



PINELLAS SUNCOAST TRANSIT AUTHORITY  
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**FINANCE & PERFORMANCE MANAGEMENT  
COMMITTEE MEETING  
MINUTES – JUNE 17, 2015**

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The Finance & Performance Management Committee of the Pinellas Suncoast Transit Authority (PSTA) Board of Directors held a meeting in the Auditorium at PSTA Headquarters at 9:00 AM on this date. The purpose of the meeting was to approve the May 20, 2015 meeting minutes and to recommend approval of the Federal Lobbyist. The following members were present:

Joe Barkley, Committee Chair  
Brian Scott, Committee Vice-Chair  
Mark Deighton  
Dave Eggers  
Bill Jonson

Absent

Curtis Holmes (Alternate)

Also Present:

Brad Miller, CEO  
PSTA Staff Members  
Members of the Public

**CALL TO ORDER**

Committee Chair Barkley opened the meeting at 9:06 AM.

**PUBLIC COMMENT**

There were no public comments.

**ACTION ITEMS**

Approval of Minutes – Mr. Jonson made a motion, seconded by Mr. Scott to approve the May 20, 2015 minutes. There were no public comments. Motion passed unanimously.

Federal Lobbyist – Mr. Miller indicated that PSTA has never had a federal lobbyist but does utilize a state lobbyist, Gray Robinson. He said staff is recommending approval of a three-year contract with two optional years with Van Scoyoc Associates, Inc. (VSA) for a total of a five-year cost not to exceed \$420,000. Louemma Cromity, Director of Procurement, said that a Request for Proposal (RFP) was released in the spring and 13 lobbying firms responded. She indicated that the Selection Committee evaluated each response and ranked the suppliers based upon set scoring criteria with VSA scoring the highest. Mr. Miller explained that VSA is also under contract with the County and the City of Clearwater. Their lead lobbyist, Harry Glenn, was the Chief of Staff for Congressman Young, and has a very strong connection to Pinellas County. Mr. Miller said VSA also represents the University of South Florida (USF) and the Tampa International Airport (TIA).

Mr. Eggers asked about a potential conflict of interest with the County and Mr. Miller explained that after speaking with the County, it was determined that there is no conflict. Mr. Deighton mentioned that at the joint PSTA-HART Executive Committee meeting, there was an agreement that PSTA and HART hire a federal lobbyist together. Mr. Miller stated that was a suggestion from a HART representative and he believes he was speaking about the state lobbyist. He explained that PSTA and HART will work together on Legislative priorities, with both lobbyists working in D.C. and in Tallahassee. Mr. Miller said that next year's PSTA and HART Legislative agendas will be prepared this summer by the two Legislative Committees. He stated that the two committees would meet in August and agree on a joint list before the Legislative Session begins.

Committee Chair Barkley commented that he would like to know if VSA has experience with transit agencies and about their transportation capabilities rather than their contacts. Mr. Miller indicated that Mr. Glenn and Steve Palmer will be PSTA's two main lobbyists. Mr. Scott asked if there was a cancellation clause in the contract, and Ms. Cromity responded that there is a 30-day cancellation clause. He then made a motion, seconded by Mr. Deighton to recommend approval of a three-year contract, plus two optional years to VSA to provide PSTA federal lobbyist consultant services for a total five-year cost not to exceed \$420,000. There were no public comments. Motion passed unanimously.

## **INFORMATION ITEMS**

Potential Grant Opportunities – Ms. Leous passed out a sheet which showed the grants staff had been successful in obtaining and also listed grant opportunities. Mr. Eggers suggested working with HART on some regional grants. Cassandra Borchers, Chief Development Officer, stated that PSTA has been working with HART on grant applications for transportation services going from Hillsborough to Clearwater Beach and Clearwater Beach to TIA. Mr. Eggers requested more information on the Clearwater Beach to TIA route.

## **REPORTS**

Monthly Financial Statement – Ms. Leous, Chief Financial Officer, presented the financial status report for the period ending April 30, 2015. She reported that for the month of April, there was a net deficit of -\$2.16 million, which was -\$0.27 million unfavorable to the budgeted deficit of -\$1.89 million. She reported that revenues of \$2.9 million were \$640,000 under budget due to the timing of the state grants. Ms. Leous indicated that expenses were under budget by \$369,909. She presented the year to date (YTD) actuals as of April 2015, and reported that the net surplus of \$16.41 million was \$1.21 million favorable to the budgeted surplus of \$15.2 million. She said that revenues were under budget \$1.3 million and noted that all of the expense categories were under budget. Ms. Leous said that it is anticipated by the end of the fiscal year, to have a surplus of \$482,000 that can be put into reserves. She reported on the budget on a year-to-year basis through April and said there is a net surplus of \$16.41 million for FY 2015 which was -\$1.04 million unfavorable to the FY 2014 surplus of \$17.45 million. She indicated that this is a \$700,000 difference from last year which is very good.

Ridership/Performance – The report was handed out at the meeting. Mr. Miller reported that May was another good month even though there was one fewer weekday from last May.

Capital Projects Update – The report was included in the agenda packet. Ms. Leous reported that there was a Triennial Audit performed in June and PSTA did extremely well. She said there was one minor finding where there was some missing information, which has since been corrected. Ms. Leous indicated that they are using PSTA's report as a best practice for other transit agencies.

## **FUTURE MEETING SUBJECTS**

Mr. Miller indicated that the future meeting subjects list has been expanded which will help in planning the Board and Committee agenda packets.

## **OTHER BUSINESS**

No other business.

## **ADJOURNMENT**

The meeting was adjourned at 10:24 AM. The next meeting will be held July 15, 2015 at 9:00 AM.