



PINELLAS SUNCOAST TRANSIT AUTHORITY
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FINANCE COMMITTEE MINUTES
OCTOBER 19, 2022

Committee Chairperson Cocks called the October 19, 2022 Finance Committee meeting to order at 9:02 a.m. Members present: Vince Cocks, Josh Shulman, and Patti Reed. Via Zoom: Dan Saracki. Members absent: Richard Bennett and Jeff Gow. Also present: Brad Miller, CEO, and PSTA staff members.

Call to Order:

Mr. Shulman made a motion, seconded by Ms. Reed, to allow Mr. Saracki to participate via Zoom. Motion passed unanimously.

Public Comments:

There were no public comments.

Action Items:

Approve September 21, 2022 Finance Committee Minutes – Mr. Shulman made a motion, seconded by Ms. Reed, to approve the minutes. The motion passed unanimously.

Banking Services – Debbie Leous, Chief Financial Officer, indicated that PSTA has had BankUnited for five years and staff conducted a new procurement for its banking services. The recommendation is to enter into a contract with Synovus Bank. Al Burns, Director of Procurement, talked about the procurement process. Questions were asked about the cost, duration of the contract, and location of Synovus' headquarters. After discussion, Mr. Shulman made a motion, seconded by Ms. Reed, to recommend approval of the banking services contract with Synovus Bank. The motion passed unanimously.

Pinellas County Clearwater Transit Center Funding – Ms. Leous talked about an interlocal Agreement with Pinellas County for funding for the Clearwater Transit Center. Questions were asked about the billing process and County approval. Ms. Reed made a motion, seconded by Mr. Shulman, to recommend approval of the Interlocal Agreement with the County. The motion passed unanimously.

Clearwater Transit Center Design Services Contract Amendment– Abhishek Dayal, Director of Project Management, talked about an amendment to the Clearwater Transit Center design services contract with CDM Smith. Questions and comments were made

about the cost increase. After discussion, it was decided to push this item to November's Finance Committee agenda.

Marketing Contract Amendment – Whitney Fox, Director of Communications and Marketing, gave a presentation on a contract amendment for marketing services with Jones Worley. Mr. Burns talked about the original procurement process in 2020. He noted that when this contract was executed, PSTA did not have the grant for the SunRunner Bus Rapid Transit (BRT) project; therefore, Jones Worley has done additional work to assist with the launch of the SunRunner service. Questions were asked about the additional work by Jones Worley and the cost increase. Mr. Shulman made a motion, seconded by Ms. Reed, to recommend approval of the marketing contract amendment with Jones Worley. The motion passed unanimously.

Information Technology (IT) Software Agreements – Mr. Burns introduced the IT software contracts that are up for renewal. Presentations for each contract were made by Julie Cagliostro, Chief of Information Technology, Jacob Labutka, Senior Planner, and Heather Sobush, Interim Chief Planning Officer. Mr. Burns talked about the procurement process for these contracts. Questions were asked about the vendors and the price. Mr. Saracki made a motion, seconded by Mr. Shulman, to recommend approval of the IT agreements. The motion passed unanimously.

Onboard 5G Routing Equipment - Henry Lukasik, Director of Maintenance, gave a presentation on the 5G router equipment for PSTA buses. Mr. Burns spoke about the procurement process. A question was asked about non-riders being able to use the Wi-Fi. Mr. Shulman made a motion, seconded by Ms. Reed, to recommend approval of a purchase order to RCN Communications LLC. The motion passed unanimously.

Intelligent Vehicle Diagnostic Equipment – Mr. Lukasik talked about new diagnostic equipment for the buses. This equipment will be able to forecast problems on the buses before something happens. Mr. Burns talked about the procurement process. Questions were asked about yearly costs and cost savings. After discussion, Ms. Reed made a motion, seconded by Mr. Shulman, to recommend approval of a one-year pilot program with Preteckt. The motion passed unanimously.

Claim Settlement – Diane Randall, Director of Risk Management, briefly outlined the claim settlement with Melanie Wolpert. Mr. Shulman made a motion, seconded by Ms. Reed, to recommend approval of the claim settlement. The motion passed unanimously.

Reports:

Monthly Financial Statement – The financial statement was included in the packet. Julie Lupis, Director of Accounting, outlined the monthly financial report for August 2022.

PSTA Contracts - Included in the packet. Ms. Leous spoke about a few of PSTA's large contracts.

Ridership/Performance Report – The reports were included in the packet. Mr. Miller briefly talked about the ridership numbers and the Access report.

Other Business:

Mr. Miller mentioned the SunRunner events on October 20th.

Adjournment:

The meeting was adjourned at 10:34 a.m. The next meeting is scheduled for November 16th at 9:00 a.m.