



PINELLAS SUNCOAST TRANSIT AUTHORITY
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**FINANCE & PERFORMANCE MANAGEMENT COMMITTEE
MEETING MINUTES
OCTOBER 18, 2017**

Committee Chair Barkley called the October 18, 2017 Finance & Performance Management Committee meeting to order at 9:02 AM. Members present: Joe Barkley, Dave Eggers, Bill Jonson, Brian Scott, and Josh Shulman. Members absent: Richard Bennett. Also present were: Brad Miller, CEO, and PSTA staff members.

PUBLIC COMMENT

There were no public comments.

ACTION ITEMS

September 20, 2017 Meeting Minutes – Mr. Scott made a motion, seconded by Mr. Jonson, to approve the minutes. Motion passed unanimously.

2018 Meeting Schedule – The Committee reviewed the 2018 meeting calendar. Mr. Jonson made a motion, seconded by Mr. Eggers, to approve the schedule. Motion passed unanimously.

Forward Pinellas Funding Agreement – Debbie Leous, Chief Financial Officer, explained that the Federal Department of Transportation (FDOT) provides Section 5305 funds to all Metropolitan Planning Organizations (MPO) including Forward Pinellas. She indicated that Forward Pinellas has provided PSTA with \$80,000 per year for transit planning. Ms. Leous reported that this amount has not changed since at least 2005 and the FY 2018 Section 5305 funds remain the same. The Committee had questions relating to the amount and how the money is allocated. Ms. Leous responded to their questions. Mr. Jonson made a motion, seconded by Mr. Scott, to recommend approval of PSTA's receipt of \$80,000 subject to asking Forward Pinellas to consider a higher amount. There were no public comments. Motion passed unanimously.

Gillig Bus Purchase – Ms. Leous explained that the approved Capital Improvement Program (CIP), assumes the purchase of 18 hybrid buses for FY 2018/2019. She said each bus costs \$735,381 each with a total of \$13,320,000 for 18 buses spread across two fiscal

years. Ms. Leous indicated that PSTA is part of a bus consortium with other bus agencies in Florida and that contract ends in December 2018. She said the Authority would be able to lock in the price with one single purchase order for all 18 buses. She stated that there would be a positive variance to the budget of \$2.6 million.

The Committee discussed fuel costs, maintenance expenses, reserves, and capital and operating costs. After a long discussion, Mr. Eggers made a motion, seconded by Mr. Scott to recommend approval of the purchase of 18 replacement buses for FY 2018 and FY 2019 in a single order. There were no public comments. Motion passed unanimously. Mr. Shulman made a motion, seconded by Mr. Jonson, to recommend approval of the contract with Gillig Corporation at a total not to exceed cost of \$13,320,000 for the purchase of 18 BAE hybrid electric buses. There were no public comments. Motion passed (3:2) with Mr. Eggers and Mr. Scott dissenting.

The Committee asked staff to explore ways to use the additional \$2.6 million savings on additional buses along with an emissions report on each bus type. This will be brought back to the Committee next month.

REPORTS

Monthly Financial Statement – The financial statements were included in the packet. Ms. Leous reported that once again, PSTA has been awarded the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA).

Ridership/Performance – The report was handed out at the meeting. Mr. Miller pointed out that September ridership was substantially down due to Hurricane Irma. He then presented a brief analysis on FY 2017 versus FY 2016 ridership. He explained that the downturn in ridership is a transit agency trend across the nation due to lower gas prices and an improving economy. Additionally, Mr. Miller explained that Demand Response (DART) is up 5.3%, Transportation Disadvantaged (TD) ridership is up 25.7%, and trolley services on the beach is up 2.1%. He also spoke about the discretionary riders who may be riding less due to more affordable transit alternatives such as Uber and Lyft. Mr. Miller stressed that PSTA may have to consider lowering fares and investing in service adjustments to support high ridership core routes to raise revenue in the future.

Mr. Miller noted that the Operating Statistics report included a new chart which looks at the total ridership compared to the previous year and shows the portion of the ridership drop attributable to various factors within that month.

PSTA Contracts – Mr. Miller indicated that the quarterly contract report is included in the packet. He briefly mentioned that Jolley Trolley’s new contract, which started October 1, 2017, is the second highest contract; the first being Care Ride.

FUTURE MEETING SUBJECTS

The Committee was provided with a list of upcoming meeting subjects.

OTHER BUSINESS

No other business was discussed.

ADJOURNMENT

The meeting was adjourned at 10:34 AM. The next Finance & Performance Management Committee meeting will be held on November 13 at 9:00 AM.