

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS  
MARCH 11, 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 March 11, 2008, Lakeland Area Mass Transit District Board of Directors meeting to order at 8:30 a.m.

Roll call. Commissioner Higgins, Johnson, and Verplanck were present at the time of the Roll Call. Quorum was called. Commissioner English (8:33 a.m.) and Fields (8:36 a.m.) entered after quorum was called.

Agenda Item #1 – Approval of Board Meeting Minutes.

Commissioner Verplanck moved for approval of the Minutes of the Lakeland Area Mass Transit District Board of Directors Meeting on February 12, 2008. Commissioner Johnson seconded the motion. The motion was passed without dissent.

Agenda Item #2 – Public Comments

No one addressed the Board at this time.

*Chairman Higgins recessed the LAMTD Board of Directors meeting at 8:34 a.m. to convene the LAMTD Public Hearing.*

*Chairman Higgins reconvened the Board of Directors Meeting at 8:38 a.m.*

Agenda Item #3- Financial Report

*FY 06-07 Audit Report*

Ms. Deborah Garringer with Crowe, Chizek, and Company, LLC, introduced herself and Corrine Rakocy. She stated that there were new audit standards that she would be briefing them on and stated that their purpose was not to go over every financial

C:\Documents and Settings\Aimee\Desktop\LAMTD Board Meeting Minutes-2008\LAMTD Board Meeting Minutes - March 11, 2008.doc

Created on: March 18, 2008 Created by: Aimee DeMasi

Approved by the Board of Directors April 8, 2008

LAMTD Board Meeting Agendas 2008 Binder – Executive Assistant Office

statement that had been presented to the Board but to brief them on the overall findings of the audit.

Ms. Garringer briefed the Board on the analysis of the FY 2007 audited operating cost per hour. The new cost was up 11% from \$59.64 last year to \$66.04 this year. The increase of the audited cost is due to increased personnel costs, fuel, and advertising.

Ms. Garringer briefed the Board on the new auditing standards that affected the audit. She then briefed the Board on the findings of the audit. There is one Material Weakness and eight Significant Deficiencies. A discussion of the findings and proposed resolutions followed. Ms. Garringer reviewed the Management Letter and recommended the approval of the FY 06-07 - External Audit Report.

Commissioner Verplanck moved for approval of the FY 06-07 - External Audit Report. Commissioner English seconded the motion. The motion passed without dissent. *FY 06-07 External Audit Report – Attached by reference*

#### *FY 06-07 Auditor General's Letter*

Commissioner Verplanck moved to approve the FY 06-07 Auditor General's Letter written and signed by Executive Director Danny Ours. Commissioner English seconded the motion. The motion passed without dissent. *FY 06-07 Auditor General's Letter – Attached by reference*

Chief Financial Officer Sheila Thompson requested approval of a change order to the amount to be paid to Crowe, Chizek, And Company, LLC for the FY 06-07 External Audit. The total bill exceeded the \$25,000 approval limit, requiring the Board's approval. The addition to the contracted approval amount of \$22,500.00 is \$6,500.00. The contract was provisioned with an allowance for change in the billing amount.

Commissioner Fields moved for approval of the change order for an additional \$6,500.00 to be paid to Crowe, Chizek, and Company, LLC for the FY 06-07 External Audit. Commissioner Johnson seconded the motion. The motion passed without dissent.

#### *Financial Statement / Sheila Thompson*

Ms. Sheila Thompson presented the January 2008 Statement of Revenues and Expenses for Review. Mr. Ours commented on the Advertising Revenues. The Revenues were lower than the same time last year and the Staff is evaluating possible restructuring fees. A brief discussion followed.

#### *Investment Strategy / Craig Fetherman*

Controller Craig Fetherman stated that no changes had been made to State Board of Administration (SBA) Undesignated account. The District did withdraw the exact amount from the SBA Designated account to close on the Earhart Property purchase of

\$34,010. No further investments have been made at this time. Mr. Fetherman reviewed the Proposal Paper – Joint Agreement that has been presented to the City of Lakeland to pursue the possibility of investing funds with the city.

Agenda Item #4 – Contracts

*Automatic Security Gates / Adam Goldman*

Mr. Adam Goldman, Purchasing/Contracts Manager, presented the tabulation sheets from the Source Evaluation Committee for RFP #08-015 - Automatic Security Gates. Mr. Goldman briefed the Board on the new tabulation methodology and the RFP Process. Mr. Goldman recommended Board approval to negotiate a contract with PSX, Inc. for a total cost of \$63,000.00 for installation of Automatic Security Gates at 1212 George Jenkins Blvd.

Commissioner Fields moved for approval to negotiate a contract with PSX, Inc. for a total cost of \$63,000.00. Commissioner Verplanck seconded the motion. The motion passed without dissent.

Agenda Item # 5 – Reports

*Attorney's Report*

Executive Director Ours presented the Attorney's Report for Mr. Darby. He stated that we closed on the Earhart Property on the 28<sup>th</sup> of February. Mr. Darby has also been in contact with CSX representatives. They are interested in partnering with us for demolition of the entire CSX building.

*PCTS Report*

Mr. Paul Simmons requested Board support of their nomination of Mr. Tom Deardorff of the TPO as the '2008 Outstanding Designated Official Planning Agency of the Year'. The Board agreed to support the nomination and a letter would be signed by the Chairman.

*FDOT Report*

No report at this time

*TPO Report*

No report at this time.

*Polk Transit Authority Update*

Mr. Ours stated that he would be traveling to Tallahassee the next day. The Charter County Transit Surtax was coming before its first House Committee at 9 a.m. and he would be on hand to answer any questions and show support for the bill.

Mr. Ours stated that the Inaugural Board of Directors meeting had gone very well in Haines City on February 27. There had been good news coverage.

Commissioner Verplanck asked if anyone had tried to tag onto the Charter Bill. Mr. Ours stated that a representative for the League of Cities had tried to add language making it available to all counties not just charter counties. This would involve a complicated distribution formula. Senator Alexander refused the changes to the bill.

*Executive Director's System Performance and Activities Report*

Executive Director Ours stated that he had briefed Commissioner Higgins that the newly leased Administrative Buildings would be used for future Board meetings. The attorney would publish appropriate public notice of the meeting change.

Mr. Ours stated that LAMTD and PCTS will be switching control of fixed routes 22XW – Bartow Express to Winter Haven and 44 - Southwest from LAMTD to PCTS; and 30 – Eagle Ridge/Winter Haven from PCTS to LAMTD. The two routes going to PCTS required one bus per route and have low ridership that is more conducive with their smaller buses. Route 30 bus requires two buses and currently exceeded the capacity of the PCTS buses.

Mr. Ours presented the performance indicators for the month of February. He briefed the Board on the Over-time, Ridership, Accidents, Road Calls, and Preventative Maintenance.

Mr. Ours informed the Board that he would be on vacation from March 21-26. He also briefed the Board on the monthly news articles.

Agenda Item # 6 – Other Business

There was no further business to come before the Board.

Vice-Chairman Johnson adjourned the meeting at 10:15 a.m.

LAKELAND AREA MASS TRANSIT DISTRICT  
PUBLIC HEARING  
MARCH 11, 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 Higgins called the March 11, 2007, Lakeland Area Mass Transit District Public Hearing to order at 8:34 AM.

Roll call. Commissioner English, Higgins, Johnson, and Verplanck were present at the time of the Roll Call. Quorum was called. Commissioner Fields entered at 8:36 a.m.

Agenda Item #1 – Proposed FY 07-08 Program of Projects.

Executive Director Danny Ours summarized the FY 2007-2008 Program of Projects (POP). Mr. Ours stated that the Program of Projects has been published in the Lakeland Ledger on February 9, 2008, and the District has received no phone calls or correspondence regarding the POP.

Chairman Higgins opened the floor to public comments on the Proposed FY 07-08 Program of Projects. There were no public comments at this time. Chairman Higgins closed the floor to public comments.

Commissioner Verplanck moved for approval of the Program of Projects for FY 2007 - 2008. Commissioner English seconded the motion. The motion passed without dissent.

Chairman Higgins adjourned the Public Hearing at 8:38 a.m.