



PINELLAS SUNCOAST TRANSIT AUTHORITY
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PLANNING COMMITTEE MEETING MINUTES JANUARY 18, 2018

Committee Chair Gerard called the January 18, 2018 Planning Committee meeting to order at 10:38 AM. Members present: Pat Gerard, Bill Jonson and Josh Shulman. Absent were: Joe Barkley, Patricia Johnson and John Tornga. Also present were: Brad Miller, CEO and PSTA staff members.

PUBLIC COMMENT

There were no public comments.

ACTION ITEMS

November 13, 2017 Meeting Minutes – Mr. Jonson made a motion, seconded by Mr. Shulman, to approve the minutes. Motion passed unanimously.

Drug and Alcohol Policy – Larry Longenecker, Human Resources Director, presented an action item to recommend approval to update the PSTA Drug and Alcohol Policy to comply with U.S. Department of Transportation (USDOT) drug testing program for semi-synthetic opioids. Mr. Longenecker explained that the changes took effect on January 1, 2018. He said the policy has been amended, and “safety sensitive” employees have been informed. Mr. Jonson suggested that a copy of the current PSTA Drug and Alcohol Policy be included in Board member packets for the January 29th Board Meeting. Mr. Jonson made a motion, seconded by Mr. Shulman, to recommend approval of the updated PSTA Drug and Alcohol Policy. There was no public comment. Motion passed unanimously.

Community Bus Plan – Heather Sobush, Planning Director, presented an action item to approve a task work order for WSP (formerly Parsons Brinkerhoff) to work on updates to the Community Bus Plan in an amount not to exceed \$550,000. Ms. Sobush gave an overview of the 2013 Community Bus Plan, and described the many improvements that PSTA has undertaken since then, including partnerships with Uber, the Direct Connect Project, and the plan for Bus Rapid Transit (BRT). She reviewed the project scope and

described the tasks that will take approximately eight months to complete. Ms. Sobush said the work includes an on-board travel demand and usage survey designed to inform route design and service planning efforts. It also includes close coordination with the Forward Pinellas Long Range Transportation Plan (LRTP) and direct benefits to the PSTA Transit Development Plan (TDP). In response to questions by Mr. Jonson, Ms. Sobush replied that PSTA paid \$700,000 for the Community Bus Plan update in 2013, and that this year's update will be presented to the Board in September. Mr. Shulman made a motion, seconded by Mr. Jonson, to recommend approval of a Task Work Order for the Community Bus Plan Update. There was no public comment. The motion passed unanimously.

Autonomous Vehicle (AV) Grant – Jacob Labutka, Transit Planner, presented an action item requesting approval of matching funds for AV Feasibility Studies and demonstration project grant opportunities not to exceed \$150,000. Mr. Labutka reviewed plans for PSTA to work with AECOM for the South County study. AECOM would provide in-kind engineering and professional services to implement a demonstration service in the City of St. Petersburg. Cassandra Borchers, Chief Development Officer, added that the City of St. Petersburg may be asked for additional support for the project, such as landscape (shadow) modifications, traffic signal adjustments, and charging stations locations for vehicles. Mr. Labutka described the North County study, led by Stantec, a leader in AV engineering services, which will examine up to two locations (In North County) for AV technology feasibility. There were a few questions regarding the co-funding arrangement and if the City of St. Petersburg Looper is involved in the project. Ms. Borchers said the \$150,000 in funds came from the surplus from the bus purchase savings last year, and that the Looper staff is aware of the project. Mr. Shulman made a motion, seconded by Mr. Jonson, to recommend approval to match funds for AV Feasibility and Demonstration Projects. There was no public comment. The motion passed unanimously.

Title VI Program Update – Mr. Labutka presented an action item to approve an update to the PSTA Title VI Program to comply with Title VI of the Civil Rights Act of 1964. He explained PSTA's compliance every three years is a condition to receive federal funds from the Federal Department of Transportation (FDOT). Mr. Labutka provided an overview of the extensive report that demonstrates there are no significant disproportionate or adverse effects of PSTA policies, programs, and activities on low income or minority populations in Pinellas County. There was a lengthy discussion of the number of shelters and benches in Pinellas County, specifically who is responsible for the JayCee benches (Metro Bench). Mr. Jonson made a motion, seconded by Mr. Shulman, to recommend approval of the Title VI Program Update. There was no public comment. The motion passed unanimously.

FUTURE MEETING SUBJECTS

Ms. Borchers mentioned a few upcoming projects including Special Spring Break Service on Clearwater Beach, Spring Training Service in Dunedin, and moving forward with the BRT project. She also reminded the Committee of the Tampa Bay Transportation Management Area (TMA) Leadership Meeting being held at PSTA on January 19th.

ADJOURNMENT

The meeting was adjourned at 11:30 AM. The next Planning Committee meeting will be held on February 21st at 10:30 AM.