

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
APRIL 9, 2014

Directors:

City of Lakeland Commissioner Keith Merritt (Chairman)
City of Lakeland Commissioner Don Selvage (Vice-Chairman)
Polk County Commissioner John Hall (Secretary)
Polk County Commissioner George Lindsey
City of Lakeland Commissioner Jim Malless

Executive Director: Tom Phillips
Attorney: Tim Darby
Administrative Assistant: Tina Moore

Call to Order

8:35 a.m. by Vice Chairman Selvage

Roll Call

Present

Commissioner Hall
Commissioner Malless
Commissioner Merritt
Commissioner Selvage

Absent

Commissioner Lindsey

(Exhibit 1)

Agenda Item #1 - Approval of Minutes

On a motion made by, Commissioner Malless, and seconded by Commissioner Selvage:

“Approval of March 13, 2014, Board of Directors Meeting Minutes.” *(Exhibit 2)*

MOTION CARRIED UNANIMOUSLY

Agenda Item #2 - Public Comments

No comments at this time.

Agenda Item #3 - Awards and Commendations

Items discussed:

- A GEM Award was given to Citrus Connection employee: Richard Zagorsky, Bus Operator, and Felix Solis, Bus Operator.

Agenda Item #4 – Legal Matters

Food Truck Agreement

Items discussed:

- May 5, 2014, is the start date.
- Tampa Food Truck Rally Company will rotate food trucks monthly.
- Additional security will be added to the terminal.

Amendment 3 USF Universal Access Program (UAP)

On a motion made by, Commissioner Malless, and seconded by Commissioner Selvage:

“Approval of March 13, 2014, Board of Directors Meeting Minutes.” *(Exhibit 3)*

MOTION CARRIED UNANIMOUSLY

Items discussed:

- UAP agreement will terminate on June 30, 2014, due to USF leaving the Polk State College campus in Lakeland.

Agenda Item #5 - Financial Matters

Financial Statement

Distributed an unaudited Financial Statement for the month of February 2014. *(Exhibit 4)*

Items discussed:

- Tom Phillips introduced interim CFO, Tom Tucker.

Agenda Item #6 – Installation of a Gasoline Storage Tank and Related Dispensing and Monitoring Equipment

On a motion made by, Commissioner Selvage, and seconded by Commissioner Hall:

“Approval of award of Contract #14-001, Installation of a gasoline storage tank and related dispensing and monitoring equipment to K.C. Petroleum, Inc., for a six (6) month term, not to exceed \$81,000; subject to review by counsel.” *(Exhibit 5)*

MOTION CARRIED UNANIMOUSLY

Items discussed:

- The District issued a request for proposal for experienced and qualified firms interested in providing the installation of a gasoline storage tank and related dispensing and monitoring equipment.

Voice and Internet (Data) Service Provider

Items discussed:

- Informational item only.
- The District’s current monthly average for voice and data is \$1,834 and with a new provider the District will realize a cost savings of approximately \$750 monthly or \$37,364 over a five (5) year term. *(Exhibit 2)*
- Upgrading from a T-1 line to a fiber Ethernet.

Agenda Item #7 – Trip Screening Index (TSI) Report

Items discussed:

- A PowerPoint presentation was shown to the Board with updated TSI results. *(Exhibit 6)*
- The Board was given an AVAIL project update.

Agenda Item #8 – Public Outreach Efforts

Items Discussed:

- Cathy Wolosin, Director, Community Relations & Marketing, briefed the Board on public outreach efforts being made by Citrus Connection.
- A PowerPoint presentation was shown to the Board regarding the Ladies of Legacy event that was held on March 21, 2014.

- Two upcoming bus stop ribbon cuttings; April 22, 2014, Polk County Health Department and on May 1, 2014, at Watson Clinic. Both events will commence at 9:30am. (Exhibit 7)
- Discussed "good ideas" from all around the country. (Exhibit 8)

Agenda Item #9 – Reports

FDOT Report

- No FDOT Representative present at the meeting.

Polk County Transit Services Report (PCTS)

Items discussed:

- No PCTS Representative present at the meeting.

Executive Director Reports for Citrus Connection and Polk Transit

Items discussed:

- Distributed Performance Indicators for March 2014: Over-time, Ridership, Accident Repair Cost, Road Calls, and Preventative Maintenance. (Exhibit 9)
- Monthly Activities report was distributed to the Board. (Exhibit 10)
- Informed the Board of upcoming meetings and speaking engagements.
- Winter Haven terminal will be closed April 12 – 20, 2014, for pressure washing and painting. Terminal will be located at the old terminal location on 4th Street, Winter Haven.
- Lakeland terminal will be going smoke free on May 1, 2014.
- Distributed to the Board an article on Pinellas Suncoast Transit Agency's (PSTA) education vs. advocacy efforts.
- Ours trial begins on April 14, 2014.

Agenda Item #10 – Other Business


Items discussed:

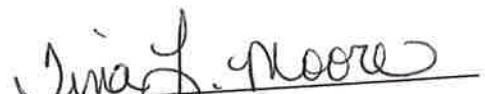
- The Board discussed the possibility of the My Ride / My Roads Referendum not passing and the District's next steps.

Adjournment

10:23 a.m.

Approved this 14 day of May, 2014.


 Chairman – Commissioner Keith Merritt
 (Acronyms – Exhibit 11)


 Minutes Taker – Tina L. Moore