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**PLANNING COMMITTEE MEETING
 MINUTES – JUNE 15, 2016**

The Planning Committee of the Pinellas Suncoast Transit Authority (PSTA) Board of Directors held a meeting in the Auditorium at PSTA Headquarters at 10:30 AM on this date. The purpose of the meeting was to approve the May 18, 2016 meeting minutes, recommend approval of the FY 2017 Capital Improvement Program (CIP) and bus purchase, the October 2016 service improvements, and the Florida Department of Transportation (FDOT) Central Avenue Bus Rapid Transit (BRT) funding. The following members were present:

Ken Welch, Committee Chair
 Mark Deighton, Committee Vice-Chair
 Samantha Fenger
 Pat Gerard
 Darden Rice
 Patricia Johnson, Alternate

Also Present:

Brad Miller, CEO
 PSTA Finance Committee Members
 PSTA Staff Members
 Members of the Public

CALL TO ORDER

Finance Committee Chair Joseph Barkley continued chairing throughout the CIP/Bus Purchase presentation, which began at 10:30 AM.

ACTION/PRESENTATION (with Finance)

FY 2017 Capital Improvement Program (CIP) and Bus Purchase – Mr. Miller explained that this is a three-part action item. Part A is to approve the full 2017 - 2021 CIP, including the purchase of five replacement buses in 2017. Part B is to set a fuel economy goal, and Part C is to authorize the use of existing bus contracts with no additional votes. Mr. Miller pointed out some of the major projects that are in the CIP. He said there has been a lot of public input on the bus purchase topic; with some groups suggesting smaller buses and

electric buses. Mr. Miller outlined a plan with a detailed cost analysis utilizing both types of these buses.

Mr. Miller said that if PSTA is able to secure funding from the BP settlement funds for a charging station, then staff will recommend the purchase of two electric buses and if the Agency is awarded a Lo-No grant, then PSTA will recommend the purchase of two to five electric buses. He also added that if the Board voted to increase the ad valorem to the cap, and if PSTA has a sustainable capital program, there would be funds to increase weekend and evening service.

Mr. Eggers asked how many buses need replacement in the next five years and Mr. Miller responded 70 buses, including the five in 2017. Committee members had questions regarding FTA funds, PSTA's Capital budget, and net emissions, which Mr. Miller and Ms. Leous answered. Committee Chair Barkley commented on the lifetime costs of an electric bus and Ms. Rice spoke about possibility of funding from the MPO. Mr. Welch spoke about BP funds for the chargers and Committee Chair Barkley stated his belief that the Board will vote to raise the ad valorem this year.

In response to Committee Chair Barkley's for public comment, Phil Compton, Sierra Club, said that he believes the purchase of the charging station with the BP funds would be appropriate. He also spoke about the electric bus lifecycle costs compared to other bus types.

Mr. Deighton made a motion to recommend approval of the 2017 - 2021 CIP, including the purchase of 35 foot diesel buses and if PSTA receives grant funds, then purchase 2-3 electric buses, to set a fuel economy goal, and to authorize the use of existing bus contracts with no additional votes. There was no second; motion failed.

Committee Chair Welch indicated that he would support the purchase of three hybrid diesels and two electric buses, but not staff's recommendation of five diesels. Mr. Miller pointed out that the purchase of two electric buses is contingent on PSTA receiving BP funds or a grant. Committee Chair Welch stated that he is optimistic about the County Commission supporting PSTA's request for funds.

Ms. Rice made a motion, seconded by Ms. Gerard to recommend approval of the 2017 CIP including the purchase of five hybrid diesels and pursue extra funds available for two electric buses that could convert two of the hybrids, to set a fuel economy goal, and to authorize the use of existing bus contracts with no additional votes. There were no public comments. Motion passed unanimously.

[Ms. Gerard left the meeting at 11:42 AM and did not return.]

At this point, Planning Committee Chair Welch took over the meeting.

PUBLIC COMMENT

There were no public comments on remaining agenda items.

ACTION ITEMS

Approval of Minutes – Ms. Rice made a motion, seconded by Mr. Deighton to approve the minutes of the May 18, 2016 meeting. The motion passed unanimously.

[Ms. Johnson left the meeting at 11:46 AM and did not return.]

October 2016 Service Improvements – Cassandra Borchers, Chief Development Officer, presented maps showing the proposed service changes on Routes 61, 62, Dunedin/Palm Harbor Connector, Route 66, the Jolley Trolley, and the Oldsmar/Tampa Connector. She indicated that Route 18 will be streamlined to reduce travel time and improve on-time efficiency and Route 19 will be split into two separate routes.

Ms. Borchers stated that there will be one more public hearing on the services changes scheduled for June 18th. She reviewed public comments to date and outlined the public outreach planned for July through October. She said that the TRAC recommended approval of the changes with one dissenting vote due to the service changes in downtown Dunedin. Ms. Rice made a motion, seconded by Mr. Deighton to recommend approval of the service changes. There were no public comments. Motion passed unanimously.

FDOT Central Avenue BRT Funding – Ms. Borchers stated that the Federal Transit Administration (FTA) approved PSTA moving into Project Development (PD) for the Central Avenue BRT. She said staff is asking the Committee to recommend approval of the FY 2017 FDOT Central Avenue BRT Joint Participation Agreement (JPA) and recommend adoption of Resolution #16-06. Ms. Rice made a motion, seconded by Ms. Fenger to recommend approval of the JPA and Resolution #16-06. There were no public comments. Motion passed unanimously.

INFORMATION ITEMS

Draft 2017 Budget – Debbie Leous, Chief Financial Officer, spoke about the FY 2016 projected forecast. She indicated that the projected surplus for FY 2016 is \$767,921, which will be added to the existing reserves of \$2,628,446. Ms. Leous noted that this is the fifth straight year of substantial savings. She explained that the draft FY 2017

budget also focuses on areas that can be improved upon based on benchmarking data such as employee training, capital investment, and service frequency. She said that the FY 2017 budget is balanced without an ad valorem adjustment, but an adjustment could provide increased service.

Ms. Leous explained the key expense variances between the FY 2016 forecasted budget and the FY 2017 budget. She indicated that the FY 2017 budget looks extremely strong. The Committee had questions relating to fuel prices and the FY 2016 forecasted expenses/revenues.

FUTURE MEETING SUBJECTS

The Committee was provided with a list of upcoming meeting subjects. Committee Chair Welch requested a scenario in the budget projections assuming PSTA raises the ad valorem to the cap.

OTHER BUSINESS

No other business was discussed.

ADJOURNMENT

The meeting was adjourned at 12:08 PM. The next meeting will be held on July 20th at 10:30 AM.