



PINELLAS SUNCOAST TRANSIT AUTHORITY  
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**BOARD MEETING MINUTES  
SEPTEMBER 25, 2019**

Chairperson Janet Long called the September 25, 2019 Board meeting to order at 6:00 pm. Members present: Janet Long, Chairperson; Pat Gerard, Secretary/Treasurer; Dave Allbritton, Richard Bennett, Vince Cocks, Gina Driscoll, Dave Eggers, Heather Gracy, Charlie Justice, Darden Rice, Dan Saracki, and Josh Shulman. Members absent: Joe Barkley, Samantha Fenger, and Keith Sabiel. Also present: Brad Miller, CEO; Alan Zimmet, PSTA General Counsel; PSTA staff members, and members of the public.

**Public Hearing: Final FY2020 Millage Rate & Budget:**

**Chairperson Introduction** – Chairperson Long read the Chairperson’s statement as follows: First, we will begin with the final public hearing to receive public input and allow the public to ask questions concerning the Authority’s proposed final millage rate and proposed final operating and capital budget for FY2020. Tonight, we will vote on the final Millage Rate and final FY2020 Budget. Copies of our proposed budget are available if you have not already obtained one.

The proposed FY2020 Budget is included herewith, totaling \$132,505,843. (Operating Budget of \$85,321,056 and Capital Budget \$47,184,787.) The FY2020 proposed millage rate is .7500. The FY2020 rolled-back rate is .7026. The proposed final property tax rate is used to fund the FY2020 budget.

**Staff Statement for Record** – Mr. Miller read the staff statement as follows: This public hearing has been scheduled so that the general public may be given the opportunity to comment on the proposed millage rate and budget for FY2020.

A paid advertisement concerning this public hearing appeared in the *Tampa Bay Times* on August 26th. Notices were posted at the Park Street Terminal, Grand Central Station, Williams Park, the Pinellas Park Transit Center, at PSTA’s administrative headquarters, on all PSTA buses, and on PSTA’s website on August 26th. An announcement was posted on social media on August 27th.

To date, staff has received no comments from the public concerning the issue.

**Staff Presentation** – Debbie Leous, Chief Financial Officer, provided a brief presentation on the FY2020 proposed millage and budget. She also outlined FY2019 accomplishments that resulted in a savings of over \$1.4 million.

**Board Discussion** – Questions were raised regarding the \$85 million budget and the use of reserves. Comments were made about minimizing the deficit, the future financial forecast, and the purchase of buses.

**Public Comments on Millage Rate** – Tom Rask, Seminole resident, talked about the fact that staff did not receive any public comments regarding the FY2020 proposed millage and budget. He also mentioned past comments relating to the Central Avenue Bus Rapid Transit (BRT) funding and the three-year requirement from the Federal Transit Administration (FTA).

**Announce Percentage, if any, by Which Rate Exceeds Rolled-Back Rate** – Chairperson Long stated for the record: The FY2020 rolled-back rate is .7026. The FY2020 proposed final millage rate of .7500 is 6.75 percent greater than the rolled-back rate. The FY2020 millage rate to be levied is .7500.

**Adopt Final FY2020 Millage Resolution** – Mr. Zimmet read Resolution #19-06 by title. Ms. Gerard made a motion, seconded by Mr. Allbritton, to adopt the final FY2020 Millage Rate Resolution. Motion passed (11:1) with Mr. Eggers dissenting.

**Public Comments on FY2020 Budget** – Mr. Rask talked about the ridership numbers and revenue hours and miles. He stated his belief that PSTA should cut routes.

**Adopt Final FY2020 Budget Resolution** – Mr. Zimmet read Resolution #19-07 by title. Ms. Rice made a motion, seconded by Mr. Saracki, to adopt the final FY2020 Budget Resolution. Motion passed (11:1) with Mr. Eggers dissenting.

This concluded the public hearing portion of the meeting.

**[Mr. Cocks left the meeting at 6:30 pm and did not return.]**

**Public Comment:**

Elisabeth Olden, Pinellas Park resident, spoke about the two BRT Open Houses that she attended. She said she is very impressed with the project.

Lee Johnson, St. Petersburg resident, talked about the Route 4 and the loop that is part of the route. He suggested ways to make this route more efficient.

Mr. Rask spoke about the Greyhound Bus ribbon cutting event on Monday. He also mentioned posts on Facebook.

**Presentations:**

**Florida Technician of the Year, Jeffrey Underhill** – Henry Lukasik, Director of Maintenance, provided background information on Mr. Underhill and spoke of his many accomplishments while at PSTA.

**[Mr. Bennett left the meeting at 6:50 pm and did not return.]**

**Performance Scorecard Surveys** – Trish Collins, Director of Human Resources, provided an overview of the various surveys that PSTA conducts. Whitney Fox, Director of Communications and Marketing, provided a presentation on the Community Sentiment Survey, Kristopher Browning of TransPro, gave a presentation on the Customer Satisfaction Survey, and Tamika White, Senior Manager, Organizational Development, provided a presentation on the Employee Engagement Survey. A question was raised about Demand Response (DART) awareness data as well as the other services PSTA provides.

**Committee Updates:**

**Transit Riders Advisory Committee (TRAC) Update** – Committee Chair Olden provided an update from the September 17th TRAC meeting.

**Forward Pinellas Local Coordinating Board (LCB)** – Mr. Miller said that the Forward Pinellas LCB met on September 17th and provided some highlights.

**Forward Pinellas** – Mr. Eggers reported on the Forward Pinellas Board meeting that took place on September 11th.

**Consent Agenda:**

Mr. Justice made a motion, seconded by Ms. Gerard, to approve the Consent Agenda. The Board unanimously approved the Consent Agenda which included the approval of the August 28, 2019 Board meeting minutes, the contract modifications, and the claim settlements.

**Action Items:**

**Transit Oriented Development (TOD) Strategic Plan Consultant** – Cassandra Borchers, Chief Development Officer, provided information on the TOD strategic plan contract as well as the procurement process. She said that staff is recommending approval of a five-year contract with Kimley-Horn and Associates, Inc. for TOD Strategic Services with a contract not-to-exceed amount of \$3 million and an initial scope for the BRT TOD Strategic Plan of \$1.2 million. Ms. Borchers explained that the work to be completed under this initial task is designed to have transferable application to other areas/corridors in the County. She said the contract upset limit is recommended to exceed the initial \$1.2 million grant received and provide an opportunity to continue work on this corridor should another grant be secured or allow a partner agency to use the contract for other funded follow-up work on this or another corridor in the County. After discussion regarding the scope of work, Mr. Allbritton made a motion, seconded by Mr. Shulman, to approve the contract with Kimley-Horn. There were no public comments. Motion passed unanimously.

**Information Items:**

**PSTA Trolley Operations** – Mr. Miller gave a presentation on Trolley Services in Pinellas County. He indicated that this will be the first of three conversations about this topic, with final Board approval to purchase Trolleys in October. Questions and comments were raised about the Central Avenue Trolley (CAT) service in St. Petersburg and the vision for the future, as well as operating costs per hour.

**Reports and Correspondence:**

**Performance Updates** – The reports were included in the packet. Mr. Miller indicated that ridership was up year-to-date.

**Operating Statistics** – The report was included in the agenda packet.

**Future Meeting Subjects:**

The Board was provided with a list of upcoming meeting subjects. Mr. Miller said there will be a BRT branding presentation as well as the Trolley discussion.

**Other Business:**

No other business was discussed.

**Board Member Comments:**

There were no Board comments.

**Adjournment:**

There being no further business, Chairperson Long adjourned the meeting at 7:36 pm. The next meeting is scheduled for October 23rd at 9:00 am.

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Chairperson