



PINELLAS SUNCOAST TRANSIT AUTHORITY  
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**BOARD MEETING MINUTES**  
**MAY 27, 2020**

*This meeting was conducted by means of Communications Media Technology.*

Chairperson Joe Barkley called the May 27, 2020 Board meeting to order at 9:01 am. Members present: Joe Barkley, Chairperson; Pat Gerard, Vice-Chairperson; Gina Driscoll, Secretary/Treasurer; Dave Allbritton, Richard Bennett, Vince Cocks, Samantha Fenger, Heather Gracy, Charlie Justice, Janet Long, Darden Rice, Keith Sabiel, Dan Saracki, Josh Shulman, and Ken Welch. Also present: Brad Miller, CEO; Alan Zimmet, PSTA General Counsel; PSTA staff members, and members of the public.

Chairperson Barkley read an opening statement regarding PSTA holding this meeting as a virtual meeting and provided information to ensure the ability of the public to comment prior to and during the virtual meeting.

**Public Comment:**

Tom Rask, unincorporated Pinellas County resident, talked about an email he sent to the Board relating to ridership and the April Operating Statistics.

Sharon Calvert, Tierra Verde resident, spoke about the pandemic and the impacts on transportation. She also expressed her concern about the Bus Rapid Transit (BRT) project.

Nate Perez, St. Petersburg resident, mentioned the 100X and 300X routes and the fact that it has been difficult to get to work with the reduction of service on those routes. He urged the Board to consider re-opening these routes again so people can get to their jobs in Tampa.

**Committee Updates:**

**Tampa Bay Area Regional Transit Authority (TBARTA)** – Ms. Long talked about TBARTA and the recommendations within their 2030 Transit Plan. She indicated that the Authority is aware of PSTA's concerns about transportation funding included in the plan and there is ongoing conversation regarding the funding. Ms. Long said she would like to table the vote to submit the letter included in the packet to allow for some

modifications. Mr. Zimmet added that the 2030 Transit Plan will be discussed at TBARTA's June 22nd Board meeting.

### **Consent Agenda:**

Ms. Long made a motion, seconded by Ms. Gerard, to approve the Consent Agenda. The Board unanimously approved the Consent Agenda which included approval of the April 22, 2020 Board meeting minutes, the appointment of Mr. Welch to the Finance Committee as an alternate, the Maintenance commercial batteries contract, the GIRO HASTUS software renewal, the Looper contract amendment, the Jolley Trolley contract amendment, and the two claim settlements.

### **Action Items:**

**2019 Audit and the Comprehensive Annual Financial Report (CAFR)** – Debbie Leous, Chief Financial Officer, introduced Lance Schmidt from CliftonLarsonAllen, who gave a brief summary and provided key points and highlights from the FY19 audit. He said that PSTA received an unmodified opinion that states that the financial statements were fairly presented. There were no material weaknesses, one management comment and one deficiency identified regarding internal control over compliance. Mr. Schmidt also thanked Ms. Leous and her team for their assistance during the audit process.

Mr. Allbritton made a motion, seconded by Ms. Long, to approve the FY19 audit. In response to Chairperson Barkley's call for public comment, Mr. Rask talked about the transmittal letter and a deficiency noted in the report. He stated his belief that there is a material weakness missing in the CAFR. After no further public comments, motion passed unanimously.

**Sustainability Plan Task Work Order** – Heather Sobush, Director of Planning, gave a presentation on the Sustainability Plan and staff's recommendation to approve a task work order with AECOM in the amount of up to \$175,000 to develop a formal PSTA Sustainability Plan and Action Program. She indicated that the Authority budgeted up to \$200,000 for this effort within the Federal Transit Administration (FTA) formula dollars designated for short range planning efforts. In response to Chairperson Barkley's call for public comment, Mr. Rask mentioned the amount and considering the loss in revenue due to pandemic, it is his belief that this is not the right time for this action. Ms. Driscoll made a motion, seconded by Mr. Welch, to approve the task work order with AECOM. Motion passed unanimously.

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**Information Items:**

**Paratransit Service Contractor Care-Ride, LLC Transition Plans** – Mr. Miller talked about the paratransit service contractor. He stated that BayCare is closing CareRide transportation service. He briefly outlined PSTA’s paratransit service and the plan to transition to another provider. Mr. Cocks provided a brief history of BayCare and CareRide. He also stated his opinion that the new eligibility process needs to be in place when the new provider starts. Questions and comments were made about the amendment to the current agreement, Federal guidelines, certified drivers, and results from the paratransit analysis. Mr. Miller added that Bonnie Epstein is the new Director of Mobility.

**COVID-19: PSTA Service Update and Forecast** – Mr. Miller and Ms. Leous provided an update on the COVID-19 service impacts and the financial situation of PSTA.

**Reports and Correspondence:**

**Performance Updates** – Mr. Miller said the reports are included in the packet. He briefly responded to a citizen's comment about ridership.

**Future Meeting Subjects:**

The Board was provided with a list of upcoming meeting subjects.

**Other Business:**

No other business was discussed.

**Board Member Comments:**

Mr. Allbritton thanked staff for everything they are doing during this pandemic and will provide an update to his Clearwater council.

Ms. Driscoll concurred with Mr. Allbritton and will also give an update to the St. Petersburg council.

Chairperson Barkley also thanked PSTA staff and congratulated the Authority for not having any COVID-19 cases. He also said he is proud of the Board for what they do and their public service.

**Adjournment:**

There being no further business, Chairperson Barkley adjourned the meeting at 10:48 am. The next meeting is scheduled for June 24, 2020 at 9:00 am.

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Chairperson