



PINELLAS SUNCOAST TRANSIT AUTHORITY  
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**FINANCE COMMITTEE MEETING MINUTES  
FEBRUARY 20, 2019**

Committee Chair Joe Barkley called the February 20, 2019 Finance & Performance Management Committee meeting to order at 9:00 am. Members present: Joe Barkley, Richard Bennett, Josh Shulman, Dave Eggers, and Vince Cocks. Also present were: Brad Miller, CEO; PSTA staff members, and members of the public.

**Public Comment:**

There were no public comments.

**Action Items:**

**January 16, 2019 Meeting Minutes** – Mr. Bennett made a motion, seconded by Mr. Cocks, to approve the minutes. Motion passed unanimously.

**Duke Energy Agreement** – Henry Lukasik, Director of Maintenance, provided background information on the current partnership with Duke Energy called the Park and Plug Program. He indicated that this new project would entail the installation of six chargers at PSTA's main campus to allow employees and the general public visiting PSTA the ability to recharge their all-electric or hybrid-electric automobiles. Mr. Lukasik noted that Duke Energy will be responsible for the equipment and installation cost, in addition to the maintenance, repair, modification, and replacement for the duration of the agreement. After Mr. Lukasik responded to questions regarding costs, the electric usage, and the type of chargers being installed, Mr. Bennett made a motion, seconded by Mr. Cocks, to recommend approval of a three-year agreement with Duke Energy Florida to own, maintain, and support electric vehicle charging equipment at PSTA under the Park and Plug Program. There were no public comments. Motion passed unanimously.

**Electric Bus Program** – Mr. Lukasik indicated that in 2017, PSTA applied for a grant under the Federal Transit Administration's (FTA) Low or No Emission Program and was awarded \$1 million. He said that in 2018, PSTA again applied for a Low-No grant and again was awarded \$1 million to purchase two more all-electric buses and the required

charging equipment. Mr. Lukasik stated that the total number of all-electric buses purchased utilizing Low-No funding will be four, bringing the all-electric bus fleet to six. He also showed the Committee a computer program that PSTA utilizes to track and compile data in real time on these electric buses. Questions and comments were raised regarding cost, safety, fuel, service hours and routes, and chargers. After Mr. Lukasik responded to the questions, Mr. Bennett made a motion, seconded by Mr. Cocks, to approve a contract with BYD Motors, Inc. for the purchase of two 35' all-electric/zero emission, low floor buses and two depot chargers, with a total not to exceed contract cost of \$1.7 million (for the buses and charging equipment), and a total not to exceed project cost of \$1.9 million. There were no public comments. Motion passed unanimously.

**Maintenance Hardware Contract** – Mr. Lukasik reported that PSTA's Maintenance Department utilizes Fastenal to provide maintenance, repair, and operating (MRO) supplies such as nuts, bolts, and sealants. He indicated that the Florida State Contract includes Fastenal as an approved supplier. Mr. Lukasik said staff is asking the Committee to recommend approval of a 20-month contract with Fastenal for the purchase of MRO supplies for a total cost not to exceed \$324,000. Mr. Eggers made a motion, seconded by Mr. Cocks, to recommend approval of the contract with Fastenal. There were no public comments. Motion passed unanimously.

#### **Information Items:**

**Service Adjustments Analysis** – Mr. Miller indicated that last month, the Board approved a tentative list of bus and paratransit adjustments to get public comment on prior to implementation. He explained that these adjustments could assist in closing the adopted budget gap of \$1.7 million in FY2019. Mr. Miller gave a presentation on the work involved in determining service adjustments, stating that staff from PSTA, Forward Pinellas, and the County all have a part in this process. He also outlined options for saving money as well as alternatives being considered, especially for the Demand Response (DART) riders. Mr. Eggers mentioned the DART program in North County.

#### **Reports:**

**Monthly Financial Statement** – The financial statements were included in the packet, which Debbie Leous, Chief Financial Officer, briefly reviewed for the month ending December 31, 2018.

**[Mr. Eggers left the meeting at 10:16 am and did not return.]**

**Quarterly Reports** – Ms. Leous pointed out that the Central Avenue Bus Rapid Transit (BRT) project is at the 30% design stage. Michael Hanson, Director of Finance, reviewed the reserves and investments reports. Ms. Leous also spoke about the fuel and the health insurance reports.

**Ridership/Performance** - The report for January 2019 was handed out at the meeting. Mr. Miller noted that January ridership was up.

**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 10:26 am. The next Finance & Performance Management Committee meeting is scheduled for March 22nd at 1:00 pm.