

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
JANUARY 8, 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: Ben Darby and Tim Darby
Administrative Assistant: Tina Moore

Call to Order

8:30 a.m. by Chairman Merritt

Roll Call

Present

Commissioner Hall
Commissioner Lindsey
Commissioner Malless
Commissioner Merritt
Commissioner Selvage

(Exhibit 1)

Welcome

Tom Phillips welcomed City of Lakeland Commissioner Jim Malless to the LAMTD Board of Directors.

Agenda Item #1 - Election of Officers

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

“Appoint Commissioner Keith Merritt as Chair of the LAMTD Board of Directors for a one year period beginning January 8, 2014, meeting through the end of the December 2014 meeting.”

NOMINATION CARRIED UNANIMOUSLY

On a nomination made by Commissioner Lindsey, and seconded by Commissioner Hall:

“Appoint Commissioner Don Selvage as Vice-Chair of LAMTD Board of Directors for a one year period beginning January 8, 2014, meeting through the end of the December 2014 meeting.”

NOMINATION CARRIED UNANIMOUSLY

On a nomination made by Commissioner Lindsey, and seconded by Commissioner Selvage:

“Appoint Commissioner John Hall as Secretary of the LAMTD Board of Directors for a one year period beginning January 8, 2014, meeting through the end of the December 2014 meeting.”

NOMINATION CARRIED UNANIMOUSLY

Agenda Item #2 - Consent Agenda

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

“Approve Consent Agenda for individual items as indicated on their summary sheets.”

- Agenda Item #3 - December 11, 2013, Board Meeting Minutes and December 11, 2013, Public Hearing Meeting Minutes.
- Agenda Item #9 – Title VI Program, 49 CFR 21.

MOTION CARRIED UNANIMOUSLY

Agenda Item #3 - Approval of Minutes - refer to Agenda Item #2 CONSENT AGENDA

“Approval of December 11, 2013, Board Meeting Minutes and December 11, 2013, Public Hearing Meeting Minutes.” *(Exhibit 2)*

Agenda Item #4 - Public Comments

No comments at this time.

Agenda Item #5 - Awards and Commendations

Items discussed:

- A GEM Award was given to Citrus Connection employees: Linda McCalpin, Fixed Route Supervisor, and Luis Suazo, Fixed Route Supervisor.

Agenda Item #6 - Action Item

Board Action Item was addressed. *(Exhibits 3)*

Action Item – do more research on a Shine Program and also how it would affect the union employees.

Agenda Item #7 – Legal Matters

University of South Florida, Amendment No.2 Universal Access Program

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

“Board approve the Universal Access Service Agreement between Lakeland Area Mass Transit (LAMTD), Board of County Commissioners (BoCC), and University of South Florida Amendment No. 2.” *(Exhibit 4)*

MOTION CARRIED UNANIMOUSLY

Items discussed:

- The initial term of the agreement shall be for a period of one (1) year commencing on January 1, 2014.

Peace River Center Universal Access Program

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

“Board approve the Universal Access Service Agreement between Lakeland Area Mass Transit (LAMTD), Board of County Commissioners (BoCC), and Peace River Center.” *(Exhibit 5)*

MOTION CARRIED UNANIMOUSLY

Items discussed:

- The initial term of the agreement shall be for a period of one (1) year commencing on February 1, 2014.
- The District and the County will allow up to 300 participants.
- The monthly rate to be charged to Peace River will be \$750 to be paid to the District and distributed by the District.

2014 Referendum Ballot Language Update

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

“Board approve the inclusion of a sunset clause provision in the ballot language and to allow the BoCC to specify the number of years of the sunset provision in the referendum ballot language.” *(Exhibit 6)*

MOTION CARRIED UNANIMOUSLY

Items discussed:

- Legal updated the Board on the status of the 2014 Referendum ballot language.
- Proposed ordinance and ballot language will go before the Board of County Commissioners (BoCC) on February 4, 2014, for an approval.
- A lengthy discussion ensued regarding adding a sunset clause provision in the referendum ballot language.

Agenda Item #8 - Financial Matters

Financial Statement

Distributed an unaudited Financial Statement for the month of November 2013. *(Exhibit 7)*

Items discussed:

- Reviewed Revenues and Expenses.
- Prior year cost per hour is \$83.67, Year-to-date cost per revenue hour is \$85.01, and FY12 cost per hour forecast is \$88.10.

Resolution #14-03 – Florida Department of Transportation (FDOT) Grant Application

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

“Board approve Resolution #14-03 – Florida Department of Transportation (FDOT) Grant Application, and associated Resolution #14-03, for submission to FDOT, by roll call vote.” *(Exhibit 8)*

MOTION CARRIED BY UNANIMOUS ROLL CALL VOTE

Commissioner Hall	Yes
Commissioner Lindsey	Yes
Commissioner Malless	Yes
Commissioner Merritt	Yes
Commissioner Selvage	Yes

Items discussed:

- Grant application is for the operation of Saturday service, and service along the South Florida Corridor with 30 minute headway.
- The estimated operating cost is approximately \$1,075,566.

Resolution #14-04 – Florida Department of Transportation (FDOT) Grant Application

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

“Board approve Resolution #14-04 – Florida Department of Transportation (FDOT) Grant Application, and associated Resolution #14-04, for submission to FDOT, by roll call vote.

(Exhibit 9)

MOTION CARRIED BY UNANIMOUS ROLL CALL VOTE

Commissioner Hall	Yes
Commissioner Lindsey	Yes
Commissioner Malless	Yes
Commissioner Merritt	Yes
Commissioner Selvage	Yes

Items discussed:

- Grant application is for the operation of Saturday service, and service along the South Florida Corridor with 30 minute headway.
- The estimated operating cost is approximately \$1,570,392, and will fund four (4) fixed-route buses.

Agenda Item #9 – Title VI Program - refer to Agenda Item #2 CONSENT AGENDA

“Board approve the Title VI Program, 49 CFR 21.”

Agenda Item #10 – Reports

FDOT Report

- Jan Parham, FDOT representative, gave an update on FDOT grants.

Polk County Transit Services Report (PCTS)

- Paul Simmons, Director of PCTS, invited the Board to the anti-bully bus unveiling on January 13, 2014.
- Presented the My Ride Presentation to the Lake Ashton community on January 6, 2014.

Executive Director Reports for Citrus Connection and Polk Transit

Items discussed:

- Distributed Performance Indicators for December 2013: Over-time, Ridership, Accident Repair Cost, Road Calls, and Preventative Maintenance. *(Exhibit 10)*
- Monthly Activities report was distributed to the Board. *(Exhibit 11)*
- Informed the Board of upcoming meetings and speaking engagements.
- Sexual Harassment training will be giving to all LAMTD’s management.
- Polk County Transportation Planning Organization will conduct a My Ride Health Check.

Agenda Item #12 – Other Business

Items discussed:


- Cathy Wolosin, Director Community Relations and Marketing, showed the new Polk Transit My Ride Air commercial and Veterans Day Event to the Board.
- Discussed the COLTS program ridership since inception.
- On February 1, the Chalk for Charity event will be held at Munn Park. Buy a section and have an artist draw on it for you.

Action Item – Email to all the Board Members any news articles that relate to the My Ride / My Roads Referendum.

Adjournment

10:11 a.m.

Approved this 12 day of February, 20 14.



Chairman – Commissioner Keith Merritt
(Acronyms – Exhibit 12)



Minutes Taker – Tina L. Moore