



PINELLAS SUNCOAST TRANSIT AUTHORITY
3201 SCHERER DRIVE, ST. PETERSBURG, FL 33716
PSTA.NET 727.540.1800 FAX 727.540.1913

FINANCE COMMITTEE MINUTES
MARCH 24, 2021

Committee Chairperson Cocks called the March 24, 2021 Finance Committee meeting to order at 9:01 am. Members present: Vince Cocks, Josh Shulman, Richard Bennett, Dan Saracki, Keith Sabiel, and Jeff Gow. Also present: Brad Miller, CEO, and PSTA staff members.

Public Comment:

There were no public comments.

Action Items:

Approve February 17, 2021 Minutes – Mr. Bennett made a motion, seconded by Mr. Saracki, to approve the minutes. The motion passed unanimously.

FY20 Audit Report – Debbie Leous, Chief Financial Officer, and Julie Lupis, Director of Accounting, introduced Lauren Strobe, Director with Cherry Bekaert, PSTA's Audit firm, who provided highlights from the FY20 annual audit. It was noted that there were no findings or material weaknesses. They also talked about opinions, other deliverables, internal controls, and the Statement of Auditing Standards No. 114 (SAS 114). Comments were made about the presentation and the success of the audit. Mr. Shulman made a motion, seconded by Mr. Bennett, to recommend acceptance of the FY20 Audit Report. The motion passed unanimously.

Dunedin Autonomous Vehicle Advantage (AVA) Pilot Agreement – Jacob Labutka, Project Planner, gave a presentation on the AVA pilot in Dunedin. He outlined the proposed route in the downtown area, as well as some of the terms of the agreement. Questions were raised about the route and parking for visitors. Mr. Gow, as a representative of Dunedin, indicated that the City is very excited to have this service. Mr. Bennett made a motion, seconded by Mr. Gow, to recommend approval of the Dunedin AVA Pilot agreement. The motion passed unanimously.

Acceptance of Insurance Claim – Diane Randall, Director of Risk Management, briefly outlined the insurance claim from the lightning strike at PSTA on July 20, 2020. She said staff is recommending acceptance of the claim. A question was raised about the \$52,000 in related service agreements, which were disallowed. After Ms. Randall answered, Mr. Saracki made a motion, seconded by Mr. Bennett, to recommend approval of the insurance claim for \$248,451.35. The motion passed unanimously.

Hybrid Bus Overhaul Batteries – Henry Lukasik, Director of Maintenance, talked about the hybrid bus batteries and conversion kits. Al Burns, Director of Procurement, outlined the procurement process. He said that staff is recommending approval of a contract with Mohawk Manufacturing. A question was raised about the contract amount, which Mr. Lukasik answered. Mr. Shulman made a motion, seconded by Mr. Bennett, to recommend approval of the contract with Mohawk Manufacturing. The motion passed unanimously.

Reports:

Monthly Financial Statement – The financial statements were included in the packet. Ms. Lupis gave an update on the monthly financial statement for the month of January 2021.

Ridership/Performance - Included in the packet. Mr. Miller talked about the ridership statistics for February 2021. He noted that currently, service ends at 10:00 pm. He also stated that PSTA is planning on resuming front boarding and fares on June 1st. Questions were asked about opening up service hours and whether staff is using any type of metrics or criteria.

Other Business:

Mr. Cocks asked about the fuel surcharge for the paratransit contract with CareRide. Ms. Leous stated that staff is aware of it, adding that there are funds in the budget to absorb, if necessary. Mr. Bennett mentioned bus stops that need cleaning. PSTA staff will be addressing the situation. Mr. Shulman asked about other areas that have been audited, which Ms. Leous replied there were none this year.

Adjournment:

The meeting was adjourned at 9:55 am. The next meeting is scheduled for April 21, 2021 at 9:00 am.