



PINELLAS SUNCOAST TRANSIT AUTHORITY
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FINANCE COMMITTEE MINUTES
MARCH 11, 2020

Committee Chairperson Barkley called the March 11, 2020 Finance Committee meeting to order at 9:00 am. Members present: Joe Barkley, Josh Shulman, Vince Cocks, Richard Bennett, and Dan Saracki. Also present: Brad Miller, CEO, and PSTA staff members.

Public Comment:

There were no public comments.

Action Items:

February 19, 2020 Meeting Minutes – Mr. Shulman made a motion, seconded by Mr. Saracki, to approve the minutes. Motion passed unanimously.

Risk Legal Services – Diane Randall, Director of Risk Management, outlined the Risk Legal Services agreement. She said staff is recommending approval of a contract with Unice, Salzman, Jensen for seven years in an amount not to exceed \$3,000,000. Ms. Randall provided some background information on Unice, Salzman, Jensen, whom PSTA has been working with since 2009. She noted that per state statute, there is no requirement for a procurement, adding that the hourly rates in this agreement have been reduced. Questions were raised about the billing, the decrease in rates, services performed by the firm, and procuring a firm. After Ms. Randall answered their questions, Mr. Cocks made a motion, seconded by Mr. Shulman, to recommend approval of the agreement with Unice, Salzman, Jensen. There were no public comments. Motion passed unanimously.

Audit Procurement – Al Burns, Director of Procurement, talked about the auditing solicitation and the next steps for this procurement. The group reviewed the scores from the Committee members as well as the Subject Matter Experts. He said the Committee needs to decide whether to conduct presentations at the April 15th meeting and the three firms that will present. Mr. Burns reviewed staff's recommendation of inviting the top

three firms for interviews. Questions and comments were made about the scores, rankings, and capabilities. They also discussed the process that will take place at the next Committee meeting. After discussion, Mr. Bennett made a motion, seconded by Mr. Saracki, to invite the top three ranked firms to provide presentations at the April 15th meeting, which the Committee will then rank and send to the Board for their approval at their April 22nd meeting. There were no public comments. Motion passed unanimously.

Reports:

Monthly Financial Statement – The financial statements were included in the packet, which Debbie Leous, Chief Financial Officer, reviewed for the month ending January 31, 2020. The Committee has questions regarding the charging stations electrical expense, the Transportation Disadvantaged (TD) expenses, and the number of bus safety shields installed.

Ridership/Performance – Mr. Miller briefly outlined the operating statistics report. He noted that ridership was up in February. A question was raised about the type and number of complaints for the Demand Response (DART) program.

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 9:55 am. The next Finance Committee meeting is scheduled for April 15th at 9:00 am.