

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
MAY 11, 2010

Directors:

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

Executive Director: Danny Ours  
Attorney: Ben Darby  
Executive Assistant: Aimee DeMasi

**Call to Order**

8:31 a.m. by Chairman Johnson

**Roll Call**

Present

Mayor Fields  
Commissioner Higgins  
Commissioner Johnson  
Commissioner Selvage *(Exhibit 1)*

Absent

Commissioner English

**Agenda Item #1 – Consent Agenda**

On a motion made by Commissioner Higgins, and seconded by Commissioner Selvage:

**“Approve Consent Agenda for individual items as indicated on their summary sheets.”**

- Agenda Item #2 – Approval of April 13, 2010, Meeting Minutes *(Exhibit 2)*  
**“Minutes of the Lakeland Area Mass Transit District Board of Directors meeting on April 13, 2010, be approved as circulated.”**
- Agenda Item #7 – Travel Policy *(Exhibit 3)*  
**“Approve a change to Travel Policy mileage reimbursement rate to reflect “approved IRS rate”, and rates for use of a personal vehicle when a District vehicle is available, effective immediately.”**

**MOTION CARRIED UNANIMOUSLY**

**Agenda Item #2 – Approval of Minutes - Refer to Consent Agenda**

**Agenda Item #3 – Public Comments**

No comments at this time.

**Agenda Item #4 - Finance Report**

Financial Statement

Distributed October 1, 2009, through March 31, 2010, Financial Statement. *(Exhibit 4)*

Items discussed:

- Farebox revenue is over budget.
- Salaries are under budget.
- Professional and Technical Services are over budget.
- Advertising over budget.
- Fuel and Lubricants are under budget and the biggest cost savings to date.
- Materials and Supplies are under budget.
- Investment Income under budget.
- Political Action Committee, once formed, will request private dollars for the Polk Transit Authority's campaign.

Investment Strategy Update

- Met with Jeff Stearns, City of Lakeland, more discussion needed regarding the logistics in combining investments with the City of Lakeland.
- Met with Richard Weiss and Stacy Butterfield from Polk County Clerk of Courts and discussed investment options. Offered two additional options; 1- Pursue investing through Florida League of Cities local government investment funds, 2- Pursue competitive CD rates from banks that are registered as qualified public depositories.
- Any long term agreements the District enters into need to be looked at in terms of transitioning into a Countywide system.
- Board recommended the Investment Strategy policy be updated with options to include the State Board of Administration, Florida League of Cities, and local governments within Polk County. The policy will be revisited in November.
- Attorney will work immediately on revising the Investment Strategy Policy alongside with Controller and the City of Lakeland.

**Action Item:**

**Mayor Fields request contact be made with the Florida League of Cities regarding local government investment funds.**

**Agenda Item #5 – Changes to Deferred Compensation**

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

**“Approve a change to 457(b) Plan Document, to allow for employee loans.”** *(Exhibit 5)*

**MOTION CARRIED UNANIMOUSLY**

Items Discussed:

- IRS regulation allows loans to be taken against 457 accounts.
- One (1) loan per calendar year, repayment not to exceed five (5) years on a general purpose loan, and not to exceed ten (10) years on a principal residence.

**Agenda Item #6 – Travel Policy – Refer to Consent Agenda**

**Agenda Item #7 – Board Action Item**

All Board Action Items were addressed.

- LAMTD is in compliance with ADA standards regarding fares being paid by passes only on Handy Buses.

- Handed out Florida Transit Agency Information Comparison Chart. *(Exhibit 6)*

### **Agenda Item #8 – Disadvantaged Business Enterprise (DBE)**

#### **Items Discussed:**

- New DBE reporting rules - submit overall goals for review every three (3) years, rather than annually. After this years submittal the next submittal will be in 2013.
- The District's Board of Directors will participate in the Public Hearing for the three (3) year goal at the July LAMTD Board of Directors meeting.
- Present goal is set at 10.46%.

### **Agenda Item #9 – Legal Matters**

#### **Items Discussed:**

- If the dissolution of the LAMTD Ad Valorum tax is added to the November Ballot it could create confusion within voters.
- The enabling County Ordinance that created LAMTD authorized one Mil, whereas the initial Board back in the 80's called a Referendum on half a Mil. The current Board could call a Referendum to go up to one Mil.
- Discussed different ways to dissolve the District or merge into the Polk Transit Authority.
  1. Need to hold a referendum to dissolve or merge the District. This is due to how the District was formed and language in the enabling ordinance.
  2. District to become inactive (FS.189.4044) by not holding any meetings or not taking any action for two (2) years. If a declaration is proclaimed it would have to be published in the newspaper declaring the Districts ending.
  3. Do neither one and allow the District to remain in existence and in 2011 the Board calls for a resolution not to levy the Ad Valorum.
- The property of District would then go to the County.
- Referendum is being called by the County not the PTA for the dedicated funding source.

#### **Action Item:**

**Prepare a Resolution regarding LAMTD's Ad Valorum tax for the next LAMTD Board of Director meeting.**

#### **Action Item:**

**Confirm the District may hold a Referendum in an off year.**

### **Agenda Item #10 – Reports**

#### **Attorney Report**

- No report given at this time.

#### **FDOT Report**

- No report given at this time.

#### **Polk Transit Authority Update**

- Once the perspective Political Action Committee is formed, Rick Asnani will be meeting them. Time and place to be determined at a later date.
- Several groups, organizations, and Cities are in support of the Referendum.

- Thanked Board of County Commissioners for placing Referendum on November election ballot.

Executive Director Report

- April 20 - Center for Urban Transportation Research observed thirteen (13) areas and identified only one area of concern; license plate numbers of all vehicles were not on record in the Maintenance Department.
- Scheduled additional public workshops regarding route changes in the Bradley area on May 19 and May 20 on the proposed route changes.
- Public Hearing for route changes have been rescheduled for June 8 Board meeting.
- Executive Director will be on vacation June 1, 2, and 3.
- Reviewed Performance Indicators for April 2010: Over-time, Ridership, Accident Repair Cost, Road Calls, and Preventative Maintenance. (Exhibit 7)
- News packets were distributed. (Exhibit 8)

Agenda Item #11 – Other Business

- Commissioner Selvage thanked the Executive Director and the Lakeland City Staff for their assistance with Ms. Hicks.

Adjournment

9:50 a.m.

Approved this 8 day of June, 2010.

  
Chairman – Commissioner Johnson  
(Acronyms – Exhibit 9)

  
Minutes Taker – Tina L. Moore