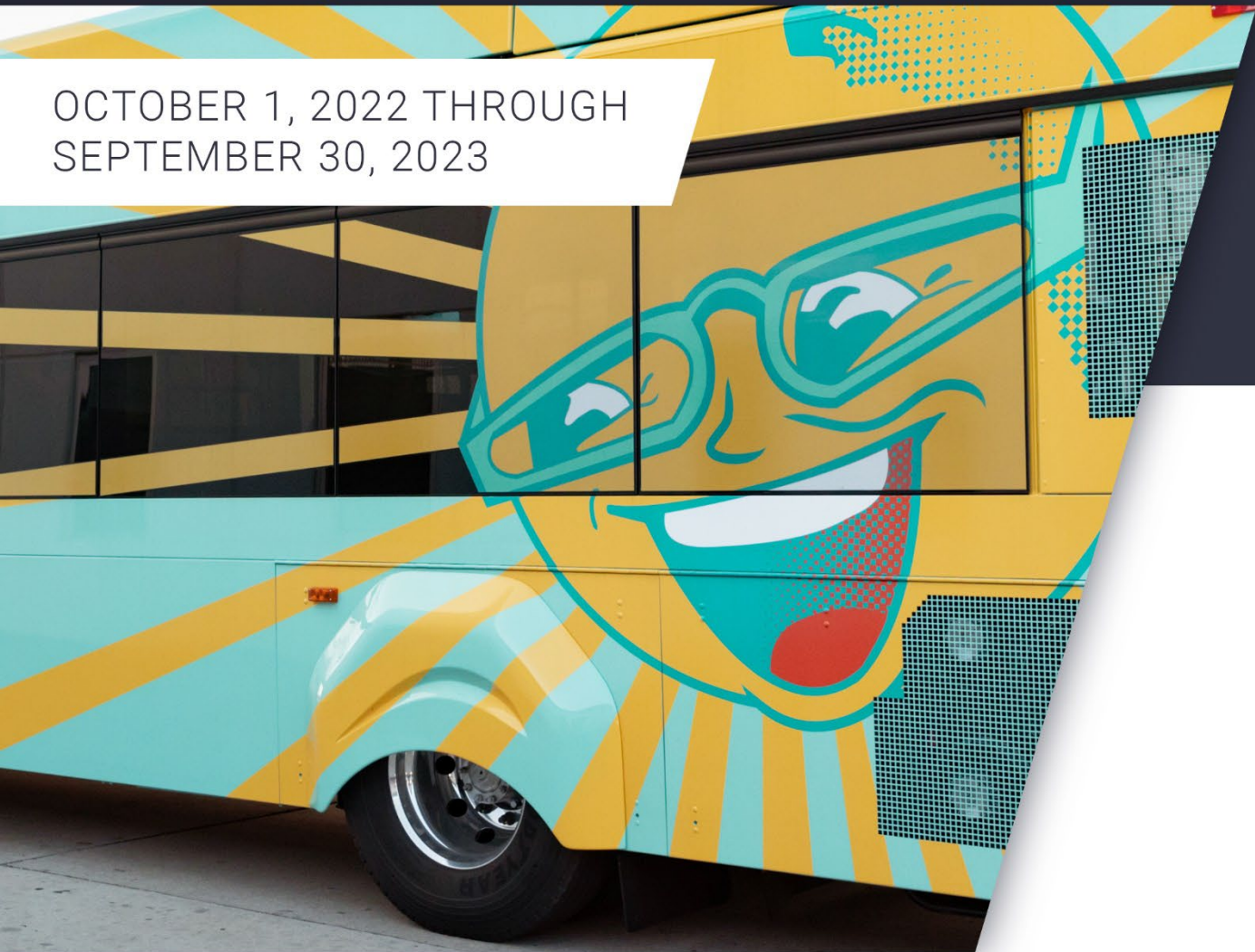


# FY 2023 PROPOSED OPERATING & CAPITAL BUDGET

OCTOBER 1, 2022 THROUGH  
SEPTEMBER 30, 2023



**Pinellas Suncoast Transit Authority**

3201 Scherer Drive, St. Petersburg, FL 33716 • [psta.net](http://psta.net)





## TABLE OF CONTENTS

<a href="#">Mission Statement/Strategic Plan</a> .....	1
<a href="#">Board of Directors</a> .....	2
<a href="#">About the Board of Directors &amp; Committees</a> .....	5
<a href="#">Letter From the CEO</a> .....	8
<a href="#">Budget Summary</a> .....	11
<a href="#">Operating Budget Summary and Overview</a> .....	14
<a href="#">PSTA Organizational Overview</a> .....	23
<a href="#">Position Changes by Division</a> .....	27
<a href="#">Budget Policies and Process</a> .....	28
<a href="#">Executive Division</a> .....	38
Divisions:	
<a href="#">Finance</a> .....	43
<a href="#">Planning</a> .....	50
<a href="#">Human Resources</a> .....	58
<a href="#">Marketing</a> .....	63
<a href="#">Information Technology</a> .....	68
<a href="#">Project Management</a> .....	73
<a href="#">Transportation</a> .....	79
<a href="#">Mobility</a> .....	87
<a href="#">Maintenance</a> .....	94
<a href="#">General Function</a> .....	108
<a href="#">Insurance</a> .....	111
<a href="#">Capital Budget</a> .....	114
<a href="#">Statistical Section</a> .....	130
<a href="#">Acronyms</a> .....	159
<a href="#">Glossary</a> .....	161



## **SUSTAINABILITY STRATEGIC PLAN EXECUTIVE SUMMARY**

Sustainability, preserving the environment, being socially responsible and maintaining economic vitality, with an overall contribution to quality of life, is integral to what we do and what we provide as the public transit agency in Pinellas County.

PSTA incorporates a holistic approach to sustainable strategic decision-making, using the triple bottom line: Healthy Community and Workforce, Environmental Sustainability, and Economic Vitality.

See the Executive Division section for more details on [page 40](#).



**PSTA MISSION STATEMENT: To safely connect people to places.**

**BOARD OF DIRECTORS****Pinellas Suncoast Transit Authority  
Board of Directors, General Counsel, and CEO**


	<b>BOARD MEM- BER/ ELECTED OFFICES</b>	<b>APPOINTING BODIES</b>	<b>CONTACT INFORMATION</b>
	David Allbritton Clearwater Councilmember	Clearwater	600 Cleveland Street Clearwater, FL 33756 Telephone: (727) 224-4000 E-mail: <a href="mailto:david.allbritton@myclearwater.com">david.allbritton@myclearwater.com</a>
	Richard Bennett North Redington Beach Commissioner	Belleair Beach# Belleair Shore# Indian Rocks Beach Indian Shores Madeira Beach North Redington Beach Redington Beach Redington Shores St. Pete Beach# Treasure Island#	190 – 173rd Avenue East North Redington Beach, FL 33708 Telephone: (727) 391-4848 Email: <a href="mailto:rbenn0469@aol.com">rbenn0469@aol.com</a>
	Vince Cocks Pinellas County Citizen	Pinellas County Commission	2950 63rd Ave. S St. Petersburg, FL 33712 Telephone: (727) 455-0944 E-mail: <a href="mailto:vincecocks@gmail.com">vincecocks@gmail.com</a>
	Gina Driscoll St. Petersburg Councilmember Vice-Chair	St. Petersburg	P.O. Box 2842 St. Petersburg, FL 33731 Telephone: (727) 551-3306 E-mail: <a href="mailto:gina.driscoll@stpete.org">gina.driscoll@stpete.org</a>
	Deborah Figgs- Sanders St. Petersburg Councilmember	St. Petersburg	P.O. Box 2842 St. Petersburg, FL 33731 Telephone: (727) 551-3305 E-mail: <a href="mailto:Deborah.Figgs-Sanders@stpete.org">Deborah.Figgs-Sanders@stpete.org</a>





	<b>BOARD MEMBER/ ELECTED OFFICES</b>	<b>APPOINTING BODIES</b>	<b>CONTACT INFORMATION</b>
	Rene Flowers Pinellas County Commissioner	Pinellas County Commission	315 Court Street Clearwater, FL 33756 Telephone: (727) 464-3614 E-mail: <a href="mailto:rflowers@pinellascounty.org">rflowers@pinellascounty.org</a>
	Jim Olliver Seminole Vice-Mayor	Belleair Belleair Bluffs Gulfport Kenneth City# Seminole South Pasadena	9199 – 113 <sup>th</sup> Street Seminole, FL 33772 Telephone: (727) 391-0203 x102 E-mail: <a href="mailto:jolliver@myseminole.com">jolliver@myseminole.com</a>
	Pat Gerard Pinellas County Commissioner	Pinellas County Commission	315 Court Street Clearwater, FL 33756 Telephone: (727) 464-3360 E-mail: <a href="mailto:pgerard@pinellascounty.org">pgerard@pinellascounty.org</a>
	Jeff Gow Vice-Mayor Dunedin	Dunedin	P.O. Box 1348 Dunedin, FL 34697-1348 Telephone: (727) 298-3006 E-mail: <a href="mailto:jgow@dunedinfl.net">jgow@dunedinfl.net</a>
	Kathleen Peters Pinellas County Commissioner	Pinellas County Commission	315 Court Street Clearwater, FL 33756 Telephone: (727) 464-3568 E-mail: <a href="mailto:kpeters@pinellascounty.org">kpeters@pinellascounty.org</a>
	Patti Reed Pinellas Park Councilwoman	Pinellas Park	5141 78 <sup>th</sup> Avenue North Pinellas Park, FL 33781 Telephone: (727) 369-0618 E-mail: <a href="mailto:preed@pinellas-park.com">preed@pinellas-park.com</a>
	James (Jamie) Robinson City of Largo Commissioner	Largo	P.O. Box 296 Largo FL 33779 Telephone: (727) 587-6702 E-mail: <a href="mailto:jarobins@largo.com">jarobins@largo.com</a>





	<b>BOARD MEMBER/ ELECTED OFFICES</b>	<b>APPOINTING BODIES</b>	<b>CONTACT INFORMATION</b>
	Secretary/Treasurer Dan Saracki Oldsmar Mayor	Oldsmar Safety Harbor Tarpon Springs	100 State Street West Oldsmar, FL 34677 Telephone: (813) 749-1100 E-mail: <a href="mailto:dsaracki@myoldsmar.com">dsaracki@myoldsmar.com</a>
	Karen Seel Pinellas County Commissioner	Pinellas County Commission	315 Court Street Clearwater, FL 33756 Telephone: (727) 464-3278 E-mail: <a href="mailto:kseel@pinellascounty.org">kseel@pinellascounty.org</a>
	Joshua Shulman St. Petersburg Citizen	St. Petersburg	2450 Sunset Point Rd, Suite C Clearwater, FL 33765 Telephone: (727) 474-9922 E-mail: <a href="mailto:josh@shepawwealthpartners.com">josh@shepawwealthpartners.com</a>

# - These cities are not members of the Transit Authority (St. Pete Beach and Treasure Island receive service via contract)

	<b>GENERAL COUNSEL</b>	<b>TELEPHONE/FAX/E-MAIL</b>
	Alan Zimmet Bryant Miller Olive One Tampa City Center, Suite 2700 Tampa, FL 33602	Telephone: (813) 273-6677 Fax: (813) 223-2705 E-mail: <a href="mailto:cmiller@bmolaw.com">cmiller@bmolaw.com</a>
	<b>CHIEF EXECUTIVE OFFICER</b>	<b>TELEPHONE/FAX/E-MAIL</b>
	Brad Miller Pinellas Suncoast Transit Authority 3201 Scherer Drive St. Petersburg, FL 33716	Telephone: (727) 540-1800 Fax: (727) 540-1913 E-mail: <a href="mailto:bmiller@psta.net">bmiller@psta.net</a>



## **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 COMMITTEES

Pos	Name	Representing	Appointment	Planning	Finance	Legislative	Executive	Personnel	Nominating	Forward Pinellas	TBARTA	MPO School Safety
1	Pat Gerard	Pinellas County	12/2014				XXX	XXX	XXX			
2	Josh Shulman	St. Pete Non-Elect	2/2017	XXX	X			X	X			X
3	Richard Bennett	Beach Cities	4/2017		X				X			
4	Vince Cocks	Pinellas County	10/2018	X	XXX			X				
5	David Allbritton	Clearwater	10/2018	X		X				Y		
6	Gina Driscoll	St. Petersburg	1/2019			X	X	X		X		
7	Dan Saracki	North County	5/2019		X	XXX	X	X				
8	Jamie Robinson	Largo	7/2020			X	X					
9	Jeff Gow	Dunedin	12/2020		X	X			X			
10	Rene Flowers	Pinellas County	12/2020	X			X				X	
11	Kathleen Peters	Pinellas County	12/2020			Alt.						
12	Deborah Figgs-Sanders	St. Petersburg	1/2021	X					X			
13	Karen Seel	Pinellas County	1/2022									
14	Patti Reed	Pinellas Park	3/24/22									
15	Jim Olliver	Multi Cities	4/22/22									

X – Member Appointed by PSTA    XXX – Chair of Committee    Y – Member appointed by other Body





**Pinellas Suncoast Transit Authority**

**PROPOSED FY 2023 BUDGET**



**GOVERNMENT FINANCE OFFICERS ASSOCIATION**

*Distinguished  
Budget Presentation  
Award*

**PRESENTED TO**

**Pinellas Suncoast Transit Authority  
Florida**

For the Fiscal Year Beginning

**October 1, 2021**

*Christopher P. Morill*

Executive Director



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

**FROM: Brad Miller, Chief Executive Officer**

**DATE: June 29<sup>th</sup>, 2022**

**SUBJECT: Transmittal of the FY 2023 Proposed Budget**

As we all are slowly emerging from the Pandemic, there is no doubt we are still in the midst of incredibly challenging times. Inflation is at an almost 40-year high, fuel costs are soaring and competition for employees is tight. PSTA is fortunate that by utilizing the one-time Federal Transit Administration (FTA) COVID-19 relief funds for operations and an increase in our FTA formula funds due to the Bipartisan Infrastructure Act, PSTA is able to balance the Fiscal 2023 budget and Implement some very key projects that positively impact the community and are supportive of our triple bottom line sustainability strategic plan.

In a comprehensive approach, PSTA defines sustainability in multiple ways that provides structure for all the organization's initiatives and sound footing to address resiliency:

- Environmental Sustainability
- Financial Sustainability (Economic Vitality)
- Social Sustainability (Health and Wellness)

Over this last year staff focused on the desired outcomes based on the core elements of our Sustainability Plan. This influenced the activities leading to investment for Fiscal Year 2023 and beyond:

- PSTA is playing a pivotable role in shaping clean transportation. Last year PSTA led a statewide electric bus procurement and PSTA is transitioning to zero emission buses. In FY 2023 we anticipate the receipt of 13 sustainable electric replacement buses and have funding already programmed or anticipated for a total of 60 zero emission buses over the next five years. What was a vision is becoming reality and improving air quality for the community we serve.
- To be able to accommodate the increasing electric fleet, PSTA will be embarking on an electric infrastructure project as well as a solar project to save money and reduce dependency on the grid.
- The SunRunner Bus Rapid Transit Project, the first in the Tampa Bay Region, will be in full service.



- Diversity, Equity, and Inclusion have always been important to PSTA and now we are making sure they are fully integrated into all our internal and external projects and programs.
- Equity in the marketplace for our employees is being addressed. Last year the SEIU Union asked for and received additional wage increases that brought the bus operators to the highest paid in the State. Administrative Employees were in large part addressed with the remaining employees to be brought up to 100% of market rate in FY 2023.
- PSTA also has increased the level of poverty limit to 200% from 150%, to help those in the community be eligible for Transit Dependent status. By doing so a monthly pass is reduced to \$11 from \$70, a significant savings to our riders.
- PSTA continues to work towards receiving all the funding from Federal, State and local sources for the construction of the Clearwater Transit Center. This environmentally friendly facility for our riders will replace our old Park Street Terminal.

While PSTA is pleased to offer so many exciting new programs and projects there are challenges as we look beyond Fiscal 2023. Going forward PSTA needs to focus on fiscal sustainability in a post pandemic world as the one-time COVID 19 relief funds will be exhausted. Additional partnerships and recurring sustainable funding sources will be needed in the future as we improve our service to the community.

I look forward to new partnerships, new innovations, and to present the present the FY 2023 Proposed Budget and the Five - Year Capital Improvement Program that reflects PSTA's mission, the strategic Sustainability Plan, and goals.



***Pinellas Suncoast Transit Authority***

***PROPOSED FY 2023 BUDGET***



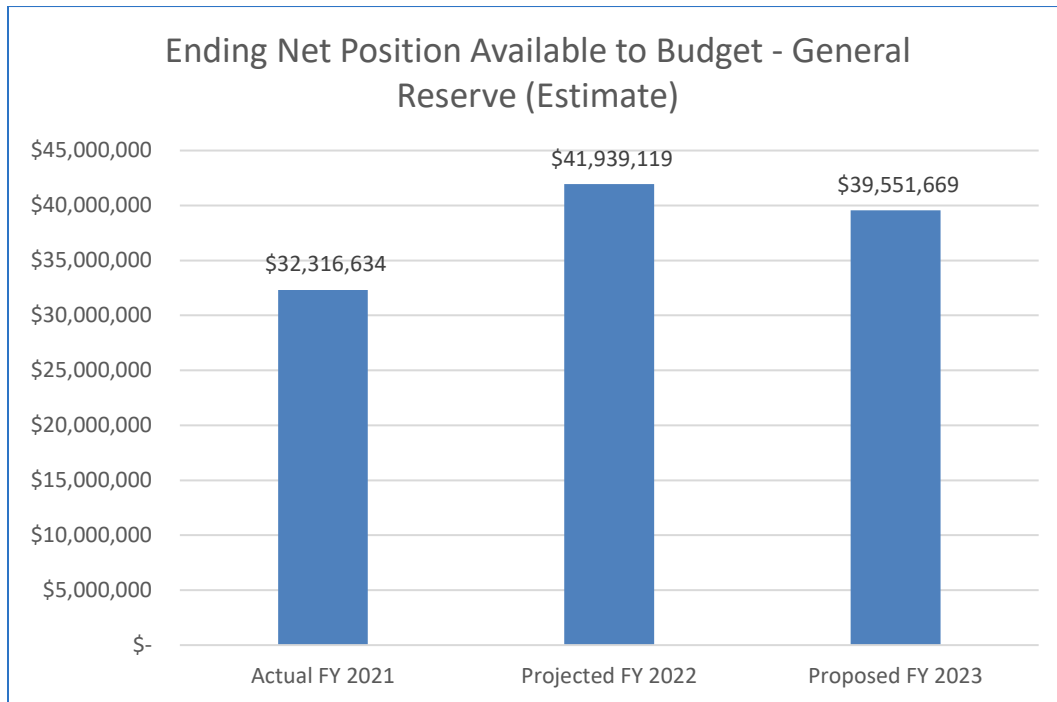


## FY 2023 BUDGET SUMMARY

Description	Actual FY 2021	Adopted FY 2022	Projected FY 2022	Proposed FY 2023	Change Amount	% Change FY 2022 FY 2023
Beginning Net Position available to budget - General Reserve (Estimate)	\$ 25,929,465	\$ 37,046,827	32,316,634	\$ 41,939,119	\$ 9,622,484	29.78%
Total Operation Revenues	94,115,594	138,617,983	108,438,310	112,993,840	4,555,530	4.20%
Capital Revenues	29,860,127	78,121,629	\$ 27,709,609	40,077,580	12,367,971	44.63%
<b>Total Sources</b>	<b>\$ 149,905,186</b>	<b>\$ 253,786,439</b>	<b>\$ 168,464,553</b>	<b>\$ 195,010,539</b>	<b>\$ 26,545,986</b>	<b>15.76%</b>
Operating Budget	\$ 81,331,798	\$ 97,534,036	\$ 94,581,340	\$ 111,626,660	\$ 17,045,320	18.02%
Capital Improvement Budget	36,256,754	84,510,063	31,944,094	43,832,210	11,888,116	37.22%
<b>Total Uses</b>	<b>\$ 117,588,552</b>	<b>\$ 182,044,099</b>	<b>\$ 126,525,434</b>	<b>\$ 155,458,870</b>	<b>\$ 28,933,436</b>	<b>22.87%</b>
Ending Net Position available to budget - General Reserve (Estimate)	32,316,634	71,742,340	41,939,119	39,551,669	(2,387,450)	-5.69%
<b>Total Uses and Net Position Reserves</b>	<b>\$ 149,905,186</b>	<b>\$ 253,786,439</b>	<b>\$ 168,464,553</b>	<b>\$ 195,010,539</b>	<b>\$ 26,545,986</b>	<b>15.76%</b>
Description	Actual FY 2021	Adopted FY 2022	Projected FY 2022	Proposed FY 2023	Change Amount	% Change FY 2022 FY 2023
Restricted Grantor Resources Pending Approval	\$ 159,449	\$ 165,935	\$ 165,935	\$ 165,935	-	0.00%
<b>Designation of General Reserve:</b>						
Operating Reserve - 2 Months Minimum	14,729,855	16,255,675	16,255,675	18,604,443	2,348,768	14.45%
Capital Reserve	17,427,330	55,320,730	25,517,509	20,781,290	(4,736,219)	-18.56%
Ending Net Position available to budget - General Reserve (Estimate)	\$ 32,316,634	\$ 71,742,340	\$ 41,939,119	\$ 39,551,669	\$ (2,387,450)	-5.69%



## FY 2023 BUDGET SUMMARY



### FY 2023 PROPOSED OPERATING BUDGET SUMMARY

The proposed operating budget for FY 2023 is increasing by \$17.1 million or 18.02% over FY 2022 projected expenses.

### FY 2023 PROPOSED REVENUE SUMMARY

- Passenger Fares are budgeted to increase marginally from the projected FY 2022 year-end of \$7.4 million to \$7.7 million.
- Auxiliary revenue is budgeted to be less than the FY 2022 projection by approximately \$110 thousand. In FY 2022 PSTA's advertising revenues exceeded the contractually guaranteed revenue.
- Non-transportation revenue is budgeted to be 6.26% less than the projected FY 2022 year-end due to less anticipated gains on the disposal of assets.
- Property Tax is budgeted to be 12.93% higher than the projected FY 2022 year-end due to an increase in taxable property values.
- Local Beach Trolley revenue is budgeted to be 6.67% more than the projected FY 2022 year-end. This is due to an increase in local contributions for the Jolley Trolley coastal route and Clearwater Beach route.
- State Grant revenue is budgeted to be 73.50% more than the projected FY 2022 year-end. This is mostly due to the beginning of state assistance for operating the SunRunner.
- Federal Grant revenue is budgeted to be 20.28% lower than the projected FY 2022-year end. This is because PSTA plans to utilize the remainder of the COVID Assistance funding, which will be less than what is projected to be utilized in FY 2022.





**FY 2023 PROPOSED EXPENSE SUMMARY**

- Salaries (\$38.7 million projected year-end in FY 2022) are budgeted at \$45.1 million and include:
  - Step increases for union employees.
  - Increases to administrative employees not at 100% market-based midpoints and a 2% merit-based increase for administrative employees.
  - Total headcount has a net change of six (6) positions. See page 27 for more detail.
  - Assumes current vacant positions will be filled by the new fiscal year.
- Fringe Benefits are budgeted to increase 14.66% over the FY 2022 projected year-end due to increased benefit costs related to new positions, reduced vacant positions, and an increase in health insurance premiums and pension rates.
- Services are budgeted to increase 6.56% over the FY 2022 projected year-end primarily due to professional and maintenance services.
- Diesel Fuel is budgeted to increase 65.38% over the FY 2022 projected year-end due to price increases and an increase in total projected quantity. Total projected quantity is up partially due to taking responsibility for Jolley Trolley's fuel costs.
- Supplies are budgeted to increase 5.44% over the FY 2022 projected year-end due to price increases and an increase in total projected quantity of unleaded fuel.
- Insurance is budgeted to increase 10.84% over the FY 2022 projected year-end due to premium increases and projected claims expenses based on actuary reports.

- Utilities are budgeted to increase 18.00% over the FY 2022 projected year-end due to rate increases and cloud technology.
- Purchased Transportation – Access PSTA Paratransit is budgeted to increase 2.81% over the FY 2022 projected year-end due to contractual and ridership increases.
- Purchased Transportation – Transportation Disadvantaged (TD) is budgeted to increase 57.79% over the FY 2022 projected year-end due to a contract price increase and a projected ridership increase.
- Purchased Transportation – Trolleys is budgeted to increase 7.10% over the FY 2022 projected year-end due to contractual increases.
- Purchased Transportation – Access PSTA Mobility on Demand is budgeted to increase 61.86% over the FY 2022 projected year-end due to increases in grant funding. This includes Direct Connect and First/Last mile programs.
- Miscellaneous expenses are budgeted to increase 23.48% over the FY 2022 projected year-end due to increases in advertising and promotions.

**FY 2023 PROPOSED CAPITAL IMPROVEMENT BUDGET AND FIVE-YEAR CAPITAL IMPROVEMENT PLAN**

- The FY 2023 proposed capital budget is focused on the sustainable bus replacement plan. The plan maintains emphasis on customer service through implementation of customer amenities such as new bus shelters, and the construction for the Clearwater Multimodal Transit Center.



*Pinellas Suncoast Transit Authority*

*PROPOSED FY 2023 BUDGET*

# **FY 2023 OPERATING BUDGET**

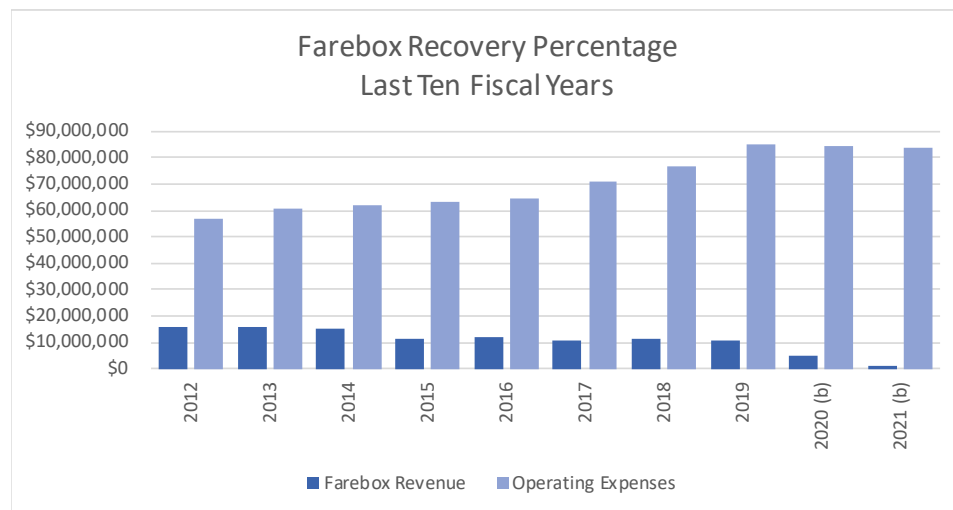


## **FY 2023 OPERATING BUDGET SUMMARY**

<b>PROPOSED FY 2023 OPERATING BUDGET</b>	
<b>Operating Revenues</b>	<b>\$10,779,930</b>
<b>Non-Operating Revenues</b>	<b>\$102,213,910</b>
<b>Total Revenues</b>	<b>\$112,993,840</b>
<b>Total Expenses</b>	<b>\$111,626,660</b>
<b>Surplus (Deficit)</b>	<b>\$1,367,180</b>
<b>Transfer (To) From Reserves</b>	<b>(\$1,367,180)</b>
<b>Net Surplus (Deficit)</b>	<b>\$0</b>

**FY 2023 OPERATING BUDGET SUMMARY****Farebox Recovery Percentage****Last Ten Fiscal Years****Fiscal Years 2012 - 2021**

<b>Fiscal</b>	<b>Fare box</b>	<b>Percent</b>	<b>Operating</b>	<b>Percent</b>	<b>Fare box</b>
<b>Year</b>	<b>Revenue</b>	<b>Change</b>	<b>Expenses (a)</b>	<b>Change</b>	<b>Recovery</b>
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	11,338,796	-23.97%	63,401,568	1.86%	17.88%
2016	11,989,862	5.74%	64,582,580	1.86%	18.57%
2017	10,838,756	-9.60%	71,182,150	10.22%	15.23%
2018	10,974,717	1.25%	76,551,740	7.54%	14.34%
2019	10,663,635	-2.83%	84,735,054	10.69%	12.58%
2020 (b)	4,842,477	-54.59%	84,438,901	-0.35%	5.73%
2021 (b)	807,558	-83.32%	83,671,965	-0.91%	0.97%



**(a)** Excludes depreciation.

**(b)** Passenger fares were not collected for half of FY 2020 and almost all of FY 2021 due to the COVID-19 Pandemic.



## FY 2023 OPERATING BUDGET OVERVIEW

Description	Actual FY 2021	Adopted FY 2022	Projected FY 2022	Proposed FY 2023	% Change FY 2022 FY 2023
Operating Revenues	\$ 3,987,998	\$ 8,486,910	\$ 10,427,920	\$ 10,779,930	3.38%
Non-Operating Revenues	90,127,597	130,131,073	98,010,390	102,213,910	4.29%
<b>Total Revenues</b>	<b>\$ 94,115,594</b>	<b>\$ 138,617,983</b>	<b>\$ 108,438,310</b>	<b>\$ 112,993,840</b>	<b>4.20%</b>
Transfer (To) From Reserves	(12,783,796)	(41,083,947)	(13,856,970)	(1,367,180)	-90.13%
<b>Total Revenues and Transfers</b>	<b>\$ 81,331,798</b>	<b>\$ 97,534,036</b>	<b>\$ 94,581,340</b>	<b>\$ 111,626,660</b>	<b>18.02%</b>
Salaries	36,663,687	40,491,685	38,707,900	45,120,130	16.57%
Fringe Benefits	14,165,161	18,086,873	17,608,230	20,190,060	14.66%
Services	4,911,266	7,014,000	6,487,820	6,913,530	6.56%
Diesel Fuel	3,530,969	5,188,556	5,861,320	9,693,690	65.38%
Supplies	5,610,360	4,850,267	5,412,690	5,707,220	5.44%
Insurance	1,662,012	1,705,385	1,604,510	1,778,500	10.84%
Utilities	990,036	1,213,491	1,143,630	1,349,450	18.00%
Taxes & Licenses	824,775	948,260	948,270	998,690	5.32%
Purchased Transportation – Paratransit	6,668,714	9,521,251	8,525,000	8,764,550	2.81%
Purchased Transportation – TD	466,408	767,491	485,000	765,260	57.79%
Purchased Transportation – Trolleys	3,277,947	3,527,360	3,376,730	3,616,510	7.10%
Purchased Transportation – Mobility on Demand	1,922,894	2,828,600	3,311,770	5,360,350	61.86%
Miscellaneous	637,568	1,390,817	1,108,470	1,368,720	23.48%
<b>Total Expenses</b>	<b>\$ 81,331,798</b>	<b>\$ 97,534,036</b>	<b>\$ 94,581,340</b>	<b>\$ 111,626,660</b>	<b>18.02%</b>



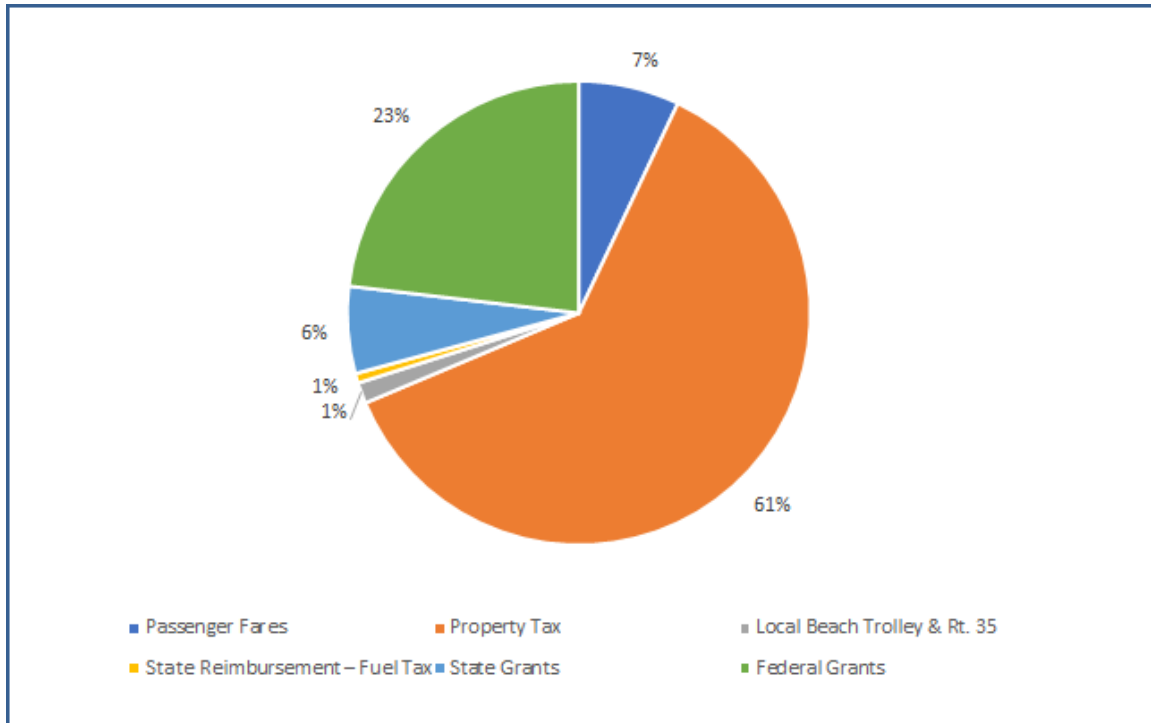
## FY 2023 OPERATING BUDGET OVERVIEW REVENUE AND TRANSFERS

Description	Actual FY 2021	Adopted FY 2022	Projected FY 2022	Proposed FY 2023	% Change FY 2022 FY 2023
Passenger Fares	\$ 807,558	\$ 8,486,910	\$ 7,401,930	\$ 7,650,790	3.36%
Auxiliary	740,877	450,000	631,200	520,700	-17.51%
Non-Transportation	316,829	257,290	228,890	214,560	-6.26%
Property Tax	57,112,617	61,377,231	61,377,230	69,313,300	12.93%
Local Beach Trolley & Rt. 35	1,496,558	1,598,435	1,531,770	1,634,010	6.67%
State Reimbursement – Fuel Tax	626,176	734,741	634,130	759,870	19.83%
State Grants	2,816,899	4,091,772	3,926,160	6,811,710	73.50%
Federal Grants	30,152,141	61,549,604	32,635,000	26,016,900	-20.28%
Federal Grants MPO Pass-Thru	45,940	72,000	72,000	72,000	0.00%
<b>Total Revenues</b>	<b>\$ 94,115,594</b>	<b>\$ 138,617,983</b>	<b>\$ 108,438,310</b>	<b>\$ 112,993,840</b>	<b>4.20%</b>
Transfer (To) From Reserves	(12,783,796)	(41,083,947)	(13,856,970)	(1,367,180)	-90.13%
<b>Total Revenues and Transfers</b>	<b>\$ 81,331,798</b>	<b>\$ 97,534,036</b>	<b>\$ 94,581,340</b>	<b>\$ 111,626,660</b>	<b>18.02%</b>





## FY 2023 OPERATING BUDGET OVERVIEW REVENUE AND TRANSFERS



### Revenue Assumptions:

- Passenger Fares are budgeted to increase marginally from the projected FY 2022 year-end of \$7.4 million to \$7.7 million.
- Auxiliary revenue is budgeted to be less than the FY 2022 projection by approximately \$110 thousand. In FY 2022 PSTA's advertising revenues exceeded the contractually guaranteed revenue.
- Non-transportation revenue is budgeted to be 6.26% less than the projected FY 2022 year-end due to less anticipated gains on the disposal of assets.
- Property Tax is budgeted to be 12.93% higher than the projected FY 2022 year-end due to an increase in taxable property values.
- Local Beach Trolley revenue is budgeted to be 6.67% more than the projected FY 2022 year-end. This is due to an increase in local contributions for the Jolley Trolley coastal route and Clearwater Beach route.
- State Grant revenue is budgeted to be 73.50% more than the projected FY 2022 year-end. This is mostly due to the beginning of state assistance for operating the SunRunner.
- Federal Grant revenue is budgeted to be 20.28% lower than the projected FY 2022 year end. This is because PSTA plans to utilize the remainder of the COVID Assistance funding, which will be less than what is projected to be utilized in FY 2022.

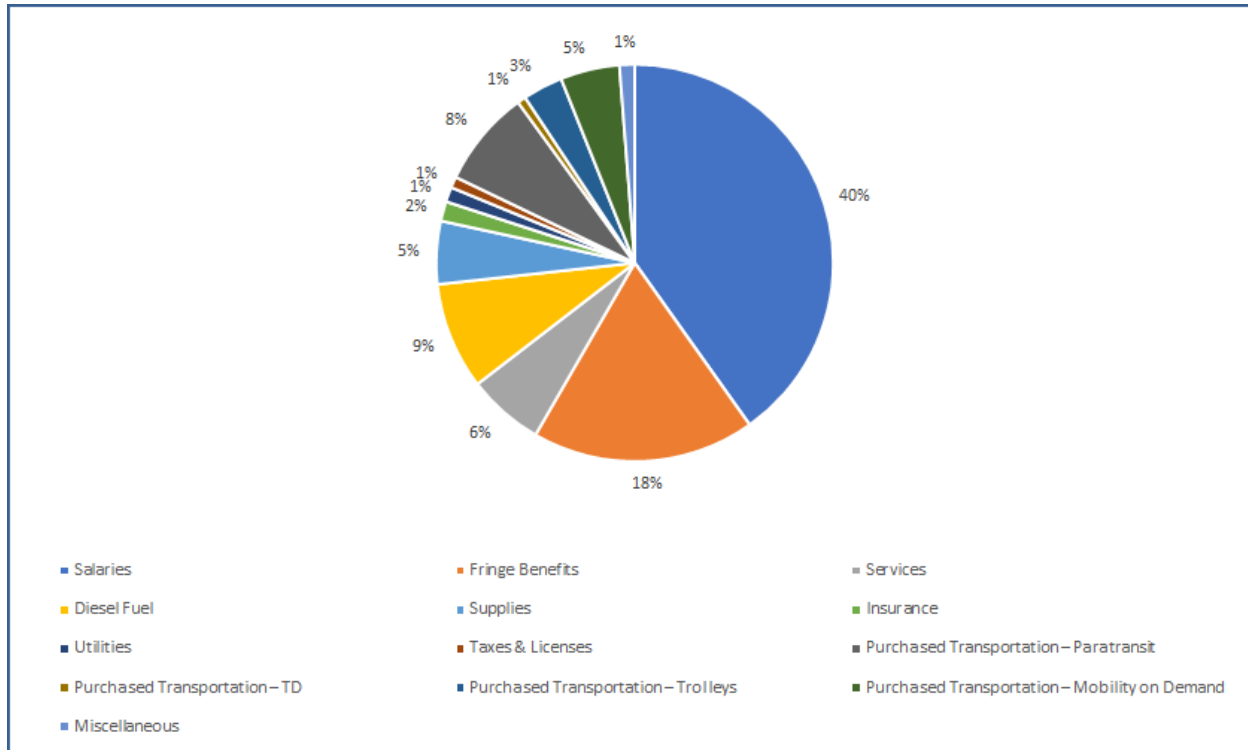


## FY 2023 OPERATING BUDGET OVERVIEW EXPENSES

Expenses	Actual FY 2021	Adopted FY 2022	Projected FY 2022	Proposed FY 2023	% Change FY 2022 FY 2023
Salaries	36,663,687	40,491,685	38,707,900	45,120,130	16.57%
Fringe Benefits	14,165,161	18,086,873	17,608,230	20,190,060	14.66%
Services	4,911,266	7,014,000	6,487,820	6,913,530	6.56%
Diesel Fuel	3,530,969	5,188,556	5,861,320	9,693,690	65.38%
Supplies	5,610,360	4,850,267	5,412,690	5,707,220	5.44%
Insurance	1,662,012	1,705,385	1,604,510	1,778,500	10.84%
Utilities	990,036	1,213,491	1,143,630	1,349,450	18.00%
Taxes & Licenses	824,775	948,260	948,270	998,690	5.32%
Purchased Transportation – Paratransit	6,668,714	9,521,251	8,525,000	8,764,550	2.81%
Purchased Transportation – TD	466,408	767,491	485,000	765,260	57.79%
Purchased Transportation – Trolleys	3,277,947	3,527,360	3,376,730	3,616,510	7.10%
Purchased Transportation – Mobility on Demand	1,922,894	2,828,600	3,311,770	5,360,350	61.86%
Purchased Transportation – Ferry Service	-	-	-	-	0.00%
Miscellaneous	637,568	1,390,817	1,108,470	1,368,720	23.48%
<b>Total Operating Expenses</b>	<b>\$ 81,331,798</b>	<b>\$ 97,534,036</b>	<b>\$ 94,581,340</b>	<b>\$ 111,626,660</b>	<b>18.02%</b>



## FY 2023 OPERATING BUDGET OVERVIEW EXPENSES



### Expense Assumptions:

- Salaries (\$38.7 million projected year-end in FY 2022) are budgeted at \$45.1 million and include:
  - Step increases for union employees.
  - Increases to administrative employees not at 100% market-based midpoints and a 2% merit-based increase for administrative employees.
  - Total headcount has a net change of six (6) positions. See page 27 for more detail.
  - Assumes current vacant positions will be filled by the new fiscal year.
- Fringe Benefits are budgeted to increase 14.66% over the FY 2022 projected year-end due to increased benefit costs related to new positions, reduced vacant positions, and an increase in health insurance premiums and pension rates.
- Services are budgeted to increase 6.56% over the FY 2022 projected year-end primarily due to professional and maintenance services.
- Diesel Fuel is budgeted to increase 65.38% over the FY 2022 projected year-end due to price increases and an increase in total projected quantity. Total projected quantity is up partially due to taking responsibility for Jolley Trolley's fuel costs.
- Supplies are budgeted to increase 5.44% over the FY 2022 projected year-end due to price increases and an increase in total projected quantity of unleaded fuel.
- Insurance is budgeted to increase 10.84% over the FY 2022 projected year-end due to



- premium increases and projected claims expenses based on actuary reports.
- Utilities are budgeted to increase 18.00% over the FY 2022 projected year-end due to rate increases and cloud technology.
- Purchased Transportation – Access PSTA Paratransit is budgeted to increase 2.81% over the FY 2022 projected year-end due to contractual and ridership increases.
- Purchased Transportation – Transportation Disadvantaged (TD) is budgeted to increase 57.79% over the FY 2022 projected year-end due to a contract price increase and a projected ridership increase.
- Purchased Transportation – Trolleys is budgeted to increase 7.10% over the FY 2022 projected year-end due to contractual increases.
- Purchased Transportation – Access PSTA Mobility on Demand is budgeted to increase 61.86% over the FY 2022 projected year-end due to increases in grant funding. This includes Direct Connect and First/Last mile programs.
- Miscellaneous expenses are budgeted to increase 23.48% over the FY 2022 projected year-end due to increases in advertising and promotions.



## **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 191 buses and 20 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 4,382 bus stops, 659 shelters, 14 transfer hubs, 4 customer service centers, and a fleet of 210 fixed route vehicles. During fiscal year 2021,

Authority vehicles traveled a total of 9.2 million revenue miles, providing approximately 678,000 hours of service, and 9.9 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. This circular traveled 84,787 miles, provided 8,375 hours of service and 52,960 passenger trips. 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. This service traveled 364 thousand miles, provided 28,023 hours of service and 260,860 passenger trips.

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 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. 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 paratransit offers vehicles that are equipped with wheelchair lifts they are accessible to passengers in wheelchairs and scooters. Paratransit 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. Paratransit traveled 3.9 million miles, provided 298 thousand hours of service and 362 thousand passenger rides.

### **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.





Pinellas Suncoast Transit Authority

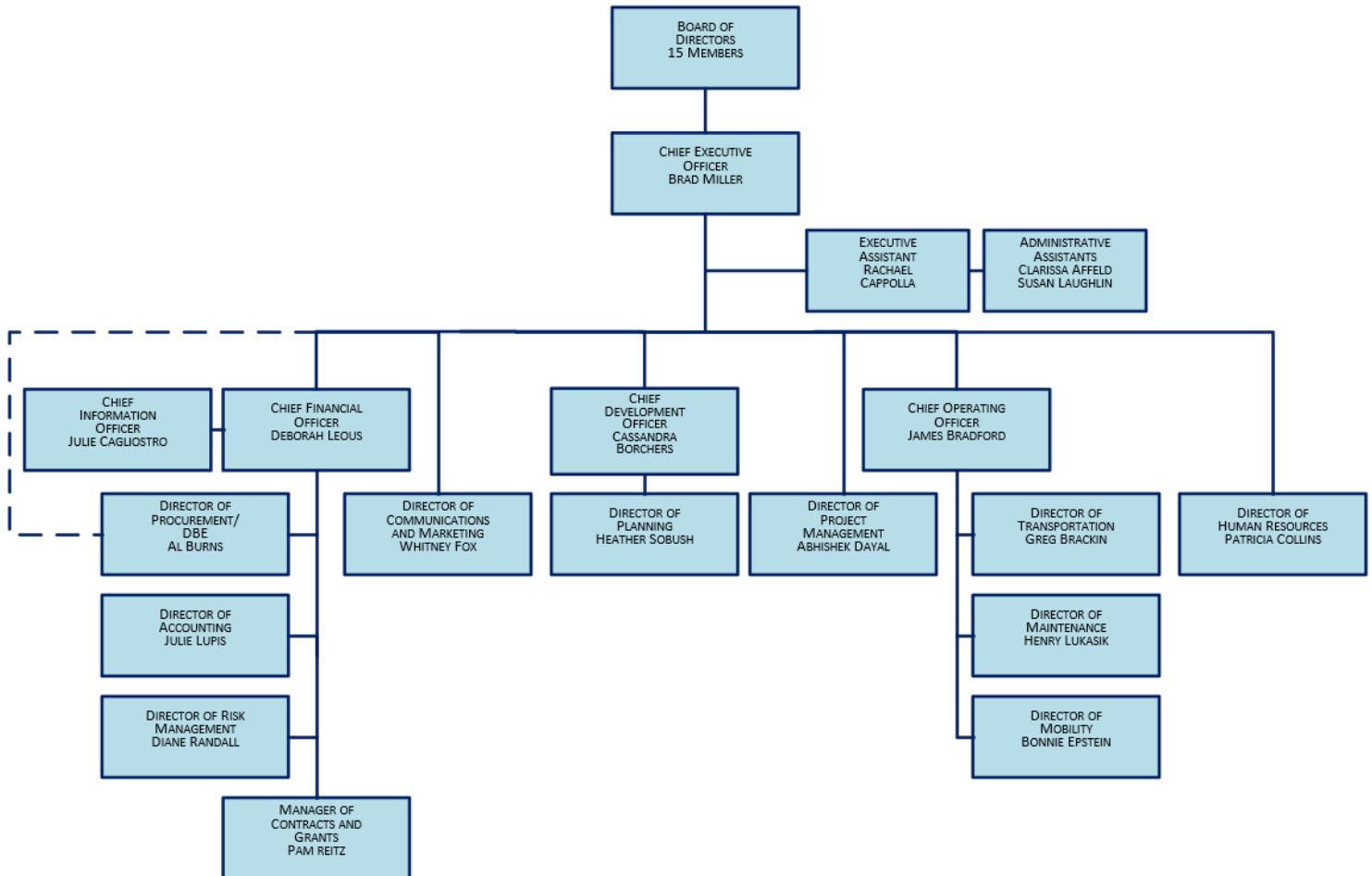
PROPOSED FY 2023 BUDGET

## PSTA ORGANIZATION





## PSTA ORGANIZATION



**PSTA ORGANIZATION**

POSITION CHANGES BY DIVISION				
Current and Anticipated				
DIVISION	FY 2021	FY 2022	FY 2023	FY 2022 VS FY 2023
Executive Division	4	4	5	+1
Finance Division	31	30	29	-1
Planning Division	14	14	14	0
Human Resources Division	5	7	8	+1
Marketing Division	8	9	9	0
Information Technology Division	7	8	8	0
Project Management Division	7	8	8	0
Transportation Division	445	456	458	+2
Mobility Division	19	22	24	+2
Maintenance Division	104	104	105	+1
General Function Division	0	0	0	0
Insurance Division	0	0	0	0
Total	644	662	668	6

a – Added Positions

b – Position Removed

**Executive Division increased by one (1).** One (1) position was added for the Government Affairs Specialist position.

**Finance Division decreased by one (1).** One (1) position was removed.

**Human Resources increase by two (2).** One (1) position was added for a Organizational Development Coordinator.

**Transportation Division increased by two (2).** Two (2) positions were added for additional Transportation Supervisors.

**Mobility Division increased by two (2).** Two (2) positions added for additional reservation agents.

**Maintenance Division increased by one (1).** One (1) position added for a Maintenance Training Instructor.



## **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 proposed 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 the following exceptions:

The acquisition of capital assets is budgeted and depreciation is not budgeted. The fiscal year required pension contributions during the fourth quarter of the fiscal year, are appropriated in the





## **BUDGET POLICIES AND PROCESS**

budget, but are reported in the annual financial statements as deferred outflow of resources. The accounting for PSTA's proportionate share of the Florida Retirement System net pension liability is not part of the budget. The accounting for other postemployment benefits is not part of the budget.

Accordingly, the Net Position Available to Budget consists of cash and cash equivalents, accounts receivable, and grants receivable less accounts payable, accrued expenses, compensated absences, claims and judgements, and unearned revenue.

### **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 proposed 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.



## **BUDGET POLICIES AND PROCESS**

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 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





## **BUDGET POLICIES AND PROCESS**

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.

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 reasonably 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



## **BUDGET POLICIES AND PROCESS**

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.

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 POLICIES AND PROCESS**

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

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

### **The Preparation Phase**

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

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

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

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

### **The Review and Adoption Phase**

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

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

The purpose of the public hearing is to give the public an opportunity to speak for or against the proposed millage rate and budget. At the end of the first public hearing, a date and time is 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 proposed millage rate. The Tax Collector mails



## **BUDGET POLICIES AND PROCESS**

final tax invoices to property owners at the beginning of November.

### **Amendments after Adoption**

As provided in Florida Statute, [F.S. 189.016](#), once the budget is proposed 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 PROCESS CALENDAR**

February	Priority decisions are made on bus types and needs for the Capital Improvement Program.
March	Distribution of FY 2023 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 2023 operating and capital budget and FY 2023 to FY 2027 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 2023 budget. Updated proposed FY 2022 operating and capital budget and FY 2023 to FY 2027 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 2023. 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.



**Local Government TRIM Timetable**  
**(State Guidelines)**

<b><u>Day #</u></b>	<b><u>"Typical" Date</u></b>	<b><u>Agency</u></b>	<b><u>Activity</u></b>
<b>1</b>	July 1 or Date of Certification, whichever is Later	Property Appraiser	Property Appraiser delivers certification of taxable value (DR-420) to taxing authority.
<b>Within 15 Days</b>	July 15	Taxing Authority	Budget Office submits tentative budget to taxing authority.
<b>Within 35 days</b>	August 4	Taxing Authority	Taxing authority advises Property Appraiser of proposed millage rate, and date, time and place of the 1 <sup>st</sup> public hearing to consider proposed millage rate and tentative budget.
<b>55 days</b>	August 24	Property Appraiser	Property Appraiser mails notice of proposed property taxes (DR-474, TRIM Notice).
<b>Between 65/80 days after certification</b>	September 3 – Sept 19 (Monday thru Friday after 5:00PM or Saturday)	Taxing Authority	1 <sup>st</sup> 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.
<b>Within 15 days after 1<sup>st</sup> public hearing</b>	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 proposed.
<b>Between 2-5 days after ads</b>	Sept. 18 – October 3	Taxing Authority	Final millage rate and budget hearing. The final millage rate and budget are proposed at this hearing. This hearing CANNOT be held sooner than 2 days nor later than 5 days after it is advertised in the newspaper.



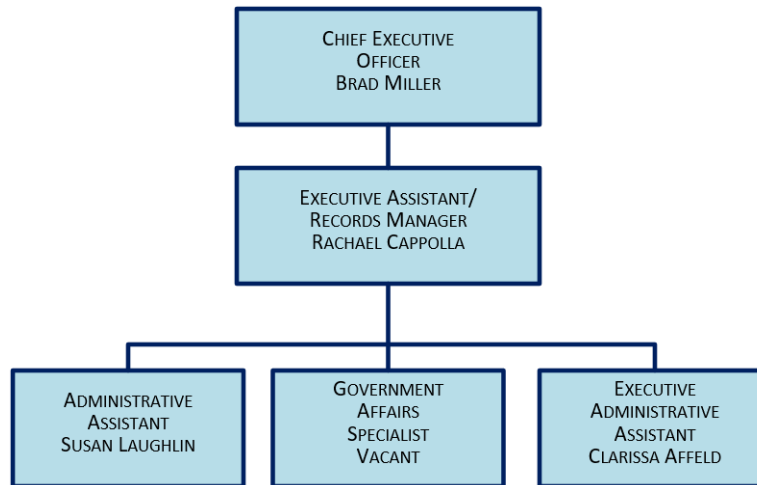
Within 3 days after final adoption	Sept. 23 – October 11	Taxing Authority	Taxing authority certifies proposed millage to Property Appraiser, Tax Collector, and the Department of Revenue.
	Typically, After the Value Adjustment Board (VAB) hearings	Property Appraiser	Certify final tax roll to taxing authorities, 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. In addition, the Executive Office is responsible for PSTA's records management, including public records requests and records retention, in accordance with Federal, State, and Local requirements.



## EXECUTIVE DIVISION OVERVIEW

### Current Key Initiatives

 <b>Healthy Communities &amp; Workforce</b>	PSTA believes in addressing community and workforce opportunities. These opportunities include implementing resilience strategies to support continuity of transit service and reduced risks of climate change, promoting safety and security for riders and employees, expanding community engagement, improving customer service, expanding workforce training opportunities, and enhancing the wellbeing of the community and employees.
 <b>Environmental Sustainability</b>	Environmental sustainability for PSTA includes expanding energy conservation, efficiency, and renewable energy projects; improving fuel efficiency; establishing a sustainability staff position; reducing water consumption and improving water efficiency; improving effective waste management and recycling; establishing green procurement policies; and reducing GHG emissions.
 <b>Economic Vitality</b>	PSTA's approach toward economic vitality for riders, employees, and the agency itself includes improving ridership and mobility, improving operating expense performance, and establishing sustainable procurement policies. PSTA's primary goal is to maintain service and to fully participate in collaborative transportation policy and priority setting as well as financial partnerships with other federal, state, regional, and local partners to ensure that PSTA has financial stability for both capital projects and operations in the long term.



## EXECUTIVE DIVISION OVERVIEW

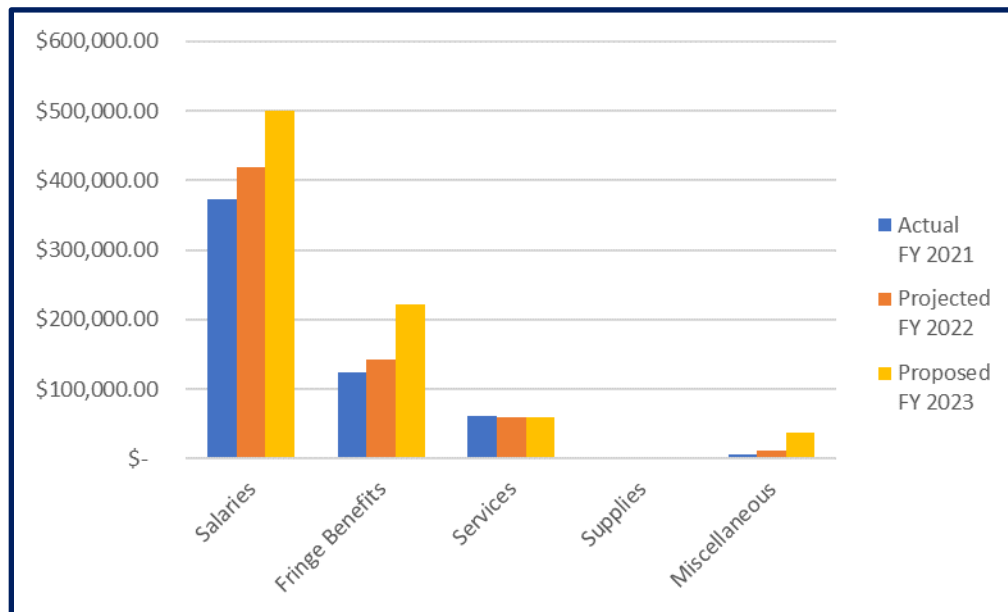
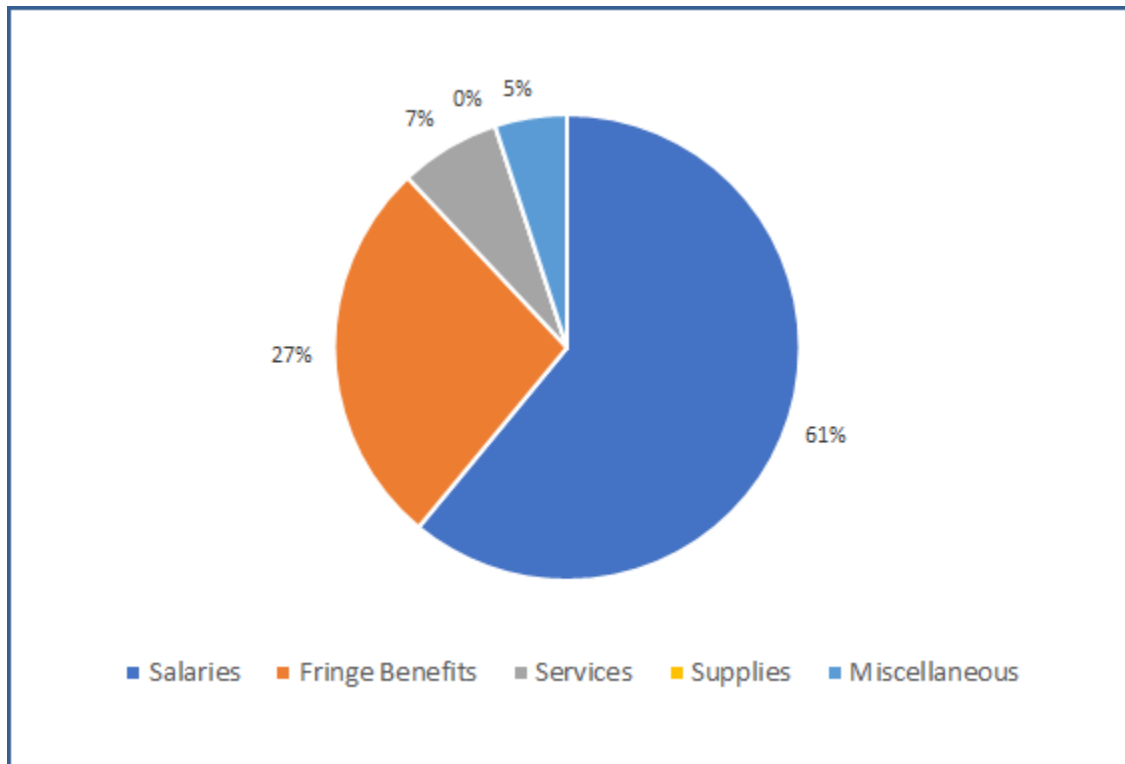
### EXECUTIVE DIVISION BUDGET

Expense Item	Actual FY 2021	Adopted FY 2022	Projected FY 2022	Proposed FY 2023	% Change FY 2022 FY 2023
Salaries	\$ 373,570	\$ 392,864	\$ 419,130	\$ 499,460	19.17%
Fringe Benefits	\$ 124,850	\$ 165,091	\$ 142,630	\$ 222,200	55.79%
Services	\$ 60,490	\$ 60,000	\$ 60,000	\$ 60,000	0.00%
Supplies	\$ 1,260	\$ 2,000	\$ 1,500	\$ 2,000	33.33%
Miscellaneous	\$ 5,140	\$ 35,935	\$ 10,760	\$ 37,120	244.98%
<b>Total Operating Expenses</b>	<b>565,310</b>	<b>655,890</b>	<b>\$ 634,020</b>	<b>\$ 820,780</b>	<b>29.46%</b>

- Salaries and fringe benefits expenses increased due to a new position and an increase in salary rates
- Supply expenses increased marginally.
- Miscellaneous expenses increased due to higher anticipated travel, meetings, and trainings.



## EXECUTIVE DIVISION OVERVIEW

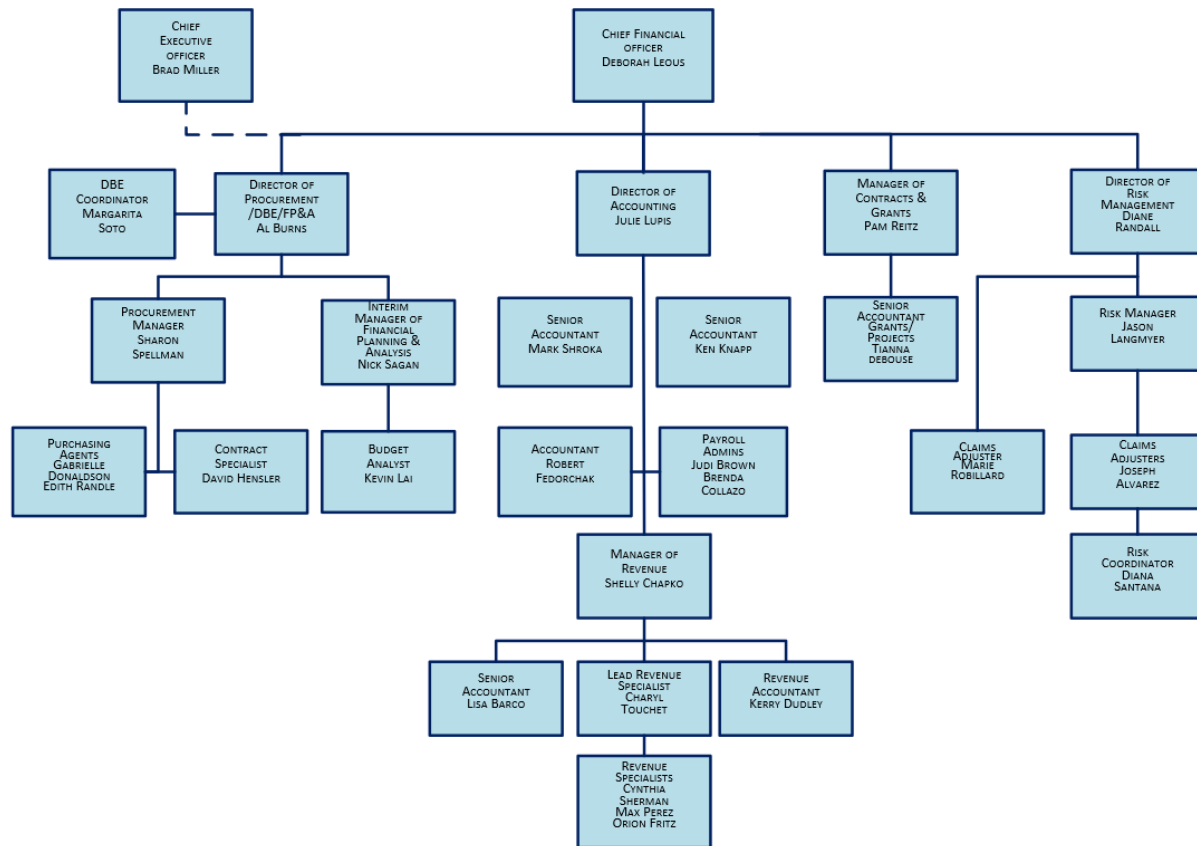




# FINANCE DIVISION



## 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.

The Accounting Department is responsible for the financial books and records of the Authority; the Payroll functions; and reconciliation of all bank and investment accounts. In addition, the

Accounting Department is responsible for the preparation of all financial reports including the audited Pinellas Suncoast Transit Authority's Annual Financial Report. The Accounting 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.

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





## **FINANCE DIVISION OVERVIEW**

accordance with PSTA Procurement Policies and Procedures, and appropriate grant requirements. The department maintains bidders' lists, vendor files, vendor directories and procurement contracts. In addition, the Department is responsible for the Disadvantaged Business Enterprise (DBE) program and reports directly to the Chief Executive Office regarding this function. The DBE Liaison Officer 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. In addition, the responsibility of the operating and capital budget falls under the direction of the Director of Procurement, with the Financial Planning and Analysis team reporting to that position.



The Financial Planning and Analysis responsibilities include preparation of the Authority's annual budget and monitoring of expenditures against the proposed budget. They are also responsible for the preparation of long-range financial reports for budget planning. In addition, the department assists in the preparation of the five-year capital plan, and monitoring and reporting on all capital projects.


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

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

## FINANCE DIVISION OVERVIEW

### Current Key Initiatives

 <p><b>Healthy Communities and Workforce</b></p>	<p><b>Resilience</b></p> <p>Support agency efforts to integrate resilience into operations and planning decisions, prioritize capital projects that focus on sustainable energy sources and improving PSTA's resilience to natural events, and incorporate resilience into the Continuity of Operations Plan.</p>
	<p><b>Safety &amp; Security</b></p> <p>Support safety &amp; security initiatives through the PTASP and implementation of a comprehensive Safety Management System.</p>
	<p><b>Diversity, Equity, &amp; Inclusion</b></p> <p>As the department responsible for DBE reporting, assist DBE's, MBE's, WBE's, and other small businesses to maximize opportunities in their participation in PSTA procurements. The procurement team promotes DBE participation and continuously monitors the program's progress by identifying areas which may present issues to small companies; providing support and information on upcoming projects; and aiding prime contractors in achieving their goal commitment.</p>
 <p><b>Environmental Sustainability</b></p>	<p><b>Energy</b></p> <p>Support and assist the agency with funding opportunities that prioritize sustainable energy sources including implementing sub-metering programs, conducting energy audits, upgrading fixtures and facilities for energy efficiency, and renewable energy projects. Incorporate green construction requirements into procurement solicitations.</p>
	<p><b>Water</b></p> <p>Support and assist the agency with funding opportunities that prioritize sustainable water use including implementing sub-metering programs, conducting water audits, and upgrading fixtures and facilities for water use efficiency. Incorporate green construction requirements into procurement solicitations.</p>
	<p><b>Waste &amp; Recycling</b></p> <p>Support and assist the agency with funding opportunities that prioritize sustainable waste and recycling practices, including waste audits and improving</p>

	recycling. Incorporate green construction requirements into procurement solicitations.
	<b>Greenhouse Gas &amp; Criteria Air Pollutants</b>  Support and assist the agency with funding opportunities that prioritize environmentally friendly vehicles. Incorporate environmental policies into procurement solicitations.
 <b>Economic Vitality</b>	<b>Ridership &amp; Mobility</b>  Support and assist the agency with ridership & mobility initiatives including the expansion of UPASS/CPASS programs, fare capping policy implementation, and funding for capital projects for facilities.
	<b>Operating Expenses</b>  Improve efficient operations and cost reductions while maintaining a reserve.
	<b>Procurement</b>  Incorporate sustainability into procurement policies and procedures.
	<b>Capital Projects</b>  Support and assist the agency with capital projects that advance PSTA's sustainability efforts including facility upgrades, renewable energy sources, and environmentally friendly vehicle fleet replacements.

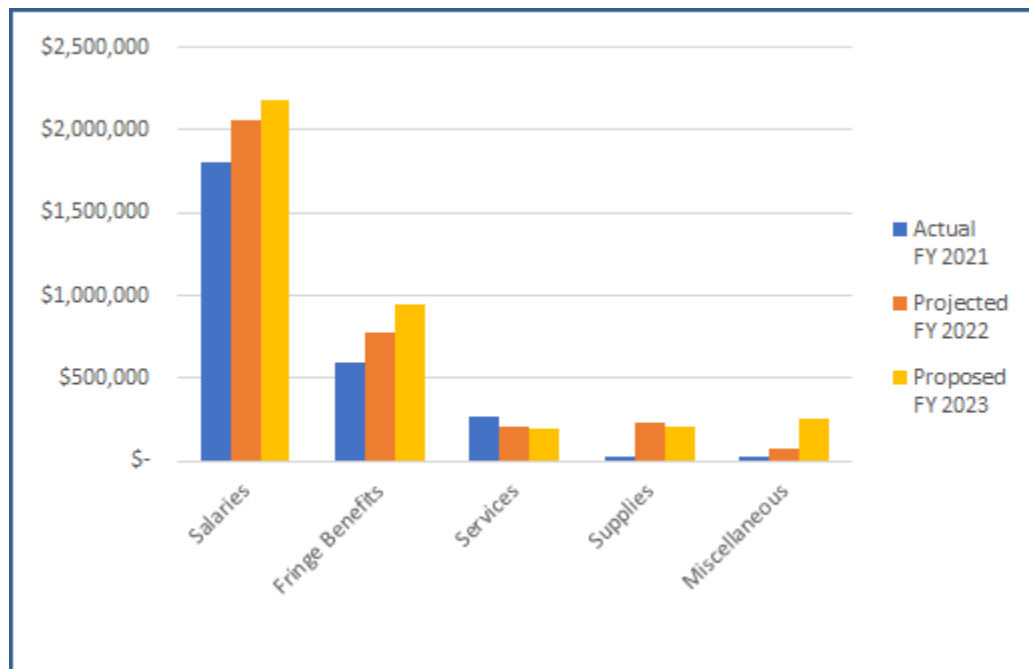
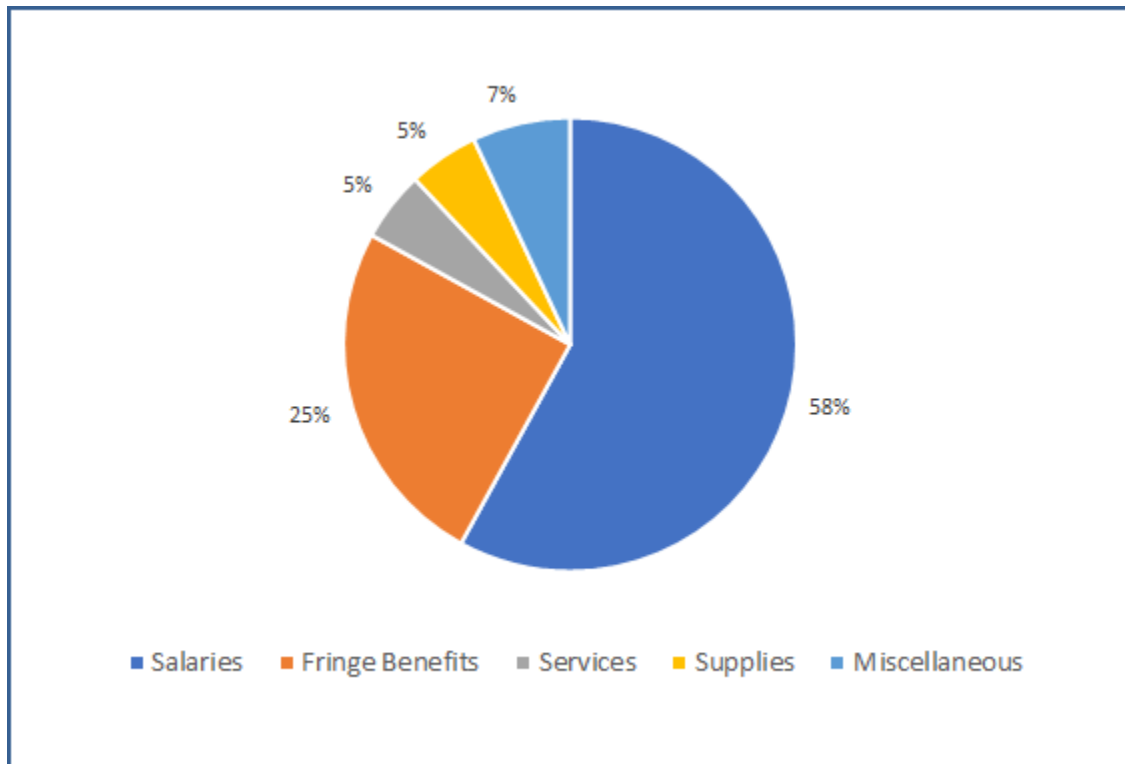
**FINANCE DIVISION OVERVIEW****FINANCE DIVISION BUDGET**

Expense Item	Actual FY 2021	Adopted FY 2022	Projected FY 2022	Proposed FY 2023	% Change FY 2022 FY 2023
Salaries	\$ 1,810,620	\$ 2,152,719	\$ 2,063,240	\$ 2,185,360	5.92%
Fringe Benefits	\$ 598,560	\$ 866,022	\$ 776,820	\$ 950,380	22.34%
Services	\$ 268,230	\$ 225,600	\$ 208,600	\$ 196,600	-5.75%
Supplies	\$ 31,440	\$ 108,550	\$ 236,500	\$ 206,200	-12.81%
Miscellaneous	\$ 29,900	\$ 159,601	\$ 78,020	\$ 256,590	228.88%
<b>Total Operating Expenses</b>	<b>\$ 2,738,750</b>	<b>\$ 3,512,492</b>	<b>\$ 3,363,180</b>	<b>\$ 3,795,130</b>	<b>12.84%</b>

- Salary expenses are increasing due to vacancies being filled and higher wages.
- Fringe benefit expenses are increasing due to health insurance premiums and retirement contributions.
- Service expenses decreased because of less foreseen need for professional training services and office equipment repairs.
- Supply expenses decreased marginally.
- Miscellaneous expenses increased due to anticipated increases in banking fees related to Flamingo Fares.



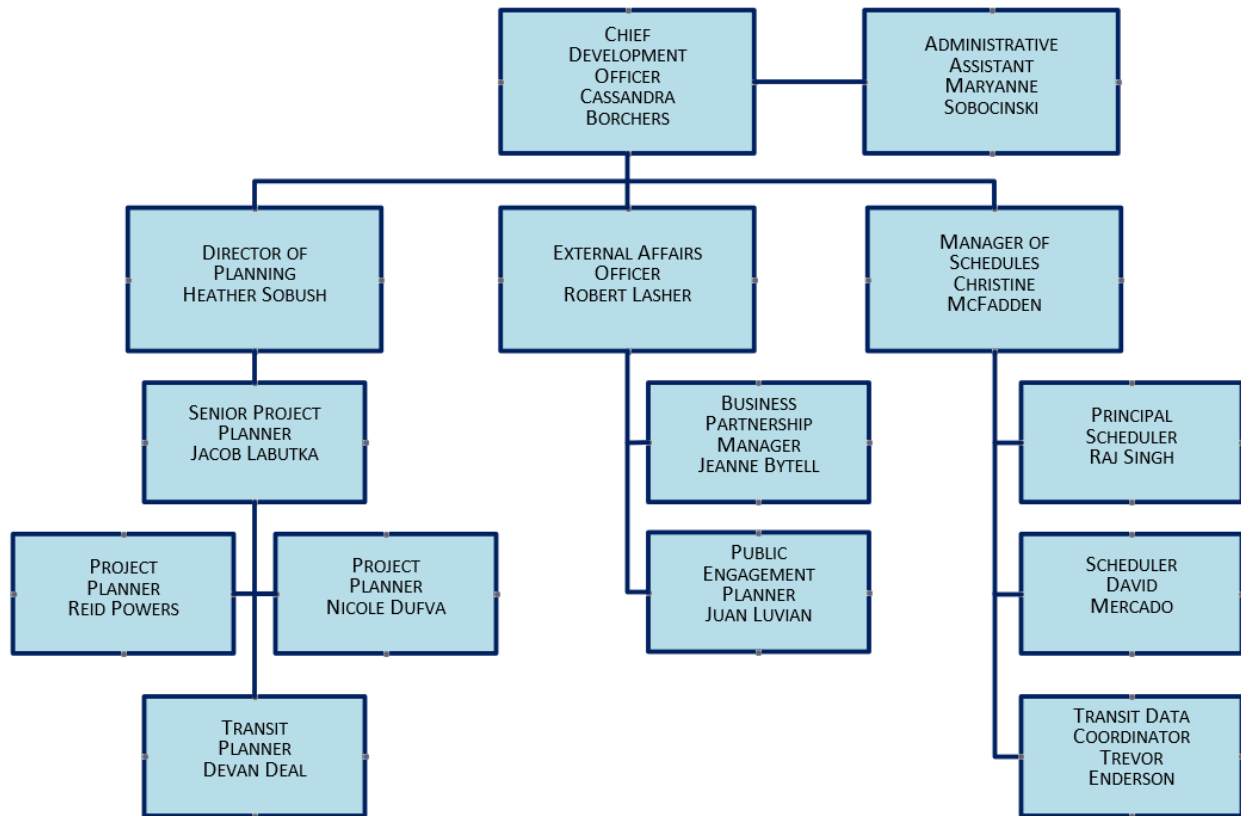
## FINANCE DIVISION OVERVIEW





## PLANNING DIVISION

## PLANNING DIVISION OVERVIEW



### PLANNING DIVISION

The Planning Division works with all divisions of PSTA and various project stakeholders in the development and update of the PSTA vision for public transportation, related policies, implementation strategies, public engagement and funding opportunities, including the PSTA Sustainable Strategic Plan ("sustainability plan").

This is accomplished through:

- Close coordination with partner agencies on the integration of the PSTA's Transit Development Plan and PSTA's sustainability plan into county and regional plans as appropriate.
- 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 conceptual 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





## **PLANNING DIVISION OVERVIEW**

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.
- Monitoring of and engagement in industry innovation trends and new technology availability.
- Development and execution of schedule improvements and innovative mobility concepts within available resources.

In addition to spearheading the overall agency service vision and sustainability plan, the Planning Division prepares and develops key plans for the agency such as the 10-year Transit Development Plan and Annual Progress Reports, Title VI Reports, and participates in agency wide efforts such as the FTA Triennial Review. In addition, staff creates the foundation for 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 regularly participate in planning efforts conducted by Forward Pinellas (MPO), TBARTA, and local jurisdictions and routinely represents PSTA at a multitude of ad hoc and regular committees including, but not limited to:

- PSTA Transit Riders Advisory Committee (TRAC).
- 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.
- City of St. Petersburg Complete Streets and Bicycle and Pedestrian Committees.
- Tampa Bay Regional Planning Council (TBRPC) Regional Resiliency Coalition.

In addition to the close coordination with partner agencies and the development of grant and funding agreements with these partners, the Planning Team within the Planning Division is responsible for innovative program development and project execution that leads to building the value of public transportation in the community. Innovation and new mobility projects include partnerships with transportation network companies, joint research with local universities on new technologies, demonstration projects using driverless vehicles, and new modal services such as waterborne transportation system integration.

The Scheduling Team within the Planning Division creates and administers the Operations work schedules, route maps and schedules, and monitors route schedule on-time performance (OTP). This department also manages PSTA's bus stop amenity database and manages many





## **PLANNING DIVISION OVERVIEW**

aspects of the Real Time Bus Information (RTBI) System. Statistical data management is jointly housed within the Planning and Scheduling Teams 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 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.

The Public Engagement Team within the Planning Division gathers stakeholder and public comments and suggestions for incorporation into the technical work and plans developed by the Division. Additionally, they seek creative and innovative ways to engage the public in a meaningful dialogue and present innovative concepts to the Division designed to solve rider issues and enhance public support. This group regularly participates with community and business organizations such as local chambers, civic organizations, and nonprofits to ensure PSTA builds community relationships and transit is integrated into the community vision and plans.

## PLANNING DIVISION OVERVIEW

### Current Key Initiatives

 <b>Healthy Communities and Workforce</b>	<b>Resilience</b> <p>Integrate sustainability and resiliency into planning decisions and reports, represent PSTA in regional resiliency efforts, and support prioritizing capital projects that focus on sustainable energy sources and improving PSTA's resilience to natural events.</p>
	<b>Diversity, Equity, &amp; Inclusion</b> <p>Support agency efforts to advance the Diversity, Equity, and Inclusion initiative and participate in leadership council. Develop equity assessment tool to evaluate equity as part of planning efforts.</p>
	<b>Community Engagement</b> <p>Engage the public through meaningful activities that listen to community needs. Support marketing efforts with impactful events and improving community sentiment. Continue online public engagement efforts for major PSTA projects.</p>
	<b>Customer Service</b> <p>Support customer service initiatives that improve the rider experience.</p>
 <b>Environmental Sustainability</b>	<b>Energy</b> <p>Support and assist the agency with grant and other funding opportunities that prioritize sustainable energy sources including renewable energy projects. Assist Finance team to incorporate green construction requirements into procurement solicitations for capital projects. Explore innovative solutions to improve efficiency.</p>
	<b>Water</b> <p>Support and assist the agency with grant and other funding opportunities that prioritize sustainable water use. Assist Finance team to incorporate green construction requirements into procurement solicitations for capital projects. Explore innovative solutions to improve efficiency.</p>

 <p><b>Economic Vitality</b></p>	<p><b>Waste &amp; Recycling</b></p> <p>Support and assist the agency with grants and other funding opportunities that prioritize sustainable waste and recycling practices. Explore innovative solutions to improve efficiency and maintain data collection and tracking mechanisms. Engage the public about PSTA’s environmental activities and initiatives.</p>
	<p><b>Greenhouse Gas &amp; Criteria Air Pollutants</b></p> <p>Support and assist the agency with grants and other funding opportunities that prioritize environmentally friendly vehicles.</p>
	<p><b>Ridership &amp; Mobility</b></p> <p>Support the agency with ridership &amp; mobility initiatives including the expansion of UPASS/CPASS programs, fare capping policy implementation, and funding for capital projects for facilities. Provide monitoring and evaluation of programs and services to improve the customer experience and increase ridership post-pandemic. Develop plans to increase ridership by increasing quality of transit service provided. Develop concepts and advance innovative mobility projects.</p>
	<p><b>Operating Expenses</b></p> <p>Support the agency to improve efficient operations and reduce costs while maintaining a reserve.</p>
	<p><b>Procurement</b></p> <p>Assist Finance with incorporating sustainability into procurement policies, procedures, and solicitations.</p>
	<p><b>Capital Projects</b></p> <p>Support and assist the agency with capital projects that advance PSTA’s sustainability efforts including facility upgrades, renewable energy sources, and environmentally friendly vehicle fleet replacements. Seek new funding sources and promote innovative ideas.</p>

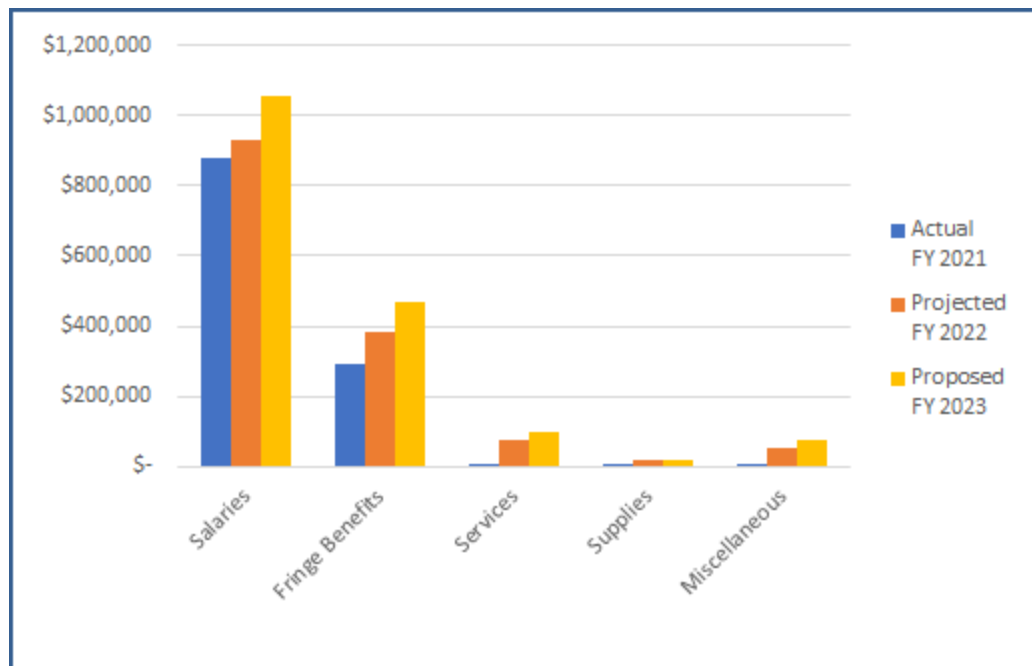
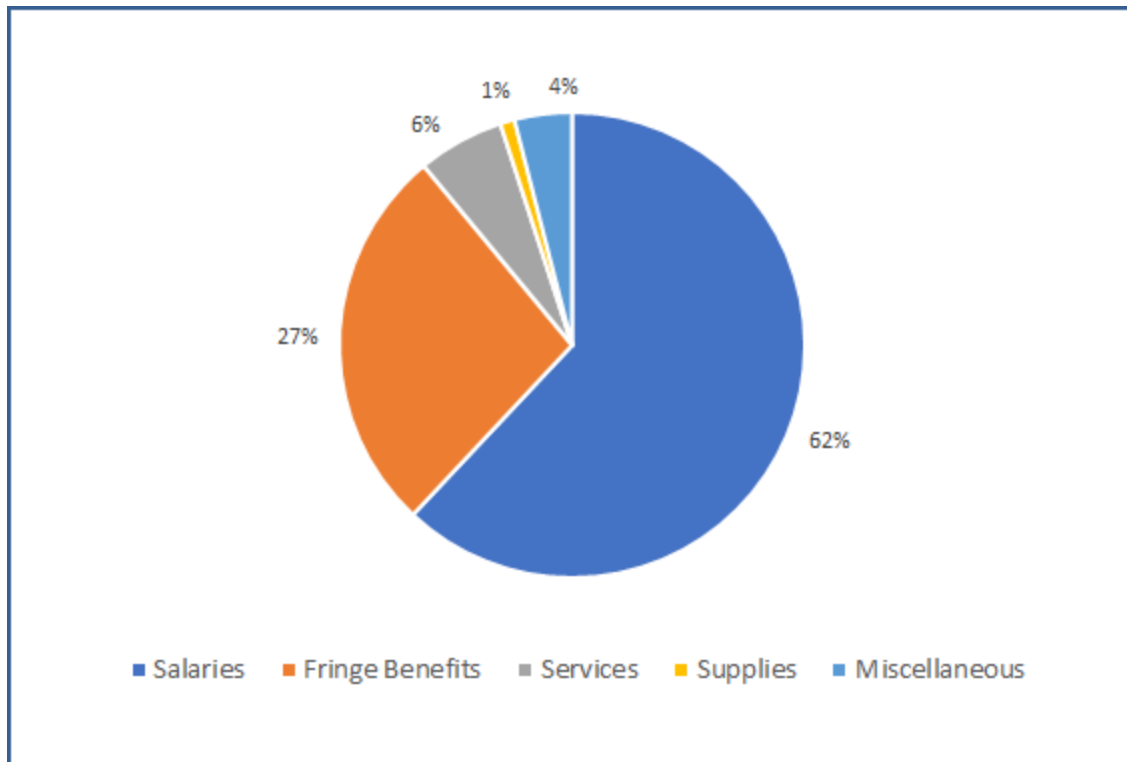
**PLANNING DIVISION OVERVIEW****PLANNING DIVISION BUDGET**

Expense Item	Actual FY 2021	Adopted FY 2022	Projected FY 2022	Proposed FY 2023	% Change FY 2022 FY 2023
Salaries	\$ 877,300	\$ 1,030,843	\$ 928,480	\$ 1,055,640	13.70%
Fringe Benefits	\$ 289,810	\$ 416,091	\$ 381,690	\$ 465,660	22.00%
Services	\$ 8,670	\$ 100,000	\$ 75,000	\$ 100,000	33.33%
Supplies	\$ 5,650	\$ 21,000	\$ 21,000	\$ 20,500	-2.38%
Miscellaneous	\$ 9,260	\$ 73,140	\$ 52,700	\$ 74,490	41.35%
<b>Total Operating Expenses</b>	<b>\$ 1,190,690</b>	<b>\$ 1,641,074</b>	<b>\$ 1,458,870</b>	<b>\$ 1,716,290</b>	<b>17.65%</b>

- Salaries and fringe benefits expenses increased due to salary increases and an increase in health insurance premiums.
- Service expenses increased due to additional professional technical services.
- Supply expenses decreased marginally.
- Miscellaneous expenses increased due to a projected increase in travel and meetings.



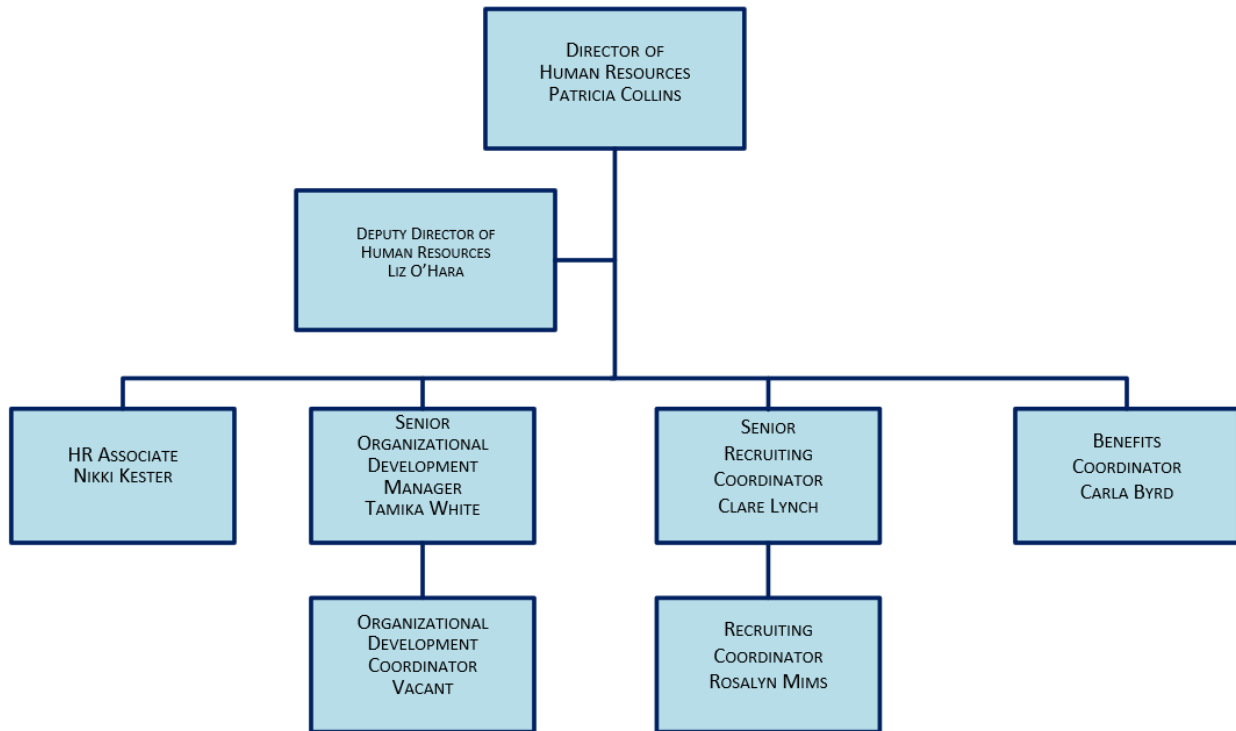
## PLANNING DIVISION OVERVIEW





# HUMAN RESOURCES DIVISION

## HUMAN RESOURCES DIVISION OVERVIEW



### HUMAN RESOURCES DIVISION

The Human Resources Division is responsible for supporting the organization's workforce needs through talent acquisition and development, employee engagement, performance management, leadership development, and competitive compensation and benefits management. This is accomplished through the following:

- Promote an organizational culture aligned with PSTA's Guiding Principles centered on communication, diversity, equity, and inclusion, customer-focus, innovation, and professional development.
- Fulfill PSTA's workforce needs through innovative talent acquisition, talent development, and compensation and benefits strategies.
- Direct PSTA University's array of innovative, diverse learning programs to create, promote, and foster high performing teams, and individual and organizational effectiveness.
- Promote employee performance and organizational goals through the management of PSTA's Performance Counts balanced scorecard and PSTA's employee performance management system.
- Partner with senior leaders, managers, and front-line employees on employee relations issues, career counseling, organizational development, and other workforce solutions.
- Develop and implement internal policies that enhance organizational effectiveness.







## HUMAN RESOURCES DIVISION OVERVIEW

Ensure compliance with all applicable regulations and policies, including the Authority's Drug and Alcohol Program.

robust Equal Employment Opportunity Program (EEO). Uphold and promote PSTA EEO policies and practices.

- Ensure equal opportunity, without discrimination, for all employment actions through a

### Current Key Initiatives

 <b>Healthy Communities and Workforce</b>	<b>Diversity, Equity, &amp; Inclusion</b>  Develop the agency's DEI strategic plan and Leadership Council and support the agency's efforts to be a more inclusive and equitable place to work. Integrate DEI in employee recruitment process.
	<b>Workforce Training &amp; Well-being</b>  Maintain online learning management system and promote trainings and professional development for staff. Design and implement a competitive, cost effective, and comprehensive benefits program to promote wellness. Create a Wellness Committee to expand the employee well-being programs and implement wellness challenges and educational opportunities for all staff.
 <b>Economic Vitality</b>	<b>Operating Expenses</b>  Maintain a low level of staff vacancies by attending and hosting job fairs. Implement market-based pay research to ensure competitive pay.

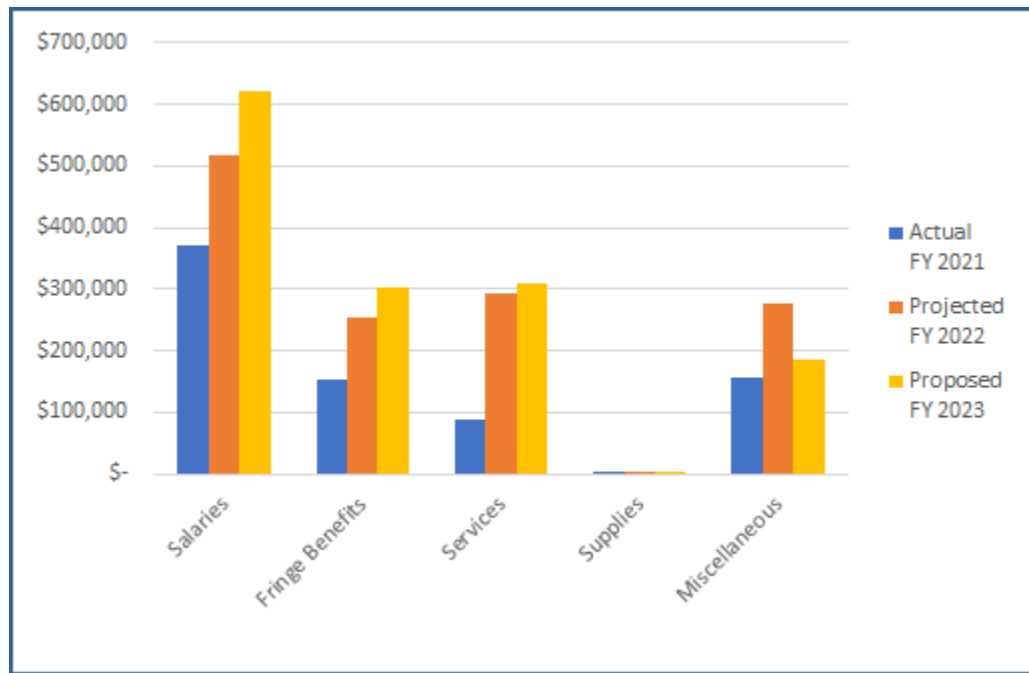
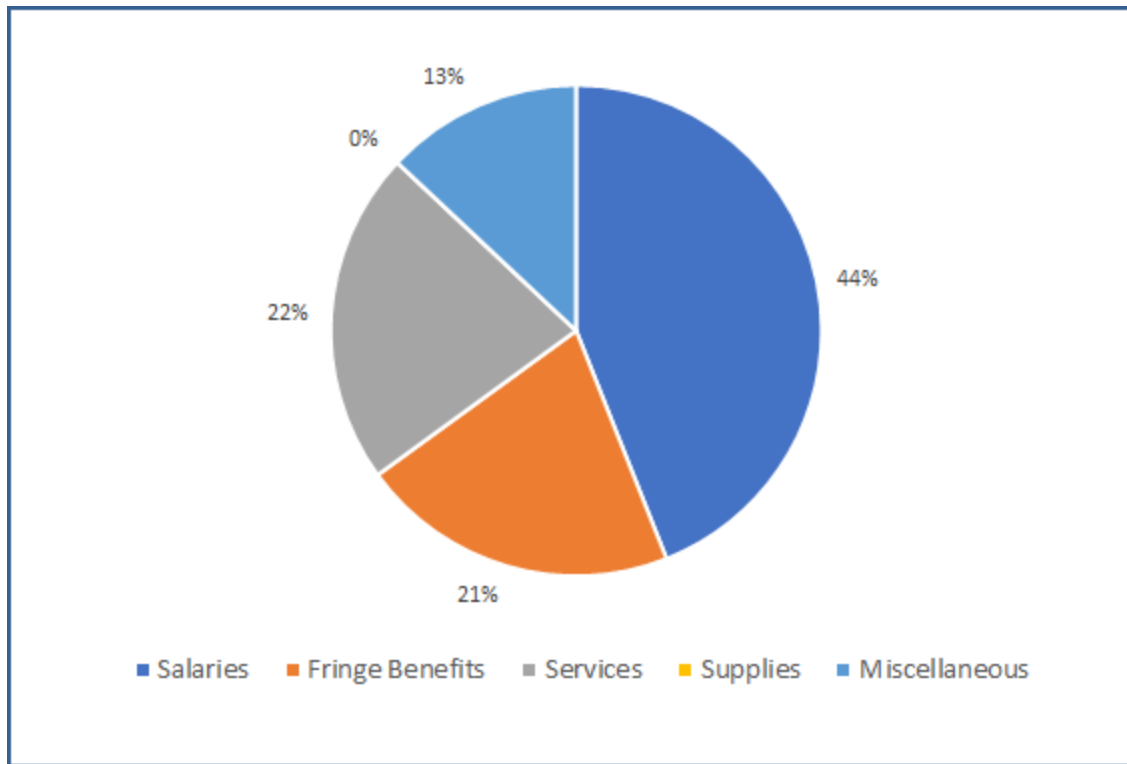
**HUMAN RESOURCES DIVISION OVERVIEW****HUMAN RESOURCES DIVISION BUDGET**

Expense Item	Actual FY 2021	Adopted FY 2022	Projected FY 2022	Proposed FY 2023	% Change FY 2022 FY 2023
Salaries	\$ 370,260	\$ 514,383	\$ 518,840	\$ 621,490	19.78%
Fringe Benefits	\$ 155,030	\$ 226,807	\$ 255,270	\$ 302,280	18.42%
Services	\$ 89,550	\$ 489,085	\$ 293,380	\$ 310,710	5.91%
Supplies	\$ 1,070	\$ 2,040	\$ 2,490	\$ 3,240	30.12%
Miscellaneous	\$ 157,150	\$ 153,187	\$ 276,360	\$ 184,490	-33.24%
<b>Total Operating Expenses</b>	<b>\$ 773,060</b>	<b>\$ 1,385,502</b>	<b>\$ 1,346,340</b>	<b>\$ 1,422,210</b>	<b>5.64%</b>

- Salaries and fringe benefits expenses increased due to salary increases and an increase in health insurance premiums. The increase is also due to the introduction of one (1) new position to this division.
- Service expenses increased due to increases in professional and recruiting fees, and FSA administrative fees.
- Supply expenses increased for electronics being issued to the anticipated new staff member.
- Miscellaneous expenses decreased due to lower projected spending in employee functions.



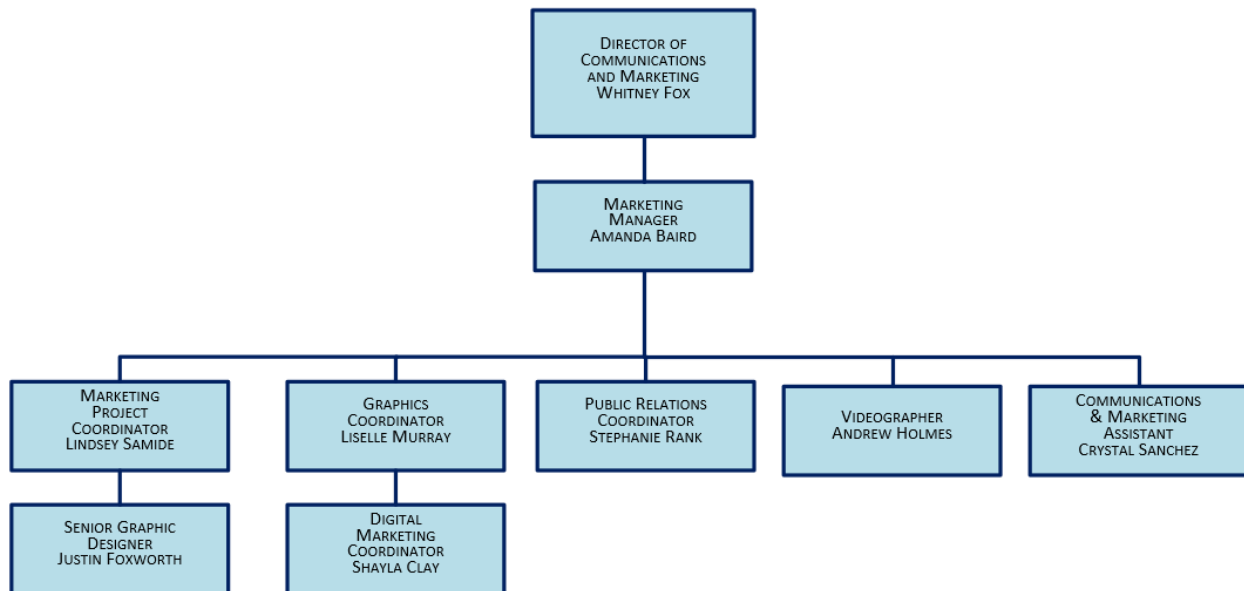
## HUMAN RESOURCES DIVISION OVERVIEW





# 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, community leaders, and PSTA employees.

The Marketing Division oversees such programs as:

- The development and implementation of advertising, public relations, communications, and marketing activities.
- The development and maintenance of relationships with regional, national and international news and trade media organizations as well as strategic messaging and story pitches based on previous articles written and beats covered.
- The preparation and organization of media tours, press events, briefings, and press releases.
- The development and management of 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

## MARKETING DIVISION OVERVIEW

### Current Key Initiatives

 <b>Healthy Communities and Workforce</b>	<b>Community Engagement</b>  Promote PSTA's programs and services to the community online and at events that are impactful and provide meaningful engagement. Maintain community sentiment survey scores and develop a brand refresh to improve community perception.
	<b>Customer Service</b>  Support customer service efforts to improve communication to riders.
 <b>Environmental Sustainability</b>	<b>Waste &amp; Recycling</b>  Revamp point of disposal signage for PSTA's recycling program and conduct targeted outreach campaigns. Promote PSTA's environmental initiatives and achievements to riders, the community, stakeholders, and elected officials.
 <b>Economic Vitality</b>	<b>Ridership &amp; Mobility</b>  Support the agency's post-pandemic ridership recovery by promoting PSTA's programs and services. Assist planning department with promotion of new initiatives and projects, including capital projects such as Flamingo Fares and the Clearwater Multimodal Center.

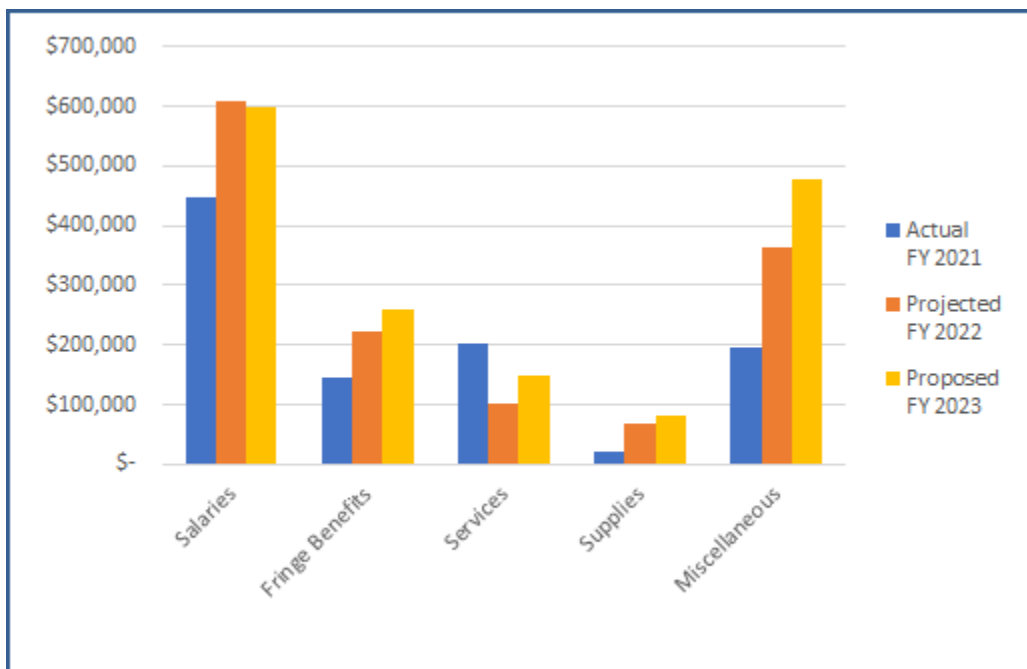
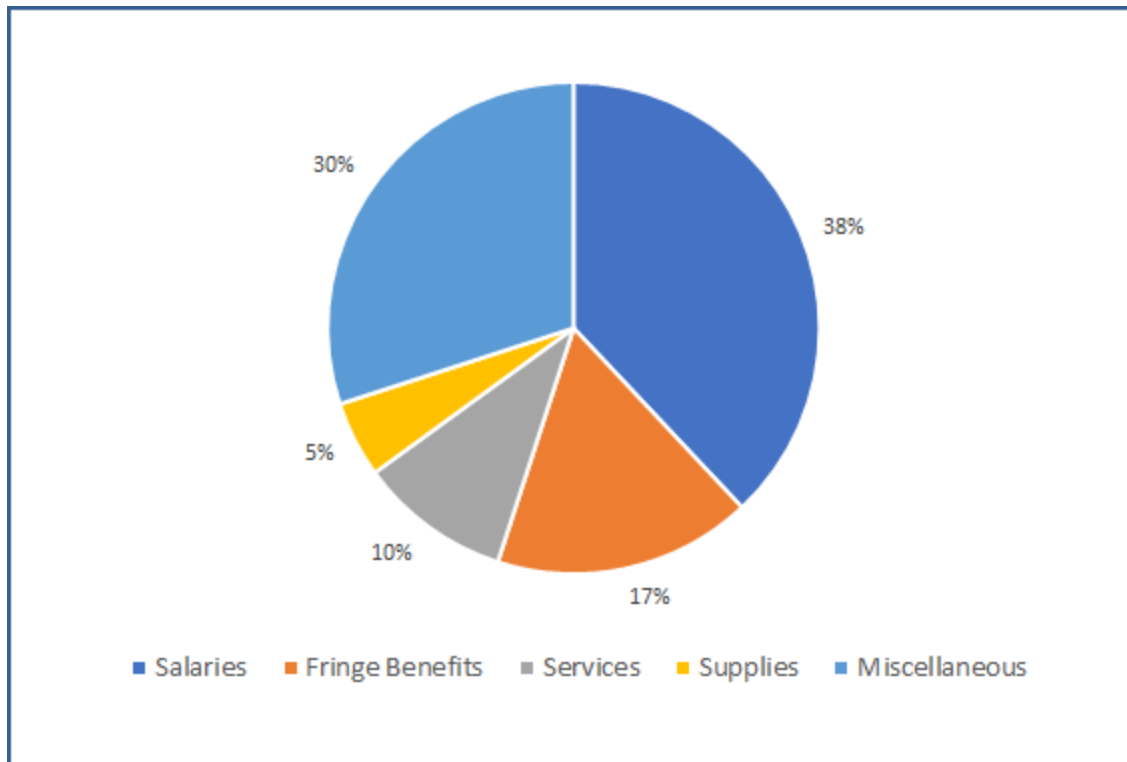
**MARKETING DIVISION OVERVIEW****MARKETING DIVISION BUDGET**

Expense Item	Actual FY 2021	Adopted FY 2022	Projected FY 2022	Proposed FY 2023	% Change FY 2022 FY 2023
Salaries	\$ 449,170	\$ 589,304	\$ 607,760	\$ 598,210	-1.57%
Fringe Benefits	\$ 144,240	\$ 235,435	\$ 224,080	\$ 259,260	15.70%
Services	\$ 203,950	\$ 150,000	\$ 100,000	\$ 150,000	50.00%
Supplies	\$ 22,610	\$ 79,100	\$ 67,500	\$ 80,200	18.81%
Miscellaneous	\$ 194,990	\$ 635,340	\$ 364,270	\$ 477,220	31.01%
<b>Total Operating Expenses</b>	<b>\$ 1,014,960</b>	<b>\$ 1,689,179</b>	<b>\$ 1,363,610</b>	<b>\$ 1,564,890</b>	<b>14.76%</b>

- Fringe benefits increased due to health insurance and the allocation method of worker's compensation insurance.
- Service expenses related to marketing consultants are projected to increase in 2023.
- Supply expenses increased due to anticipated increase in printing supplies, as well as AV equipment purchases.
- Miscellaneous expenses increased due to anticipated costs of SunRunner maps, and special marketing supplies.



## MARKETING DIVISION OVERVIEW

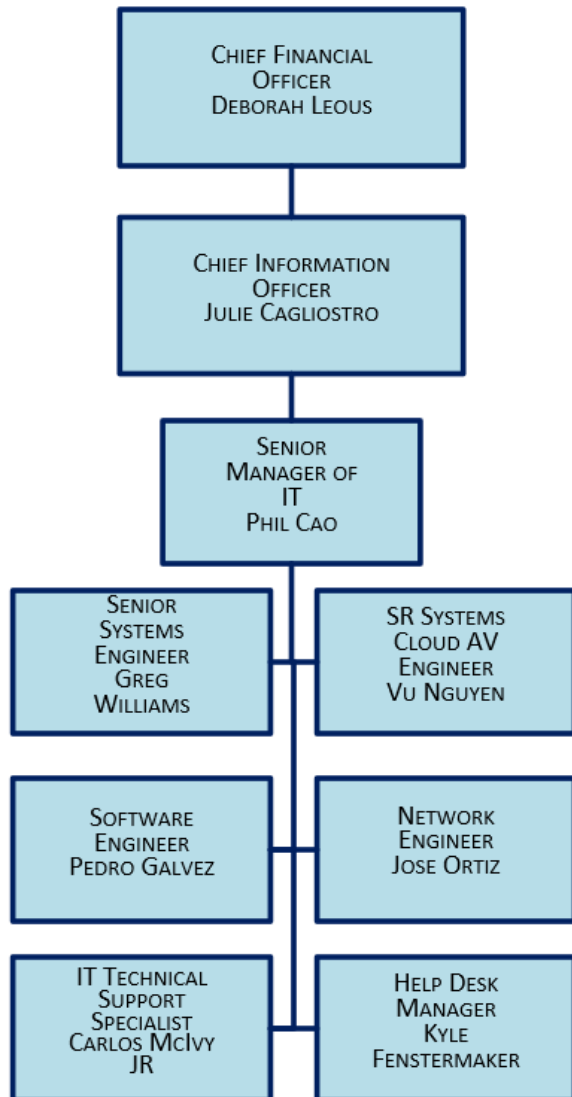






# **INFORMATION TECHNOLOGY DIVISION**

## 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.

## INFORMATION TECHNOLOGY DIVISION OVERVIEW

### Current Key Initiatives

 <p><b>Healthy Communities and Workforce</b></p>	<p><b>Resilience</b></p> <p>Support agency operations and maintenance during emergency events. Provide support to develop a mobile command center and other resilience initiatives to maintain continuity of operations in case of emergency.</p>
	<p><b>Customer Service</b></p> <p>Seek out technology solutions to customer service issues such as improved communication options and improving wi-fi for passengers. Support agency initiatives that address technological efficiency.</p>
 <p><b>Economic Vitality</b></p>	<p><b>Ridership &amp; Mobility</b></p> <p>Improve software applications that increase ridership and mobility of passengers. Support agency's transition to electronic fare payment and other technological solutions that address program or service challenges.</p>
	<p><b>Operating Expenses</b></p> <p>Evaluate connected vehicle technology and other technologies that could reduce operating expense.</p>
	<p><b>Capital Projects</b></p> <p>Provide support for IT components to capital projects such as Flamingo Fares and vehicle equipment upgrades.</p>



## INFORMATION TECHNOLOGY DIVISION OVERVIEW

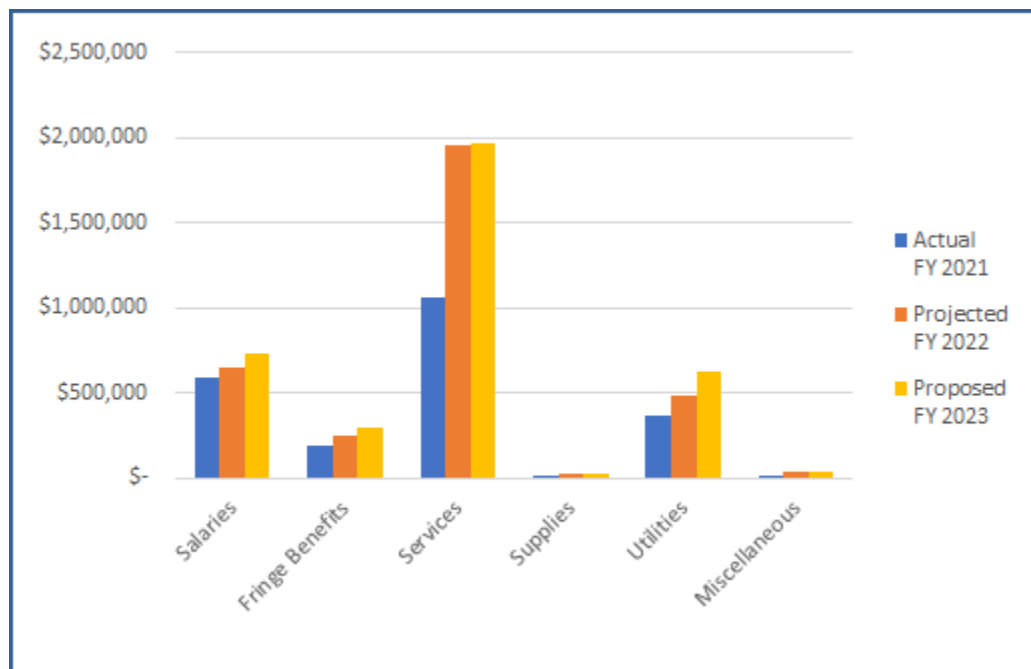
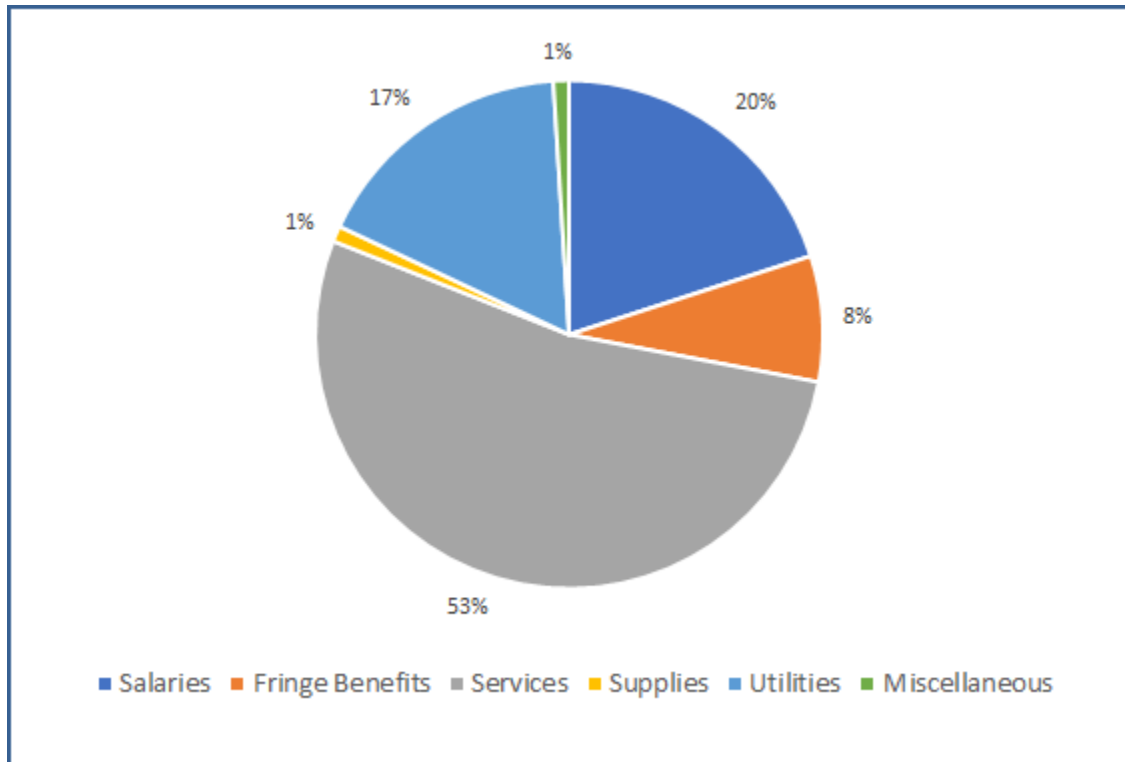
### INFORMATION TECHNOLOGY DIVISION BUDGET

Expense Item	Actual FY 2021	Adopted FY 2022	Projected FY 2022	Proposed FY 2023	% Change FY 2022 FY 2023
Salaries	\$ 587,430	\$ 657,621	\$ 647,270	\$ 737,150	13.89%
Fringe Benefits	\$ 189,780	\$ 248,775	\$ 253,180	\$ 294,190	16.20%
Services	\$ 1,055,510	\$ 1,957,649	\$ 1,952,880	\$ 1,966,780	0.71%
Supplies	\$ 19,310	\$ 29,500	\$ 29,500	\$ 29,500	0.00%
Utilities	\$ 370,800	\$ 539,167	\$ 489,000	\$ 625,170	27.85%
Miscellaneous	\$ 19,350	\$ 34,350	\$ 34,350	\$ 38,770	12.87%
<b>Total Operating Expenses</b>	<b>\$ 2,242,180</b>	<b>\$ 3,467,062</b>	<b>\$ 3,406,180</b>	<b>\$ 3,691,560</b>	<b>8.38%</b>

- Salaries and fringe benefits expenses increased due to promotions of two (2) IT staff members.
- Utility expenses increased due to higher telecommunication rates.
- Miscellaneous expenses increased marginally.



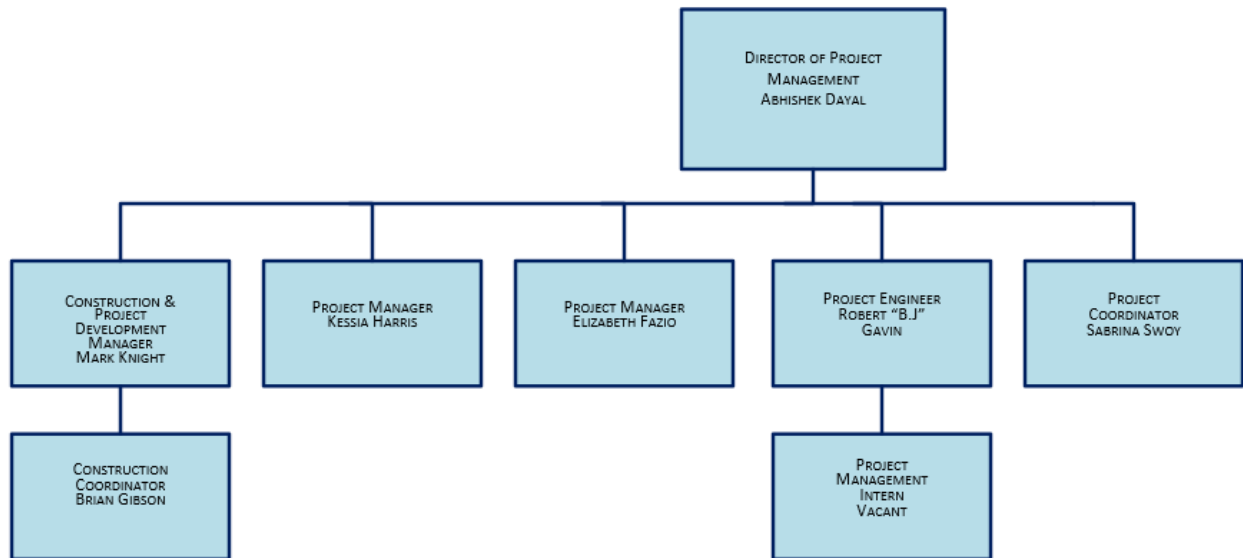
## INFORMATION TECHNOLOGY DIVISION OVERVIEW





# **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 SunRunner Bus Rapid Transit project.

## PROJECT MANAGEMENT DIVISION OVERVIEW

### Current Key Initiatives

 <b>Healthy Communities and Workforce</b>	<b>Resilience</b> <p>Support efforts to establish resiliency screening tools for capital projects. Lead or support resiliency project development such as a satellite operations facility for future emergency events and alternative energy solutions. Support planning and agency participation in resilience initiatives.</p>
	<b>Diversity, Equity, and Inclusion</b> <p>Support planning with the use of an Equity Assessment tool to evaluate the impact of programs and projects.</p>
 <b>Environmental Sustainability</b>	<b>Energy</b> <p>Consider innovative technologies to improve energy efficiency and increase renewable energy consumption from solar PV. Support Maintenance department in the exploration of solar PV integration with electric bus fleet.</p>
	<b>Criteria Air Pollutants &amp; Greenhouse Gas Emissions</b> <p>Incorporate environmental requirements into capital projects and support other environmental initiatives.</p>
 <b>Economic Vitality</b>	<b>Ridership &amp; Mobility</b> <p>Lead the agency's proposal to construct the new Clearwater Multi-modal center. Support other ridership and mobility project initiatives as needed.</p>
	<b>Operating Expenses</b> <p>Evaluate and implement innovative technologies that reduce operating expenses such as transit signal priority and ramp metering.</p>
	<b>Procurement</b> <p>Support the Finance department with implementing green construction requirements and sustainable procurement policies in capital project solicitations.</p>



	<p><b>Capital Projects</b></p> <p>Lead agency capital projects for new service, proposed facilities, and other facility upgrades, including SunRunner BRT, Clearwater Multimodal Center, and Bus on Shoulders.</p>
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## PROJECT MANAGEMENT DIVISION OVERVIEW

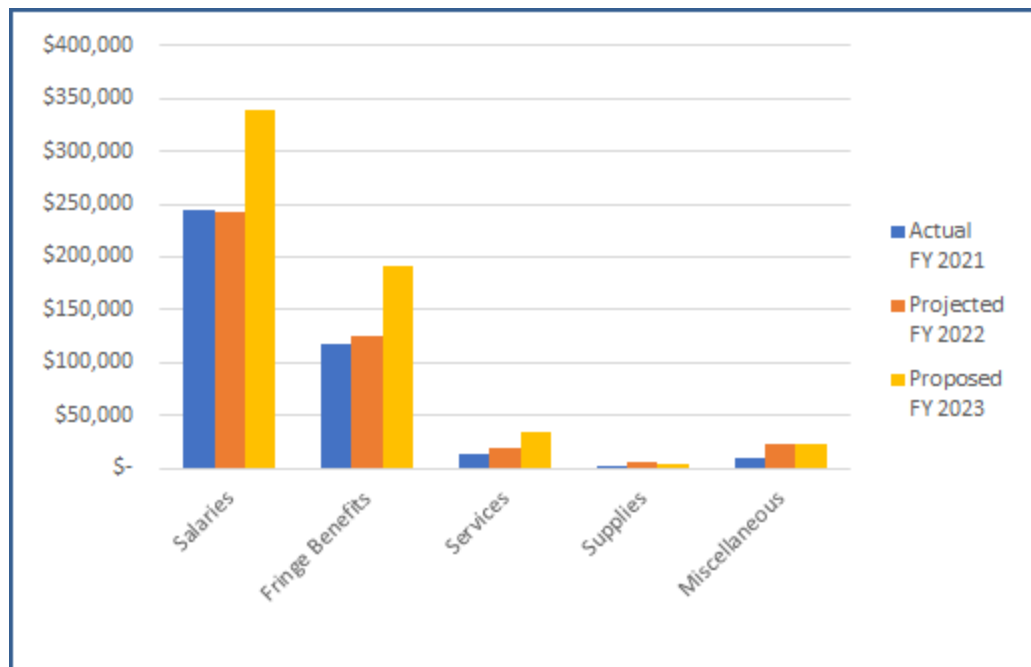
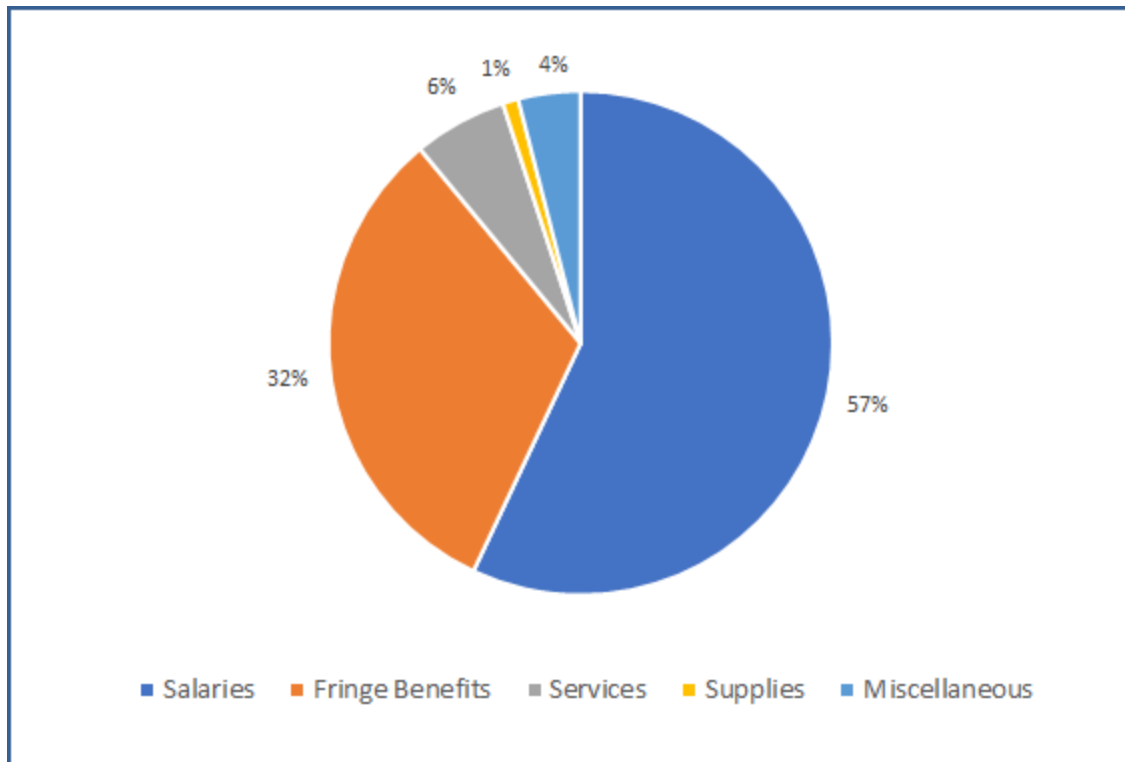
### PROJECT MANAGEMENT DIVISION BUDGET

Expense Item	Actual FY 2021	Adopted FY 2022	Projected FY 2022	Proposed FY 2023	% Change FY 2022 FY 2023
Salaries	\$ 244,200	\$ 272,294	\$ 241,840	\$ 338,110	39.81%
Fringe Benefits	\$ 117,460	\$ 155,296	\$ 125,950	\$ 191,650	52.16%
Services	\$ 13,080	\$ 35,000	\$ 20,000	\$ 35,000	75.00%
Supplies	\$ 130	\$ 4,500	\$ 5,500	\$ 4,500	-18.18%
Miscellaneous	\$ 9,290	\$ 23,150	\$ 23,150	\$ 23,230	0.35%
<b>Total Operating Expenses</b>	<b>\$ 384,160</b>	<b>\$ 490,240</b>	<b>\$ 416,440</b>	<b>\$ 592,490</b>	<b>42.27%</b>

- Salaries and fringe benefits expenses increased due to several vacancies being filled.
- Service expenses increased due to additional specialized services.
- Supply expenses increased due to decreased anticipated need for computer supplies.
- Miscellaneous expenses increased marginally.



## PROJECT MANAGEMENT DIVISION OVERVIEW

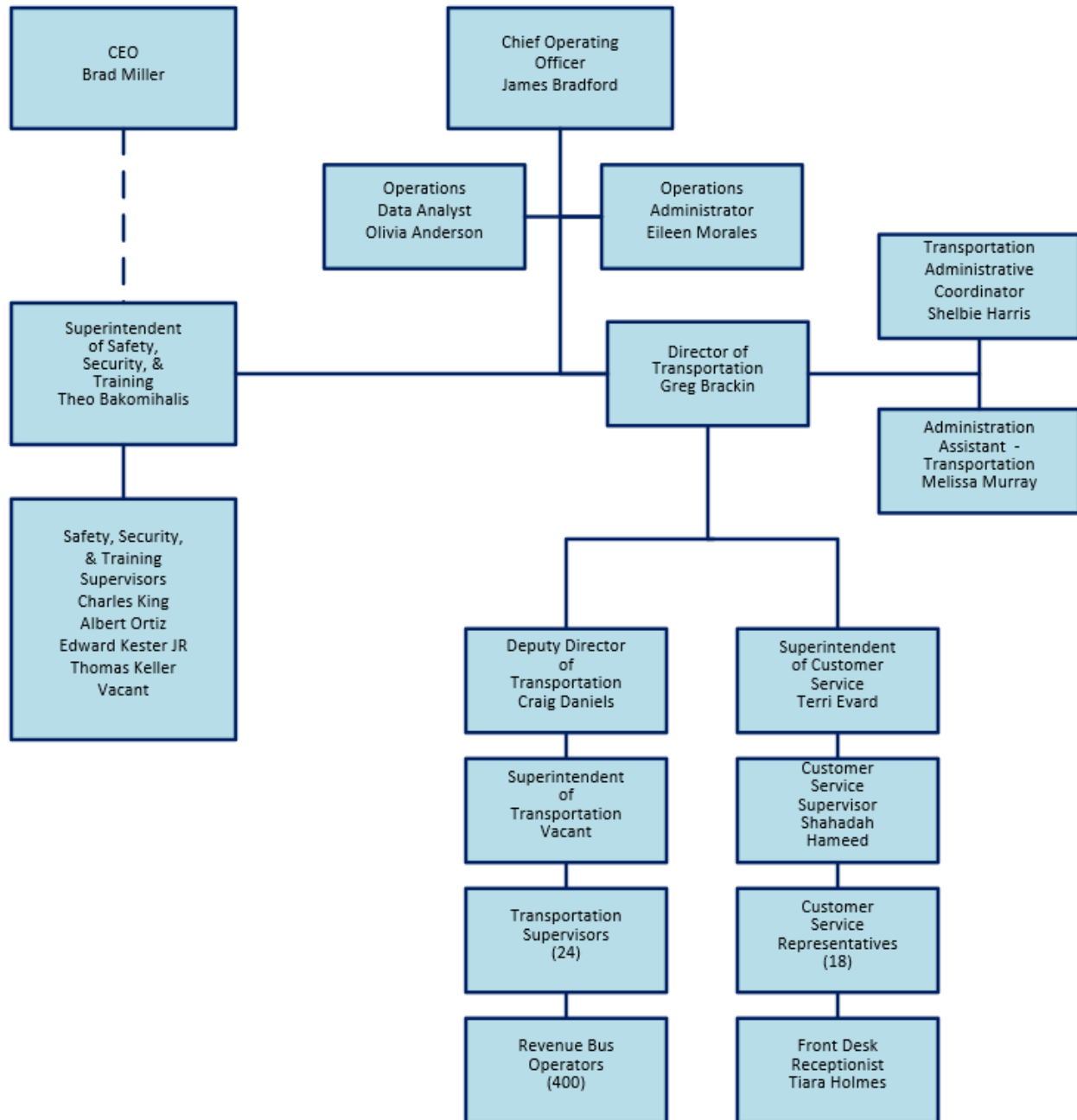




# TRANSPORTATION DIVISION



## TRANSPORTATION DIVISION OVERVIEW





## TRANSPORTATION DIVISION OVERVIEW

### TRANSPORTATION DIVISION

The Transportation Division is made up of three departments: (1) Bus Operations; (2) Customer Service; and (3) Safety, Security, and Training (or SST).

This division is responsible for the core of PSTA's mission statement to *Safely Carry People to Places*. Transportation endeavors to serve its customers with *excellence* while providing safe, reliable public transportation in order to deliver quality transport for PSTA's customers.

### BUS OPERATIONS

The Bus Operations department employs the largest group of men and women at PSTA. Every day, over one hundred and eighty (180) buses pull out from PSTA's bus garage servicing over forty (40) routes around Pinellas County and across Tampa Bay.

The Bus Operations department contains approximately four hundred (400) bus operators who work seven (7) days a week and year-round bus service to include all holidays. All bus operators are professionally licensed with CDL class "B" and air-brake endorsements as well as are trained to be well versed in safety & security measures, heavy-duty vehicle navigation, and farebox handling. Operators receive over four hundred (400) hours of combined classroom and behind-the-wheel instruction before being released into *live*, revenue bus operations servicing the public.

PSTA bus operators are also trained in ADA (Americans with Disabilities) protocols, defensive driving techniques, incident management, and are cross trained to drive every route offered within the PSTA fixed-route system.

The Bus Operations department also employs twenty-two (22) transportation supervisors and two (2) transportation managers who oversee PSTA's daily fixed-route service offerings.

Transportation supervisors work in several capacities as read below.

(1) **DISPATCH** – Dispatch supervisors work behind the dispatch window to ensure proper operator check-in and to oversee the daily administration of work amongst the bus operators ensuring no gaps in service.

(2) **RADIO** – Radio supervisors operate two heavy-duty radio control centers (RCC) with one radio supervisor monitoring bus service and radio traffic in northern Pinellas County, and the other radio supervisor monitoring service and radio traffic in southern Pinellas County. They also monitor and help instruct real-time traffic conditions, unforeseen detours, passenger disputes, on-time-performance, and incident or accident recovery when needed for all PSTA buses on the roads across the county.

(3) **SCHEDULING** – Scheduling supervisors are responsible for administering the day-to-day scheduling functions of work distribution taking care to adhere to all work rules per the most updated union labor agreement, as well as administers timekeeping functions, special pay provisions, while filling open shifts to ensure service is uninterrupted. Scheduling presides over bus operator bump-down or hold-downs, as well as work-shift and vacation bids in order to grant day-off requests.

(4) **ROAD** - Road supervisors work road shifts in PSTA marked cars traversing county roads while surveilling PSTA's bus routes and rendering aide or support to bus operators in the event of extended road detours, vehicle collisions, mechanical issues, customer disputes, and any other unforeseen event which may occur while operators are in the middle of their scheduled bus service.



## TRANSPORTATION DIVISION OVERVIEW

### CUSTOMER SERVICE

The Customer Service department is made up of eighteen (18) customer service representatives (or CSRs) and are stationed across four (4) customer service centers: (1) Park Street service center in downtown Clearwater; (2) Williams Park booth and; (3) Grand Central service centers both in downtown or near Saint Petersburg and; (4) the Pinellas Park service center behind the Shoppes at Park Place. Additionally, CSRs are stationed within PSTA headquarters to answer multiple phone line in the "CSR Phone Room."

The Customer Service department is often amongst the first PSTA employees within the Authority to interact with customer inquiries – giving out scheduling and fare information, selling passes, recording complaints, taking commendations, reporting asset management requests and generally keeping riders updated with the latest PSTA news and information. CSRs also update riders with any changes or delays to bus service via the PSTA website, Twitter "Service Alerts" and/or the PSTA customer phone system.

The Customer Service department logs over twelve-hundred (1,200) customer interactions each day by way of phone calls, or CHAT via text messages on the PSTA website, and/or provide service updates via the PSTA Twitter "Service Alert" system.

### SAFETY, SECURITY, AND TRAINING (SST)

The Safety, Security and Training department (or SST) is made up of five (5) people total – to include the Superintendent of Safety, Security and Training, and four (4) Safety, Security, and Training Supervisors.

The SST department is responsible for maintaining the driver pool in order to ensure PSTA is fully staffed

to maintain scheduled bus service without interruption. SST trains between fifty (50) and seventy-five (75) new operators each year on the safe and secure operation of PSTA's fleet of over 200 buses across forty (40) different fixed routes. SST also offers refresher training for over five hundred (500) combined bus operators, maintenance personnel, and supervisory personnel on updated safety and security instruction, accident procedures, or the latest PSTA policy changes as it effects bus and rider operation.

All four (4) staffers in SST are certified in FL third (3<sup>rd</sup>) party CDL testing, TSI safety training & driving techniques, TSA security measures, FTA compliance and policy measures, FT drug + alcohol + reasonable suspicion testing, and the Americans with Disabilities Act (ADA) compliance among other certifications this team uses to instruct, secure, and ensure the safety and wellbeing of PSTA employees and its customers. SST also ensures that PSTA and its contractors remains compliant with Florida's DOT 14-90 rule which regulates equipment and operational safety compliance among motor vehicle operators in Florida.



SST also oversees PSTA's security contractor at each of its terminals while reviewing surveillance footage from buses and PSTA buildings in order to investigate complaints and incidents.

Lastly, SST is also responsible for overseeing the management and coordinated responses for on-the-scene incidents, accidents, or other collisions.

As far as SST's involvement in state or federal audits, SST helps coordinate the safety components of triennial reviews and other bus audits to insure proper state and federal compliance for all state and federally required safety and security measures.

## TRANSPORTATION DIVISION OVERVIEW

### Current Key Initiatives

 <p><b>Healthy Communities and Workforce</b></p>	<p><b>Resilience</b></p> <p>Participate in agency efforts to promote resilience including the development of a mobile command center. Incorporate resilience into the Continuity of Operations Plan.</p>
	<p><b>Safety</b></p> <p>Lead the agency's safety initiatives with the development of the Public Transportation Action Safety Plan and the creation of a comprehensive Safety Management System and agency safety committee.</p>
	<p><b>Community Engagement</b></p> <p>Support planning and marketing team efforts in public engagement related to service.</p>
	<p><b>Customer Service</b></p> <p>Provide quality customer service to passengers by minimizing turn around time of customer complaints, developing a rider response committee to coordinate customer messaging, and assist with improving customer communication options.</p>
	<p><b>Workforce Training &amp; Well-being</b></p> <p>Establish annual operator refresher training program to ensure bus operators participate in refresher training at least once every 2 years.</p>
 <p><b>Environmental Sustainability</b></p>	<p><b>Criteria Air Pollutants &amp; Greenhouse Gas Emissions</b></p> <p>Support agency efforts to reduce CAP and GHG emissions by leveraging environmentally friendly vehicles and implementing and enforcing idling restrictions on fleet.</p>
 <p><b>Economic Vitality</b></p>	<p><b>Ridership &amp; Mobility</b></p> <p>Monitor innovative mobility programs and other mobility options and implement technology solutions to improve services. Evaluate programs for customer satisfaction, improvement, and efficiency as needed. Assist the agency with transition to electronic fare payment.</p>





	<b>Operating Expenses</b> Improve efficient operations and cost reductions while maintaining a reserve, continue to test the electric bus fleet on different routes, and work with IT and Maintenance departments to test connected vehicle technology.
	<b>Capital Projects</b> Support the agency's expansion and transition of new technology such as autonomous vehicles into revenue service in the long term.

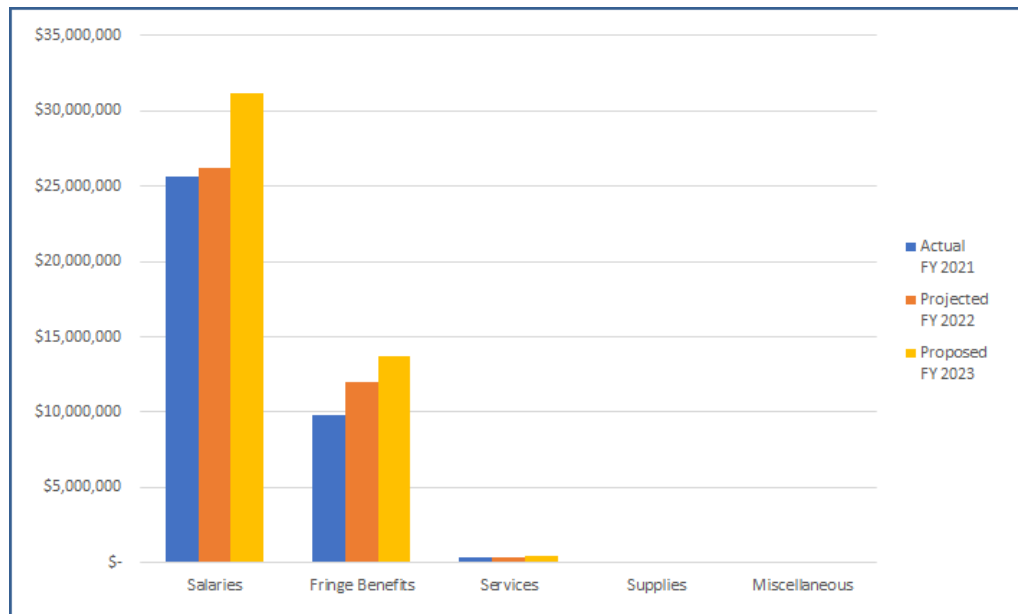
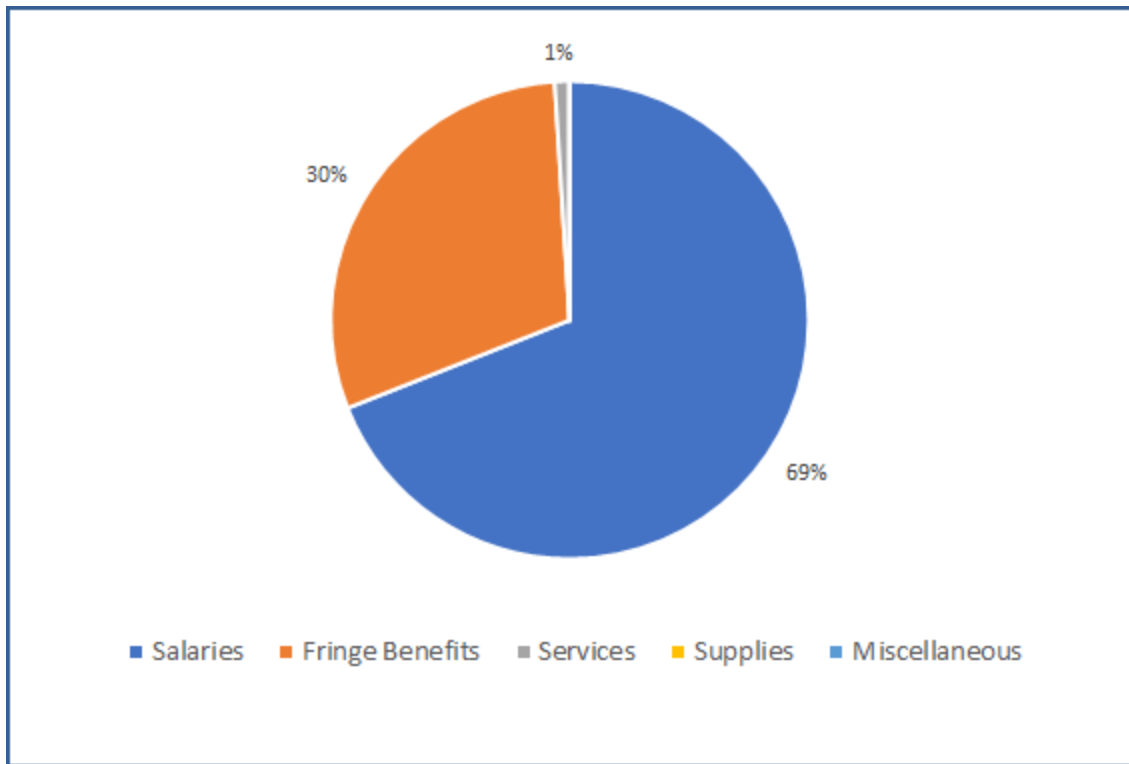
**TRANSPORTATION DIVISION OVERVIEW****TRANSPORTATION DIVISION BUDGET**

Expense Item	Actual FY 2021	Adopted FY 2022	Projected FY 2022	Proposed FY 2023	% Change FY 2022 FY 2023
Salaries	\$ 25,627,090	\$ 27,447,153	\$ 26,169,020	\$ 31,186,450	19.17%
Fringe Benefits	\$ 9,782,570	\$ 12,364,876	\$ 12,000,800	\$ 13,696,500	14.13%
Services	\$ 325,030	\$ 559,794	\$ 407,500	\$ 482,500	18.40%
Supplies	\$ 29,080	\$ 54,832	\$ 43,200	\$ 53,550	23.96%
Miscellaneous	\$ 29,070	\$ 50,334	\$ 56,200	\$ 69,100	22.95%
<b>Total Operating Expenses</b>	<b>\$ 35,792,840</b>	<b>\$ 40,476,989</b>	<b>\$ 38,676,720</b>	<b>\$ 45,488,100</b>	<b>17.61%</b>

- Salaries and fringe benefits expenses increased due to salary increases as well as two (2) additional supervisor positions.
- Service expenses increased primarily due to an increase in security services.
- Supply expenses increased due to higher costs in safety & training supplies, and printing supplies.
- Miscellaneous expenses increased due to increases in travel expenses.



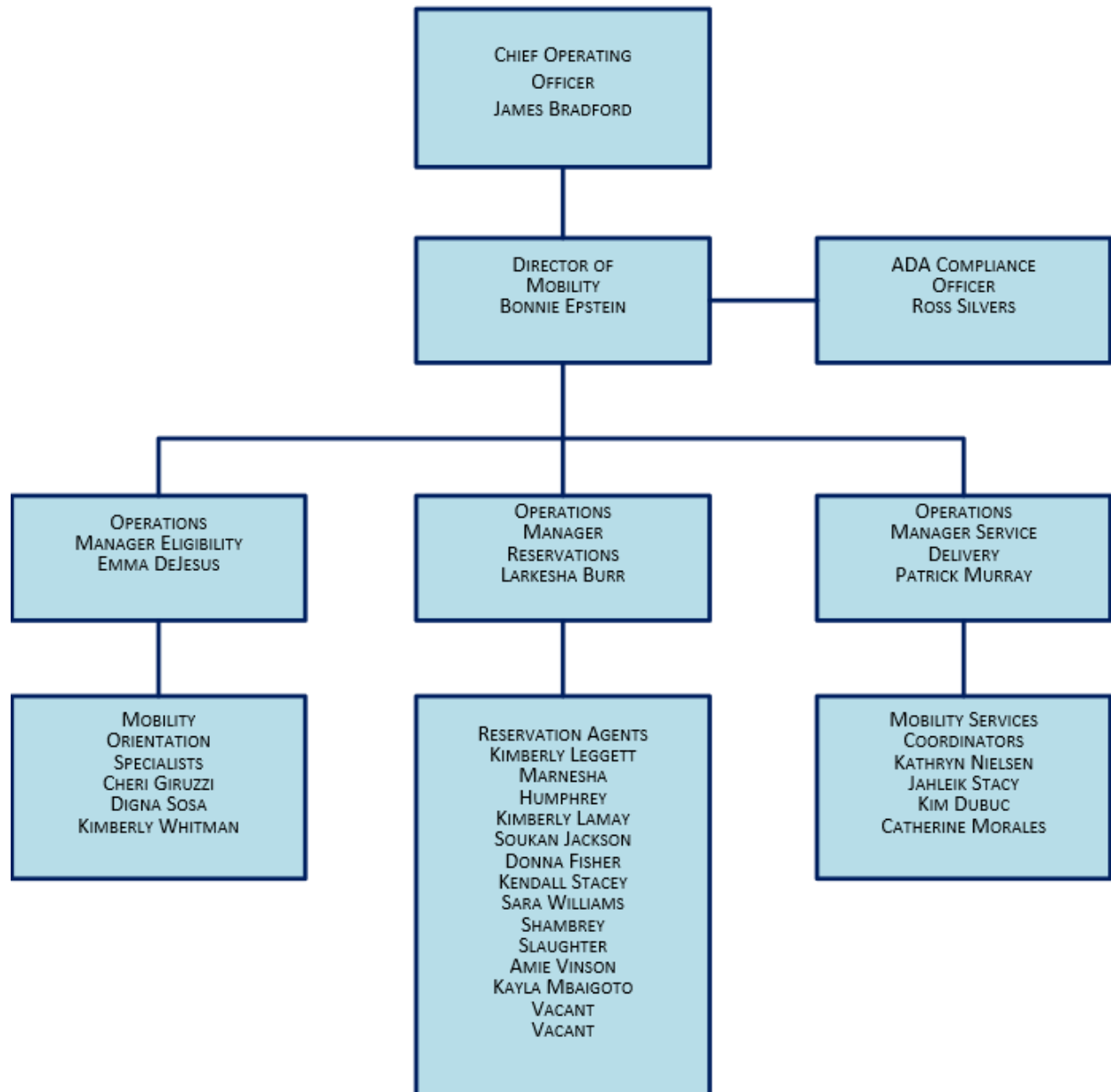
## TRANSPORTATION DIVISION OVERVIEW





## **MOBILITY DIVISION**

## MOBILITY DIVISION OVERVIEW





## **MOBILITY DIVISION OVERVIEW**

### **MOBILITY DIVISION**

The Mobility Division provides, ADA Paratransit (Access Paratransit), an on demand program for ADA riders (Mobility on Demand), Transportation Disadvantaged services for Pinellas County, and first mile/last mile transportation solutions (Direct Connect) to PSTA's customers. The Mobility team strives to innovate new ride share programs that more closely align with riders' needs within the community and seeks to serve other rider demands for transformative transportation models which extend beyond the traditional transportation offerings.

Currently, the Mobility Division staffs a team of twenty two (22) transportation professionals who oversee PSTA's paratransit service (including eligibility and contract oversight) which provides over one thousand (1,000) daily customer trips, Mobility on Demand, Direct Connect, and




the Transportation Disadvantaged (TD) program which enables thousands of county residents to make their essential trips for life sustaining needs each and every day.

As new mobility models continue to evolve and impact how we deliver service to our customers, we are challenged to keep up with the ever-changing paradigm shifts of how and where trips are taken as the travel needs of our customers continues to change.

The Mobility Division endeavors to stay at the forefront of these frequently shape-shifting trip demands from riders, by continuing to innovate and create smart, accessible, and effective transportation programs like Direct Connect, TD Late Shift, TD Urgent Day, Mobility On-Demand (MOD), Healthy Hop, and the Essential Rider program among other new transit initiatives that are on the horizon at PSTA.

## MOBILITY DIVISION OVERVIEW

### Current Key Initiatives

 <b>Healthy Communities and Workforce</b>	<b>Resilience</b> <p>Participate in agency efforts to promote resilience including the development of a mobile command center. Incorporate resilience into the Continuity of Operations Plan.</p>
	<b>Safety</b> <p>Lead the agency's safety initiatives with the development of the Public Transportation Action Safety Plan and the creation of a comprehensive Safety Management System and agency safety committee.</p>
	<b>Community Engagement</b> <p>Support planning and marketing team efforts in public engagement related to service.</p>
	<b>Customer Service</b> <p>Provide quality customer service to passengers by minimizing turn around time of customer complaints, developing a rider response committee to coordinate customer messaging, and assist with improving customer communication options.</p>
 <b>Environmental Sustainability</b>	<b>Workforce Training &amp; Well-being</b> <p>Establish annual operator refresher training program to ensure bus operators participate in refresher training at least once every 2 years.</p>
	<b>Criteria Air Pollutants &amp; Greenhouse Gas Emissions</b> <p>Support agency efforts to reduce CAP and GHG emissions by leveraging environmentally friendly vehicles and implementing and enforcing idling restrictions on fleet.</p>
 <b>Economic Vitality</b>	<b>Ridership &amp; Mobility</b> <p>Monitor innovative mobility programs and other mobility options and implement technology solutions to improve services. Evaluate programs for customer satisfaction, improvement, and efficiency as needed. Assist the agency with transition to electronic fare payment.</p>



	<b>Operating Expenses</b>  Improve efficient operations and cost reductions while maintaining a reserve, continue to test the electric bus fleet on different routes, and work with IT and Maintenance departments to test connected vehicle technology.
	<b>Capital Projects</b>  Support the agency's expansion and transition of new technology such as autonomous vehicles into revenue service in the long term.



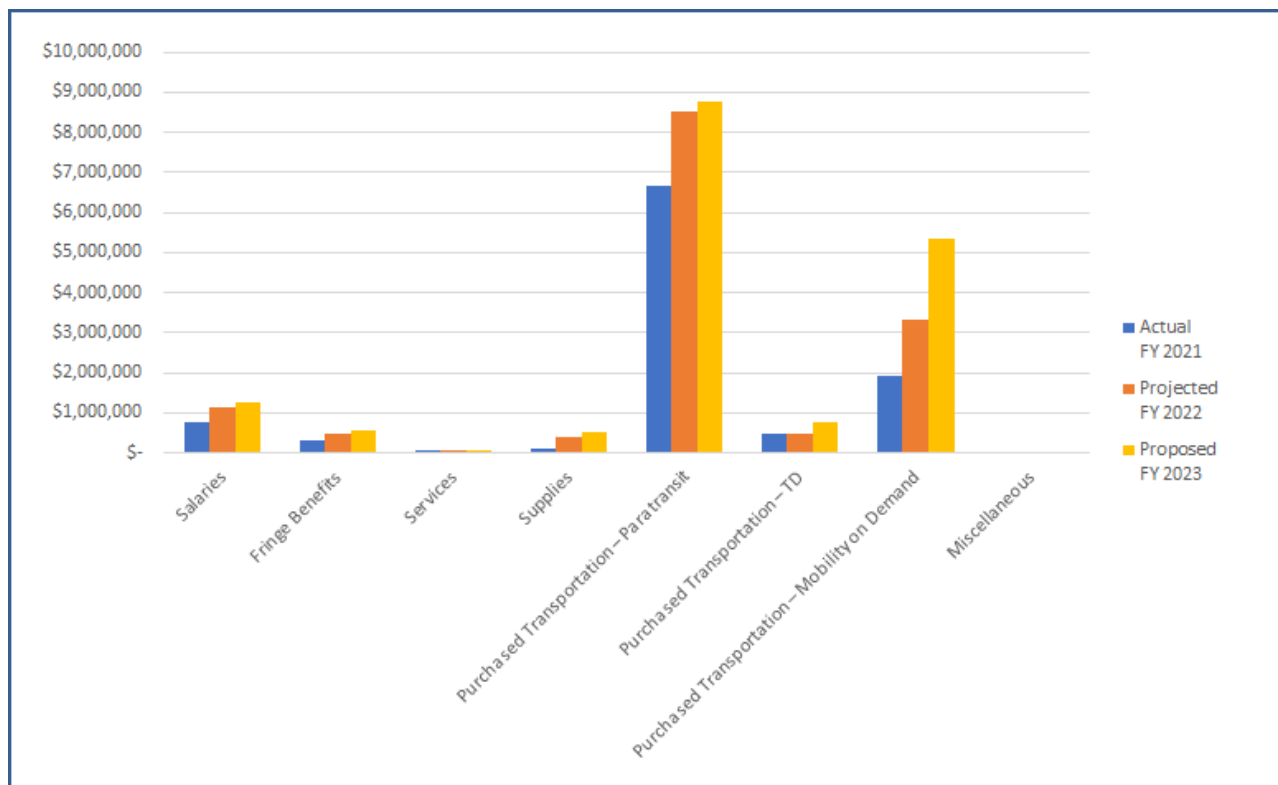
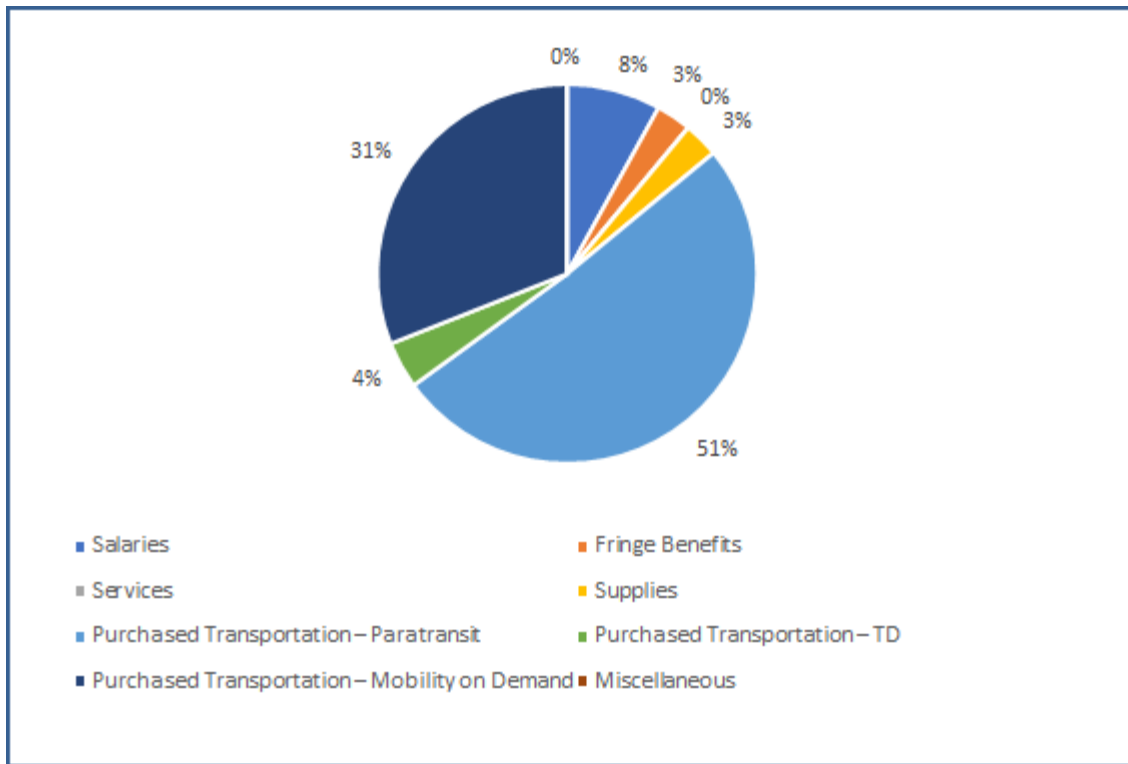
**MOBILITY DIVISION OVERVIEW****MOBILITY DIVISION BUDGET**

Expense Item	Actual FY 2021	Adopted FY 2022	Projected FY 2022	Proposed FY 2023	% Change FY 2022 FY 2023
Salaries	\$ 756,520	\$ 1,062,287	\$ 1,132,990	\$ 1,250,570	10.38%
Fringe Benefits	\$ 318,540	\$ 471,092	\$ 495,580	\$ 570,510	15.12%
Services	\$ 78,910	\$ 45,000	\$ 60,000	\$ 65,000	8.33%
Supplies	\$ 111,310	\$ 352,895	\$ 409,100	\$ 517,850	26.58%
Purchased Transportation – Paratransit	\$ 6,668,720	\$ 9,521,251	\$ 8,525,000	\$ 8,764,550	2.81%
Purchased Transportation – TD	\$ 466,430	\$ 767,491	\$ 485,000	\$ 765,260	57.79%
Purchased Transportation – Mobility on Demand	\$ 1,922,900	\$ 2,828,600	\$ 3,311,770	\$ 5,360,350	61.86%
Miscellaneous	\$ 700	\$ 16,340	\$ 17,340	\$ 26,190	51.04%
<b>Total Operating Expenses</b>	<b>\$ 10,324,030</b>	<b>\$ 15,064,956</b>	<b>\$ 14,436,780</b>	<b>\$ 17,320,280</b>	<b>19.97%</b>

- Salaries and fringe benefits expenses increased due to salary increases, an increase in health insurance premiums and the addition of two (2) positions.
- Service expenses increased primarily due to anticipated need of temporary assistance supplementing position vacancies.
- Paratransit services are anticipated to increase in FY 2023.
- Transportation Disadvantaged services are anticipated to increase in FY 2023
- Mobility on Demand services are anticipated to increase in FY 2023
- Miscellaneous expenses increased due to increases in travel.



## MOBILITY DIVISION OVERVIEW

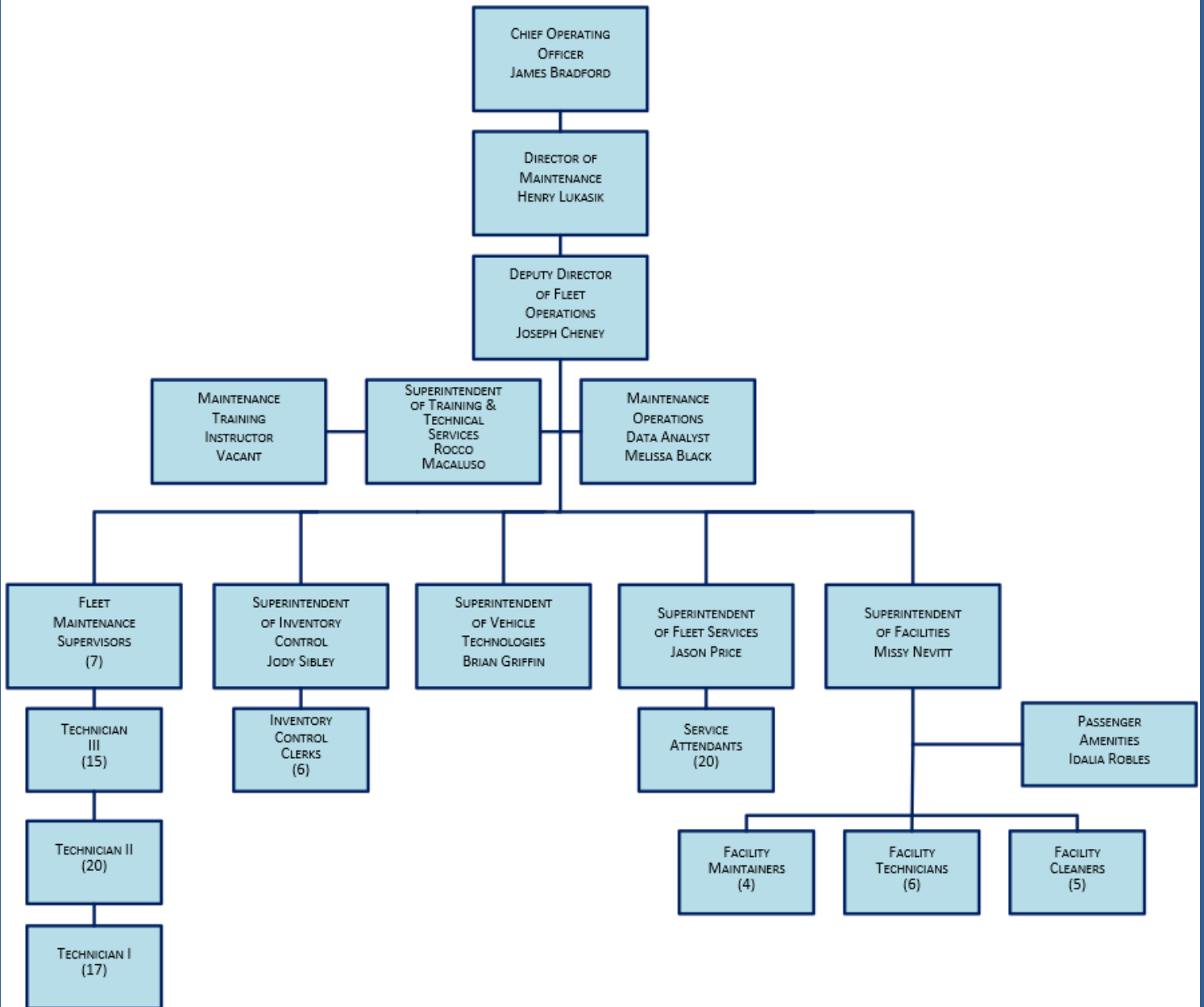




# MAINTENANCE DIVISION



## MAINTENANCE DIVISION OVERVIEW





## **MAINTENANCE DIVISION OVERVIEW**

### **MAINTENANCE DIVISION**

The Maintenance Division is comprised of four departments: Fleet Maintenance, Fleet Services, 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 are 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 original equipment 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 DIVISION OVERVIEW**

### **FLEET MAINTENANCE DEPARTMENT**

The Fleet Maintenance Department is responsible for 210 revenue service vehicles. As of FY 2021 the revenue fleet is comprised of 108 (51%) diesel heavy duty-transit buses, 88 (42%) hybrid-electric heavy duty-transit buses, 6 (3%) all-electric transit buses, and 8 (4%) diesel body of chassis transit buses. Expected for a mid FY 2021 deployment will be 20 35 ft diesel heavy duty trolley buses. Anticipated for an April 2021 delivery are 9 40 ft BRT hybrid-electric buses which will be utilized on PSTA's first bus rapid transit bus line scheduled to open early 2022. Lastly, expected for late FY 2022 will be delivery of 2 40 ft. Gillig all electric, transit buses.

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.

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.

Additionally, the Fleet Maintenance Department is responsible for maintaining 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 Fleet Maintenance Department maintains approximately two hundred sixty-two (262) vehicles.

The Fleet Services 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.

## FLEET MAINTENANCE DIVISION OVERVIEW

### Current Key Initiatives

 <p><b>Healthy Communities and Workforce</b></p>	<p><b>Resilience</b></p> <p>Lead agency initiatives, with the support of Finance, to implement projects that improve resilience such as a mobile command center, battery export power supply research and feasibility, and other related capital projects. Incorporate resilience into the TAMS.</p>
	<p><b>Workforce Training &amp; Well-being</b></p> <p>Participate in agency initiative to track and streamline workforce training. Maintain and Enhance Maintenance Certification Program.</p>
 <p><b>Environmental Sustainability</b></p>	<p><b>Energy</b></p> <p>Lead agency initiatives to reduce energy consumption and increase energy efficiency through projects such as sub-metering program, energy auditing, lighting upgrades, and the installation of renewable charging for the growing electric fleet. Support effort to track fuel use of contracted fleet.</p>
	<p><b>Water</b></p> <p>Lead agency initiatives to reduce water consumption and increase water use efficiency through projects such as sub-metering program, water use auditing, fixture upgrades, expanding leak detection programs, and replacing the aging bus washing facility.</p>
	<p><b>Waste &amp; Recycling</b></p> <p>Support agency initiatives to promote recycling to employees and passengers as well as leading waste auditing for improved waste reduction.</p>
	<p><b>Criteria Air Pollutants &amp; Greenhouse Gas Emissions</b></p> <p>Lead the agency's effort to convert the fleet to environmentally friendly vehicles with the support of Planning and Finance departments. Implement idling restrictions in partnership with Operations.</p>
	<p><b>Operating Expenses</b></p> <p>Support the agency's effort to test connected vehicle technology and determine the right size vehicles for different routes and services.</p>



<b>Economic Vitality</b>	<b>Capital Projects</b>  Support capital project development with revenue fleet replacements and replacing or upgrading vehicle technology and aging facilities.
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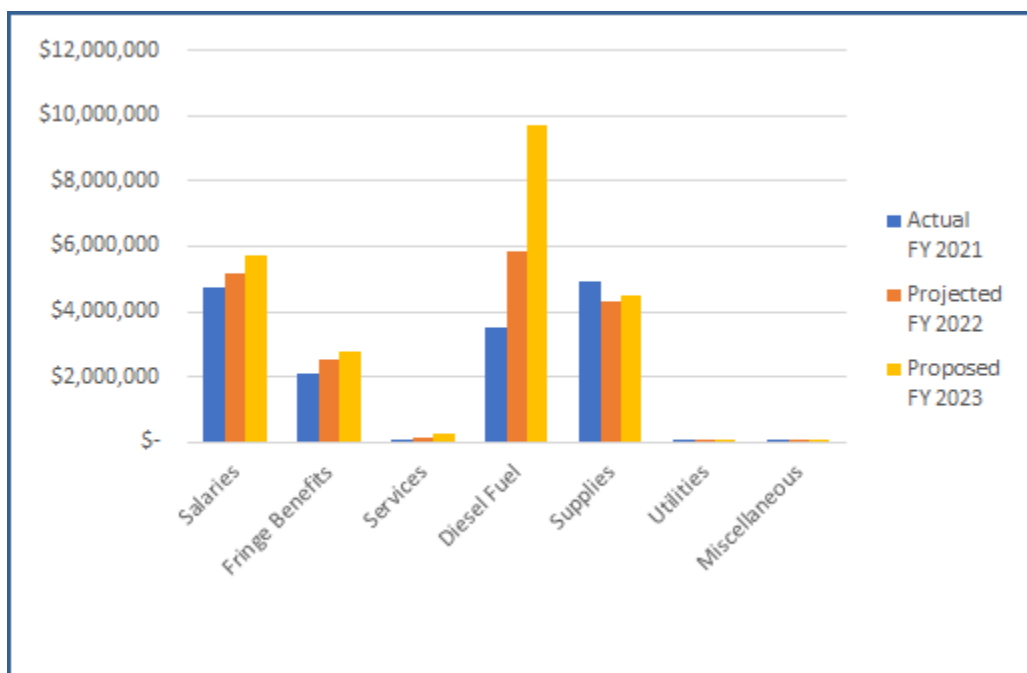
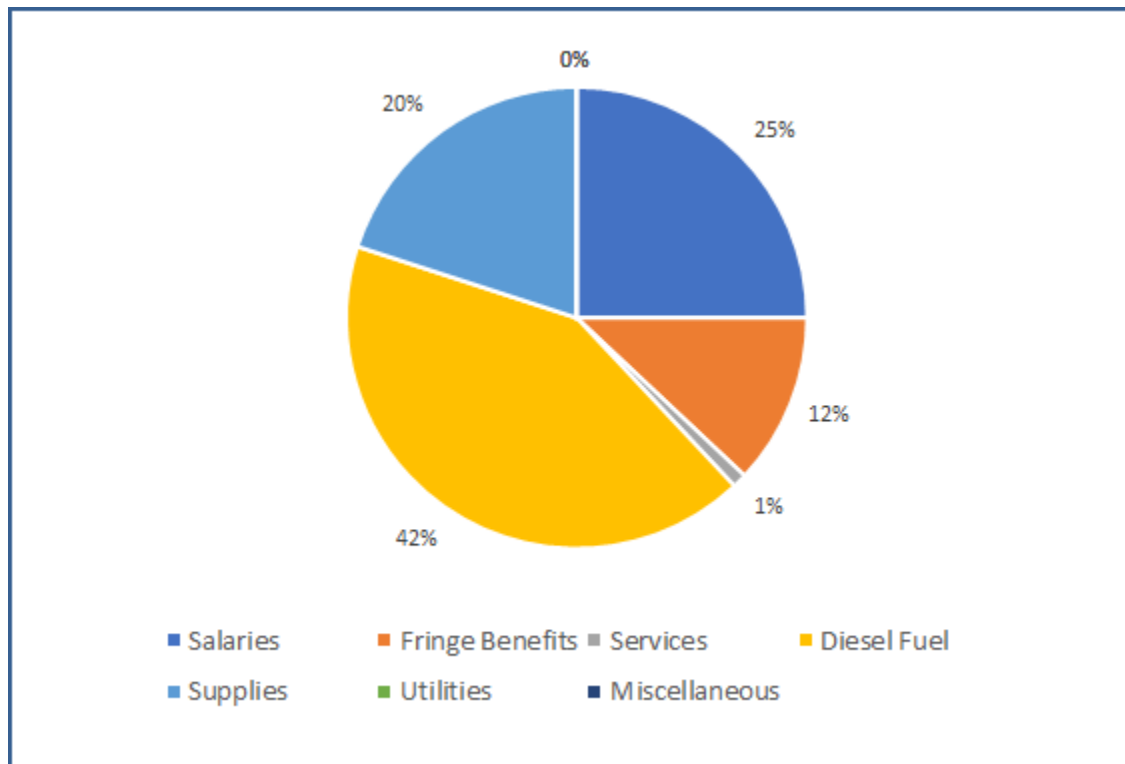
**FLEET MAINTENANCE DIVISION OVERVIEW****FLEET MAINTENANCE DEPARTMENT BUDGET**

Expense Item	Actual FY 2021	Adopted FY 2022	Projected FY 2022	Proposed FY 2023	% Change FY 2022 FY 2023
Salaries	\$ 4,769,370	\$ 5,473,869	\$ 5,199,340	\$ 5,707,170	9.77%
Fringe Benefits	\$ 2,103,630	\$ 2,539,012	\$ 2,558,710	\$ 2,786,430	8.90%
Services	\$ 15,000	\$ 261,750	\$ 135,600	\$ 235,100	73.38%
Diesel Fuel	\$ 3,530,970	\$ 5,188,556	\$ 5,861,320	\$ 9,693,690	65.38%
Supplies	\$ 4,905,930	\$ 3,957,350	\$ 4,279,500	\$ 4,485,780	4.82%
Utilities	\$ 10,540	\$ 55,080	\$ 29,000	\$ 30,000	3.45%
Miscellaneous	\$ 79,500	\$ 58,325	\$ 64,200	\$ 48,750	-24.07%
<b>Total Operating Expenses</b>	<b>\$ 15,414,940</b>	<b>\$ 17,533,942</b>	<b>\$ 18,127,670</b>	<b>\$ 22,986,920</b>	<b>26.81%</b>

- Salaries and fringe benefits expenses increased due to salary increases and an increase in health insurance premiums. Additionally, one (1) new manager position added.
- Service expenses increased due to anticipated use of additional bus software.
- Diesel Fuel expense increased primarily due to price increases and increases in total projected quantity.
- Supply expenses increased due to rising gasoline costs and fleet maintenance parts.
- Utility expenses increased due to additional utilization of electric buses.
- Miscellaneous expenses decreased due to reduced freight expenses.



## FLEET MAINTENANCE DIVISION OVERVIEW





## **FACILITIES 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 4,400 bus stops, 527 bus shelters and 740 benches, using a staff of 15 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 break-down 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.

## FACILITIES MAINTENANCE DIVISION OVERVIEW

### Current Key Initiatives

 <b>Healthy Communities and Workforce</b>	<b>Resilience</b> <p>Lead agency initiatives, with the support of Finance, to implement projects that improve resilience such as a mobile command center, battery export power supply research and feasibility, and other related capital projects. Incorporate resilience into the TAMS.</p>
	<b>Workforce Training &amp; Well-being</b> <p>Participate in agency initiative to track and streamline workforce training. Maintain and Enhance Maintenance Certification Program.</p>
 <b>Environmental Sustainability</b>	<b>Energy</b> <p>Lead agency initiatives to reduce energy consumption and increase energy efficiency through projects such as sub-metering program, energy auditing, lighting upgrades, and the installation of renewable charging for the growing electric fleet. Support effort to track fuel use of contracted fleet.</p>
	<b>Water</b> <p>Lead agency initiatives to reduce water consumption and increase water use efficiency through projects such as sub-metering program, water use auditing, fixture upgrades, expanding leak detection programs, and replacing the aging bus washing facility.</p>
	<b>Waste &amp; Recycling</b> <p>Support agency initiatives to promote recycling to employees and passengers as well as leading waste auditing for improved waste reduction.</p>
	<b>Criteria Air Pollutants &amp; Greenhouse Gas Emissions</b> <p>Lead the agency's effort to convert the fleet to environmentally friendly vehicles with the support of Planning and Finance departments. Implement idling restrictions in partnership with Operations.</p>
	<b>Operating Expenses</b> <p>Support the agency's effort to test connected vehicle technology and determine the right size vehicles for different routes and services.</p>



 <p><b>Economic Vitality</b></p>	<p><b>Capital Projects</b></p> <p>Support capital project development with revenue fleet replacements and replacing or upgrading vehicle technology and aging facilities.</p>
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## FACILITIES MAINTENANCE DIVISION OVERVIEW

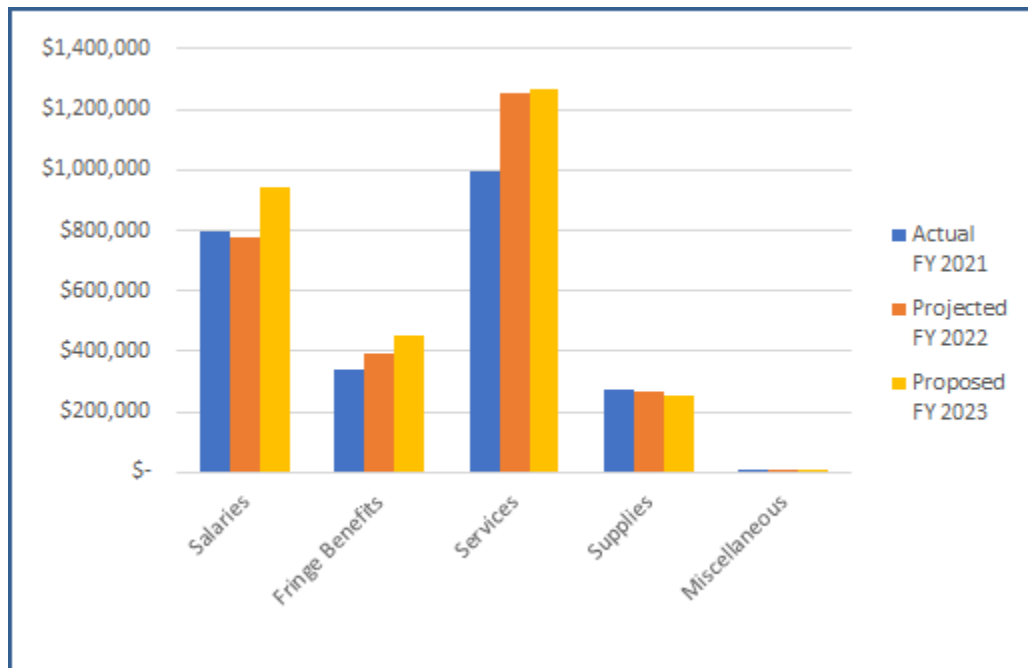
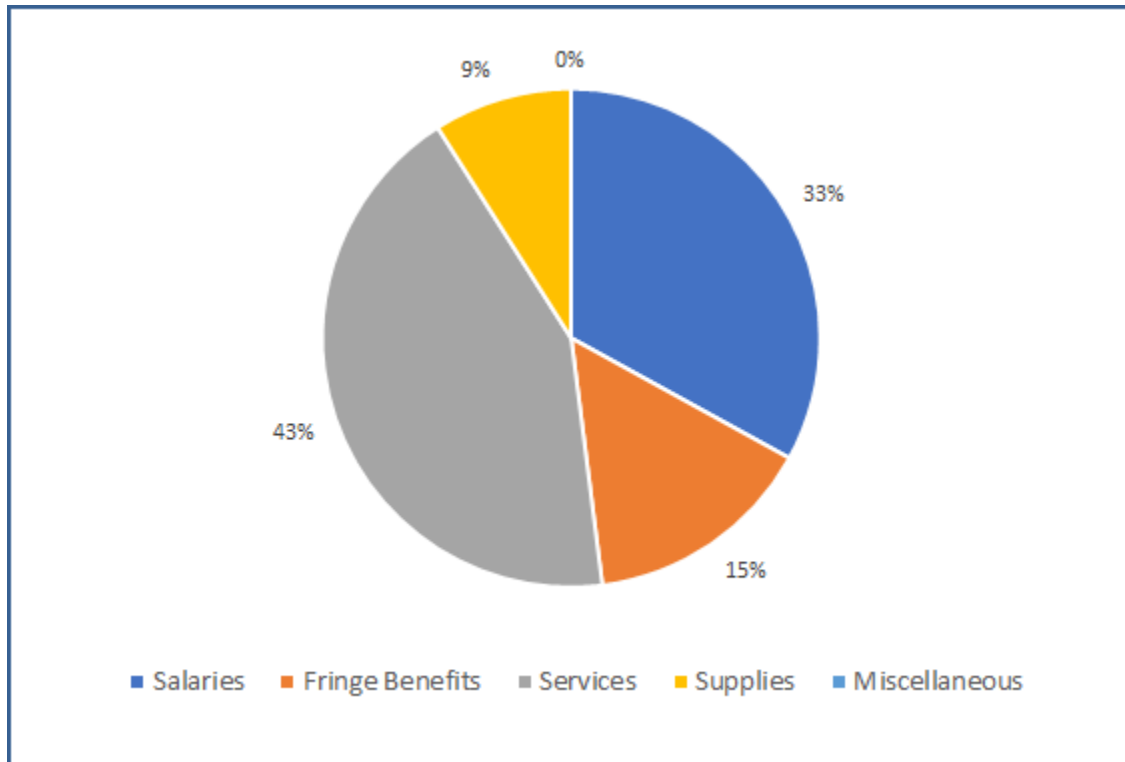
### FACILITIES MAINTENANCE DEPARTMENT BUDGET

Expense Item	Actual FY 2021	Adopted FY 2022	Projected FY 2022	Proposed FY 2023	% Change FY 2022 FY 2023
Salaries	\$ 798,220	\$ 898,348	\$ 779,990	\$ 940,520	20.58%
Fringe Benefits	\$ 340,750	\$ 398,376	\$ 393,520	\$ 451,000	14.61%
Services	\$ 997,740	\$ 1,235,050	\$ 1,252,050	\$ 1,266,500	1.15%
Supplies	\$ 270,360	\$ 191,000	\$ 264,500	\$ 253,500	-4.16%
Miscellaneous	\$ 280	\$ 8,000	\$ 8,000	\$ 8,200	2.50%
<b>Total Operating Expenses</b>	<b>\$ 2,407,350</b>	<b>\$ 2,730,774</b>	<b>\$ 2,698,060</b>	<b>\$ 2,919,720</b>	<b>8.22%</b>

- Salaries and fringe benefits expenses increased due to salary increases and an increase in health insurance premiums.
- Service expenses increased marginally.
- Supply expenses decreased marginally.
- Miscellaneous expenses increased marginally.



## FACILITIES MAINTENANCE DIVISION OVERVIEW





## **MAINTENANCE DIVISION OVERVIEW**

### **INVENTORY CONTROL DEPARTMENT**

The Inventory Control Division is overseen by the Superintendent of Inventory Control assisted by two (2) 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 ten thousand (10,000) different parts at a value of approximately four (4) 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.

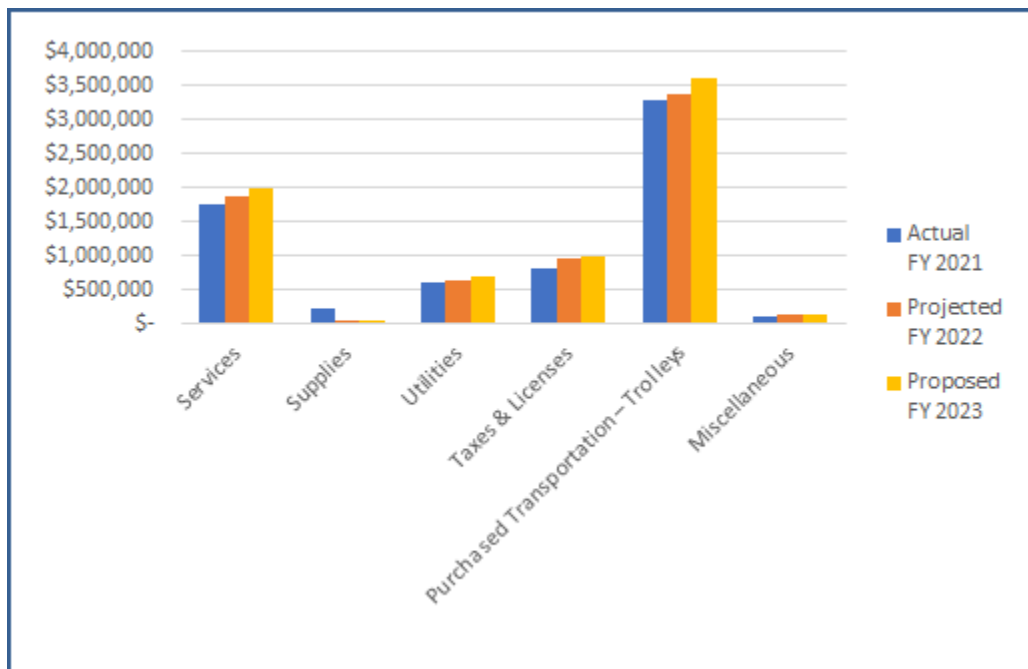
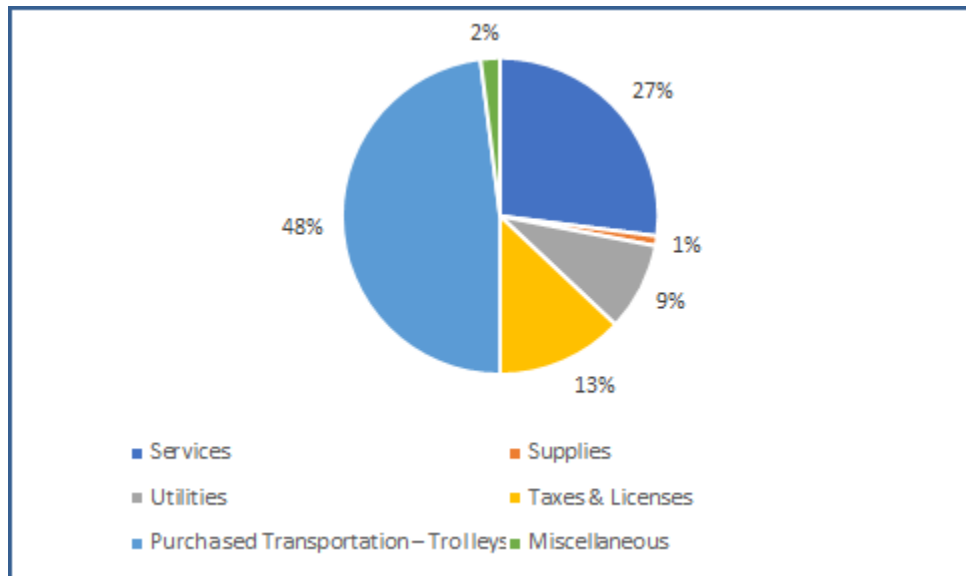
## GENERAL FUNCTION DIVISION BUDGET

Expense Item	Actual FY 2021	Adopted FY 2022	Projected FY 2022	Proposed FY 2023	% Change FY 2022 FY 2023
Services	\$ 1,739,300	\$ 1,838,900	\$ 1,866,930	\$ 1,986,800	6.42%
Supplies	\$ 212,270	\$ 47,500	\$ 52,400	\$ 50,400	-3.82%
Utilities	\$ 608,710	\$ 619,244	\$ 625,630	\$ 694,280	10.97%
Taxes & Licenses	\$ 824,780	\$ 948,260	\$ 948,270	\$ 998,690	5.32%
Purchased Transportation – Trolleys	\$ 3,277,950	\$ 3,527,360	\$ 3,376,730	\$ 3,616,510	7.10%
Miscellaneous	\$ 103,010.00	\$ 143,115.00	\$ 123,120.00	\$ 124,570.00	1.18%
<b>Total Operating Expenses</b>	<b>\$ 6,766,020</b>	<b>\$ 7,124,379</b>	<b>\$ 6,993,080</b>	<b>\$ 7,471,250</b>	<b>6.84%</b>

- Service expenses increased slightly from Tax Collection and Language Services.
- Supply expenses decreased due to less COVID-19 personal protection equipment supplies needed.
- Utilities expenses increased due to rate increases.
- Trolley service expenses to increase per contracted rates.



## GENERAL FUNCTION DIVISION OVERVIEW





# 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.

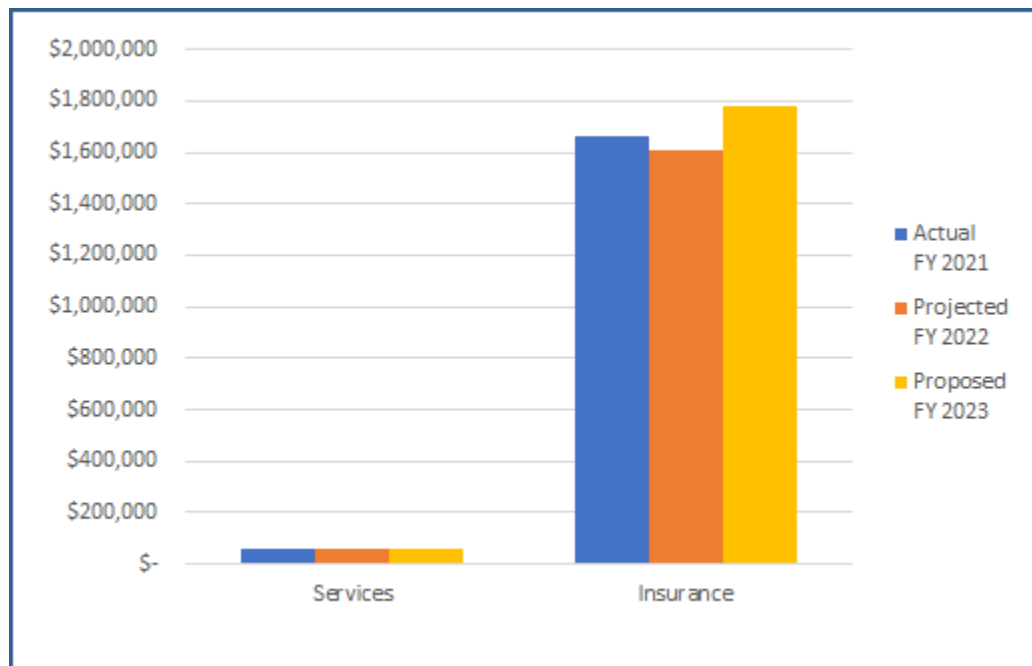
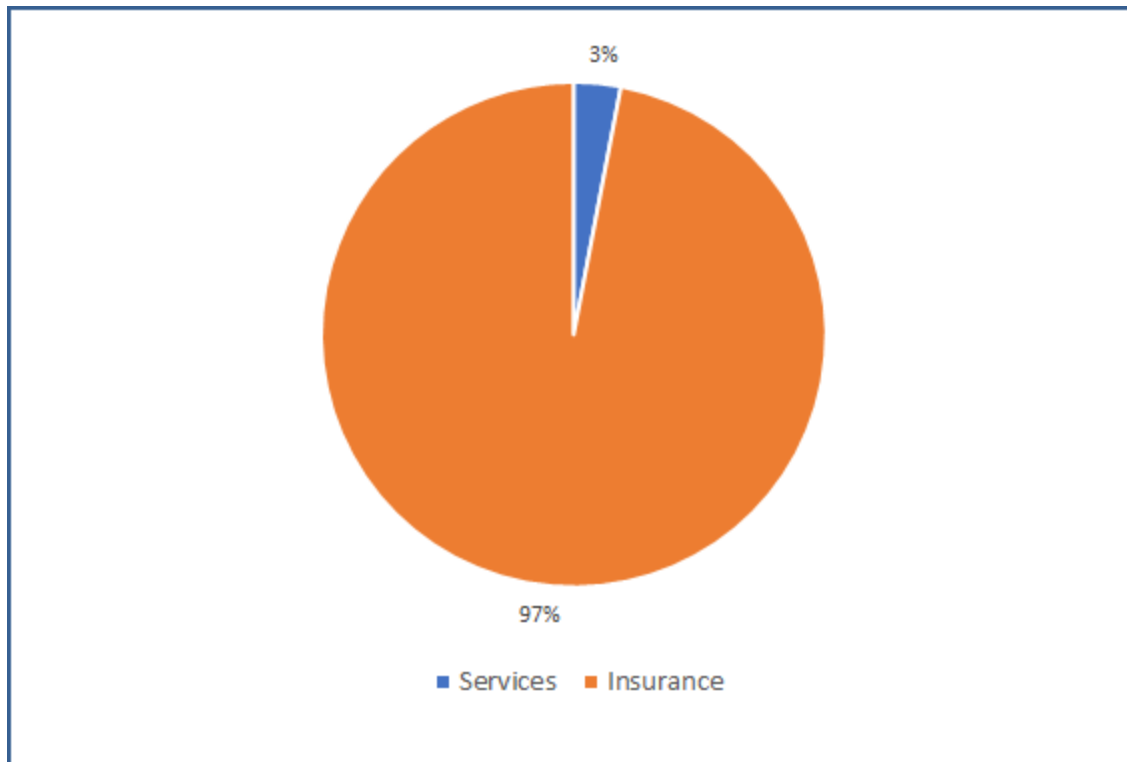
### INSURANCE DIVISION BUDGET

Expense Item	Actual FY 2021	Adopted FY 2022	Projected FY 2022	Proposed FY 2023	% Change FY 2022 FY 2023
Services	\$ 55,870	\$ 56,172	\$ 55,880	\$ 58,540	4.76%
Insurance	\$ 1,662,020	\$ 1,705,385	\$ 1,604,510	\$ 1,778,500	10.84%
<b>Total Operating Expenses</b>	<b>\$ 1,717,890</b>	<b>\$ 1,761,557</b>	<b>\$ 1,660,390</b>	<b>\$ 1,837,040</b>	<b>10.64%</b>

- Service expenses increased marginally.
- Insurance expenses increased due to anticipated market increases.



## INSURANCE DIVISION OVERVIEW





# CAPITAL BUDGET



## CAPITAL BUDGET OVERVIEW

### CAPITAL BUDGET SUMMARY

Presented below is the Capital Improvement Plan for fiscal years 2023 – 2027. 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. PSTA has budgeted \$43,832,210 in capital expenditures for FY 2023.

### 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 Sustainability Strategic Plan. In the case of the FY 2023 capital budget, the staff was asked to project the forecast for the current FY 2022 and FY 2023 – 2027 expected project expenditures. After the meetings, the Finance Division develops the FY 2023 budget and the FY 2024 – 2027 capital improvement plan and then is presented to the Chief Executive Officer. The capital budget and plan are then presented to the Finance and Planning committees and then to the PSTA Board of Directors for final approval. The PSTA Board of Directors approves the capital budget during a series of two public hearings in September.

### CAPITAL BUDGET FUNDING

The total capital budget for fiscal year 2023 is \$43,832,210.

The funding for the capital budget is listed below:

Funding Agencies	2023 Funding Amount
Capital Reserve	\$ 3,754,630
City of Clearwater (Land)	3,600,000
City of St. Petersburg	289,000
FDOT	2,764,000
FTA Current	23,252,080
FTA Future - Formula	9,172,500
TBD Conceptual	1,000,000
<b>Total Funding - FY 2023 Capital Budget</b>	<b>\$ 43,832,210</b>

The Federal Transit Administration is responsible for 74% of the funding for the FY 2023 capital budget, with Sections 5307, 5309, 5310, 5312, 5337, 5339, and other miscellaneous grant funds.

Section 5307, 5337, and 5339 – Urbanized Formula Grants that have been awarded and being used are \$30.2 million. 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 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 plan, the following funding sources are identified.

Funding Sources	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Capital Reserve	\$ 3,754,630	\$ 1,713,333	\$ 1,613,333	\$ 1,113,333	\$ 1,113,333
City of Clearwater (Land)	3,600,000	-	-	-	-
City of St. Petersburg	289,000	64,000	64,000	-	-
FDOT	2,764,000	564,000	64,000	-	-
Forward Pinellas	-	1,474,000	726,000	-	-
FTA Current	23,252,080	547,387	217,387	-	-
FTA Future - Discretionary	-	15,000,000	5,000,000	-	-
FTA Future - Formula	9,172,500	6,737,300	4,189,038	8,378,955	25,936,200
FTA Future - B&BF	-	521,000	8,508,260	8,970,740	-
TBD Conceptual	1,000,000	-	-	-	-
Potential VW Settlement	-	12,600,000	5,400,000	-	-
<b>Total Funding FY 2023-2027 Capital Plan</b>	<b>\$ 43,832,210</b>	<b>\$ 39,221,020</b>	<b>\$ 25,782,018</b>	<b>\$ 18,463,028</b>	<b>\$ 27,049,533</b>



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 2023	FY 2024	FY 2025	FY 2026	FY 2027
5307 Urbanized Formula Grants	\$ 16,995,690	\$ 7,253,687	\$ 4,385,425	\$ 2,600,950	\$ 10,302,950
5309 Earmark	300,000	-	-	-	-
5312 Innovation and Development Grant	24,000	24,000	14,000	-	-
5337 Urbanized Formula Grants	7,000	7,000	7,000	7,000	7,000
5339 Urbanized Formula Grants	13,220,500	521,000	8,508,260	14,741,745	15,626,250
5339 Discretionary Grants	1,157,390	-	-	-	-
Rebuilding American Infrastructure with Sustainability & Equity (RAISE)	-	15,000,000	5,000,000	-	-
20005(b) TOD Planning Pilot Program Grant	720,000	-	-	-	-
<b>Total Federal Transit Administration Funding FY 2023-2027</b>	<b>\$ 32,424,580</b>	<b>\$ 22,805,687</b>	<b>\$ 17,914,685</b>	<b>\$ 17,349,695</b>	<b>\$ 25,936,200</b>

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 plan. The grant applications completed in FY 2022 for future years projects is \$20,370,450. 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 \$830,000 toward administrative, and short-range planning costs, leaving \$19,540,450 for capital projects.



## **EXPENDITURES**

**Vehicles** – Vehicles are budgeted at \$17,570,490 or 40% of the total capital budget. This budget includes the purchase of electric buses and charging equipment.

**Passenger Amenities** – Passenger Amenities are budgeted at \$2,418,000 or 6% of the total capital budget. This budget includes the purchase of replacement shelters and the 34<sup>th</sup> Street South Park and Ride project.

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 \$1,944,750 or 4% of the total capital budget. This budget includes a community bus plan update and PSTA's Transit Oriented Development Study project.

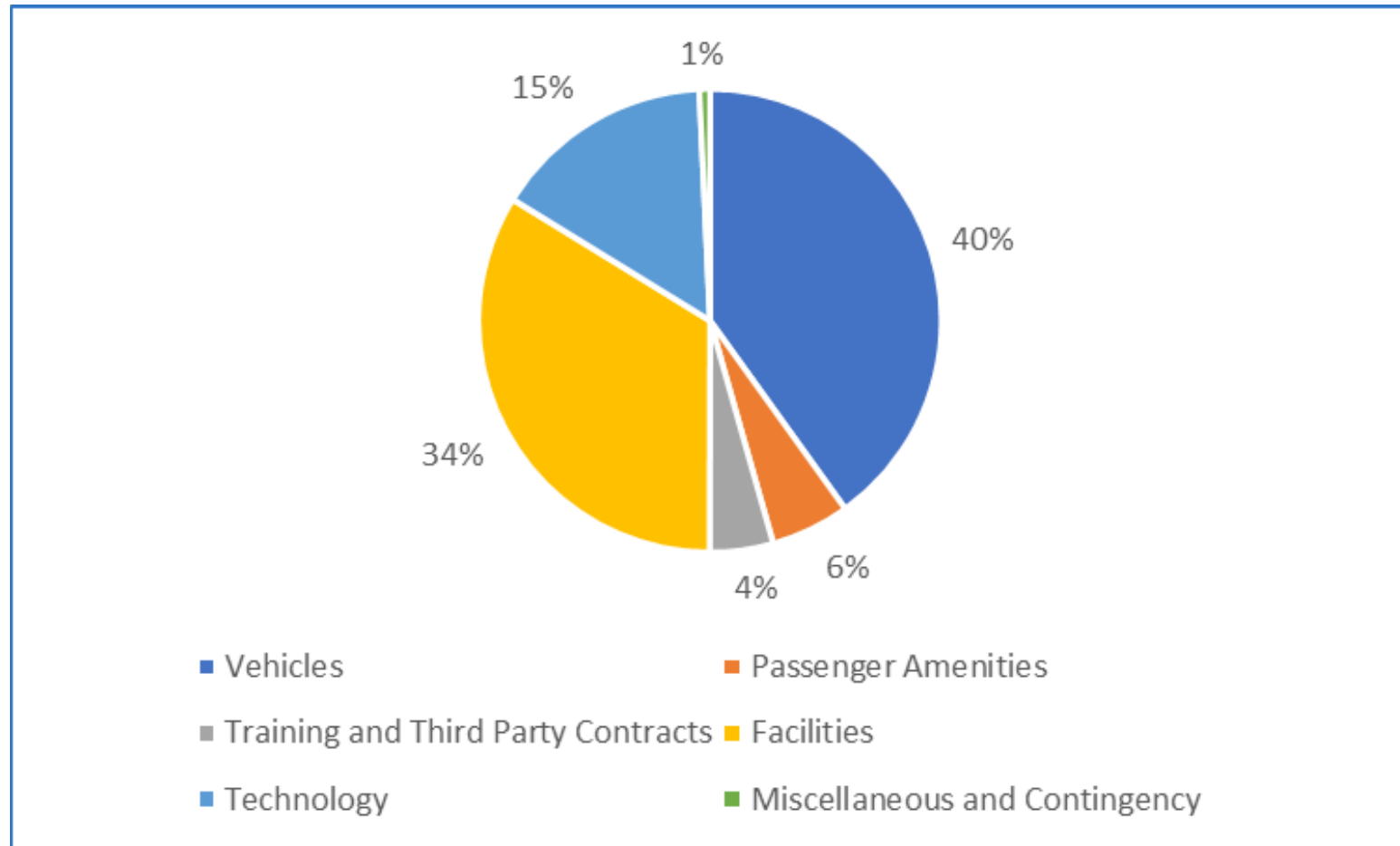
**Facilities** – Facilities is budgeted at \$14,784,630 or 34% of the total capital budget. The largest projects are the Clearwater Multimodal Transit Center Construction and the Solar Panels project.

**Technology** – Technology is budgeted at \$6,790,390 or 15% of the total capital budget. Key projects include bus modems, the Downtown ATMS Fiber Connections project, and software upgrades.

**Miscellaneous and Contingency** – Miscellaneous and contingency is budgeted at \$323,950 or 1% of the total capital budget. The largest portion is the contingency budget of \$250,000. This amount is utilized throughout the year for unanticipated needs.

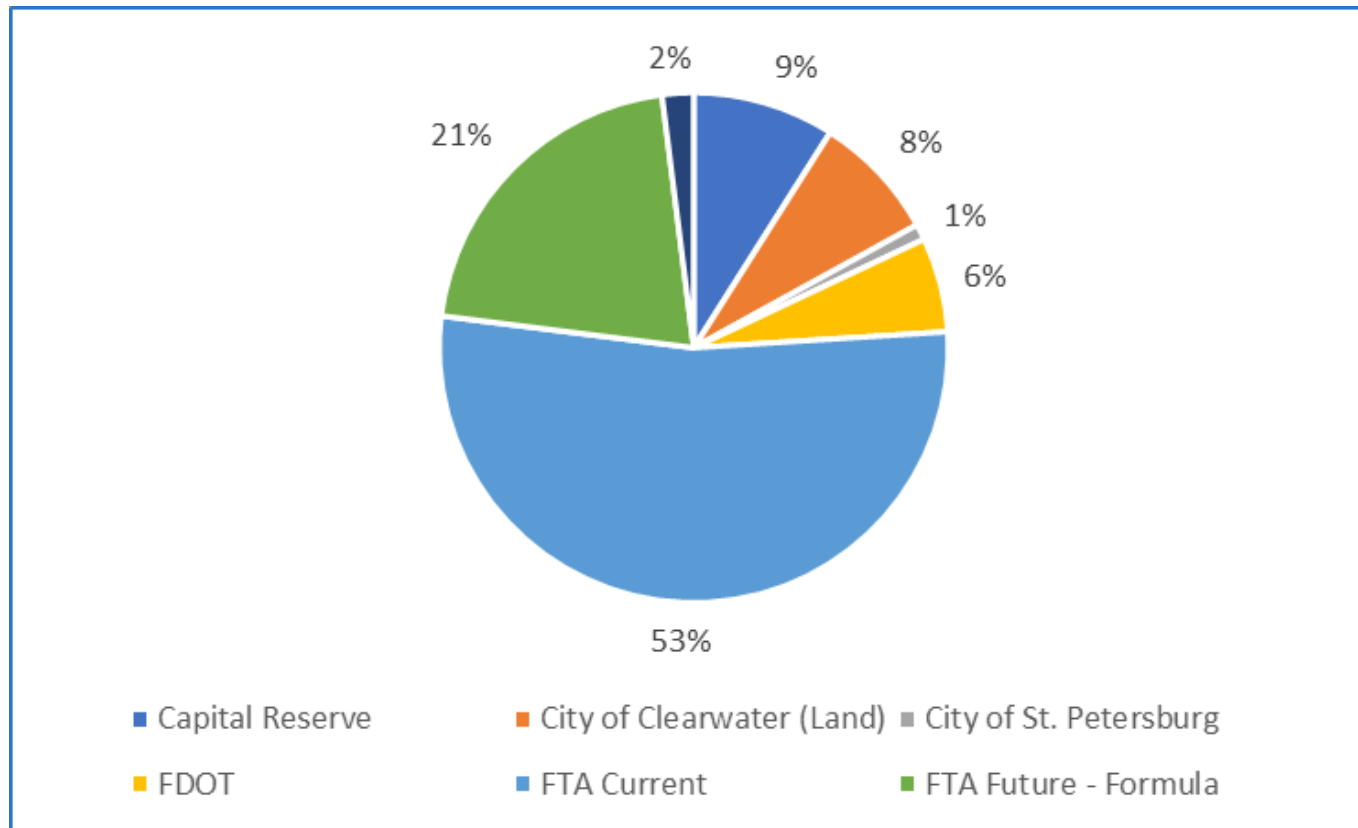


### FY 2023 Capital Budget by Category





## FY 2023 Capital Projects Funding Sources



The five-year capital plan represents the collaborative and thoughtful approach that Pinellas Suncoast Transit Authority has taken to achieve the Sustainability Strategic Plan 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 Projects Effects on Future Operating Budgets**

The SunRunner BRT is a significant and nonrecurring project. It will have a significant effect on the FY 2023 operating budget once construction is over in the summer of 2022. The SunRunner BRT will have a positive effect on the fare revenues, generating an estimated \$250,976 per year. The project will also have a positive effect on grant revenues in the amount of \$1,900,000 over 36 months spanning from FY 2022 until FY 2024. The first full year of operating is estimated to cost \$2,936,947 and increase by 4.5% every following year.

The purchase of sixty electric vehicles over five years will cumulatively save The Agency in fuel costs and maintenance.

When construction for the Clearwater Multimodal Transit Center is complete in a few years, the Facilities Maintenance division will have increased costs.

The Solar project is a significant and nonrecurring project. Once the installation is complete, PSTA will immediately see savings in electricity costs.



## VEHICLE PROJECTS

Project Type	Line #	Project Title	Funding	FY 2022 Adopted Budget	Total Project Budget and Plan	Total Expenditures and FY 2022 Forecast	FY 2023 Budget Request	FY 2024 Project Plan	FY 2025 Project Plan	FY 2026 Project Plan	FY 2027 Project Plan
Vehicles	1	Heavy Duty Vehicle Lift(s)	FL-2019-085	900,000	1,997,140	1,997,140	-	-	-	-	-
	2	Major Component Replacement Program 2022	Capital Reserve	1,168,000	1,168,000	1,168,000	-	-	-	-	-
	3:1	Major Component Replacement Program Future Years	Capital Reserve	-	4,500,000	-	1,500,000	1,000,000	1,000,000	500,000	500,000
	3:2	Major Component Replacement Program Future Years	FTA Future - Formula	-	3,000,000	-	-	500,000	500,000	1,000,000	1,000,000
	3	Major Component Replacement Program Future Years	See Above	-	7,500,000	-	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
	4:1	Purchase Replacement Trolleys	FL-2018-080	50,000	2,725,687	2,721,539	-	-	-	-	-
	4:2	Purchase Replacement Trolleys	FL-2019-085	100,000	7,002,353	6,991,702	-	-	-	-	-
	4	Purchase Replacement Trolleys	See Above	150,000	9,728,040	9,713,231	-	-	-	-	-
	5:1	Replace 12 Buses- Bus Plan Y1	FL-2019-085	-	1,093,420	-	1,093,420	-	-	-	-
	5:2	Replace 12 Buses- Bus Plan Y1	FI-2021-001	-	10,149,000	-	10,149,000	-	-	-	-
	5:3	Replace 12 Buses- Bus Plan Y1	FI-2021-075	-	1,978,080	-	1,978,080	-	-	-	-
	5	Replacement Bus Plan Y1	See Above	-	13,220,500	-	13,220,500	-	-	-	-
	6:1	Replace 12 Buses, Depot Chargers Bus Plan Y2	VW Settlement	-	12,600,000	-	-	12,600,000	-	-	-
	6:2	Replace 12 Buses, Depot Chargers Bus Plan Y2	FTA Future - B&BF	11,370,000	521,000	-	-	521,000	-	-	-
	6	Replacement Bus Plan Y2	See Above	11,370,000	13,121,000	-	-	13,121,000	-	-	-
	7:1	Replace 12 Buses, Depot Chargers Bus Plan Y3	VW Settlement	-	5,400,000	-	-	-	5,400,000	-	-
	7:2	Replace 12 Buses, Depot Chargers Bus Plan Y3	FTA Future - B&BF	-	8,508,260	-	-	-	8,508,260	-	-
	7	Replacement Bus Plan Y3	See Above	-	13,908,260	-	-	-	13,908,260	-	-
	8:1	Replace 12 Buses, Depot Chargers Bus Plan Y4	FTA Future - B&BF	-	8,970,740	-	-	-	-	8,970,740	-
	8:2	Replace 12 Buses, Depot Chargers Bus Plan Y4	FTA Future - Formula	-	5,771,005	-	-	-	-	5,771,005	-
	8	Replacement Bus Plan Y4	See Above	-	14,741,745	-	-	-	-	14,741,745	-
	9	Replacement Bus Plan Y5	FTA Future - Formula	-	15,626,250	-	-	-	-	-	15,626,250
	10:1	Electric Bus Expansion	FL-2018-064	-	2,000,000	2,012,378	-	-	-	-	-
	10:2	Electric Bus Expansion	Capital Reserve	-	1,709,263	1,719,841	-	-	-	-	-
	10	Electric Bus Expansion	See Above	-	3,709,263	3,732,209	-	-	-	-	-
	11:1	Purchase Electric Bus & Charging Equipment	FL-2021-024	1,229,710	1,239,710	73,589	1,157,390	-	-	-	-
	11:2	Purchase Electric Bus & Charging Equipment	Capital Reserve	1,160,290	1,160,290	68,878	1,092,600	-	-	-	-
	11	Purchase Electric Bus & Charging Equipment	See Above	2,390,000	2,400,000	142,457	2,249,990	-	-	-	-
	12	Painting Buses	TBD Conceptual	600,000	600,000	-	600,000	-	-	-	-
	13	Communications for Vehicle Projects	Capital Reserve	319,560	10,000	10,000	-	-	-	-	-
		<b>Total Vehicles</b>		<b>16,897,560</b>	<b>97,730,198</b>	<b>16,763,037</b>	<b>17,570,490</b>	<b>14,621,000</b>	<b>15,408,260</b>	<b>16,241,745</b>	<b>17,126,250</b>



## PASSENGER AMENITIES PROJECTS

Project Type	Line #	Project Title	Funding	FY 2022 Adopted Budget	Total Project Budget and Plan	Total Expenditures and FY 2022 Forecast	FY 2023 Budget Request	FY 2024 Project Plan	FY 2025 Project Plan	FY 2026 Project Plan	FY 2027 Project Plan
Passenger Amenities	14:1	ADA Landing Pads	FL-2017-024	-	88,250	39,010	-	-	-	-	-
	14:2	ADA Landing Pads	FL-2017-109	-	336,511	52,180	-	-	-	-	-
	14:3	ADA Landing Pads	FL-90-X841	-	30,825	24,130	-	-	-	-	-
	13:4	ADA Landing Pads	FL-2021-001	217,626	278,000	655,998	-	-	-	-	-
	14:4	ADA Landing Pads	Capital Reserve	-	19,900	19,900	-	-	-	-	-
	14	ADA Landing Pads	See Above	217,626	753,486	791,218	-	-	-	-	-
	15:1	Shelters Current	FL-2017-024	-	1,489	1,500	-	-	-	-	-
	15:2	Shelters Current	FL-2017-109	-	7,448	7,448	-	-	-	-	-
	15:3	Shelters Current	FL-2018-080	-	133,893	133,800	-	-	-	-	-
	15:4	Shelters Current	FL-2019-085	-	150,000	-	150,000	-	-	-	-
	15:5	Shelters Current	FL-2021-001	-	150,000	-	150,000	-	-	-	-
	15:6	Shelters Current	FL-2021-075	300,000	300,000	-	300,000	-	-	-	-
	15:7	Shelters Current	FTA Current	-	300,000	-	300,000	-	-	-	-
	15	Shelters Current	See Above	300,000	1,042,830	142,748	900,000	-	-	-	-
	16	Passenger Shelters (FY 2023-2027)	FTA Future - Formula	-	750,000	-	150,000	150,000	150,000	150,000	150,000
	17:1	ADA and Bus Shelter Pads FY 2022	FTA Future - Formula	-	300,000	-	-	-	100,000	100,000	100,000
	17:2	ADA and Bus Shelter Pads FY 2022	Capital Reserve	-	917,730	217,730	200,000	200,000	100,000	100,000	100,000
	17	ADA and Bus Shelter Pads FY 2022	See Above	-	1,217,730	217,730	200,000	200,000	200,000	200,000	200,000
	18	SunRunner BRT - Art in Transit	City of St. Petersburg	528,625	528,630	528,630	-	-	-	-	-
	19:FA1	SunRunner BRT Force Account 2019	Capital Reserve	-	109,000	109,000	-	-	-	-	-
	19:FA2	SunRunner BRT Force Account 2020	Capital Reserve	-	65,961	65,961	-	-	-	-	-
	19:FA3	SunRunner BRT Force Account 2021	Capital Reserve	-	148,756	148,756	-	-	-	-	-
	19:FA4	SunRunner BRT Force Account 2022	Capital Reserve	60,000	60,000	60,000	-	-	-	-	-
	19:FA	SunRunner BRT Force Account	See Above	60,000	383,717	383,717	-	-	-	-	-
	19:FD1	SunRunner BRT Design	FDOT	-	1,000,000	1,000,000	-	-	-	-	-
	19:FD2	SunRunner BRT Design	Capital Reserve	-	1,000,000	1,000,000	-	-	-	-	-
	19:FD	SunRunner BRT Design	See Above	-	2,000,000	2,000,000	-	-	-	-	-
	19:C&B1	SunRunner BRT Construction, and Buses	Capital Reserve	1,261,319	5,409,072	5,581,566	-	-	-	-	-
	19:C&B2	SunRunner BRT Construction, and Buses	FDOT	3,000,359	8,409,072	8,825,527	-	-	-	-	-
	19:C&B3	SunRunner BRT Construction, and Buses	FL-2020-071	12,548,576	21,836,000	20,671,657	-	-	-	-	-
	19:C&B4	SunRunner BRT Construction, and Buses	ARP	3,276,537	3,276,537	3,276,540	-	-	-	-	-
	19:C&B5	SunRunner BRT Construction, and Buses	City of St. Petersburg	1,575,023	3,000,000	3,292,535	-	-	-	-	-
	19:C&B	SunRunner BRT Construction, and Buses	See Above	21,661,813	41,930,681	41,647,825	-	-	-	-	-
	19	Total SunRunner BRT	See Above	21,721,813	44,314,398	44,031,542	-	-	-	-	-





## PASSENGER AMENITIES PROJECTS

Project Type	Line #	Project Title	Funding	FY 2022 Adopted Budget	Total Project Budget and Plan	Total Expenditures and FY 2022 Forecast	FY 2023 Budget Request	FY 2024 Project Plan	FY 2025 Project Plan	FY 2026 Project Plan	FY 2027 Project Plan
Passenger Amenities	20:1	Downtown Park and Ride	City of St. Petersburg	-	192,000	-	64,000	64,000	64,000	-	-
	20:5	Downtown Park and Ride	FDOT	-	192,000	-	64,000	64,000	64,000	-	-
	20	Downtown Park and Ride	See Above	-	384,000	-	128,000	128,000	128,000	-	-
	21	22nd Ave. Park & Ride Upgrades	FDOT	500,000	500,000	-	-	500,000	-	-	-
	22	Bus Stop Inventory Updates	FL-2019-085	200,000	200,000	200,000	-	-	-	-	-
	23:1	34th Street South Project Development	FL-2018-080	500,000	170,780	170,780	-	-	-	-	-
	23:2	34th Street South Project Development	FL-2019-085	-	226,870	29,220	197,650	-	-	-	-
	23:3	34th Street South Project Development	FL-2021-001	-	500,000	-	302,350	197,650	-	-	-
	23:4	34th Street South Project Development	FL-2021-075	-	102,350	-	-	102,350	-	-	-
	23	34th Street South Project Development	See Above	500,000	1,000,000	200,000	500,000	300,000	-	-	-
	24	Ferry Boat Repairs	Capital Reserve	100,000	100,000	-	100,000	-	-	-	-
	25	Largo Mall Passenger Bus Terminal	TBD Conceptual	-	400,000	-	400,000	-	-	-	-
	26:1	Simmeseats / Benches	FL-90-X841	-	73,315	73,320	-	-	-	-	-
	26:2	Simmeseats / Benches	FL-90-X873	-	-	-	-	-	-	-	-
	26	Simmeseats / Benches	See Above	-	73,315	73,320	-	-	-	-	-
	27	Communications for Passenger Amenities	Capital Reserve	46,925	-	-	-	-	-	-	-
	28	SunRunner Communications & Public Education	Capital Reserve	1,011,614	1,245,288	717,418	40,000	-	-	-	-
		Total Passenger Amenities		25,126,603	52,509,677	46,902,605	2,418,000	1,278,000	478,000	350,000	350,000



## TRAINING AND THIRD PARTY PROJECTS

Project Type	Line #	Project Title	Funding	FY 2022 Adopted Budget	Total Project Budget and Plan	Total Expenditures and FY 2022 Forecast	FY 2023 Budget Request	FY 2024 Project Plan	FY 2025 Project Plan	FY 2026 Project Plan	FY 2027 Project Plan
Training and Third Party Contracts	29	SMS Documentation Updates	FL-90-X873	-	95,000	73,694	-	-	-	-	-
	30:1	ADA Travel Training / In-Person Assessments Program	FL-2019-085	125,000	125,000	54,270	72,350	-	-	-	-
	30:2	ADA Travel Training / In-Person Assessments Program	FL-2021-001	25,000	25,000	-	-	25,000	-	-	-
	30:3	ADA Travel Training / In-Person Assessments Program	FL-2021-075	-	25,000	-	-	25,000	-	-	-
	30:4	ADA Travel Training / In-Person Assessments Program	FTA Future - Formula	-	168,438	-	-	22,350	66,088	64,000	16,000
	30	ADA Travel Training / In-Person Assessments Program	See Above	150,000	343,438	54,270	72,350	72,350	66,088	64,000	16,000
	31:1	Employee Education	FL-2017-109	11,100	17,500	1,027	-	-	-	-	-
	31:2	Employee Education	FL-2017-080	20,000	20,000	1,174	-	-	-	-	-
	31:3	Employee Education	FL-2019-085	20,000	20,000	1,174	-	-	-	-	-
	31:4	Employee Education	FTA Future - Formula	20,000	100,000	5,870	20,000	20,000	20,000	20,000	20,000
	31	Employee Education	See Above	71,100	157,500	9,245	20,000	20,000	20,000	20,000	20,000
	32:1	Short Range Planning	FL-2018-080	170,774	-	-	-	-	-	-	-
	32:2	Short Range Planning	FL-2019-085	226,863	-	-	-	-	-	-	-
	32:3	Short Range Planning	FL-2021-001	500,000	-	-	-	-	-	-	-
	32:4	Short Range Planning	FL-2021-075	400,000	297,650	297,650	-	-	-	-	-
	32:5	Short Range Planning	FTA Future - Formula	-	2,400,000	-	300,000	200,000	500,000	700,000	700,000
	32	Short Range Planning	See Above	1,297,637	2,697,650	297,650	300,000	200,000	500,000	700,000	700,000
	33	Community Bus Plan Update	FTA Future - Formula	-	1,100,000	-	500,000	600,000	-	-	-
	34	Ferry Program and Grants	FL-2018-085	45,000	180,000	180,002	-	-	-	-	-
	35:1	Autonomous Vehicles Pilot Demonstration-North County	FL-2018-080	-	42,000	-	-	-	-	-	-
	35:2	Autonomous Vehicles Pilot Demonstration-North County	Capital Reserve	160,000	196,500	242,850	-	-	-	-	-
	35:3	Autonomous Vehicles Pilot Demonstration-North County	FL-2019-015	160,000	195,000	-	-	-	-	-	-
	35	Autonomous Vehicles Pilot Demonstration-North County	See Above	320,000	433,500	242,850	-	-	-	-	-
	36	Autonomous Vehicles Pilot Demonstration-Tarpon or Largo	Capital Reserve	-	117,394	-	117,400	-	-	-	-
	37:1	Transit Oriented Development (TOD) Study	FL-2019-039	474,390	1,200,000	1,145,593	-	-	-	-	-
	37:2	Transit Oriented Development (TOD) Study	Capital Reserve	39,533	100,000	95,474	-	-	-	-	-
	37:3	Transit Oriented Development (TOD) Study	City of St. Petersburg	59,299	150,000	143,200	-	-	-	-	-
	37:4	Transit Oriented Development (TOD) Study	Forward Pinellas	19,766	50,000	47,737	-	-	-	-	-
	37	Transit Oriented Development (TOD) Study	See Above	592,988	1,500,000	1,432,003	-	-	-	-	-
	38:1	Transit Oriented Development (TOD) Implementation	FL-2021-053	240,000	720,000	-	720,000	-	-	-	-
	38:2	Transit Oriented Development (TOD) Implementation	Capital Reserve	60,000	180,000	-	180,000	-	-	-	-
	38	Transit Oriented Development (TOD) Implementation	See Above	300,000	900,000	684	900,000	-	-	-	-
	39	Transit Asset Management Plan Update - Facility Condition	FL-2017-109	-	78,000	78,000	-	-	-	-	-
	40:1	I-275 Bus on Shoulder Pilot Project	FL-2018-080	-	12,425	12,425	-	-	-	-	-
	40:2	I-275 Bus on Shoulder Pilot Project	FL-2019-015	-	30,000	29,187	-	-	-	-	-
	40:3	I-275 Bus on Shoulder Pilot Project	FDOT	80,000	80,000	80,000	-	-	-	-	-
	40:4	I-275 Bus on Shoulder Pilot Project	Capital Reserve	80,950	80,950	80,950	-	-	-	-	-
	40	I-275 Bus on Shoulder Pilot Project	See Above	160,950	203,375	202,562	-	-	-	-	-
	41	Additional SunRunner Training	Capital Reserve	124,000	124,000	124,000	-	-	-	-	-
	42	General Technical Support Services	FL-2019-085	35,000	85,000	50,000	35,000	-	-	-	-
	43	NTD Consultant	FL-2018-080	23,000	23,000	23,000	-	-	-	-	-
	44	Communications for Training and 3rd Party Contracts	Capital Reserve	62,394	-	-	-	-	-	-	-
	45	AVA Communications & Public Education	Capital Reserve	-	10,000	10,000	-	-	-	-	-
		<b>Total Training and Third Party Contracts</b>		<b>3,182,069</b>	<b>8,047,857</b>	<b>2,777,960</b>	<b>1,944,750</b>	<b>892,350</b>	<b>586,088</b>	<b>784,000</b>	<b>736,000</b>



## FACILITIES PROJECTS

Project Type	Line #	Project Title	Funding	FY 2022 Adopted Budget	Total Project Budget and Plan	Total Expenditures and FY 2022 Forecast	FY 2023 Budget Request	FY 2024 Project Plan	FY 2025 Project Plan	FY 2026 Project Plan	FY 2027 Project Plan
Facilities	46:1	Clearwater Multimodal Transit Center Design	FL-04-0135	600,000	1,250,000	721,595	300,000	-	-	-	-
	46:2	Clearwater Multimodal Transit Center Design	FL-2017-024	251,193	251,193	251,200	-	-	-	-	-
	46:3	Clearwater Multimodal Transit Center Design	FL-2018-080	-	1,025,000	300,000	725,000	-	-	-	-
	46	Clearwater Multimodal Transit Center Design	See Above	851,193	2,526,193	1,272,795	1,025,000	-	-	-	-
	47:1	Clearwater Multimodal Transit Center Construction	FTA Future - Discretionary	9,200,000	20,000,000	-	-	15,000,000	5,000,000	-	-
	47:2	Clearwater Multimodal Transit Center Construction	City of Clearwater (Land)	3,600,000	3,600,000	-	3,600,000	-	-	-	-
	47:3	Clearwater Multimodal Transit Center Construction	FDOT	-	2,300,000	-	2,300,000	-	-	-	-
	47:5	Clearwater Multimodal Transit Center Construction	Forward Pinellas	-	2,200,000	-	-	1,474,000	726,000	-	-
	47:6	Clearwater Multimodal Transit Center Construction	FTA Future - Formula	-	6,300,000	-	-	4,221,000	2,079,000	-	-
	47	Clearwater Multimodal Transit Center Construction	See Above	12,800,000	34,400,000	-	5,900,000	20,695,000	7,805,000	-	-
	48:1	Charging Area - Electric Buses	FL-2021-001	3,200,000	-	-	-	-	-	-	-
	48:2	Charging Area - Electric Buses	FTA Current	4,500,000	-	-	-	-	-	-	-
	48:3	Charging Area - Electric Buses	FTA Future - Formula	2,300,000	-	-	-	-	-	-	-
	48	Charging Area - Electric Buses	See Above	10,000,000	-	-	-	-	-	-	-
	49	Park Street Terminal - Retrofit	Capital Reserve	-	400,000	377,175	-	-	-	-	-
	50:1	Security and Safety Systems	FL-2017-109	175,281	750,000	750,010	-	-	-	-	-
	50:2	Security and Safety Systems	Capital Reserve	24,719	105,767	105,776	-	-	-	-	-
	50	Security and Safety Systems	See Above	200,000	855,767	855,776	-	-	-	-	-
	51	Audio Visual Equipment - Replacement	FL-2021-075	275,000	275,000	10,000	235,000	30,000	-	-	-
	52:1	Solar Panels	Capital Reserve	20,000	20,000	8,712	11,290	-	-	-	-
	52:2	Solar Panels	FL-2021-075	2,500,000	2,500,000	-	2,500,000	-	-	-	-
	52:4	Solar Panels	FTA Future - Formula	2,650,000	4,600,000	-	4,600,000	-	-	-	-
	52	Solar Panels	See Above	5,170,000	7,120,000	8,712	7,111,290	-	-	-	-
	53	Electric Infrastructure Room	Capital Reserve	-	2,566,672	-	513,340	513,333	513,333	513,333	513,333
	54	Communications for Facility Projects	Capital Reserve	585,924	-	-	-	-	-	-	-
		<b>Total Facilities</b>		<b>29,882,117</b>	<b>48,143,632</b>	<b>2,524,457</b>	<b>14,784,630</b>	<b>21,238,333</b>	<b>8,318,333</b>	<b>513,333</b>	<b>513,333</b>



## TECHNOLOGY PROJECTS

Project Type	Line #	Project Title	Funding	FY 2022 Adopted Budget	Total Project Budget and Plan	Total Expenditures and FY 2022 Forecast	FY 2023 Budget Request	FY 2024 Project Plan	FY 2025 Project Plan	FY 2026 Project Plan	FY 2027 Project Plan
Technology	55:1	Clever Devices Retrofit (IVANS) / Bus Modems	FL-2021-075	2,617,500	2,617,500	400,000	2,217,500	-	-	-	-
	55:2	Clever Devices Retrofit (IVANS) / Bus Modems	FTA Future - Formula	-	2,617,500	-	2,617,500	-	-	-	-
	55:3	Clever Devices Retrofit (IVANS) / Bus Modems	FL-2019-085	600,000	600,000	600,000	-	-	-	-	-
	55	Clever Devices Retrofit (IVANS) / Bus Modems	See Above	3,217,500	5,835,000	1,000,000	4,835,000	-	-	-	-
	56	Data Center Upgrade - DRa5	FL-2018-080	300,000	300,000	75,000	225,000	-	-	-	-
	57	Cisco 3750 POE Switch (HW & SW)	FL-2017-024	22,991	30,027	30,036	-	-	-	-	-
	58	Cisco Core Switch Replacement - Grant Funded	FL-2019-085	30,005	156,705	154,030	-	-	-	-	-
	59	Cisco Core Switch Replacement - Insurance Funded	INSURANCE	126,500	120,000	123,000	-	-	-	-	-
	60	Distribution Switch Replacement	FTA Future - Formula	-	600,000	-	200,000	200,000	200,000	-	-
	61	Upgrade Data Storage Capacity	FTA Future - Formula	-	28,000	-	28,000	-	-	-	-
	62	Fareboxes Replacement	FTA Future - Formula	-	6,250,000	-	-	-	-	-	6,250,000
	63	APC Replacement	FTA Future - Formula	-	1,500,000	-	-	-	-	-	1,500,000
	64:1	Computer Refresh Project HW	FTA Future - Formula	-	350,000	-	-	-	175,000	175,000	-
	64:2	Computer Refresh Project SW	FTA Future - Formula	-	150,000	-	-	-	75,000	75,000	-
	64	Computer Refresh Project	See Above	-	500,000	-	-	-	250,000	250,000	-
	65:1	Purchase Servers / Phones	FL-90-X873	-	200,400	186,417	-	-	-	-	-
	65:2	Purchase Servers / Phones	FL-2019-085	75,000	175,000	169,000	-	-	-	-	-
	65	Purchase Servers / Phones	See Above	75,000	375,400	355,417	-	-	-	-	-
	66	Purchase Servers - Future	FTA Future - Formula	-	250,000	-	-	-	-	-	250,000
	67	Fiber Expansion Project	FTA Current CIG	130,000	130,000	-	130,000	-	-	-	-
	68:1	Downtown ATMS Fiber Connections	FL-90-X841	23,337	37,100	40,502	-	-	-	-	-
	68:2	Downtown ATMS Fiber Connections	City of St. Petersburg	225,000	225,000	-	225,000	-	-	-	-
	68	Downtown ATMS Fiber Connections	See Above	248,337	262,100	40,502	225,000	-	-	-	-
	69	APC Software Upgrade	FL-2021-075	60,000	120,000	60,000	-	-	60,000	-	-
	70	Hastus Upgrade - Core	FTA Future - Formula	-	500,000	-	500,000	-	-	-	-
	71	Hastus Upgrade - Additional Modules	FL-2017-024	50,000	500,000	509,523	-	-	-	-	-
	72	Document Image Software	FL-2019-085	50,000	50,000	50,000	-	-	-	-	-
	73	Mobility on Demand Software	FL-2017-024	612,000	906,554	396,390	223,390	143,387	143,387	-	-
	74	Clever Works - New Module (Turn by Turn)	FTA Future - Formula	-	500,000	-	-	500,000	-	-	-
	75	Application Integration	FDOT	-	400,000	-	400,000	-	-	-	-
	76:1	Integrating Direct Connect Program Into Transit	FL-2021-013	58,000	120,000	58,000	24,000	24,000	14,000	-	-
	76:2	Integrating Direct Connect Program Into Transit	Transit App	30,000	30,000	30,000	-	-	-	-	-
	76	Integrating Direct Connect Program Into Transit	See Above	88,000	150,000	88,000	24,000	24,000	14,000	-	-
	77	Access and Mobility Wheelchair Access Integration	FL-2020-112	100,000	100,000	100,398	-	-	-	-	-
	78	Uber Pool	FTA Future - Formula	50,000	50,000	-	-	-	-	-	-
	79	Communications for Technology Projects	Capital Reserve	103,207	-	-	-	-	-	-	-
		<b>Total Technology</b>		<b>5,263,540</b>	<b>19,613,786</b>	<b>2,982,296</b>	<b>6,790,390</b>	<b>867,387</b>	<b>667,387</b>	<b>250,000</b>	<b>8,000,000</b>



## MISCELLANEOUS AND CONTINGENCY PROJECTS

Project Type	Line #	Project Title	Funding	FY 2022 Adopted Budget	Total Project Budget and Plan	Total Expenditures and FY 2022 Forecast	FY 2023 Budget Request	FY 2024 Project Plan	FY 2025 Project Plan	FY 2026 Project Plan	FY 2027 Project Plan
Miscellaneous and Contingency	80:1	Miscellaneous Maintenance Tools/Equipment (5337)	FL-2019-085	-	7,396	7,417	-	-	-	-	-
	80:2	Miscellaneous Maintenance Tools/Equipment (5337)	FL-2021-001	-	6,719	6,738	-	-	-	-	-
	80:3	Miscellaneous Maintenance Tools/Equipment (5337)	FL-2021-075	-	6,025	6,042	-	-	-	-	-
	80:4	Miscellaneous Maintenance Tools/Equipment (5337)	Capital Reserve	-	2,490	2,497	-	-	-	-	-
	80:5	Miscellaneous Maintenance Tools/Equipment (5337)	FTA Future - Formula	7,000	7,000	7,000	-	-	-	-	-
	80:6	Miscellaneous Maintenance Tools/Equipment (5337)	FTA Future - Formula	-	35,000	-	7,000	7,000	7,000	7,000	7,000
	80	Miscellaneous Maintenance Tools/Equipment (5337)	See Above	7,000	64,630	29,693	7,000	7,000	7,000	7,000	7,000
	81	Short Range Planning to Increase Ridership - Planners	FL-2017-109	-	193,651	180,418	-	-	-	-	-
	82	FDDC Voucher Replication Project	FDDC	300,000	300,000	300,000	-	-	-	-	-
	83	4 Replacement Cash Counting Machines	Capital Reserve	-	11,380	11,380	-	-	-	-	-
	84	RAISE Grant Assistance BCA	FL-2019-085	28,000	-	-	-	-	-	-	-
	85	Portable Radios	FL-90-X873	-	16,615	16,620	-	-	-	-	-
	86:1	Project Administration	FL-90-X841	43,337	331,376	333,775	-	-	-	-	-
	86:2	Project Administration	FL-90-X873	15,598	66,950	86,350	-	-	-	-	-
	86:3	Project Administration	FL-2017-024	43,059	81,479	44,165	-	-	-	-	-
	86:4	Project Administration	FL-2017-109	59,649	95,046	38,283	-	-	-	-	-
	86:5	Project Administration	FL-2018-080	46,505	66,950	26,514	-	-	-	-	-
	86:6	Project Administration	FL-2019-085	55,151	66,950	22,112	-	-	-	-	-
	86:7	Project Administration CARES Act	FL-2020-072	79,068	81,552	7,857	-	-	-	-	-
	86:8	Project Administration	FL-2021-001	64,115	66,950	9,059	-	-	-	-	-
	86:9	Project Administration	FL-2021-075	66,950	66,950	3,991	-	-	-	-	-
	86:10	Project Administration	FL-2022-TBD	-	66,950	-	66,950	-	-	-	-
	86:11	Project Administration	FTA Future - Formula	-	267,800	-	-	66,950	66,950	66,950	66,950
	86	Project Administration	See Above	473,432	1,258,953	572,106	66,950	66,950	66,950	66,950	66,950
	87:1	Contingency	FL-2017-024	-	1,040,165	-	-	-	-	-	-
	87:2	Contingency	FL-2017-109	579,390	777,397	-	-	-	-	-	-
	87:3	Contingency	FL-2018-080	268,159	-	-	-	-	-	-	-
	87:4	Contingency	FL-2019-085	785,057	1,319,310	-	-	-	-	-	-
	87:5	Contingency	FL-2021-001	925,000	-	-	-	-	-	-	-
	87:6	Contingency	FL-2021-075	792,136	-	-	-	-	-	-	-
	87:7	Contingency	FTA Future - Formula	-	1,000,000	-	250,000	250,000	250,000	250,000	250,000
	87	Contingency	See Above	3,349,742	4,136,872	-	250,000	250,000	250,000	250,000	250,000
		<b>Total Miscellaneous and Contingency</b>		<b>4,158,174</b>	<b>5,982,101</b>	<b>1,110,217</b>	<b>323,950</b>	<b>323,950</b>	<b>323,950</b>	<b>323,950</b>	<b>323,950</b>
		<b>Total Capital Expenses</b>		<b>84,510,063</b>	<b>232,027,251</b>	<b>73,060,573</b>	<b>43,832,210</b>	<b>39,221,020</b>	<b>25,782,018</b>	<b>18,463,028</b>	<b>27,049,533</b>



## REVENUE SOURCES

Funding	FY 2022 Adopted Budget	Total Project Budget and Plan	Total Expenditures and FY 2022 Forecast	FY 2023 Budget Request	FY 2024 Project Plan	FY 2025 Project Plan	FY 2026 Project Plan	FY 2027 Project Plan
ARP	3,276,537	3,276,537	3,276,540	-	-	-	-	-
Capital Reserve	6,388,434	21,538,413	11,946,506	3,754,630	1,713,333	1,613,333	1,113,333	1,113,333
City of Clearwater (Land)	3,600,000	3,600,000	-	3,600,000	-	-	-	-
City of St. Petersburg	2,387,947	4,095,630	3,964,365	289,000	64,000	64,000	-	-
FDDC	300,000	300,000	300,000	-	-	-	-	-
FDOT	3,580,359	12,881,072	9,905,527	2,764,000	564,000	64,000	-	-
Forward Pinellas	19,766	2,250,000	47,737	-	1,474,000	726,000	-	-
FTA Current	38,603,520	72,714,606	43,454,028	23,252,080	547,387	217,387	-	-
FTA Future - Discretionary	9,200,000	20,000,000	-	-	15,000,000	5,000,000	-	-
FTA Future - Formula	5,027,000	54,220,993	12,870	9,172,500	6,737,300	4,189,038	8,378,955	25,936,200
FTA Future - B&BF	11,370,000	18,000,000	-	-	521,000	8,508,260	8,970,740	-
Insurance	126,500	120,000	123,000	-	-	-	-	-
TBD Conceptual	600,000	1,000,000	-	1,000,000	-	-	-	-
Transit App	30,000	30,000	30,000	-	-	-	-	-
VW Settlement	-	18,000,000	-	-	12,600,000	5,400,000	-	-
<b>TOTAL CAPITAL PROGRAM</b>	<b>84,510,063</b>	<b>232,027,251</b>	<b>73,060,573</b>	<b>43,832,210</b>	<b>39,221,020</b>	<b>25,782,018</b>	<b>18,463,028</b>	<b>27,049,533</b>



# STATISTICAL SECTION



## **STATISTICAL SECTION**

### **(UNAUDITED)**

#### **CONTENTS**

Financial Trends. ....	132
------------------------	-----

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.....	143
-----------------------	-----

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.....	149
-------------------------------------------	-----

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. ....	152
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These schedules contain service and infrastructure data to help the reader understand how the information in the Authority's financial report relates to the services the Authority provides and the activities it performs.





## **STATISTICAL SECTION**

### **(UNAUDITED)**

#### **Financial Trends**

Net Position by Components (FY 2012 - FY 2021)

Changes in Net Position (FY 2012 - FY 2021)

Revenues by Function/Program (FY 2012 - FY 2021)

Expenses by Function/Program FY 2012 - FY 2021)

Property Tax Revenue by Year (FY 2012 - FY 2021)



**Net Position By Components  
Last Ten Fiscal Years**

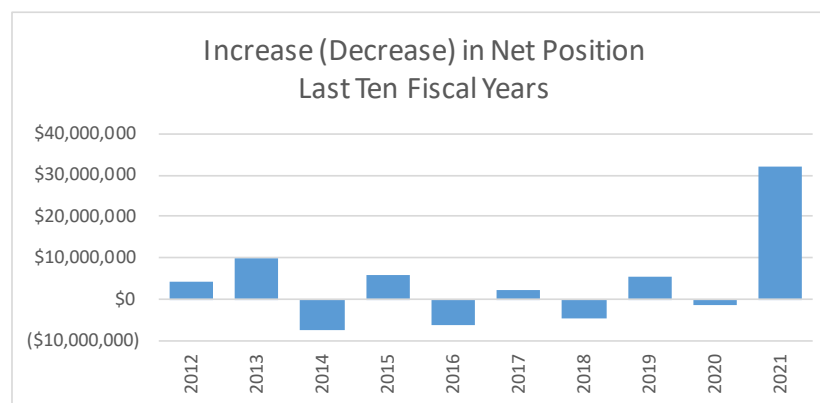
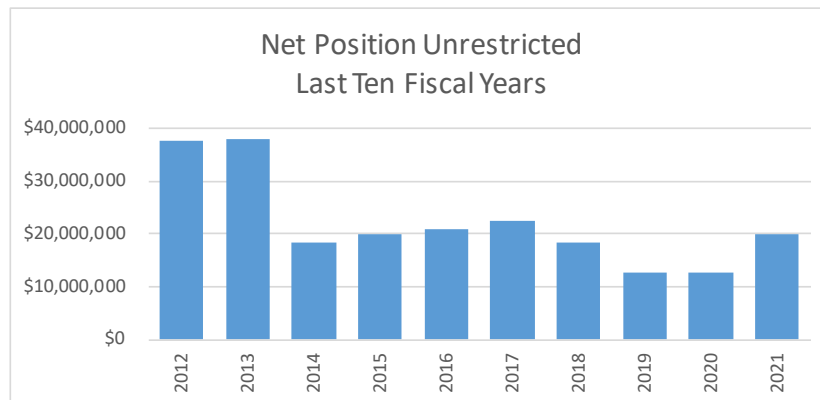
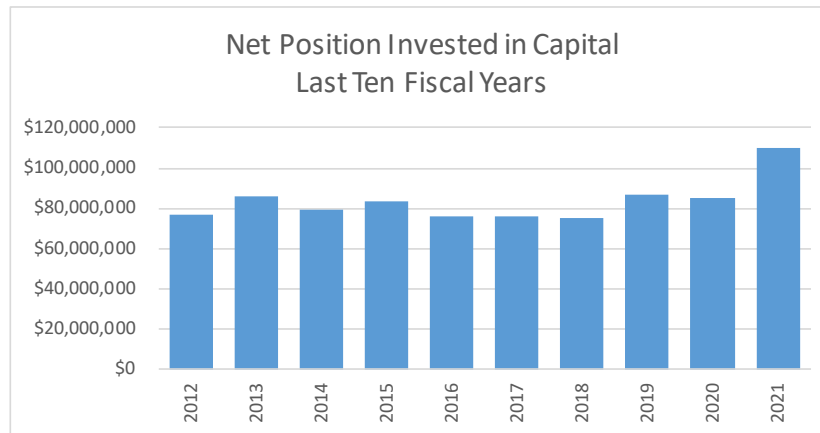
**Fiscal Years 2012 - 2021**

	Fiscal Year				
	2012	2013	2014	2015	2016
<b>Business Type Activities</b>					
Net investment in capital assets	\$ 76,411,608	\$ 86,156,611	\$ 79,199,247	\$ 83,810,021	\$ 76,019,269
Restricted	51,229	61,972	74,992	13,020	350,630
Unrestricted	<u>37,554,309</u>	<u>37,862,802</u>	<u>18,489,859 (1)</u>	<u>19,865,822</u>	<u>20,993,888</u>
Total net position	<u>\$ 114,017,146</u>	<u>\$ 124,081,385</u>	<u>\$ 97,764,098</u>	<u>\$ 103,688,863</u>	<u>\$ 97,363,787</u>
	Fiscal Year				
	2017	2018	2019	2020	2021
<b>Business Type Activities</b>					
Net investment in capital assets	\$ 75,914,243	\$ 75,483,987	\$ 86,661,740	\$ 85,482,712	\$ 109,960,576
Restricted	381,789	55,289	30,925	159,449	165,935
Unrestricted	<u>22,316,124 (2)</u>	<u>18,383,748</u>	<u>12,801,579</u>	<u>12,623,921</u>	<u>20,064,529</u>
Total net position	<u>\$ 98,612,156</u>	<u>\$ 93,923,024</u>	<u>\$ 99,494,244</u>	<u>\$ 98,266,082</u>	<u>\$ 130,191,041</u>

(1) Restated to conform to GASB Statement 68.

(2) Restated to conform to GASB Statement 75.

**Note: The statistical section contains "Unaudited" data.**



**Note: The statistical section contains "Unaudited" data.**



**Changes in Net Position  
Last Ten Fiscal Years**

**Fiscal Years 2012 - 2021**

	Fiscal Year				
	2012	2013	2014	2015	2016
Operating revenues:					
Passenger fares	\$ 14,279,728 (1)	\$ 14,098,511 (1)	\$ 13,585,399	\$ 12,194,799	\$ 10,791,925
Demand response	1,056,808 (1)	1,098,822 (1)	1,079,160 (1)	1,143,997	1,197,937
Advertising revenue	439,557 (1)	417,851 (1)	248,224	485,359	577,046
Total operating revenues	<u>15,776,093</u>	<u>15,615,184</u>	<u>14,912,783</u>	<u>13,824,155</u>	<u>12,566,908</u>
Operating expenses:					
Transportation	32,524,451	33,907,097	33,663,536	34,879,734	33,815,879
Purchased Transportation	5,854,472 (1)	6,556,558 (1)	6,846,800 (1)	7,444,573	7,738,429
Maintenance	7,256,709	8,172,956	8,374,708	8,902,528	10,178,517
Administration and finance	9,333,777	9,762,130	10,767,137	11,465,894	12,192,055
Marketing	1,702,420	2,202,059	2,591,069	708,839	657,700
Total operating expenses , before depreciation	<u>56,671,829</u>	<u>60,600,800</u>	<u>62,243,250</u>	<u>63,401,568</u>	<u>64,582,580</u>
Operating loss before depreciation	(40,895,736)	(44,985,616)	(47,330,467)	(49,577,413)	(52,015,672)
Depreciation	<u>7,694,806</u>	<u>8,487,063</u>	<u>9,723,423</u>	<u>10,436,619</u>	<u>10,249,547</u>
Operating loss	<u>(48,590,542)</u>	<u>(53,472,679)</u>	<u>(57,053,890)</u>	<u>(60,014,032)</u>	<u>(62,265,219)</u>
Nonoperating revenues:					
Federal maintenance assistance	7,213,949 (1)	6,045,338 (1)	4,819,162 (1)	5,016,216 (1)	4,979,539
State operating assistance	3,847,388	3,917,007	4,015,888	4,086,490	4,181,314
Other federal grants	1,916,693 (1)	1,189,876 (1)	1,946,552 (1)	1,378,600 (1)	935,330
Special project assistance - state grants	1,124,795	3,004,543	2,994,467	3,169,227	3,621,648
Special project assistance - local grants	672,877	767,849	833,222	873,441	922,275
Property tax revenues, net	33,009,275	32,282,955	33,365,462	35,592,336	38,166,312
Investment income	221,905	146,824	55,618	193,039	250,882
Fuel tax refunds	610,910	610,172	613,721	649,202	641,838
Other, net	130,357	16,544	67,955	(14,055)	313,578
Total nonoperating revenues	<u>48,748,149</u>	<u>47,981,108</u>	<u>48,712,047</u>	<u>50,944,496</u>	<u>54,012,716</u>
(Loss) income before capital grants and special item	157,607	(5,491,571)	(8,341,843)	(9,069,536)	(8,252,503)
Capital grants and other related revenues	<u>4,343,650</u>	<u>15,555,810</u>	<u>1,052,867</u>	<u>14,994,301</u>	<u>1,918,427</u>
Contributed capital - local government	-	-	100,000	-	9,000
Contributed capital - private sources	-	-	-	-	-
Increase (decrease) in net position	<u>4,501,257</u>	<u>10,064,239</u>	<u>(7,288,976)</u>	<u>5,924,765</u>	<u>(6,325,076)</u>
Net position, beginning of year	<u>109,515,889</u>	<u>114,017,146</u>	<u>104,953,074</u> (2)	<u>97,764,098</u>	<u>103,688,863</u>
Net position, end of year	<u>\$ 114,017,146</u>	<u>\$ 124,081,385</u>	<u>\$ 97,664,098</u>	<u>\$ 103,688,863</u>	<u>\$ 97,363,787</u>

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

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

**Note: The statistical section contains "Unaudited" data.**



**Changes in Net Position  
Last Ten Fiscal Years**

**Fiscal Years 2012 - 2021**

	Fiscal Year				
	2017	2018	2019	2020	2021
Operating revenues:					
Passenger fares	\$ 9,535,246	\$ 9,473,561	\$ 9,129,892	\$ 4,165,445	\$ 626,777
Demand response	1,303,510	1,501,156	1,533,743	677,032	180,781
Advertising revenue	582,761	615,234	660,371	779,180	740,877
Total operating revenues	11,421,517	11,589,951	11,324,006	5,621,657	1,548,435
Operating expenses:					
Transportation	36,266,463 (1)	38,570,917	42,873,233	42,631,142	39,651,013
Purchased Transportation	9,637,695	11,627,971	12,123,292	10,538,164	13,628,375
Maintenance	11,536,994 (1)	11,510,788	12,203,763	12,759,510	11,807,092
Administration and finance	12,921,156 (1)	13,898,829	16,682,258	17,389,460	17,453,136
Marketing	819,842 (1)	943,235	852,508	1,120,625	1,132,349
Total operating expenses , before depreciation	71,182,150	76,551,740	84,735,054	84,438,901	83,671,965
Operating loss before depreciation	(59,760,633)	(64,961,789)	(73,411,048)	(78,817,244)	(82,123,530)
Depreciation	9,976,763	8,372,047	8,984,115	8,725,291	8,431,424
Operating loss	(69,737,396)	(73,333,836)	(82,395,163)	(87,542,535)	(90,554,954)
Nonoperating revenues (expenses):					
Federal maintenance assistance	5,009,268	5,026,849	4,975,583	4,571,923	-
State operating assistance	4,155,670	4,303,778	4,322,748	4,709,570	12,712
Other federal grants	967,084	1,504,617	2,618,763	12,515,684	32,124,814
Special project assistance - state grants	4,090,853	5,022,559	5,784,028	4,448,877	2,772,187
Special project assistance - local grants	1,174,823	1,282,808	1,715,148	1,412,272	1,496,558
Property tax revenues, net	41,607,265	45,389,030	49,113,559	53,031,249	57,112,617
Investment income	435,080	809,788	1,114,257	874,486	181,694
Fuel tax refunds	630,827	636,416	644,668	580,645	626,176
Other, net	(104,959)	228,008	(210,359)	90,453	348,980
Total nonoperating revenues	57,965,911	64,203,853	70,078,395	82,235,159	94,675,738
(Loss) income before capital grants and special item	(11,771,485)	(9,129,983)	(12,316,768)	(5,307,376)	4,120,784
Capital grants and other related revenues	13,863,703	3,764,851	17,263,244	3,379,540	25,929,002
Contributed capital - local government	9,000	637,254	532,825	690,790	1,875,172
Contributed capital - private sources	23,320	38,746	91,919	8,884	-
Increase (decrease) in net position	2,124,538	(4,689,132)	5,571,220	(1,228,161)	31,924,958
Net position, beginning of year	96,487,618 (3)	98,612,156	93,923,024	99,494,244	98,266,082
Net position, end of year	\$ 98,612,156	\$ 93,923,024	\$ 99,494,244	\$ 98,266,082	\$ 130,191,041

(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**

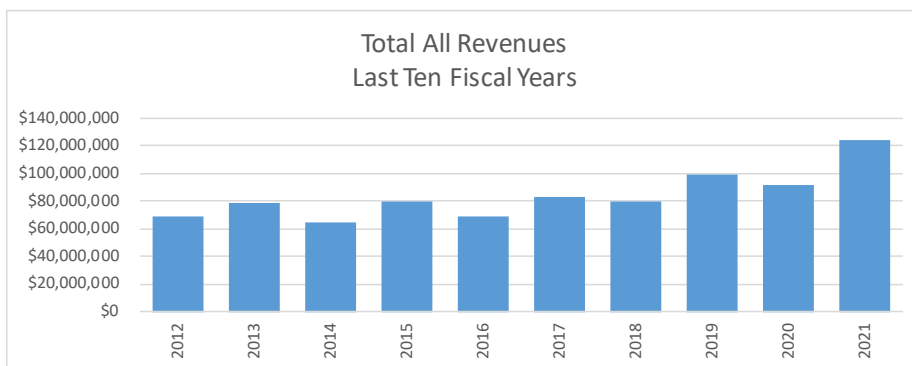
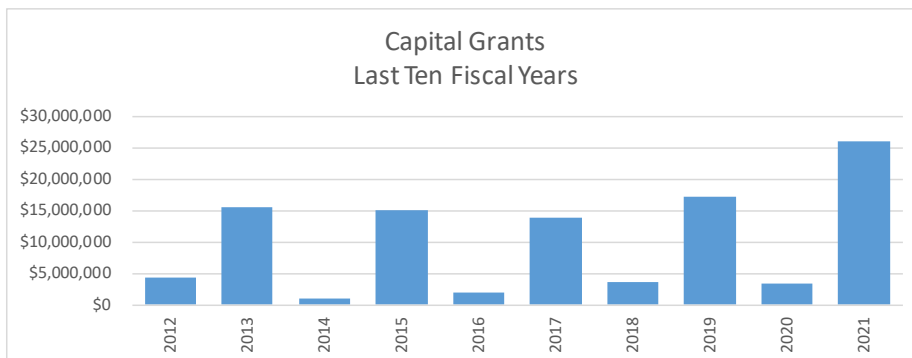
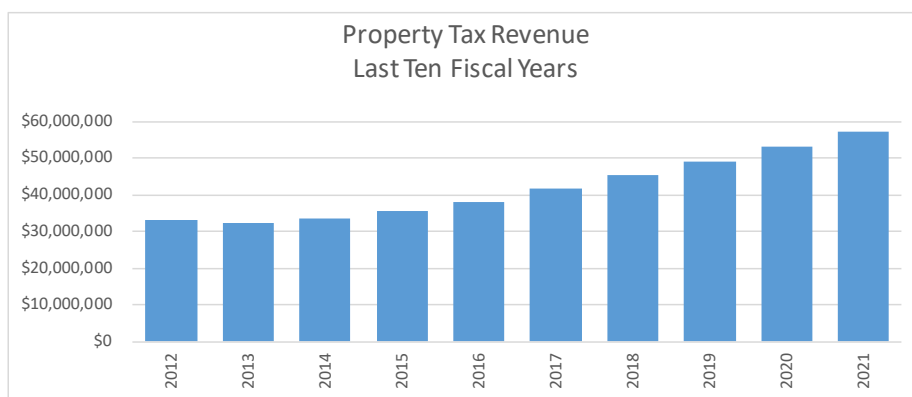
**Fiscal Years 2012 - 2021**

	Fiscal Year				
	2012	2013	2014	2015	2016
Operating revenues:					
Passenger fares	\$ 14,279,728 (1)	\$ 14,098,511 (1)	\$ 13,585,399	\$ 12,194,799	\$ 10,791,925
Demand response	1,056,808 (1)	1,098,822 (1)	1,079,160 (1)	1,143,997	1,197,937
Advertising revenue	439,557 (1)	417,851 (1)	248,224	485,359	577,046
Total operating revenues	15,776,093	15,615,184	14,912,783	13,824,155	12,566,908
Nonoperating revenues:					
Federal maintenance assistance	7,213,949 (1)	6,045,338 (1)	4,819,162 (1)	5,016,216 (1)	4,979,539
State operating assistance	3,847,388	3,917,007	4,015,888	4,086,490	4,181,314
Other federal grants	1,916,693 (1)	1,189,876 (1)	1,946,552 (1)	1,378,600 (1)	935,330
Special project assistance - state grants	1,124,795	3,004,543	2,994,467	3,169,227	3,621,648
Special project assistance - local grants	672,877	767,849	833,222	873,441	922,275
Property tax revenues, net	33,009,275	32,282,955	33,365,462	35,592,336	38,166,312
Investment income	221,905	146,824	55,618	193,039	250,882
Fuel tax refunds	610,910	610,172	613,721	649,202	641,838
Other, net	130,357	16,544	67,955	(14,055)	313,578
Total nonoperating revenues	48,748,149	47,981,108	48,712,047	50,944,496	54,012,716
Capital grants and other related revenues	4,343,650	15,555,810	1,052,867	14,994,301	1,918,427
Contributed capital - local government	-	-	100,000	-	9,000
Contributed capital - private sources	-	-	-	-	-
Total all revenues	\$ 68,867,892	\$ 79,152,102	\$ 64,777,697	\$ 79,762,952	\$ 68,507,051

	Fiscal Year				
	2017	2018	2019	2020	2021
Operating revenues:					
Passenger fares	\$ 9,535,246	\$ 9,473,561	\$ 9,129,892	\$ 4,165,445	\$ 626,777
Demand response	1,303,510	1,501,156	1,533,743	677,032	180,781
Advertising revenue	582,761	615,234	660,371	779,180	740,877
Total operating revenues	11,421,517	11,589,951	11,324,006	5,621,657	1,548,435
Nonoperating revenues (expenses):					
Federal maintenance assistance	5,009,268	5,026,849	4,975,583	4,571,923	-
State operating assistance	4,155,670	4,303,778	4,322,748	4,709,570	12,712
Other federal grants	967,084	1,504,617	2,618,763	12,515,684	32,124,814
Special project assistance - state grants	4,090,853	5,022,559	5,784,028	4,448,877	2,772,187
Special project assistance - local grants	1,174,823	1,282,808	1,715,148	1,412,272	1,496,558
Property tax revenues, net	41,607,265	45,389,030	49,113,559	53,031,249	57,112,617
Investment income	435,080	809,788	1,114,257	874,486	181,694
Fuel tax refunds	630,827	636,416	644,668	580,645	626,176
Other, net	(104,959)	228,008	(210,359)	90,453	348,980
Total nonoperating revenues	57,965,911	64,203,853	70,078,395	82,235,159	94,675,738
Capital grants and other related revenues	13,863,703	3,764,851	17,263,244	3,379,540	25,929,002
Contributed capital - local government	9,000	637,254	532,825	690,790	1,875,172
Contributed capital - private sources	23,320	38,746	91,919	8,884	-
Total all revenues	\$ 83,283,451	\$ 80,234,655	\$ 99,290,389	\$ 91,936,030	\$ 124,028,348

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

Note: The statistical section contains "Unaudited" data.



(a) In FY 2020, due to the COVID-19 pandemic, PSTA stopped charging fares that were reinstated in Ju  
Note: The statistical section contains "Unaudited" data.



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

**Fiscal Years 2012 - 2021**

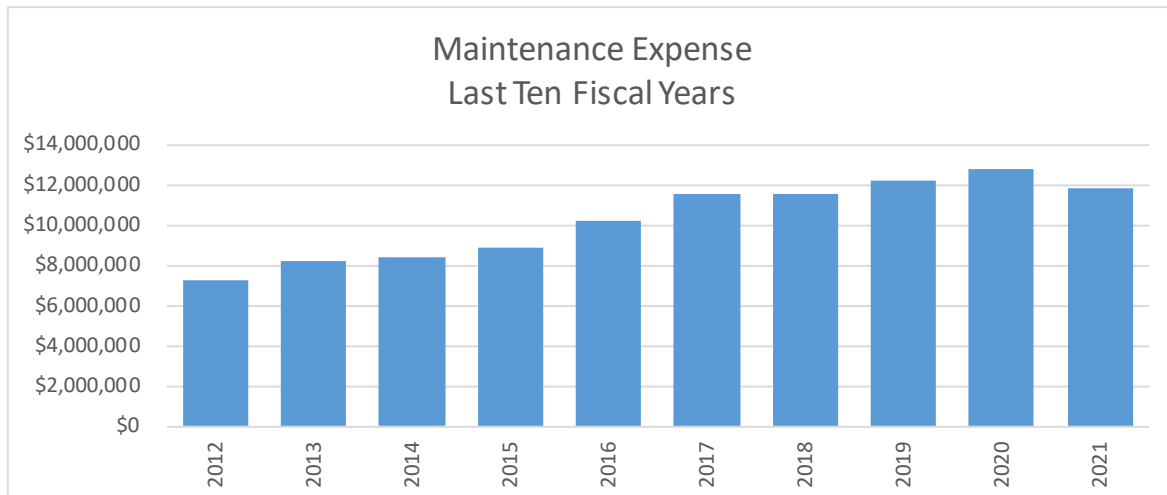
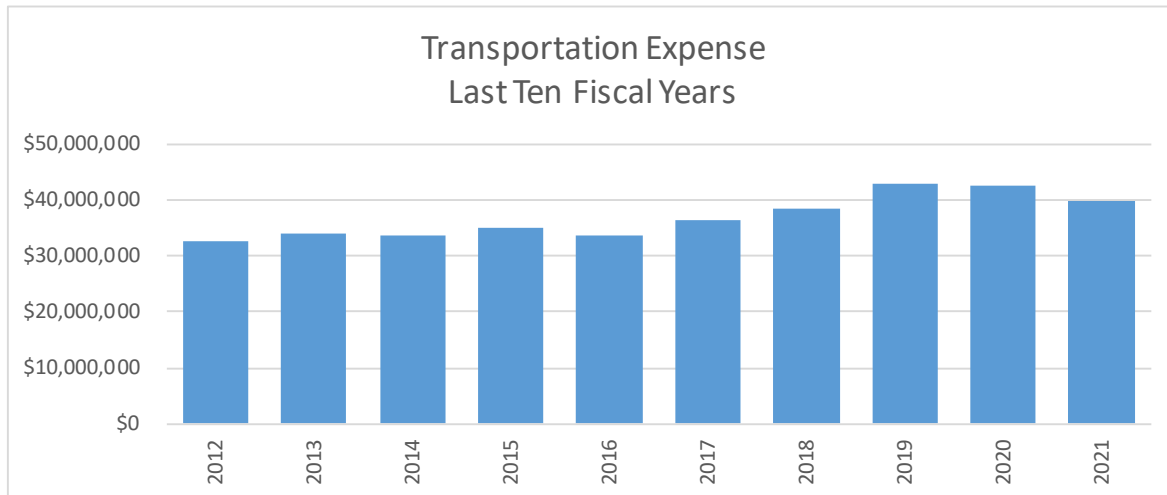
	Fiscal Year				
	2012	2013	2014	2015	2016
Operating expenses:					
Transportation	\$ 32,524,451	\$ 33,907,097	\$ 33,663,536	\$ 34,879,734	\$ 33,815,879
Purchased Transportation	5,854,472 (1)	6,556,558 (1)	6,846,800 (1)	7,444,573	7,738,429
Maintenance	7,256,709	8,172,956	8,374,708	8,902,528	10,178,517
Administration and finance	9,333,777	9,762,130	10,767,137	11,465,894	12,192,055
Marketing	1,702,420	2,202,059	2,591,069	708,839	657,700
Total operating expenses, before depreciation	56,671,829	60,600,800	62,243,250	63,401,568	64,582,580
Depreciation	7,694,806	8,487,063	9,723,423	10,436,619	10,249,547
Total all expenses	<u>\$ 64,366,635</u>	<u>\$ 69,087,863</u>	<u>\$ 71,966,673</u>	<u>\$ 73,838,187</u>	<u>\$ 74,832,127</u>

	Fiscal Year				
	2017	2018	2019	2020	2021
Operating expenses:					
Transportation	\$ 36,266,463 (1)	\$ 38,570,917	42,873,233	42,631,142	39,651,013
Purchased Transportation	9,637,695	11,627,971	12,123,292	10,538,164	13,628,375
Maintenance	11,536,994 (1)	11,510,788	12,203,763	12,759,510	11,807,092
Administration and finance	12,921,156 (1)	13,898,829	16,682,258	17,389,460	17,453,136
Marketing	819,842 (1)	943,235	852,508	1,120,625	1,132,349
Total operating expenses, before depreciation	71,182,150	76,551,740	84,735,054	84,438,901	83,671,965
Depreciation	9,976,763	8,372,047	8,984,115	8,725,291	8,431,424
Total all expenses	<u>\$ 81,158,913</u>	<u>\$ 84,923,787</u>	<u>\$ 93,719,169</u>	<u>\$ 93,164,192</u>	<u>\$ 92,103,389</u>

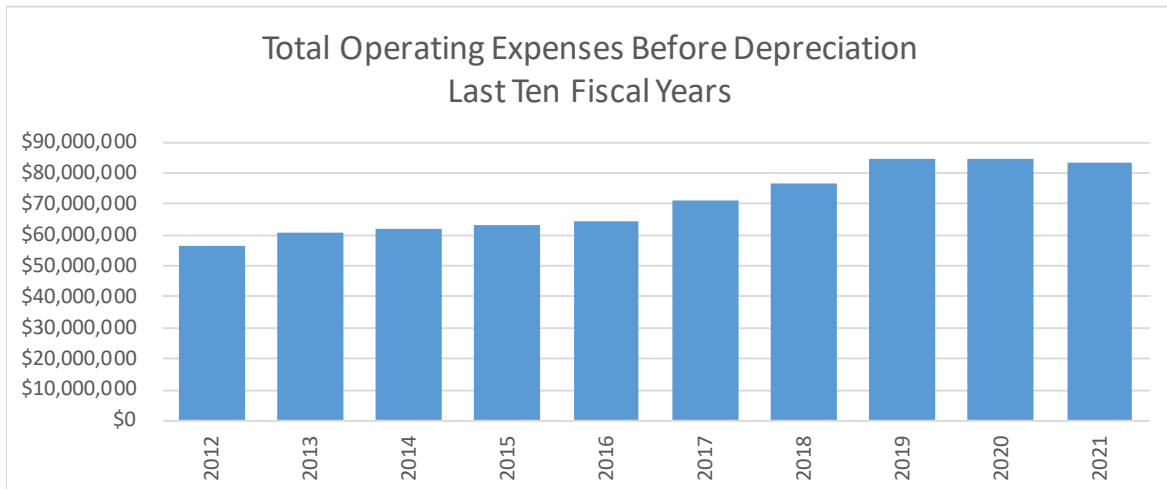
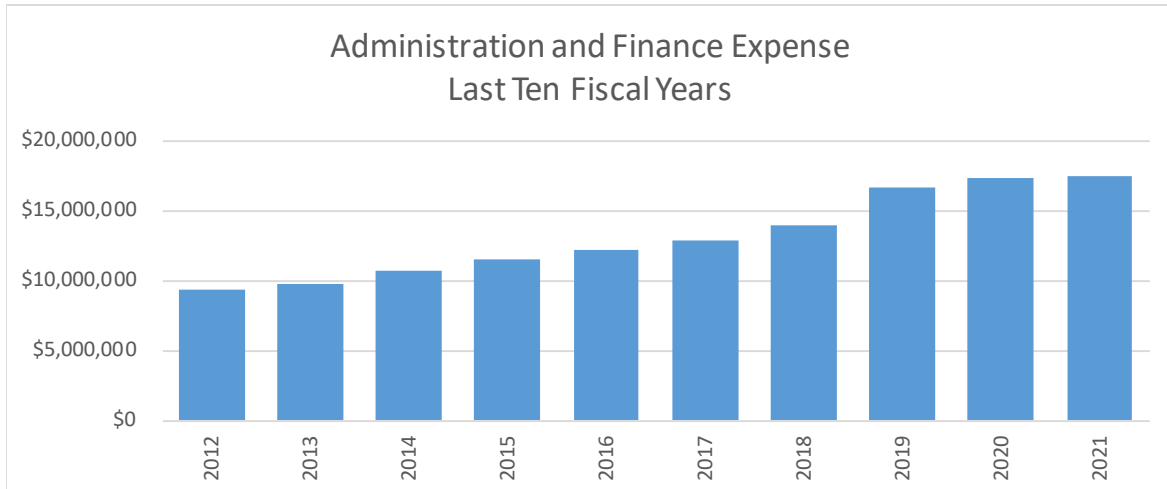
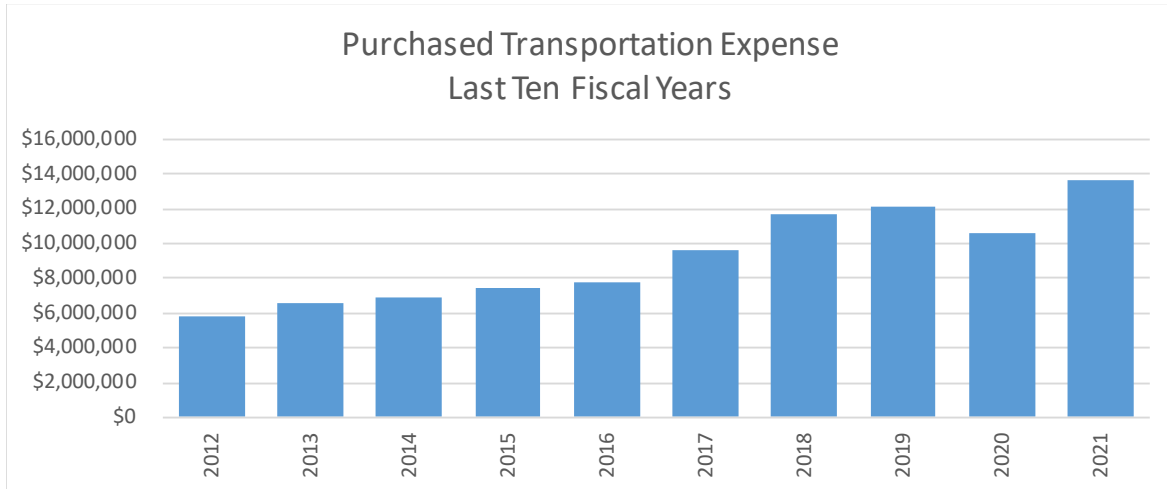
(1) This has been reclassified to conform to current year's classifications.

**Note: The statistical section contains "Unaudited" data.**





**Note: The statistical section contains "Unaudited" data.**



**Note: The statistical section contains "Unaudited" data.**

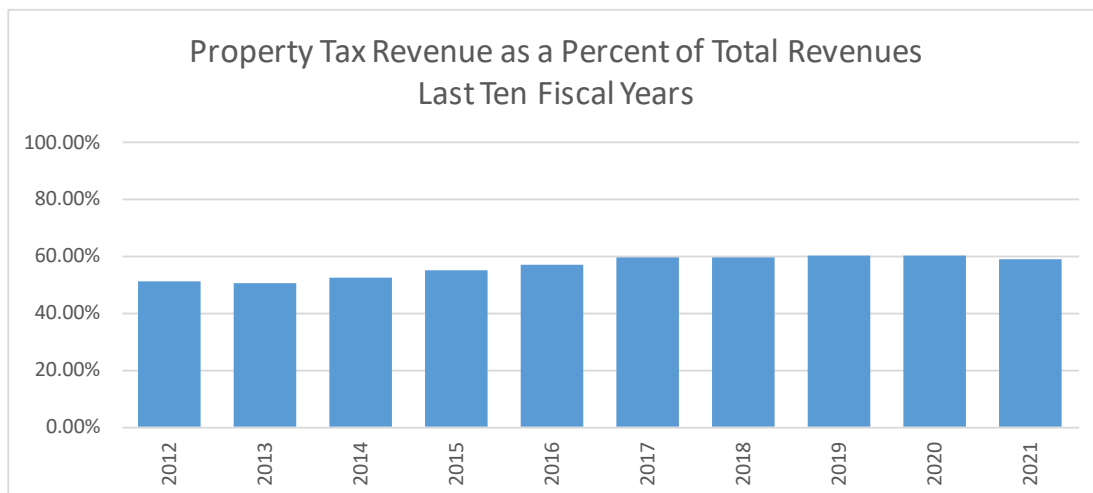
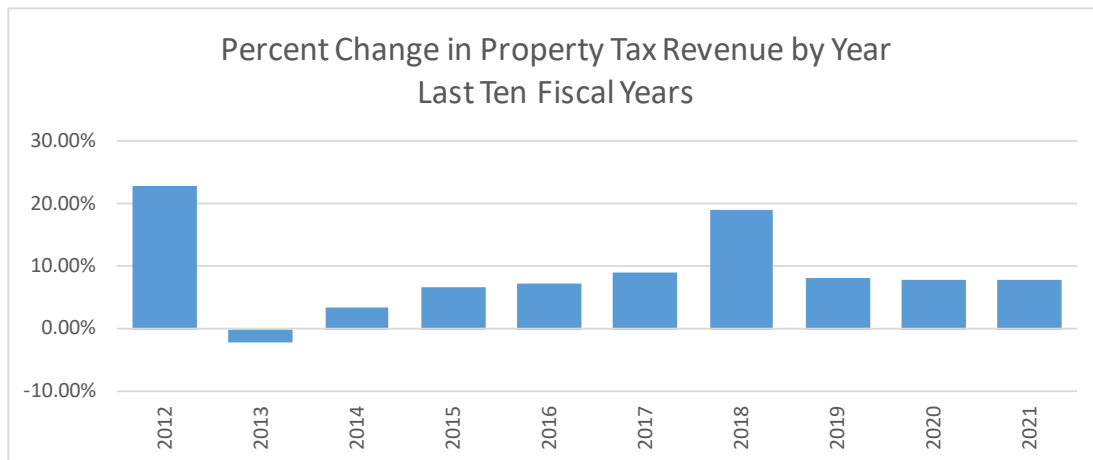


**Property Tax Revenue By Year  
Last Ten Fiscal Years**

**Fiscal Years 2012 - 2021**

<b>Fiscal Year</b>	<b>Property Tax Dollars</b>	<b>Percent Change</b>	<b>Total Revenues *</b>	<b>Percent of Total</b>	<b>Millage Rate</b>
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	18.92%	75,793,804	59.88%	0.7500
2019	49,113,559	8.21%	81,402,401	60.33%	0.7500
2020	53,031,249	7.98%	87,856,815	60.36%	0.7500
2021	57,112,617	7.70%	96,224,173	59.35%	0.7500

\* excludes capital grants and contributed capital.



**Note: The statistical section contains "Unaudited" data.**



## **STATISTICAL SECTION**

### **(UNAUDITED)**

#### **Revenue Capacity**

Taxable Assessed Value and Estimated Actual Value of Taxable Property (FY 2012 – FY 2021)

Direct and Overlapping Property Tax Rates (FY 2012 – FY 2021)

Principal Property Tax Payers (FY 2012 – FY 2021)

Property Tax Levies and Collections (FY 2012 – FY 2021)

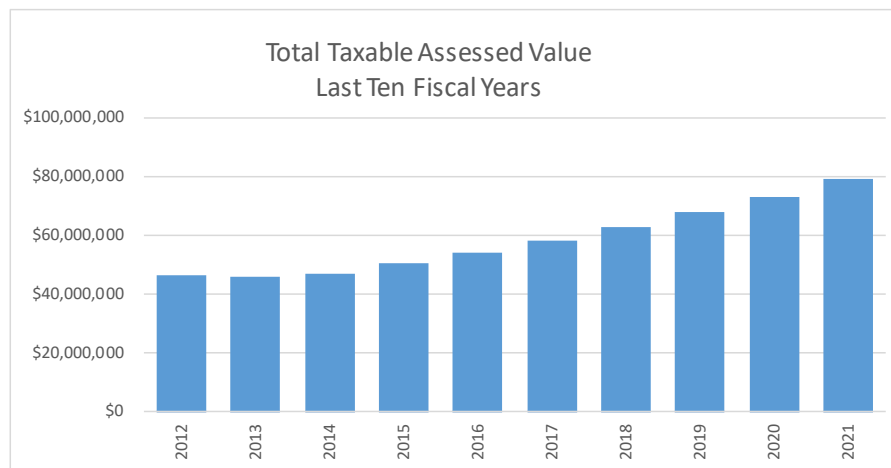
Farebox Recovery Percentage (FY 2012 – FY 2021)



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

**Fiscal Years 2012 - 2021**

Fiscal Year	Estimated Actual Value (a)			Total Taxable Assessed Value	Total Direct Tax Rate (d)
	Real Property	Centrally Assessed Property (b)	Exemptions (c)		
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
2019	105,263,104	6,365	19,023,798	67,812,395	0.7500
2020	113,238,615	6,977	19,885,584	73,238,574	0.7500
2021	121,569,525	7,791	20,981,592	78,921,348	0.7500



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

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

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

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

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

**Note: The statistical section contains "Unaudited" data.**



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

**Fiscal Years 2012 - 2021**

Direct Rates (a)				Overlapping Rates (b)					
Fiscal Year	Basic Rate	Total Direct Rate	PSTA Maximum Allowed Rate	County Board Rate	School Board Rate	Emergency Medical Service	Others District Rate (c)	Municipalities	
								Lowest	Highest
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
2019	0.7500	0.7500	0.7500	5.2755	6.7270	0.9158	1.2015	0.6737	6.7550
2020	0.7500	0.7500	0.7500	5.2755	6.5840	0.9158	1.1932	0.6350	6.7550
2021	0.7500	0.7500	0.7500	5.2755	6.4270	0.9158	1.1800	0.5823	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 0.0150; Juvenile Welfare Board 0.8981; SW Florida Water Management District 0.2669.

**Note: The statistical section contains "Unaudited" data.**



Principal Property Tax Payers  
Fiscal Year 2021 and Nine Years Ago

Taxpayer	Business	2021		2012	
		Taxable Assessed Value	Percentage of Total PSTA Taxable Assessed Value	Taxable Assessed Value	Percentage of Total PSTA Taxable Assessed Value
Publix Super Markets Inc.	Grocery	\$ 167,064,063	0.21%	\$ 95,652,890	0.20%
Bellwether Prop Fla	Real Estate	157,724,000	0.20%	134,375,938	0.29%
Wyndham Vacation Resorts Inc.	Real Estate	123,325,447	0.16%		
Wal-Mart Stores East LP	Retail Stores	119,534,780	0.15%	72,797,324	0.16%
Duke Energy Florida, Inc.	Electric Utility	119,512,715	0.15%		
Camden Usa Inc	Real Estate	110,000,000	0.14%		
B W C W Hospitality LLC	Hospitality	106,375,729	0.13%		
James, Raymond & Assoc Inc	Financial Services	101,598,383	0.13%	82,112,537	0.18%
John S Taylor Properties LLC	Real Estate	100,555,000	0.13%		
H H R St Pete Beach LLC	Hospitality	98,212,915	0.12%		
De Bartolo Capital PTNSHP	Retail Mall			115,500,000	0.25%
Crystal Beach Capital LLC	Real Estate			67,848,466	0.15%
Largo Medical Center Inc.	Hospital			56,137,192	0.12%
Florida Power Corp	Electric Utility			55,728,277	0.12%
Pinellas County	Government			50,207,861	0.11%
Franklin/Templeton Investor Svc Inc	Financial Services			50,000,000	0.11%
		<u>\$ 1,203,903,032</u>	<u>1.52%</u>	<u>\$ 780,360,485</u>	<u>1.69%</u>
Total Taxable Assessed Value		<u>\$ 78,921,348,000</u>		<u>\$ 46,666,378,000</u>	

Source: Pinellas County Property Appraiser

Methodology: Top ten taxpayers identified for Real Property only.

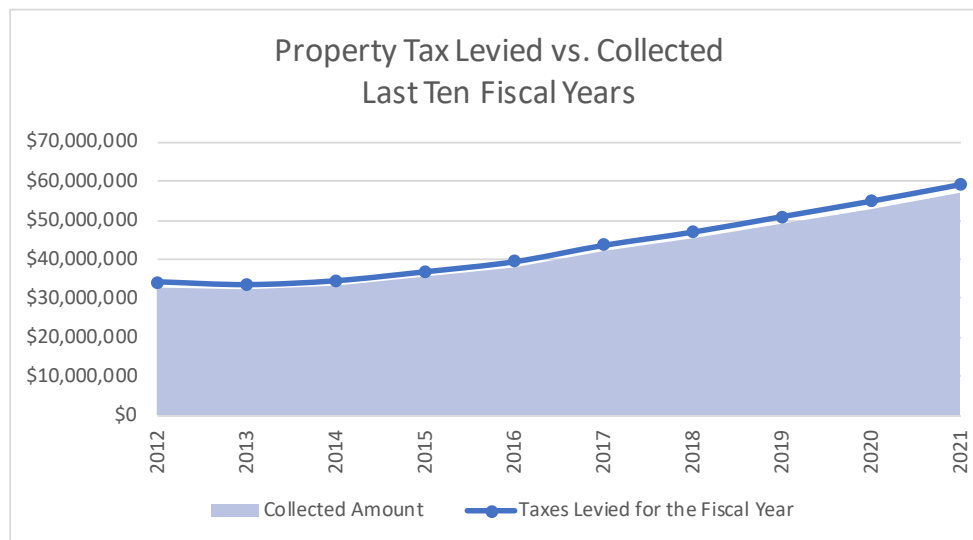
Note: The statistical section contains "Unaudited" data.



Property Tax Levies and Collections  
Last Ten Fiscal Years

Fiscal Years 2012 - 2021

Fiscal Year	Taxes Levied for the Fiscal Year (b)	Collected Within the Fiscal Year of Levy (a)		Collections Subsequent Years (c)	Total Collections to Date	
		Collected Amount	Percentage of Levy		Amount	Percentage of Levy
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%	41,325	45,346,132	96.56%
2019	50,950,610	49,072,233	96.31%	69,291	49,141,524	96.45%
2020	54,929,012	52,961,958	96.42%	31,147	52,993,105	96.48%
2021	59,191,099	57,081,470	96.44%	-	57,081,470	96.44%



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 79 of annual report.

(c) All delinquent tax collections received during the year are applied to Collections Amount the year prior 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.**

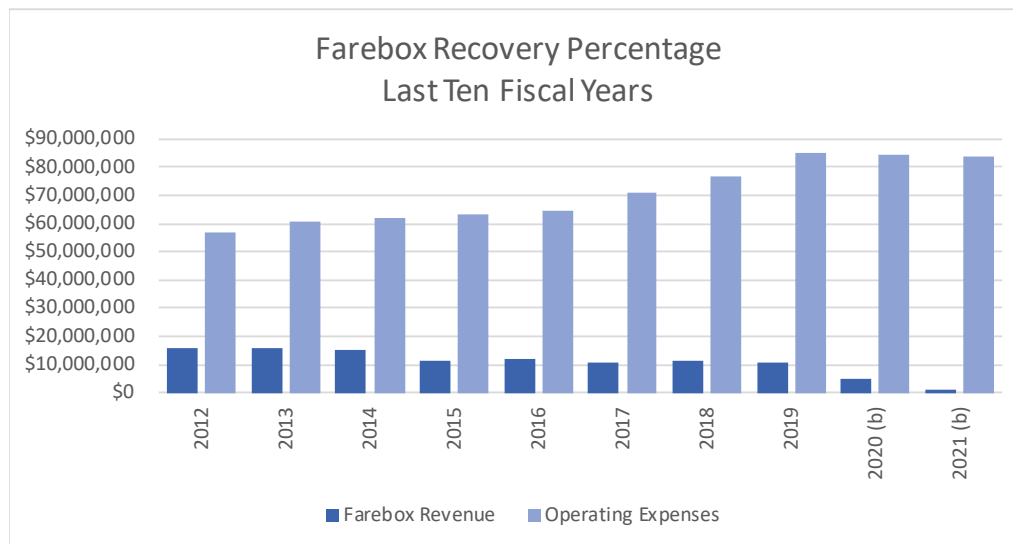




**Farebox Recovery Percentage  
Last Ten Fiscal Years**

**Fiscal Years 2012 - 2021**

<b>Fiscal Year</b>	<b>Farebox Revenue</b>	<b>Percent Change</b>	<b>Operating Expenses (a)</b>	<b>Percent Change</b>	<b>Farebox Recovery</b>
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	11,338,796	-23.97%	63,401,568	1.86%	17.88%
2016	11,989,862	5.74%	64,582,580	1.86%	18.57%
2017	10,838,756	-9.60%	71,182,150	10.22%	15.23%
2018	10,974,717	1.25%	76,551,740	7.54%	14.34%
2019	10,663,635	-2.83%	84,735,054	10.69%	12.58%
2020 (b)	4,842,477	-54.59%	84,438,901	-0.35%	5.73%
2021 (b)	807,558	-83.32%	83,671,965	-0.91%	0.97%



(a) Excludes depreciation.

(b) Passenger fares were not collected for half of FY 2020 and almost all of FY 2021 due to the COVID-19 Pandemic.

**Note: The statistical section contains "Unaudited" data.**



## **STATISTICAL SECTION**

**(UNAUDITED)**

### **Demographic and Economic Information**

Demographics and Economic Statistics (FY 2012 – FY 2021)

Principal Employers (FY 2012 – FY 2021)



**Demographic and Economic Statistics  
Last Ten Fiscal Years**

**Fiscal Years 2012 - 2021**

<b>Fiscal Year</b>	<b>Population (a)</b>	<b>Personal Income (dollars in thousands) (b)</b>	<b>Per Capita Personal Income (b)</b>	<b>School Enrollment (c)</b>	<b>Unemployment Rate (d)</b>
2021	964,490	N/A (e)	N/A (e)	96,068	3.6%
2020	984,925	57,805,332	59,178	99,798	6.6%
2019	978,045	54,216,585	55,607	101,427	2.7%
2018	970,532	52,133,419	53,455	100,948	3.0%
2017	962,003	49,143,218	50,630	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%

(a) Source: Bureau of Economic & Business Research, University of Florida (2012-2021). Data available at

(b) Source: Bureau of Economic Analysis, U.S. Department of Commerce (2012-2021).

(c) Source: Florida Department of Education.

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

(e) Information not available.

**Note: The statistical section contains "Unaudited" data.**



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

**Fiscal Years 2012 and 2021**

<b>Employer</b>	<b>2021 (a)</b>			<b>2012 (a)</b>		
	<b>Employees</b>	<b>Rank</b>	<b>Percentage of Total County Employment</b>	<b>Employees</b>	<b>Rank</b>	<b>Percentage of Total County Employment</b>
Pinellas County School Board	13,000	1	2.61%	15,895	1	3.67%
Publix	6,000	2	1.20%			
Bay Pines VA Healthcare System	4,500	3	0.90%	4,405	2	1.02%
Raymond James	3,800	4	0.76%	2,600	6	0.60%
Pinellas County Board of County Commissi	3,600	5	0.72%			
City of St. Petersburg	3,500	6	0.70%	3,157	3	0.73%
John Hopkins All Children's Hospital	3,000	7	0.60%	2,900	4	0.67%
Walmart	3,000	8	0.60%			
BayCare Morton Plant Hospital	2,900	9	0.58%	2,550	8	0.59%
St. Petersburg College	2,900	10	0.58%	2,705	5	0.62%
Pinellas County Sheriff's Office			0.00%	2,580	7	0.60%
Mease Hospital				2,100	9	0.48%
Bayfront Medical Center				2,025	10	0.47%
Total County Employment	498,233			433,288		

**(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 2012 – FY 2021)

Bus Service Effort and Accomplishments Per Hour (FY 2012 – FY 2021)

Unlinked Passenger Changes (FY 2012 – FY 2021)

Vehicles Operated in Maximum Service (FY 2012 – FY 2021)

Number of Employees (FY 2012 – FY 2021)

Miscellaneous Statistical Data (FY 2012 – FY 2021)



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

**Fiscal Years 2012 - 2021**

<b>Fiscal Year</b>	<b>Revenue Vehicle Miles (a)</b>	<b>Percent of Change</b>	<b>Operating Expense (b) Per Revenue Mile</b>	<b>Operating Expense (b) Per Passenger Mile</b>	<b>Unlinked Passenger Trips Per Revenue Mile (c)</b>
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)	9,064,475	-2.94%	\$ 6.25	\$ 0.96	1.39
2017	8,635,597	-4.73%	\$ 6.95	\$ 1.08	1.32
2018 (e)	9,140,825	5.85%	\$ 7.33	\$ 1.23	1.22
2019	9,253,744	1.24%	\$ 7.23	\$ 1.09	1.24
2020 (f)	8,519,643	-7.93%	\$ 9.05	\$ 1.29	1.25
2021	9,219,585	8.22%	\$ 7.93	\$ 1.20	1.07

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 of origin until he or she reaches a final destination.

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

(e) Data revised.

(f) Due to the COVID-19 pandemic service was reduced and PSTA continued to pay full time wages resulting in increase expense per mile.

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 2012 - 2021**

<b>Fiscal Year</b>	<b>Revenue Vehicle Hours (a)</b>	<b>Percent of Change</b>	<b>Operating Expense (b) Per Revenue Hour</b>	<b>Operating Expense (b) Per Passenger Trip</b>	<b>Unlinked Passenger Trips Per Revenue Hour (c)</b>
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%	87.56	4.12	21.24
2015	651,191	1.58%	86.85	4.12	21.10
2016 (d)	627,579	-3.63%	89.39	4.51	14.00
2017	630,734	0.50%	96.74	5.26	18.38
2018 (e)	675,662	7.12%	96.08	5.80	16.56
2019	703,927	4.18%	91.96	5.77	15.94
2020 (f)	626,988	-10.93%	118.34	7.19	16.46
2021	676,958	7.97%	107.98	7.73	13.96

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.

(e) Data revised.

(f) Due to the COVID-19 pandemic service was reduced and PSTA continued to pay full time wages resulting in an increase in expense per mile.

N/A - Information not available.

**Note: The statistical section contains "Unaudited" data.**

**Unlinked Passenger Changes  
Last Ten Fiscal Years****Fiscal Years 2012 - 2021**

<b>Fiscal Year</b>	<b>Bus (a)</b>	<b>Percent of Change</b>
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	12,635,319 (b)	-13.33%
2017	11,591,012 (b)	-8.26%
2018	11,521,351 (b)	-0.60%
2019	11,663,314	1.23%
2020	10,635,563 (c)	-8.81%
2021	9,853,228 (c)	-7.36%

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.

(b) Data revised.

(c) The decrease is due to the COVID-19 pandemic and reduced service.

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

**Note: The statistical section contains "Unaudited" data.**





**Bus Service Vehicles Directly Operated In Maximum Service  
Last Ten Fiscal Years**

**Fiscal Years 2012 - 2021**

<u>Fiscal Year</u>	<u>Bus (a)</u>	<u>Percent of Change</u>
2012	170	0.00%
2013	162 (a)	-4.71%
2014	167 (a)	3.09%
2015	167 (a)	0.00%
2016	164 (a)	-1.80%
2017	164 (a)	0.00%
2018	193 (a)	17.68%
2019	190	-1.55%
2020	178 (b)	-6.32%
2021	178 (b)	0.00%

Source: PSTA

(a) Data revised.

(b) The decrease is due to reduced service resulting from the COVID-19 pandemic.

**Note: The statistical section contains "Unaudited" data.**



**Number of Employees  
Last Ten Fiscal Years**

**Fiscal Years 2012 - 2021**

<u>Fiscal Year</u>		<u>PSTA Full-Time</u>	<u>PSTA Part-Time</u>	<u>PSTA Total</u>	<u>Percent of Change</u>	<u>Contracted Partners</u>
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	(a)	608	2	610	0.33%	
2019		618	3	621	1.80%	
2020		631	3	634	2.09%	
2021	(b)	634	4	638	0.63%	281

Source: PSTA

Note: Budgeted authorized positions.

(a) Data revised

(b) Starting with FY 2021 PSTA will report the number of employers for our partners that provide operating service.

**Note: The statistical section contains "Unaudited" data.**



**Miscellaneous Statistical Data  
Last Ten Fiscal Years**

**Fiscal Years 2012 - 2021**

	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Population served by Bus	915,680	926,610	933,258	944,971	954,569	962,003	970,532	978,045	984,925	964,490
Size of land area served by Bus (in square miles)	243	243	243	243	243	243	243	243	243	243
Number of Bus Routes	37	40	40	40	38	40	40	40	40	40
Annual PSTA Bus Passenger Miles (in millions) (Excludes Demand Response)	67,977	67,078	65,266	67,813	64,047	55,773	54,491	61,880	58,318	59,598
Miles of Bus Route - Directional Miles	907.2	907.2	885.18	929.1	1,016.3	893.0	862.0	862.6	866.0	907.0
Average Annual On Time Performance Percentage	90.4	82.3	83.4	80.5	78.6	64.8	65.2	69.2	71.3	71.2
Number of Bus Stop Locations	5,105	5,141	5,157	4,929	4,906	4,752	4,752	4,665	4,602	4,382
Number of Bus Park and Ride Facilities	2	2	2	2	2	2	2	2	2	2
Number of Transit Centers	3	3	3	4	4	4	4	4	4	4
Number of Transfer Hubs	14	14	14	14	14	14	14	14	14	14
Number of Passenger Shelters	707	707	707	682	531	530	530	537	537	659
No. of Buses in Active Fleet	186	194	199	210	210	210	210	210	210	210
Average Vehicle Age (in years)	6.40	7.40	6.00	7.39	8.25	8.80	8.80	8.80	10.80	10.80
Net Investment in Capital Assets (in thousands)	\$ 76,412	\$ 86,157	\$ 79,199	\$ 83,810	\$ 76,019	\$ 75,914	\$ 75,484	\$ 86,662	\$ 85,483	\$ 109,961

Source: PSTA

N/A : Information not available.

**Note: The statistical section contains "Unaudited" data.**



# ACRONYMS



**Pinellas Suncoast Transit Authority**

**PROPOSED FY 2023 BUDGET**

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



# 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.

**PROPOSED 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 proposed 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.

**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 proposed 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.

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

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

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

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

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

**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.

**FLAMINGO FARES TAMPA BAY** brings a new payment system to the region, simplifying transit use. It allows a rider to pay using a re-loadable smart card or smartphone app, which can be used across participating transit agencies. Counties currently





participating in Flamingo Fares: Hernando (The-Bus), Hillsborough (HART/TECO Line Streetcar System), Pasco (PCPT), and Pinellas (PSTA/Jolley Trolley). **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) 2021 PROPOSED BUDGET** refers to the budget for the period beginning October 1, 2021 and ending September 30, 2022. (FISCAL

YEAR) 2022 PLANNED BUDGET refers to the budget for the period beginning October 1, 2021 and ending September 30, 2022.

**GAAP** is the acronym for Generally Accepted Accounting Principles.

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

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

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

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

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

**INTELENT 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 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.

**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.



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