



FY 2020

Adopted
**Operating &
Capital Budget**

OCTOBER 1, 2019 THROUGH
SEPTEMBER 30, 2020

PINELLAS SUNCOAST TRANSIT AUTHORITY
St. Petersburg, Florida





TABLE OF CONTENTS

[Mission Statement/Strategic Plan](#) 1

[Board of Directors](#) 2

[About the Board of Directors & Committees](#) 4

[Letter From the CEO](#) 7

[Budget Summary](#) 10

[Operating Budget Summary and Overview](#) 13

[PSTA Organizational Overview](#) 21

[Position Changes by Division](#) 25

[Budget Policies and Process](#) 26

[Executive Division](#) 35

Divisions:

[Finance](#) 39

[Planning](#) 44

[Human Resources](#) 50

[Marketing](#) 54

[Information Technology](#) 58

[Project Management](#) 63

[Operations](#) 68

[Maintenance](#) 73

[General Function](#) 85

[Insurance](#) 88

[Capital Budget](#) 90

[Statistical Section](#) 111

[Acronyms](#) 139

[Glossary](#) 141

PATH FORWARD

PSTA Mission Statement: To safely connect people to places.

Visionary Service Design: Increase Public Transit Access

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



Sustainable Capital Program

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



Customer-Oriented Service Redesign

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



Incremental Expansion

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



Provide Effective, Financially Viable Public Transportation that Supports Our Community

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



Develop a Strong Governance Model for Effective Pinellas Transportation Leadership

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



Focus on Customer-Oriented Public Transit Services

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





Pinellas Suncoast Transit Authority

**ADOPTED FY 2020 BUDGET
BOARD OF DIRECTORS**

As of July 31, 2019

Chairperson



Janet Long
Commissioner
Pinellas County

Vice-Chairperson



Joseph Barkley
Commissioner
City of Belleair Bluffs

Secretary/Treasurer



Pat Gerard
Commissioner
Pinellas County



David Allbritton
Clearwater
Councilmember



Richard Bennett
Commissioner
North Redington Beach



Vince Cocks
Citizen
Pinellas County



Gina Driscoll
Councilmember
City of St. Petersburg



Dave Eggers
Commissioner
Pinellas County



Samantha Fenger
Commissioner
City of Largo



Heather Gracy
Commissioner
Dunedin



Charlie Justice
Commissioner
Pinellas County



Darden Rice
Councilmember
City of St. Petersburg



Keith Sabiel
Vice-Mayor
City of Pinellas Park



Dan Saracki
Councilmember
Oldsmar



Joshua Shulman
Citizen
City of St. Petersburg



PINELLAS SUNCOAST TRANSIT AUTHORITY
Board of Directors
Officers

Janet Long, Chairperson
Joseph Barkley, Vice-Chairperson
Pat Gerard, Secretary/Treasurer

City of Belleair Bluffs

Joseph Barkley

City of Clearwater

David Allbritton

City of Dunedin

Heather Gracy

City of Largo

Samantha Fenger

City of Pinellas Park

Keith Sabiel

City of St. Petersburg

Gina Driscoll
Darden Rice
Joshua Shulman

North Redington Beach

Richard Bennett

Oldsmar

Dan Saracki

Pinellas County

Vince Cocks
Dave Eggers
Pat Gerard
Charlie Justice
Janet Long

Chief Executive Officer

Brad Miller

General Counsel

Bryant Miller Olive



About the PSTA Board of Directors & Committees

Board of Directors Meetings

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

Executive Committee

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

Finance and Performance Management Committee

The duties of the Finance and Performance Management

Committee are as follows: select audit firm, review audit report, review financial and operating reports, review and make recommendations on investment strategy, review and make recommendations on insurance policies, review proposed labor settlements and negotiations, review and make recommendations regarding major contracts and procurements, and oversee and monitor performance goals and measures.

Planning Committee

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

Legislative Committee

The mission of the PSTA Legislative Committee is to advise the full PSTA Board of Directors of the official positions of the Local, State, and Federal entities concerning legislative matters pertaining to the operations, development, and funding of PSTA; and to facilitate advancement of the Pinellas County Alternatives Analysis (AA) Locally Preferred Alternative (LPA). The Committee will also review

resolutions and legislation in order to advise and recommend positions to the members and leadership of the PSTA Board; and work with the regional entities in the development and implementation of transportation for the Tampa Bay region.

Transit Riders Advisory Committee (TRAC).

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



About the PSTA Board of Directors & Committees

PSTA Board Committee Assignment Roster & Other PSTA Related Committee Appointments as of July, 2019

PSTA COMMITTEES										OTHER COMMITTEES			
Position	Name	Representing	Appointment	Planning	Finance & Performance Management	Legislative	Executive	Personnel	Nominating	Forward Pinellas	TBARTA	MPO' s LCB	MPO' s School Safety
1	Janet Long, Chairperson	Pinellas County	12/2012			XXX	XXX	XXX	X	X	X		
2	Joseph Barkley, Vice-Chairperson	South Cities	11/2012	X	XXX	X	X	X	XXX				
3	Pat Gerard, Secretary/Treasurer	Pinellas County	12/2014	XXX			X	X	X				
4	Darden Rice	St. Petersburg	01/2014				X	X	X	Y			
5	Keith Sabiel	Pinellas Park	07/2019										
6	Dave Eggers	Pinellas County	02/2014		X					Y			Y
7	Samantha Fenger	Largo	10/2015	Alt.									
8	Charlie Justice	Pinellas County	10/2016	X		X				Y			
9	Joshua Shulman	St. Petersburg Non-Elect	02/2017	X	X								X
10	Richard Bennett	Beach Cities	04/2017		X								
11	Vince Cocks	Pinellas County	10/2018		X								
12	David Allbritton	Clearwater	10/2018	X									
13	Heather Gracy	Dunedin	12/2018			X							
14	Gina Driscoll	St. Petersburg	01/2019			Alt		X					
15	Dan Saracki	North County	05/2019										

XXX - Chair of Committee

X - Member Appointed by PSTA

Y - Member Appointed by Other Body



Pinellas Suncoast Transit Authority

ADOPTED FY 2020 BUDGET



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

Pinellas Suncoast Transit Authority

Florida

For the Fiscal Year Beginning

October 1, 2018

Christopher P. Morill

Executive Director



Pinellas Suncoast Transit Authority

ADOPTED FY 2020 BUDGET



**TO: Members of the PSTA Board of Directors
And Citizens of Pinellas County**

FROM: Brad Miller, Chief Executive Officer

DATE: September 25, 2019

SUBJECT: Transmittal of FY 2020 Adopted Budget

I am pleased to present the FY 2020 Adopted Operating Budget and the Five-Year Capital Improvement Plan that reflects PSTA's strategic Path Forward plan. The emphasis in FY 2020 is to maintain service to Pinellas County and to fully participate in collaborative transportation policy and priority settings, and financial partnerships with other federal, state and regional partners to ensure that PSTA has financial stability for both capital and operations in the long run. As outlined below, staff is committed to continually building on our successes and on continuous improvement as we move forward:



FOCUS ON CUSTOMER-ORIENTED TRANSIT SERVICES - The customer is our foundation for continuing to build on our Path Forward. The operating budget includes benchmarking of our customer service, and continued emphasis on community outreach. In support of that, the budget has funding for surveys on customer service, community support and PSTA's Net Promoter Score.

We are also very excited to be offering our customers in 2020 the full robust Mobile Application fare payment option (Flamingo Fares Tampa Bay). This electronic fare payment system will be deployed region-wide in Pinellas, Hillsborough, Sarasota, Pasco and Hernando counties. It will use third-party produced and distributed prepaid cards and contactless devices such as smart cards, mobile applications, credit and debit cards that will make it easier to ride transit within the region.

PSTA has led the nation in offering innovative options to our customers such as the Transit Disadvantaged (TD) Late Shift Program that provides up to 23 free on-demand trips per month to/from work when bus service is not available. PSTA also has implemented Direct Connect to help meet the "first mile/last mile" challenge. Direct Connect allows riders to use Uber or United Taxi to travel within a specific geographic zone to or from a series of designated stops. From there, riders can connect with the regular PSTA public transit bus system.



The capital improvement plan budget includes approximately \$23.6 million in customer amenities for FY 2020 such as shelters, shelter pads that allow ADA accessibility, and the start of construction on the Central Avenue Bus Rapid Transit System (BRT). Construction of Central Avenue Rapid Transits System is \$43.9 million project. The five-year plan also includes a new Clearwater Downtown Intermodal Terminal estimated at \$21.2 million, that will proceed upon award of all funding sources.



DEVELOP A STRONG GOVERNANCE MODEL FOR EFFECTIVE PINELLAS TRANSPORTATION LEADERSHIP – Our State and federal lobbyists are assisting in obtaining funding for our legislative priorities that are in support of the Path Forward. Federal initiatives include development of a bus rapid transit corridor for the St. Petersburg Central Avenue route which is the highest demand transit corridor in the Tampa Bay region; the ability to count integrated TNC rides as “Transit”, increased infrastructure funding, advancing the NHTSA approval process for autonomous technology and opposing FTA’s proposed rule changes increasing risk assessment requirements for Small Starts projects. At the State level, legislative priorities include seeking to increase the Florida Urban Transportation Disadvantaged Funds, ensuring that Medicaid Brokerage Service Transportation is not shifted to DART, and that funding is increased to District 7 for Tampa International Airport Express Service.



PROVIDE EFFECTIVE, FINANCIALLY VIABLE PUBLIC TRANSPORTATION THAT SUPPORTS OUR COMMUNITY - The 2020 budget includes funding and in-kind services from non-traditional sources such as the City of St. Petersburg, Pinellas County and Forward Pinellas. In addition, PSTA will be using reserves for operations to maintain service to Pinellas County. The PSTA Board is supportive of seeking new revenue sources to bridge operating deficits while long term solutions are developed and workshops to achieve this are on-going.



SUSTAINABLE CAPITAL PROGRAM – The capital improvement plan budget is in support of maintaining a state of good repair for all our assets. The emphasis is on bus replacement, technology enhancements, and customer focused projects such as the Central Avenue Rapid Transit System. For the bus replacement program, staff will be working with federal, state, private and community partners to advocate for capital funding for electric buses and electric charging infrastructure in support of our continued commitment to environmental sustainability.



CUSTOMER ORIENTED SERVICE REDESIGN – Focusing resources where transit works best, the budget includes maintaining our routes. During the coming year we will continue to engage the customers and the business community, both in public forums and on an individual basis to hear their concerns and suggestions so that we can work to better serve them.



INCREMENTAL EXPANSION – PSTA is working with current and potential funding partners to develop new revenue streams for not only maintenance of current service but also increased service.



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

Our team continues to make a difference, leading the transit industry in so many ways. I look forward to seeing what the future holds for PSTA. On behalf of the entire PSTA team, I am pleased to present the FY 2020 Operating budget and Five-Year Capital Plan.





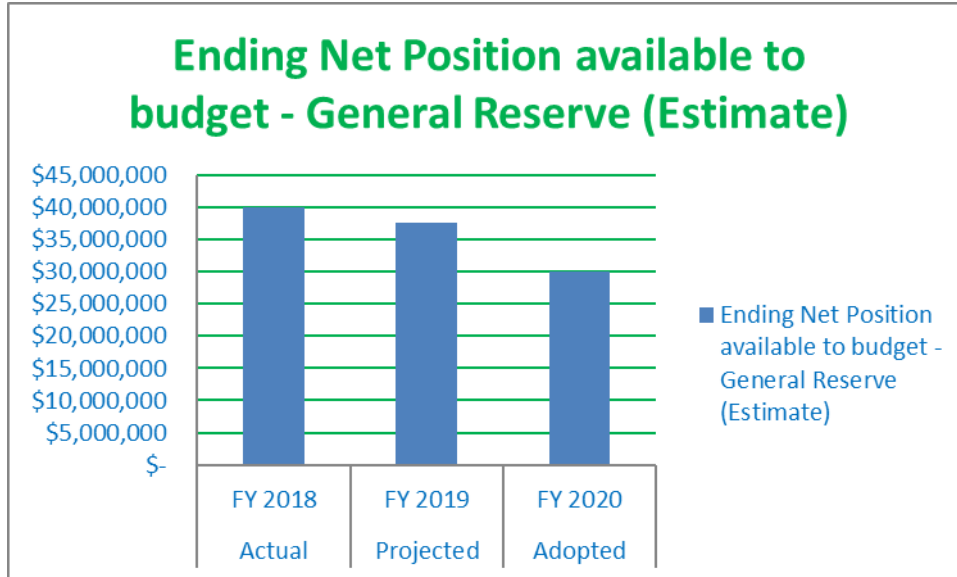
FY 2020 BUDGET SUMMARY

Description	Actual	Adopted	Projected	Adopted	Change	% Change
	FY 2018	FY 2019	FY 2019	FY 2020	Amount	FY2019 - FY2020
Beginning Net Position available to budget - General Reserve (Estimate)	\$ 39,972,242	\$ 39,243,472	\$ 39,903,719	\$ 37,621,270	\$ (2,282,449)	-5.72%
Total Operation Revenues	74,772,457	79,506,489	79,890,570	83,576,786	3,686,216	4.61%
Capital Revenues	5,462,197	46,137,264	19,553,408	41,327,946	21,774,538	111.36%
Total Sources	\$ 120,206,896	\$ 164,887,225	\$ 139,347,697	\$ 162,526,002	\$ 23,178,305	16.63%
Operating Budget	\$ 73,522,740	\$ 81,233,908	\$ 80,154,846	\$ 85,321,056	\$ 5,166,210	6.45%
Capital Improvement Budget	6,780,437	51,735,252	21,571,581	47,184,787	25,613,206	118.74%
Total Uses	\$ 80,303,177	\$ 132,969,160	\$ 101,726,427	\$ 132,505,843	\$ 30,779,416	30.26%
Ending Net Position available to budget - General Reserve (Estimate)	39,903,719	31,918,065	37,621,270	30,020,159	(7,601,111)	-20.20%
Total Uses and Net Position Reserves	\$ 120,206,896	\$ 164,887,225	\$ 139,347,697	\$ 162,526,002	\$ 23,178,305	16.63%

Description	Actual	Adopted	Projected	Adopted	Change	% Change
	FY 2018	FY 2019	FY 2019	FY 2020	Amount	FY2019 - FY2020
Restricted Grantor Resources Pending Approval	\$ 55,289	\$ 303,432	\$ 35,536	\$ 35,536	-	0.00%
Designation of General Reserve:						
Operating Reserve - 2 Months Minimum	13,538,985	13,538,985	13,538,985	14,220,176	681,191	5.03%
Capital Reserve	26,309,445	18,075,648	24,046,749	15,764,447	(8,282,302)	-34.44%
Ending Net Position available to budget - General Reserve (Estimate)	\$ 39,903,719	\$ 31,918,065	\$ 37,621,270	\$ 30,020,159	\$ (7,601,111)	-20.20%



FY 2020 BUDGET SUMMARY



FY 2020 ADOPTED OPERATING BUDGET SUMMARY

The adopted operating budget for FY 2020 is increasing by \$5.2 million or 6.45% over FY 2019 projected expenses.

FY 2020 ADOPTED REVENUE SUMMARY

- Passenger Fares are budgeted to be 4.84% less than the projected FY 2019 year-end due to fare capping with the implementation of the Regional Fare Project.
- Auxiliary revenue is budgeted to be 15.23% more than the projected FY 2019 year-end. This is due to an increase in revenue to be received from advertising.
- Non-transportation revenue is budgeted to be 20.31% less than the projected FY 2019 year-end due to decreased interest income.
- Property Tax is budgeted to be 7.89% higher than the projected FY 2019 year-end due to an increase in taxable property values.
- Local Beach Trolley revenue is budgeted to be 6.04% less than the projected FY 2019 year-end. This is due to a decrease in trolley revenue from the City of St. Pete Beach and Treasure Island, partner service costs, and an increase in the Downtown Circulator.
- State Grant revenue is budgeted to be 7.26% higher than the projected FY 2019 year-end. This is mostly due to an increase in State Reimbursement for the Transportation Service Enhancement Program.



FY 2020 BUDGET SUMMARY

FY 2020 ADOPTED EXPENSE SUMMARY

- Salaries (\$34.1 million projected year-end in FY 2019) are budgeted at \$36.4 million and include:
 - Step increases for union employees.
 - A 3.0% merit based increase for administrative employees.
 - Total headcount increases by thirteen (13) positions.
- Fringe Benefits are budgeted to increase 11.69% over the FY 2019 projected year-end due to increased benefits costs related to reduced vacant positions, an increase in health insurance premiums and pension rates.
- Services are budgeted to increase 5.24% over the FY 2019 projected year-end primarily due to software services in IT.
- Diesel Fuel is budgeted to decrease 13.18% under the FY 2019 projected year-end due to decreasing fuel prices.
- Supplies are budgeted to increase 0.32% over the FY 2019 projected year-end due to CPI increases.
- Insurance is budgeted to increase 30.06% over the FY 2019 projected year-end due to 10% premium increases and projected claims expenses based on actuary reports.
- Utilities are budgeted to increase 15.43% over the FY 2019 projected year-end due to rate increases and cloud technology for telephony.
- Purchased Transportation – DART is budgeted to increase 5.09% over the FY 2019

projected year-end due to contractual and ridership increases.

- Purchased Transportation – Transportation Disadvantaged (TD) is budgeted to decrease 22.40% over the FY 2019 projected year-end due to a contract price increase and a projected ridership decrease.
- Purchased Transportation – Trolleys is budgeted to increase 3.59% over the FY 2019 projected year-end due to contractual increases.
- Purchased Transportation – Alternate is budgeted to increase 106.90% over the FY 2019 projected year-end due to increases in grant funding. This includes Direct Connect and First/Last mile programs.
- Miscellaneous expenses are budgeted to increase 4.39% less than the FY 2019 projected year-end.

FY 2020 ADOPTED CAPITAL IMPROVEMENT BUDGET AND FIVE-YEAR CAPITAL IMPROVEMENT PLAN

- The FY 2020 adopted capital budget is focused on the sustainable bus replacement plan. The plan maintains emphasis on customer service through implementation of customer amenities such as new bus shelters, and the design and the start of the construction for the Central Avenue Bus Rapid Transit Project.





FY 2020 OPERATING BUDGET



FY 2020 OPERATING BUDGET SUMMARY

<u>ADOPTED FY 2020 OPERATING BUDGET</u>	
Operating Revenues	\$10,042,600
Non-Operating Revenues	\$73,534,186
Total Revenues	\$83,576,786
Total Expenses	\$85,321,056
Surplus (Deficit)	(\$1,744,270)
Transfer (To) From Reserves	\$1,744,270
Net Surplus (Deficit)	\$0

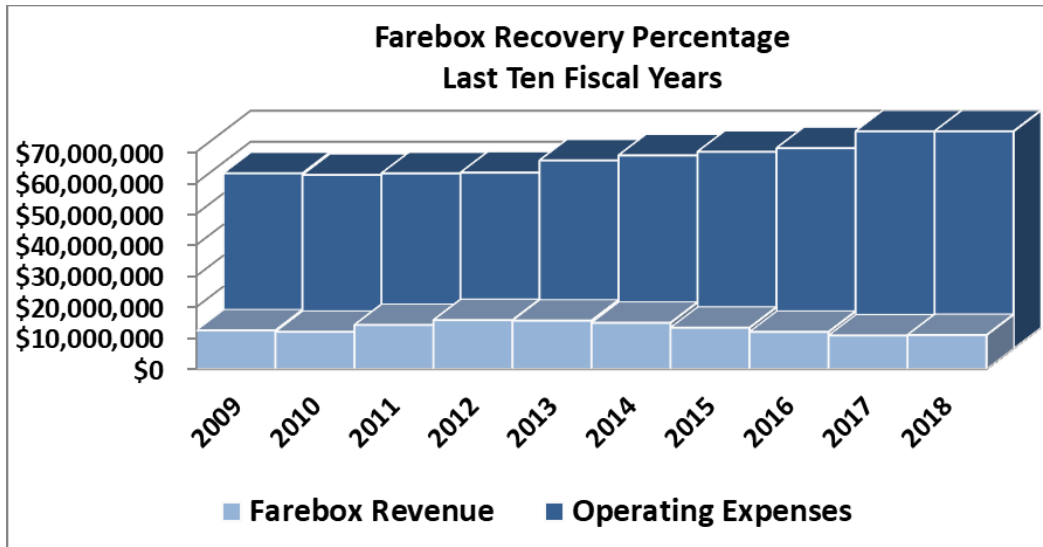


FY 2020 OPERATING BUDGET SUMMARY

Historical Data on Revenue Drivers

Farebox Recovery Percentage Fiscal Years 2009 - 2018

Fiscal Year	Farebox Revenue	Percent Change	Operating Expenses (a)	Percent Change	Farebox Recovery
2009	\$ 12,466,645	2.76%	\$ 56,460,049	0.79%	22.08%
2010	12,004,949	-3.70%	55,940,035	-0.92%	21.46%
2011	14,216,452	18.42%	56,447,358	0.91%	25.19%
2012	15,776,093	10.97%	56,671,829	0.40%	27.84%
2013	15,615,184	-1.02%	60,600,800	6.93%	25.77%
2014	14,912,783	-4.50%	62,243,250	2.71%	23.96%
2015	13,338,796	-10.55%	63,401,568	1.86%	21.04%
2016	11,989,862	-10.11%	64,582,580	1.86%	18.57%
2017	10,838,756	-9.60%	71,819,275	11.21%	15.09%
2018	10,974,717	1.25%	76,551,740	6.59%	14.34%



(a) Excludes depreciation.



FY 2020 OPERATING BUDGET OVERVIEW

<u>Revenues</u>	<u>Actual</u> <u>FY 2018</u>	<u>Adopted</u> <u>FY 2019</u>	<u>Projected</u> <u>FY 2019</u>	<u>Adopted</u> <u>FY 2020</u>	<u>% Change</u>
					<u>FY2019 -</u> <u>FY2020</u>
Operating Revenues	\$ 11,589,951	\$ 10,400,000	\$ 10,553,670	\$ 10,042,600	-4.84%
Non-Operating Revenues	63,182,506	69,106,489	69,336,900	73,534,186	6.05%
Total Revenues	\$ 74,772,457	\$ 79,506,489	\$ 79,890,570	\$ 83,576,786	4.61%
Transfer (To) From Reserves	(2,271,067)	1,727,419	264,276	1,744,270	560.02%
Total Revenues and Transfers	\$ 72,501,390	\$ 81,233,908	\$ 80,154,846	\$ 85,321,056	6.45%
Salaries	31,698,075	33,452,045	34,050,420	36,410,831	6.93%
Fringe Benefits	12,698,626	14,353,705	13,998,863	15,635,920	11.69%
Services	4,329,238	4,583,190	4,740,118	4,988,310	5.24%
Diesel Fuel	4,233,465	5,608,630	5,415,050	4,701,120	-13.18%
Supplies	5,147,575	5,386,500	5,209,120	5,225,780	0.32%
Insurance	1,223,527	1,997,640	1,488,910	1,936,500	30.06%
Utilities	808,274	966,260	968,890	1,118,400	15.43%
Taxes & Licenses	816,312	851,370	837,260	849,410	1.45%
Purchased Transportation – DART	7,837,656	8,605,610	8,065,980	8,476,680	5.09%
Purchased Transportation – TD	682,298	953,850	780,430	605,600	-22.40%
Purchased Transportation – Trolleys	2,231,413	2,805,848	2,980,860	3,087,960	3.59%
Purchased Transportation – Alternate	876,604	624,000	580,000	1,200,000	106.90%
Miscellaneous	939,677	1,045,260	1,038,945	1,084,545	4.39%
Total Expenses	\$ 73,522,740	\$ 81,233,908	\$ 80,154,846	\$ 85,321,056	6.45%

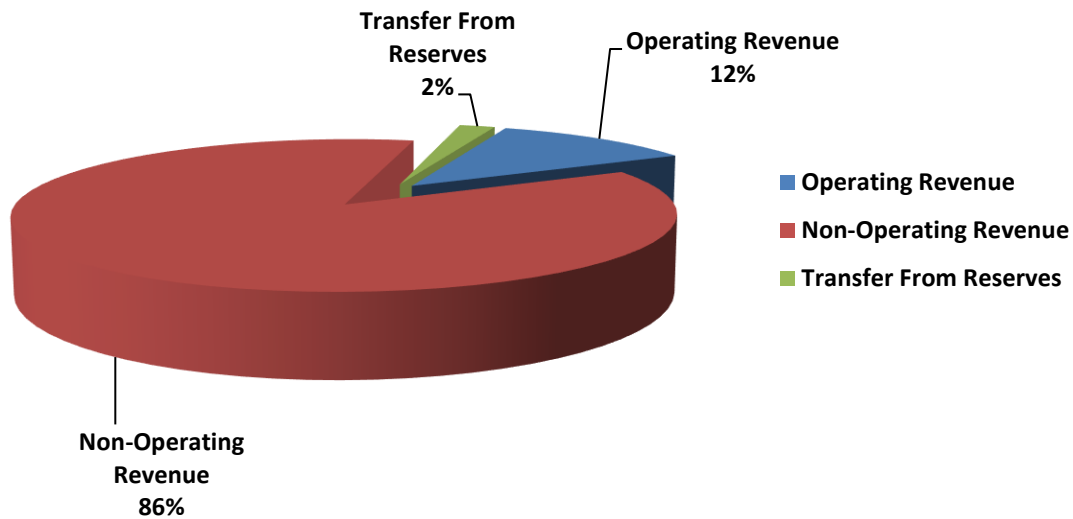


FY 2020 OPERATING BUDGET OVERVIEW REVENUE AND TRANSFERS

<u>Revenues</u>	<u>Actual FY 2018</u>	<u>Adopted FY 2019</u>	<u>Projected FY 2019</u>	<u>Adopted FY 2020</u>	<u>% Change FY2019 - FY2020</u>
Passenger Fares	\$ 10,974,717	\$ 10,400,000	\$ 10,553,670	\$ 10,042,600	-4.84%
Auxiliary	615,234	659,550	659,550	760,000	15.23%
Non-Transportation	1,037,796	1,194,590	1,223,385	974,900	-20.31%
Property Tax	45,389,030	49,167,340	49,167,340	53,048,395	7.89%
Local Beach Trolley & Rt. 35	1,282,808	1,708,908	1,741,662	1,636,464	-6.04%
State Reimbursement – Fuel Tax	636,416	662,050	667,500	665,930	-0.24%
State Grants	9,326,337	10,146,371	10,121,413	10,855,820	7.26%
Federal Grants	5,430,119	5,487,680	5,676,050	5,512,677	-2.88%
Federal Grants MPO Pass-Thru	80,000	80,000	80,000	80,000	0.00%
Total Revenues	\$ 74,772,457	\$ 79,506,489	\$ 79,890,570	\$ 83,576,786	4.61%



FY 2020 OPERATING BUDGET OVERVIEW REVENUE AND TRANSFERS



Revenue Assumptions:

- Passenger Fares are budgeted to be 4.84% less than the projected FY 2019 year-end due to fare capping with the implementation of the Regional Fare Project.
- Auxiliary revenue is budgeted to be 15.23% more than the projected FY 2019 year-end. This is due to an increase in revenue to be received from outsourcing advertising.
- Non-transportation revenue is budgeted to be 20.31% less than the projected FY 2019 year-end due to decreased interest income.
- Property Tax revenue is budgeted to be 7.89% higher than the projected FY 2019 year-end due to an increase in taxable property values.
- Local Beach Trolley revenue is budgeted to be 6.04% less than the projected FY 2019 year-end. This is due to a decrease in Trolley revenue from the City of St. Pete Beach and an increase in Treasure Island, partner service costs, and the Downtown Circulator.
- State Grant revenue is budgeted to be 7.26% higher than the projected FY 2019 year-end. This is mostly due to an increase in State reimbursement for the Service Enhancement Programs.



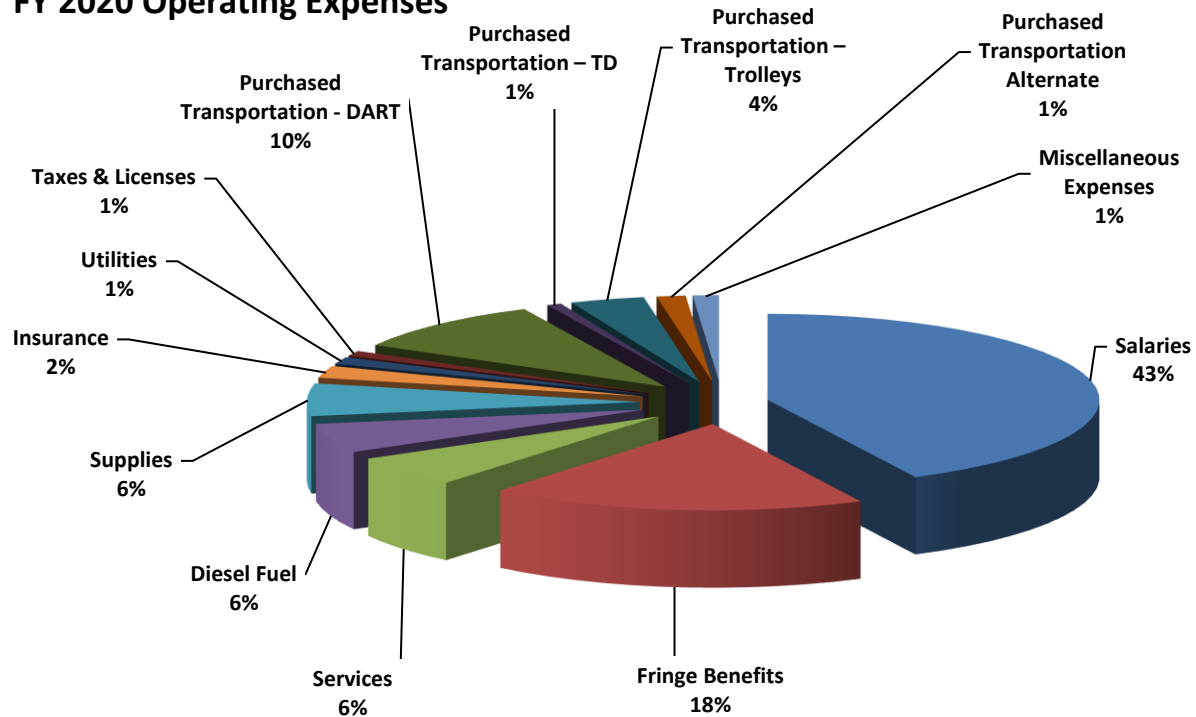
FY 2020 OPERATING BUDGET OVERVIEW EXPENSES

<u>Expense Item</u>	<u>Actual</u>	<u>Adopted</u>	<u>Projected</u>	<u>Adopted</u>	<u>% Change</u>
	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY2019 - FY2020</u>
Salaries	\$ 31,698,075	\$ 33,452,045	34,050,420	\$ 36,410,831	6.93%
Fringe Benefits	12,698,626	14,353,705	13,998,863	15,635,920	11.69%
Services	4,329,238	4,583,190	4,740,118	4,988,310	5.24%
Diesel Fuel	4,233,465	5,608,630	5,415,050	4,701,120	-13.18%
Supplies	5,147,575	5,386,500	5,209,120	5,225,780	0.32%
Insurance	1,223,527	1,997,640	1,488,910	1,936,500	30.06%
Utilities	808,274	966,260	968,890	1,118,400	15.43%
Taxes & Licenses	816,312	851,370	837,260	849,410	1.45%
Purchased Transportation - DART	7,837,656	8,605,610	8,065,980	8,476,680	5.09%
Purchased Transportation – TD	682,298	953,850	780,430	605,600	-22.40%
Purchased Transportation – Trolleys	2,231,413	2,805,848	2,980,860	3,087,960	3.59%
Purchased Transportation – Alternate	876,604	624,000	580,000	1,200,000	106.90%
Miscellaneous	939,677	1,045,260	1,038,945	1,084,545	4.39%
Total Operating Expenses	\$ 73,522,740	\$ 81,233,908	\$ 80,154,846	\$ 85,321,056	6.45%



FY 2020 OPERATING BUDGET OVERVIEW EXPENSES

FY 2020 Operating Expenses



Expense Assumptions:

- Salaries (\$34.1 million projected year-end in FY 2019) are budgeted at \$36.4 million and include:
 - Step increases for union employees.
 - A 3.0% merit based increase for administrative employees.
- Fringe Benefits are budgeted to increase 11.69% over the FY 2019 projected year-end due to increased benefit costs related to reduced vacant positions and an increase in health insurance premiums and pension rates.
- Services are budgeted to increase 5.24% over the FY 2019 projected year-end primarily due to software services in IT.
- Diesel Fuel is budgeted to decrease 13.18% under the FY 2019 projected year-end due to decreasing fuel prices.
- Insurance is increasing 30.06% over the FY 2019 projected year-end due to premium increases and projected claims expenses.
- Utilities are budgeted to increase 15.43% over the FY 2019 projected year-end due to increases in rates and cloud technology for telephone.



PSTA ORGANIZATION

Profile of the Authority

The Pinellas Suncoast Transit Authority (The Authority) was created in 1984 via a merger of the St. Petersburg Municipal Transit System and the Central Pinellas Transit Authority to provide Pinellas County with a cohesive public transit system. A fleet of 194 buses and 16 trolleys serve 42 fixed routes including two express routes to Hillsborough County. Pinellas County is 280 square miles with approximately 970,532 residents. Pinellas County is located along the west coast of Florida and includes a corridor of smaller beach communities along the Gulf of Mexico. Pinellas County is the second smallest county in the state of Florida; however, it is the most densely populated county in Florida.

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

Officials

A Board of Directors comprised of thirteen elected officials, and two non-elected officials, one of which is appointed by the Pinellas County Board of Commissioners and the other by the St. Petersburg City Council, governs the Authority.

Services and Service Delivery

The Authority provides virtually all public transportation services in this area. These services include fixed route, demand response, and specialized services. The Authority maintains over 4,699 bus stops, 529 shelters, 14 transfer hubs, 4 customer service centers, and a fleet of 210 fixed route vehicles. During fiscal year 2018,

Authority vehicles traveled a total of 8.8 million revenue miles, providing approximately 648,000 hours of service, and 12.0 million total passenger trips.



Two, (2) convenient Park-N-Ride lots are provided for intermodal connections to local and commuter express bus routes. PSTA entered into an agreement with the City of St. Petersburg and St. Petersburg Trolley to re-design and improve current circulator service in downtown St. Petersburg. PSTA has also entered into an agreement with Jolley Trolley, Inc. to provide circulator service from Clearwater Beach to downtown Clearwater and north to Tarpon Springs.

The Authority offers a host of programs and services to make using public transit an easy and attractive alternative to driving. Printable route schedules and maps are available at <http://www.psta.net>. The Transit App now contains integrated PSTA route and real-time information. The website also offers details regarding how to ride, fares and reduced fare programs, Bikes on Buses, employment opportunities, and much more. These materials are also all available by mail. Trip planning assistance is available



PSTA ORGANIZATION

by calling the Customer Service InfoLine, visiting a Customer Service Center, or Google trip planner and the Transit App. In addition, real-time bus arrival information is available through the PSTA website, by calling the Customer Service Info-Line, through text messaging, Transit App and displayed on message display signs at the terminals and at laybys throughout the County. Information is now available to the public at <http://ridepsta.net> or by downloading the real-time bus information app.

Passengers enjoy the convenience of loading a bicycle onto special racks on the front of every bus and trolley. A special video is available on the Authority's website to teach riders how to use the rack. Organizations interested in the role of public transportation in Pinellas County are invited to call and request a speaker for meetings and/or events. First-time riders can use the "Show Me" Program to get schedules, route maps, fare information, and more brought right to their door by an Authority representative who will train them in the basics of transit and take them on the first bus trip.

PSTA launched "Direct Connect" in February of 2016. Direct Connect allows riders to use Uber or United Taxi to travel within a specific geographic zone to or from a series of designated stops. From there, riders can connect with the regular PSTA public transit system.

PSTA, Uber and United Taxi join together to celebrate the success of this first-ever public-private partnership.

Persons with disabilities who are unable to use regular bus service may be eligible for an ADA Paratransit service called Demand Response Transportation (DART). Paratransit services provide people with disabilities, including veterans, with rides to doctors' appointments, work, school, and other critical destinations. This curb-to-curb service is tailored for those who, because of their disability, are unable to independently use PSTA's regular, accessible buses.

Since DART offers vehicles that are equipped with wheelchair lifts they are accessible to passengers in wheelchairs and scooters. DART service is a complement to the Authority's fixed routes, with service available to certified customers during the same days and hours as the fixed route bus service.

Management

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



PSTA ORGANIZATION

Places to Visit/Lugares para visitar

1	1. Dunwoody Park	43	16. Boardwalk at Beach	54	31. Bay Area Community Center	66	46. Hillside Park	77
2	2. Bay Area Community Center	67	17. Bay Area Community Center	68	32. Bay Area Community Center	68	47. Hillside Park	78
3	3. Bay Area Community Center	69	18. Bay Area Community Center	70	33. Bay Area Community Center	70	48. Hillside Park	79
4	4. Bay Area Community Center	71	19. Bay Area Community Center	72	34. Bay Area Community Center	72	49. Hillside Park	80
5	5. Bay Area Community Center	73	20. Bay Area Community Center	74	35. Bay Area Community Center	74	50. Hillside Park	81
6	6. Bay Area Community Center	75	21. Bay Area Community Center	76	36. Bay Area Community Center	76	51. Hillside Park	82
7	7. Bay Area Community Center	77	22. Bay Area Community Center	78	37. Bay Area Community Center	78	52. Hillside Park	83
8	8. Bay Area Community Center	79	23. Bay Area Community Center	80	38. Bay Area Community Center	80	53. Hillside Park	84
9	9. Bay Area Community Center	81	24. Bay Area Community Center	82	39. Bay Area Community Center	82	54. Hillside Park	85
10	10. Bay Area Community Center	83	25. Bay Area Community Center	84	40. Bay Area Community Center	84	55. Hillside Park	86
11	11. Bay Area Community Center	85	26. Bay Area Community Center	86	41. Bay Area Community Center	86	56. Hillside Park	87
12	12. Bay Area Community Center	87	27. Bay Area Community Center	88	42. Bay Area Community Center	88	57. Hillside Park	88
13	13. Bay Area Community Center	89	28. Bay Area Community Center	90	43. Bay Area Community Center	90	58. Hillside Park	89
14	14. Bay Area Community Center	91	29. Bay Area Community Center	92	44. Bay Area Community Center	92	59. Hillside Park	90
15	15. Bay Area Community Center	93	30. Bay Area Community Center	94	45. Bay Area Community Center	94	60. Hillside Park	91
16	16. Bay Area Community Center	95	31. Bay Area Community Center	96	46. Bay Area Community Center	96	61. Hillside Park	92
17	17. Bay Area Community Center	97	32. Bay Area Community Center	98	47. Bay Area Community Center	98	62. Hillside Park	93
18	18. Bay Area Community Center	99	33. Bay Area Community Center	100	48. Bay Area Community Center	100	63. Hillside Park	94

Legend/Leyenda

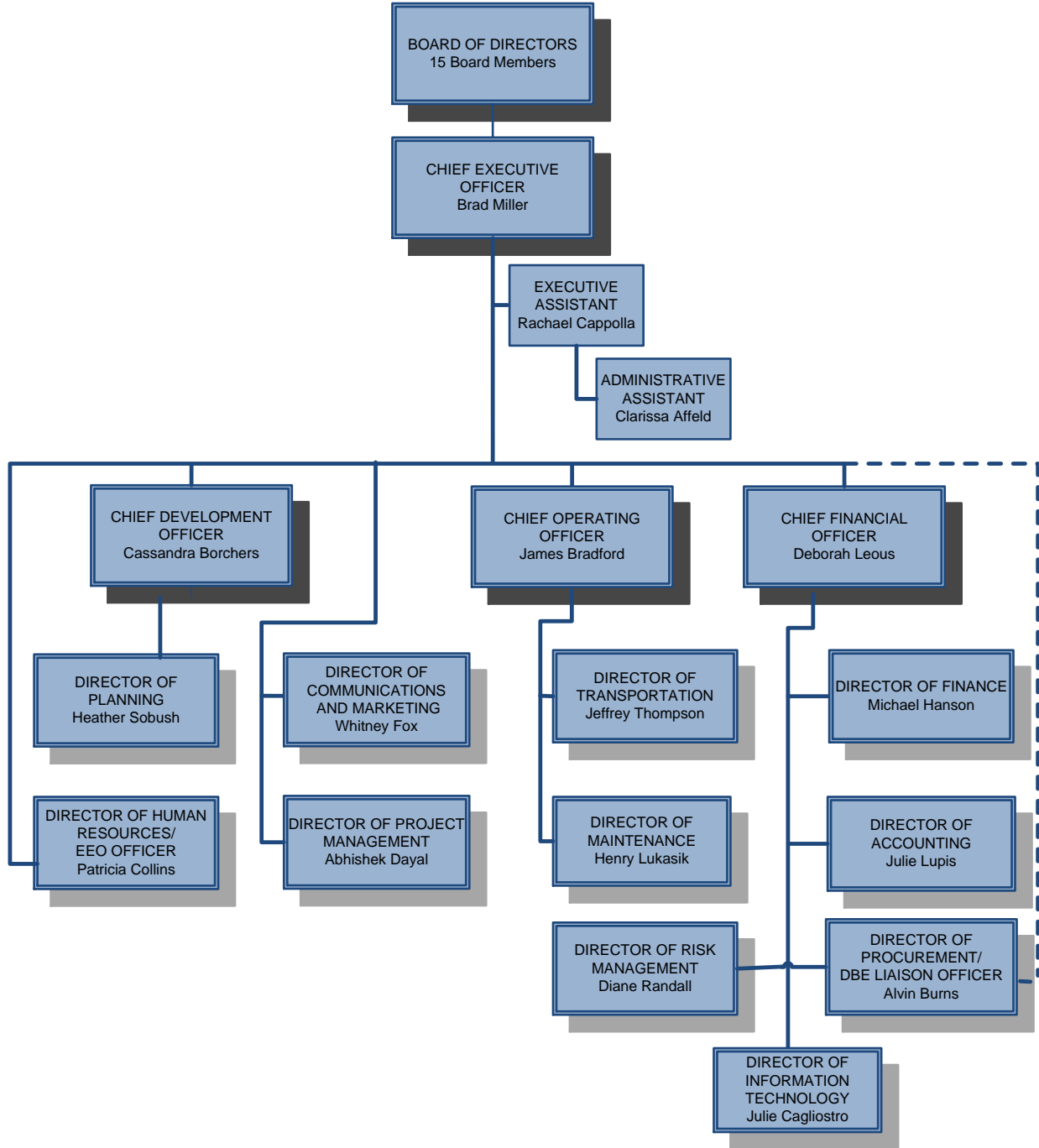
- PSTA bus routes and destinations (Rutas de autobuses PSTA)
- Commuter bus routes (Rutas de autobuses de larga distancia)
- Downtown Clearwater Looper (Autobuses de tránsito urbano en Clearwater)
- Downtown St. Petersburg & Grand Central Station (Autobuses de tránsito urbano en St. Petersburg y Grand Central Station)
- North County Connector (Autobuses de tránsito urbano en el condado de Pasadená)
- Tampa International Airport (Aeropuerto Internacional de Tampa)
- St. Petersburg Beach (Playa de St. Petersburg)
- Clearwater Beach (Playa de Clearwater)
- Indian Rocks Beach (Playa de Indian Rocks)
- St. Petersburg (Ciudad de St. Petersburg)
- Clearwater (Ciudad de Clearwater)
- Indian Rocks (Ciudad de Indian Rocks)
- St. Petersburg Beach (Playa de St. Petersburg)
- Clearwater Beach (Playa de Clearwater)
- Indian Rocks Beach (Playa de Indian Rocks)
- St. Petersburg (Ciudad de St. Petersburg)
- Clearwater (Ciudad de Clearwater)
- Indian Rocks (Ciudad de Indian Rocks)

Additional Features:

- Fresh Produce Stands:** Locations where fresh produce is available on the bus.
- Healthy, Fun Choices:** Locations where healthy and fun choices are available on the bus.
- System Map:** A detailed map of the PSTA system showing bus routes and stations across the region.
- North County Connector:** A service connecting bus routes in the North County area.
- Tampa International Airport:** A map showing the location of the airport relative to the bus system.
- Downtown Clearwater Looper:** A service connecting bus routes in the downtown Clearwater area.
- Downtown St. Petersburg & Grand Central Station:** A service connecting bus routes in the downtown St. Petersburg area and Grand Central Station.
- PSTA.net & Infoline 727.540.1900:** Contact information for the PSTA website and customer service.
- Mapa del sistema de autobuses:** A Spanish-language version of the system map.
- Effective: June 2, 2019:** The date the system map was updated.



PSTA ORGANIZATION





PSTA ORGANIZATION

Position Changes by Division Current and Anticipated

Division	FY2018	FY2019	FY2020	FY2020 VS FY2019
Executive Division	3	4	3	-1
Finance Division	30	33	33	0
Planning Division	13	13	13	0
Human Resources Division	4	5	5	0
Marketing Division	7	7	9	2
Information Technology Division	7	7	7	0
Project Management Division	4	4	6	2
Operations Division	441	445	455	10
Maintenance Division	101	103	103	0
General Function Division	0	0	0	0
Insurance Division	0	0	0	0
Total	610	621	634	13

b

a,c

a

a

- *a – Added Positions
- b – Transferred Out Positions
- c – Transferred In Positions

Executive Division decreased by one (1). One (1) position transferred out to Marketing Division.

Marketing Division increased by two (2). One (1) position was added and one (1) position was transferred in from the Executive Division.

Project Management Division increased by two (2). Two (2) positions were added.

Operations Division increased by ten (10). In order to reduce overtime, the Operations Division increased bus operator positions by nine (9). Also, one (1) Mobility Associate position was added.



BUDGET POLICIES AND PROCESS

Summary of Budget and Accounting Policies

Pursuant to the Special Act which created the Authority and Florida Statutes Chapter [F.S. 189.016](#), the annual operating and capital budget authorizing expenditure of funds shall be adopted annually by the Board of Directors and is the statutory spending authority.

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

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

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

Basis of Accounting

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

Basis of Budgeting

The preparation, approval, adoption and execution of PSTA's budget comply with Florida Statute, Chapter [F.S. 189.016](#).

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

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

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



BUDGET POLICIES AND PROCESS

but are reported in the annual financial statements as deferred outflow of resources.

Definition of a Balanced Budget

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

Budget Adjustments and Transfers

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

Budget adjustments exist for very specific reasons as noted above. They should not be used to

balance an organization's budget each month. Operating within one's available budgetary resources is a managerial responsibility, and one, which should be taken very seriously. The approved budget is only a plan and can be adjusted as circumstances change; however, it should be adhered to as closely as possible.

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

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

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

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



BUDGET POLICIES AND PROCESS

is divided. “Department” shall mean all designated subdivisions of these Divisions.

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

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

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

Amendments

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

General Fiscal / Budget Policies

The annual operating budget of PSTA shall balance the public transit service needs of the community with the fiscal capabilities of PSTA. It is intended to achieve the goals and objectives established by the PSTA Board for the following fiscal year. PSTA programs will represent public transportation needs in compliance with various State and Federal regulations. A balance between personnel and other classes of expenditures will also be achieved.

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

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

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

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

PSTA shall provide funding for public services on a fair and equitable basis, and shall not discriminate in providing such services on the base of race, sex, color, religion, national origin, or physical handicap.

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



BUDGET POLICIES AND PROCESS

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

FISCAL POLICIES FOR INVESTMENTS AND DEBT

Investments

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

Debt

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

FISCAL POLICY FOR ANNUAL OPERATING REVENUE AND EXPENSES

Revenue

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

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

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

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

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

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

Fees should be collected on all PSTA provided services for which specific users may be readily identified and use may be reasonably quantified. The amount of the fee should be based on actual costs incurred in providing the services (or facility), and shall be reviewed at least biannually. The degree to which fees shall recover full costs shall be a policy determination of the board, but in no instance should it exceed that total cost.

Requirements

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



BUDGET POLICIES AND PROCESS

Contractual obligations and compensation plans for employees will be provided.

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

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

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

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

Net Position

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

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

BUDGET PROCESS AND CALENDAR

The budget process for special districts in Florida is in large part statutorily driven as outlined in

the following timetable. (For further detail, please refer to the Florida Statutes Chapter [F.S. 189.016](#).)

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

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

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

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

The Planning Phase

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



BUDGET POLICIES AND PROCESS

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

The Preparation Phase

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

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

The staff of the Budget Department reviews the submitted requests with each of the divisions and their respective departments; changes to the requests are made at this time. Once all changes have been completed, the Chief Executive Officer reviews the final product. After the review, work sessions are scheduled with the divisions, Budget Department staff, and the Chief Executive Officer for any final changes. These reviews begin in April and continue until the proposed budget is submitted to the PSTA Board. A proposed balanced budget is presented to the PSTA Board at a regularly scheduled Board meeting in June.

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

The Review and Adoption Phase

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

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

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

The purpose of the final public hearing is to give the public a second opportunity to speak for or against the millage rate and budget. At this meeting, the PSTA Board adopts the final millage rate and budget. Within the next three days the Property Appraiser, Tax Collector and State Department of Revenue must be notified of the adopted millage rate. The Tax Collector mails final tax invoices to property owners at the beginning of November.



BUDGET POLICIES AND PROCESS

Amendments after Adoption

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

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

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

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

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

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





BUDGET POLICIES AND PROCESS

BUDGET PROCESS CALENDAR

February	Priority decisions are made on bus types and needs for the Capital Improvement Program.
March	Distribution of FY 2020 budget instruction package for personnel. Operating budget request meeting is held for Budget Calendar and Key Assumptions.
April	Divisions submit all operating budget requests for financial review. Second meeting held for Personnel Assumptions to be reviewed. Meetings with PSTA Chiefs and Directors begin for senior level discussion on operating budget requests.
May	Senior level discussion on operating budget requests. Meetings with the CEO, Chiefs, and Directors begin for senior level discussion on operating budget requests. Meeting to discuss Capital Improvement Plan Draft & Service Initiatives.
June	Receipt of Estimate of Taxable Values from the office of the Pinellas County Property Appraiser. First Draft of FY 2020 operating and capital budget and FY 2020 to FY 2024 capital improvement plan is submitted to Board of Directors.
July	Property Appraiser delivers certification of taxable value. Revision of Proposed Budget and recommendation of Proposed Millage. Board of Directors approves proposed millage rate per state statute.
August	PSTA advises the Property Appraiser of the proposed millage rate, the rolled back millage rate and date, time and place of a public hearing to consider the proposed millage rate and proposed budget. Planning Committee reviews second draft of proposed FY 2020 budget. Updated proposed FY 2020 operating and capital budget and FY 2021 to FY 2024 capital improvement plan is submitted to the Board of Directors.
September	First public hearing to be held on the proposed budget and millage rate. Final public hearing date, intent to adopt final millage rate and budget are advertised in the local newspaper. Final public hearing is held adopting resolutions for both the final millage rate and budget.
October	Beginning of FY 2020. Within thirty (30) days following adoption of final millage and budget resolution, PSTA must certify that it has complied with the provisions of Chapter 200, Florida Statutes, to the Ad Valorem Tax, Department of Revenue.



BUDGET POLICIES AND PROCESS

Local Government TRIM Timetable (State Guidelines)

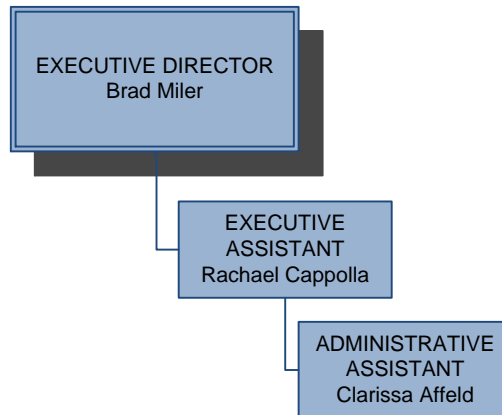
<u>Day #</u>	<u>"Typical" Date</u>	<u>Agency</u>	<u>Activity</u>
1	July 1 or Date of Certification, whichever is Later	Property Appraiser	Property Appraiser delivers certification of taxable value (DR-420) to taxing authority.
Within 15 Days	July 15	Taxing Authority	Budget Office submits tentative budget to taxing authority.
Within 35 days	August 4	Taxing Authority	Taxing authority advises Property Appraiser of proposed millage rate, and date, time and place of the 1 st public hearing to consider proposed millage rate and tentative budget.
55 days	August 24	Property Appraiser	Property Appraiser mails notice of proposed property taxes (DR-474, TRIM Notice).
Between 65/80 days after certification	September 3 – Sept 19 (Monday thru Friday after 5:00PM or Saturday)	Taxing Authority	1 st public hearing is held to adopt tentative millage rate and budget. This hearing cannot be held sooner than 10 days following the mailed TRIM notice.
Within 15 days after 1 st public hearing	Sept. 20 – October 4	Taxing Authority	Advertisement of final millage rate and budget and final public hearing schedule within 15 days after the tentative millage rate and budget are adopted.
Between 2-5 days after ads	Sept. 18 – October 3	Taxing Authority	Final millage rate and budget hearing. The final millage rate and budget are adopted at this hearing. This hearing CANNOT be held sooner than 2 days nor later than 5 days after it is advertised in the newspaper.
Within 3 days after final adoption	Sept. 23 – October 11	Taxing Authority	Taxing authority certifies adopted millage to Property Appraiser, Tax Collector, and the Department of Revenue.
	Typically, After the Value Adjustment Board (VAB) hearings	Property Appraiser	Certify final tax roll to taxing authorities, form DR-422
	No Later Than 3 Days After Receipt of the Notice of Final Taxable Value	Taxing Authority	Taxing authority completes and certifies DR-422 to Property Appraiser. This shall be completed and returned no later than 3 days after receipt.
	Within 30 Days of Final Millage Taxable Value	Taxing Authority	Taxing authority certifies compliance with Sections 200.065 and 200.068, F.S., to the Dept. of Revenue.



EXECUTIVE DIVISION



EXECUTIVE DIVISION OVERVIEW



EXECUTIVE DIVISION

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

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

PSTA's Chief Executive Officer (CEO) leads a senior management team in carrying out all the duties of the Authority. The focus of the CEO is to develop a fiscal, environmental and socially sustainable public transit system by striving to provide services and facilities that customers want and need, prioritize customer satisfaction and to encourage the support development of our more than 600 employees. All these efforts must only be accomplished while ensuring financial accountability and stewardship of the system and improving our environmental footprint.



EXECUTIVE DIVISION OVERVIEW

Current Key Initiatives

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

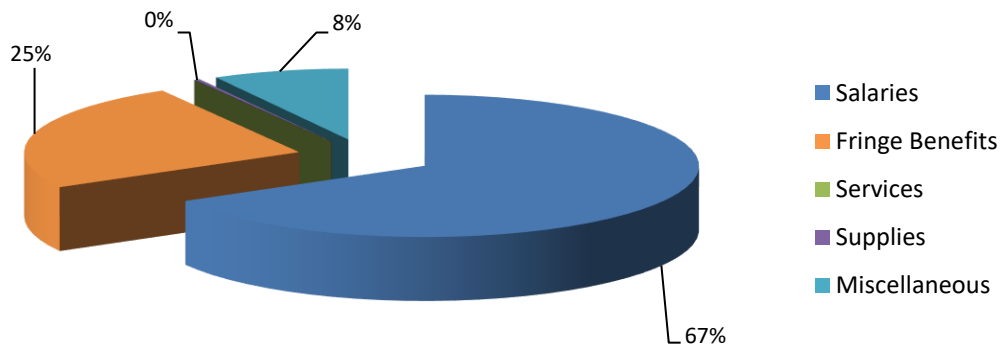


EXECUTIVE DIVISION OVERVIEW

EXECUTIVE DIVISION BUDGET

<u>Expense Item</u>	<u>Actual FY 2018</u>	<u>Adopted FY 2019</u>	<u>Projected FY 2019</u>	<u>Adopted FY 2020</u>	<u>% Change FY2019 - FY2020</u>
Salaries	301,477	\$ 386,430	\$ 394,602	\$ 312,330	-20.85%
Fringe Benefits	91,023	143,218	138,874	119,545	-13.92%
Services	269	-	(400)	-	-100.00%
Supplies	1,021	1,800	2,775	1,800	-35.14%
Miscellaneous	32,191	38,155	37,835	47,665	25.98%
Total Operating Expenses	425,981	\$ 569,603	\$ 573,686	\$ 481,340	-16.10%

- Salaries and fringe benefits expenses decreased due to transferring one (1) position to Marketing.
- Supplies decreased due to a decrease in computer supply expenses.
- Miscellaneous expense increased due to an increase in training and travel expenses.

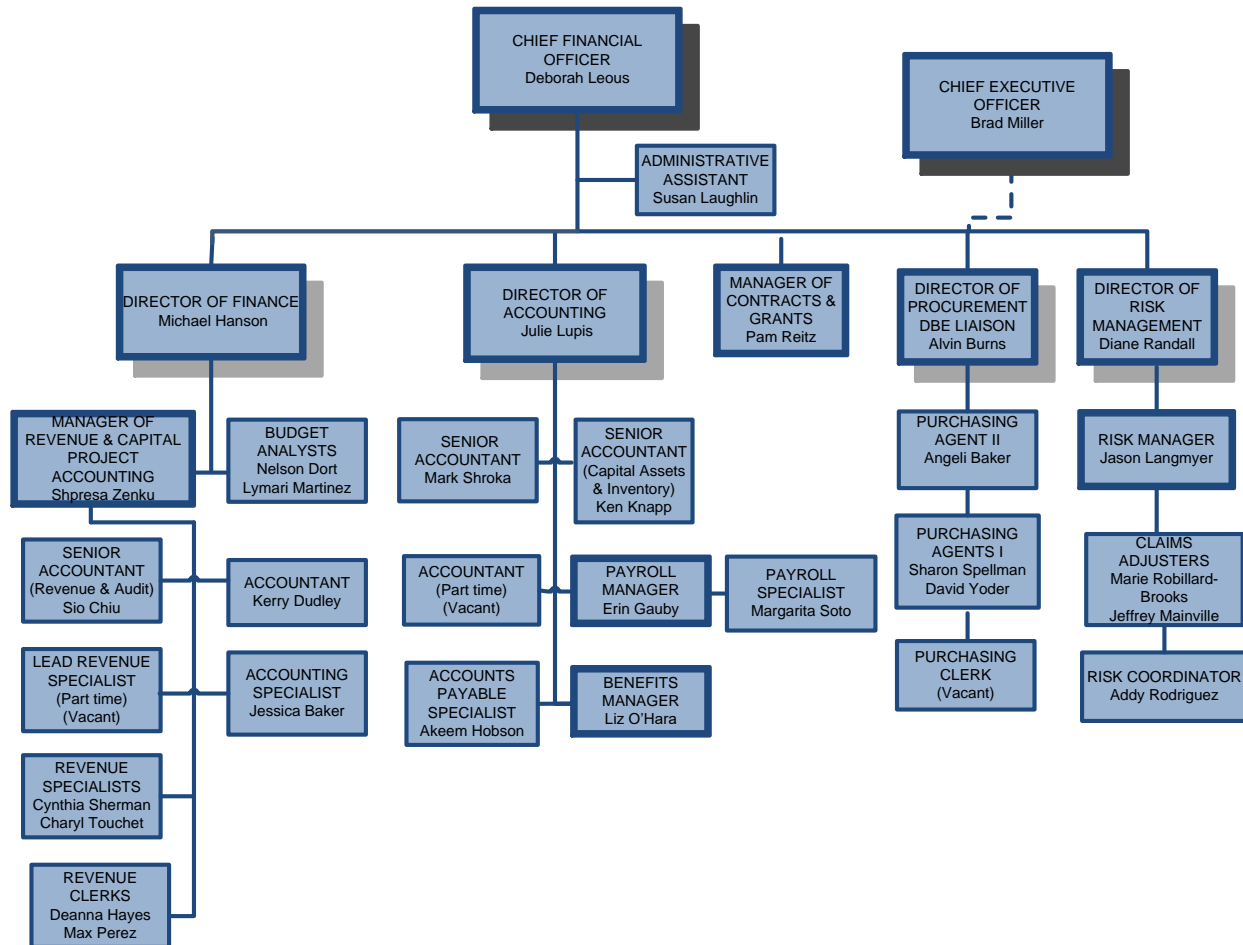




FINANCE DIVISION



FINANCE DIVISION OVERVIEW



FINANCE DIVISION

The Finance Division reports to the Chief Financial Officer. The Chief Financial Officer is responsible for the strategic financial plan of PSTA and the Division serves as the chief administrator and advisor on all financial matters, and is the primary source of financial information for the management of the Authority. The five (5) departments in the Finance Division are: Financial Planning and Analysis, Accounting, Procurement, Risk Management, and Grants Administration. In addition, the Finance Division is responsible for PSTA's records management in

accordance with Federal, State, and Local retention requirements.

The Financial Planning and Analysis and Accounting Departments are responsible for the financial books and records of the Authority. Responsibilities include preparation of the Authority's annual budget and monitoring of expenditures against the adopted budget; preparation of long-range financial reports for budget planning; and preparation of all financial reports including the audited Pinellas Suncoast Transit Authority's Comprehensive Annual Financial Report. The Accounting Department is also responsible for



FINANCE DIVISION OVERVIEW

the Payroll and Benefits functions of the Authority and reconciliation of all bank and investment accounts.

The Financial Planning and Analysis Department administers the treasury management function, including security of all revenue received, management of accounts receivable, management of fare media, placement and management of all investments, and supervision of the revenue center, as well as preparation of projected cash flows. In addition, the department assists in the preparation of the five-year capital plan; timely preparation of grant draw downs, monitoring and reporting on all capital projects.

The Procurement Department is responsible for supporting the operations and capital improvements of PSTA by procuring materials, parts, supplies, equipment, fuel, utilities and services in accordance with PSTA Procurement Policies and Procedures, and appropriate grant requirements. The department maintains bidders' lists, vendor files, vendor directories and procurement contracts.

The Risk Management Department coordinates and monitors the claims function for general liability, vehicle liability and property insurance











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

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



FINANCE DIVISION OVERVIEW

Current Key Initiatives

 Annual Budget and Five-Year Program	Timely development and completion of the annual budget and five-year operating and capital program.
 Monitor and Evaluate Budgets	Implement, monitor and analyze adopted budgets throughout the fiscal year.
 Timely Reporting at all Levels of Organization	Provide external customers such as PSTA’s funding agencies and internal customers such as the PSTA Board, Chief Executive Officer, and Directors with accurate and timely financial and budget performance data, special reports on fiscal issues and assist in recommending appropriate action.
 Accurate, Reliable Financial System Information	Ensure that PSTA’s financial system, policies and procedures produce financial information that is accurate, reliable and user friendly.
 Timely General Ledger Reconciliation	Process and account for all financial transactions through reconciliation of the general ledger accounts and assure such transactions are in accordance with Generally Accepted Accounting Principles.
 Accurate Annual Financial Reporting	Prepare interim, annual and comprehensive financial statements for PSTA, Federal, State and Local governmental and other funding agencies as required.
 Risk Management Efficiency	Ensure that Risk Management maintains continuous protection of PSTA assets through self-insurance or risk transfer via insurance policies. Emphasize more loss control and coordinate with corporate safety to decrease the frequency and severity of losses, and control and direct the Worker’s Compensation Third Party Administrator, as well as the internal claim process.
 Procurement Process Accountability	Ensure the PSTA Procurement Department is fostering full and open competition in the business community, promoting integrity, public confidence and accountability of PSTA procurement and contracting system.
 Procurement DBE Utilization	The DBELO assists DBE’s, MBE’s, WBE’s, and other small businesses to maximize opportunities in their participation in PSTA procurements and is responsible for DBE reporting.
 Grant Management	Submit grant applications, assure project management compliance with grantor rules, regulations and grant closeout requirements, and timely drawdown of funds.
 Internal Controls	Review internal controls, policies and procedures, overall revenue and fare media and make recommendations for improvements.
 Employee Benefits	Design and implement a competitive, cost effective, and comprehensive benefits program to promote wellness. Administer a retirement program through the State of Florida Retirement System (FRS) including a tax deferred compensation 457 plan (IRS codes).

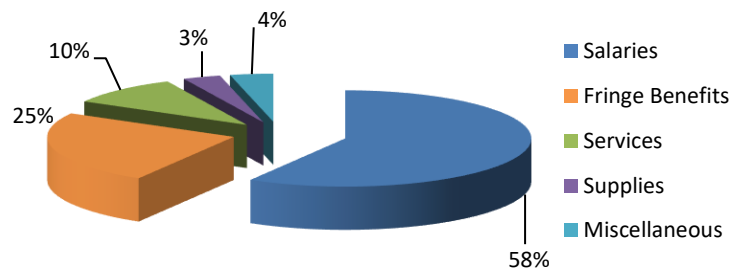


FINANCE DIVISION OVERVIEW

FINANCE DIVISION BUDGET

<u>Expense Item</u>	<u>Actual FY 2018</u>	<u>Adopted FY 2019</u>	<u>Projected FY 2019</u>	<u>Adopted FY 2020</u>	<u>% Change FY2019 - FY2020</u>
Salaries	\$ 1,539,212	\$ 1,868,330	\$ 1,648,474	\$ 1,954,500	18.56%
Fringe Benefits	576,422	775,954	705,868	822,409	16.51%
Services	232,522	259,700	289,710	329,500	13.73%
Supplies	39,445	108,700	108,550	109,550	0.92%
Miscellaneous	127,167	104,110	177,145	125,040	-29.41%
Total Operating Expenses	\$ 2,514,768	\$ 3,116,794	\$ 2,929,747	\$ 3,340,999	14.04%

- Salaries and fringe benefits expenses increased due to salary increases, vacancies being filled, and an increase in health insurance premiums.
- Services expense increased due to additional professional services.
- Supplies increased due to an increase in computer supply expenses.
- Miscellaneous expense decreased due to a projected decrease in bad debt expense.

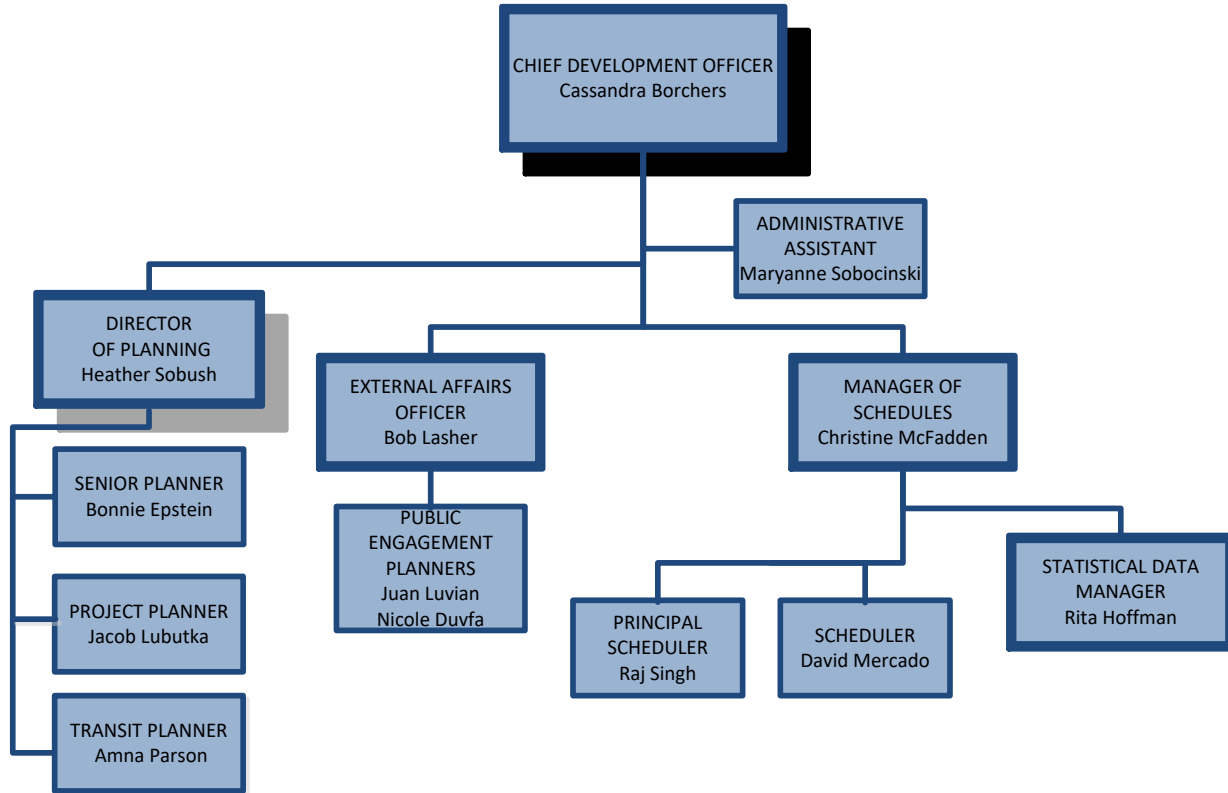




PLANNING DIVISION



PLANNING DIVISION OVERVIEW



PLANNING DIVISION

The Planning Division leads the development of strategic initiatives and key research projects related to the efficiency of current services, creation of new services, the Programming of capital facilities and development of mobility innovations. The Division leads service performance monitoring, ridership analysis and forecasting, feasibility studies, public engagement, partner coordination, and capital development plans and is responsible for:

- Routing and schedules.
- Strategic planning.
- Vision plans.
- Major capital investment studies.
- Data analytics and reporting.
- Grant applications and associated technical documents.
- Partnership development.
- Public outreach and engagement.
- Innovation research and development.
- Peer agency research.

The Planning Division works with all divisions of PSTA and various project stakeholders in the development of the PSTA Transit Vision, related policies, implementation strategies, and public



PLANNING DIVISION OVERVIEW

engagement and funding opportunities. This is accomplished through:

- Close coordination with partner agencies on the integration of the PSTA Vision Plan into county and regional plans.
- Prioritization and programming of transit projects within agency and partner plans and work programs.
- Adherence to Board direction on the maintenance and improvement of service to our customers.
- Management of corridor studies, environmental analyses and engineering to incrementally include new facilities and rapid bus services in the PSTA system.
- Continued ongoing collaboration with transportation partners such as FDOT, FTA, Forward Pinellas (County MPO), HART, Pinellas County, and TBARTA as well as local municipalities.
- Creation of grant applications to federal, state, and local partner agencies and organizations.

In addition to spearheading the PSTA Vision Plan, the Planning Division prepares and develops key plans for the agency such as the 10-year Transit Development Plan and Annual Progress Reports, Sustainability Plan, Title VI Reports, and participates in agency wide efforts such as the FTA Triennial Review. In addition, staff creates the transit element in the Long-Range Transportation Plan (LRTP) and Transportation Improvement Program in cooperation with Forward Pinellas (MPO). The Division is also the primary liaison to the cities and county on planning and visioning issues and new development proposals.

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

- PSTA Transit Riders Advisory Committee (TRAC)
- FDOT Community Traffic Safety Team.
- FDOT Regional Transportation information exchange (R/TIES).
- Forward Pinellas (MPO) Bicycle Pedestrian Advisory Committee (BPAC).
- Forward Pinellas (MPO) Citizens Advisory Committee (CAC).
- Forward Pinellas (MPO) Technical Coordinating Committee (TCC).
- Forward Pinellas (MPO) Planners Advisory Committee (PAC).
- TBARTA Transit Management Committee (TMC).
- Tampa Bay Transportation Management Area (TMA) Leadership Team.

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

Statistical data management is housed within the Scheduling Department and includes collecting, recording, and reporting ridership and other non-financial operating information. In addition, this department completes statistical reports and surveys required by Federal, State and Local agencies, including reporting to the National Transit Database (NTD). This department also



PLANNING DIVISION OVERVIEW

analyses and transmits data related to PSTA's participation in the American Bus Benchmarking Group (ABBG). Daily reports used by administration for management and control are also completed by this department. The Public Engagement Group within the Planning Division gathers stakeholder and public comments and suggestions for incorporation into the technical

work and plans developed by the Division. Additionally, this group regularly participates with business organizations such as local chambers and civic organizations to ensure PSTA builds community relationships and transit is integrated into the community vision and plans.

Current Key Initiatives

 Internal Coordination	Engage Union (Operators, Customer Service) in dialogue about service changes, improvements and enhancements (prior to and during public engagement).
 Community Engagement	Continue open dialogue with the public and partners regarding PSTA service changes, improvements, and vision planning efforts.
 Community Engagement	Represent PSTA with key public leaders in the civic and business community.
 Inter-Governmental Coordination	Ensure the prioritization of major transit projects and integration of premium transit amenities/facilities/services in roadway projects such as ITS, shoulder running buses, BRT features like bypass lanes and premium stops/stations, and maximizing future opportunities.
 Policy Development	Develop and expand key community initiatives for policy changes and funding partnerships.
 Inter-Governmental Coordination	Facilitate coordination and information sharing among agency partners with creation of communication channels, such as the Pinellas County eGIS Users Group technology throughout the PSTA system including regional coordination.
 Inter-Governmental Partnerships	Create financially beneficial partnerships that allow for the cost-sharing of new projects either through funding matches or in-kind cost-sharing.
 Policy Development	Review and revise the PSTA fare policy to coordinate with initiatives such as the Regional Fare Collection Project.
 Coordinate with Partner Agency Projects	Participate and provide guidance to a variety of FDOT and MPO led projects such as the Long-Range Transportation Plan, BRT in Express Lanes (TBNext), FDOT Bus on Shoulders Pilot Project, complete streets, corridor studies, pedestrian studies, and safety studies.
 Passenger Amenity Programs	Pre-construction planning and development of ongoing capital projects including placement and cost-sharing of passenger amenities (benches, shelters, park and ride locations, rest rooms, etc.) as coordinated with local communities.
 Grant Development	Coordinate development of grant applications with other divisions.



PLANNING DIVISION OVERVIEW

 Grant Development	Manage requests for Service Development and Urban Corridor funding with FDOT.
 Sustainable Capital Program	Develop a sustainable capital plan in coordination with other departments.
 Sustainability Plan	Coordinate with other departments on the development of a sustainability plan and process for identifying and developing sustainable initiatives throughout the agency.
 System Monitoring	Develop performance measures and evaluate existing and new services, including purchased transportation.
 System Monitoring	Participate in the American Bus Benchmarking Group.
 System Redesign	Develop systematic route restructuring program to streamline and improve performance/budget adherence.
 Expand Services	Develop incremental expansion plans that can be ready to be implemented as new funding becomes available or through service efficiencies such as the extension and expansion of Regional Services to Tampa International Airport and Downtown Tampa.
 Capital Project Development	Advance capital investments that improve operations such as the Clearwater Beach Transit Center, Clearwater Memorial Bridge Bus Way, and I-275 Bus on Shoulder (BOS) lanes.
 Capital Project Development	Advance development of the City of Clearwater Intermodal Facility including coordination with city staff.
 Innovate New Services: First Mile/Last Mile	Develop new concepts for service delivery through partnerships with Transportation Network Companies (TNCs) such as UBER and LYFT; improve first mile/last mile and other innovative service projects that complement fixed routes service and improve the rider experience
 Innovate New Services: Autonomous Vehicles	Monitor the advancement of, and develop pilot projects using, new technologies such as auto-nomous vehicles.
 Innovate New Services: Riding Enhancement Technology	Develop creative technology solutions to address regional connectivity, such as Flamingo Fares, and app integration with trip planning and real time software such as Transit App.

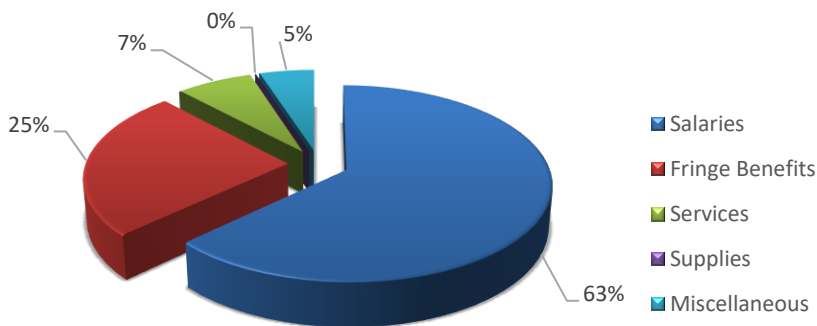


PLANNING DIVISION OVERVIEW

PLANNING DIVISION BUDGET

<u>Expense Item</u>	<u>Actual FY 2018</u>	<u>Adopted FY 2019</u>	<u>Projected FY 2019</u>	<u>Adopted FY 2020</u>	<u>% Change FY2019 - FY2020</u>
Salaries	\$ 748,990	\$ 828,460	\$ 821,470	\$ 847,010	3.11%
Fringe Benefits	269,090	317,148	301,660	329,689	9.29%
Services	48,193	100,000	100,000	100,000	0.00%
Supplies	2,890	4,000	4,775	5,040	5.55%
Miscellaneous	65,383	59,850	59,850	70,065	17.07%
Total Operating Expenses	\$ 1,134,546	\$ 1,309,458	\$ 1,287,755	\$ 1,351,804	4.97%

- Salaries and fringe benefits expenses increased due to salary increases and an increase in health insurance premiums.
- Supplies expense increased due to an increase in printing supply expenses.
- Miscellaneous expense increased due to a projected increase in dues and travel expenses.

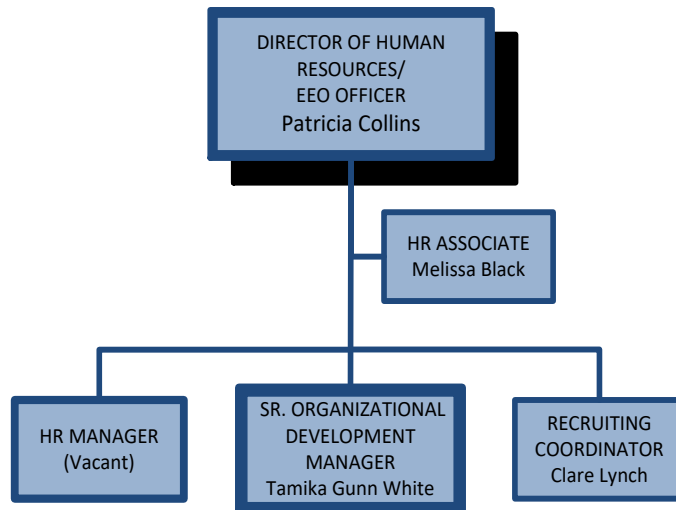




HUMAN RESOURCES DIVISION



HUMAN RESOURCES DIVISION OVERVIEW



HUMAN RESOURCES DIVISION





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

- Manage recruiting, selection, on-boarding, and retention and promotion.
- Develop and implement innovative training, leadership development, and succession planning programs through PSTA University and Leadership PSTA.
- Partner with divisions to optimize organizational structure and job descriptions.
- Perform compensation analysis to create and maintain an equitable employee compensation program.
- Manage the employee performance management system.
- Manage PSTA’s Performance Counts organizational performance management scorecard.
- Partner with senior leaders, managers, and front-line employees on employee relations issues, career counseling, and other workforce needs.
- Develop and implement internal policies. Manage and ensure compliance with all applicable regulations and policies, including the Authority’s Drug and Alcohol Program.
- Ensure a balanced and fair opportunity, without discrimination, for any employment consideration (EEO Program). Uphold and promote PSTA Affirmative Action and Equal Employment Opportunity policies and practices.



HUMAN RESOURCES DIVISION OVERVIEW

Current Key Initiatives

 Workforce Development	Implement innovative succession planning, training programs and career development opportunities for all PSTA employees to build an inspired workforce that is empowered and accountable for ever improving customer service.
 Performance Management	Manage quarterly performance metrics and lead development of FY 2020 scorecard.
 Compensation	Maintain a sustainable and competitive compensation strategy.
 Knowledge Management	Develop and execute methods to capture, share, and retain institutional knowledge and enhance current work performance and prepare for future workforce changes.

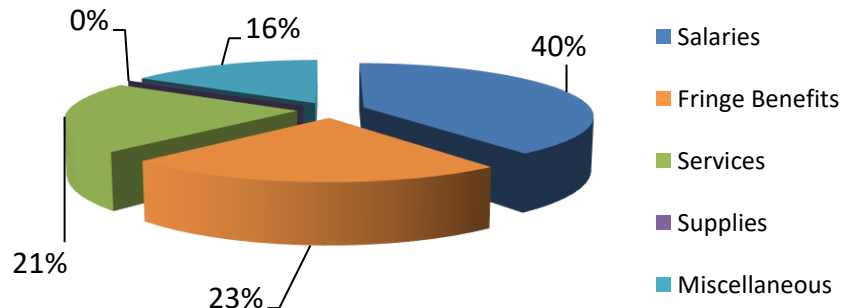


HUMAN RESOURCES DIVISION OVERVIEW

HUMAN RESOURCES DIVISION BUDGET

<u>Expense Item</u>	<u>Actual FY 2018</u>	<u>Adopted FY 2019</u>	<u>Projected FY 2019</u>	<u>Adopted FY 2020</u>	<u>% Change FY2019 - FY2020</u>
Salaries	\$ 242,943	\$ 303,700	\$ 275,534	\$ 311,320	12.99%
Fringe Benefits	80,577	208,881	146,528	179,981	22.83%
Services	236,023	163,000	120,000	169,000	40.83%
Supplies	532	1,500	1,380	800	-42.03%
Miscellaneous	69,397	135,900	120,400	125,135	3.93%
Total Operating Expenses	\$ 629,472	\$ 812,981	\$ 663,842	\$ 786,236	18.44%

- Salaries and fringe benefits expenses increased due to salary increases and an increase in health insurance premiums.
- Services expense increased due to recruiting services expense increase.
- Supplies decreased due to a decrease in computer supply expenses.
- Miscellaneous expense increased due to increases in travel, training, medical exams, new employee investigations, drug testing expenses and workforce engagement functions.

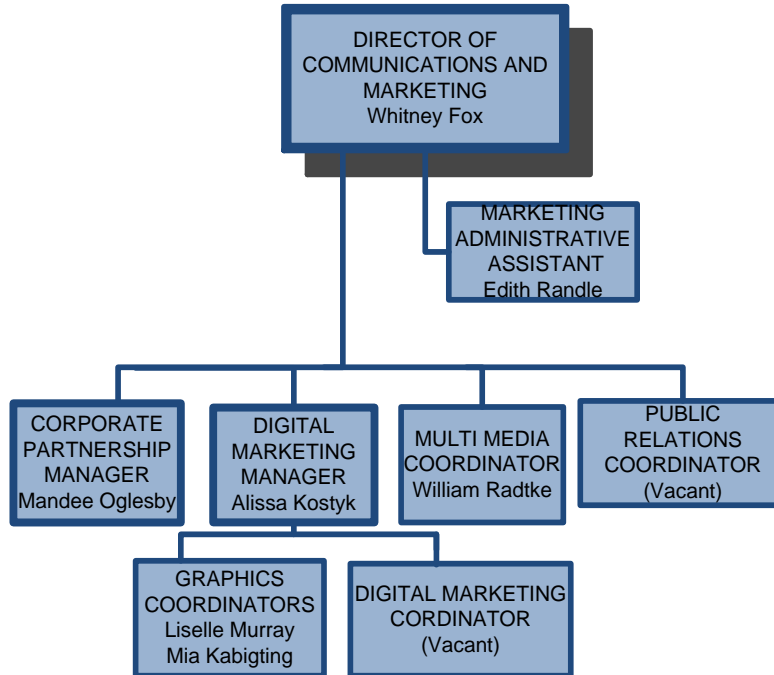




MARKETING DIVISION



MARKETING DIVISION OVERVIEW



MARKETING DIVISION

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

The Marketing Division oversees such programs as:






- The development and implementation of advertising, public relations, communications, and marketing activities.
- Develop and manage PSTA’s website and social media including Facebook, Twitter and Instagram.
- Graphic development and production of timetables, interior and exterior bus posters banners, signs, brochures, etc.

- Production and distribution of photos and video.
- Management of agreements with outside vendors for the revenue generating bus and trolley advertisements, as well as bus shelter advertising via Signal Outdoor.
- Management of community event service partnerships.
- Management of revenue generating education and corporate bus pass programs.



MARKETING DIVISION OVERVIEW

Current Key Initiatives

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

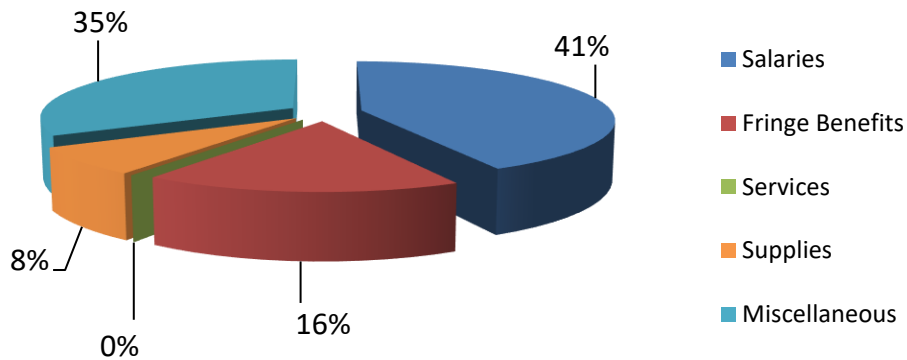


MARKETING DIVISION OVERVIEW

MARKETING DIVISION BUDGET

<u>Expense Item</u>	<u>Actual FY 2018</u>	<u>Adopted FY 2019</u>	<u>Projected FY 2019</u>	<u>Adopted FY 2020</u>	<u>% Change FY2019 - FY2020</u>
Salaries	\$ 384,377	\$ 390,600	\$ 367,945	\$ 522,590	42.03%
Fringe Benefits	147,049	164,478	132,298	211,310	59.72%
Services	-	-	-	-	0.00%
Supplies	78,228	113,000	90,600	94,100	3.86%
Miscellaneous	307,724	404,800	326,050	400,870	22.95%
Total Operating Expenses	\$ 917,378	\$ 1,072,878	\$ 916,893	\$ 1,228,870	34.03%

- Salaries and fringe benefits expenses increased due to salary increases, an increase in health insurance premiums, and the addition of two (2) new positions.
- Supplies expense increased due to increase in specialty supply expenses.
- Miscellaneous expense increased due to an increase in advertising and promotion media expenses.

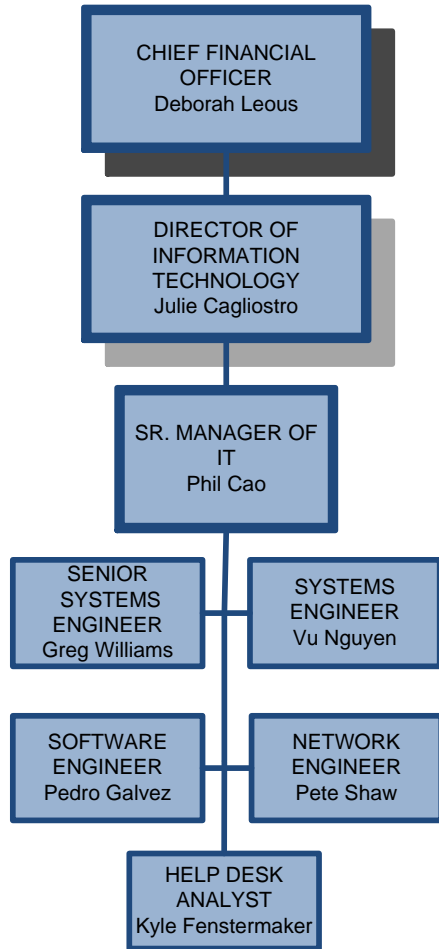




INFORMATION TECHNOLOGY DIVISION



INFORMATION TECHNOLOGY DIVISION OVERVIEW



INFORMATION TECHNOLOGY DIVISION

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







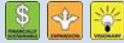



the implementation of new applications and systems, and to provide the ongoing support of those systems. The division is responsible for the phone system, all software systems, workstations, fax machines, projection systems, database management, server environment, data protection and security, website assistance, Wi-Fi systems, security camera and card key system software, cell phone plans, printers, Boardroom technology, and Real-Time Bus Information (RTBI) system. The division also manages all telephony contracts and agreements. The telephony costs are annually budgeted and managed by the division.

This is accomplished through:

- Researching innovative and tested technology opportunities. Participation in the annual Program of Projects and budget process.
- Participation in the ITS County Committee and other organizations.
- Working closely with all levels of the organization.
- Working with project stakeholders.

The Information Technology Division’s Director is responsible for the development and managing of the Authority’s technology direction and Information Technology assets. The Director leads the staff in researching, developing, and managing the technology for the current environment, and to move the Authority into the next generation of technology. This also includes the security and protection of the network data/voice, system software upgrades, voice and video recordings, and backup and disaster recovery systems.

Current Key Initiatives

 <p>Visionary Technology & Cost Control</p>	<p>Improve current Wi-Fi technology to facilitate timely and cost-effective communication for PSTA riders, staff and bus communication systems.</p>
 <p>Support Data Driven Approaches</p>	<p>Replace on-premise servers and implement Business Intelligence tools.</p>
 <p>Provide Access to Records</p>	<p>Develop solutions to ensure secure, protected and timely access to public records.</p>
 <p>Support New Revenue Sources</p>	<p>Develop flexible and secure environments to support POS, Flamingo Fares and other mobile payment solutions</p>
 <p>Build an increasingly mobile workforce</p>	<p>Implement Microsoft 365 for Government and leverage the cloud to deliver secure mobile productivity solutions to the PSTA workforce.</p>
 <p>Improvement For Internal and External Customers</p>	<p>Continue to improve communication between the customer and PSTA by providing support and on-going upgrades to transit apps, interactive voice response (IVR) systems, and other customer oriented real time bus communication systems.</p>
 <p>Scheduling Optimizers</p>	<p>Upgrade Hastus (GIRO) to produce flexible, efficient and cost saving crew and vehicle schedules that are easily adaptable to route expansion and schedule changes.</p>
 <p>Passenger Safety Programs</p>	<p>Keep customers safe and secure by maintaining CleverCAD, on-board video surveillance, and other technology focused bus safety and security measures.</p>
 <p>Inter-Governmental Coordination</p>	<p>Provide technical guidance and share information with agency partners in the areas of telecommunications and wireless technology solutions with a focus toward developing integrated transit intelligence systems.</p>
 <p>Committed To Sustainability Technology</p>	<p>Provide a systems framework built with resilience that safeguards the interests of its key PSTA stakeholders, ridership and the bus community at large.</p>



Provide Technical Guidance

Provide technical guidance to the Central Avenue BRT project stakeholders for the development of the state-of-the-art fare collection, ticket vending, retail network, passenger information and Transit Signal Priority systems.

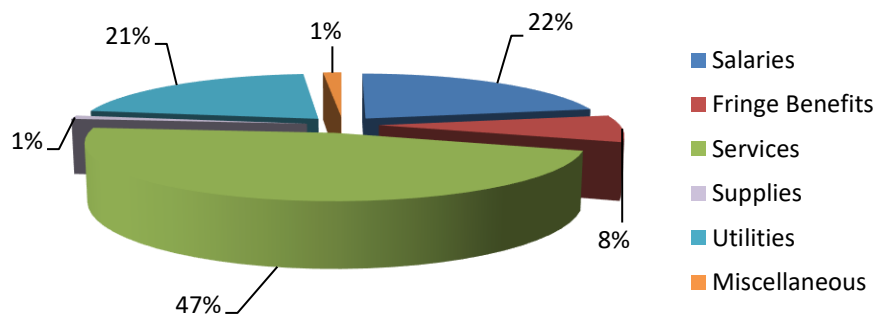




INFORMATION TECHNOLOGY DIVISION BUDGET

<u>Expense Items</u>	<u>Actual FY 2018</u>	<u>Adopted FY 2019</u>	<u>Projected FY 2019</u>	<u>Adopted FY 2020</u>	<u>% Change FY2019 - FY2020</u>
Salaries	\$ 362,161	\$ 518,000	\$ 454,271	\$ 539,510	18.76%
Fringe Benefits	127,696	187,188	168,269	189,810	12.80%
Services	895,486	1,011,690	988,140	1,153,510	16.74%
Supplies	16,141	25,450	25,450	25,500	0.20%
Utilities	296,982	411,410	409,470	526,800	28.65%
Miscellaneous	17,684	35,480	35,480	35,480	0.00%
Total Operating Expenses	\$ 1,716,150	\$ 2,189,218	\$ 2,081,080	\$ 2,470,610	18.72%

- Salaries and fringe benefits expenses increased due to salary increases and an increase in health insurance premiums.
- Services expense increased due to increases in computer hardware and software services.
- Supplies expense increased due to an increase in office supply expenses.
- Utilities expense increased due to increases in telecommunication services.

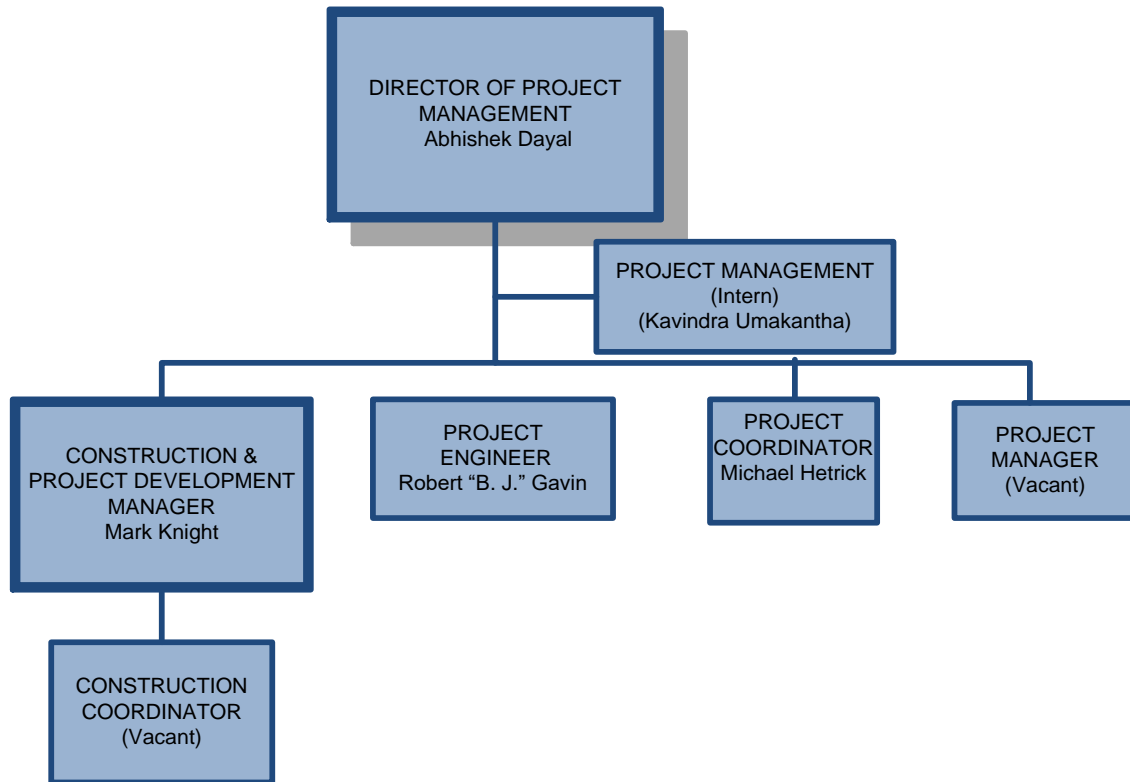




PROJECT MANAGEMENT DIVISION



PROJECT MANAGEMENT DIVISION OVERVIEW



PROJECT MANAGEMENT DIVISION







The Project Management Division is responsible for PSTA’s overall project management function including the active management of implementing all of the agency’s innovative public transit initiatives. The Division manages a diverse portfolio of capital and technology projects from original concept through final implementation and is responsible for the following:

- Establish a prioritization process in coordination with business stakeholders for project implementation.
- Oversee all design and construction activities for major capital infrastructure projects.
- Coordinate activities and tasks among other internal departments, and external organizations as needed to meet project goals and ensure project completion is on schedule.
- Ensure appropriate communications with all internal and external stakeholders regarding impacts to scope, status, budget, risk, and resources of the work effort being managed.
- Manage high priority agency projects such as the Central Avenue Bus Rapid Transit project.



PROJECT MANAGEMENT DIVISION OVERVIEW

Current Key Initiatives

 Capital Expansion	Advance the Central Avenue BRT project through FTA's Capital Investment Grant (CIG) program by completing final design and initiating construction.
 Capital Expansion	Initiate design of the Downtown Clearwater Intermodal Terminal.
 Customer Amenities	Manage other technology initiatives for the agency in coordination with other departments.
 Customer Amenities	Complete the installation of ADA landing pads and bus shelters.
 Capital Expansion	Complete a regional bus pull-out needs assessment.
 Capital Expansion	Support the 41-mile Project Development and Environmental study managed by TBARTA.

PROJECT MANAGEMENT DIVISION OVERVIEW



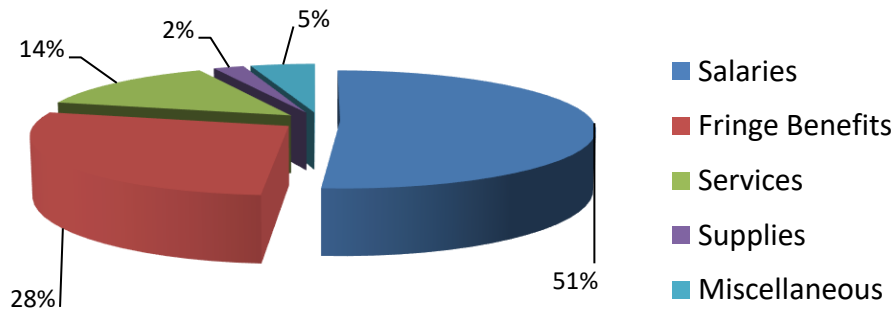


PROJECT MANAGEMENT DIVISION OVERVIEW

PROJECT MANAGEMENT DIVISION BUDGET

<u>Expense Item</u>	<u>Actual FY 2018</u>	<u>Adopted FY 2019</u>	<u>Projected FY 2019</u>	<u>Adopted FY 2020</u>	<u>% Change FY2019 - FY2020</u>
Salaries	\$ 81,068	\$ 137,285	\$ 145,485	\$ 226,051	55.38%
Fringe Benefits	23,293	79,820	70,861	121,866	71.98%
Services	-	62,400	62,400	62,400	0.00%
Supplies	865	2,500	6,800	10,000	47.06%
Miscellaneous	3,964	13,645	16,120	21,110	30.96%
Total Operating Expenses	\$ 109,190	\$ 295,650	\$ 301,666	\$ 441,427	46.33%

- Salaries decreased due to two added positions.
- Fringe Benefits expense increased due to two (2) positions added and an increase in health insurance premiums.
- Supplies expense increased due to a one-time purchase of small equipment.
- Miscellaneous expense increased due to an increase in training and travel.

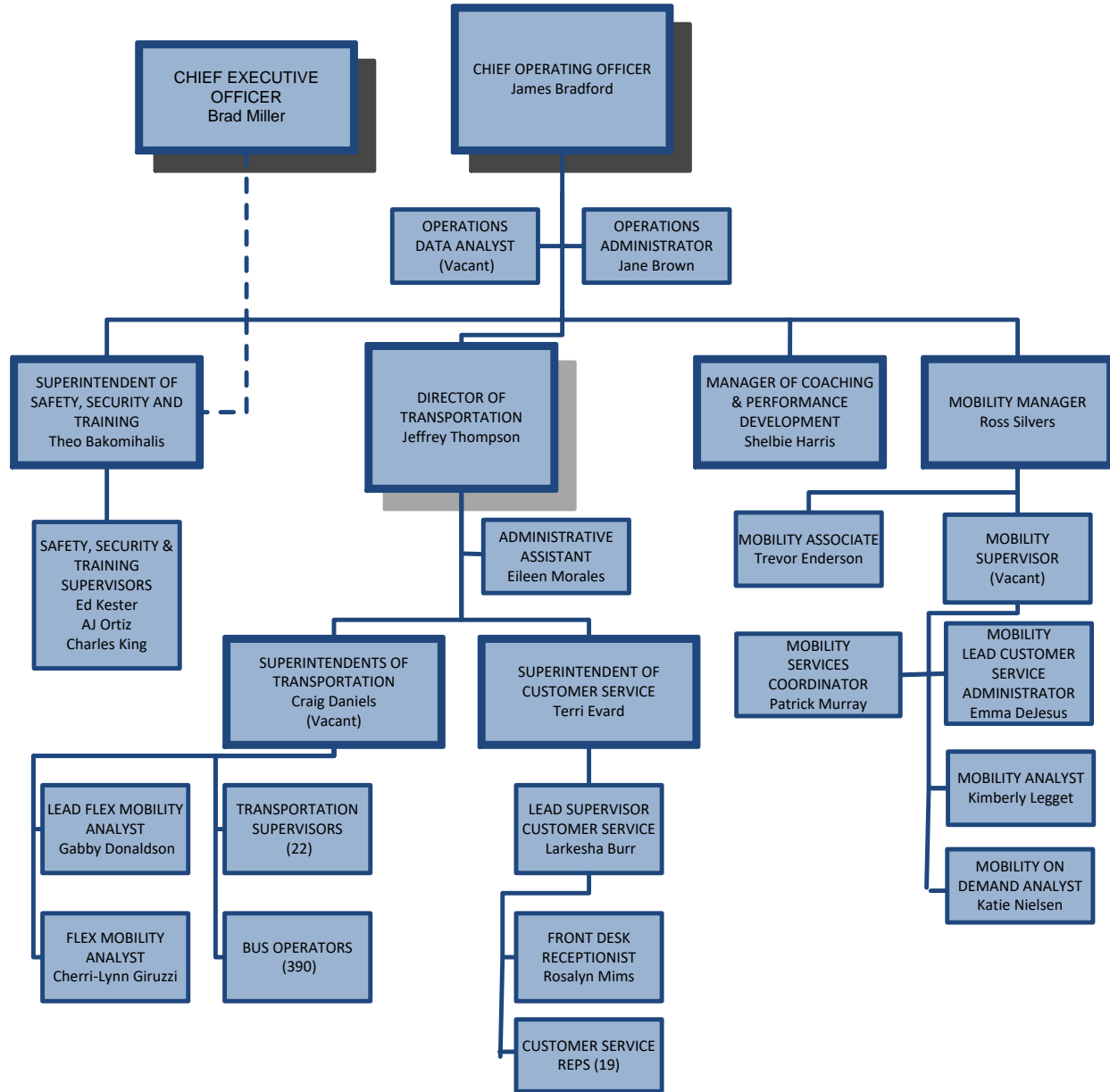




OPERATIONS DIVISION



OPERATIONS DIVISION OVERVIEW



OPERATIONS DIVISION

The Operations Division is made up of five (5) departments: Transportation, Maintenance, DART/ Mobility, Safety & Training, Customer Service and

also includes one (1) specialty position, the Manager of Coaching and Performance Development.



OPERATIONS DIVISION OVERVIEW

Transportation

The Transportation Department is responsible for the operation of over forty (40) routes. This department manages the dispatch, fleet communication, daily scheduling and street supervision functions which combine to support upwards of forty thousand (40K) daily rides in Pinellas County. It is PSTA's largest department with over 390 Bus Operators, 22 Transportation Supervisors, 2 Transportation Superintendents, and 1 Director.

Customer Service

Customer Service manages PSTA's Info-Line, which collectively answers twelve-hundred (1,200) daily telephone calls providing information about routes, schedule times, fares, PSTA's modern transit programs, and records customer comments. PSTA's Customer Service Representatives (CSR's) operate and manage PSTA's four (4) Customer Service Centers seven (7) days a week.

Safety, Security, and Training

The Safety, Security and Training (SS&T) Department performs training for all new-hire or bus trainees, to include ongoing, refresher training for veteran operators. SS&T's curriculum includes, but is not limited to defensive driving, customer relations, fatigue awareness, ADA/Sensitivity training, and accident investigation courses for supervisors. SS&T will perform on-demand targeted training to meet current needs by the Transportation Department.

SS&T also monitors the Mobility Department's paratransit contractor, Care Ride to ensure driver and ADA compliance.

Security details include oversight of the ID card key security system, main building and bus/terminal surveillance systems, and the ongoing maintenance of PSTA's System Safety Program Plan (SSPP) and System Security Plans (SSP).

DART/Mobility

The Mobility Department, also known as DART (Demand Response), administers the ADA Paratransit service for those unable to access the fixed-route bus system.

DART service is a form of public transportation which meets PSTA's obligations to provide door-to-door service which parallels or "compliments" local bus service in accordance with the Americans with Disabilities Act (ADA). Passengers are required to share a ride whenever possible, as is done on the regular bus system.










DART also manages the Transportation Disadvantaged (TD) Program for low-income residents who have little or no access for transportation options. DART also serves as the Community Transportation Coordinator (CTC) for Pinellas County.

Maintenance

The Maintenance Department operates two (2) divisions of maintenance – Fleet and Facilities. The Fleet division ensures routine preventative maintenance and repair for over two-hundred (200) buses as well as all other support vehicles. The Facilities division provides repair and maintenance services for all other PSTA campuses and remote asset needs such as building repair and terminal/bus-stop amenity management for the system's nearly five-thousand (5,000) bus stops and over seven hundred (700) shelters.

OPERATIONS DIVISION OVERVIEW

Current Key Initiatives

 Service Improvements	<p>Implementing service and route changes to better serve PSTA's customer needs as well as accommodate increasing ridership demands.</p>
 Smart Card Fare Solutions	<p>Implementing new smart card technology aboard all buses to improve cross-region travel.</p>
 Customer Amenities	<p>Replacing bus stops with new-look shelters, adding extra benches and trash cans and unveiling smoking zones at terminals to help non-smoking customers breathe easier.</p>
 Customer Amenities	<p>Implementing upgraded software programs to improve tracking, monitoring, and the administration of PSTA's daily operations.</p>
 Human Services Support	<p>As the CTC Coordinator, continuing to provide support to over twenty human service agencies' needs for transportation services.</p>
 Workforce Engagement	<p>Collaborating with the SEIU Union to effect change, optimize working conditions, and improve performance.</p>
 Service Reliability	<p>Adjusting schedules to improve on-time performance for PSTA bus routes with heavy passenger loads along congested traffic corridors.</p>
 Onboarding & Employee Development	<p>Remaining fully staffed while working to further advance the training and expertise of PSTA's current employees and retain talent.</p>
 Safety & Security	<p>Upgrading surveillance and key-card systems for PSTA's main building and terminals.</p>



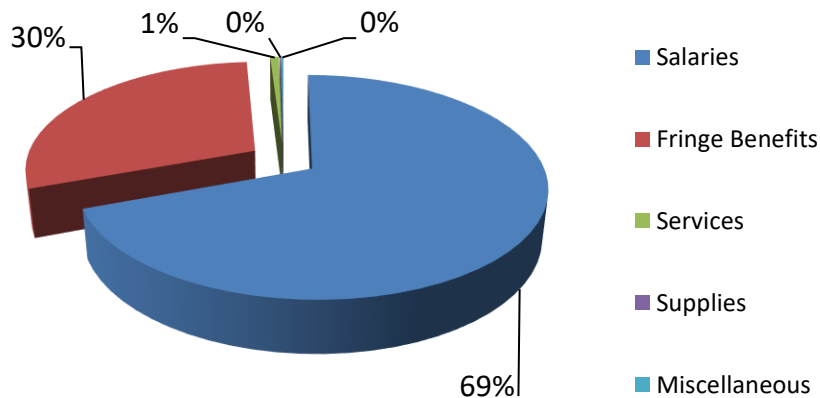


OPERATIONS DIVISION OVERVIEW

OPERATIONS DIVISION BUDGET

<u>Expense Items</u>	<u>Actual FY 2018</u>	<u>Adopted FY 2019</u>	<u>Projected FY 2019</u>	<u>Adopted FY 2020</u>	<u>% Change FY2019 - FY2020</u>
Salaries	\$ 23,107,873	\$ 23,588,680	\$ 24,539,176	\$ 25,850,060	5.34%
Fringe Benefits	9,221,448	10,110,733	10,039,368	11,041,983	9.99%
Services	207,423	248,500	212,010	275,500	29.95%
Supplies	37,767	43,700	40,360	42,680	5.75%
Miscellaneous	44,580	62,505	61,690	59,600	-3.39%
Total Operating Expenses	\$ 32,619,091	\$ 34,054,118	\$ 34,892,604	\$ 37,269,823	6.81%

- Salaries and fringe benefits expenses increased due to salary increases, an increase in health insurance premiums and the addition of nine (9) Bus Operators and one (1) Mobility Associate position.
- Services expense increased primarily due to an increase in professional and technical services.
- Miscellaneous expense increased due to increases in training expenses.

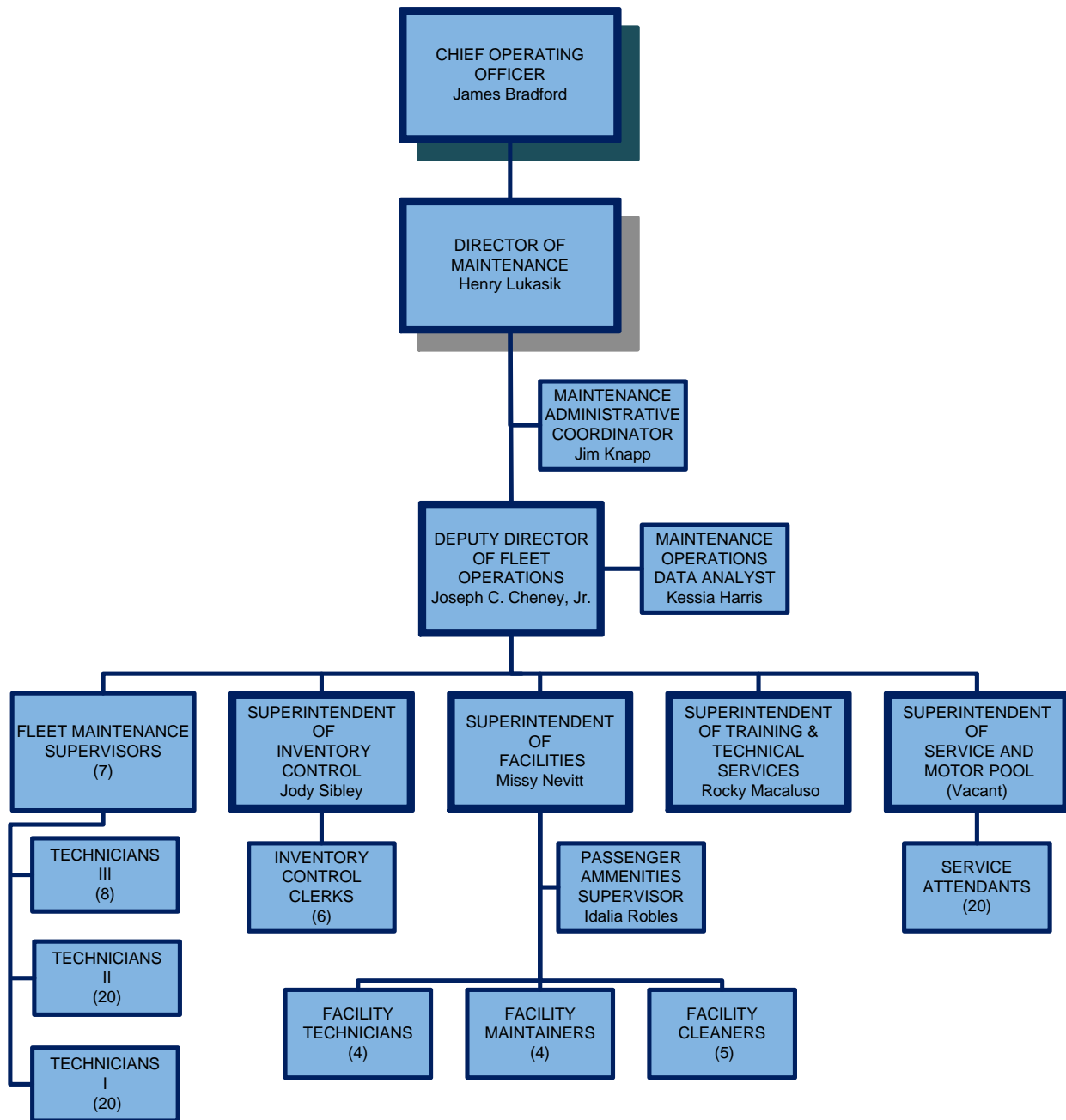




MAINTENANCE DIVISION



MAINTENANCE DIVISION OVERVIEW





MAINTENANCE DIVISION OVERVIEW

MAINTENANCE DIVISION

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

The primary goal of the PSTA Maintenance Program is to provide a cost-effective, systematic interruption free pattern of transit operation. This is accomplished by:

- Ensure all vehicles, facilities and equipment is operating at peak efficiency.
- Ensure all vehicles, facilities and equipment are safe.
- Maximize the life of all vehicles, facilities and equipment.
- Minimize loss of accessibility due to equipment failure.
- Meet or exceed manufacturers' maintenance requirements.
- Maintain exterior and interior appearance for vehicles and facilities.
- Maintain a system of permanent vehicle, facility, and equipment maintenance records.
- Administer an aggressive equipment warranty recovery program.

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

- Reduce costs.
- Provide effective scheduling of shop work.
- Be proactive with ongoing maintenance of vehicles, facilities, and equipment.

- Maximize the number of operable vehicles, facilities, and equipment at any time.

FLEET MAINTENANCE DEPARTMENT

The Fleet Maintenance Department is responsible for 210 revenue service vehicles, which are comprised of 111 (53%) diesel transit buses 89 (42%) hybrid-electric transit buses, 2 (1%) all-electric transit buses, and 8 (4%) diesel body of chassis transit buses. PSTA expects to place orders for 4 more 35 ft all electric buses by July 2019 with an anticipated delivery date of early 2021. This would bring the total all-electric bus fleet to 6. The Fleet Maintenance Department will provide technical assistance to the PSTA Projects Management Office with selecting buses to be used on the future bus rapid transit (BRT) expansion project. The Fleet Maintenance Department provides around the clock service for both preventative and demand-response needs of the entire fleet to ensure that 100% pullout is made every day, and that minimal service is delayed or disrupted due to mechanical failures.

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



MAINTENANCE DIVISION OVERVIEW

The Fleet Maintenance Department ensures all vehicles are in compliance with Regional, State, and Federal entities.

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

- Preventative Maintenance Inspections.
- Vehicle Diagnosis and Repair.
- Engine, Transmission, Driveline Repair and Overhaul.
- Collision Repair and Bodywork.
- Radio Communication, Surveillance, Smart Technology, Wi-Fi Installation & Maintenance.
- Brakes, Tires, Steering, & Suspension.
- Vehicle Onboard Americans with Disabilities Act (ADA) Equipment.
- Road-Call Support and Towing When Necessary.

- Fueling, Cleaning, & Detailing.
- Farebox & Vault Pulling.

The Service and Motor Pool Department ensures all revenue service vehicles are properly crewed nightly, which includes the fueling of all buses and support vehicles, checking and filling of critical vehicle fluids, interior cleaning including; trash removal, sweeping, mopping and disinfecting, exterior washing, major cleaning details, pest control, posting and removal of advertisements/notices on buses, farebox vault pulling and fare media replenishment, etc.

Additionally, the Service and Motor Pool Department oversees the contracted service to maintain all non-revenue support vehicles for PSTA to ensure all vehicles are properly serviced, repaired, and readily available for use. Service is provided to fifty-two (52) service vehicles, which are comprised of pool cars, service trucks, and miscellaneous support equipment. In total, the Service & Motor Pool Department maintains approximately two hundred sixty-two (262) vehicles.



MAINTENANCE DIVISION OVERVIEW

Current Key Initiatives – *Fleet Maintenance*

 <p>Certified Transit Technicians Program</p>	<p>Continued collaboration with USF/CUTR/FDOT (University of South Florida/Center for Urban Transportation Research/Florida Department of Transportation) supporting at host property of the CTT Program (Certified Transit Technicians Program).</p> <p>In addition, the PSTA Maintenance Department has also created an internal eighteen (18) month Fleet Technician Training Program which combines textbook, online, and classroom-based resources to ensure more Fleet Maintenance employees are able to learn the latest procedures and practices of repairing today’s highly advanced transit vehicles.</p>
 <p>Expanded Training</p>	<p>Superintendent of Training & Technical Services continues to administer and evaluate training programs as needed, monitoring activities, scheduling classes and training employees in technical and non-technical aspects of maintenance, developing and organizing training manuals, lesson plans, schedules, procedures and certification programs, maintaining records and monitoring and evaluating trainees.</p> <p>Specialized training has been rolled-out to key Fleet Technicians in the areas of advanced hybrid electric system diagnostics, overhaul and repair of high voltage battery systems, hybrid electric motor repair, dual power inverter diagnostics, OEM warranty repair certification status on Voith transmissions, and BAE warranty certification on the latest hybrid series electric systems. Additionally, the Fleet Maintenance Department has embarked on a comprehensive training and familization of Technicians on high-voltage safety protocols since the deployment of all-electric transit buses.</p>
 <p>Bus Interior Improvement</p>	<p>Fleet Maintenance continues its three (3) year project, currently in year (2), improving upon the passenger amenities and aesthetic of its bus fleet by replacing worn and faded interior seat inserts and bus flooring. The two projects combined have dramatically improved the passenger riding experience on PSTA vehicles.</p>



MAINTENANCE DIVISION OVERVIEW

 Capital Replacement	<p>In 2019, PSTA deployed eighteen (18) Gillig BAE hybrid-electric buses, two (2) BYD all-electric buses, and eight (8) Freightliner body-on-chassis cutaway buses into full time revenue service.</p> <p>Future capital replacement of vehicles will include additional buses for PSTA’s bus rapid transit (BRT) project as well as replacing the trolley bus fleet with suitable lower cost alternatives.</p>
 Continuous Improvement	<p>The Fleet Maintenance Department continues to improve the revenue fleet Mean Distance Before Failure (MDBF) rating through its strict preventative maintenance program, ongoing bus powertrain overhauls, Quality Assurance/Quality Control (QA/QC) programs, and intensive data tracking efforts.</p>





MAINTENANCE DIVISION OVERVIEW

FLEET MAINTENANCE DEPARTMENT BUDGET

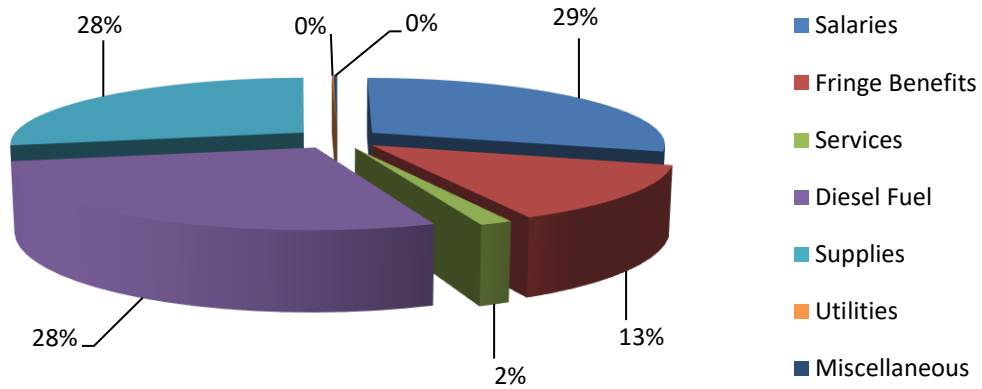
<u>Expense Items</u>	<u>Actual FY 2018</u>	<u>Adopted FY 2019</u>	<u>Projected FY 2019</u>	<u>Adopted FY 2020</u>	<u>% Change FY2019 - FY2020</u>
Salaries	\$ 4,290,199	\$ 4,704,210	\$ 4,705,843	\$ 5,041,840	7.14%
Fringe Benefits	1,919,611	2,063,542	2,004,540	2,281,151	13.80%
Services	222,619	138,500	232,000	257,100	10.82%
Diesel Fuel	4,233,465	5,608,630	5,415,050	4,701,120	-13.18%
Supplies	4,724,599	4,896,350	4,723,160	4,744,160	0.44%
Utilities	-	21,500	5,000	18,000	260.00%
Miscellaneous	46,623	34,015	44,800	38,000	-15.18%
Total Operating Expenses	\$ 15,437,116	\$ 17,466,747	\$ 17,130,393	\$ 17,081,371	-0.29%

- Salaries and fringe benefits expenses increased due to salary increases and an increase in health insurance premiums.
- Service expenses increased due to outside repair services.
- Diesel Fuel expense decreased primarily due to a decrease in fuel prices.
- Supplies expenses increased due to increases in repair parts expenses.
- Utilities expenses increased due to a full year of running electric buses.



MAINTENANCE DIVISION OVERVIEW

FLEET MAINTENANCE DEPARTMENT BUDGET





MAINTENANCE DIVISION OVERVIEW

FACILITIES MAINTENANCE DEPARTMENT

The Facilities Maintenance Department is responsible for the ongoing upkeep and general maintenance of all PSTA properties, buildings, grounds and other projects. The Facilities Department supports all the other departments within PSTA by method of demand-responsive service, state-of-good repair, capital planning, and 24/7 on-call service from both employees and the public alike. This includes requests for new benches and shelters, installation of new equipment, building repair (both interior and exterior), carpentry/electrical/plumbing/ and HVAC demands, maintenance support for PSTA's external real-time hardware components, and the general upkeep of PSTA's main Administrative Headquarters as well as four (4) passenger terminals, and two (2) Park-N-Ride lots located in Pinellas County. In addition, five (5) high ridership transfer locations are also maintained by the Department. To augment the staff of the Facilities Maintenance Department outside contractors and vendors support building and property related maintenance functions are also utilized.

The Facilities Maintenance Department also oversees capital asset facilities related acquisitions, installations, and rehabilitations.

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

- Over 4,729 bus stops, 529 bus shelters and 500 benches, using a staff of 13 people plus sub-contractors.
- Installation, maintenance and repair of PSTA amenities including;
- Bus stops, benches and landing pads.
- Landscaping at PSTA Headquarters, customer service centers, and other areas.





- General repair and routine maintenance for all locations.
- Support and maintenance of real-time hardware at the service centers.
- New construction of buildings, facilities, and capital asset infrastructure to support the ongoing operations.
- Rehabilitation of existing PSTA structures and equipment.

The ongoing goals of the Facilities Maintenance Department are follows:

- Facilitate from traditional reactive and breakdown maintenance practices to a proactive maintenance program.
- Facilitate the adoption of a data collection system that allows discreet local management based on standardized data.
- Minimize interval or cycle-based maintenance where appropriate and cost effective.
- Develop and coordinate standardized facilities assessment policies and guidance.
- Develop and coordinate facilities maintenance self-assessments.
- Develop and advocate proper facilities maintenance resource strategies and rules-of-thumb.
- Maintain a clear facilities maintenance strategic plan. Develop benchmarks with best practices of like agencies to identify opportunities for improvement.

MAINTENANCE DIVISION OVERVIEW

Current Key Initiatives – *Facilities Maintenance*

 Facility Availability	<p>Ensure facilities, including stations, support buildings, maintenance shops, office and parking facilities are operational and available to customers and employees.</p>
 Equipment Availability	<p>Ensure that facility equipment including elevators, station and shop equipment is maintained for maximum availability.</p>
 Facility Appearance	<p>Ensure that all facilities, including stations support facilities office and parking facilities, are clean and present a safe and comfortable environment for customers and employees.</p>
 Facility Improvements	<p>Modify or change existing facilities in support of on-going operations within engineering and building code requirements.</p> <p>Installation of additional 80kW plug-in depot chargers to support future delivery of four (4) more all-electric transit buses.</p> <p>Installation of one (1) 250kW inductive wireless charger at PSTA's 34th Street transfer hub to support on-route opportunity charging of the all-electric bus fleet.</p>

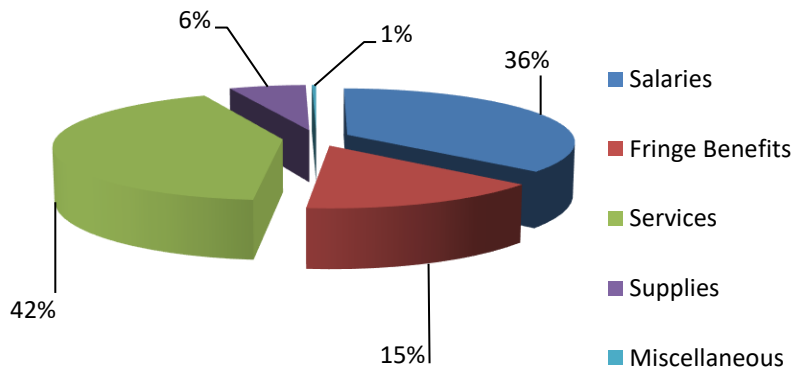


MAINTENANCE DIVISION OVERVIEW

FACILITIES MAINTENANCE DEPARTMENT BUDGET

<u>Expense Items</u>	<u>Actual</u>	<u>Adopted</u>	<u>Projected</u>	<u>Adopted</u>	<u>% Change</u>
	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY2019 - FY2020</u>
Salaries	\$ 639,775	\$ 726,350	\$ 697,620	\$ 805,620	15.48%
Fringe Benefits	242,417	302,743	290,597	338,176	16.37%
Services	874,293	876,040	898,872	930,040	3.47%
Supplies	172,141	137,500	154,180	137,500	-10.82%
Miscellaneous	1,381	7,800	7,890	7,800	-1.14%
Total Operating Expenses	\$ 1,930,007	\$ 2,050,433	\$ 2,049,159	\$ 2,219,136	8.29%

- Salaries and fringe benefits expenses increased due to salary increases and an increase in health insurance premiums.
- Services expense increased due to professional services being increased.
- Supplies expense decreased due to repair supplies decreasing.





MAINTENANCE DIVISION OVERVIEW

INVENTORY CONTROL DEPARTMENT

The Inventory Control Division is overseen by the Superintendent of Inventory Control assisted by one (1) Lead Inventory Control Clerk and six (6) Inventory Control Clerks. The Inventory Control Division is staffed seven (7) days per week and twenty-four (24) hours per day (24/7).

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

Regular review of inventory is conducted to monitor the flow of parts and supplies. This information is used to establish a minimum and maximum estimate of the total parts and supplies needed. A physical count of inventory is

conducted throughout the fiscal year with an entire physical audit of the inventory conducted each year. Presently, the inventory control staff manages over five-thousand (5,000) different parts at a value of approximately two (2) million dollars.

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

- Shipping & Receiving for the entire organization.
- Management of all vehicle fluids, gases, and supplies.
- Tracking and handling of all vehicle warranty recovery claims and reimbursements.
- Tracking and management of uniforms for one-hundred (100) Maintenance employees.



GENERAL FUNCTION



GENERAL FUNCTION DIVISION OVERVIEW

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

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

GENERAL FUNCTION BUDGET

<u>Expense Items</u>	<u>Actual</u>	<u>Adopted</u>	<u>Projected</u>	<u>Adopted</u>	<u>% Change</u>
	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY2019 - FY2020</u>
Services	\$ 1,558,619	\$ 1,631,060	\$ 1,767,236	\$ 1,630,760	-7.72%
Supplies	73,946	52,000	51,090	54,650	6.97%
Utilities	511,292	533,350	554,420	573,600	3.46%
Capital Improvement Budget	816,312	851,370	837,260	849,410	1.45%
Purchased Transportation – DART	7,837,656	8,605,610	8,065,980	8,476,680	5.09%
Purchased Transportation – TD	682,298	953,850	780,430	605,600	-22.40%
Purchased Transportation – Trolleys	2,231,413	2,805,848	2,980,860	3,087,960	3.59%
Purchased Transportation – Alternate	876,604	624,000	580,000	1,200,000	106.90%
Miscellaneous	223,583	149,000	151,685	153,780	1.38%
Total Operating Expenses	\$ 14,811,723	\$ 16,206,088	\$ 15,768,961	\$ 16,632,440	5.48%

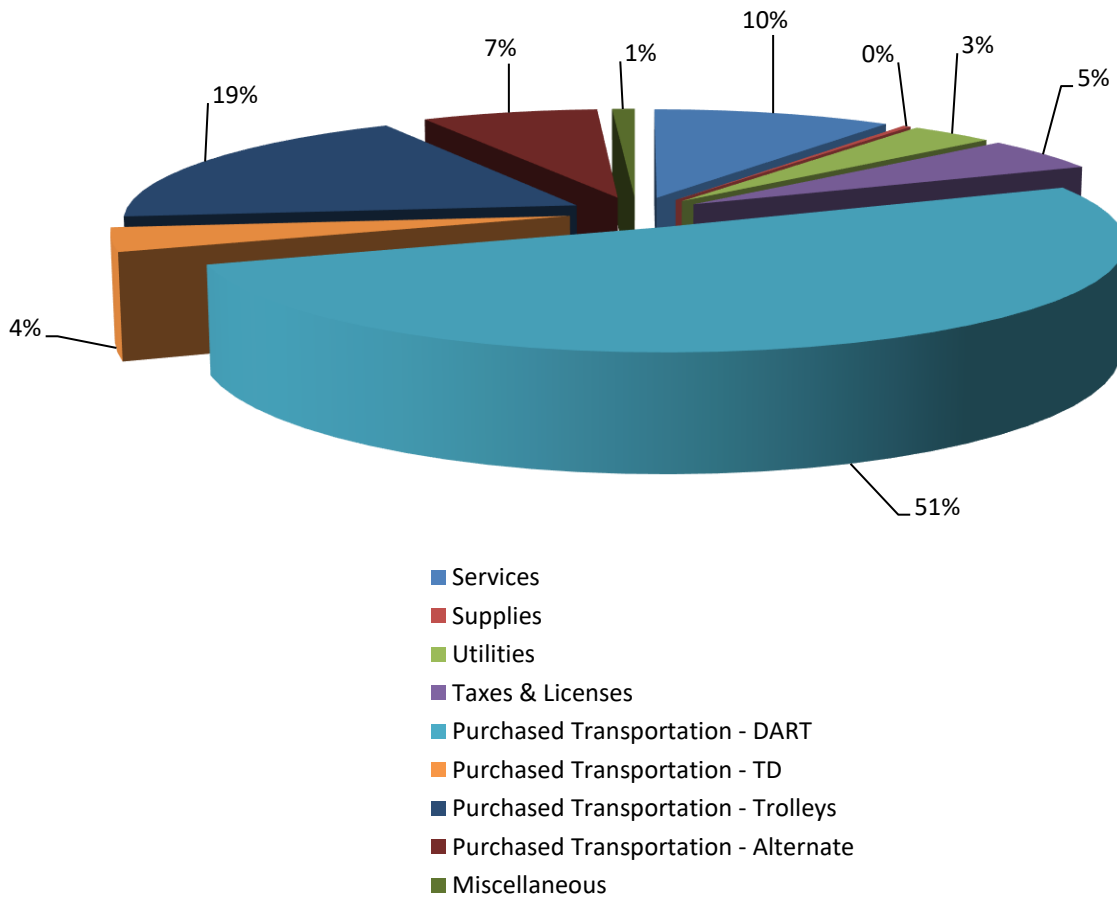
- Services expense decreased due to a one-time pass through grant.
- Utilities expense increased due to rate increases.
- Purchased Transportation - DART is budgeted to increase 5.09% over the FY 2019 projected year-end due to contract and ridership increases.



GENERAL FUNCTION DIVISION OVERVIEW

- Purchased Transportation – Alternate increased due to expansion of the Direct Connect Program.

General Function Division Budget





INSURANCE DIVISION



INSURANCE DIVISION OVERVIEW

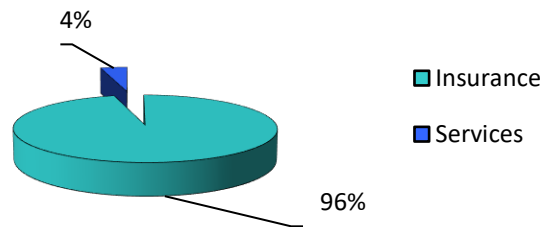
The Insurance Division is maintained under the control of the Chief Financial Officer with direct oversight by the Director of Risk Management. It was established as a separate general ledger division for monitoring and controlling expenses related to PSTA’s property and casualty insurance programs and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

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

INSURANCE BUDGET

<u>Expense Items</u>	<u>Actual FY 2018</u>	<u>Adopted FY 2019</u>	<u>Projected FY 2019</u>	<u>Adopted FY 2020</u>	<u>% Change FY2019 - FY2020</u>
Services	\$ 53,791	\$ 92,300	\$ 70,150	\$ 80,500	14.75%
Insurance	1,223,527	\$ 1,997,640	\$ 1,488,910	1,936,500	30.06%
Total Operating Expenses	\$ 1,277,318	\$ 2,089,940	\$ 1,559,060	\$ 2,017,000	29.37%

- Services expense increased due to an increase in workers compensation insurance fees.
- Insurance expense increased due to claims cost and premium increases.





CAPITAL BUDGET



CAPITAL BUDGET

CAPITAL BUDGET SUMMARY

Presented below is the Capital Improvement Plan Budget for fiscal years 2020 – 2024. Included in this plan are the capital expenditures necessary to sustain and improve the equipment, facilities and technology of the Pinellas Suncoast Transit Authority. Capital expenditures create future benefits and are incurred when capital finances are used to purchase capital assets with a useful life of at least one year or to add value to an existing capital asset (as is the case in associated capital). The capital asset capitalization threshold is \$5,000 with a useful life of at least one year.

CAPITAL BUDGET PROCESS

As part of The Authority’s budgeting process, the Finance Division meets annually with project managers, Directors and Chiefs for their respective areas. The management staff is asked to project needs for future expenditures in the current year and the next five years which supports the Path Forward Strategic Plan. In the case of the FY 2020 capital budget, the staff was asked to project the forecast for the current FY 2019 and FY 2020 – 2024 expected project expenditures. After the meetings, the Finance Division develops the FY 2020 budget and the FY 2020 – 2024 capital improvement plan and then is presented to the Chief Executive Officer. The capital budget and plan are then presented to the Finance & Performance Management and Planning committees and then to the PSTA Board of Directors for final approval through a first and final public hearings in September.

CAPITAL BUDGET FUNDING

Funding

The total Capital budget for fiscal year 2020 is \$47,184,787.

The funding for the capital budget is listed below:

Funding Agencies	2020 Funding Amount
Federal Transit Administration (FTA)	\$ 32,626,399
City of Saint Petersburg	2,880,793
FDOT Funding	5,622,354
Pinellas County	198,400
PSTA Capital Reserves	5,856,841
Total Funding -FY 2020 Capital Budget	\$ 47,184,787

The Federal Transit Administration is responsible for 69% of the funding for the FY 2020 capital budget, with Sections 5307, 5309, 5337, 5339, 5312 and the potential \$10.9 million in New Starts grant funds.

Section 5307, 5337 and 5339 – Urbanized Formula Grants that have been awarded and being used are \$16,190,825. Transit agencies are eligible for these funds based upon legislative formulas. For areas of 50,000 to 199,999 in population, the formula is based on population and population density. For areas with populations of 200,000 and more, the formula is based on a combination of bus revenue vehicle miles, bus passenger miles, fixed guideway revenue vehicle miles, fixed guideway revenue vehicle miles, and fixed guideway route miles as well as population and population density. For matching, the



CAPITAL BUDGET

federal share is not to exceed 80 percent of the net project cost for capital expenditures.

The eligible activities, that relate to PSTA, are planning, engineering, design and evaluation of transit projects and other technical transportation-related studies, capital investments in bus and bus-related activities such as replacement, overhaul and rebuilding of buses, crime prevention, security equipment, construction and maintenance of passenger facilities, and computer hardware and software.

In addition, associated transit improvements and certain expenses associated with mobility management programs are eligible under the program. All preventive maintenance and some Americans with Disabilities Act complementary paratransit service costs are considered capital costs.

For the five-year capital budget plan, the following funding sources are identified.

Funding Agencies	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
FTA Active Grants	\$ 10,109,374	\$ 2,000,000	\$ -	\$ -	\$ -
FTA Future Funding	11,602,025	13,446,950	15,119,602	23,023,054	7,776,918
FTA New Starts Funding	10,915,000	10,915,000	-	-	-
FDOT Funding	5,622,354	7,334,000	2,500,000	500,000	-
City of St. Petersburg	2,880,793	2,000,000	-	-	-
Pinellas County	198,400	-	-	-	-
TBD	0	3,500,000	6,500,000	-	-
PSTA Capital Reserve Funds	5,856,841	5,566,756	1,231,765	330,000	1,436,682
Total Funding FY 2020-2024 Capital Budget	\$ 47,184,787	\$ 44,762,706	\$ 25,351,367	\$ 23,853,054	\$ 9,213,600



CAPITAL BUDGET

The Federal Transit Administration is the primary funding agency for the five-year plan. Several different types of FTA funding has been secured and applied. For the detail of the FTA funding, please see below:

Federal Transit Administration Funding	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
5307 Urbanized Formula Grants	\$ 14,433,349	\$ 5,239,950	\$ 6,010,837	\$ 20,414,289	\$ 6,069,918
5309 Capital Investments Grants - New Starts	10,915,000	10,915,000	-	-	-
5309 Earmark	1,153,557	-	-	-	-
5312 Public Transportation Innovation	167,017	-	-	-	-
5339 Low No Grant	-	2,000,000	901,765	901,765	-
5337 Urbanized Formula Grants	7,396	7,000	7,000	7,000	7,000
5339 Urbanized Formula Grants	1,750,080	1,700,000	1,700,000	1,700,000	1,700,000
Better Utilizing Investments to Leverage Development (BUILD)	3,000,000	6,500,000	6,500,000	-	-
2005(b) TOD Planning PilotProgram Grant	1,200,000	-	-	-	-
Total Funding FY 2020-2024 Capital Budget	\$ 32,626,399	\$ 26,361,950	\$ 15,119,602	\$ 23,023,054	\$ 7,776,918

As each year progresses, the grants department makes applications to various funding sources to secure the necessary monies to pay for the various projects in the capital budget. The grant applications completed in FY 2019 for future years projects is \$15,972,412. All of this funding are formula funds and are allocated each year to the urbanized area. These funds are dedicated for the continued sustainability plan of serving Pinellas County with more efficient modes of transportation such as hybrid and electric buses that have low to no emissions and providing rapid transit in areas of Pinellas County where the population would benefit from the availability. Out of this funding PSTA will use \$5,063,677 toward preventative maintenance, tire leasing, administrative, and short-range planning costs, leaving \$10,908,735 for capital projects.



CAPITAL BUDGET

EXPENDITURES

Vehicles – Vehicles are budgeted at \$9,293,000 or 20% of the total capital budget. \$5,330,000 of this budget is allocated to the purchase of replacement buses and related components. \$1,260,000 of this budget is allocated to the operators’ safety equipment.

Passenger Amenities – Passenger Amenities are budgeted at \$23,616,633 or 49% of the total capital budget. The major project is the design completion and the construction start of the Central Avenue Bus Rapid Transit (BRT) project. The BRT will provide premium limited stop service between downtown St. Petersburg and St. Pete Beach. The construction will be predicated on an FTA New Starts grant award.

Other projects include Pedestrian Access and Walkways, Passenger Shelters, and the 22nd Avenue Park and Ride Upgrades.

Passenger shelters are deployed based upon the needs of the community, either to replace old or damaged shelters or to accommodate increased utilization of stops. To accompany the shelters, pedestrian access/walkways are built for new stops, rebuild, expand current walkways or to provide foundation for new shelters.

Training and Third-Party Contracts – Training and third-party contracts are budgeted at \$3,170,401 or 7% of the total capital budget. The Regional Fare Media Project will be substantially complete in 2020. This project is a collaborative effort with Hillsborough Area

Regional Transit (HART), Sarasota County Area Transit (SCAT), Pasco County Public Transportation (PCPT), and Hernando County Transit (The Bus). Spearheading the group is HART working in close collaboration with the other transit agencies. The project will bring together the extended Tampa Bay area with a smart card technology.

Other key projects are the autonomous vehicle pilot demonstration in downtown St. Petersburg, PSTA’s Transit Oriented Development (TOD) Study which is part of PSTA Central Avenue BRT project, SS&T Documentation Updates, and Mobility on Demand (MOD) Sandbox.

Facilities – Facilities is budgeted at \$6,037,060 or 13% of the total capital budget. The largest projects are the Clearwater Downtown Intermodal Terminal, upgrade of the security access system and security enhancements to the lobby area at PSTA’s administration/operation facility. These funds will also be used to install a charging station at the 34th Street Lay-by for PSTA’s electric buses.

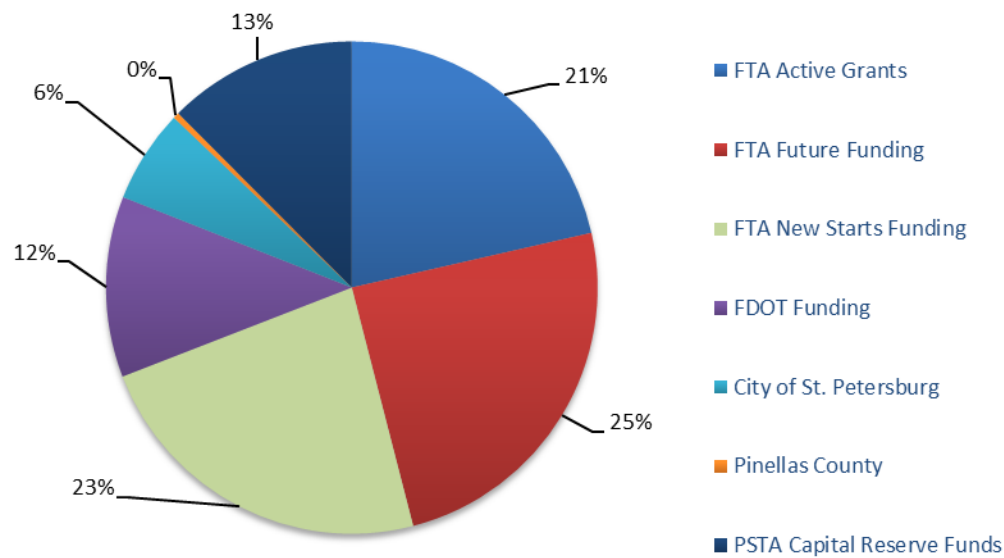
Technology – Technology is budgeted at \$2,298,083 or 5% of the total capital budget. Key projects include the purchase of computer hardware and software for projects such as the data center upgrade, additional servers, new Hastus modules, DART software, application integration, and a business intelligence system.

Miscellaneous and Contingency – Miscellaneous and contingency is budgeted at \$2,769,610 or 6% of the total capital budget. The largest portion is the contingency budget of \$2,205,598. This amount is utilized throughout the year for unanticipated needs.



CAPITAL BUDGET

FY 2020 Capital Projects Revenue Sources



The five-year capital plan represents the collaborative and thoughtful approach that Pinellas Suncoast Transit Authority has taken to achieve the strategic Path Forward goals for the future. It is important to note that this approach is done with the assistance of the PSTA staff, the PSTA Board of Directors and most importantly the citizens and visitors of Pinellas County.



CAPITAL BUDGET

FY 2020 Through FY 2024 CIP Summary

Project Title	FY 2020 Project Budget	FY 2021 Project Plan	FY 2022 Project Plan	FY 2023 Project Plan	FY 2024 Project Plan
Vehicles					
Heavy Duty Vehicle Lift	2,000,000	-	-	-	-
Parallelogram Lift	241,000				
Bus Washers (2)	-	-	-	4,000,000	-
Replacement Modems	400,000	-	-	-	-
Hybrid Component Replacement Program	150,000	-	-	-	-
Major Component Replacement Program	330,000	330,000	330,000	330,000	330,000
Future Trolley Buy & Tooling	4,850,000	4,995,500	-	-	-
Future Bus Buy & Tooling	-	-	6,373,887	6,565,104	4,226,286
2 Electric Low- No Buses Project	-	3,709,263	-	-	-
Replacement Buses (with Electric)	-	-	1,803,530	-	1,913,364
Support Vehicles - Shop Trucks	62,000	-	-	-	-
Operator Safety Equipment	1,260,000	-	-	-	-
Total Vehicles	\$ 9,293,000	\$ 9,034,763	\$ 8,507,417	\$ 10,895,104	\$ 6,469,650
Passenger Amenities					
ADA Landing Pads	664,185	150,000	150,000	150,000	150,000
Passenger Shelters	48,055	150,000	150,000	150,000	150,000
ST Pete Downtown Bus Stops Lading Pads-Looper	32,916	-	-	-	-
Passenger Shelters Match Program (FY 2017)	25,447	-	-	-	-
Skyway Marina District Shelter Project	35,963	-	-	-	-
Central Avenue BRT	22,494,067	21,192,493	-	-	-
Clearwater Beach Transit Center Southside	-	-	-	-	150,000
22nd Ave. Park & Ride Upgrades	116,000	384,000	-	-	-
Bus Stop Inventory Updates	100,000	100,000	-	-	-
Bus Pullout Infrastructure Assesment	100,000	-	-	-	-
34th Street South Project Development	-	-	500,000	500,000	-
Total Passenger Amenities	\$ 23,616,633	\$ 21,976,493	\$ 800,000	\$ 800,000	\$ 450,000



CAPITAL BUDGET

FY 2020 Through FY 2024 CIP Summary

Project Title	FY 2020 Project Budget	FY 2021 Project Plan	FY 2022 Project Plan	FY 2023 Project Plan	FY 2024 Project Plan
Training & Third Party Contracts					
SMS Documentation Updates	95,000	-	-	-	-
ADA Travel Training Program	125,000	25,000	25,000	25,000	25,000
Employee Education	40,000	20,000	20,000	20,000	20,000
Short Range Planning	800,000	500,000	400,000	800,000	800,000
Mobility On Demand (MOD) Sandbox (5312)	191,705	-	-	-	-
Regional Fare Media Project	347,155	-	-	-	-
Miscellaneous Technical Services	56,541	-	-	-	-
Autonomous Vehicles Pilot Demonstration-Downtown St Petersburg	305,000	-	-	-	-
Financial Plan Scenarios	10,000	-	-	-	-
Transit Oriented Development (TOD) Study - Additional in kind services totaling \$300,000 will be provided by the City of St. Petersburg, PSTA and Forward Pinellas.	1,200,000	-	-	-	-
Total Training and Third Party Contracts	\$ 3,170,401	\$ 545,000	\$ 445,000	\$ 845,000	\$ 845,000
Facilities					
Clearwater Downtown Intermodal Terminal	4,153,557	8,500,000	8,500,000	-	-
Charging Area - Electric Buses	-	3,500,000	6,500,000	-	-
Park Street Terminal - Retrofit	205,709	-	-	-	-
Security and Safety Systems	750,000	-	-	-	-
Audio Visual Equipment - Replacement	-	-	275,000	-	-
Service Lane	152,394	-	-	-	-
Electric Bus Charging Stations	775,400	-	-	-	-
Total Facilities	\$ 6,037,060	\$ 12,000,000	\$ 15,275,000	\$ -	\$ -



CAPITAL BUDGET

FY 2020 Through FY 2024 CIP Summary

Project Title	FY 2020 Project Budget	FY 2021 Project Plan	FY 2022 Project Plan	FY 2023 Project Plan	FY 2024 Project Plan
Technology					
Replace/Upgrade Phone System and Phones	200,400	-	-	-	-
Clever Devices Retrofit (IVANS)- Purchase Transportation	-	-	-	235,000	-
Clever Devices Retrofit (IVANS)- PSTA	-	-	-	10,000,000	-
Bus Wi-Fi	-	600,000	-	-	-
Data Center Upgrade-EOC Move	300,000	-	-	-	-
Cisco 3750 POE Switch (HW & SW)	22,991	-	-	-	-
Cisco Switch Replacement	82,500	82,500	-	30,000	-
Upgrade Data Storage Capacity	28,000	-	-	-	-
Computer Refresh Project	98,817	-	-	-	500,000
Purchase Servers	175,000	-	-	194,000	-
APC Software Upgrade	30,000	-	-	30,000	-
Clever Works	85,375	-	-	-	-
Hastus Upgrade - Core	-	-	-	500,000	-
Hastus Upgrade - Additional Modules	500,000	-	-	-	-
Document Image Software	50,000	-	-	-	-
DART Software	125,000	-	-	-	125,000
Clever Works - New Module (Turn by Turn)	-	-	-	-	500,000
Application Integration	200,000	200,000	-	-	-
Business Intelligence System	400,000	-	-	-	-
Total Technology	\$ 2,298,083	\$ 882,500	\$ -	\$ 10,989,000	\$ 1,125,000



CAPITAL BUDGET

FY 2020 Through FY 2024 CIP Summary

Project Title	FY 2020 Project Budget	FY 2021 Project Plan	FY 2022 Project Plan	FY 2023 Project Plan	FY 2024 Project Plan
Miscellaneous					
Electric Bus Infrastructure 10 Year Plan	100,000	-	-	-	-
Miscellaneous Maintenance Tools/Equipment (5337)	7,396	7,000	7,000	7,000	7,000
Short Range Planning to Increase Ridership - Planners	166,227				
Grant Administration (as of June 2019)	227,570				
Grant Administration	62,819	66,950	66,950	66,950	66,950
Remaining Contingency (as of June 2019)	1,886,288				
Contingency	319,310	250,000	250,000	250,000	250,000
Total Miscellaneous and Contingency	\$ 2,769,610	\$ 323,950	\$ 323,950	\$ 323,950	\$ 323,950
FY 2020 through FY 2024 Total Capital Budget & Plan	\$ 47,184,787	\$ 44,762,706	\$ 25,351,367	\$ 23,853,054	\$ 9,213,600



CAPITAL BUDGET

Project Title		Funding	Total Project Budget	Total Actuals & 2019 Forecast	FY 2020 Project Budget	FY 2021 Project Plan	FY 2022 Project Plan	FY 2023 Project Plan	FY 2024 Project Plan
Vehicles									
1	Heavy Duty Vehicle Lift	FTA Future Funding	2,000,000	-	2,000,000	-	-	-	-
2	Portable Brake Dynameter	FL-2017-024	148,850	148,850	-	-	-	-	-
3	Wheel Alignment Machine	FL 90-X841	51,752	51,752	-	-	-	-	-
4	Parallelogram Lift	FL 90-X758	250,000	250,000	-	-	-	-	-
5	Parallelogram Lift	FL 90-X841	245,000	4,000	241,000	-	-	-	-
6	Bus Washers (2)	FTA Future Funding	4,000,000	-	-	-	-	4,000,000	-
7	Replacement Modems	FTA Future Funding	400,000	-	400,000	-	-	-	-
8	Hybrid Component Replacement Program	Capital Reserve Funds	1,045,061	1,045,061	-	-	-	-	-
9	Hybrid Component Replacement Program	Capital Reserve Funds	495,000	345,000	150,000	-	-	-	-
10	Major Component Replacement Program	Capital Reserve Funds	1,650,000	-	330,000	330,000	330,000	330,000	330,000
Total Hybrid Component Replacement Program			\$ 3,190,061	\$ 1,390,061	\$ 480,000	\$ 330,000	\$ 330,000	\$ 330,000	\$ 330,000
11	Replacement (8) Connector Vehicles	FL-2017-024	883,734	883,734	-	-	-	-	-
12	Replacement (8) Connector Vehicles	Restricted - FL-2017-024	248,143	248,143	-	-	-	-	-
13	Replacement (8) Connector Vehicles	Section 5310	288,000	288,000	-	-	-	-	-
14	Replacement (8) Connector Vehicles	FDOT	36,000	36,000	-	-	-	-	-
15	Replacement (8) Connector Vehicles	Capital Reserve Funds	36,000	36,000	-	-	-	-	-
Total Connector Vehicles			\$ 1,491,877	\$ 1,491,877	\$ -	\$ -	\$ -	\$ -	\$ -
16	2018 Replace 9 Buses with tooling and training	Rest-FL-2017-109	24,364	24,364	-	-	-	-	-
17	2018 Replace 9 Buses with tooling and training	FL 90-X873	356,229	356,229	-	-	-	-	-
18	2018 Replace 9 Buses with tooling and training	FL-2017-024	104,077	104,077	-	-	-	-	-
19	2018 Replace 9 Buses with tooling and training (5339)	FL-2017-015	4,129,326	4,129,326	-	-	-	-	-
20	2018 Replace 9 Buses with tooling and training	FL-2017-109	2,033,296	2,033,296	-	-	-	-	-
Total 2018 Bus Replacement			\$ 6,647,292	\$ 6,647,292	\$ -	\$ -	\$ -	\$ -	\$ -
21	2019 Replace 9 Buses with tooling and training	FL - 2017-109	2,870,783	2,870,783	-	-	-	-	-
22	2019 Replace 9 Buses with tooling and training	FL-2018-080	3,782,704	3,782,704	-	-	-	-	-
Total 2019 Bus Replacement			\$ 6,653,487	\$ 6,653,487	\$ -	\$ -	\$ -	\$ -	\$ -



CAPITAL BUDGET

	<u>Project Title</u>	<u>Funding</u>	<u>Total Project Budget</u>	<u>Total Actuals & 2019 Forecast</u>	<u>FY 2020 Project Budget</u>	<u>FY 2021 Project Plan</u>	<u>FY 2022 Project Plan</u>	<u>FY 2023 Project Plan</u>	<u>FY 2024 Project Plan</u>
23	Future Trolley Buy & Tooling	FTA Future Funding	9,700,000	-	4,850,000	4,995,500	-	-	-
24	Future Bus Buy & Tooling	FTA Future Funding	18,575,767	-	-	-	6,373,887	6,565,104	4,226,286
	Total Future Bus Buy and Tooling		\$ 28,275,767	\$ -	\$ 4,850,000	\$ 4,995,500	\$ 6,373,887	\$ 6,565,104	\$ 4,226,286
25	Pilot Electric Buses with tooling and training	FL-2017-024	1,725,317	1,725,317	-	-	-	-	-
26	2 Electric Low- No Buses Project (5339 Low No)	FL-2018-064	2,000,000	-	-	2,000,000	-	-	-
27	2 Electric Low- No Buses Project	Capital Reserve Funds	1,709,263	-	-	1,709,263	-	-	-
	Total Electric Low-No Bus Project		\$ 3,709,263	\$ -	\$ -	\$ 3,709,263	\$ -	\$ -	\$ -
28	Replacement Buses (with Electric)	FTA Future Funding	2,733,947	-	-	-	901,765	-	956,682
29	Replacement Buses (with Electric)	Capital Reserve Funds	2,733,947	-	-	-	901,765	-	956,682
	Total Replacement Buses		\$ 5,467,894	\$ -	\$ -	\$ -	\$ 1,803,530	\$ -	\$ 1,913,364
30	Support Vehicles - Shop Trucks	Capital Reserve Funds	62,000	-	62,000	-	-	-	-
31	Support Vehicles - Road Supervisors	Capital Reserve Funds	266,867	266,867	-	-	-	-	-
32	Wheelchair Ramp Equipment	Section 5310	240,000	240,000	-	-	-	-	-
33	Wheelchair Ramp Equipment	FDOT	30,000	30,000	-	-	-	-	-
34	Wheelchair Ramp Equipment	Capital Reserve Funds	35,582	35,582	-	-	-	-	-
	Total Wheelchair Ramp Equipment		\$ 305,582	\$ 305,582	\$ -	\$ -	\$ -	\$ -	\$ -
35	Operator Safety Equipment	Capital Reserve Funds	1,260,000	-	1,260,000	-	-	-	-
	Total Vehicles		\$ 66,151,009	\$ 18,935,085	\$ 9,293,000	\$ 9,034,763	\$ 8,507,417	\$10,895,104	\$ 6,469,650
	Passenger Amenities								
36	ADA Landing Pads FY 2017 through FY 2018	FL 90-X723	553,946	553,946	-	-	-	-	-
37	ADA Landing Pads FY 2017 through FY 2018	FL 90-X758	121,659	121,659	-	-	-	-	-
38	ADA Landing Pads FY 2017 through FY 2018	FL 90-X811	76,109	76,109	-	-	-	-	-
39	ADA Landing Pads FY 2017 through FY 2018	FL 90-X841	189,524	61,850	127,674	-	-	-	-
	Total ADA Landing Pads Through FY 2018		\$ 941,238	\$ 813,564	\$ 127,674	\$ -	\$ -	\$ -	\$ -



CAPITAL BUDGET

	<u>Project Title</u>	<u>Funding</u>	<u>Total Project Budget</u>	<u>Total Actuals & 2019 Forecast</u>	<u>FY 2020 Project Budget</u>	<u>FY 2021 Project Plan</u>	<u>FY 2022 Project Plan</u>	<u>FY 2023 Project Plan</u>	<u>FY 2024 Project Plan</u>
40	ADA Landing Pads (FY 2019)	FL-2017-024	200,000	-	200,000	-	-	-	-
41	ADA Landing Pads (FY 2019)	FL-2017-109	336,511	-	336,511	-	-	-	-
42	ADA Landing Pads (FY 2020-2023)	FTA Future Funding	600,000	-	-	150,000	150,000	150,000	150,000
	Total ADA Landing Pads		\$ 1,136,511	\$ -	\$ 536,511	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
43	Passenger Shelters (Through FY 2018)	FL 90-X689	1,021,506	1,021,506	-	-	-	-	-
44	Passenger Shelters (Through FY 2018)	FL 90-X783	199,980	199,980	-	-	-	-	-
45	Passenger Shelters-Design	FL 90-X783	12,487	12,487	-	-	-	-	-
46	Passenger Shelters-Design	FL-2017-109	6,019	6,019	-	-	-	-	-
47	Passenger Shelters-Design	FL 90-2873	5,769	5,769	-	-	-	-	-
48	Passenger Shelters (Through FY 2018)	FL 90-2758	5,507	5,507	-	-	-	-	-
49	Passenger Shelters (Through FY 2018)	FL 90-X841	125,099	125,099	-	-	-	-	-
	Total Shelters Through FY 2018		\$ 1,376,367	\$ 1,376,368	\$ -	\$ -	\$ -	\$ -	\$ -
50	Passenger Shelters (FY 2019)	FL 90-X873	66,626	66,626	-	-	-	-	-
51	Passenger Shelters (FY 2019)	FL-2017-024	170,000	170,000	-	-	-	-	-
52	Passenger Shelters (FY 2019)	FL-2017-109	474,901	474,901	-	-	-	-	-
53	Passenger Shelters (FY 2019)	FL-2018-080	150,000	101,945	48,055	-	-	-	-
	Total Shelters (FY 2019)		\$ 861,527	\$ 813,472	\$ 48,055	\$ -	\$ -	\$ -	\$ -
54	Passenger Shelters (FY 2021-2024)	FTA Future Funding	600,000	-	-	150,000	150,000	150,000	150,000
55	CDBG Shelter Project	FL 90-X873	28,404	28,404	-	-	-	-	-
56	CDBG Shelter Project	CDBG Grant - Pinellas County	68,310	68,310	-	-	-	-	-
	Total CDBG Shelter Program		\$ 96,714	\$ 96,714	\$ -	\$ -	\$ -	\$ -	\$ -
57	ST Pete Downtown Bus Stops Shelters-Looper	FL 90-X758	40,626	40,626	-	-	-	-	-
58	ST Pete Downtown Bus Stops Lading Pads-Looper	FL 90-X841	14,692	14,692	-	-	-	-	-
59	ST Pete Downtown Bus Stops Lading Pads-Looper	FL 2017-024	90,249	57,333	32,916	-	-	-	-
	Total St Pete Downtown Shelter Program		\$ 145,567	\$ 112,651	\$ 32,916	\$ -	\$ -	\$ -	\$ -
60	Developer Shelter - Allure	Private Sources	27,980	27,980	-	-	-	-	-
61	Skyway Marina District Shelter Project	City of St. Petersburg	73,788	37,825	35,963	-	-	-	-



CAPITAL BUDGET

	<u>Project Title</u>	<u>Funding</u>	<u>Total Project Budget</u>	<u>Total Actuals & 2019 Forecast</u>	<u>FY 2020 Project Budget</u>	<u>FY 2021 Project Plan</u>	<u>FY 2022 Project Plan</u>	<u>FY 2023 Project Plan</u>	<u>FY 2024 Project Plan</u>
62	Passenger Shelters Match Program (FY 2017)	FL 90-X873	35,300	24,183	11,117	-	-	-	-
63	Passenger Shelters Match Program (FY 2017)	FL 90-X873	7,175	7,175	-	-	-	-	-
64	Passenger Shelters Match Program (FY 2017)	FL 90-X873	3,213	3,213	-	-	-	-	-
65	Passenger Shelters Match Program (FY 2017)	City of Madeira Beach	1,930	1,930	-	-	-	-	-
66	Passenger Shelters Match Program (FY 2017)	Capital Reserve Funds	4,670	4,670	-	-	-	-	-
67	Passenger Shelters Match Program (FY 2017)	City of St. Petersburg	38,513	24,183	14,330	-	-	-	-
	Total Passenger Shelters Match Program (FY 2017)		\$ 90,801	\$ 65,354	\$ 25,447	\$ -	\$ -	\$ -	\$ -
68	Central Avenue BRT Planning Phase	Capital Reserve Funds	191,049	191,049	-	-	-	-	-
69	Central Avenue BRT Planning Phase	FL 90-X841	38,575	38,575	-	-	-	-	-
70	Central Avenue BRT Planning Phase	FDOT	500,000	500,000	-	-	-	-	-
71	Central Avenue BRT Planning Phase	FL-2017-109	28,448	28,448	-	-	-	-	-
72	Central Avenue BRT - Art in Transit - Design Phase 2 of 3	City of St. Petersburg	750,000	22,500	727,500	-	-	-	-
73	Central Avenue BRT Design Support Services	FL-2017-109	40,000	40,000	-	-	-	-	-
74	Central Avenue BRT Design Support Services	Capital Reserve Funds	8,592	8,592	-	-	-	-	-
	Preliminary Design and other Miscellaneous		\$ 1,556,664	\$ 829,164	\$ 727,500	\$ -	\$ -	\$ -	\$ -
75	Central Avenue BRT Force Account	Capital Reserve Funds	170,000	55,648	114,352	-	-	-	-
76	Central Avenue BRT Design Phase 2 of 3	FDOT	1,000,000	543,646	456,354	-	-	-	-
77	Central Avenue BRT Design Phase 2 of 3	Capital Reserve Funds	2,400,000	543,646	929,861	926,493	-	-	-
78	Central Avenue BRT Construction Phase 3 of 3	Capital Reserve Funds	5,202,000	-	2,601,000	2,601,000	-	-	-
79	Central Avenue BRT	FDOT	9,500,000	-	4,750,000	4,750,000	-	-	-
80	Central Avenue BRT	FTA-New Starts	21,830,000	-	10,915,000	10,915,000	-	-	-
81	Central Avenue BRT	City of St. Petersburg	4,000,000	-	2,000,000	2,000,000	-	-	-
	Final Design, construction and Buses		\$ 43,932,000	\$ 1,087,292	\$21,652,215	\$21,192,493	\$ -	\$ -	\$ -
	Total Central Avenue BRT		\$ 45,658,664	\$ 1,972,103	\$22,494,067	\$21,192,493	\$ -	\$ -	\$ -



CAPITAL BUDGET

	<u>Project Title</u>	<u>Funding</u>	<u>Total Project Budget</u>	<u>Total Actuals & 2019 Forecast</u>	<u>FY 2020 Project Budget</u>	<u>FY 2021 Project Plan</u>	<u>FY 2022 Project Plan</u>	<u>FY 2023 Project Plan</u>	<u>FY 2024 Project Plan</u>
82	Enterprise/US 19 Shelters and Passenger Amenities	FL-2017-047	166,215	166,215	-	-	-	-	-
83	Clearwater Beach Transit Center Southside	Capital Reserve Funds	37,059	37,059	-	-	-	-	-
84	Clearwater Beach Transit Center Southside - Construction	Capital Reserve Funds	150,000	-	-	-	-	-	150,000
85	Clearwater Beach Transit Center -Design	FL 90-X723	86,541	86,541	-	-	-	-	-
86	Clearwater Beach Transit Center -Design	FL 90-X841	37,935	37,935	-	-	-	-	-
87	Clearwater Beach Transit Center -Design	FL-2017-109	12,777	12,777	-	-	-	-	-
88	Clearwater Beach Transit Center	Capital Reserve Funds	294,479	294,479	-	-	-	-	-
89	Clearwater Beach Transit Center	City of Clearwater	250,000	250,000	-	-	-	-	-
	Total Clearwater Beach Transit Center		\$ 681,732	\$ 681,732	\$ -	\$ -	\$ -	\$ -	\$ -
90	22nd Ave. Park & Ride Upgrades	FDOT	500,000	-	116,000	384,000	-	-	-
91	Semmi Seats	FL-2017-109	11,380	11,380	-	-	-	-	-
92	Bus Stop Inventory Updates	FTA Future Funding	200,000	-	100,000	100,000	-	-	-
93	Bus Pullout Infrastructure Assesment	FTA Future Funding	100,000	-	100,000	-	-	-	-
94	34th Street South Project Development	FDOT	1,000,000	-	-	-	500,000	500,000	-
	Total Passenger Amenities		\$ 53,855,543	\$ 6,212,417	\$23,616,633	\$21,976,493	\$ 800,000	\$ 800,000	\$ 450,000
	Training & Third Party Contracts								
95	SS&T Documentation Updates - TVA-SSPP-SSP	FL90-X758	53,750	53,750	-	-	-	-	-
96	SMS Documentation Updates	FL90-X873	95,000	-	95,000	-	-	-	-
97	ADA Travel Training Program	FL-2017-024	100,000	-	100,000	-	-	-	-
98	ADA Travel Training Program	FTA Future Funding	125,000	-	25,000	25,000	25,000	25,000	25,000
	Total In-Person Assessments		\$ 225,000	\$ -	\$ 125,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
99	Employee Education	FL-2017-024	20,000	20,000	-	-	-	-	-
100	Employee Education	FL-2017-109	20,000	-	20,000	-	-	-	-
101	Employee Education	FL-2017-080	20,000	-	20,000	-	-	-	-
102	Employee Education	FTA Future Funding	80,000	-	-	20,000	20,000	20,000	20,000
	Total Employee Education		\$ 140,000	\$ 20,000	\$ 40,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000



CAPITAL BUDGET

	<u>Project Title</u>	<u>Funding</u>	<u>Total Project Budget</u>	<u>Total Actuals & 2019 Forecast</u>	<u>FY 2020 Project Budget</u>	<u>FY 2021 Project Plan</u>	<u>FY 2022 Project Plan</u>	<u>FY 2023 Project Plan</u>	<u>FY 2024 Project Plan</u>
103	Short & Long Range Planning	FL-2017-109	14,705	14,705	-	-	-	-	-
104	Short & Long Range Planning	FL-2018-080	415,256	15,256	400,000	-	-	-	-
105	Short & Long Range Planning	FTA Future Funding	2,900,000	-	400,000	500,000	400,000	800,000	800,000
	Total Short Range Planning		\$ 3,329,961	\$ 29,961	\$ 800,000	\$ 500,000	\$ 400,000	\$ 800,000	\$ 800,000
106	Miscellaneous Technical Services	FL-2018-080	56,541	-	56,541	-	-	-	-
107	Clearwater ITC Build Grant Application Support	FL-2018-080	28,203	28,203	-	-	-	-	-
108	Mobility On Demand (MOD) Sandbox (5312)	FL-2017-031	500,000	332,983	167,017	-	-	-	-
109	Mobility On Demand (MOD) Sandbox (5312)	Capital Reserve Funds	150,000	125,312	24,688	-	-	-	-
	Total MOD Sandbox		\$ 650,000	\$ 458,295	\$ 191,705	\$ -	\$ -	\$ -	\$ -
110	Transit Asset Management (TAM) Consultant	FL 90-X689	20,218	20,218	-	-	-	-	-
111	Transit Asset Management (TAM) Consultant	FL 90-X758	216,670	216,670	-	-	-	-	-
112	Transit Asset Management (TAM) Consultant	Capital Reserve Funds	94	94	-	-	-	-	-
	Total TAM Consultant		\$ 236,982	\$ 236,982	\$ -	\$ -	\$ -	\$ -	\$ -
113	Community Bus Plan	FL-2017-024	100,000	100,000	-	-	-	-	-
114	Community Bus Plan	FL-2017-109	323,133	323,133	-	-	-	-	-
115	Community Bus Plan	FL 90-X841	7,427	7,427	-	-	-	-	-
116	Community Bus Plan	FL 90-X873	10,000	10,000	-	-	-	-	-
	Total Community Bus Plan		\$ 440,560	\$ 440,560	\$ -	\$ -	\$ -	\$ -	\$ -
117	Regional Fare Media Project-Planning	FL 90-X689	28,149	28,149	-	-	-	-	-
118	Regional Fare Media Project	FL 90-X723	979,208	979,208	-	-	-	-	-
119	Regional Fare Media Project	FL 90-X758	1,033,328	903,887	129,441	-	-	-	-
120	Regional Fare Media Project	FL 90-X783	449,881	449,881	-	-	-	-	-
121	Regional Fare Media Project	FL 90-X811	668,639	668,639	-	-	-	-	-
122	Regional Fare Media Project	FL 90-X841	202,090	179,792	22,298	-	-	-	-
123	Regional Fare Media Project	FL-2017-109	193,185	-	193,185	-	-	-	-
124	Regional Fare Media Project	TBARTA	387,254	387,254	-	-	-	-	-
125	Regional Fare Media Project	FDOT	832,580	832,580	-	-	-	-	-
126	Regional Fare Media Project	Capital Reserve Funds	19,500	17,269	2,231	-	-	-	-
	Total Regional Fare Media Project		\$ 4,793,814	\$ 4,446,659	\$ 347,155	\$ -	\$ -	\$ -	\$ -



CAPITAL BUDGET

	<u>Project Title</u>	<u>Funding</u>	<u>Total Project Budget</u>	<u>Total Actuals & 2019 Forecast</u>	<u>FY 2020 Project Budget</u>	<u>FY 2021 Project Plan</u>	<u>FY 2022 Project Plan</u>	<u>FY 2023 Project Plan</u>	<u>FY 2024 Project Plan</u>
127	Autonomous Vehicles Feasibility Assesment-North County	Capital Reserve Funds	50,000	50,000	-	-	-	-	-
128	Autonomous Vehicles Pilot Demonstration-Downtown St Petersburg	Capital Reserve Funds	102,000	-	102,000	-	-	-	-
129	Autonomous Vehicles Pilot Demonstration-Downtown St Petersburg	FDOT	100,000	-	100,000	-	-	-	-
130	Autonomous Vehicles Pilot Demonstration-Downtown St Petersburg	City of St. Petersburg/AECOM	103,000	-	103,000	-	-	-	-
	Total Autonomous Vehicles Pilot Demostration		\$ 305,000	\$ -	\$ 305,000	\$ -	\$ -	\$ -	\$ -
131	Minor Miscellaneous Technical Support	FL-2017-109	28,799	28,799	-	-	-	-	-
132	Benefit Cost Analysis	FL-2017-109	84,977	84,977	-	-	-	-	-
133	General Technical Support	FL 90-X841	14,317	14,317	-	-	-	-	-
134	Financial Plan Scenarios	FL 90-X873	22,509	22,509	-	-	-	-	-
135	Financial Plan Scenarios	FL-2017-109	71,241	61,241	10,000	-	-	-	-
	Total Financial Plan Scenarios		\$ 93,750	\$ 83,750	\$ 10,000	\$ -	\$ -	\$ -	\$ -
136	Transit Oriented Development (TOD) Study - Additional in kind services totaling \$300,000 will be provided by the City of St. Petersburg, PSTA and Forward Pinellas.	FL-2019-039	1,200,000	-	1,200,000	-	-	-	-
	Total Training and Third Party Contracts		\$ 11,826,654	\$ 5,976,253	\$ 3,170,401	\$ 545,000	\$ 445,000	\$ 845,000	\$ 845,000
	Facilities								
137	Clearwater Downtown Intermodal Terminal (Design)	FL 04-0135	1,250,000	96,443	1,153,557	-	-	-	-
138	Clearwater Downtown Intermodal Terminal (Construction)	FTA Future Funding	16,000,000	-	3,000,000	6,500,000	6,500,000	-	-
139	Clearwater Downtown Intermodal Terminal (Construction)	FDOT	4,000,000	-	-	2,000,000	2,000,000	-	-
	Total Clearwater Downtown Intermodal Terminal		\$ 21,250,000	\$ 96,443	\$ 4,153,557	\$ 8,500,000	\$ 8,500,000	\$ -	\$ -



CAPITAL BUDGET

Project Title		Funding	Total Project Budget	Total Actuals & 2019 Forecast	FY 2020 Project Budget	FY 2021 Project Plan	FY 2022 Project Plan	FY 2023 Project Plan	FY 2024 Project Plan
140	Charging Area - Electric Buses	TBD	10,000,000	-	-	3,500,000	6,500,000	-	-
141	Park Street Terminal - Retrofit	Capital Reserve Funds	250,000	44,291	205,709	-	-	-	-
142	Security and Safety Systems	FL-2017-109	375,000	75,000	300,000	-	-	-	-
143	Security and Safety Systems	FL-2018-080	375,000	-	375,000	-	-	-	-
144	Lobby Security Improvements	Capital Reserve Funds	75,000	-	75,000	-	-	-	-
Total Security and Safety Systems			\$ 825,000	\$ 75,000	\$ 750,000	\$ -	\$ -	\$ -	\$ -
145	Audio Visual Equipment - Replacement	FTA Future Funding	275,000	-	-	-	275,000	-	-
146	Service Lane	FL 90-X723	55,501	55,501	-	-	-	-	-
147	Service Lane	FL 90-X723	76,289	76,289	-	-	-	-	-
148	Service Lane	FL 90-X841	263,209	110,815	152,394	-	-	-	-
Total Service Lane Infrastructure			\$ 394,999	\$ 242,605	\$ 152,394	\$ -	\$ -	\$ -	\$ -
149	Electric Bus Charging Stations - Install	Pinellas County	198,400	-	198,400	-	-	-	-
150	Electric Bus Charging Stations	Pinellas County	390,600	390,600	-	-	-	-	-
151	Electric Charging Station Install	FL-2017-109	200,000	-	200,000	-	-	-	-
152	Electric Charging Station Install	FL-2018-080	377,000	-	377,000	-	-	-	-
153	Facilities Electrical Upgrades (Equip & Charging)	FL-2017-024	81,741	81,741	-	-	-	-	-
154	Facilities Electrical Upgrades (Equip & Charging)	Duke Energy	61,058	61,058	-	-	-	-	-
Total Electric Charging Installation			\$ 1,308,799	\$ 533,399	\$ 775,400	\$ -	\$ -	\$ -	\$ -
Total Facilities			\$ 34,303,798	\$ 991,738	\$ 6,037,060	\$12,000,000	\$15,275,000	\$ -	\$ -
Technology									
COMPUTER HARDWARE									
155	Replace/Upgrade Phone System and Phones	FL 90-X873	247,410	47,010	200,400	-	-	-	-
156	Clever Devices Retrofit (IVANS)- Purchase Transportation	FTA Future Funding	235,000	-	-	-	-	235,000	-
157	Clever Devices Retrofit (IVANS)- PSTA	FTA Future Funding	10,000,000	-	-	-	-	10,000,000	-
158	Bus Wi-Fi	FTA Future Funding	600,000	-	-	600,000	-	-	-
159	Data Center Upgrade-EOC Move	FL-2018-080	300,000	-	300,000	-	-	-	-
160	Cisco 3750 POE Switch (HW & SW)	FL-2017-024	30,027	7,036	22,991	-	-	-	-
161	Cisco Switch Replacement	FTA Future Funding	195,000	-	82,500	82,500	-	30,000	-
162	Upgrade Data Storage Capacity	FTA Active Grants	28,000	-	28,000	-	-	-	-
Total Other Computer Hardware			\$ 11,635,437	\$ 54,046	\$ 633,891	\$ 682,500	\$ -	\$10,265,000	\$ -



CAPITAL BUDGET

	<u>Project Title</u>	<u>Funding</u>	<u>Total Project Budget</u>	<u>Total Actuals & 2019 Forecast</u>	<u>FY 2020 Project Budget</u>	<u>FY 2021 Project Plan</u>	<u>FY 2022 Project Plan</u>	<u>FY 2023 Project Plan</u>	<u>FY 2024 Project Plan</u>
163	Audio Visual Upgrades	FTA Future Funding	23,993	23,993	-	-	-	-	-
164	APC Units	FL-2018-080	571,420	571,420	-	-	-	-	-
165	Computer Refresh Project - Hardware	FL-2017-024	145,973	133,396	12,577	-	-	-	-
166	Computer Refresh Project - Hardware	FL 90-X723	159,473	159,473	-	-	-	-	-
167	Computer Refresh Project - Software	FL 90-X723	160,585	74,345	86,240	-	-	-	-
168	Computer Refresh Project - Software	FTA Future Funding	500,000	-	-	-	-	-	500,000
	Total Computer Refresh Project		\$ 966,031	\$ 367,214	\$ 98,817	\$ -	\$ -	\$ -	\$ 500,000
169	Purchase Servers	FTA Future Funding	369,000	-	175,000	-	-	194,000	-
	COMPUTER SOFTWARE								
170	APC Software Upgrade	FTA Future Funding	60,000	-	30,000	-	-	30,000	-
171	Clever Works	FL 90-X758	299,826	214,451	85,375	-	-	-	-
172	Hastus Upgrade - Core	FTA Future Funding	500,000	-	-	-	-	500,000	-
173	Hastus Upgrade - Additional Modules	FL-2017-024	500,000	-	500,000	-	-	-	-
174	Document Image Software	FTA Future Funding	50,000	-	50,000	-	-	-	-
175	DART Software	FL-2018-080	125,000	-	125,000	-	-	-	-
176	DART Software	FTA Future Funding	125,000	-	-	-	-	-	125,000
177	Clever Works - New Module (Turn by Turn)	FTA Future Funding	500,000	-	-	-	-	-	500,000
178	Purchaing Software	FL 90-X723	24,400	24,400	-	-	-	-	-
179	DBE Software	FL-2018-080	35,000	35,000	-	-	-	-	-
180	Application Integration	FDOT	400,000	-	200,000	200,000	-	-	-
181	Business Intelligence System	FL-2018-080	400,000	-	400,000	-	-	-	-
	Total Computer Software		\$ 3,019,226	\$ 273,851	\$ 1,390,375	\$ 200,000	\$ -	\$ 530,000	\$ 625,000
	Total Technology		\$ 16,585,107	\$ 1,290,524	\$ 2,298,083	\$ 882,500	\$ -	\$10,989,000	\$ 1,125,000



CAPITAL BUDGET

Project Title		Funding	Total Project Budget	Total Actuals & 2019 Forecast	FY 2020 Project Budget	FY 2021 Project Plan	FY 2022 Project Plan	FY 2023 Project Plan	FY 2024 Project Plan
Miscellaneous									
182	Revenue Room Equipment	FL 90-X841	8,999	8,999	-	-	-	-	-
183	Electric Bus Infrastructure 10 Year Plan	FL-2018-080	100,000	-	100,000	-	-	-	-
184	Miscellaneous Maintenance Tools/Equipment (5337)	FTA Future Funding	35,396	-	7,396	7,000	7,000	7,000	7,000
185	Portable Radios	FL-2018-080	7,276	7,276	-	-	-	-	-
186	Portable Radios	Capital Reserve Funds	1,526	1,526	-	-	-	-	-
187	Converging Cross Ramp	Cigna	5,522	5,522	-	-	-	-	-
188	Short Range Planning to Increase Ridership - Planners	FL-2017-024	187,102	187,102	-	-	-	-	-
189	Short Range Planning to Increase Ridership - Planners	FL-2017-109	193,651	27,424	166,227	-	-	-	-
190	Grant Administration	FL 90-X723	80,769	78,769	2,000	-	-	-	-
191	Grant Administration	FL 90-X758	61,169	55,388	5,781	-	-	-	-
192	Grant Administration	FL 90-X841	68,376	36,806	31,570	-	-	-	-
193	Grant Administration	FL 90-X873	66,950	35,538	31,412	-	-	-	-
194	Grant Administration	FL-2017-024	66,950	31,568	35,382	-	-	-	-
195	Grant Administration	FL-2017-109	95,046	25,517	69,529	-	-	-	-
196	Grant Administration	FL-2018-080	66,950	15,054	51,896	-	-	-	-
197	Grant Administration	FTA Future Funding	334,750	4,131	62,819	66,950	66,950	66,950	66,950
Total Other Miscellaneous Expenditures			\$ 1,380,432	\$ 520,620	\$ 564,012	\$ 73,950	\$ 73,950	\$ 73,950	\$ 73,950
198	Remaining Contingency	FL 90-X873	181,124	-	181,124	-	-	-	-
199	Remaining Contingency	FL-2017-024	748,610	-	748,610	-	-	-	-
200	Remaining Contingency	FL-2017-109	686,557	-	686,557	-	-	-	-
201	Remaining Contingency	FL-2018-080	269,997	-	269,997	-	-	-	-
202	Contingency	FTA Future Funding	1,319,310	-	319,310	250,000	250,000	250,000	250,000
Total Contingency			\$ 3,205,598	\$ -	\$ 2,205,598	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
Total Miscellaneous and Contingency			\$ 4,586,030	\$ 520,620	\$ 2,769,610	\$ 323,950	\$ 323,950	\$ 323,950	\$ 323,950
Total Capital Projects			\$ 184,292,151	\$ 33,926,637	\$47,184,787	\$44,762,706	\$25,351,367	\$23,853,054	\$ 9,213,600



CAPITAL BUDGET

<u>Funding</u>	<u>Total Project Budget</u>	<u>Total Actuals & 2019 Forecast</u>	<u>FY 2020 Project Budget</u>	<u>FY 2021 Project Plan</u>	<u>FY 2022 Project Plan</u>	<u>FY 2023 Project Plan</u>	<u>FY 2024 Project Plan</u>
----------------	-----------------------------	--	-------------------------------	-----------------------------	-----------------------------	-----------------------------	-----------------------------

FTA Active Grants	38,885,847	26,776,474	10,109,374	2,000,000	-	-	-
FTA Future Funding	70,996,673	28,124	11,602,025	13,446,950	15,119,602	23,023,054	7,776,918
FTA New Starts Funding	21,830,000	-	10,915,000	10,915,000	-	-	-
Private Sources	27,980	27,980	-	-	-	-	-
FDOT Funding	17,898,580	1,942,226	5,622,354	7,334,000	2,500,000	500,000	-
TBARTA	387,254	387,254	-	-	-	-	-
Duke Energy	61,058	61,058	-	-	-	-	-
Section 5310	528,000	528,000	-	-	-	-	-
City of Clearwater	250,000	250,000	-	-	-	-	-
City of St. Petersburg	4,965,301	84,508	2,880,793	2,000,000	-	-	-
City of Madeira Beach	1,930	1,930	-	-	-	-	-
CDBG Grant - Pinellas County	68,310	68,310	-	-	-	-	-
Pinellas County	589,000	390,600	198,400	-	-	-	-
Restricted Funds for FTA Projects	272,507	272,507	-	-	-	-	-
TBD	10,000,000	-	-	3,500,000	6,500,000	-	-
PSTA Capital Reserve Funds	17,524,189	3,102,145	5,856,841	5,566,756	1,231,765	330,000	1,436,682
Cigna	5,522	5,522	-	-	-	-	-
TOTAL CAPITAL FUNDING	\$ 184,292,151	\$ 33,926,637	\$47,184,787	\$44,762,706	\$25,351,367	\$23,853,054	\$ 9,213,600



STATISTICAL SECTION



STATISTICAL SECTION

(UNAUDITED)

CONTENTS

Financial Trends..... 110

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

Revenue Capacity..... 120

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

Demographic and Economic Information 126

These schedules offer demographic and economic indicators to help the reader understand the environment within which the Authority’s financial activities take place.

Operating Information 129

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



STATISTICAL SECTION

(UNAUDITED)

Financial Trends

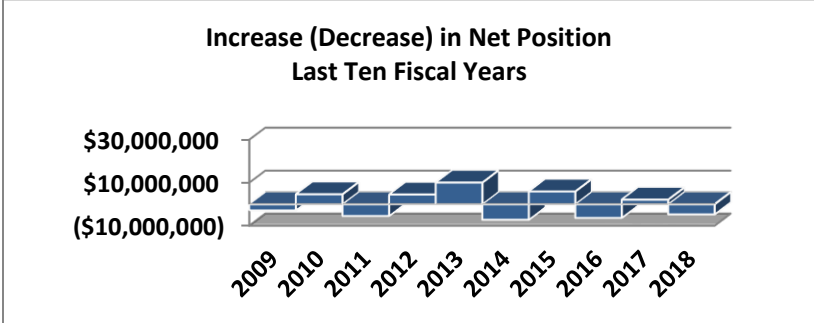
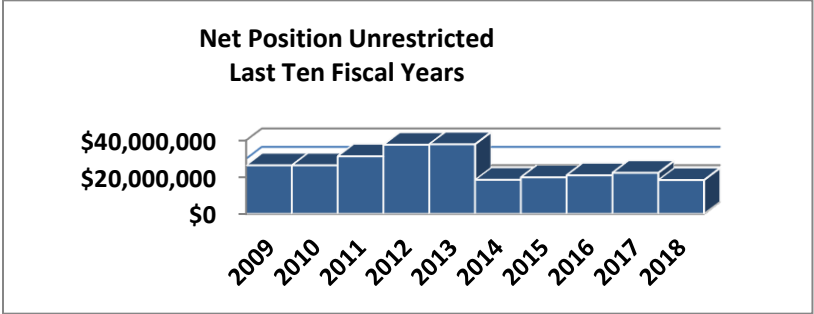
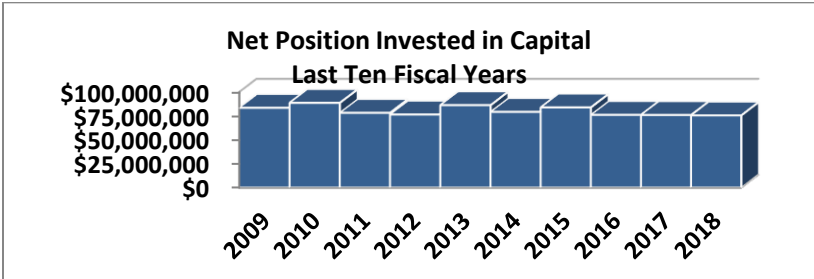
- Net Position by Components (FY 2009 – FY 2018)
- Changes in Net Position (FY 2009 – FY 2018)
- Revenues by Function/Program (FY 2009 – FY 2018)
- Expenses by Function (FY 2009 – FY 2018)
- Property Tax Revenue by Year (FY 2009 – FY 2018)



Net Position By Components
Last Ten Fiscal Years

Fiscal Years 2009 - 2018

	Fiscal Year				
	2009	2010	2011	2012	2013
Business Type Activities					
Net investment in capital assets	\$ 83,476,413	\$ 88,538,927	\$ 78,170,420	\$ 76,411,608	\$ 86,156,611
Restricted	-	-	26,619	51,229	61,972
Unrestricted	26,833,931	26,396,501	31,318,850	37,554,309	37,862,802
Total net position	\$ 110,310,344	\$ 114,935,428	\$ 109,515,889	\$ 114,017,146	\$ 124,081,385
Fiscal Years 2014 - 2018					
	Fiscal Year				
	2014	2015	2016	2017	2018
Business Type Activities					
Net investment in capital assets	\$ 79,199,247	\$ 83,810,021	\$ 76,019,269	\$ 75,914,243	\$ 75,483,987
Restricted	74,992	13,020	350,630	381,789	55,289
Unrestricted	18,489,859	19,865,822	20,993,888	22,316,124 (1)	18,383,748
Total net position	\$ 97,764,098	\$ 103,688,863	\$ 97,363,787	\$ 98,612,156	\$ 93,923,024



(1) Restated to conform to GASB Statement 75.
Note: The statistical section contains "Unaudited" data.



Changes in Net Position
Last Ten Fiscal Years

Fiscal Years 2009 - 2018

	Fiscal Year				
	2009	2010	2011	2012	2013
Operating revenues:					
Passenger fares	\$ 11,500,513	\$ 10,850,676	\$ 12,788,411	\$ 14,279,728	\$ 14,098,511
Demand response	802,546 (1)	906,548 (1)	1,032,194 (1)	1,056,808 (1)	1,098,822 (1)
Advertising revenue	163,586 (1)	247,725 (1)	395,847 (1)	439,557 (1)	417,851 (1)
Total operating revenues	<u>12,466,645</u>	<u>12,004,949</u>	<u>14,216,452</u>	<u>15,776,093</u>	<u>15,615,184</u>
Operating expenses:					
Operations	32,628,559	30,500,001	30,351,762	32,524,451	33,907,097
Purchased Transportation	4,969,031 (1)	5,917,169 (1)	6,421,346 (1)	5,854,472 (1)	6,556,558 (1)
Maintenance	6,817,534	6,791,680	7,604,823	7,256,709	8,172,956
Administration and finance	10,248,034	10,980,462	10,243,021	9,333,777	9,762,130
Marketing	1,796,891	1,750,723	1,826,406	1,702,420	2,202,059
Total operating expenses , before depreciation	<u>56,460,049</u>	<u>55,940,035</u>	<u>56,447,358</u>	<u>56,671,829</u>	<u>60,600,800</u>
Operating loss before depreciation	(43,993,404)	(43,935,086)	(42,230,906)	(40,895,736)	(44,985,616)
Depreciation	<u>8,666,368</u>	<u>7,366,225</u>	<u>8,156,263</u>	<u>7,694,806</u>	<u>8,487,063</u>
Operating loss	<u>(52,659,772)</u>	<u>(51,301,311)</u>	<u>(50,387,169)</u>	<u>(48,590,542)</u>	<u>(53,472,679)</u>
Nonoperating revenues:					
Federal maintenance assistance	1,414,206	2,033,508	2,453,338	7,213,949	6,045,338
State operating assistance	3,340,209	3,521,850	3,567,209	3,847,388	3,917,007
Other federal grants	1,423,661	5,835,531	5,898,891	1,916,693	1,189,876
Special project assistance - state grants	912,185	469,226	777,813	1,124,795	3,004,543
Special project assistance - local grants	533,329	631,817	638,668	672,877	767,849
Property tax revenues, net	34,156,128	29,893,863	26,868,560	33,009,275	32,282,955
Investment income	419,287	271,233	127,470	221,905	146,824
Fuel tax refunds	595,739	580,860	560,059	610,910	610,172
Other, net	52,950	104,946	155,824	130,357	16,544
Total nonoperating revenues	<u>42,847,694</u>	<u>43,342,834</u>	<u>41,047,832</u>	<u>48,748,149</u>	<u>47,981,108</u>
(Loss) income before capital grants and special item	(9,812,078)	(7,958,477)	(9,339,337)	157,607	(5,491,571)
Capital grants and other related revenues	<u>6,990,339</u>	<u>12,583,561</u>	<u>3,919,798</u>	<u>4,343,650</u>	<u>15,555,810</u>
Contributed capital - local government	-	-	-	-	-
Contributed capital - private sources	-	-	-	-	-
Increase (decrease) in net position	(2,821,739)	4,625,084	(5,419,539)	4,501,257	10,064,239
Net position, beginning of year	<u>113,132,083</u>	<u>110,310,344</u>	<u>114,935,428</u>	<u>109,515,889</u>	<u>114,017,146</u>
Net position, end of year	<u>\$ 110,310,344</u>	<u>\$ 114,935,428</u>	<u>\$ 109,515,889</u>	<u>\$ 114,017,146</u>	<u>\$ 124,081,385</u>

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

Note: The statistical section contains "Unaudited" data.



Changes in Net Position
Last Ten Fiscal Years

Fiscal Years 2009 - 2018

	Fiscal Year				
	2014	2015	2016	2017	2018
Operating revenues:					
Passenger fares	\$ 13,585,399	\$ 12,194,799	\$ 10,791,925	\$ 9,535,246	\$ 9,473,561
Demand response	1,079,160 (1)	1,143,997	1,197,937	1,303,510	1,501,156
Advertising revenue	248,224	485,359	577,046	582,761	615,234
Total operating revenues	14,912,783	13,824,155	12,566,908	11,421,517	11,589,951
Operating expenses:					
Operations	33,663,536	34,879,734	33,815,879	36,266,463 (1)	38,570,917
Purchased Transportation	6,846,800 (1)	7,444,573	7,738,429	9,637,695	11,627,971
Maintenance	8,374,708	8,902,528	10,178,517	11,536,994 (1)	11,510,788
Administration and finance	10,767,137	11,465,894	12,192,055	12,921,156 (1)	13,898,829
Marketing	2,591,069	708,839	657,700	819,842 (1)	943,235
Total operating expenses , before depreciation	62,243,250	63,401,568	64,582,580	71,182,150	76,551,740
Operating loss before depreciation	(47,330,467)	(49,577,413)	(52,015,672)	(59,760,633)	(64,961,789)
Depreciation	9,723,423	10,436,619	10,249,547	9,976,763	8,372,047
Operating loss	(57,053,890)	(60,014,032)	(62,265,219)	(69,737,396)	(73,333,836)
Nonoperating revenues (expenses):					
Federal maintenance assistance	4,819,162 (1)	5,016,216 (1)	4,979,539	5,009,268	5,026,849
State operating assistance	4,015,888	4,086,490	4,181,314	4,155,670	4,303,778
Other federal grants	1,946,552 (1)	1,378,600 (1)	935,330	967,084	1,504,617
Special project assistance - state grants	2,994,467	3,169,227	3,621,648	4,090,853	5,022,559
Special project assistance - local grants	833,222	873,441	922,275	1,174,823	1,282,808
Property tax revenues, net	33,365,462	35,592,336	38,166,312	41,607,265	45,389,030
Investment income	55,618	193,039	250,882	435,080	809,788
Fuel tax refunds	613,721	649,202	641,838	630,827	636,416
Other, net	67,955	(14,055)	313,578	(104,959)	228,008
Total nonoperating revenues	48,712,047	50,944,496	54,012,716	57,965,911	64,203,853
(Loss) income before capital grants and special item	(8,341,843)	(9,069,536)	(8,252,503)	(11,771,485)	(9,129,983)
Capital grants and other related revenues	1,052,867	14,994,301	1,918,427	13,863,703	3,764,851
Contributed capital - local government	100,000	-	9,000	9,000	637,254
Contributed capital - private sources	-	-	-	23,320	38,746
Increase (decrease) in net position	(7,188,976)	5,924,765	(6,325,076)	2,124,538	(4,689,132)
Net position, beginning of year	104,953,074 (2)	97,764,098	103,688,863	96,487,618 (3)	98,612,156
Net position, end of year	\$ 97,764,098	\$ 103,688,863	\$ 97,363,787	\$ 98,612,156	\$ 93,923,024

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

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

(3) This has been restated to conform to GASB Statement 75.

Note: The statistical section contains "Unaudited" data.

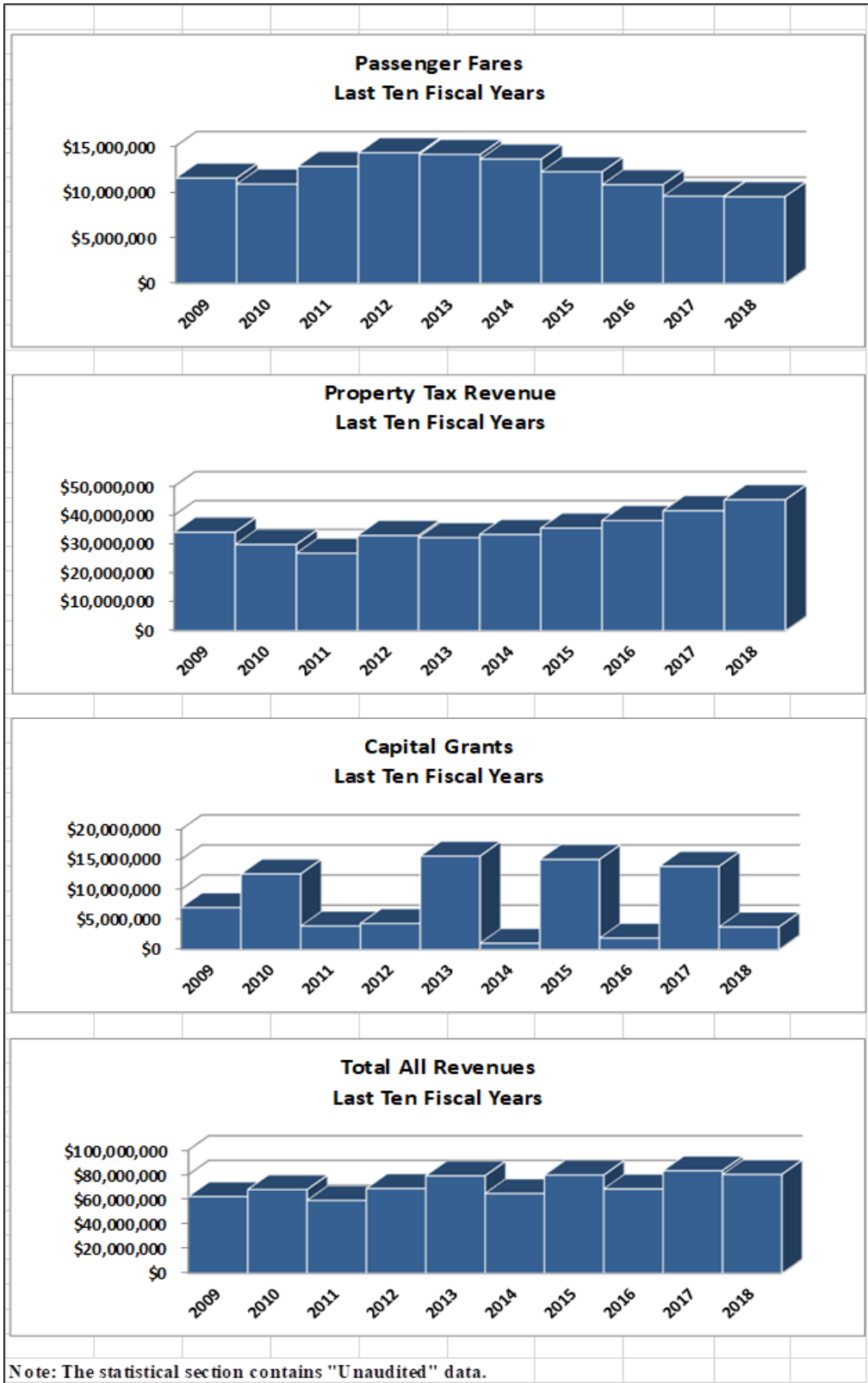


Revenues By Function/Program
Last Ten Fiscal Years

Fiscal Years 2009 - 2018

	Fiscal Year				
	2009	2010	2011	2012	2013
Operating revenues:					
Passenger fares	\$ 11,500,513	\$ 10,850,676	\$ 12,788,411	\$ 14,279,728	\$ 14,098,511
Demand response	802,546 (1)	906,548 (1)	1,032,194 (1)	1,056,808 (1)	1,098,822 (1)
Advertising revenue	163,586	247,725	395,847	439,557	417,851
Total operating revenues	12,466,645	12,004,949	14,216,452	15,776,093	15,615,184
Nonoperating revenues:					
Federal maintenance assistance	1,414,206	2,033,508	2,453,338	7,213,949	6,045,338
State operating assistance	3,340,209	3,521,850	3,567,209	3,847,388	3,917,007
Other federal grants	1,423,661	5,835,531	5,898,891	1,916,693	1,189,876
Special project assistance - state grants	912,185	469,226	777,813	1,124,795	3,004,543
Special project assistance - local grants	533,329	631,817	638,668	672,877	767,849
Property tax revenues, net	34,156,128	29,893,863	26,868,560	33,009,275	32,282,955
Investment income	419,287	271,233	127,470	221,905	146,824
Fuel tax refunds	595,739	580,860	560,059	610,910	610,172
Other, net	52,950	104,946	155,824	130,357	16,544
Total nonoperating revenues	42,847,694	43,342,834	41,047,832	48,748,149	47,981,108
Capital grants and other related revenues	6,990,339	12,583,561	3,919,798	4,343,650	15,555,810
Contributed capital - local government	-	-	-	-	-
Contributed capital - private sources	-	-	-	-	-
Special items - loss on sale of facilities and abandonment of software package	-	-	-	-	-
Total all revenues	\$ 62,304,678	\$ 67,931,344	\$ 59,184,082	\$ 68,867,892	\$ 79,152,102
Fiscal Year					
	2014	2015	2016	2017	2018
Operating revenues:					
Passenger fares	\$ 13,585,399	\$ 12,194,799	\$ 10,791,925	\$ 9,535,246	\$ 9,473,561
Demand response	1,079,160 (1)	1,143,997	1,197,937	1,303,510	1,501,156
Advertising revenue	248,224	485,359	577,046	582,761	615,234
Total operating revenues	14,912,783	13,824,155	12,566,908	11,421,517	11,589,951
Nonoperating revenues (expenses):					
Federal maintenance assistance	4,819,162	5,016,216	4,979,539	5,009,268	5,026,849
State operating assistance	4,015,888	4,086,490	4,181,314	4,155,670	4,303,778
Other federal grants	1,946,552	1,378,600	935,330	967,084	1,504,617
Special project assistance - state grants	2,994,467	3,169,227	3,621,648	4,090,853	5,022,559
Special project assistance - local grants	833,222	873,441	922,275	1,174,823	1,282,808
Property tax revenues, net	33,365,462	35,592,336	38,166,312	41,607,265	45,389,030
Investment income	55,618	193,039	250,882	435,080	809,788
Fuel tax refunds	613,721	649,202	641,838	630,827	636,416
Other, net	67,955	(14,055)	313,578	(104,959)	228,008
Total nonoperating revenues	48,712,047	50,944,496	54,012,716	57,965,911	64,203,853
Capital grants and other related revenues	1,052,867	14,994,301	1,918,427	13,863,703	3,764,851
Contributed capital - local government	100,000	-	9,000	9,000	637,254
Contributed capital - private sources	-	-	-	23,320	38,746
Special items - loss on sale of facilities and abandonment of software package	-	-	-	-	-
Total all revenues	\$ 64,777,697	\$ 79,762,952	\$ 68,507,051	\$ 83,283,451	\$ 80,234,655

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





Expenses by Function/Program
Last Ten Fiscal Years

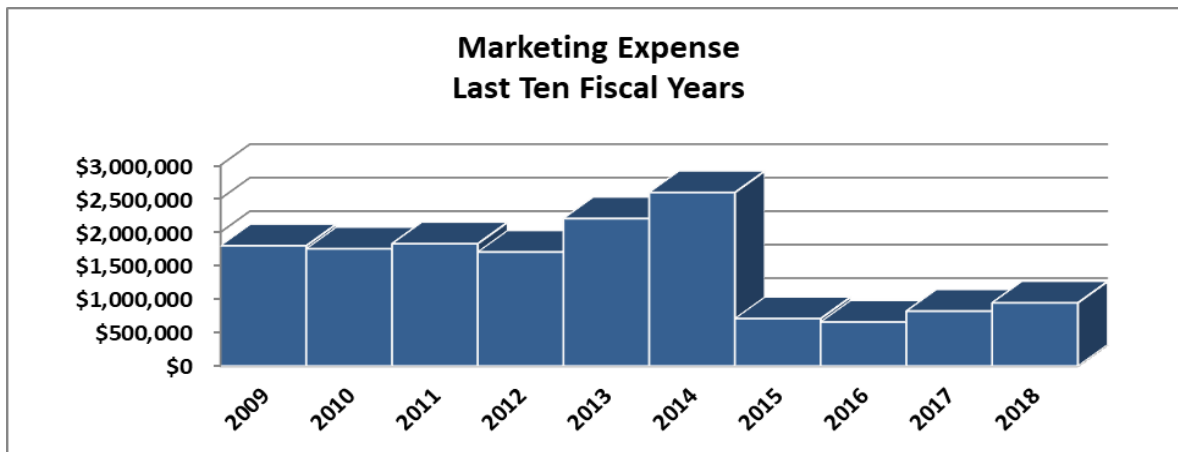
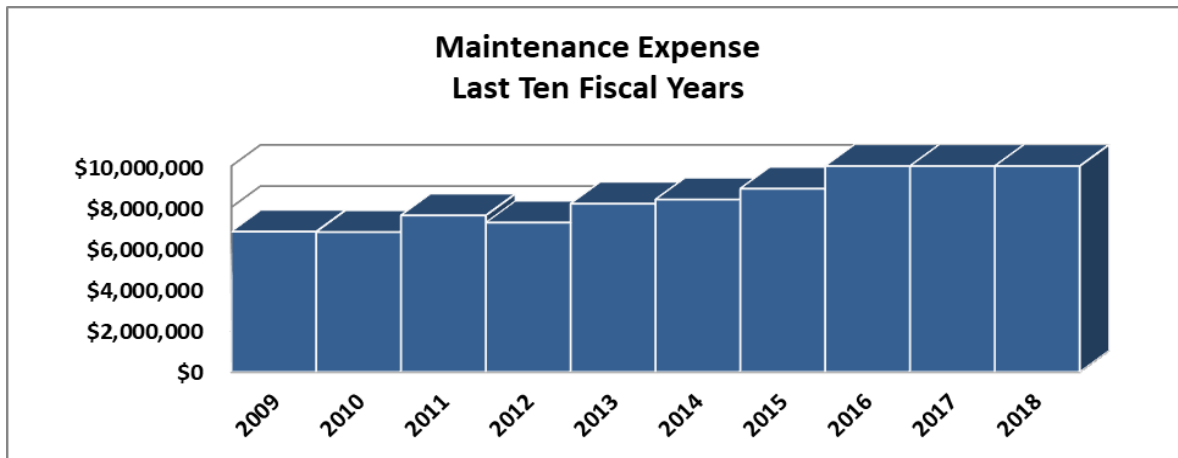
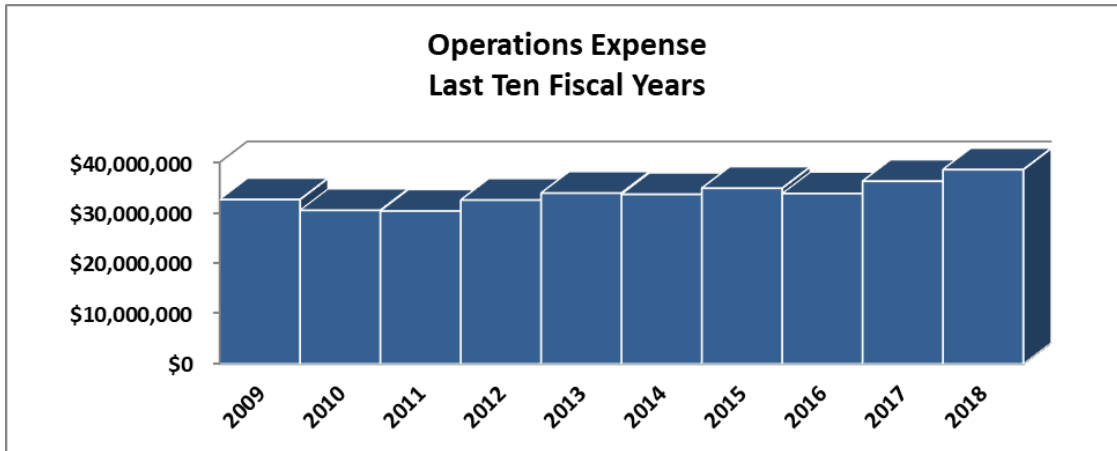
Fiscal Years 2009 - 2018

	Fiscal Year				
	2009	2010	2011	2012	2013
Operating expenses:					
Operations	\$ 32,628,559	\$ 30,500,001	\$ 30,351,762	\$ 32,524,451	\$ 33,907,097
Purchased Transportation	4,969,031 (1)	5,917,169 (1)	6,421,346 (1)	5,854,472 (1)	6,556,558 (1)
Maintenance	6,817,534	6,791,680	7,604,823	7,256,709	8,172,956
Administration and finance	10,248,034	10,980,462	10,243,021	9,333,777	9,762,130
Marketing	1,796,891	1,750,723	1,826,406	1,702,420	2,202,059
Total operating expenses, before depreciation	<u>56,460,049</u>	<u>55,940,035</u>	<u>56,447,358</u>	<u>56,671,829</u>	<u>60,600,800</u>
Depreciation	<u>8,666,368</u>	<u>7,366,225</u>	<u>8,156,263</u>	<u>7,694,806</u>	<u>8,487,063</u>
Total all expenses	<u>\$ 65,126,417</u>	<u>\$ 63,306,260</u>	<u>\$ 64,603,621</u>	<u>\$ 64,366,635</u>	<u>\$ 69,087,863</u>

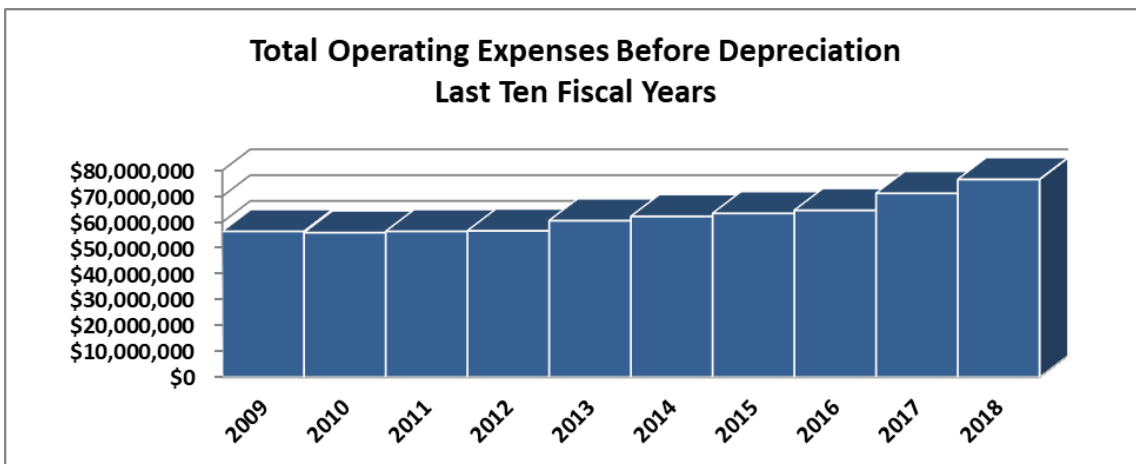
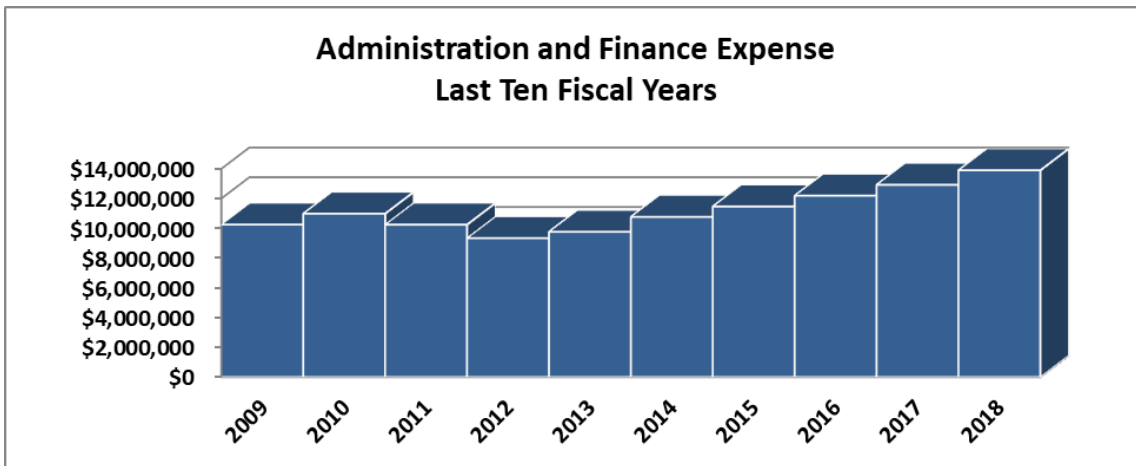
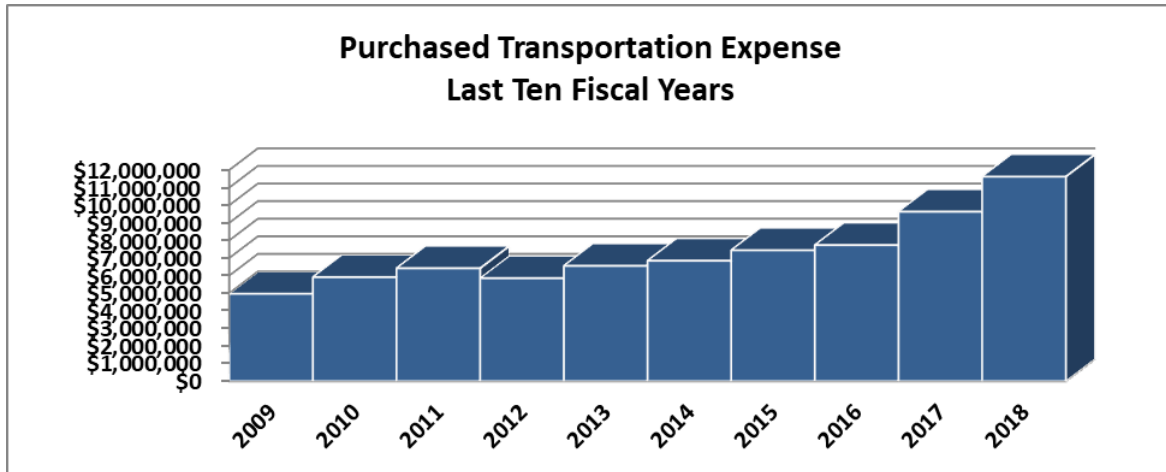
	Fiscal Year				
	2014	2015	2016	2017	2018
Operating expenses:					
Operations	\$ 33,663,536	\$ 34,879,734	\$ 33,815,879	\$ 36,266,463 (1)	\$ 38,570,917
Purchased Transportation	6,846,800 (1)	7,444,573	7,738,429	9,637,695	11,627,971
Maintenance	8,374,708	8,902,528	10,178,517	11,536,994 (1)	11,510,788
Administration and finance	10,767,137	11,465,894	12,192,055	12,921,156 (1)	13,898,829
Marketing	2,591,069	708,839	657,700	819,842 (1)	943,235
Total operating expenses, before depreciation	<u>62,243,250</u>	<u>63,401,568</u>	<u>64,582,580</u>	<u>71,182,150</u>	<u>76,551,740</u>
Depreciation	<u>9,723,423</u>	<u>10,436,619</u>	<u>10,249,547</u>	<u>9,976,763</u>	<u>8,372,047</u>
Total all expenses	<u>\$ 71,966,673</u>	<u>\$ 73,838,187</u>	<u>\$ 74,832,127</u>	<u>\$ 81,158,913</u>	<u>\$ 84,923,787</u>

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

Note: The statistical section contains "Unaudited" data.



Note: The Statistical section contains "Unaudited" data.



Note: The statistical section contains "Unaudited" data.

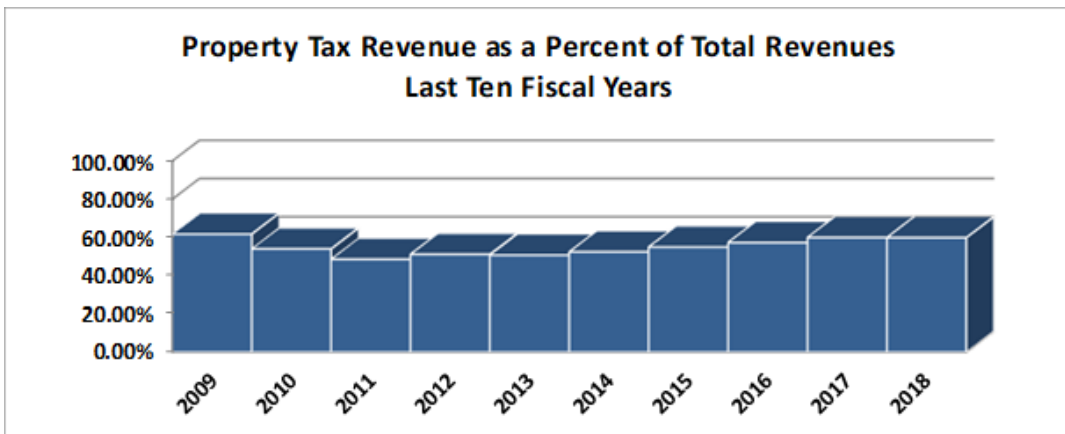
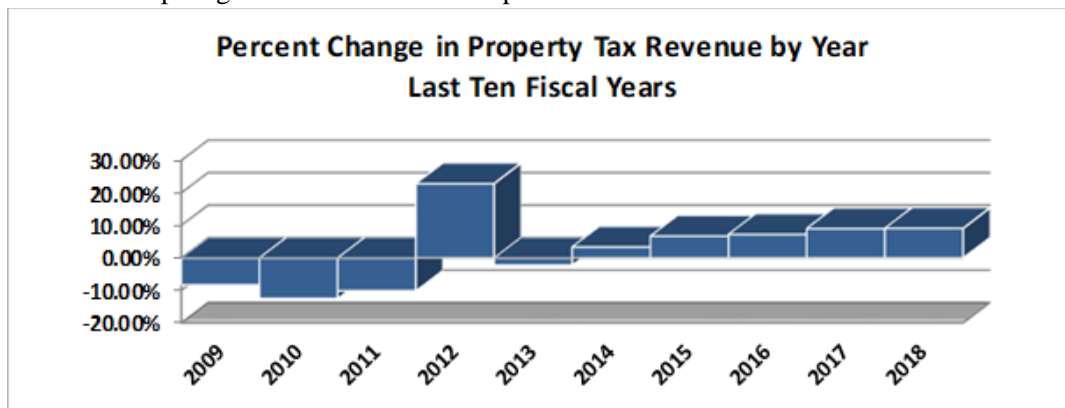


**Property Tax Revenue By Year
Last Ten Fiscal Years**

Fiscal Years 2009 - 2018

Fiscal Year	Property Tax Dollars	Percent Change	Total Revenues *	Percent of Total	Millage Rate
2009	34,156,128	-8.26%	55,314,339	61.75%	0.5601
2010	29,893,863	-12.48%	55,347,783	54.01%	0.5601
2011	26,868,560	-10.12%	55,264,284	48.62%	0.5601
2012	33,009,275	22.85%	64,524,242	51.16%	0.7305
2013	32,282,955	-2.20%	63,596,292	50.76%	0.7305
2014	33,365,462	3.35%	63,624,830	52.44%	0.7305
2015	35,592,336	6.67%	64,768,651	54.95%	0.7305
2016	38,166,312	7.23%	66,579,624	57.32%	0.7305
2017	41,607,265	9.02%	69,387,428	59.96%	0.7500
2018	45,389,030	9.09%	75,793,804	59.88%	0.7500

* excludes capital grants and contributed capital.



The Statistical section contains "Unaudited" data.



STATISTICAL SECTION

(UNAUDITED)

Revenue Capacity

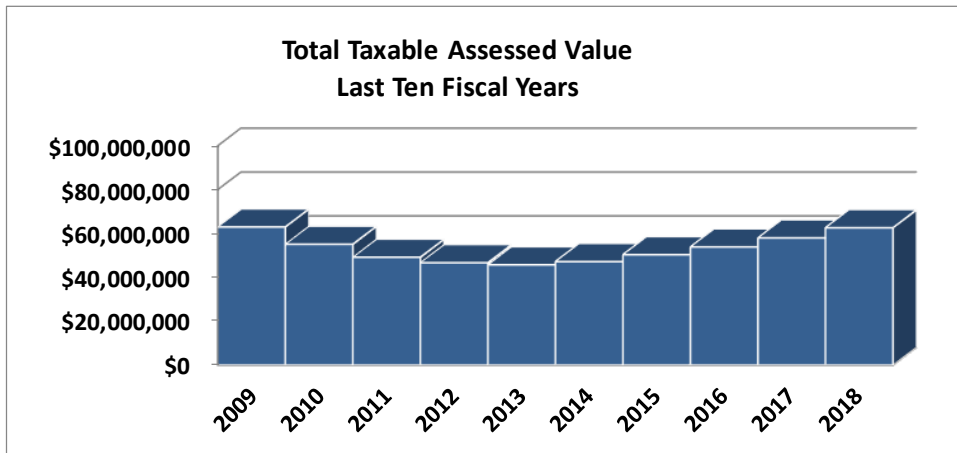
- Taxable Assessed Value and Estimated Actual Value of Taxable Property (FY 2009 – FY 2018)
- Direct and Overlapping Property Tax Rates (FY 2009 – FY 2018)
- Principal Property Tax Payers (FY 2009 – FY 2018)
- Property Tax Levies and Collections (FY 2009 – FY 2018)
- Farebox Recovery Percentage (FY 2009 – FY 2018)



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

Fiscal Years 2009 - 2018

Fiscal Year	Estimated Actual Value (a)			Total Taxable Assessed Value	Total Direct Tax Rate (d)
	Real Property	Centrally Assessed Property (b)	Exemptions (c)		
2009	95,175,252	5,564	32,217,853	62,962,963	0.5601
2010	82,584,246	5,928	27,504,794	55,085,380	0.5601
2011	71,085,388	5,421	21,948,052	49,142,757	0.5601
2012	67,013,602	6,100	20,353,324	46,666,378	0.7305
2013	64,892,654	6,150	19,197,776	45,701,028	0.7305
2014	67,950,230	6,263	20,785,617	47,170,876	0.7305
2015	75,375,232	6,506	25,059,878	50,321,860	0.7305
2016	82,866,812	6,957	29,015,580	53,858,189	0.7305
2017	75,953,105	7,171	17,975,184	57,977,920	0.7500
2018	97,076,057	6,603	18,426,193	62,614,865	0.7500



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

- (a) Section 192.001(2), Florida Statutes defines assessed value of property as “an annual determination of the just or fair market of item or property....” Therefore, grossed assed value is “Estimated Actual Value”. Assessed value is estimated and adjusted annually with a physical inspection every third year.
- (b) Centrally assessed property that is assessed by the State of Florida rather than by the Property Appraiser since the property is located in more than one county. Real Property only included.
- (c) Exemptions are provided for agricultural, government, institutional and historic preservation property. Exemptions available solely to residential property include, but are not limited to; widows/widowers, disabled, blind, \$50,000 homestead and homestead differential (capped).
- (d) Total Direct Rate is the average of the direct rates levied (taxes levied to taxable value). PSTA levies taxes only on real property within the Authority’s geographic area.

Note: The Statistical section contains “Unaudited” data.



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

Fiscal Years 2009 - 2018

Fiscal Year	Direct Rates			Overlapping Rates (b)				Municipalities	
	Basic Rate	Total Direct Rate	PSTA Maximum Allowed Rate	County Board Rate	School Board Rate	Emergency Medical Service	Others District Rate (c)	Lowest	Highest
2009	0.5601	0.5601	0.7500	4.8730	8.0610	0.5832	1.5551	0.7511	5.9125
2010	0.5601	0.5601	0.7500	4.8730	8.3460	0.5832	1.5106	0.7511	5.9125
2011	0.5601	0.5601	0.7500	4.8730	8.3400	0.5832	1.4410	0.7511	5.9125
2012	0.7305	0.7305	0.7500	4.8730	8.3850	0.8506	1.2390	0.7511	5.9125
2013	0.7305	0.7305	0.7500	5.0727	8.3020	0.9158	1.3034	0.7511	6.7742
2014	0.7305	0.7305	0.7500	5.2755	8.0600	0.9158	1.2959	0.7511	6.7700
2015	0.7305	0.7305	0.7500	5.2755	7.8410	0.9158	1.2799	0.7511	6.7700
2016	0.7305	0.7305	0.7500	5.2755	7.7700	0.9158	1.2629	0.7283	6.7700
2017	0.7500	0.7500	0.7500	5.3377	7.3180	0.9158	1.2448	0.7294	6.7550
2018	0.7500	0.7500	0.7500	5.2755	7.0090	0.9158	1.2262	0.6594	6.7550

Source: Pinellas County Tax Collector

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

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

(c) Other Districts includes Pinellas County Planning Council 0.015; Juvenile Welfare Board 0.8981; SW Florida Water Management District 0.3131.

Note: The statistical section contains "Unaudited" data.



Principal Property Tax Payers
Fiscal Year 2018 and Nine Years Ago

Taxpayer	Business	2018		2009	
		Taxable Assessed Value	Percentage of Total PSTA Taxable Assessed Value	Taxable Assessed Value	Percentage of Total PSTA Taxable Assessed Value
Bellwether Properties, Inc.	Real Estate	\$ 160,850,000	0.26%	\$ 127,898,000	0.17%
Publix Super Markets, Inc.	Grocery	118,323,415	0.19%		
Wal-Mart Stores East, LP	Retail Stores	112,036,917	0.18%		
De Bartolo Capital PTNSHP	Retail Mall	105,600,000	0.17%	122,500,000	0.17%
B W C W Hospitality LLC	Hospitality	91,144,021	0.15%		
Duke Energy Florida Inc.	Electric Utility	90,811,841	0.15%	811,826,000	1.11%
Raymond James & Associates, Inc.	Financial Services	85,512,537	0.14%	143,263,000	0.20%
Beacon430 G E N1814 LLC	Real Estate	73,775,000	0.12%		
T G M Bay Isle LLC	Real Estate	69,125,000	0.11%		
CREA 330 Third LLC	Real Estate	68,054,500	0.11%		
Verizon Florida Inc.	Phone Utility			306,135,000	0.42%
Bright House Networks LLC	Communications			160,468,000	0.22%
Val-Pak Direct Marketing	Mail Marketing			99,173,000	
McRae & Stolz St. Petersburg LLC	Real Estate			74,799,000	0.10%
Franklin/Templeton Investor Services	Financial Services			71,005,000	0.10%
Prospect-Marathon Coquina LLC	Real Estate			70,058,000	0.10%
		<u>\$ 975,233,231</u>	1.56%	<u>\$ 1,987,125,000</u>	2.72%
Total Taxable Assessed Value		<u>\$ 62,614,864,523</u>		<u>\$ 73,118,247,000</u>	

Source: Pinellas County Property Appraiser

Methodology: Top ten taxpayers identified for Real Property only.

Note: The statistical section contains "Unaudited" data.



Property Tax Levies and Collections
Last Ten Fiscal Years

Fiscal Years 2009 - 2018

Fiscal Year	Taxes Levied for the Fiscal Year (b)	Collected Within the Fiscal Year of Levy (a)		Collections in Subsequent Years (c)	Total Collections to Date	
		Collected Amount	Percentage of Levy		Amount	Percentage of Levy
2009	35,427,486	34,055,595	96.13%	58,657	34,114,252	96.29%
2010	30,966,619	29,835,206	96.35%	285,698	30,120,904	97.27%
2011	27,609,711	26,582,862	96.28%	84,751	26,667,613	96.59%
2012	34,182,509	32,924,524	96.32%	64,634	32,989,158	96.51%
2013	33,455,349	32,218,321	96.30%	52,495	32,270,816	96.46%
2014	34,458,263	33,312,967	96.68%	33,011	33,345,978	96.77%
2015	36,760,049	35,559,325	96.73%	88,692	35,648,017	96.97%
2016	39,343,407	38,077,620	96.78%	148,565	38,226,184	97.16%
2017	43,549,763	41,954,890	96.34%	84,224	42,039,114	96.53%
2018	46,961,234	45,304,807	96.47%	-	45,304,807	96.47%

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

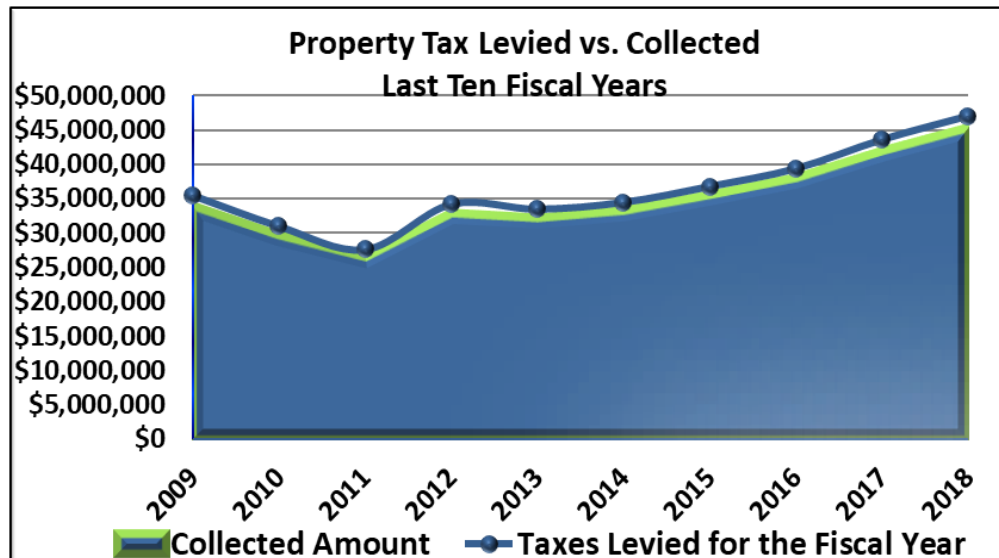
(a) Section 197.162, Florida Statutes, provide a 1% per month discount up to 4% for payments between November and February. Taxes collected after July 1st are categorized as delinquent.

(b) This is the revenue to be generated based on PSTA's direct rates; see page 84.

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

Delinquent taxes by levy year are not available.

Note: The statistical section contains "Unaudited" data.

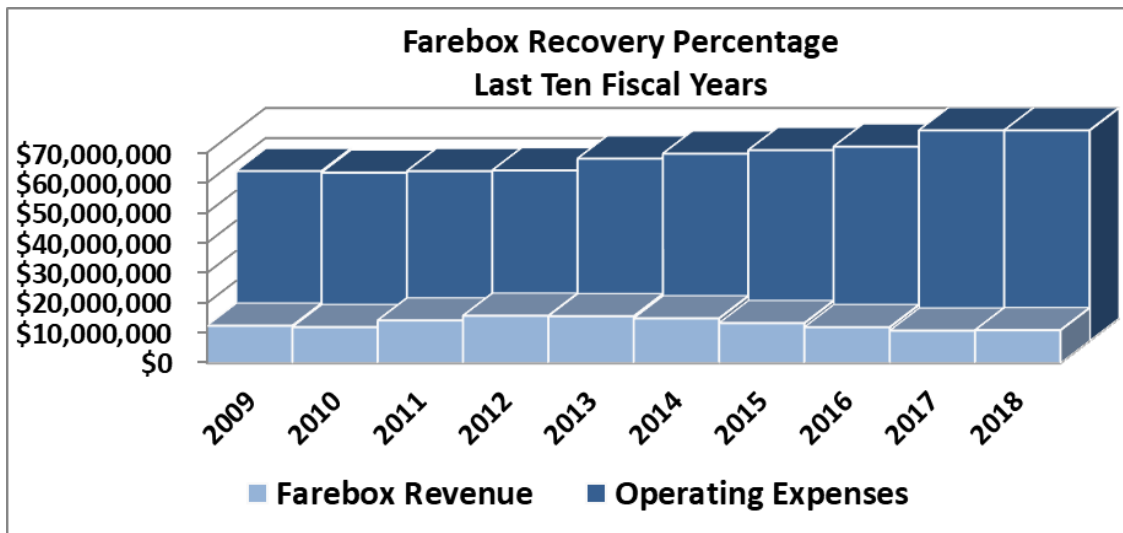




**Farebox Recovery Percentage
Last Ten Fiscal Years**

Fiscal Years 2009 - 2018

Fiscal Year	Farebox Revenue	Percent Change	Operating Expenses (a)	Percent Change	Farebox Recovery
2009	12,466,645	2.76%	56,460,049	0.79%	22.08%
2010	12,004,949	-3.70%	55,940,035	-0.92%	21.46%
2011	14,216,452	18.42%	56,447,358	0.91%	25.19%
2012	15,776,093	10.97%	56,671,829	0.40%	27.84%
2013	15,615,184	-1.02%	60,600,800	6.93%	25.77%
2014	14,912,783	-4.50%	62,243,250	2.71%	23.96%
2015	13,338,796	-10.55%	63,401,568	1.86%	21.04%
2016	11,989,862	-10.11%	64,582,580	1.86%	18.57%
2017	10,838,756	-9.60%	71,819,275	11.21%	15.09%
2018	10,974,717	1.25%	76,551,740	6.59%	14.34%



(a) Excludes depreciation.

Note: The Statistical section contains “Unaudited” data.



STATISTICAL SECTION

(UNAUDITED)

Demographic and Economic Information

- Demographics and Economic Statistics (FY 2009 – FY 2018)
- Principal Employers (FY 2009 – FY 2018)



Demographic and Economic Statistics
Last Ten Fiscal Years

Fiscal Years 2009 - 2018

<u>Fiscal Year</u>	<u>Population (a)</u>	<u>Personal Income (dollars in thousands) (b)</u>	<u>Per Capita Personal Income (b)</u>	<u>School Enrollment (c)</u>	<u>Unemployment Rate (d)</u>
2018	970,532	N/A (e)	N/A (e)	N/A (e)	2.7%
2017	962,003	N/A (e)	N/A (e)	102,181	3.1%
2016	954,569	47,254,865	49,186	103,242	4.4%
2015	944,971	45,336,665	47,731	103,779	4.7%
2014	933,258	43,082,259	45,925	104,104	6.2%
2013	926,610	42,340,365	45,574	102,672	6.7%
2012	915,680	43,784,138	47,523	122,012	8.5%
2011	918,496	41,677,239	45,428	136,396	10.3%
2010	927,994	39,598,328	43,211	130,396	11.5%
2009	931,113	37,447,664	40,912	138,167	10.6%

(a) Source: Bureau of Economic & Business Research, University of Florida 2009-2018. Data available at State of Florida Office of Economic and Demographic Research.

(b) Source: Bureau of Economic Analysis, U.S. Department of Commerce (2009-2018).

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

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

(e) Information not available.

Note: The statistical section contains "Unaudited" data.

http://edr.state.fl.us/Content/population-demographics/data/2014_Pop_Estimates.pdf

<http://www.bibr.ufl.edu/population>



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

Fiscal Years 2009 and 2018

Employer	2018 (a)			2009 (a)		
	Employees	Rank	Percentage of Total County Employment	Employees	Rank	Percentage of Total County Employment
The Pinellas County School Board	15,200	1	3.22%	13,850	1	3.46%
Walmart	5,200	2	1.10%			
U.S. Dept. of Veteran Affairs	4,300	3	0.91%	3,500		0.87%
Publix Super Markets, Inc.	4,200	4	0.89%			
All Children's Hospital	3,400	5	0.72%			
Raymond James Financial Inc.	3,400	6	0.72%	2,600	7	0.65%
HSN Inc.	3,000	7	0.64%	4,000	3	1.00%
City of St. Petersburg	2,967	8	0.63%	2,748	6	0.69%
St. Petersburg College	2,885	9	0.61%			
Pinellas County Sherriff Office	2,362	10	0.50%	2,509	8	
Fidelity Information Systems				4,000	2	1.00%
Nielsen Media Research				3,000	5	0.75%
Tech Data Corp				2,500	8	0.62%
Pinellas County Government				2,041	10	0.51%
Total County Employment	471,855			400,055		

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

Note: The Statistical section contains "Unaudited" data.



STATISTICAL SECTION

(UNAUDITED)

Operating Information

- Bus Service Effort and Accomplishments Per Mile (FY 2009 – FY 2018)
- Bus Service Effort and Accomplishments Per Hour (FY 2009 – FY 2018)
- Unlinked Passenger Changes (FY 2009 – FY 2018)
- Vehicles Operated in Maximum Service (FY 2009 – FY 2018)
- Number of Employees (FY 2009 – FY 2018)
- Miscellaneous Statistical Data (FY 2009 – FY 2018)



Bus Service Effort And Accomplishments Per Mile
Last Ten Fiscal Years

Fiscal Years 2009 - 2018

Fiscal Year	Revenue Vehicle Miles (a)	Percent of Change	Operating Expense (b) Per Revenue Mile	Operating Expense (b) Per Passenger Mile	Unlinked Passenger Trips Per Revenue Mile (c)
2009	8,762,280	-6.15%	5.87	0.83	1.36
2010	9,000,501	2.72%	5.59	0.76	1.42
2011	8,796,952	-2.26%	5.76	0.71	1.45
2012	8,877,809	0.92%	5.78	0.72	1.54
2013	9,073,836	2.21%	6.21	0.78	1.56
2014	9,176,346	1.13%	6.23	0.83	1.55
2015	9,339,357	1.78%	6.17	0.85	1.56
2016 (d)	9,064,013	-2.95%	6.25	0.96	1.39
2017	8,635,597	-4.73%	N/A	N/A	1.34
2018	8,772,256	1.58%	N/A	N/A	1.28

Source: PSTA

All bus data includes directly operated and purchased bus service.

(a) Does not include demand response.

(b) Operating expense excludes depreciation.

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

(d) National Transportation Database revised reporting policy on two purchased bus service routes.

N/A - Information not available.

Note: The Statistical section contains "Unaudited" data.



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

Fiscal Years 2009 - 2018

Fiscal Year	Revenue Vehicle Hours (a)	Percent of Change	Operating Expense (b) Per Revenue Hour	Operating Expense (b) Per Passenger Trip	Unlinked Passenger Trips Per Revenue Hour (c)
2009	611,629	-6.26%	84.02	4.30	19.54
2010	628,430	2.75%	80.11	3.93	20.39
2011	614,318	-2.25%	82.45	3.96	20.83
2012	620,760	1.05%	82.65	3.74	22.09
2013	636,039	2.46%	85.83	3.86	22.25
2014	641,039	0.79%	89.20	4.03	22.13
2015	651,199	1.58%	88.50	3.95	22.39
2016 (d)	627,579	-3.63%	90.25	4.48	14.44
2017	630,734	0.50%	-	N/A	18.38
2018	647,873	2.72%	N/A	N/A	18.38

Source: PSTA

All bus data includes directly operated and purchased bus service.

(a) Does not include demand response.

(b) Operating expense excludes depreciation.

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

(d) National Transportation Database revised reporting policy on two purchased bus service routes.

N/A - Information not available.

Note: The Statistical section contains "Unaudited" data.



**Unlinked Passenger Changes
Last Ten Fiscal Years**

Fiscal Years 2009 - 2018

<u>Fiscal Year</u>	<u>Bus (a)</u>	<u>Percent of Change</u>
2009	11,953,082	-5.24%
2010	12,811,835	7.18%
2011	12,798,221	-0.11%
2012	13,713,027	7.15%
2013	14,150,506	3.19%
2014	14,183,941	0.24%
2015	14,578,287	2.78%
2016	13,081,180	-10.27%
2017	12,078,879	-7.66%
2018	11,566,201	-4.24%

Source: PSTA

All bus data includes directly operated and purchased bus service.

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

Note: The Statistical section contains "Unaudited" data.



Vehicles Operated In Maximum Service
Last Ten Fiscal Years

Fiscal Years 2009 - 2018

<u>Fiscal Year</u>	<u>Bus (a)</u>	<u>Percent of Change</u>
2009	172	-0.58%
2010	167	-2.91%
2011	170	1.80%
2012	170	0.00%
2013	179	5.29%
2014	177	-1.12%
2015	185	4.52%
2016	178	-3.78%
2017	164 (b)	-7.87%
2018	193	17.68%

Source: PSTA

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

(b) Data revised.

Note: The Statistical section contains "Unaudited" data.



**Number of Employees
Last Ten Fiscal Years**

Fiscal Years 2009 - 2018

<u>Fiscal Year</u>	<u>Full-Time</u>	<u>Part-Time</u>	<u>Total</u>	<u>Percent of Change</u>
2009	584	0	584	-4.26%
2010	576	0	576	-1.37%
2011	559	0	559	-2.95%
2012	556	0	556	-0.54%
2013	574	17	591	6.29%
2014	589	6	595	0.68%
2015	607	1	608	2.18%
2016	603	2	605	-0.49%
2017	606	2	608	0.50%
2018	617	2	619	1.81%

Source: PSTA

Note: Budgeted authorized positions.

Note: The Statistical section contains "Unaudited" data.



**Miscellaneous Statistical Data
Last Ten Fiscal Years**

Fiscal Years 2009 - 2018

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Population served by Bus	883,631	871,480	922,616	922,616	922,616	933,258	944,971	954,569	962,003	970,532
Size of land area served by Bus (in square miles)	240	238	243	243	243	243	243	243	243	243
Number of Bus Routes	38	38	37	37	40	40	40	38	40	40
Annual PSTA Bus Passenger Miles (in millions) (Excludes Demand Response)	61,549	66,145	71,534	67,977	67,078	65,266	67,813	64,047	55,773	54,491
Miles of Bus Route - Directional Miles	912.9	892.1	898.8	907.2	907.2	885.18	929.1	1,016.3	893.0	862.0
Average Annual On Time Performance Percentage	89.4	91.2	90.5	90.4	82.3	83.4	80.5	78.6	64.8	65.2
Number of Bus Stop Locations	5,691	5,172	5,159	5,105	5,141	5,157	4,929	4,906	4,752	4,752
Number of Bus Park and Ride Facilities	3	3	3	2	2	2	2	2	2	2
Number of Transit Centers	3	3	3	3	3	3	4	4	4	4
Number of Transfer Hubs	N/A	N/A	14	14	14	14	14	14	14	14
Number of Passenger Shelters	639	712	742	707	707	707	682	531	530	530
No. of Buses in Active Fleet	195	191	191	186	194	199	210	210	210	210
Average Vehicle Age (in years)	4.49	4.40	5.40	6.40	7.40	6.00	7.39	8.25	8.80	8.80
Investment in Property and Equipment (in thousands)	\$83,476	\$88,539	\$78,170	\$76,412	\$86,157	\$79,199	\$83,810	\$76,019	\$79,754	\$79,754

Source: PSTA

N/A : Information not available.

Source: PSTA

N/A: Information not available.

Note: The Statistical section contains “Unaudited” data



ACRONYMS



ACRONYMS

AA	Alternative Analysis	MPO	Metropolitan Planning Organization
ABBG	American Bus Benchmarking Group	NTD	National Transportation Database
ADA	Americans with Disabilities Act	OEM	Original Equipment Manufacture
APTA	American Public Transit Association	PCPT	Pasco County Public Transit
AVL	Automatic Vehicle Location System	PSTA	Pinellas Suncoast Transit Authority
BEBR	Bureau of Economic and Business Research	SCAT	Sarasota County Area Transit
BOCC	Board of County Commissioners	SSP	System Security Plan
BRT	Bus Rapid Transit	SSPP	System Safety Program Plan
CAFR	Comprehensive Annual Financial Report	TBARTA	Tampa Bay Area Regional Transit Authority
CIP	Capital Improvement Program	TD	Transportation Disadvantaged
CLASS	Client Assistance System	TIA	Tampa International Airport
CTC	Community Transportation Coordinator	TIP	Transportation Improvement Program
CTT	Certified Transit Technicians	TRAC	Transit Riders Advisory Committee
CUTR	Center for Urban Transportation Research	TRIM	Truth-in-Millage
DART	Demand Response Transportation	USF	University of South Florida
DOR	Florida Department of Revenue	USDOT	United States Department of Transportation
EDR	Florida Legislature's Office of Economic & Demographic		
FDOT	Florida Department of Transportation		
FPTA	Florida Public Transit Association		
FTA	Federal Transit Administration		
FTC	Florida Transportation Commission		
FTE	Full-Time Equivalent		
FY	Fiscal Year		
GAAP	Generally Accepted Accounting Principles		
GASB	Governmental Accounting Standards Board		
GFOA	Government Finance Officers Association of the United States and Canada		
GIS	Geographic Information System		
HART	Hillsborough Area Regional Transit Authority		
IT	Information & Technology Division		
LCB	Local Coordinating Board		
LPA	Locally Preferred Alternative		
LRTP	Long Range Transportation Plan		
MBE	Minority Businesses Enterprise		



GLOSSARY



GLOSSARY

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

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

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

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

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

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

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

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

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

AUDIT is an official examination of an organization's accounts by an independent party.

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

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

BALANCED BUDGET is the total amount available from taxation and other sources, including balances brought forward from prior fiscal years, must equal the total of appropriations for expenditures and reserves.

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

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

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



GLOSSARY

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

CAPITAL ASSET is resources of a long-term character that are intended to continue to be held or used, such as land, buildings, machinery, equipment and improvements.

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

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

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

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

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

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

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

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

CTC is an acronym for Community Transportation Coordinator.

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

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

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

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

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



GLOSSARY

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

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

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

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

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

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

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

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

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

FUND is an accounting entity used to record cash and other financial resources as well as an offsetting amount of liabilities and other uses. The

resources and uses are segregated from other resources and uses for the purpose of carrying on specific activities or attaining specific objectives in accordance with special regulations, restrictions, or limitations.

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

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

FY (FISCAL YEAR) 2017 ADOPTED BUDGET refers to the budget for the period beginning October 1, 2016 and ending September 30, 2017. (FISCAL YEAR) 2018 PLANNED BUDGET refers to the budget for the period beginning October 1, 2017 and ending September 30, 2018.

GAAP is the acronym for Generally Accepted Accounting Principles.

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

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

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

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



GLOSSARY

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

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

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

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

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

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

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

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

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

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

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

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

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

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



GLOSSARY

balance is available to fund current or future operating or capital needs.

OFF PEAK is Non-rush hour traffic periods.

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

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

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

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

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

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

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

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

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

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

PSTA is an acronym for Pinellas Suncoast Transit Authority.

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

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

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

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

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

RIDE is a trip taken by passengers on the bus.

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

ROLLING STOCK is revenue vehicles used in providing transit service for passengers.

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



GLOSSARY

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

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

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

TD is an acronym for Transportation Disadvantaged.

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

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

VEHICLE HOURS are the hours a vehicle travels from the time it pulls out from its' garage to go into revenue service to the time it pulls in from revenue service. It is often called platform time. For conventional scheduled services, it includes revenue time and deadhead time.

VEHICLE MILES are the miles a vehicle travels from the time it pulls out from its' garage to go into revenue service to the time it pulls in from revenue service. It is often called platform miles. For conventional scheduled services, it includes revenue miles and deadhead miles.

VEHICLE REVENUE HOURS are the hours a revenue vehicle is available to pick up or discharge passengers.

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



Pinellas Suncoast
Transit Authority

3201 Scherer Drive
St. Petersburg, Florida 33716

PSTA InfoLine (727) 540-1900
TDD (727) 540-0603

www.PSTA.net