



PINELLAS SUNCOAST TRANSIT AUTHORITY
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FINANCE COMMITTEE MINUTES
FEBRUARY 19, 2020

Committee Chairperson Barkley called the February 19, 2020 Finance Committee meeting to order at 9:00 am. Members present: Joe Barkley, Vince Cocks, Richard Bennett, and Dan Saracki. Member absent: Josh Shulman. Also present: Brad Miller, CEO and PSTA staff members.

Public Comment:

There were no public comments.

Action Items:

January 22, 2020 Meeting Minutes – Mr. Bennett made a motion, seconded by Mr. Saracki, to approve the minutes. Motion passed unanimously.

Heavy Duty Vehicle Lifts – Henry Lukasik, Director of Maintenance, provided information on the heavy duty vehicle lifts. He explained the costs and number of lifts needed and noted that these lifts have met their useful life and need replacement. Al Burns, Director of Procurement, outlined the procurement process. Questions were raised about utilizing pits in lieu of lifts and the contingency, which Mr. Lukasik and Mr. Burns answered. Mr. Bennett made a motion, seconded by Vince Cocks, to recommend approval of the purchase of eight heavy duty vehicle lifts from Mohawk Resources, Ltd. in an amount not to exceed \$840,000, and recommend approval of a contract for the installation of 11 heavy duty vehicle lifts with Adams Tank & Lift, Inc. for a total contract amount not to exceed \$575,000. There were no public comments. The motion passed unanimously.

Seminole City Center Bus Pull-Out Easement Agreement – BJ Gavin, Project Engineer, gave a presentation on the easement agreement with North American Development Group at the Seminole City Center. He outlined the area and what the project entails. Questions were asked about the shelters on the property, the size and location of the space that needs an easement agreement, and number of routes using this stop.

Mr. Saracki made a motion, seconded by Mr. Bennett, to recommend acceptance of an easement with North American Development Group for a bus pullout in the City of Seminole and authorize the CEO to sign the easement agreement. There were no public comments. The motion passed unanimously.

Information Items:

Audit Solicitation Status - Mr. Burns provided a status on the auditing firm solicitation. He explained that PSTA has a group of advisors that will conduct the initial review and scoring of the proposals to help the Finance Committee recommend the three top firms at the March meeting. These three firms, at the wish of the Finance Committee, may come back to give a presentation at the April meeting. Those three firms will then be presented to the full Board to approve an audit firm for PSTA. Questions and comments were made about the process of evaluating the proposals, which were answered by Mr. Burns, Debbie Leous, Chief Financial Officer, and Mr. Miller.

Reports:

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

Quarterly Reports – Ms. Leous talked about the capital projects report, fuel report, and health insurance report. Michael Hanson, Director of Finance, spoke on the Reserves and Investments report.

Ridership/Performance – Mr. Miller briefly outlined the operating statistics report. A question was raised about the safety shields on the buses, which Mr. Lukasik replied that 111 have been installed. Another question was asked about the increase in Demand Response (DART) complaints, which Mr. Cocks and Mr. Miller answered.

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 10:13 am. The next Finance Committee meeting is scheduled for March 11th at 9:00 am.