**CMRTA BOARD MEETING MINUTES**

 **February 26, 2014**

**Members Present: Guest Present:**

**City of Columbia**  Ron Anderson Frannie Heizer, McNair Law Firm

 Brian DeQuincey Newman David Lewis, Citizen

 Derrick Huggins Francena Ryans, Veolia Transportation

 Ben Mauldin, CMCOG

**Forest Acres** Jake Broom Greg Spouse, CMCOG

 Rick Silver, Chernoff Newman

**Lexington County** Lill Mood Walter Durst, MTRA

Debbie Summers Darin Black, Veolia Transportation

 Jackie Bowers, Veolia Transportation

 Larry Livingston, Veolia Transportation

**Richland County** Mac Bennett Keith Seymour, Citizen

 Kelvin Washington Sandra McKinley, Veolia Transportation

 Jennifer Harding Rebecca Conway, Lexington County

 Cassie Cope, The State

**Rich. Co. Leg. Dele.** Robert Morris Darrell Campbell, Campbell Consulting

 Chuck Statler, Derrick, Stubbs and Stith

**Absent Board Members:** Bill Malinowski, Richland County

Skip Jenkins Derrick Bruin, Veolia Transportation

Joseph Neal Rosanne Colbert, Citizen

 Gloria Cokely, Veolia Transportation

 Tim Kelly, Chernoff Newman

 Stephanie Snowden, Lexington County

 **COMET Staff Present:**

 Robert Schneider, Executive Director

\*Denotes Participation by Phone Michelle Ransom, Grants & Contracts

Missy Lawlor, Administrative Coordinator

 Daphne Givens, Finance Manager

 Rosalyn Andrews, Staff Accountant

 Pamela Middleton, Admin. Support Clerk

 Virginia Goodson, Project Implementation

 LeRoy Deschamps, Transit Development

 Brittany Higgins, Travel Trainer

1. **CALL TO ORDER**

Vice- Chair Kelvin Washington called the meeting to order at 12:09PM.

1. **DETERMINATION OF QUORUM**

A quorum was present at the opening of the meeting.

1. **INTRODUCTION OF ATTENDEES**
2. **ADOPTION OF AGENDA**

**A motion was made by Ron Anderson and seconded by Mac Bennett to approve the agenda. Motion passed unanimously.**

1. **APPROVAL OF THE JANUARY 22, 2014 MEETING MINUTES**

**A motion was made by Ron Anderson and seconded by Derrick Huggins to approve the January 22, 2014 meeting minutes. Motion passed unanimously.**

1. **MIDLANDS TRANSIT RIDERS ASSOCIATION UPDATE**

Walter Durst with the MTRA stated that they are going to have a Driver’s Appreciation Day in April and give out cards to say thank you. He also stated that they have a website called Fundanything.com to raise money for the association. If you would like to donate, please go to that website to do so. Mr. Durst also mentioned that on March 8, 2014 the association will hold a questions and answer at the Bostic Auditorium.

1. **COMMENTS FROM LOCAL RESIDENTS**

Keith Seymour - Mr. Seymour asked if we could announce when a bus is broke down or having issues that will cause the bus to be late. He also requested that we list on the schedules the alternate routes for annual events. Mr. Seymour stated that routes 15 and 15B should loop and that we should have College Place go to the Pepsi plant.

David Lewis – Mr. Lewis stated that the monitor at the Transit Center is broken and needs to be fixed so that we may have better communication with our passengers. He also stated that he would like for us to talk to people that he works with because it will better benefit transit.

Roseanne Colbert – Ms. Colbert stated that she is new to the area and relies on transit. She stated that she has Special needs and would like to have a pass at a discounted rate so that she did not have to tote cash.

1. **UPFIT FO LUCIUS ROAD MAINTENANCE AND OFFICE FACILITY**

Bob Schneider reviewed with the Board the agreement for the upfit of the facility.

**A motion was made by Lill Mood and seconded by Ron Anderson to enter into contract with Hammer Construction. Motion passed unanimously.**

1. **EXECUTIVE DIRECTORS REPORT**
2. Response to Previous Meeting Inquiries – None
3. Update on Activities –
* Process for expanding the bus bays for the new vehicles
* IT Contract
* Design of bus stop development
* Pass meetings
* Customer Appreciation Month
* Fare Police
1. Staffing update- None
2. Service Data and Information – Mr. Schneider reviewed with the Board the Service Data. Mr. Schneider stated that the ridership is strong.
3. Financial Report and Overview – Ms. Daphne Givens, Finance Manager reviewed with the Board the Financial Report/Statement of Income for September.
4. Fuel Cost/Price Update – Mr. Schneider reviewed the fuel cost with the Board.
5. **INFORMATIONAL ITEMS** (No Discussion Unless Specifically Requested)
* Contract Operator’s Report
* News Clippings
* Written Comments/Recommendations
1. **LEGAL/CONTRACTUAL/PERSONNEL** (Executive Session may be required)

**A motion was made by Lill Mood and seconded by Mac Bennett to go into Executive Session for a report from the procurement committee on the Contract Operator RFP. Motion Passed unanimously.**

**A motion was made by Ron Anderson and seconded by Derrick Huggins to come out of Executive Session. Motion passed unanimously.**

**A motion was made by Kelvin Washington and seconded by Ron Anderson to suspend negotiations with the 1st offeror and to move into negotiations with the 2nd offeror. Motion passed unanimously.**

1. **OLD/NEW BUSINESS**

Shelter Update- Samuel Scheib stated that it will be about 4 months before we have any shelters and that the focus will be on the main line routes. He stated that we should have a contract at the next Board meeting.

1. **ADJOURN**

**A motion was made by Derrick Huggins and seconded by Kelvin Washington to adjourn the meeting. Motion passed unanimously.**

Chairman Brian DeQuincey Newman adjourned the meeting at approximately 1:39PM.

*CMRTA Board Meeting minutes are prepared and presented in summary form; audio recordings of the meetings are on file at the CMRTA.*