified language for Extra-board supervisor assignments.	X	
10	Lengthened timelines for Maintenance supervisor vacation requests.	X	
11	Added "Maintenance Supervisors" to current Holiday bid provisional language.	X	
12	New requirements for "Mandatory Meetings" and "Appropriate Attire."	X	
13	New section regarding "Safety and Health," to include safety equipment and definitions for chargeable accidents.	X	
14	New performance appraisals and merit pay for performance.	X	
15	Reduced number of occurrences by (3) three for attendance policy violations.	X	
16	New language offering open extra-board shifts to volunteer day-off supervisors in order of seniority.		X
17	Longer window for reviewing past infractions when administering new discipline.	X	
18	Compensation: More steps in early years and top rate in 18 years rather than 20.		X

New "Step Plan":

- PSTA's Supervisors make between \$22.06 and \$25.01 per hour but the current and proposed contract does not have a traditional percentage adjustment process. That is because Supervisors' rates are set based on starting at 105% of PSTA's top bus operator pay. 100% of PSTA's existing supervisors were formally operators or mechanics and have been promoted.
- It was the "Step Plan" or adjustments in pay after Year #1 that was negotiated and agreed to in this contract as follows. Merit-Based bonus compensation is in addition to this hourly pay.

Step	Seniority Years Current	Current Percent of Top Operator/Master Mechanic Rate	New Proposed Seniority Years	New Proposed Percent of Top Operator/Master Mechanic Rate
1	0 – 5 Years	105%	First 12 mos	105%
2	6 – 9 Years	108%	Second 12 mos	106%
3	10 – 14 Years	115%	3 – 5 Years	108%
4	15 -19 Years	118%	6 – 9 Years	110%
5	20 Years and Over	120%	10 – 13 Years	115%
6			14 – 17 Years	118%
7			18 Years and Over	120%

- It is computed that based on the current PSTA supervisors' the cost of adjusting the step plan accordingly as well as all other changes is approximately \$25,000 in the first year of the agreement.

Recommendation:

- The Finance Committee reviewed this item and is recommending approval.

Attachments: None

INFORMATION ITEMS



7A: Revised PSTA Financial Forecast Development

Action: Information Item

FINANCE & PERFORMANCE
MANAGEMENT

PLANNING

Staff Resource: Brad Miller, CEO

February 18, 2015 PSTA Workshop:

- Prior to next month's facilitated PSTA Board Workshop (replacing the Finance Committee scheduled for that date), PSTA staff is working to develop revised long-term financial projections for providing its existing transit service levels, reduced service levels, and the costs of incrementally improving PSTA transit services.
- In order to allow the most input at the workshop from all 15 PSTA Board members:
 - 1-on-1 interviews with PSTA's facilitator or other consultant working with him are being conducted with all Board members.
 - Staff will present its draft revised forecasts at the PSTA Finance, Planning, and Legislative Committees with a summary presentation at the PSTA Board meeting on January 28, 2015. This way, all 15 PSTA Board members will have an opportunity in advance of Workshop to understand the financial assumptions and policy implications in PSTA's long-term forecasts.
- A PowerPoint presentation will be shown at the meeting with this draft information.

Attachments:

1. PowerPoint



PSTA Revised Financial Forecasts

PSTA Board Meeting
January 28, 2015

Spring 2015 Decision-making

- February 18 Facilitated Board Workshop
- Monthly PSTA Committees
- FY2016 Budget Draft by June, 2015
- Possible Joint MPO/BOCC/PSTA Meeting
- State Legislative Session/Fed Reauthorization
- Additional Workshops?

February 18 Workshop

- 1-on-1 Pre-Interviews
- **Goal:** Identification & Discussion of all board members' points of view on path forward.
- No scheduled additional workshops but may be helpful.

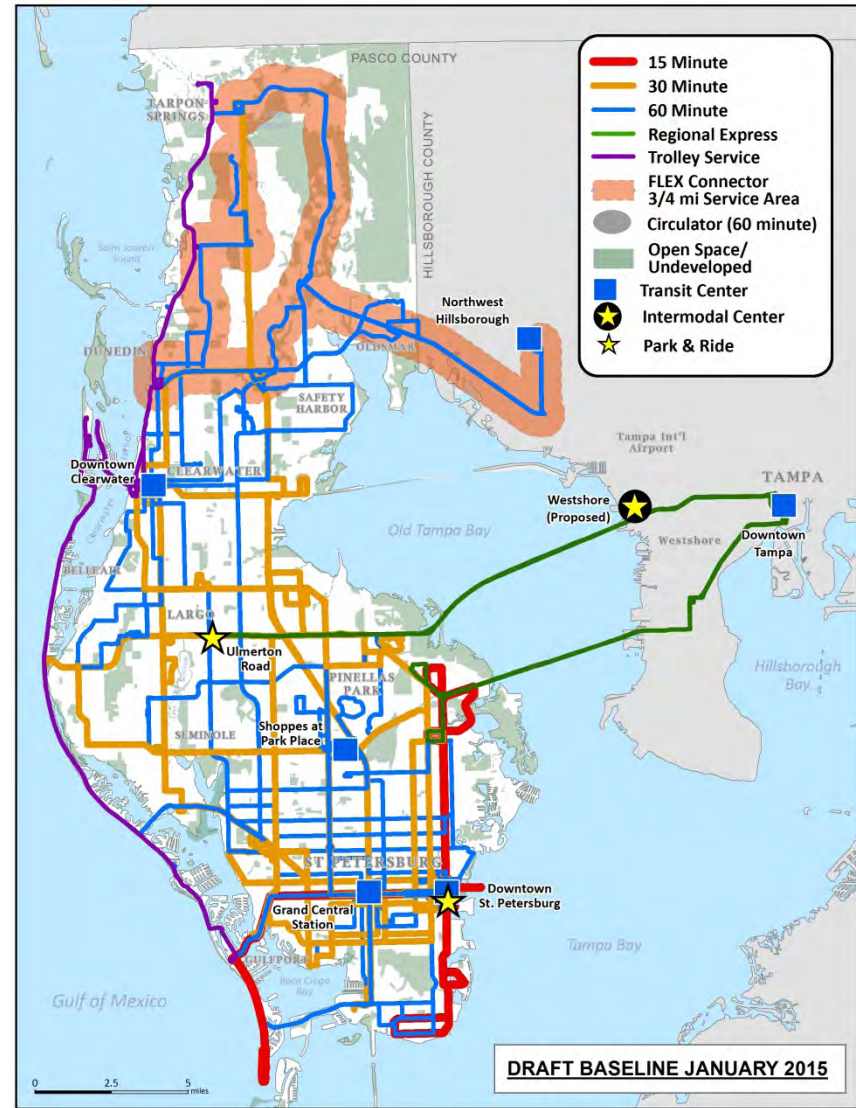
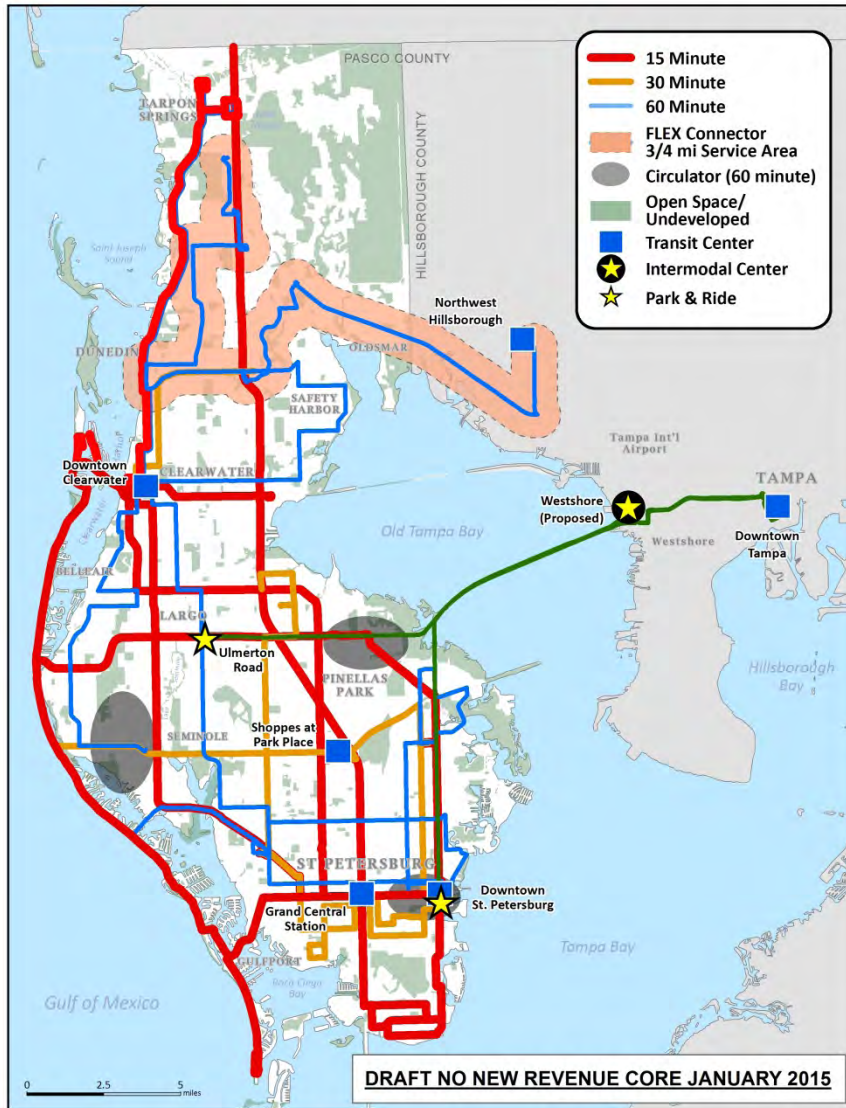
Today

- Present PSTA Financial Forecast
- Refresh Memory of “No New Revenue Scenario”
- Identify Upcoming Board Decisions

Financial Outlook Summary

- Adopted No New Revenue Scenario
 - Concentrates Service on Higher Ridership Corridors.
 - Streamlines Routes/Eliminates Unproductive Loops to get people to their destination faster.
 - Higher Ridership = More Fare Revenue – more resources for service.
- Converting to “NNRS” without policy changes requires at least **25%** overall service reduction.

No New Revenue Scenario Map vs Current



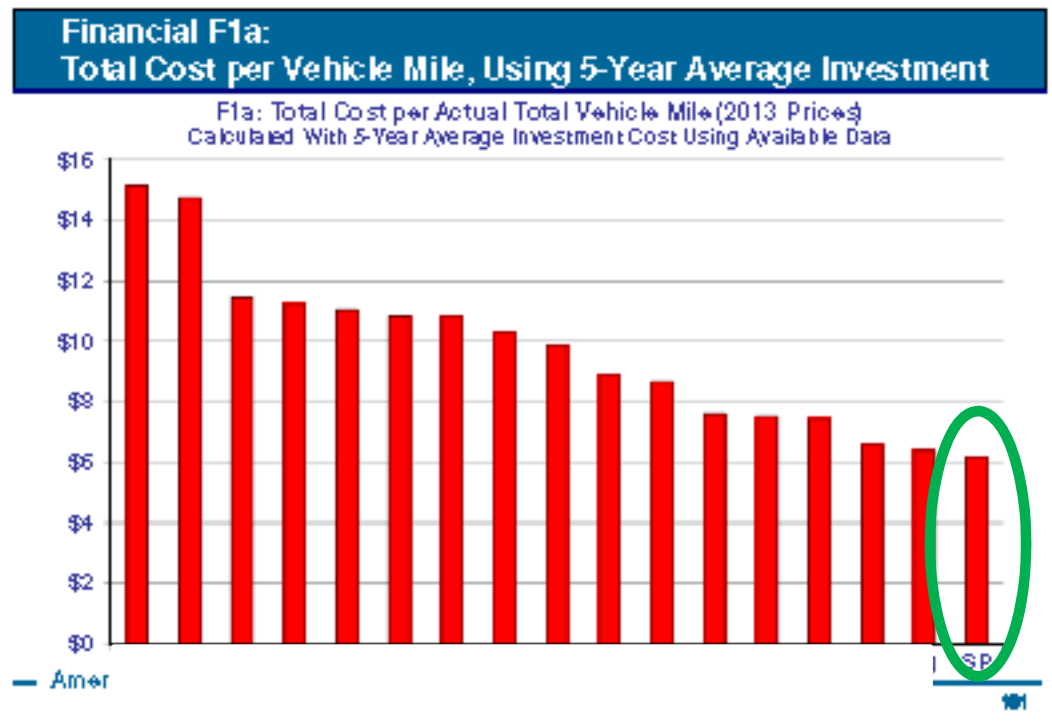
No New Rev. Scenario Cuts Most Services

Routes 40 to 28	Current Frequency	Core Frequency	Core Span
St. Petersburg			
Central Ave.	15/30	15/ 60	Reduced
49 th St.	20	20	Reduced
22 nd Ave./30 th Ave.N	60	Eliminated	Eliminated
Mid-County			
Park Blvd. Pinellas Park	30/60	30/60	Reduced
113 th Ave. (SPC Seminole)		Eliminated	Eliminated
Gulf to Bay Clearwater	20/30	15/60	Reduced
North County			
Main Street Dunedin	30/60	30/60	Reduced
US 19	20/60	20/60	Reduced
Safety Harbor/Oldsmar	60	60/No Wknd	Reduced

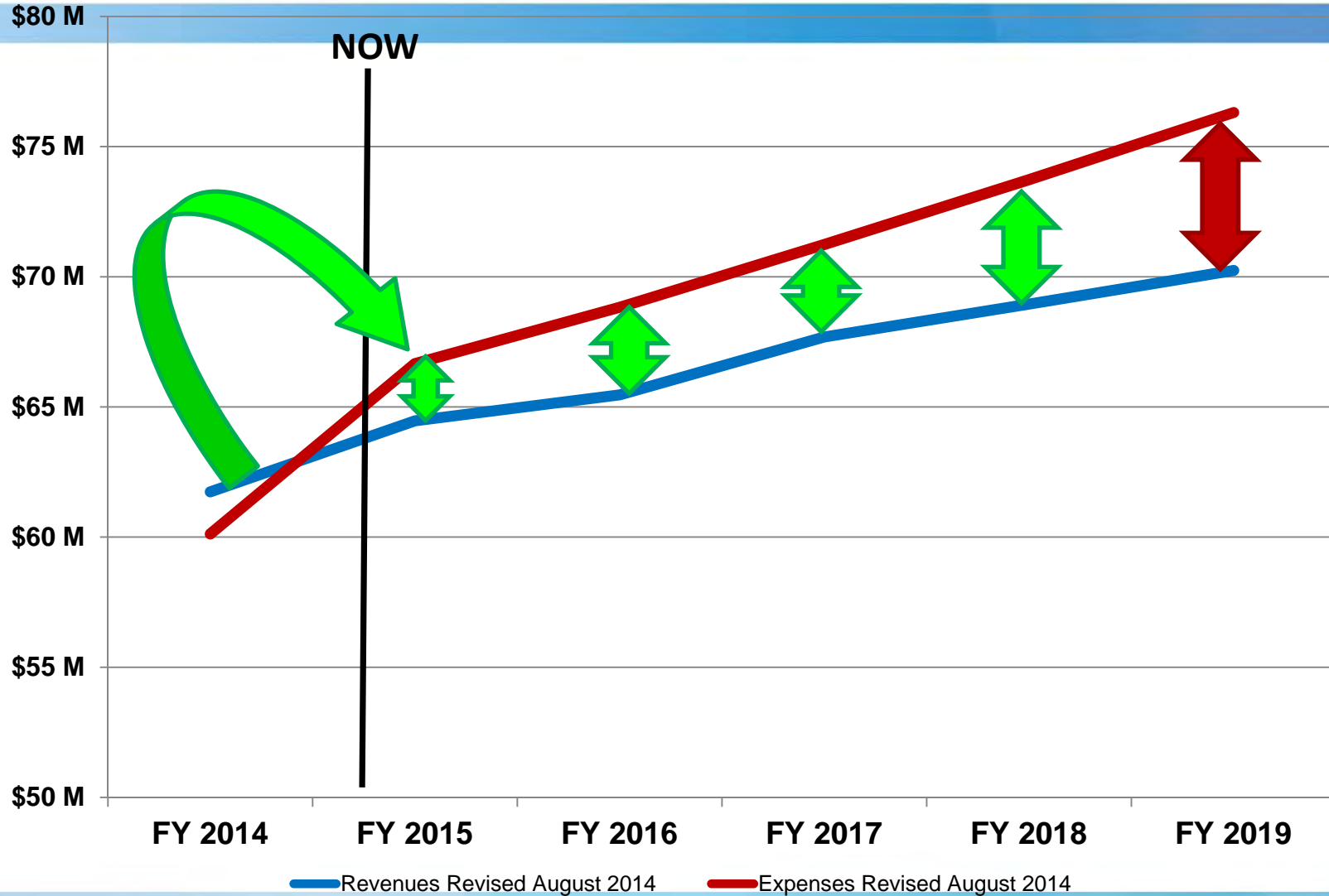
Non-Service Related Reductions Challenging

- Administrative Cuts
 - Previous studies already show lean administration
 - McCollom 2013, KPMG 2014, ABBG 2014
 - Staff generated concepts
 - Looking for \$75K-100K

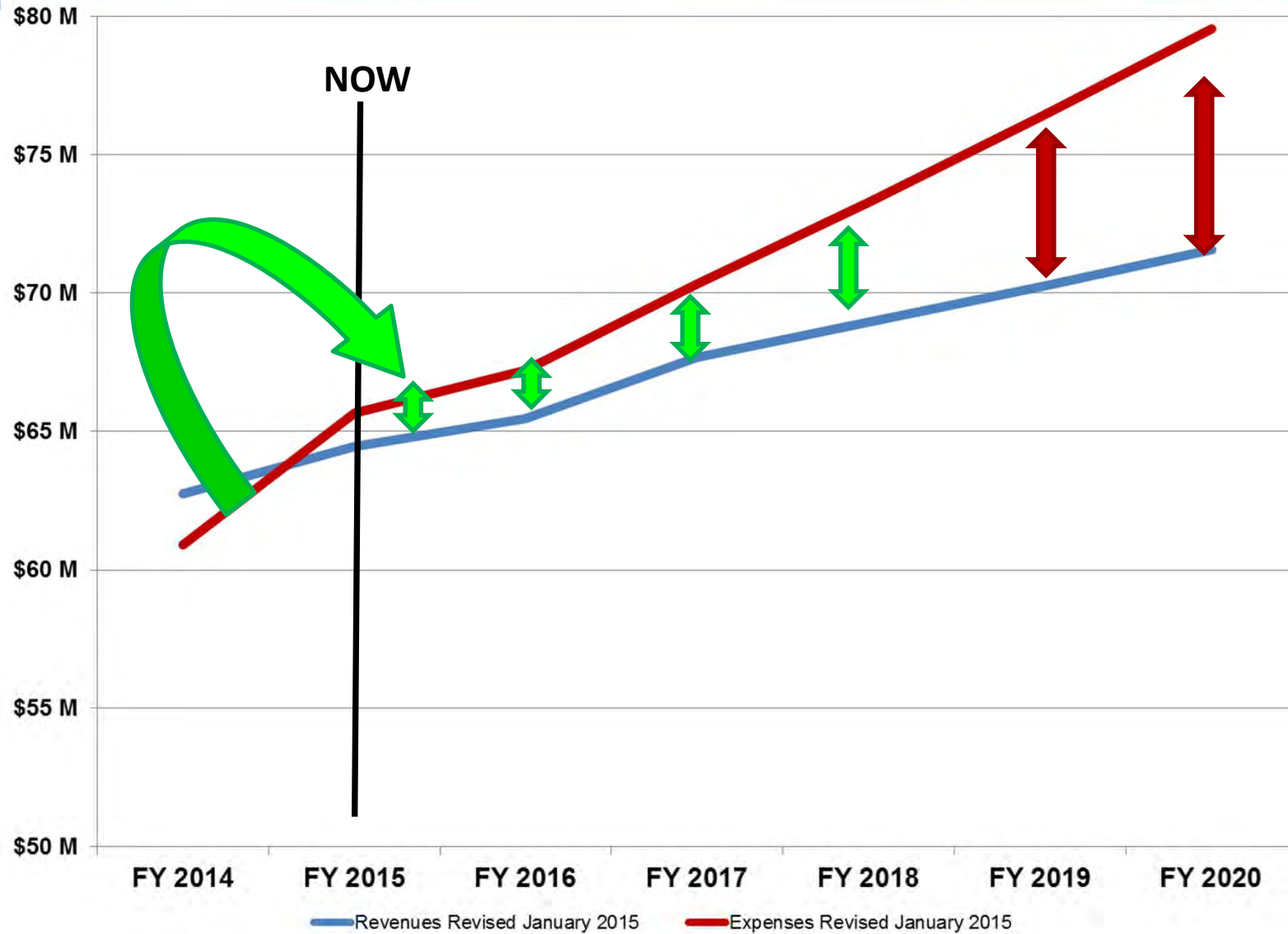
PSTA's Only "Best in Class" Indicator is Cost



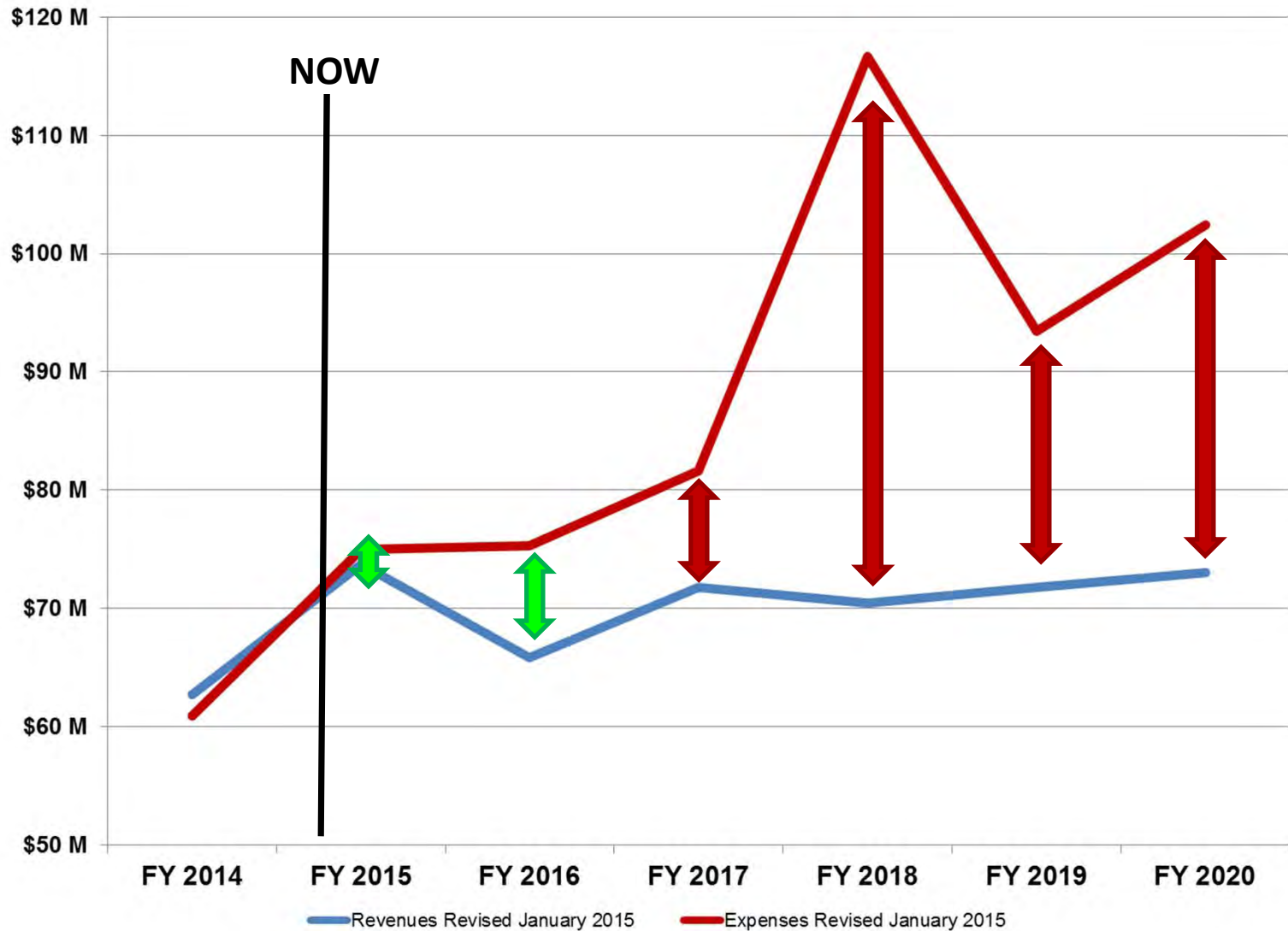
August 2014 Operating Budget Plan



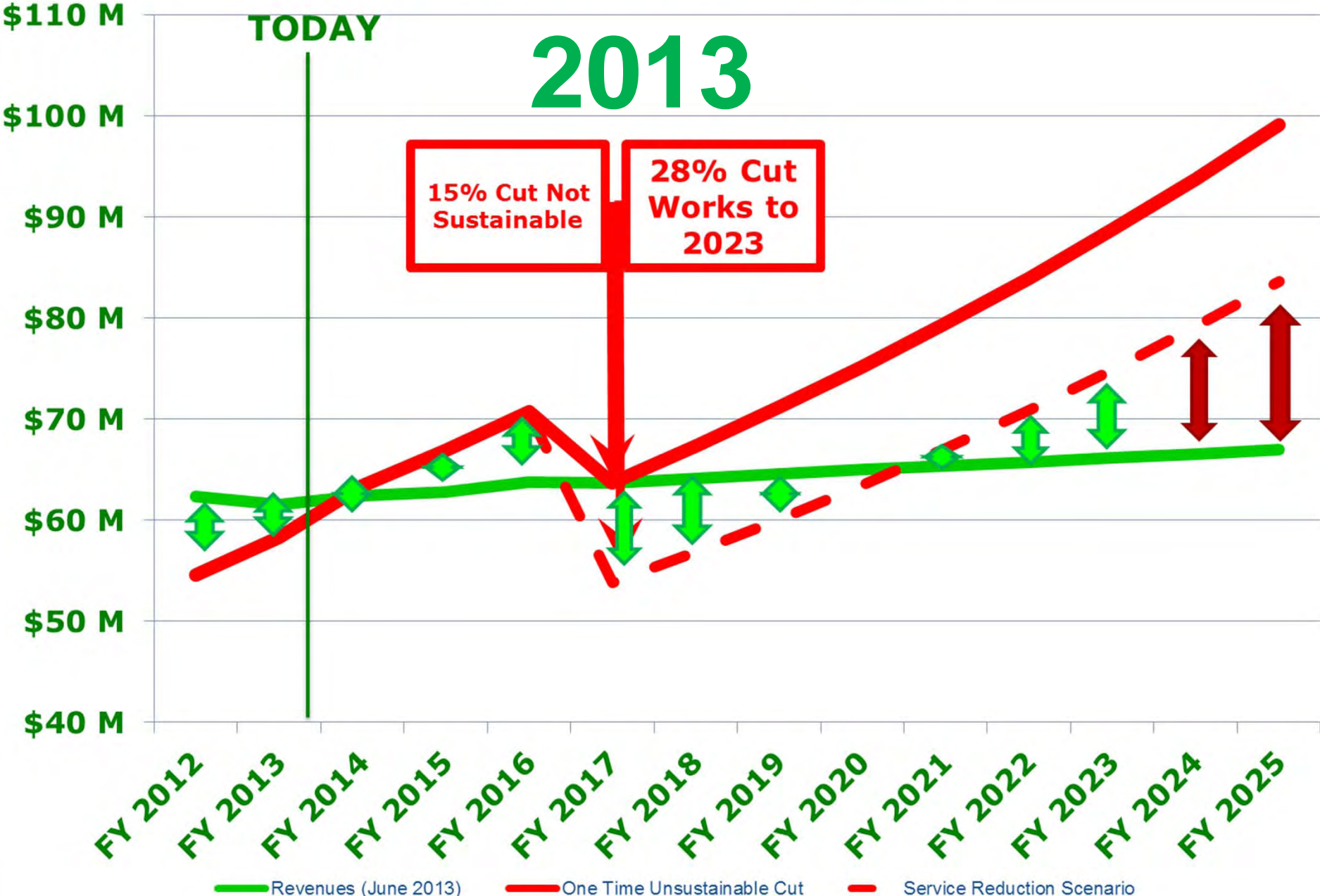
January 2015 Operating Budget Forecast



1/15 Forecast Operating & Capital



PSTA's Balanced Budget Plan



Bus Replacement Funding

- No Policy Changes Requires \$40M+ in 3 Years.

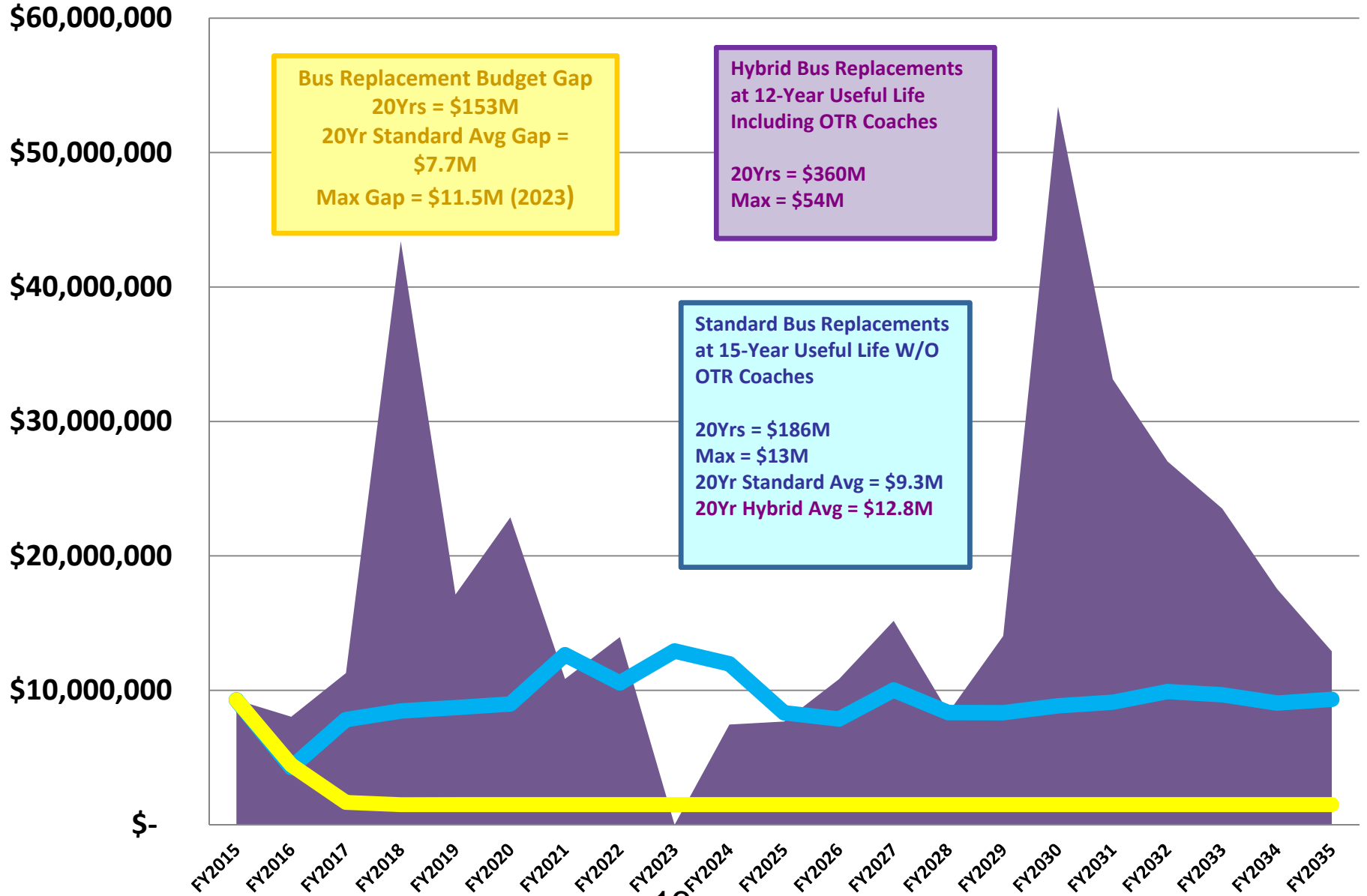
Policy Recommendations

1. “Smooth” Out Replacements to Consistent Annual Quantities.
2. Extend Useful Life on Some Buses to 15 Years.
3. Contract Out Express Services/Don’t Replace Coaches.
4. Discontinue Hybrid-Electric Bus Purchases.
5. Use 100% of Capital Grant Contingencies for buses.

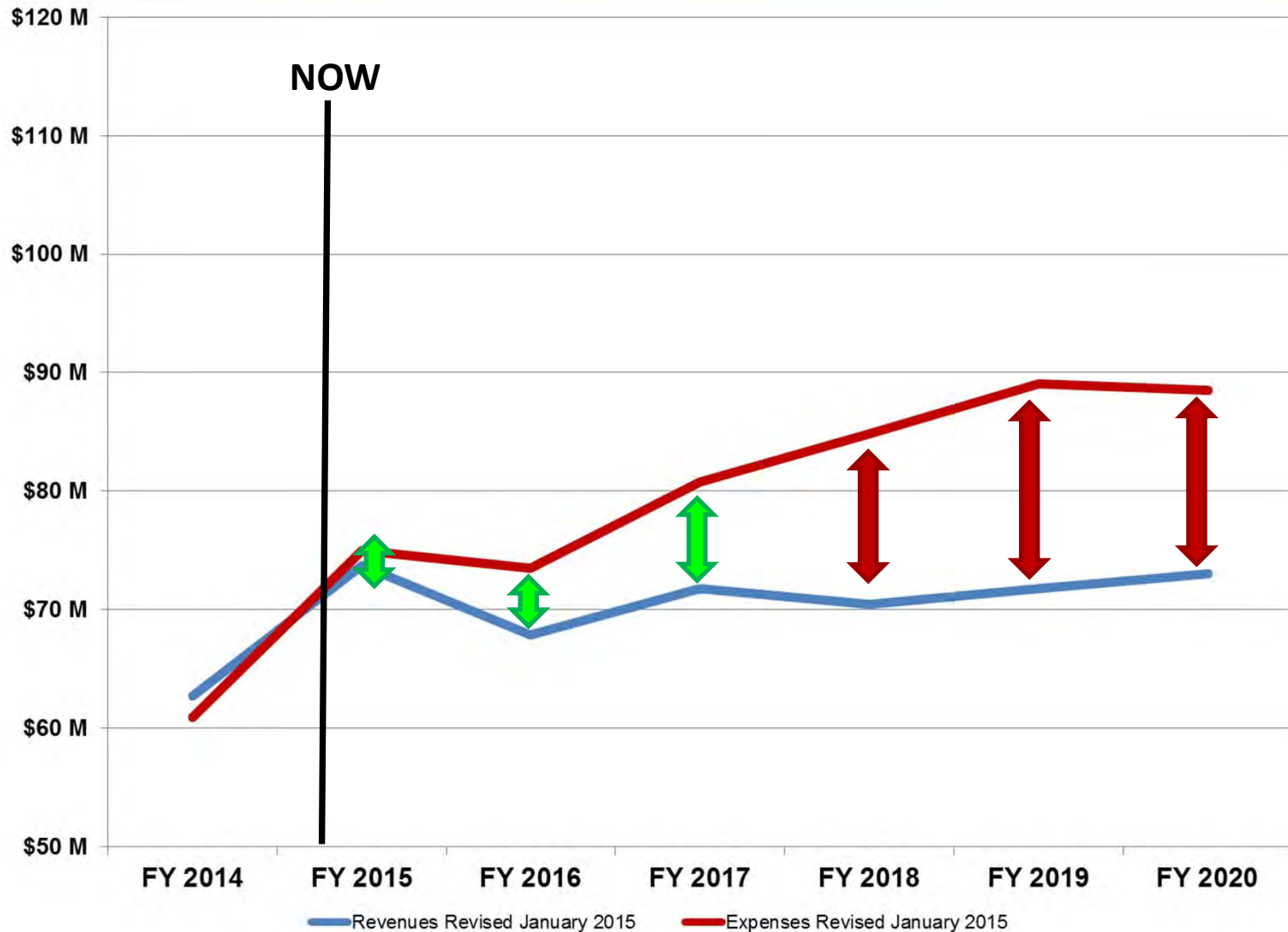
Reduces Cost from \$40M to \$8M Annually

Long-Term PSTA Bus Fleet Management Plan

■ Replacement Cost to Meet Useful Life
 — "15-Year Useful Live Smoothed"
 — Adopted CIP



1/2015 Forecast With Capital Policy Changes



Additional Ways to Maintain Base Service

1. Maximize PSTA Property Tax
2. Contract out & Increase Bus Advertising
3. Fare Increase Plan
4. Admin Cost Reductions
5. Seeking MPO-Allocated Fed STP Funds or Other for Bus Replacements.
6. Advocate for Bus Funding at Federal Level

Incremental Approach

- Identify Ways to Move to Core Network without overall unsustainable cut.
- Implement Route Performance Monitoring Process
- Look for Ways to Fund BRT/Community Plan Incrementally to get to a Network:
 - Clearwater Beach to Airport BRT
 - Central Ave. BRT
 - I-275 Express Lanes
 - Nights/Weekends/Frequency Improvements

INFORMATION ITEMS



7B: FDOT in Express Lanes

Action: Information Item

Staff Resource: Heather Sobush, Sr. Planner

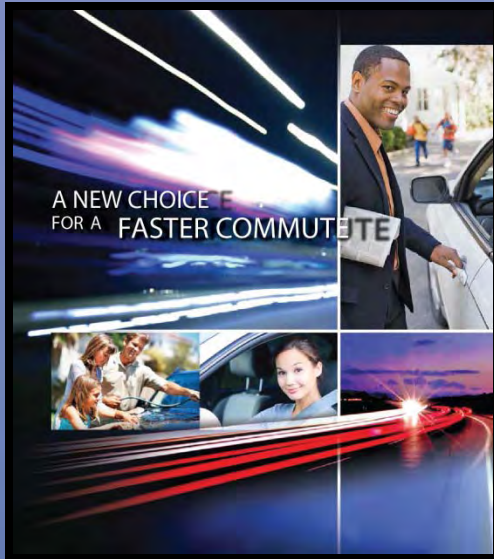
PLANNING

Background:

- The Florida Department of Transportation (FDOT) District 7 Tampa Bay Express (TBX) plan contemplates new express toll lanes throughout the region to be built next to existing lanes in the I-275, I-75 and I-4 rights-of-way.
- FDOT is currently evaluating express lanes along these corridors and the use of “dynamic” pricing wherein toll rates would rise as traffic congestion increases and decrease as congestion lessens. FDOT is considering design-build and public-private partnership delivery methods to implement the TBX master plan.
- FDOT is also evaluating whether express lanes on I-275 could support rapid transit. Potential stop locations include I-275/Fletcher Avenue, downtown Tampa, Westshore, Carillon/Greater Gateway, and downtown St. Petersburg. The study has also identified three operating scenarios with different combinations of bus frequency and hours of service.
- PSTA currently operates an express route from Ulmerton Road to Tampa via I-275 and the current vision plan includes express service from downtown St. Petersburg to Westshore/Tampa International Airport and downtown Tampa. Express buses could operate in the express lanes to decrease travel time between activity centers in Pinellas County and Hillsborough County.
- The study has not identified, nor committed FDOT or any party to the significant operating and capital expenses of providing a transit option in these lanes.
- FDOT will present an overview of the Express Bus in Express Lanes Study, and provide an opportunity to comment on three identified operating scenarios.

Attachments:

1. PowerPoint



Tampa Bay Express Lanes and Intermodal System



TBX



Express Bus in Tampa Bay Express Lanes Study



Express Bus in Tampa Bay Express Lanes



Study Objectives Accomplished

- Defined the Most Feasible Station Locations
- Identified the Most Feasible Operating Pattern
- Identified Three Potential Service Options



Express Bus in Tampa Bay Express Lanes



SCREEN 1 - Connections

Purpose:

What are the best routes for connecting key destinations?
Where are the best locations for express bus stations?

Key Decisions:

- Which routes move riders quickly between destinations?
- Which routes serve the most riders?
- Which stations provide the best access to key destinations?

Six Alternatives to Four:

- Two Study Area corridors
- Three routes per corridor
- Consistent station spacing, allowing greatest amount of access
- Consistent service frequency

SCREEN 2 - Operations

Purpose:

What are the most efficient service characteristics?

Key Decisions:

- What is the optimal operating scenario?
- What are the most productive service frequencies?

Four Alternatives to Two:

- One corridor
- Four scenarios that test operational refinements.
- Varying service frequency.

PREFERRED OPTION

Purpose:

Which alternative is preferred and what are the implementation considerations?

Key Decisions:

- Are the operating costs reasonable?
- How much capital investment is required?
- How feasible is implementation?
- What are the benefits of implementation?

Two Alternatives to One (Preferred Option):

- One corridor
- Test varying service types (All day vs. peak only)
- Refine service frequency to improve cost effectiveness

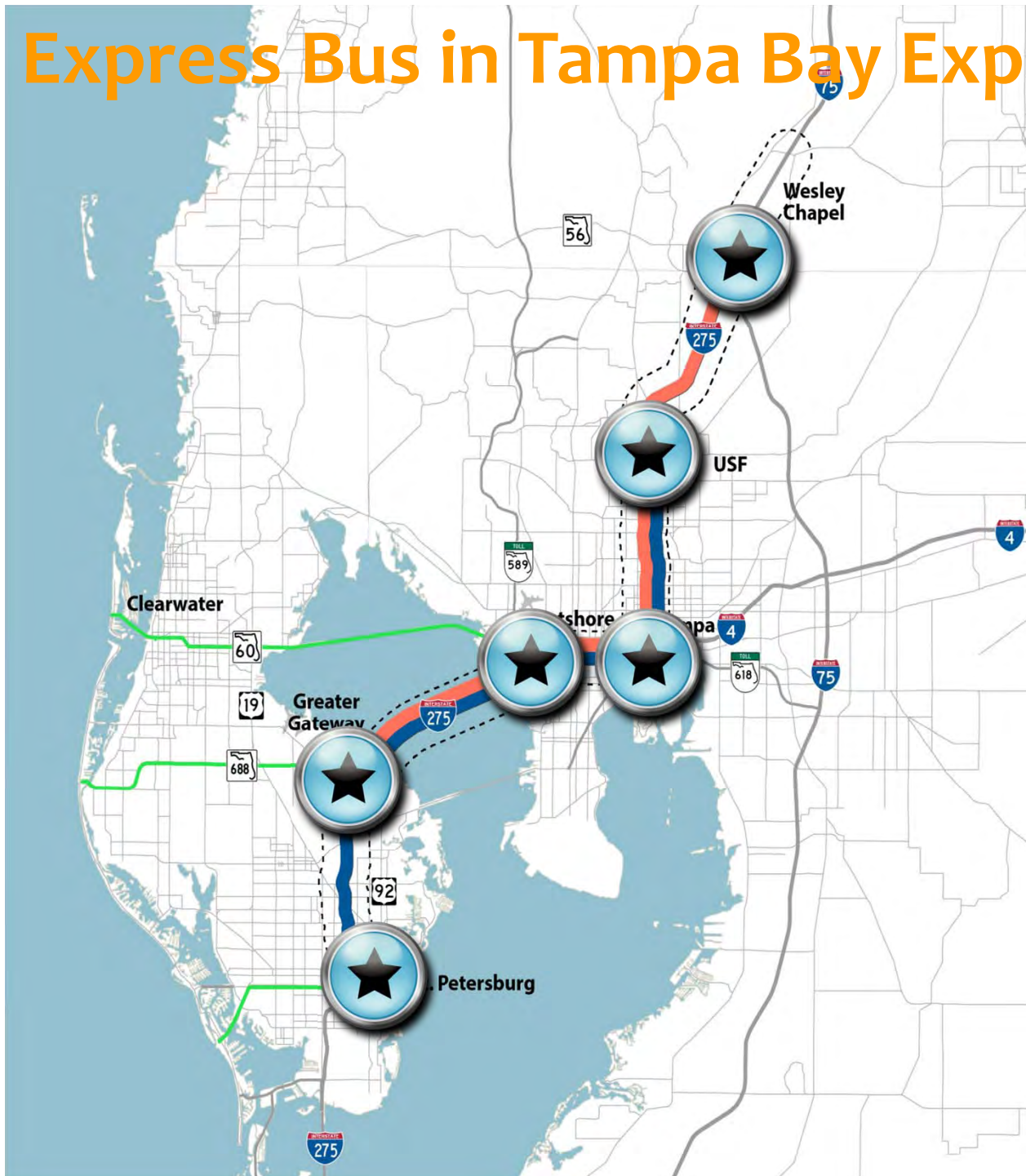
Evaluation Criteria

- ◆ Forecasted Ridership
- ◆ Productivity (Riders per Mile)
- ◆ Transit Travel Times Between Destinations

- ◆ Forecasted Ridership
- ◆ Cost (O & M per passenger mile)
- ◆ Productivity (Passenger miles per revenue miles)

- ◆ Forecasted Ridership
- ◆ Cost to Operate and Implement
- ◆ Productivity (Passenger trips per revenue mile)
- ◆ Productivity (Passenger trips per vehicle trip)

Express Bus in Tampa Bay Express Lanes



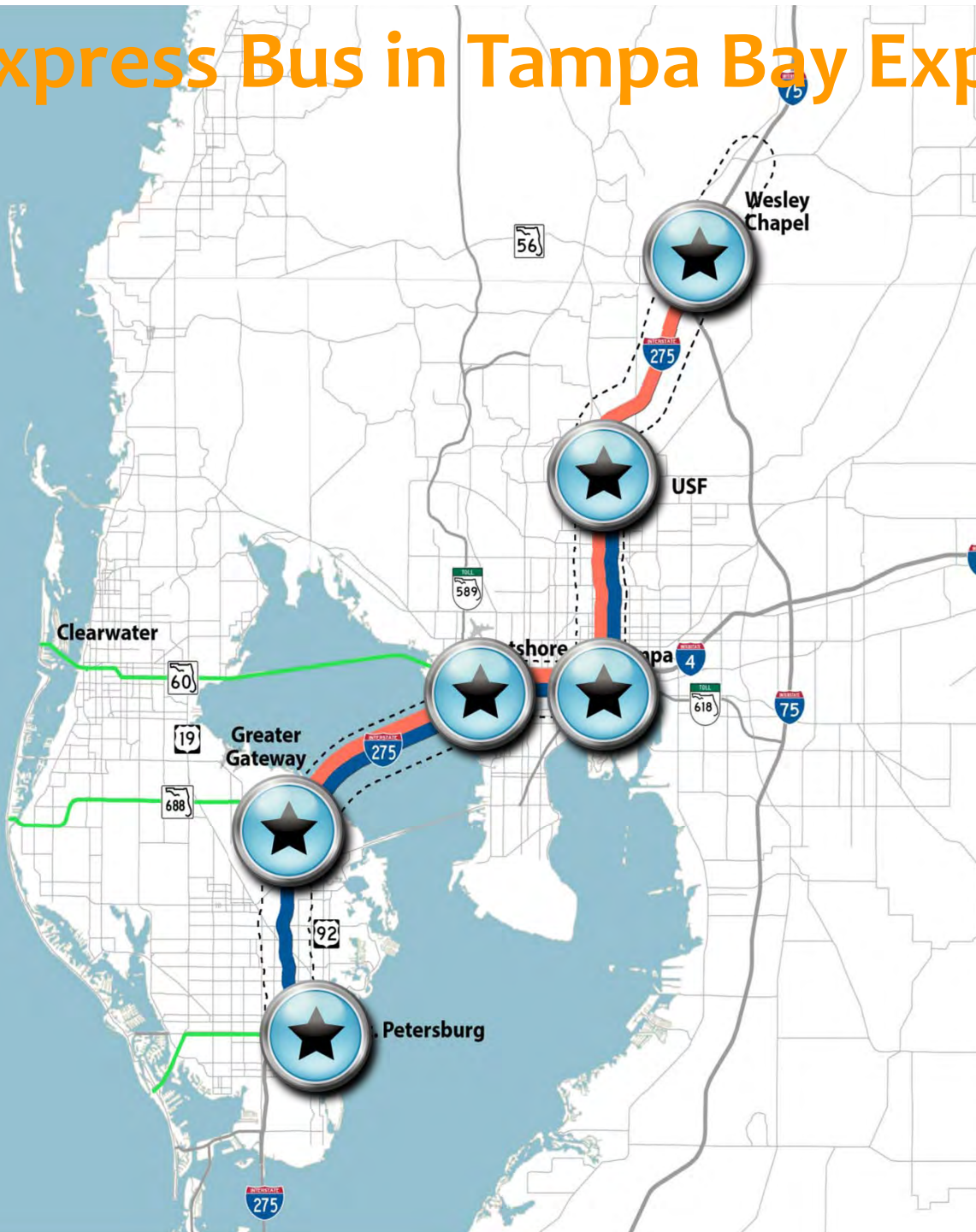
Las Vegas, NV.



Los Angeles, CA.



Express Bus in Tampa Bay Express Lanes



Characteristics

Mon – Fri:

- A) 5:30AM – 10:30PM
- B) 5:30AM – 10:30PM
- C) 6AM – 9AM; 4PM – 7PM

Sat & Sun:

- A) 8:30AM – 10:30PM
- B) 8:30AM – 10:30PM
- C) None

Service Options:

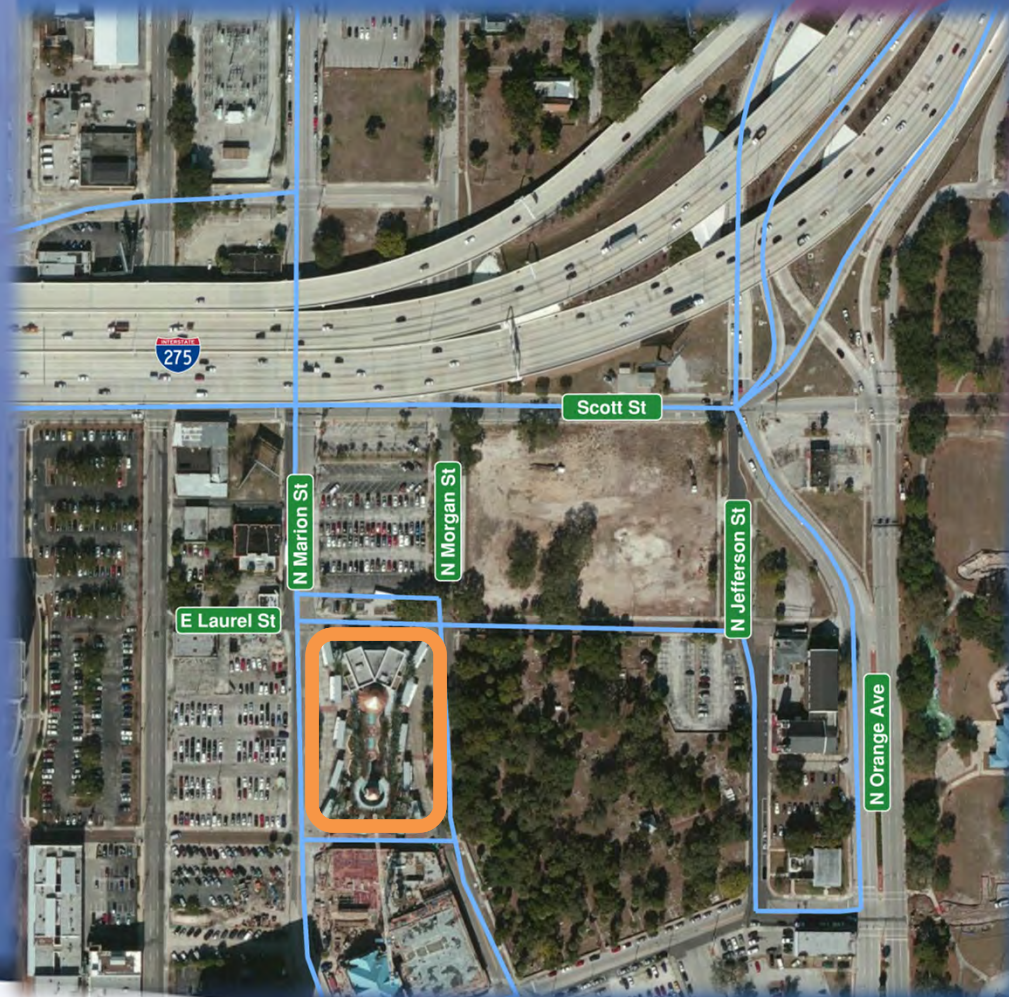
- A) Every 15/30 Minutes
- B) Every 30/60 Minutes
- C) Every 10 Minutes (Peak Only)



Express Bus in Tampa Bay Express Lanes



Potential Station Locations:
Downtown Tampa



Express Bus in Tampa Bay Express Lanes



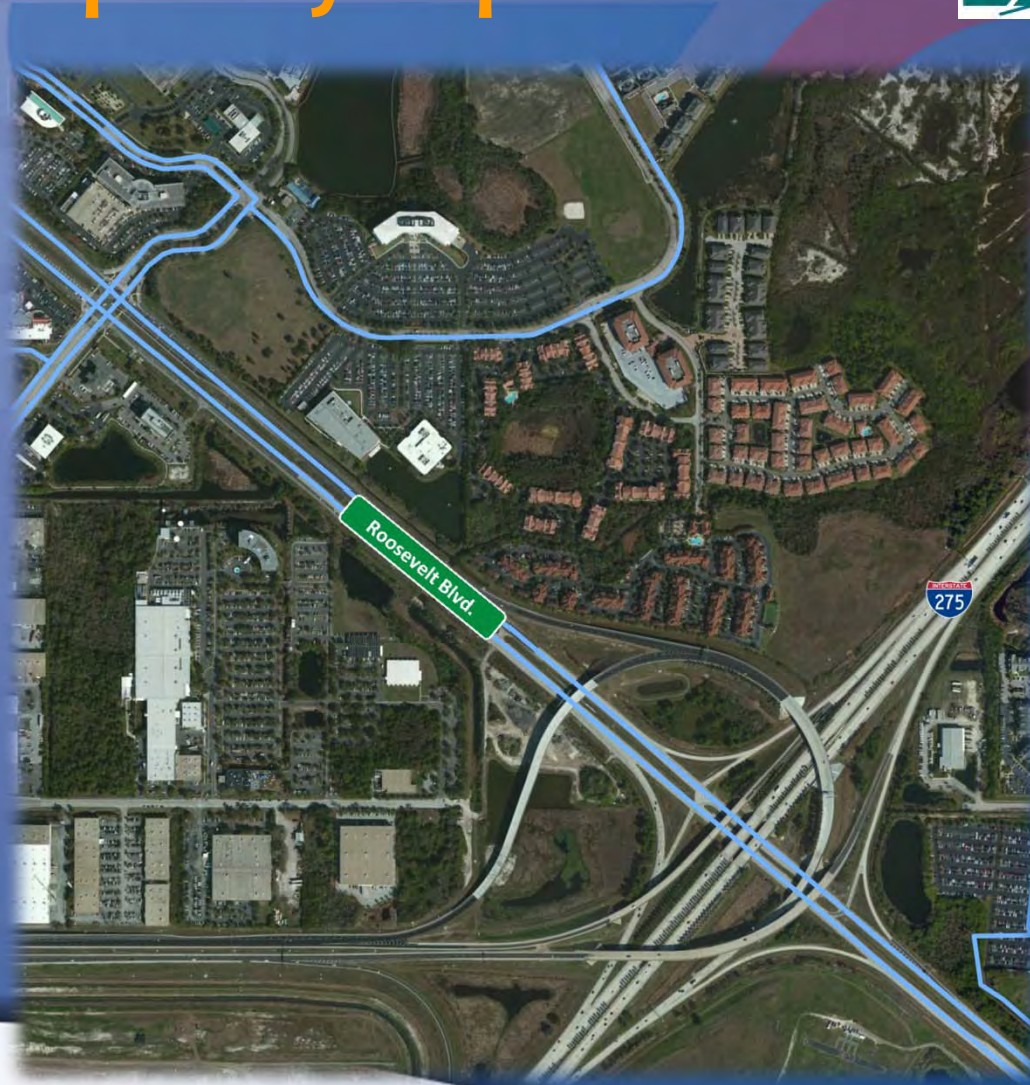
Potential
Station
Locations:
Westshore
Intermodal
Center



Express Bus in Tampa Bay Express Lanes



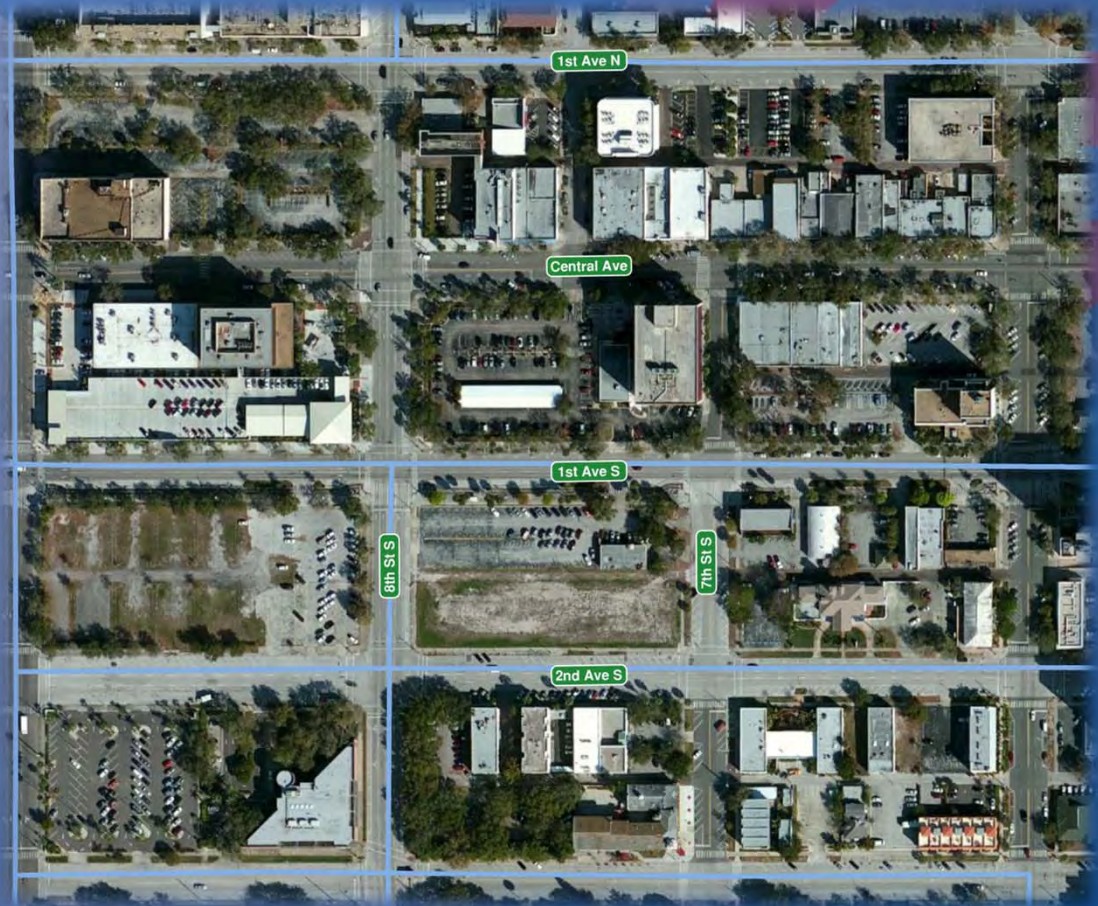
Potential Station Locations: Greater Gateway



Express Bus in Tampa Bay Express Lanes



Potential Station Locations: Downtown St. Petersburg



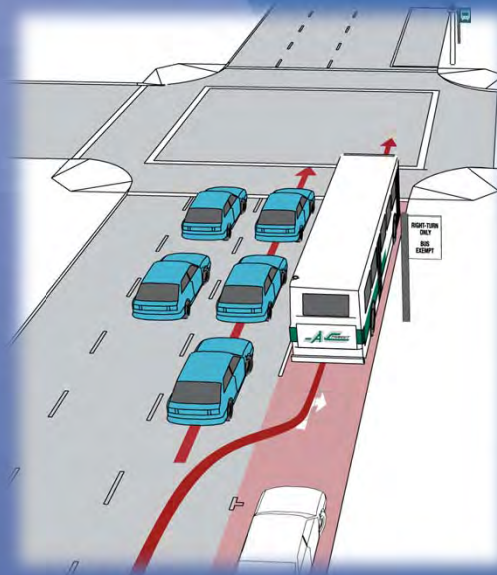
Express Bus in Tampa Bay Express Lanes



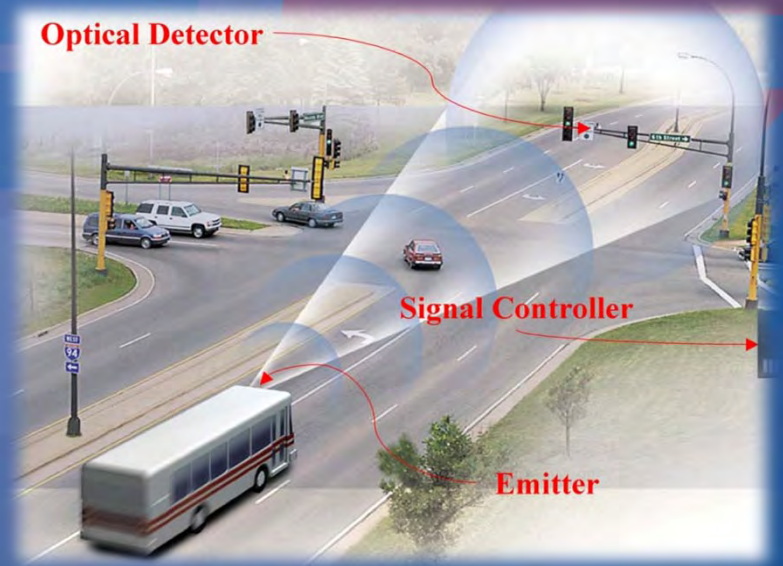
Station Access



Bus Only Lanes



Queue Jumps



Signal Priority



Express Bus in Tampa Bay Express Lanes



PUBLIC ENGAGEMENT

- **Workshop Series**

- Coordinated with Express Lanes Workshops

- **Public Materials for Distribution**

- **Continued Stakeholder Outreach**

- MPO Boards/Committees, TMA
- HART, PCPT, PSTA and TBARTA
- Community and Agency

(Greater Tampa Chamber, New North Transportation Alliance, St. Petersburg Chamber, Tampa Bay Partnership, Tampa Bay Regional Planning Council, Tampa Downtown Partnership, Tampa International Airport and Westshore Alliance)



Express Bus in Tampa Bay Express Lanes Study





8A: PSTA Performance Report/Updates

Action: Information Item

Staff Resource: Brad Miller, CEO

CEO REPORT

Ridership – The following statistics are for the month of November.

1. Up 0.6% - PSTA provided 1,155,183 rides. Year-to-date, PSTA ridership has increased by 3.2% over the same month last year.
2. Demand Response Ridership Down 3.9% - Year to date, Demand Response (DART) ridership decreased 1.6%.
3. On-Time Performance Down - On-time-performance decreased by 3.3% over the same month a year ago with a rate of 82.2%.
4. Productivity - Passengers per revenue hour increased by 0.6% to 22.35 rides per hour over the same month last year.

Ridership – The following statistics are for the month of December.

1. Up 6.3% - PSTA provided 1,238,060 rides. Year-to-date, PSTA ridership has increased by 4.2% over the same month last year.
2. Demand Response Ridership Up 2.5% - Year to date, DART ridership decreased 0.3%.
3. On-Time Performance Down - On-time-performance decreased by 3.2% over the same month a year ago with a rate of 81.0%.
4. Productivity - Passengers per revenue hour increased by 1.1% to 22.00 rides per hour over the same month last year.

CONTRACT AWARDS >\$25K/<\$100K

Vendor	Amount	Description
Fastenal	\$80,000.00	Annual Renewal Agreement for Facility, Maintenance & Operations (MRO) Per Pinellas County Contract 112-0077-PB (PF) & WSCA Agreement no. 1862
Buccaneer Landscape	\$35,599.92	Annual Renewal Agreement for Landscaping per Pinellas County Bid # 112-0444B
Tindale Oliver & Associates	\$34,868.42	Task Order # 17 per RFP 13-015P General Services Consulting to provide engineering coordination services
Grosvenor Building Services	\$37,872.00	Addition of Semi-annual cleaning and pressure washing for PPTC per terms & conditions of Request For Proposal (RFP) 11-001P
Seon Camera Systems	\$28,720.00	Purchase of 40 Spare hard drives – Sole Source
Total:	\$221,853.78	

CUSTOMER SERVICE

- **Transportation Disadvantaged (TD) Customer Service** – In support of PSTA’s administration of the TD program during the months of November and December, Customer Service Representatives (CSRs):
 - Handled 1,344 telephone inquiries
 - Mailed 97 applications to clients
 - Sold 8,867 Transit Benefit Cards at the terminals
- **School Trips** - During the months of November and December, three school trips were hosted on PSTA buses consisting of 92 students and 15 adult chaperones.
- **InfoLine Statistics** – The PSTA InfoLine is staffed by a team of professional Customer Service Representatives who help passengers plan trips, provide fare information, give detailed instruction about how to ride the bus, and record commendations and complaints. During the months of November and December:

- InfoLine Customer Service Queue received 79,208 calls
- The average call length was 1 minute, 33 seconds
- The average hold time was 1 minute, 26 seconds
- **Online Store** – During the months of November and December, Customer Service staff processed 1325 online ticket orders totaling \$25,940.50 in sales.
- **Employee Commendations** – These employees received commendations from members of the public during the months of November and December:

Employee Name	Commended For	Job Title
Robert Aligood X2	Outstanding Customer Service	Bus Operator
Scott Barbour	Going above and beyond	Transportation Supervisor
Aarion Battle	Kind and Wonderful Driver	Bus Operator
Tauhiyyah Beckley	Wonderful Driver, Doing a Great Job	Bus Operator
Pat Beinlich	Kind, Courteous and Helpful Driver	Bus Operator
Joseph Calarco X2	Nice, Kind and Helpful Driver	Bus Operator
Betty Chappell	Nice, Kind and Helpful Driver	Bus Operator
Jessica Cosme	Nice and Friendly Driver	Bus Operator
Sarah Coy X3	Nice, Polite and Excellent Driver	Bus Operator
Joshua Cromartie	Friendly, Considerate and Professional	Bus Operator
Andrea Daly	Nice and Friendly Driver	Bus Operator
Larry Davison	Alert, Attentive And Professional	Bus Operator
Lori DeBlake	Nice, Kind and Helpful Driver	Bus Operator
Harry DeLosSantos	Nice and Courteous Driver	Bus Operator
Michael Dessingue	Nice, Kind and Helpful Driver	Bus Operator
Arleen Ellis	Kind and Helpful Driver	Bus Operator
Donna Fry	Nice, Kind and Sweet Driver	Bus Operator
Jeffrey Grisby X4	Cheerful, Helpful, Courteous, Polite and Professional Driver	Bus Operator
Ashia Holmes	Friendly and Accommodating	Bus Operator
Claudison Jocelyn X2	Safe and Professional Driver	Bus Operator
Michael Johns	Good, Nice and Professional Driver	Bus Operator
Charity Jones	Great Customer Service Skills	Bus Operator
Earvin Jones X3	Kind, Outgoing and Nice Driver	Bus Operator
Ray Jones	Friendly, Helpful and Professional	Bus Operator
Darlene Kenny	Personable and Friendly Great Driver	Bus Operator

Marcus Kincade	Great, Fantastic Driver	Bus Operator
Kenneth Kindred	Friendly and Helpful Driver	Bus Operator
Andresea Mells	Nice and Kind Driver	Bus Operator
Kris Nadella	Kind, Nice and Helpful	Bus Operator
Eugene Noble	Nice and Cheerful Driver	Bus Operator
Rodney Paul	Nice and Kind Driver	Bus Operator
John Pimentel	Courteous and Helpful Driver	Bus Operator
Melissa Pitz	Kind and Helpful Driver	Bus Operator
Tyrone Ramsey	Nice and Kind Driver	Bus Operator
Ira Roberts	Knowledgeable, Professional and Safe	Bus Operator
Jorge Rodriguez X3	Nice, Kind and Professional Driver	Bus Operator
Vivian Rodriguez	Nice and Helpful Driver	Bus Operator
Evidier SanJorge	Very Good Driver	Bus Operator
Phillip Scott	Professional Driver	Bus Operator
Allen Smart	Very Polite Driver	Bus Operator
Leon Smiley	Awesome Driver, Excellent Service	Bus Operator
Johnny Spratley X2	Helpful, Wonderful and Caring Driver	Bus Operator
James Stalter	Wonderful and Helpful Driver	Bus Operator
Michael Thomas	Nice, Courteous and Helpful Driver	Bus Operator
David Traylor	Impressive Driving Skills	Bus Operator
Vance Wegner X2	Pleasant, Going Above and Beyond	Bus Operator
John Williams	Keeping your Route On Schedule	Bus Operator
Mike Worley	Nice, Kind and Helpful Driver	Bus Operator
Natalie Wright	Nice, Kind and Helpful Driver	Bus Operator
Patricia Beck	Providing Excellent Customer Service	Customer Service Representative
Terri Evard	Excellent Customer Service, Going Above and Beyond	Lead Supervisor, Customer Service
Dorothy Gardner	Providing Excellent Customer Service	Customer Service Representative
Shahadah Hameed-Thomas	Providing Excellent Customer Service	Customer Service Representative
Donnell Rogers	Providing Excellent Customer Service	Customer Service Representative
Jonda Solomon	Very Helpful and Professional	Customer Service Representative

DEMAND RESPONSE AND TRANSPORTATION DISADVANTAGED

- Conducted two 90-minute training sessions for a total of over 70 human service agency professionals on how they can integrate TD bus pass eligibility and disbursement into their daily new client intake process. Previously took average of 30 days between walk-in and getting first TD pass, now usually under one hour.
- Promoted TD training and provided basic TD information during two meetings of homeless service providers.
- Site visit to Yellow Cab, including meeting to address new driver approval process.
- Participated in board meetings of Local Coordinating Board (LCB), City of St. Petersburg Social Action Funding Committee, and Disability Achievement Center.
- Participated in HART Transportation Solutions Working Group, and School-to-Work Transition Committee.
- Met with staff to analyze two grant opportunities.
- Prepared Federal Transit Administration (FTA) Triennial Pre-Audit information.
- Submitted revenue generating and expense saving ideas to Chief Executive Officer (CEO).

HUMAN RESOURCES

- **Recruiting** – Trish Collins, Staffing & Development Manager, and Jim Egbert, Safety, Security, and Training Supervisor, represented PSTA at the Pinellas Technical College (pTEC) Job Fair on November 8, 2014. This job fair was targeted to CDL holders, and we spoke with many individuals who are interested in being drivers with PSTA.

Ms. Collins has joined the Urban League's Career Connection Center (CCC) Advisory Committee, and attended their bimonthly meetings in November and January. During these meetings, the advisory committee discusses the CCC's progress towards its annual goals and determines ways in which partnership with local employers can help achieve those goals.

She also attended the Human Resources (HR) Interagency Group Meeting in December, with representatives from local public agencies including Pinellas County, Collier County, Manatee County, and others. The topic this month was

Recruiting and Retention. The members shared best practices regarding applicant tracking system usage, compensation studies, and rewards programs.

On January 7th, Larry Longenecker, HR Director, and Ms. Collins held an implementation kick off meeting with PSTA's new Applicant Tracking System (ATS) provider, iCIMS. The iCIMS software will support a more efficient recruiting process and reporting of related metrics.

- The Human Resources Division congratulates our newly hired and promoted employees:
 - Brayon Gomez, hired as Mechanic, November 21st
 - Robert Schrans, hired as Inventory Control Clerk, December 8th
 - Bus Operator Trainees, promoted to full-time Bus Operators, December 28th
 - Kim Grooms
 - Lateal Jefferson
 - Sven Matzek
 - Tommy Empol
 - Adel Takla
 - Reggie Jackson
 - Natagnade Nelson
 - Latasha McLaughlin
 - Evidier San Jorge
 - Gerald Molaro
 - Paul Sayarath, promoted to Journeyman Facilities & Equipment Mechanic, January 12th.
- **Training Initiatives** – HR has facilitated four employees attending training in November and December at St. Petersburg College (SPC) to improve their skills in Access, Excel, and Web Design. There are many more training sessions planned for the remainder of the fiscal year.

INFORMATION TECHNOLOGY DEPARTMENT

- **Real Time Bus Information App**– The One Bus Away app is being tested to validate the Real Time Bus information provided when requesting bus stop information. The app is still under beta test.
- **New Employee Orientation** – The Information Technology (IT) Department Director along with other staff participated in the new employee orientation to provide information on what the IT staff supports at PSTA and their role in ensuring

computer hardware and software systems are secured and data archived for backups and historical reporting. The department also supports the radio system, camera system (bus and facilities), security and badge system, and agency issued hardware and software, and phone system.

- **Terminal Communication System Upgrade** – Completed the upgrade of the teleco service to the terminals to accommodate the increased technology at each terminal back to headquarters. The upgrade will provide faster communication service to meet the technologies such POS system, video surveillance system, and network/phone service. This includes the service to the newly opened Pinellas Park Transit Center.
- **Terminal Video Surveillance System Upgrade** – The installation and upgrade is completed at all the Terminals as of the end of December. This project was fully funded by a grant.
- **Pinellas Park Transit Center** – IT has completed the installation and the setup of the technology equipment for the CSRs at the new terminals. This included the network system, the workstations, POS system, credit card machine, and phones.
- **Committee Meetings or Webinars attended:**
 - **Regional Fare Collection Workgroup** – This is a working group that is a coordination of HART, PSTA, Manatee County Transit, Pasco County Transit, Hernando County Transit, and Polk County Transit. A Consultant has been procured to work with the agencies to develop the RFP project scope and timeline. The PSTA Board of Directors' were presented the new Fare Policy with a presentation to be scheduled to the public at workshops and meetings for feedback. The Request For Information (RFI) is scheduled to be released January 26th. Vendor responses are due back in late February.
 - **Pinellas County ITS Meeting** – No meeting was scheduled in December.
 - **R/TIE FDOT Working Group Meeting** – No meeting was scheduled in December.
- **Network and System Updates** – Monthly updates and critical fixes have been made to support the critical systems for network backups and security. In the process of developing network performance reports to include in the future. Moved and setup

the new CSR area and moved three other support staff. The next department to move will be the Purchasing Department in late January.

- **Help Desk Requests** - For the month of December 2014, IT received a total of 1,083 user requests into the PSTA HelpDesk system. Kudos to the IT staff in meeting the needs of the users and providing excellent service. This is the highest monthly number of requests received and responded since tracking the requests. IT acknowledges each request and responds back to the requestor with a fix or acknowledgement of what is needed.

MAINTENANCE DEPARTMENT

Fleet Maintenance

- Eight new 2014 Gillig, 40', Diesel Electric Hybrids have arrived and are being prepped to be added to the fleet. These are the first buses to arrive at PSTA as a "turn-key" bus build.
- Employee Holiday Appreciation for all three maintenance shifts held on December 16th.

Facilities Report

- In process of replacing the brush/bristle assemblies and electric gear motors on all for bus washer lanes.
- Assisted the IT Department providing new electrical and network cabling for new customer service offices.
- Constructed three fully functioning offices out of previously unused spaces in the Administration and Transportation Buildings.
- Moved CSRs from the Administration Building to the Transportation Building.

Construction Report

Americans with Disabilities Act (ADA) Boarding Pad Project

- American Construction has completed 15 ADA Landing Pads in the City of St. Petersburg.
- PSTA has submitted 19 addition locations for approval by the City.

No:	UID#	Physical Address	Traveling	Status	Jurisdiction
1	8028	801 Central Ave	Westbound	Complete	St Pete
2	8001	1226 28thn St North	Southbound	Complete	St Pete
3	2171	4584 38th Ave North	Eastbound	Complete	St Pete

4	7401	3049 6th St South	Northbound	Complete	St Pete
5	2126	2750 38th Ave North	Eastbound	Complete	St Pete
6	1954	30th Ave N & 22nd Street N	Eastbound	Complete	St Pete
7	1960	2528 30th Ave North	Eastbound	Complete	St Pete
8	1961	2606 30th Ave North	Eastbound	Complete	St Pete
9	1976	2201 30th Ave North	Westbound	Complete	St Pete
10	1977	2401 30th Ave North	Westbound	On-going	St Pete
11	1979	2725 30th Ave North	Westbound	Complete	St Pete
12	1980	2629 30th Ave North	Westbound	Complete	St Pete
13	1981	1346th 30th Ave North	Eastbound	Complete	St Pete
14	1987	1801 30th Ave North	Westbound	Complete	St Pete
15	1994	1371 30th Ave North	Westbound	On-going	St Pete
16	2145	4301 38th Ave North	Westbound	Permitting	St Pete
17	2129	4611 38th Ave North	Westbound	Permitting	St Pete
18	2154	3741 Foster Hill Drive N	Eastbound	Permitting	St Pete
19	2163	3737 12th Street North	Eastbound	Permitting	St Pete
20	2199	1401 38th Ave North	Westbound	Permitting	St Pete
21	2168	1548 38th Ave North	Eastbound	Permitting	St Pete
22	2146	1730 38th Ave North	Eastbound	Permitting	St Pete
23	2143	1830 38th Ave North	Eastbound	Permitting	St Pete
24	2195	2411 38th Ave North	Westbound	Permitting	St Pete
25	2198	2509 38th Ave North	Westbound	Permitting	St Pete
26	2120	2496 38th Ave North	Eastbound	Permitting	St Pete
27	2192	3800 26th Street North	Westbound	Permitting	St Pete
28	2144	2590 38th Ave North	Eastbound	Permitting	St Pete
29	2190	2911 38th Ave North	Westbound	Permitting	St Pete
30	2132	3050 38th Ave North	Eastbound	Permitting	St Pete
31	2184	3719 38th Ave North	Westbound	Permitting	St Pete
32	2185	3811 38th Ave North	Westbound	Permitting	St Pete
33	2182	4082 38th Ave North	Eastbound	Permitting	St Pete
34	2384	10052 48th Ave North	Northbound	Permitting	St Pete

- PSTA has submitted 13 locations for permitting within the City of Dunedin.

No:	UID#	Physical Address	Traveling	Status	Jurisdiction
1	5033	2049 Douglas Ave	Northbound	On-going	Dunedin
2	5053	3 Douglas Ave	Northbound	On-going	Dunedin
3	5066	46 Douglas Ave	Southbound	On-going	Dunedin

4	5076	400 Roanoke St	Northbound	On-going	Dunedin
5	5092	200 Douglas Ave	Southbound	On-going	Dunedin
6	5103	373 Douglas Ave	Northbound	On-going	Dunedin
7	5114	400 Douglas Ave	Southbound	On-going	Dunedin
8	5125	0 Douglas Ave	Southbound	On-going	Dunedin
9	5180	380 Main Street	Southbound	On-going	Dunedin
10	5203	811 Douglas Ave	Northbound	On-going	Dunedin
11	5216	935 Douglas Ave	Northbound	On-going	Dunedin
12	5241	425 Skinner Blvd	Eastbound	On-going	Dunedin
13	5249	501 Frances Street	Northbound	On-going	Dunedin
13	5138	667 Patricia Ave	Northbound	Complete	Dunedin

- The City of Largo has issued a permit for ADA Landing Pads for the following locations:

No:	UID#	Physical Address	Traveling	Status	Jurisdiction
1	3835	5830 142nd Ave North,	Southbound	On-going	Largo
2	3804	13830 58th Street North,	Southbound	On-going	Largo
3	7941	13630 58th Street North,	Southbound	On-going	Largo
4	3680	5795 Ulmerton Road,	Northbound	On-going	Largo
5	3774	13805 58th St North,	Northbound	On-going	Largo
6	3799	14201 58th St North,	Northbound	On-going	Largo
7	3844	14501 58th St North,	Northbound	On-going	Largo
8	7989	7151 Bryan Dairy Road,	Westbound	Complete	Largo
9	3903	14916 58 th Street	Southbound	Complete	Largo
10	3955	700 Starkey Road,	Southbound	Complete	Largo

- PSTA has submitted the following locations for permitting by Pinellas County.

No:	UID#	Physical Address	Traveling	Status	Jurisdiction
1	4001	6250 Roosevelt Blvd, Clearwater	Southbound	Permitting	Pinellas
2	3968	15150 62nd Street N, Clearwater	Southbound	Permitting	Pinellas
3	3958	15150 62nd Street N, Clearwater	Southbound	Permitting	Pinellas
4	3902	6150 150th Ave N, Clearwater	Eastbound	Permitting	Pinellas
5	3909	6030 150th Ave N, Clearwater	Eastbound	Permitting	Pinellas
6	3908	5960 150th Ave N, Clearwater	Eastbound	Permitting	Pinellas
7	3913	5860 150th Ave N, Clearwater	Eastbound	Permitting	Pinellas
8	3954	15197 Avalon Ave, Clearwater	Northbound	Permitting	Pinellas
9	3957	15401 Avalon Ave, Clearwater	Northbound	Permitting	Pinellas

10	3990	5543 Crestmont St, Clearwater	Northbound	Permitting	Pinellas
11	4009	5560 Roosevelt Blvd, Clearwater	Northbound	Permitting	Pinellas
12	3999	5610 Roosevelt Blvd, Clearwater	Southbound	Permitting	Pinellas
13	3986	15564 Avalon Ave, Clearwater	Southbound	Permitting	Pinellas
14	3956	15236 Avalon Ave, Clearwater	Southbound	Permitting	Pinellas
15	3910	5921 150th Ave N, Clearwater	Westbound	Permitting	Pinellas
16	8282	5921 150th Ave N, Clearwater	Westbound	Permitting	Pinellas
17	3914	5921 150th Ave N, Clearwater	Westbound	Permitting	Pinellas
18	3915	5921 150th Ave N, Clearwater	Westbound	Permitting	Pinellas
19	3961	150th Ave North, Clearwater	Northbound	Permitting	Pinellas
20	3971	150th Ave North, Clearwater	Northbound	Permitting	Pinellas
21	3991	Roosevelt Blvd, Clearwater	Northbound	Permitting	Pinellas
22	3959	15201 Roosevelt Blvd, Clearwater	Eastbound	Permitting	Pinellas
23	4000	2991 Roosevelt Blvd, Clearwater	Southbound	Permitting	Pinellas
24	3985	15594 58th Street N, Clearwater	Southbound	Permitting	Pinellas
25	3965	5810 Darren Court N, Clearwater	Southbound	Permitting	Pinellas
26	8292	150th Street North, Clearwater	Southbound	Permitting	Pinellas
27	3886	14699 Condor Pass, Clearwater	Southbound	Permitting	Pinellas
28	3888	15073 Harding Ave, Clearwater	Northbound	Permitting	Pinellas
29	3924	15241 58th Street N, Clearwater	Northbound	Permitting	Pinellas
30	3976	15541 58 th St North Clearwater	Northbound	Permitting	Pinellas
31	3970	Roosevelt Blvd	Northbound	Permitting	Pinellas
32	2384	10052 48 th Ave North	Northbound	Permitting	Pinellas
33	2433	5095 100 th way North	Northbound	Permitting	Pinellas
34	2688	0 62 nd Ave	Northbound	Permitting	Pinellas
35	1222	5 th Ave North	Southbound	Complete	Pinellas

- Staff is working on the permit application for the City of Safety Harbor

MARKETING DEPARTMENT

PSTA.Net – During November the website experienced:

- 158,126 visits from 47,900 users
- 5,270 visits a day
- 298,472 total pages viewed
- An average of two pages viewed per visit
- 22% were first time visitors

During December:

- 166,302 visits from 49,388 users
- 5,364 visits a day
- 313,914 total pages viewed
- An average of two pages viewed per visit
- 22.25% were first time visitors

Social Media Statistics – PSTA can be found on Twitter, Facebook, and YouTube as username RidePSTA, and on LinkedIn as Pinellas Suncoast Transit Authority. The blog can be found at <http://ridepsta.wordpress.com>. At the end of December 2014:

- Twitter had 1,529 followers
- Facebook had 7,946 fans
- LinkedIn company page had 468 followers
- 155 people belonged to our LinkedIn group
- Posted links were clicked on 2,793 times during the month
- Blog pages were viewed 570 times during the month

Real Time Bus Information Statistics – During the month of November 2014:

- Real Time System sent out 181,924 text messages in response to customer input
- The Interactive Voice Response (IVR) system provided info to 118,522 callers
- RidePSTA.net was visited 52,562 times
- Total interactions across all platforms was 353,008

During the month of December 2014:

- Real Time System sent out 258,082 text messages in response to customer input (this included an outgoing text message to subscribers inviting them to participate in a bus pass survey)
- The IVR system provided info to 158,082 callers
- RidePSTA.net was visited 56,452 times
- Total interactions across all platforms was 443,855

Bus Advertising – PSTA's revenue generating bus advertising program continues to be very popular among businesses in and around Pinellas County.

PSTA is pleased to welcome these new clients who have either signed new agreements, renewed existing agreements, or have agreements pending:

- WOW
- Pediatric Associates
- Largo Medical Center

- Bay Care
- Tons of Tile
- Subtle Marketing
- Metro PCS
- Diane Spinelli, Realtor
- FDOT in partnership with PSTA

Advertising rates and specifications were quoted to:

- Roman & Roman Law
- 352 Media
- AA Suncoast Chiro
- AIB Cosmetology
- All Children's Hospital
- Anthony's Coal Fired Pizza
- Bayonet Plumbing Cooling Heating
- Benedetti Cosmetic Surgery
- BHN
- Billys Tarpon Turtle
- Burgess Heating & Air Inc
- Busack Law Firm PS
- Cappello & CO Jewelry
- Carol Hewett Law Offices
- Century 21
- Cornerstone Dental
- Crossfit Manta Ray
- David Chianco
- Davis Basta PA
- Doctors Express
- Elegant Products II
- Fairway Independent Mortgage
- Fitness Together
- Fountain of Youth Institute
- Harborside Animal Hospital
- Hollywood Smile Center
- Jessica Harris Interpreting
- Jodi Avery
- Katherine Jones State Farm
- Keller Williams Realty
- Mathnasium
- Metzler Veterinary Hospital
- Michael Lauer
- Midway Services
- Mitchell Chiro
- MOSI
- Palm Harbor Chiropractic
- Palms of Pasadena
- Paul Bowen
- Primex Controls
- RB Health Partners Inc
- Regency Beauty Institute
- Regency Oaks
- Regions Bank Safety Harbor
- Remax Action First Real Estate
- Rituals Salon
- Rogan & Associates
- Scott Marshall
- Shampoo Me Salon
- Shephards Beach Resort
- Shutters Plus
- Sun Parrot Services
- Sunstate Academy
- Synovus Bank
- Tampa Bay Performing Arts Academy
- Tampa Bay Salvage
- Tarpon Total Health Care
- The Florida Aquarium
- The Fran Haasch Group
- The Studio Dance

- Kids Toolbox
- LegalShield
- Levin Chiropractic
- Lipkin Chiropractic
- Mahattan Hairstyling Academy
- Thera Yoga
- Top Price Gold
- Walter Grantham
- WingHouse of America

Press Releases – PSTA uses press releases to communicate with the media and general public to promote agency events and information. Here is a list of recent releases:

- Pinellas Park Transit Center ribbon cutting
- Guide dog training with Southeastern Guide Dogs
- Regional fare collection and efficiency survey
- All-time monthly ridership record (October, 2014)

Human Resources Video – A video featuring several PSTA Mechanics and their impressions of working at PSTA was produced and posted to the “Current Openings” page of the agency website. (<http://www.psta.net/currentopenings.php>)

Marketing Department Design Studio – The talented staff in the department’s Design Studio supported PSTA efforts as well as other departments’ efforts with the following materials: Bus shelter mock-up, Transit Riders Advisory Committee (TRAC) Recruitment notices, Incident Report Hotline cards, adjusted PDFs and images for the IT Department, lobby sign for New Year’s, Happy Holidays graphic for social media, social media table signs, TRAC Title VI behind-the-driver notice, No Smoking sign for terminals, State Legislative Platform, Pinellas Park Transit Center opening event materials and notices, Rodeo materials, Board meeting date publishing materials, and many others.

Barrier Islands Governance Council (BIG-C) - Bob Lasher, External Affairs Officer, attended the December meeting of the BIG-C. The featured presentation was delivered by Monica Wilson, PhD., Gulf Oil Spill Research Extension Specialist from the University of Florida. She updated the group on the ongoing research and impacts from of the BP Deepwater Horizon oil spill in 2010.

Southeastern Guide Dogs Training – Staff provided a bus and driver to help train guide dogs for the people with disabilities. The guide dogs-in-training and their raisers spent two hours riding, boarding and alighting a new PSTA SmartBus to help acclimate the animals to the sights, sounds, smells and vibrations of transit use. Program organizers were most thankful for the opportunity, which they say is one of the most important in the puppy raising process.

Briefing for Hampton Roads Transit Agency – Leaders from Hampton Roads Transit hosted Mr. Lasher for a briefing on the Greenlight Pinellas educational outreach efforts and lessons learned from the various Greenlight Pinellas efforts.

Multicultural Festival - More than 200 parents and children attended a multicultural event at Skycrest Elementary on November 7th. There was music, food, folk dancing and games. At the event, people learned about PSTA Routes 60, 76, 19 and 62. Many questions were asked regarding transportation benefits and future bus improvements.

Veteran Events - Veterans were honored at two different events that were held on November 10 and 12, featuring vendors and organizations that provide help and information for veterans. PSTA staff talked to the veterans about transit benefits, bus routes, future plans and the Bay Pines VA Medical Center. Many veterans use our buses to get to the VA medical Center and therefore were thankful for our participation at the events.

ESOL Community Resource Fair – The Pinellas County school system helps bring resources to the community by having community resource fairs twice a year. Most recently, a resource fair was held at Clearwater High school on November 13th. The fair included seminars, vendors and organizations from all over the county. Over three hundred parents, staff and students visited the PSTA booth to learn about transit benefits, bus fares, employment opportunities and real time information.

Senior Outreach - Presbyterian Towers held a Health Fair on November 14th. More than 75 people learned about Route 38, the DART program and senior fares. On November 17th, staff visited the Lutheran Apartments and engaged seniors with a how to ride presentation. After the presentation, staff issued PSTA ID cards for all seniors over the age of 65.

Great American Teach In – On November 19th, PSTA staff set out to educate students from three different schools: Highland Lakes Elementary, Joseph Carwise Middle School, and Southern Oak Elementary. Students learned about the importance of public transit, bus safety and how to ride the bus. Staff engaged with more than 300 students. Each student was awarded a certificate of bus safety training.

World AIDS Day –World AIDS Day was held on December 1st in Williams Park. The event is held every year to help create awareness and bring AIDS down to zero. At the event there was food, prizes, many vendors and health tips. PSTA gave out bus

schedules, system maps and helped with any questions. Many bus riders were asking about the future plans and bus improvements.

Mobility Fair – A senior mobility fair took place on December 5th at Sunshine Center in St. Petersburg. Seniors had a busy morning learning how to be safe when walking on the street or driving on the road. There were plenty of organizations providing information on transportation options and health tips. PSTA staff brought system maps, schedules and information on transit benefits. Staff spoke with many seniors who already use the bus system and DART program.

Families Learning Together – Families from the Highpoint neighborhood gathered on December 8th at the local YMCA for their monthly meeting which provides families with valuable information regarding health, education, local events and public transit. PSTA staff talked to the families about local bus routes, maps, schedules, transit benefits, student discounts and riding tips.

Show Me Service – In the months of November and December, three new bus riders learned more about their transit system. They each had the opportunity to ride with a PSTA staff member that made riding a bus comfortable and easy to use. The new bus riders learned how to read schedules and how to use their cell phone to track down the buses with Real Time Bus Information.

Pinellas Tourism Committee – The Pinellas Tourism Committee met on November 19th for their monthly meeting to strategize ways to better promote Pinellas County Tourism Internationally. The guest speaker was Ana Fernandez, the Latin American Sales Director for Visit St. Petersburg/Clearwater. She spoke about the importance of having bilingual travel information when marketing our local businesses. In addition, she recommends that we have bilingual staff available to assist when possible.

Healthy Pinellas Consortium – The Healthy Pinellas Consortium met on November 20th in Largo. The group meets bi-monthly to establish healthier communities and creates programs collaboratively with various community partners in helping to meet that objective. Mahmooda Pasha, of the University of South Florida (USF) Florida Prevention Research Center, gave a presentation on effective ways to do Community Based Prevention Marketing.

Jazz Holiday Appreciation – As participants of the 2014 Clearwater Jazz Holiday, PSTA staff were invited to attend the appreciation celebration held on December 9th in

Dunedin. Each year, the four-day Jazz Holiday draws thousands of Jazz lovers both locally and nationally. PSTA was provided a prime area in the park to distribute information about PSTA's transportation services.

Ticket Outlets – PSTA is proud to welcome the Southside Food Mart as a new Ticket Outlet. Located in an area frequented by many of our bus riders in St. Petersburg, this new outlet is open seven days a week and will bring an improved customer service convenience to that area.

In an effort to streamline some of our ticket sales procedures and processes, additional consignment ticket outlets were successfully converted over to a pre-pay ticket ordering system. This allows for staff resources to be allocated more efficiently.

PLANNING DEPARTMENT

- **Title VI Report** - The 2014 PSTA Title VI Report was approved by the FTA in December.
- **Transit Development Plan (TDP)** – Staff finalized and submitted the TDP Progress Report. The Florida Department of Transportation (FDOT) approved the report in December. Staff has begun working on the 2016-2024 TDP Major Update and met with FDOT in January 2015 to review major update requirements.
- **Regional Fare Collection Project** – Staff developed and conducted a survey of riders about fare collection technologies and pass type preferences as part of the Regional Fare Collection Project. Surveys were available online and through the terminals. More than 2,600 residents and visitors responded with an overwhelming majority responding positively to technology based fare collection such as SmartCard and mobile phone applications. Valuable information on various bus pass options was also collected. Staff will use the results to inform recommendations on streamlined fare pass options designed to be implemented with Mobile Ticketing and Smart Card technologies.
- **Inter-Agency Project Coordination** – Staff is coordinating with PSTA's transportation partners on a variety of transportation plans and studies to ensure incorporation of transit where appropriate/possible and consistency with PSTA's plans. The following coordination occurred during the past month.
- **Express Bus in Express Lanes Study** – Staff received updated information on preliminary recommendations for alignments and operating scenarios related to

express bus services that could operate in future tolled express lanes in the I-275 corridor from St. Petersburg to Wesley Chapel in Pasco County. A presentation by FDOT's project consultants was provided to the PSTA Planning Committee.

- **FDOT General Project Coordination** – A meeting with FDOT staff was held to review requirements and current guidance associated with the TDP Major Update due in September 2015. Staff also discussed utilization of the Transit Boardings Estimation and Simulation Tool (TBEST) for route specific analysis and ridership projections, and the anticipated FDOT grant application schedule for 2015.
- **Performance Measures** – Staff finalized development of performance measures and used them to evaluate PSTA's current routes against the entire system and within service types. This evaluation will be used to inform service modifications for the upcoming year. The performance measures will also be used to evaluate proposed future routes
- **UPASS Survey** – Staff developed a survey to better understand the use of the UPASS in the PSTA System. The survey will be conducted January 26 – 30, 2015. Riders will be handed a card with information to access the survey through the PSTA website or how to obtain a paper copy.

Future Reports:

Central Avenue Art in Transit Project Update

Park and Ride Updates

Amenity Partnership (Madeira Beach)

Premium Bus Service Pilot Project Proposals – Express Bus and Bus Rapid Transit (BRT)

SAFETY, SECURITY, & TRAINING

- New Vehicle Operations Training curriculum for Maintenance employees, developed by Safety, Security & Training Supervisors Theo Bakomihalis and Eddie Kester, was finalized.
- First to receive training will be Service Attendants, followed by Mechanics.
- Safety, Security & Training Supervisor Jim Egbert Participated in the Quarterly FTSN Committee Meeting at LYNX.
- Mr. Egbert attended Smith System Recertification Training. The Smith System is a powerful training method that ensures best safety practices are passed on to and exercised by employees.

- Mr. Egbert participated in a TSA Mass Transit Information Sharing Teleconference. Included in the conference was an Intel briefing, Transit Security Grants Program information, and information on impacts that protests can have on transit.
- Safety, Security & Training completed a class of 10 and released them to Transportation on December 27, 2014.
- Assisted four law enforcement agencies.

SCHEDULING

- During the month of December bidding began for the Christmas Day and New Year's Day bid holiday. Bidding started December 1st and ended on December 5th. During the bidding process, 369 operators choose their work piece within in a ten minute time period.
- Staff continues to work closely with FDOT to prepare for upcoming temporary closures of any stop locations along the US19 corridor.
- Minor service improvements were made to several bus stops through-out Pinellas County.
- Staff continues to prepare possible service improvements and adjustments that will become effective February 2015.

TRANSPORTATION DEPARTMENT

- The Transportation Department welcomed the CSRs to their new location in the Operations Building second floor on December 10th. Also, Shirley Howard, Superintendent of Customer Service, Terri Evard, Lead Supervisor of Customer Service, and Tamika Gunn, Employee Training and Engagement Generalist, moved to the Transportation Department office locations during December.
- Ten new trainees completed training and were promoted to full time Bus Operators on December 28th.
- On December 15th negotiations between SEIU (Supervisor Union) and PSTA were held. Progress was made on several proposals. Future negotiations are scheduled.
- New Gillig Buses were put in service in late December. PSTA received eight buses – 40-foot, 2013 models that look great going down the road.
- Holiday Parades in various communities in Pinellas County were held throughout December. Detours were posted and buses ran as close to the effected streets as possible.

- On December 17th, a Holiday Breakfast was held for the employees. Many Bus Operators, supervisors and other employees enjoyed some good food and conversation amongst friends.
-

Attachments:

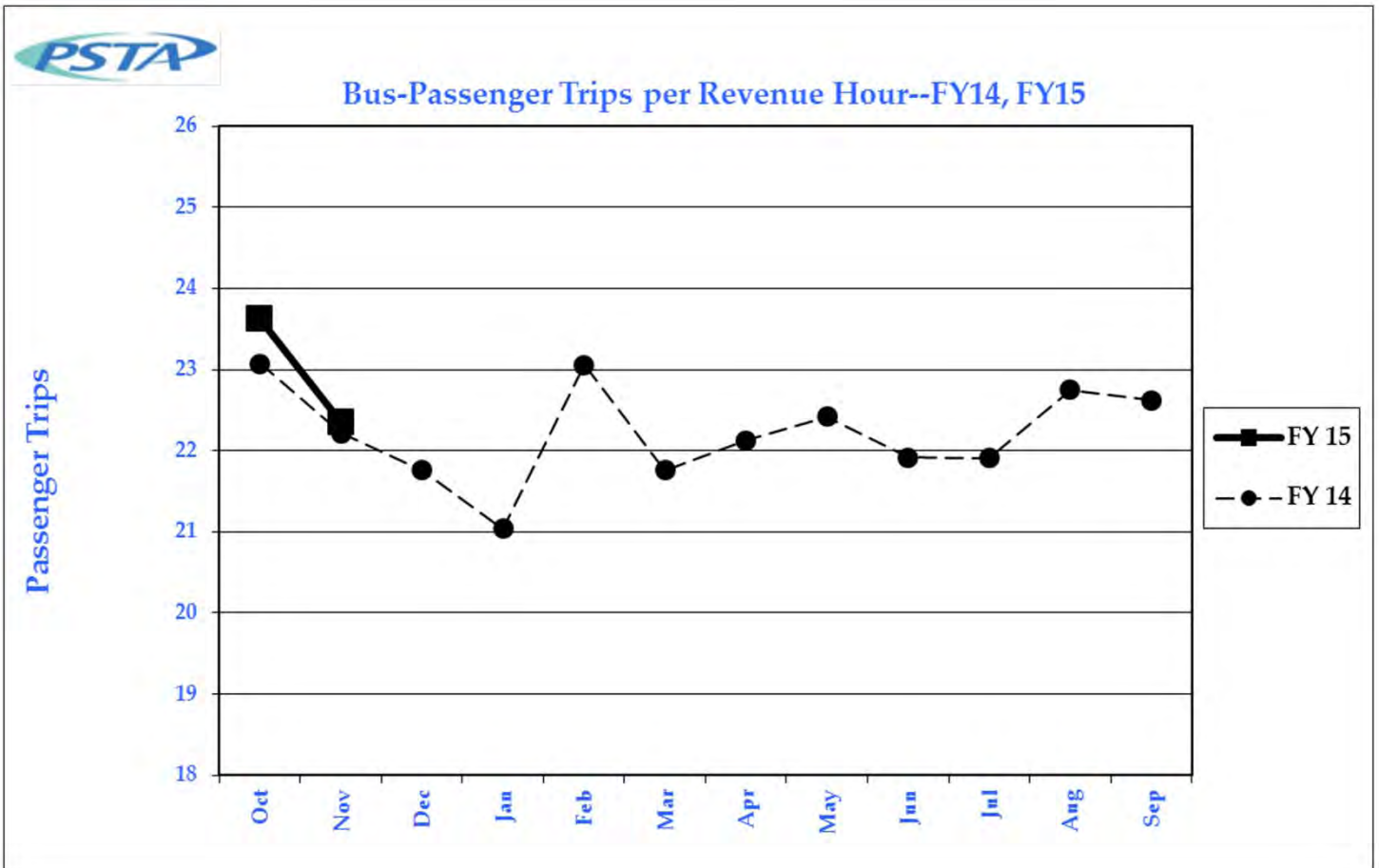
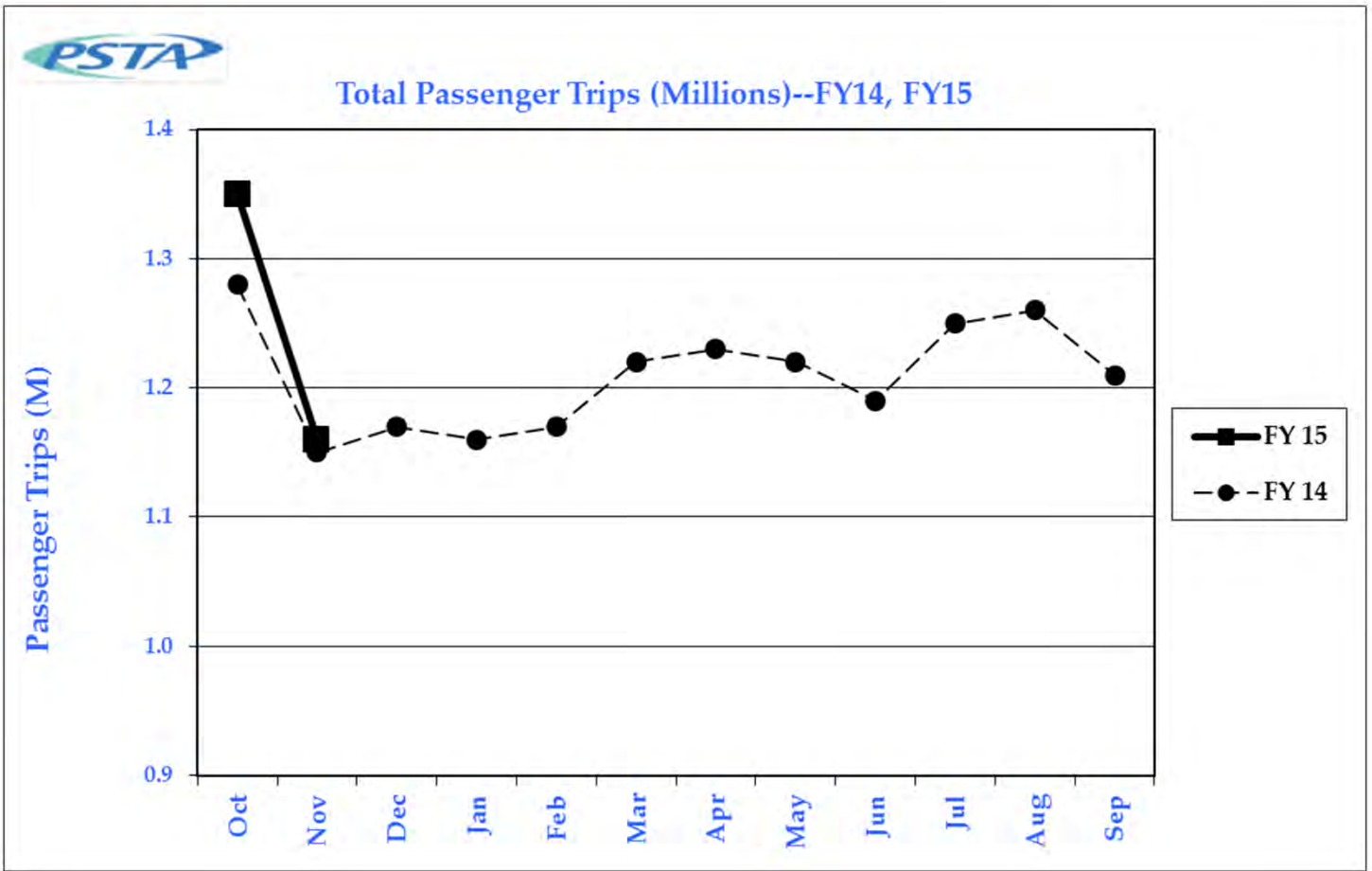
1. Operating Statistics
2. Performance Graphs



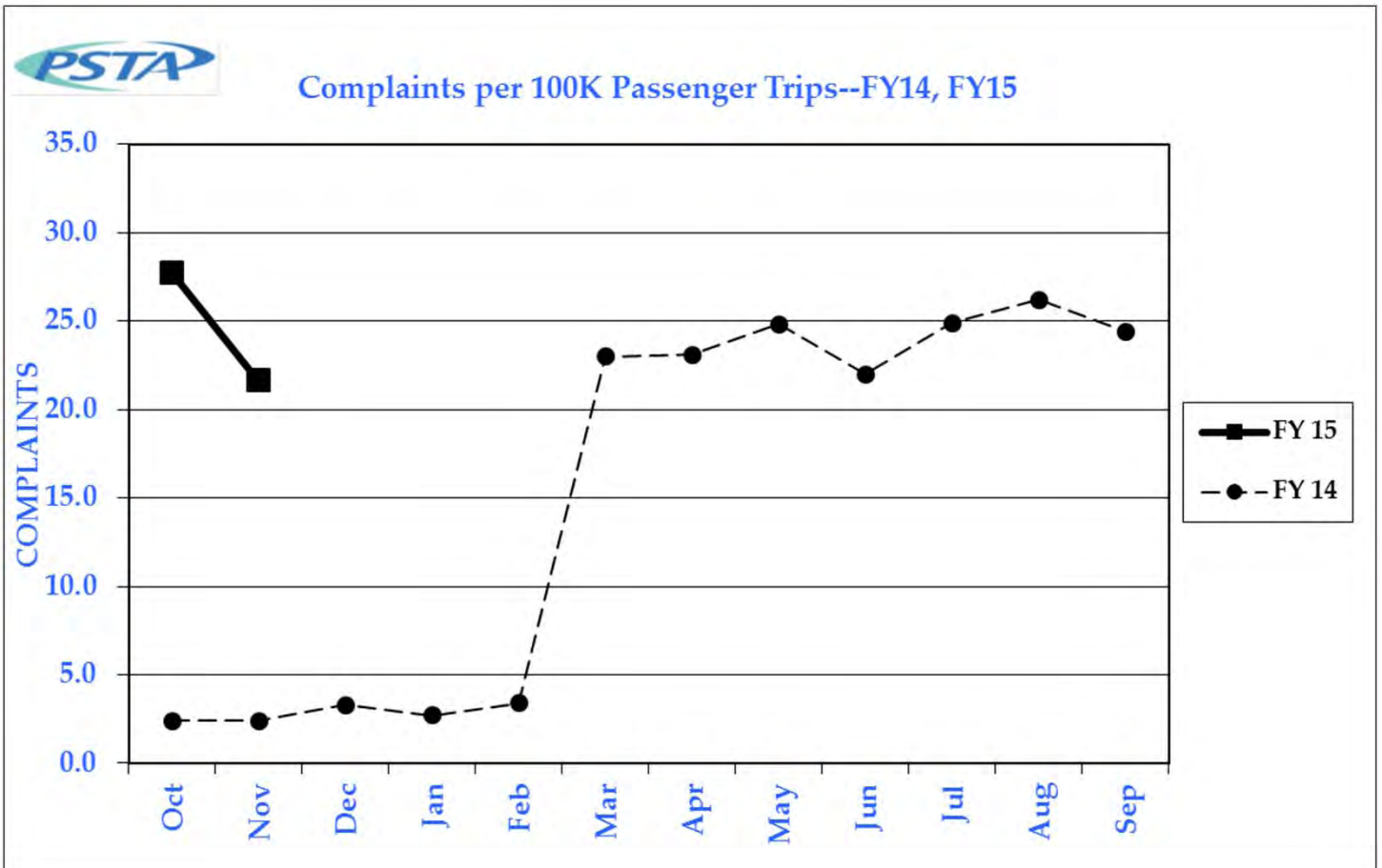
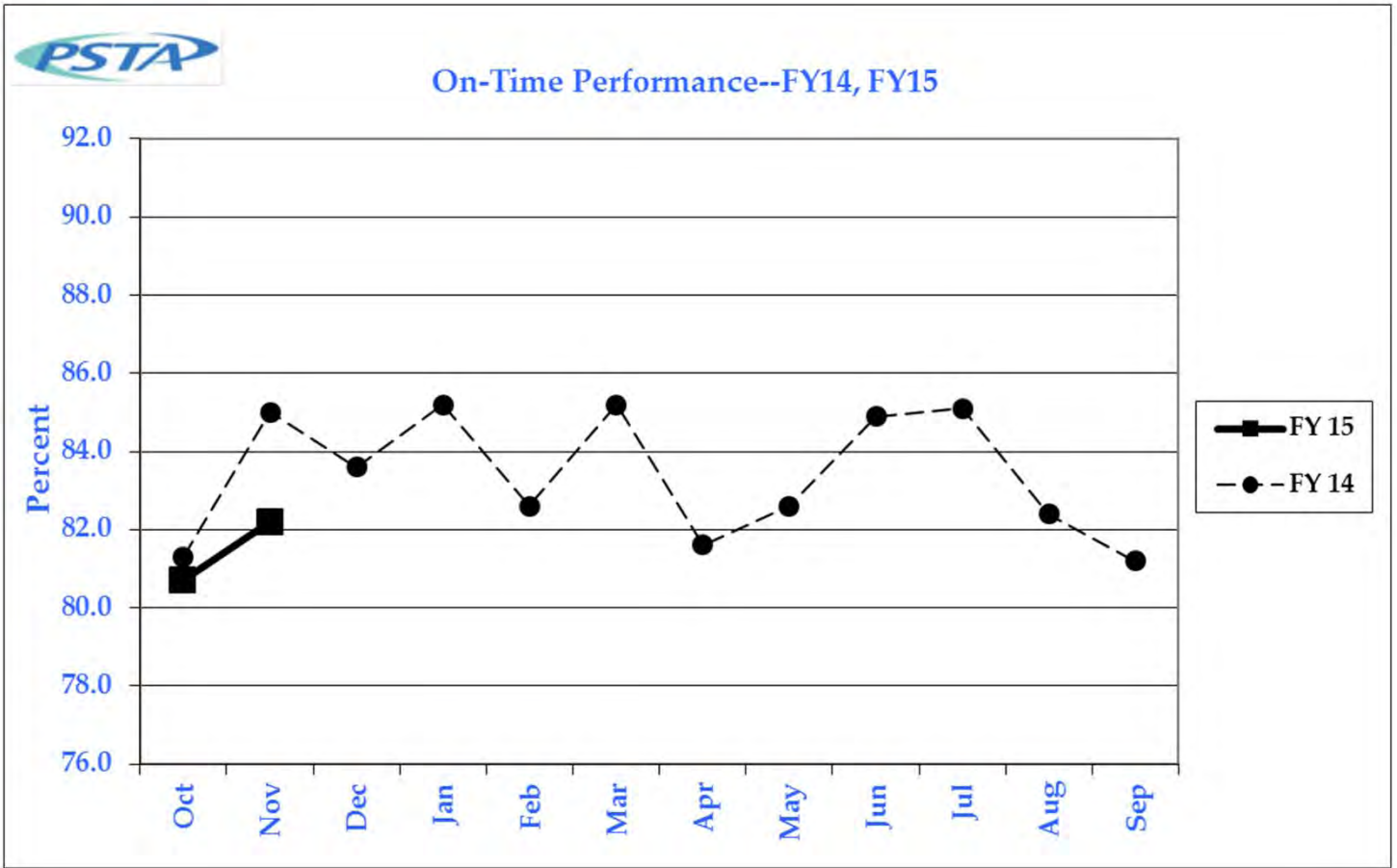
OPERATING STATISTICS
Board Report
NOVEMBER 2014

CURRENT MONTH			RIDERSHIP STATISTICS	FISCAL YEAR-TO-DATE		
THIS MONTH	THIS MONTH LAST YEAR	% CHANGE		THIS YEAR	PRIOR YEAR	% CHANGE
1,028,114	1,056,195	-2.7%	Total Bus Revenue Passenger Trips ⁽¹⁾	2,250,909	2,237,416	0.6%
56,999	41,774	36.4%	Other Bus Passenger Trips (includes East Lake) ⁽²⁾	106,451	90,158	18.1%
3,608	3,041	18.6%	Looper Trolley Passenger Trips ⁽³⁾	7,120	5,723	24.4%
41,691	21,632	92.7%	Jolley Trolley Passenger Trips ⁽⁴⁾	87,033	39,856	118.4%
1,130,412	1,122,642	0.7%	Total Fixed Route Passenger Trips ⁽¹⁻⁴⁾	2,451,513	2,373,153	3.3%
21,308	22,213	-4.1%	DART Client Trips ⁽⁵⁾	45,961	46,700	-1.6%
428	552	-22.5%	DART TD Trips ⁽⁶⁾	914	1,172	-22.0%
3,035	3,014	0.7%	DART PCA Trips ⁽⁷⁾	6,444	6,306	2.2%
24,771	25,779	-3.9%	Total DART Passenger Trips ⁽⁵⁻⁷⁾	53,319	54,178	-1.6%
1,155,183	1,148,421	0.6%	Total Passenger Trips ⁽¹⁻⁷⁾	2,504,832	2,427,331	3.2%
5,315	5,072	4.8%	Wheelchairs	11,600	11,132	4.2%
32,548	32,919	-1.1%	Bikes on Buses	70,566	69,461	1.6%
47,585	45,209	5.3%	Average Weekday Passenger Trips			
31,906	28,119	13.5%	Average Saturday Passenger Trips			
16,124	14,406	11.9%	Average Sunday Passenger Trips			
OPERATING STATISTICS						
608	592.0	2.6%	Employees-Budgeted			
695,392	704,729	-1.3%	Total Revenue Miles	1,466,213	1,461,988	0.3%
48,539	49,415	-1.8%	Total Revenue Hours	102,408	102,715	-0.3%
82.2	85.0	-3.3%	On-Time Performance	81.5	83.1	-2.0%
21.6	2.4	810.6%	Complaints Per 100,000 Passenger Trips*	24.9	2.4	933.2%
4.01	3.59	11.8%	Accidents--Total-Per 100,000 Miles	3.86	3.70	4.5%
1.25	0.74	68.8%	Accidents--Preventable-Per 100,000 Miles	0.95	0.83	13.9%
8,391	8,680	-3.3%	Miles Per Roadcall	9,455	7,836	20.7%
10,865	8,700	24.9%	Miles Per Service Interruption	9,646	9,618	0.3%
1.56	1.56	0.0%	Bus-Total Passenger Trips / Revenue Mile	1.61	1.59	1.1%
22.35	22.22	0.6%	Bus-Total Passenger Trips / Revenue Hour	23.02	22.66	1.6%

PSTA Performance Measures



PSTA Performance Measures



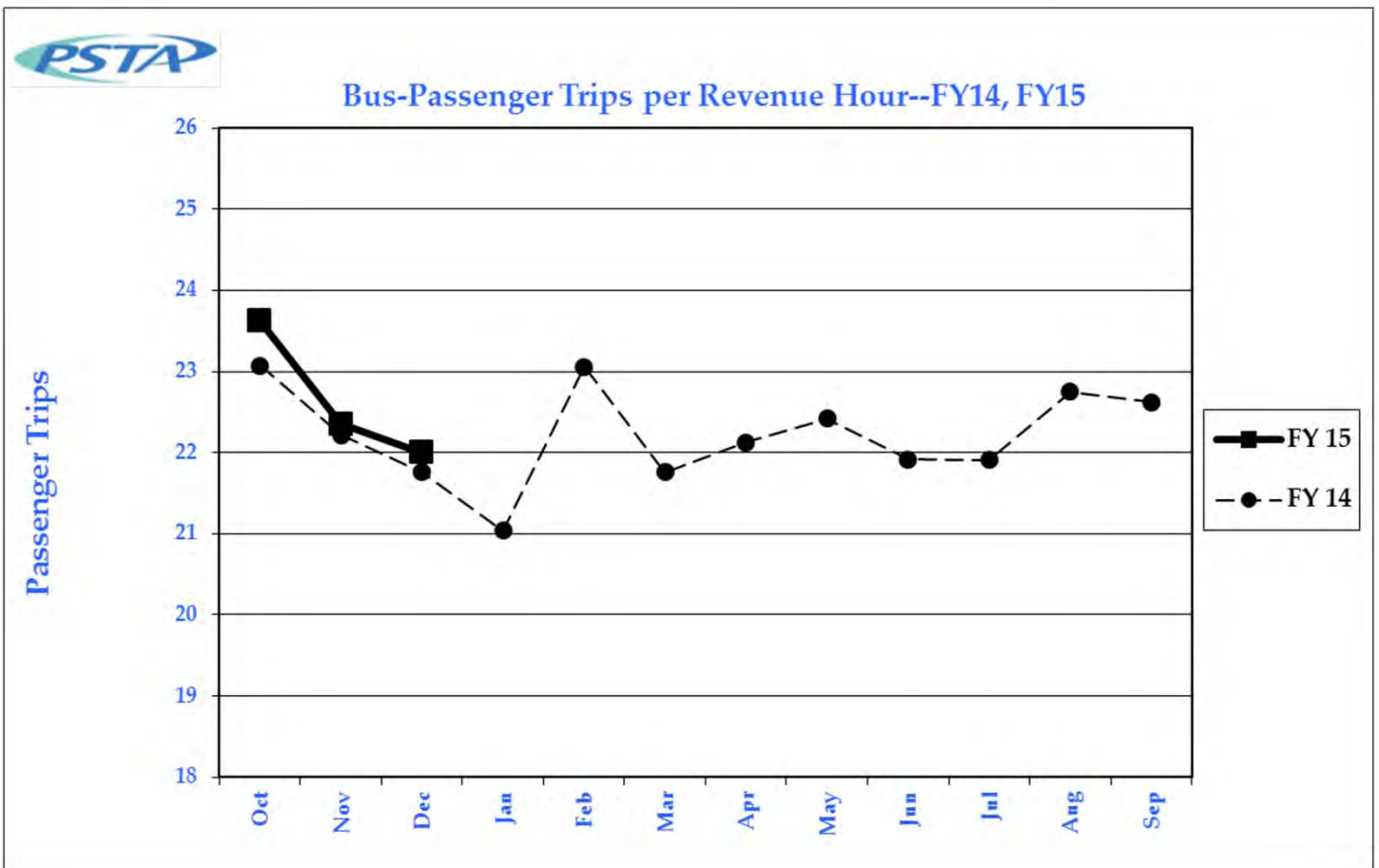
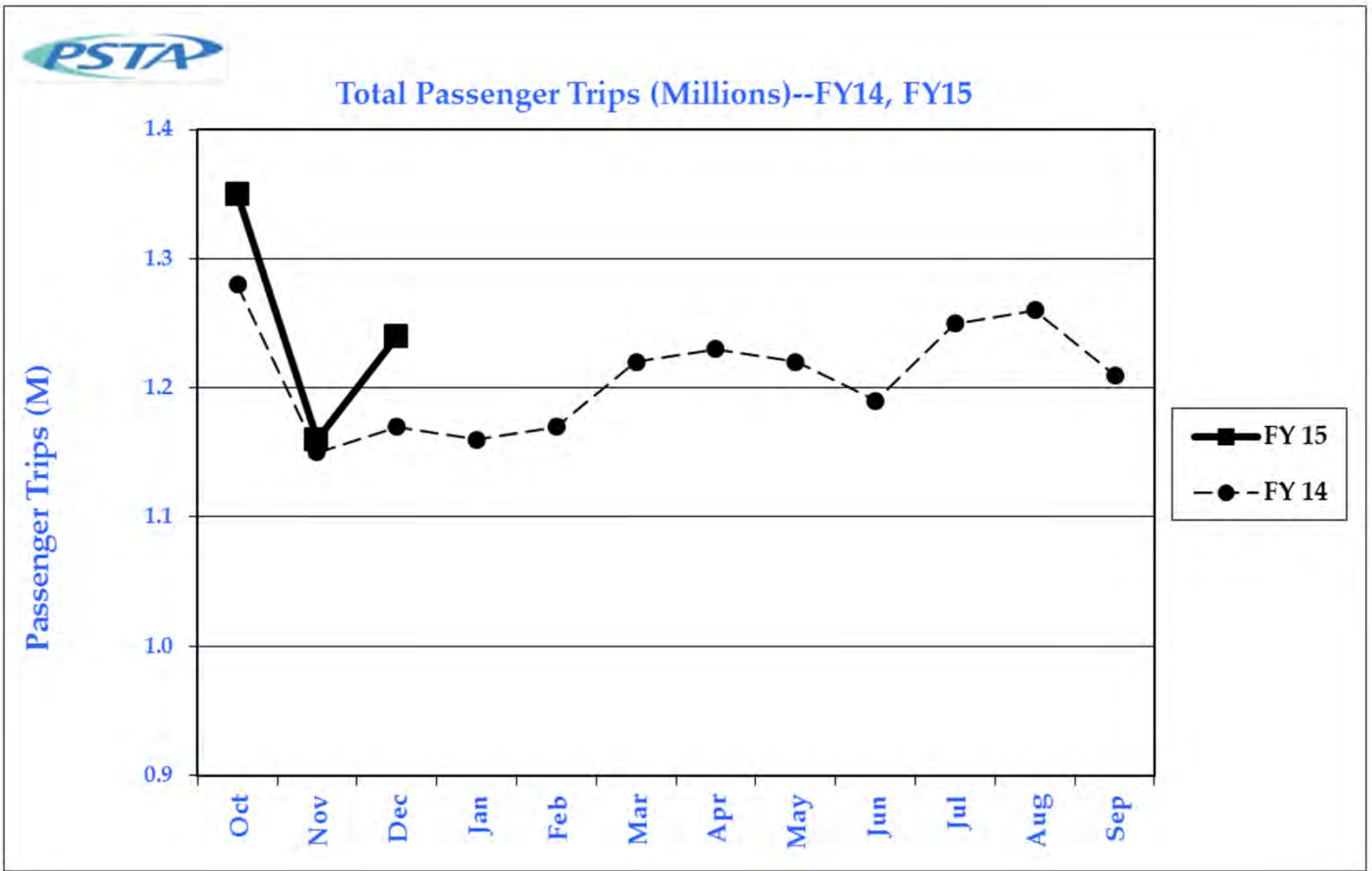


OPERATING STATISTICS
Board Report
DECEMBER 2014

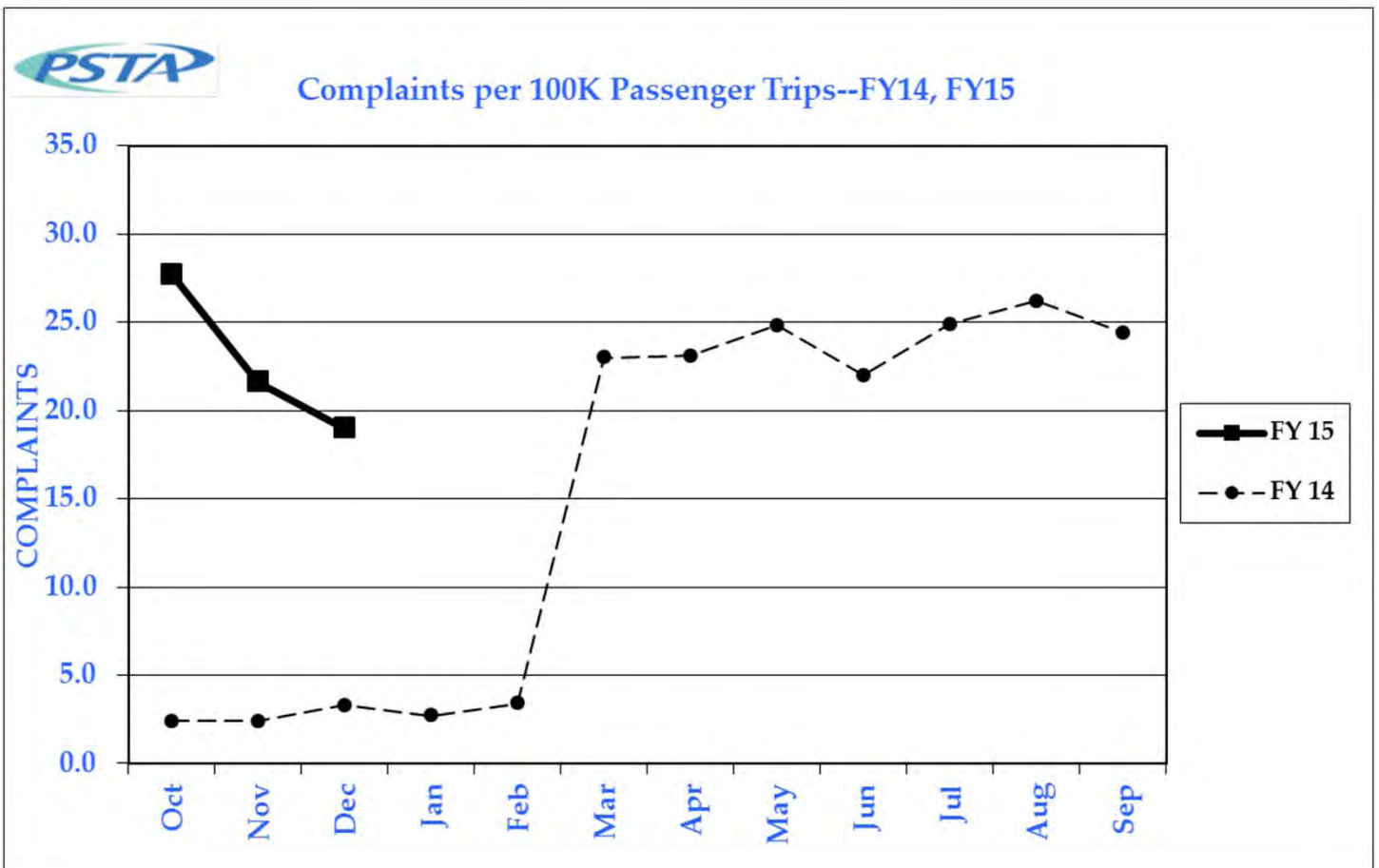
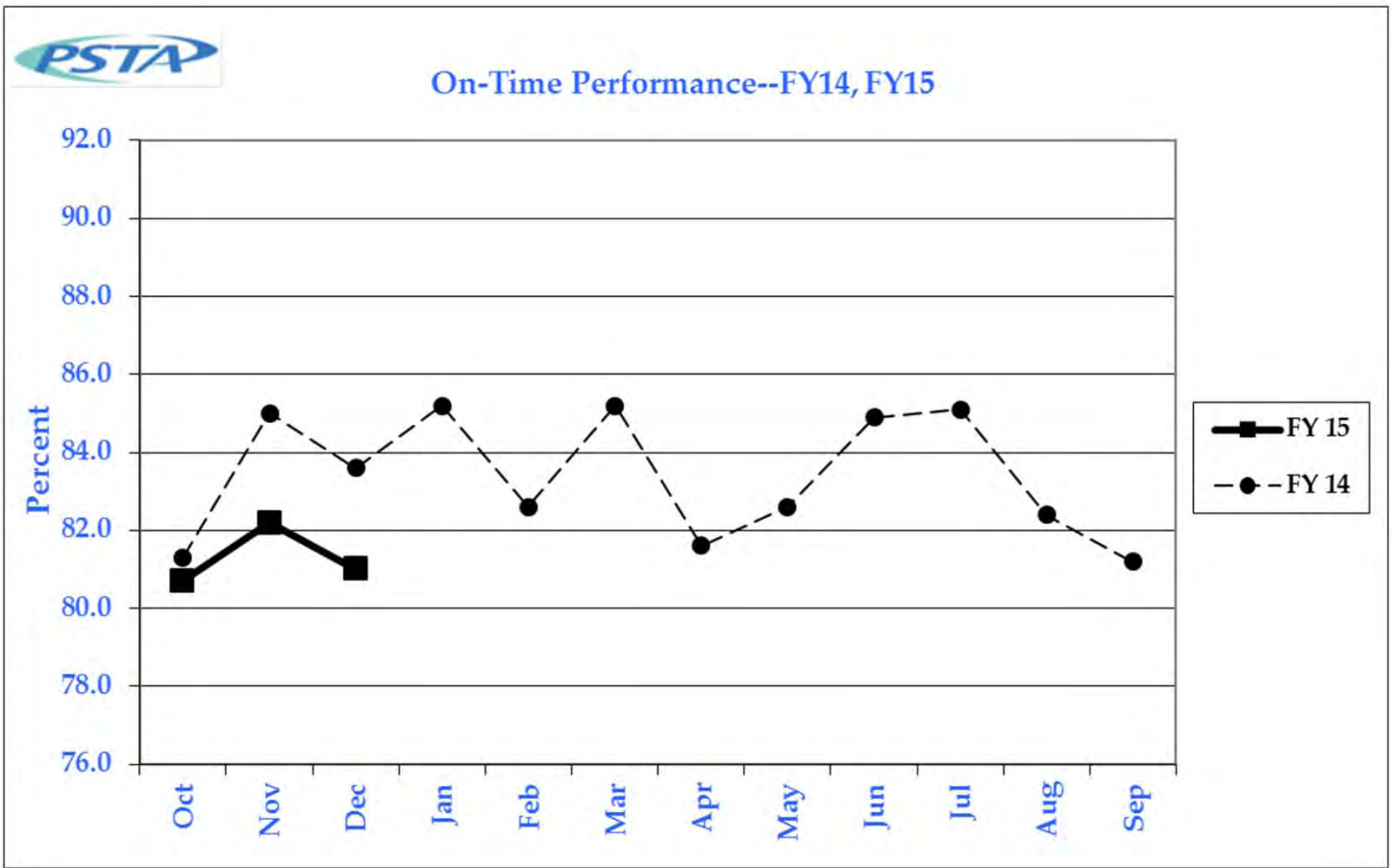
CURRENT MONTH			RIDERSHIP STATISTICS	FISCAL YEAR-TO-DATE		
THIS MONTH	THIS MONTH LAST YEAR	% CHANGE		THIS YEAR	PRIOR YEAR	% CHANGE
1,110,921	1,060,467	4.8%	Total Bus Revenue Passenger Trips ⁽¹⁾	3,361,830	3,297,883	1.9%
44,243	41,976	5.4%	Other Bus Passenger Trips (includes East Lake) ⁽²⁾	150,694	132,134	14.0%
3,800	3,329	14.1%	Looper Trolley Passenger Trips ⁽³⁾	10,920	9,052	20.6%
52,488	33,430	57.0%	Jolley Trolley Passenger Trips ⁽⁴⁾	139,521	73,286	90.4%
1,211,452	1,139,202	6.3%	Total Fixed Route Passenger Trips ⁽¹⁻⁴⁾	3,662,965	3,512,355	4.3%
23,050	22,293	3.4%	DART Client Trips ⁽⁵⁾	69,011	68,993	0.03%
396	559	-29.2%	DART TD Trips ⁽⁶⁾	1,310	1,731	-24.3%
3,162	3,108	1.7%	DART PCA Trips ⁽⁷⁾	9,606	9,414	2.0%
26,608	25,960	2.5%	Total DART Passenger Trips ⁽⁵⁻⁷⁾	79,927	80,138	-0.3%
1,238,060	1,165,162	6.3%	Total Passenger Trips ⁽¹⁻⁷⁾	3,742,892	3,592,493	4.2%
5,998	5,480	9.5%	Wheelchairs	17,598	16,612	5.9%
34,297	32,577	5.3%	Bikes on Buses	104,863	102,038	2.8%
47,602	44,293	7.5%	Average Weekday Passenger Trips			
32,947	29,980	9.9%	Average Saturday Passenger Trips			
16,320	14,210	14.8%	Average Sunday Passenger Trips			
OPERATING STATISTICS						
608	592.0	2.6%	Employees-Budgeted			
751,760	722,241	4.1%	Total Revenue Miles	2,217,974	2,184,228	1.5%
52,516	50,659	3.7%	Total Revenue Hours	154,924	153,374	1.0%
81.0	83.6	-3.2%	On-Time Performance	81.3	83.3	-2.4%
19.0	3.3	474.5%	Complaints Per 100,000 Passenger Trips*	22.9	2.7	748.8%
3.94	3.26	20.9%	Accidents--Total-Per 100,000 Miles	3.89	3.55	9.5%
0.58	0.85	-31.8%	Accidents--Preventable-Per 100,000 Miles	0.82	0.84	-1.8%
10,652	11,182	-4.7%	Miles Per Roadcall	9,829	8,696	13.0%
11,566	9,894	16.9%	Miles Per Service Interruption	10,221	9,708	5.3%
1.54	1.53	0.4%	Bus-Total Passenger Trips / Revenue Mile	1.58	1.57	0.9%
22.00	21.76	1.1%	Bus-Total Passenger Trips / Revenue Hour	22.67	22.36	1.4%

*Note: Starting March 2014, complaint number will be total complaints reported (vs. valid).

PSTA Performance Measures



PSTA Performance Measures



FUTURE MEETING SUBJECTS



PSTA BOARD MEETINGS	
February 18, 2015 – Board Workshop	
Action Items	Information Items
February 25, 2015	
Action Items	Information Items
<ul style="list-style-type: none"> • PSTA 2014 Audit • Installation of Passenger Landing Pads • Amend Rules & Regs • TRAC By-Laws 	<ul style="list-style-type: none"> • Fare Collection Survey Results
March 25, 2015	
Action Items	Information Items
<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
April 22, 2015	
Action Items	Information Items
<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •

<u>KEY MEETINGS/DATES</u>
<p><u>Legislative Committee</u></p> <ul style="list-style-type: none"> • Feb. 4, 2015; 9:30 AM – PSTA
<p><u>MPO Meeting</u></p> <ul style="list-style-type: none"> • Feb. 11, 2015; 1:00 PM – Clearwater MPO Offices
<p><u>TRAC</u></p> <ul style="list-style-type: none"> • Feb. 17, 2015; 4:00 PM
<p><u>Finance & Performance Mgmt. Committee</u></p> <ul style="list-style-type: none"> • February Mtg is cancelled • March TBD, 2015; 9:00 AM
<p><u>Planning Committee</u></p> <ul style="list-style-type: none"> • February Mtg is cancelled • March TBD, 2015; 10:30 AM
<p><u>TBARTA Board Meeting</u></p> <ul style="list-style-type: none"> • Feb. 27, 2015; 9:30 AM – FDOT, Tampa