

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
JUNE 11, 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
Attorneys: Ben 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)

Board meeting recessed at 9:01 a.m. to preview the newly wrapped bus outside of Boardroom.

Presentation

Staff presented the newly wrapped bus displaying the new Polk County logo to the Board.

Board meeting reconvened at 9:07 a.m.

Agenda Item #1 - Approval of Minutes

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

“Approval of May 14, 2014, Meeting Minutes and May 14, 2014, Public Hearing 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 employees: Cristina Hernandez, Customer Service Representative, and Paul Simms, Training and Field Route Operations Deputy Superintendent.

Agenda Item #4 – Action Item

Items discussed:

- Art in Transit will be budgeted in the FY14/15.

Agenda Item #5 – Legal Matters

Political Action Committee (PAC) Advisement

Items discussed:

- The PAC a/k/a Friends of My Ride and My Roads have been formed; all documents have been completed and submitted to Bartow.
- Gene Engle is the Chair and David Touchton is the Treasurer. *(Exhibit 3)*
- My Ride / My Road educational pocket guides were distributed to the Board. *(Exhibit 4)*
- LAMTD Board members can advocate for the My Ride / My Roads initiative on their personal time.
- As an individual LAMTD Board members can donate money to the PAC.

Executive Directors Employment Agreement

Items discussed:

- Legal will send the Board members the Executive Directors Employment Agreement for review along with Executive Director Performance evaluation.
- Completed performance evaluations are to be returned to Legal.
- Legal will report back to the Board at the next Board meeting the results of the performance evaluation.

Agenda Item #6 - Financial Matters

Financial Statement

Distributed an unaudited Financial Statement for the month of April 2014. *(Exhibit 5)*

Items discussed:

- LAMTD's new Senior Accountant, John Satchell, was introduced to the Board.
- Reviewed the Financial Statement for the Board members.

Action Item – Compare fare box, pass sales and universal access program revenue from prior fiscal year to the current fiscal year to current date.

Agenda Item #7 – Public Outreach Efforts

Items Discussed:

- Updated the Board on the newest UAP Youth Summer of Safety Program.
- Regional Mobility Call Center (RMCC) one year anniversary celebration will be held on June 25, 2014, at 10:30am at the call center location.
- Discussed security on the buses and at the terminal.
- Lakeland Police Department was at the terminal during the last week of school for added security.
- Discussed Hurricane preparedness.

Agenda Item #8 – Reports

Florida Department Of Transportation (FDOT) Report

- No FDOT Representative was present at the meeting.

Polk County Transit Services Report (PCTS)

- No PCTS Representative was present at the meeting.

Executive Director Reports for Citrus Connection and Polk Transit

Items discussed:

- Distributed Performance Indicators for May 2014: Over-time, Ridership, Accident Repair Cost, Road Calls, and Preventative Maintenance. (Exhibit 6)
- Monthly Activities report was distributed to the Board. (Exhibit 7)
- Informed the Board of upcoming meetings and speaking engagements.
- On June 11, 2014, Paul Simmons, PCTS Manager, attended Polk Vision's Mayor's Round Table meeting as the Transit Liaison, where he answered My Ride / My Roads questions.
- Lakeland Vision endorsed the My Ride / My Roads initiative.

Agenda Item #9 – Other Business

Items discussed:

- Commissioner Malless attended the Metropolitan Planning Organization Advisory Council (MPOAC) training sponsored by the MPO.
- Commissioner Lindsey toured a CSX facility in Georgia.
- Discussed having more "innovations in transit" presentations at Board Meetings.
- Food truck vendors at the terminal are exceeding their minimum of \$300 a day goal.
- TOA Financial Plan was distributed to the Board. (Exhibit 8)

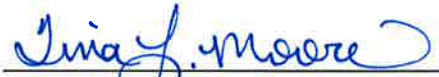
Adjournment

9:32 a.m.

Approved this 30 day of July, 2014.



Chairman – Commissioner Keith Merritt
(Acronyms – Exhibit 8)



Minutes Taker – Tina L. Moore