



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

EXECUTIVE COMMITTEE MEETING
AGENDA – DECEMBER 7, 2015; 11:00 AM
PSTA AUDITORIUM

	<u>TIME</u>
1. CALL TO ORDER	11:00
2. PUBLIC COMMENT	11:00
3. ACTION ITEMS	11:05
A. November 2, 2015 Meeting Minutes	
4. INFORMATION ITEMS	11:10
A. December Board Meeting Agenda	
5. FUTURE MEETING SUBJECTS	11:20
• January Board Meeting Agenda	
• Amendment to Rules & Regulations-January	
6. OTHER BUSINESS	11:25
7. EXECUTIVE CLOSED DOOR SESSION – UNION NEGOTIATIONS	11:30
8. ADJOURNMENT	12:00

THE NEXT MEETING IS JANUARY 11, 2015 AT 11:00 AM

****Central Avenue BRT press event following at 1:00 PM at
the southeast corner of Central Avenue and 22nd Street in St Petersburg****

ACTION ITEM



3A: November 2, 2015 Meeting Minutes

Action: Approve November 2, 2015 Meeting Minutes

Staff Resource: Clarissa Kerestzes, Administrative Assistant



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- Staff recommends approval of the minutes of the November Executive Committee meeting.
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Attachments:

1. Minutes



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EXECUTIVE COMMITTEE MEETING MINUTES – NOVEMBER 2, 2015

The Executive Committee of the Pinellas Suncoast Transit Authority (PSTA) Board of Directors held a meeting in the Auditorium at PSTA Headquarters at 11:00 AM on this date. The purpose of the meeting was to approve the September 9, 2015 meeting minutes and the 2016 meeting schedule, and recommend approval of changes to the Board Rules & Regulations. The following members were present:

Bill Jonson, Chairperson
Julie Bujalski, Vice-Chairperson
Janet Long, Secretary/Treasurer
Darden Rice
Ken Welch

Also Present:

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

CALL TO ORDER

Chairperson Jonson opened the meeting at 11:00 AM.

PUBLIC COMMENTS

There were no public comments.

ACTION ITEMS

Approve the Minutes – Ms. Rice made a motion, seconded by Ms. Bujalski to approve the September 9, 2015 meeting minutes. There were no public comments. Motion passed unanimously.

2016 Meeting Schedule – Mr. Welch made a motion, seconded by Ms. Rice to approve the 2016 meeting schedule. There were no public comments. Motion passed unanimously.

Board Rules & Regulations – Mr. Miller indicated that per the Executive Committee’s recommendations, four minor changes are being proposed to the Rules & Regulations: 1) public comments must relate to PSTA, 2) Board member questions regarding public comments shall be addressed to the PSTA Chair or CEO, 3) The Personnel Committee shall be comprised of the PSTA Officers plus two at large PSTA Board members, and 4) Robert’s Rules of Order adherence.

In response to Ms. Rice’s question about which version of Robert’s Rules, Mr. Zimmet said that the verbiage states the newest edition of Robert’s Rules. Mr. Welch pointed out that the County adopted Robert’s Rules to be used as a general guideline to allow for flexibility. Mr. Zimmet indicated that he will revise the wording. Chairperson Jonson had a question about “all votes shall be by voice,” and Mr. Zimmet stated that he will adjust the language to state that the Chair has the authority to call for a roll call vote. Ms. Bujalski made a motion, seconded by Mr. Welch to recommend approval of the Rules & Regulations, as amended, at the Board’s January meeting as an action item. There were no public comments. Motion passed unanimously.

INFORMATION ITEMS

December Board Meeting Agenda – The Committee reviewed the agenda and suggested some revisions. Ms. Long pointed out the need to accurately depict the deadlines for the Central Avenue Bus Rapid Transit (BRT) project. She requested re-working the BRT sheet to reflect the actual deadlines and show Tallahassee the steps that PSTA has taken since last year. Ms. Rice added that it is very important that the Federal Transit Administration (FTA) be aware of PSTA’s and the St. Petersburg City Council’s actions and public engagement. Cassandra Borchers, Chief Development Officer, answered Mr. Welch’s question about public engagement in regards to losing one lane on 1st Avenue, adding that staff has been speaking with City staff for quite some time about this project.

The group discussed implementing a break if a meeting is expected to run beyond lunchtime. Ms. Long made a motion, seconded by Mr. Welch to break for lunch when the meetings are expected to go beyond lunchtime. There were no public comments. Motion passed unanimously.

Ongoing Emerging Technology Updates – Mr. Miller indicated that Mr. Eggers requested the Board have a greater understanding of the emerging technologies in the transit industry and suggested creating a technology committee or task force. Ms. Bujalski stated her opinion that the Planning Committee could be tasked with this and Mr. Welch suggested an annual offsite workshop for the full Board. Mr. Welch made a motion,

seconded by Ms. Bujalski to add technology updates to the Planning Committee agenda and also an annual Board workshop. There were no public comments. Motion passed unanimously.

Setting a Sustainability Goal for Agency – Mr. Miller said that PSTA has a sustainability policy. Ms. Rice mentioned adding a goal of being carbon-neutral. Chairperson Jonson suggested that staff write a draft position/policy and explore what types of programs are available to assist in making an agency “Green,” such as the American Public Transportation Association (APTA).

Follow-Up from 10-28-15 Board Meeting – Mr. Miller presented a list of follow-up items identified during the Board meeting, and Mr. Welch requested that a cost comparison for Compressed Natural Gas (CNG) be added to the bus purchase options. Ms. Bujalski indicated that she would like to explore partnerships with Duke Energy and the municipalities for the CNG stations. Chairperson Jonson asked that an on-going item to review the previous Board meeting be added to the Executive Committee agenda.

[Chairperson Jonson left the meeting at 12:19 PM and did not return.]

Mr. Miller spoke briefly about the succession planning and Ms. Bujalski requested an update at the next Executive Committee meeting.

FUTURE MEETING SUBJECTS

It was agreed to move the Rules & Regulations discussion and the PSTA reserves analysis to the January Board meeting.

OTHER BUSINESS

No other business was discussed.

ADJOURNMENT

The meeting was adjourned at 12:26 PM. The next meeting is December 7, 2015 at 11:00 AM.

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**BOARD OF DIRECTORS MEETING
AGENDA – DECEMBER 9, 2015; 9:00 AM
PSTA BOARD ROOM**

	<u>TIME</u>	<u>PAGE #</u>
1. CALL TO ORDER & PLEDGE OF ALLEGIANCE	9:00	
2. PUBLIC COMMENT	9:00	
<p>The Public Comment agenda item presents an opportunity for individuals to provide input on items that do not appear on the agenda. The public will also be allowed to speak on any consent agenda item, other than ceremonial and ministerial items, such as the approval of the Board's minutes, during the Public Comment section of the agenda. Each speaker will be asked to complete a green comment card, which will be given to the Chairperson by PSTA's General Counsel. Speakers will be recognized in the order in which cards are received.</p>		
3. AWARDS/RECOGNITION	9:30	
A. Outgoing Board Member – Wengay Newton		
4. NON-BOARD COMMITTEES	9:35	
A. Transit Riders Advisory Committee	5 min	ELAINE MANN
B. Metropolitan Planning Organization	5 min	DARDEN RICE
C. MPO's Local Coordinating Board	5 min	PATRICIA JOHNSON
5. CONSENT AGENDA	9:50	
(Board Members may pull items for discussion)		
A. Board Meeting Minutes		CHAIR JONSON
B. Outsourced Bus Shelter Installation		HENRY LUKASIK
C. Clever Devices Software/Support		DEBBIE WOODWARD
D. Automatic Vehicle Monitoring		WALT LENZ
E. AV Equipment (PSTA Meeting Rooms)		DEBBIE WOODWARD
6. ACTION ITEMS		10:00
A. Board Officers/Committee Appointments	20 min	COMM. CHAIR NEWTON

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B. Central Ave BRT Federal Application	20 min	CASSANDRA BORCHERS
C. Transportation Alternatives Pilot Program	25 min	BRAD MILLER
D. Service Redesign Phase 2: Williams Park & Budgeted Service Enhancements	20 min	CASSANDRA BORCHERS
7. INFORMATION ITEMS		11:25
A. PSTA Reserves Analysis	30 min	DEBBIE LEOUS
B. Regional Fare Collection Partnership Agreements	15 min	CASSANDRA BORCHERS
C. Revised CEO Performance Evaluation	10 min	CHAIR JONSON
8. REPORTS/CORRESPONDENCE		12:20
A. Federal Lo-No Grant		BRAD MILLER
B. PSTA Performance Report/Updates		BRAD MILLER
C. Capital Projects Update		BRAD MILLER
9. FUTURE MEETING SUBJECTS		12:30
10. OTHER BUSINESS		12:30
11. BOARD MEMBER COMMENTS		12:30
12. ADJOURNMENT		12:40

THE NEXT MEETING IS JANUARY 27, 2016 AT 9:00 AM

EXECUTIVE CLOSED DOOR SESSION



7: Union Negotiations

Action: Information Item

Staff Resource: James Bradford, Chief Operating Officer
Brad Miller, CEO
Alan Zimmet, General Counsel



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- James Bradford, PSTA's Chief Operating Officer, along with Brad Miller, CEO; Alan Zimmet, General Counsel; members of the PSTA's Union Negotiation Team; and members of the PSTA Executive Committee will meet in a closed door session to discuss labor negotiations. This session is expected to last approximately 30 minutes.

Attachments: None