

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MARCH 9, 2011

Directors:

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

Interim Executive Director: Dean Kirkland-McMillan

Attorney: Ben Darby

Executive Assistant: Aimee DeMasi

Call to Order

9:00 a.m. by Chairman Selvage

Roll Call

Present

Commissioner English
Commissioner Higgins
Commissioner Johnson
Commissioner Selvage

Arrived Late

Mayor Fields – 9:49 a.m.

(Exhibit 1)

Agenda Item #1 - Approval of Minutes

On a motion made by Commissioner English, and seconded by Commissioner Johnson:

“Minutes of the Lakeland Area Mass Transit District meeting on February 8, 2011, be approved as circulated.” *(Exhibit 2)*

MOTION CARRIED UNANIMOUSLY

Agenda Item #2 - Public Comments

No comments at this time.

Agenda Item #3 – Board Action Items

All Board Action Items were reviewed. (Exhibit 3)

Agenda Item #4 – Legal Matters

No Comments at this time.

Agenda Item #5 – Financial Statement

Financial Statement

Distributed January 2011 Statement of Revenues and Expenses. *(Exhibit 7)*

Items discussed:

- Revenues are under budget.
- Expenses are over budget.
- Fuel prices are continuing to rise.

Board meeting was recessed at 9:04 a.m. to conduct a public hearing on the FY 11 Program of Projects.

Board meeting was reconvened at 9:46 a.m.

- Reviewed line items on the financial statements.
- Fuel costs are rising beyond last year's totals.
- Reviewed current and projected operating per hour costs.

Agenda Item #6 – Overview of Proposed Fare Increase

Items discussed:

- Reviewed the proposed changes to the fares to include pass fares. (*Exhibit 5*)
- Public Workshops are being held in the month of March and the results and staff recommendation will be presented at the April 11, 2011, LAMTD Public Hearing.
- Public Workshops will be held at the Lakeland Square Mall, Downtown Terminal, and Lakeside Village.
- Public notification of the workshops and the hearing have been published.

Action Item:

Addition fare and ridership information for local transit agencies.

Agenda Item #7 – FDOT Maintenance Review

Items discussed:

- Reviewed the report issued by the FDOT.
- No findings, only recommended actions.
- Current procedures and procedures need to be documented, most are currently only verbal. The procedures and process are sound and in some cases exceed other transit agencies.
- Board requested that Staff get with Polk County Fleet Manager to assist in the development of a maintenance handbook.

Agenda Item #8 – LYNX Asset Transfer

On a motion made by Commissioner Higgins, and seconded by Mayor Fields:

“Approve the Transit Bus Transfer Agreement between the Lakeland Area Mass Transit District and LYNX to accept responsibility for the satisfactory maintenance and control of up to twelve (12) federally funded buses; and to purchase new and rebuilt bus parts at a

sixty-five percent (65%) discount to the original LYNX cost, an estimated one-time expenditure of \$39,000”

MOTION CARRIED UNANIMOUSLY

Items discussed:

- On-time expenditure of \$39,000 to the operating budget.
- Anticipated funding source will be local funding.
- LAMTD Maintenance Staff will inspect the buses prior to accepting the transfer of buses to ensure the buses are still within our maintenance standards.
- Transfer of \$110,000 new and rebuilt spare parts that are obsolete to the LYNX fleet but can be used on transferred buses and current LAMTD fleet. *(Exhibit 6)*

Agenda Item #9 – Paratransit Vans Purchase

On a motion made by Commissioner Higgins; and seconded by Commissioner English:

“Approval an expenditure not to exceed \$250,000 of local funds to purchase six paratransit vans from Florida Transportation Systems, off of the FVPP Contract #FVPP-08-MV-FTS.” *(Exhibit 7)*

MOTION CARRIED UNANIMOUSLY

Items discussed:

- Will bring current paratransit fleet up to full operational status.
- New vans will achieve an acceptable spare ratio.

Agenda Item #10 – Reports

FDOT Report

Representative not present.

Polk Transit Authority

- Countywide meeting of 97 was cancelled due to lack of attendance commitment.
- The next Board meeting will be March 30, 2011.

Executive Director’s System Performance and Activities Report

- Marketing Department won two Benny Awards for the Veteran’s Day bus and a self-promotion advertisement. *(Exhibit 8)*
- FTA conducted an ARRA review. Expecting a draft letter within a couple of days.
- Reviewed performance indicators. *(Exhibit 9)*
- News clips were distributed with the Board packet. *(Exhibit 10)*

Action Items:

Chart comparing current ridership numbers with 2008 ridership.

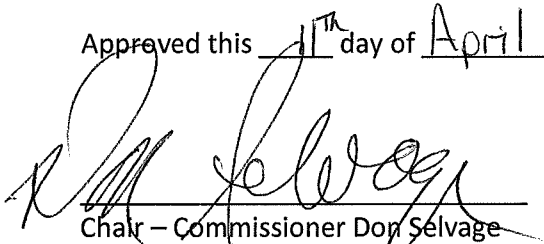
Agenda Item #11 – Other Business

No further business was brought before the Board.

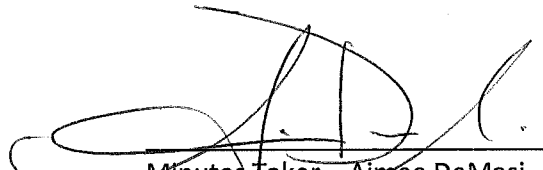
Adjournment

10:40 a.m.

Approved this 11th day of April, 2011.



Chair – Commissioner Don Selvage



Minutes Taker – Aimee DeMasi

(Acronyms – Exhibit 11)