

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
JUNE 10, 2008

Directors:

City of Lakeland Commissioner Glenn Higgins (Chairman)
Polk County Commissioner Sam Johnson (Vice-Chairman)
City of Lakeland Commissioner Jim Verplanck (Secretary)
Polk County Commissioner Bob English
City of Lakeland Commissioner Gow Fields

Executive Director: Danny Ours
Attorney: Ben Darby

Chairman Glenn Higgins called the June 10, 2008, Lakeland Area Mass Transit District Board of Directors meeting to order at 8:35 a.m.

Roll call. Commissioner English, Fields, Higgins, and Johnson were present at the time of the Roll Call. Quorum was called. Commissioner Verplanck was on vacation.

Correspondence – Executive Director Danny Ours read a letter from the Youth and Family Alternatives, Inc. The letter thanked the District for its support and joining its ‘Safe Place Program’.

Agenda Item #1 – Approval of Board Meeting Minutes.

Commissioner Fields moved for approval of the Minutes of the Lakeland Area Mass Transit District Board of Directors Meeting on May 13, 2008. Commissioner English seconded the motion. There was no further discussion. The motion was passed without dissent.

Agenda Item #2 – Public Comments

Mr. P. D. Sterling, a resident of Lakeland and a frequent user of the Lakeland Area Mass Transit District system addressed the Board. Mr. Sterling expressed his frustration and disappointment that the pass sale vending machines were still not functional. He requested clarification on recent route change conversations he had overheard and stated his opposition to those changes along with his opposition to the scheduled public workshops to discuss the proposed route changes being held outdoors at the downtown terminal.

Executive Director Danny Ours explained the problems that we have had in the past with attendance when the public workshops were held at other locations. Mr. Ours

stated that a public hearing will be held during the July Board meeting. He also provided an update on the current status of the vending machine construction and software setup.

Mr. Greg Williams addressed the Board giving an overview of a problem he was having on several of our fixed route buses as a disabled passenger using a mobility device. Mr. Williams stated that the back of his mobility device rocks during transport. He was clear to point out the rocking condition was a function of his wheelchair. He requested the District look into installing shoulder harnesses on buses 1050 through 1077 so that he, along with other disabled passengers, can hold on to steady themselves during breaking and turns. He also requested the preference to sit on of one side over the other side be available at passenger request, if the space is available.

Operations Manager Norman Whitaker stated that he would work with Maintenance Manager Glen Goddard regarding the feasibility of installing shoulder harnesses on buses 1050 through 1077. Mr. Whitaker also stated that he would speak to the operators regarding placing passengers on the right or left side of the bus, at the passenger's request.

Agenda Item #3- Financial Report / Sheila Thompson

This agenda item was tabled until the Board of Directors meeting in July.

Agenda Item #4 – Resolution No.: 08-12 – FDOT Joint Participation Agreement for South Florida Transit Corridor Program / Sheila Thompson

Chief Financial Officer Sheila Thompson recommended approval of Resolution No.: 08-12. The allocated funds are \$65,000 at this time and the FDOT will continue to seek more funding for this project as it has been deemed a successful project.

Commissioner Fields moved for approval of Resolution No.: 08-12 – FDOT Joint Participation Agreement for South Florida Transit Corridor Program. Commissioner Johnson seconded the motion. The motion passed by unanimous roll call vote.

Commissioner English	Yes
Commissioner Fields	Yes
Commissioner Higgins	Yes
Commissioner Johnson	Yes

Agenda Item #5 – Resolution No.: 08-13 – FDOT Joint Participation Agreement for Service Development Grant for Automated Passenger Counters / Sheila Thompson

Ms. Thompson deferred the presentation to Mr. Ours. Mr. Ours briefed the Board on recent conversation between Mr. Richard Shine, of the FDOT, and himself. Mr. Ours stated that the District had submitted Service Development Grants for the last two years for an Automated Passenger Counter Program. Due to queuing the requests, when funding became available, the FDOT granted partial funding for the program. At this

time the FDOT was allocating \$110,400 toward the program. With the District's 50 percent matching funds, bringing the total available funds to \$220,800, the District will be able to equip and install approximately 20 buses and purchase the related software. The FDOT can add funding to this project, in later years, until the total amount requested in the Service Development Grant application is reached. Ms. Sheila Thompson recommended approval of Resolution No.: 08-13 – FDOT Joint Participation Agreement for Service Develop Grant for Automated Passenger Counters.

Commissioner Fields moved for approval of Resolution No.: 08-13 – FDOT Joint Participation Agreement for Service Development Grant for Automated Passenger Counters. Commissioner English seconded the motion. The motion passed by unanimous roll call vote.

Commissioner English	Yes
Commissioner Fields	Yes
Commissioner Higgins	Yes
Commissioner Johnson	Yes

Agenda Item #6 – Contracts / Leases / Interlocal Agreements

Harden Blvd CRA Interlocal Agreement / Ben Darby

Mr. Ben Darby updated the Board on the current status of the Interlocal Agreement. Mr. Darby has been working with David Cardwell to resolve all remaining issues related to the wording in the Interlocal Agreement in regards to the District's service level requirements. Mr. Darby stated that the Interlocal Agreement should be ready for finalization by the July Board meeting.

DBE Certification Requirements / Adam Goldman

Purchasing/Contracting Manager Adam Goldman briefed the Board on the certification requirements to establish a business as Disadvantaged Business Enterprise (DBE). Mr. Goldman stated that during a recent conference in Atlanta he had discussions with Mr. Frank Billue of the Federal Transit Administration regarding revising the paperwork and requirements for DBE certification. The discussions were not encouraging at this time that any meaningful changes would be forthcoming. Mr. Goldman stated that he would address this issue further during meetings with the American Public Transportation Association.

Shelter Fabrication / Adam Goldman

Mr. Goldman recommended approval of a Shelter Program contract for a three year period to Tolar Manufacturing, Inc., for the purchase of five to ten shelters annually with amenities for the price quoted in the Tolar proposal, approximately \$7,125 per shelter, with execution of the two year option for years four through five to be exercised

at the Executive Directors discretion, providing funds were available. A discussion regarding shelter type, assembly, and color followed.

Commissioner Fields moved to award the Shelter Program contract to Tolar Manufacturing, Inc. after successful contract negotiations. Commissioner Johnson seconded the motion. The motion passed without dissent.

Demolition of CSX Building / Danny Ours

Mr. Ours deferred to Mr. Darby to update the Board on the current status of the CSX Building demolition. Mr. Darby briefed the Board on the different demolition methods and the costs associated. Mr. Darby stated that the successful bidder for demolition was Interstate Property. The District's cost for our portion of the building demolition will be approximately \$30,000. A discussion followed.

Mr. Ours recommended the Board approve a contract with Interstate Property to use the wet demolition process to raise the LAMTD portion of the CSX building to which LAMTD's portion is connected to the CSX's portion and it is in the best interest of the District, due to asbestos abatement, to utilize the contractor selected by CSX and for LAMTD to use local funds of \$30,000 to pay the demolition costs subject to legal review of the contract. A brief discussion followed.

Commissioner Fields moved to approve entering into a contract with Interstate Property to use the wet demolition process to raise the LAMTD portion of the CSX building to which LAMTD's portion is connected to the CSX's portion and it is in the best interest of the District, due to asbestos abatement, to utilize the contractor selected by CSX and for LAMTD to use local funds of \$30,000 to pay the demolition costs subject to legal review of the contract. Commissioner Johnson seconded the motion. The motion passed without dissent.

Agenda Item #7 – New Service, Premium Fare, and Discounted Ride / Cathy Wolosin

Marketing Manager Cathy Wolosin recommended approval of a new fare structure for an express bus service between the new downtown Lakeland Park-n-Ride facility and the government center in Bartow. Ms. Wolosin briefed the Board on the pickup and drop off locations and time schedule of the proposed route. Ms. Wolosin stated that the proposed rate would be \$1.50 each way with an available daily pass at a discounted rate of \$1.30 each way. Ms. Wolosin reviewed the estimated expenses of the proposed new service with a total estimated unaudited cost for the remainder of FY 2007-08 of \$15,842. And, based on 25 riders per day with varying fares, based on regular fare and discounted pass fares, the revenue for the remainder of FY 2007-08 would be \$4,271, projecting a loss of \$12,529 for the new service. However, the service would generate a 27% farebox recovery, which is much greater than regular service farebox recovery. Commissioner English asked if the new service would be evaluated for continuation. Ms. Wolosin indicated it would be in a three to six month period.

Commissioner Johnson moved for approval of the new fare structure of \$1.50 one way and a daily pass at \$1.30 one way for the new express route between the Downtown Lakeland Park-n-Ride and Bartow's Government Center. Commissioner English seconded the motion. The motion passed without dissent.

Agenda Item #8 - Reports

Attorney's Report

Mr. Ben Darby updated the Board on the current status of the annexation resolution approved by the Board during the May 13 meeting. The Ordinance will be presented to the Lakeland City Commission for approval with additional wording regarding property lines for one Ordinance.

FDOT Report

Ms. Jan Parham, Florida Department of Transportation, District 1, briefed the Board on how Discretionary Grant requests were ranked by the District and how the funds were allocated once funding becomes available. Ms. Parham stated that even if full funding was not available and District 1 only gives partial funds to an agency, they may still give more money toward the grant once it becomes available.

Polk Transit Authority Update

Mr. Ours stated that the next Polk Transit Authority Board of Directors meeting will be held in Lake Wales on June 11.

Executive Director's System Performance and Activities Report

Mr. Ours presented the performance indicators for the month of May. He briefed the Board on the Over-time, Ridership, Accidents, and Road Calls. He reviewed the proposed Accident Policy update and Incentive Program. A brief discussion followed.

Mr. Ours stated that Norman Whitaker, Adam Goldman, and he had recently attended a conference in Atlanta, GA, held by the FTA and that it had been a very informative conference. He read an e-mail that was sent to Norman Whitaker from a customer that complimented the District's services.

Mr. Ours also briefed the Board on the upcoming American Public Transportation Association's Annual Conference which will be held in San Diego, CA, from October 5 - 8, 2008. He stated that he had reserved spots for three people to attend and requested two Board members consider attending with him. He also briefed them on the preliminary agenda for the conference. Mr. Ours presented the monthly news packet and directed the Board's attention to two articles related to rail service.

Agenda Item # 9 – Other Business

There was no further business brought before the Board..

Chairman Higgins adjourned the meeting at 10:29 a.m.