



PINELLAS SUNCOAST TRANSIT AUTHORITY
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FINANCE COMMITTEE MEETING MINUTES
OCTOBER 18, 2019

Committee Chairperson Barkley called the October 18, 2019 Finance Committee meeting to order at 9:00 am. Members present: Joe Barkley, Josh Shulman, Dave Eggers, Dan Saracki, and Vince Cocks. Member absent: Richard Bennett. Also present: Brad Miller, CEO, PSTA staff members, and members of the public.

Public Comment:

There were no public comments.

Action Items:

September 18, 2019 Meeting Minutes – Mr. Shulman made a motion, seconded by Mr. Cocks, to approve the minutes. Motion passed unanimously.

Trolley Purchase – Mr. Miller mentioned the trolley presentation that took place during the last Board meeting. He said that Debbie Leous, Chief Financial Officer, and Henry Lukasik, Director of Maintenance, will give another presentation regarding the trolley purchase. Mr. Miller indicated that final approval will occur at the October Board meeting.

[Mr. Eggers entered the meeting at 9:03 am.]

Ms. Leous talked about purchasing buses to replace the Authority's oldest vehicles in the fleet. She mentioned the number of replacement vehicles needed, where they will be in service, and the operating cost per hour. It was noted that the vehicles are paid with Federal Transit Administration (FTA) funds at no cost to PSTA. Mr. Lukasik compared two vehicle types; the trolley style that staff is recommending and a lower-cost trolley. The Committee had questions regarding the vehicle, operational and maintenance costs, as well as the Jolley Trolley contract rate and what is included in the rate. Bob Clifford from Jolley Trolley, stressed that they are a not-for-profit organization and clarified what

makes up the contract rate. After further discussion, Mr. Cocks made a motion, seconded by Mr. Saracki, to recommend approval of the purchase of 20 Hometown Trolley streetcars from Creative Bus Sales at a total not to exceed cost of \$8,528,000, and recommend approval of the purchase and installation of additional required technology equipment for the 20 replacement trolleys at a total not to exceed cost of \$1,160,000 for a total not to exceed project cost of \$9,700,000. There were no public comments. Motion passed (3:2), with Mr. Eggers and Mr. Shulman dissenting.

HASTUS Upgrade Modules – Cassandra Borchers, Chief Development Officer, stated that this is a software that various departments use for scheduling, Automatic Vehicle Location (AVL) data, time tracking, bids, time points, and Family Medical Leave Act (FMLA) tracking. Mr. Burns outlined the procurement process and indicated that the fiscal impact of \$500,000 is funded by FTA grant funding. After a few questions regarding ownership of the upgrades and competition, Mr. Shulman made a motion, seconded by Mr. Cocks, to recommend approval of a one-time purchase with GIRO, Inc. in an amount not to exceed \$500,000. There were no public comments. Motion passed unanimously.

Cummins, Inc. Engine Contract Value Ratification – Mr. Burns talked about the Cummins contract ratification. He said that a new contract value is needed due to an overage in the current contract amount. He explained that credits were not reconciled properly during 2017, and an internal audit in 2019 discovered that an additional \$300,000 was added to the contract. Mr. Burns said since that discovery, the Agency has not procured any additional engines. He added that measures have been put in place to prevent this from occurring again. He explained that PSTA still has a need for engines and the Agency intends to competitively procure on an as-needed basis until a new contract is approved. Questions were raised regarding cost of engines, contract amount, and maintaining the engines. After Mr. Burns answered their questions, Mr. Cocks made a motion, seconded by Mr. Shulman, to recommend approval of increasing the value of the Cummins, Inc. engine contract in the amount of \$489,670 for a new contract value of \$1,589,670. There were no public comments. Motion passed (4:1), with Mr. Eggers dissenting.

Reports:

Monthly Financial Statement – The financial statements were included in the packet, which Julie Lupis, Director of Accounting, briefly reviewed for the month ending August 31, 2019.

PSTA Contracts – The report was included in the packet. Ms. Leous pointed out that the three largest contracts are Care Ride, Jolley Trolley, and fuel. She noted that a new Average Annual Amount column has been added to the report.

Ridership/Performance – The Operating Statistics report for the month of September 2019 was included in the packet.

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 10:39 am. The next Finance Committee meeting is scheduled for November 20th at 9:00 am.