

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
OCTOBER 12, 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

8:30 a.m. by Chairman Johnson

Roll Call

Present

Commissioner English
Commissioner Higgins
Commissioner Johnson
Commissioner Selvage

Late Arrival

Mayor Fields – 9:50 a.m.

Left Early

Commissioner English – 10:17 a.m.

(Exhibit 1)

Correspondence

Staff read a letter from Crowe Horwath regarding a change in the Management letter regarding how the Audit report was submitted in conjunction with the City of Lakeland.

(Exhibit 2)

Agenda Item #1 – Approval of September 20, 2010, Meeting Minutes and Approval of September 20, 2010, Public Hearing minutes.

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

“Minutes of the Lakeland Area Mass Transit District Board of Directors meeting on September 20, 2010, and Public Hearing on September 20, 2010, be approved as circulated.” *(Exhibit 3)*

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 4)*

Board Action Item:

How many bus stop and benches are located in the City of Lakeland?

Board Action Item:

District needs to look into securing private sponsors for benches.

Agenda Item #4 – Legal Matters

No Legal Matters at this time.

Agenda Item #5 – Finance Report

Distributed October 1, 2009, through August 31, 2010, Financial Statement. *(Exhibit 5)*

Items discussed:

- Salaries are under budget.
- Employee Benefits are over budget.
- Professional and Technical Services are over budget.
- Contract Maintenance Services are over budget.
- Fuel and Lubricants are under budget.
- Materials and Supplies are over budget.
- Prior year cost per hour is \$84.36, Year-to-date cost per revenue hour is \$89.95, and FY10 cost per hour forecast is \$89.95.

Board Action Item:

Send a Thank You letter for the charitable donation to the bus shelter program.

Agenda Item #6 – Resolution # 11-01 – Supplemental Joint Participation Agreement (JPA) for Bilingual and Visual Enunciators

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

“Board approve Resolution # 11-01 – Supplemental Joint Participation Agreement (JPA) for Bilingual and Visual Enunciators in the amount of \$282,450, of which \$141,225 will be funded by the District, by roll call vote.” *(Exhibit 6)*

Commissioner English	Yes
Mayor Fields	Yes
Commissioner Higgins	Yes
Commissioner Johnson	Yes
Commissioner Selvage	Yes

MOTION CARRIED BY UNANIMOUS ROLL CALL VOTE

Items discussed:

- FDOT approved multi-year funding for a Service Development Grant to install Bilingual and Visual Enunciators on the fixed route buses.
- The total multi-year project amount is \$564,900, which will be funded jointly by FDOT and the District.
- The Bilingual and Visual Enunciators on the buses will enhance the District’s ability to provide bus stop notifications for bus riders.

Agenda Item #7 – WHAT Bus Lease Agreement

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

“Board approve Bus Lease Agreement subject to final legal review and subsequent legal review in the event that changes are requested by Polk County.” *(Exhibit 7)*

MOTION CARRIED UNANIMOUSLY

Items discussed:

- District entered into a Bus Lease Agreement with Polk County in 2002 authorizing the District to lease four (4) buses from Polk County at \$1 per year to operate WHAT buses.
- Agreement is being amended due to the recent acquisition of five (5) new buses by Polk County.
- Notable changes in the agreement allow the District to operate the leased buses on District fixed route and provides for the removal of District owned equipment.

Agenda Item #8 – Try Transit Day and Free Ride Friday – Day After Thanksgiving

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

“Board of Directors approval of the Customer Appreciation Free Ride Day to be held jointly with the Winter Haven Area Transit on November 26, 2010 and Board of Directors approval of a Free Ride Day for a Try Transit Day event to be held jointly with the Winter Haven Area Transit on October 27, 2010.” *(Exhibit 8)*

MOTION CARRIED UNANIMOUSLY

Items discussed:

- Traditional Customer Appreciation Day on Friday, November 26, the day after Thanksgiving, with all rides free for the entire day on both LAMTD and WHAT routes.
- WHAT will be introducing their new buses on Try Transit Day, Wednesday, October 27.
- Estimated Fare Box Revenue loss for the LAMTD service area is \$4200 for both days.

Agenda Item #9 – New Bus Purchase – 35’ Low Floor, 102” Wide Diesel Bus

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

“Approve purchase of one (1) 35’ Low Floor, 102” Wide Diesel Bus from GILLIG, LLC in accordance with Florida Consortium Contract # 09-C05 in the amount of \$393,162.” *(Exhibit 9)*

MOTION CARRIED UNANIMOUSLY

Items discussed:

- District will issue a purchase order for the bus before the end of October 2010.
- The new bus should be delivered within one year from the end of the calendar quarter in which the purchase order is issued.

Procurement Report

Items discussed:

- The District purchased 13 computers from Dell in the amount of \$36,681.

Agenda Item #10 – Route Changes

Items discussed:

- Darrell Smith, President of Runways Transportation Company, gave a PowerPoint presentation depicting current and proposed bus route changes. *(Exhibit 10)*
- Runways has a plan for implementing the new bus routes contingent upon the outcome of the November election.
- Phase 1 and Phase 2 could be implemented using existing equipment and funding; Phase 3 would require additional funds and equipment.

FDOT Report

- No report given at this time.

Polk Transit Authority Update

- PTA Board of Directors meetings will be held on Wednesday, October 27 at 9:00 a.m.
- The Public Education presentation will be presented to the 9.12 Lakeland Group on Tuesday, October 12, at 7:00 p.m., and an update will be given to the Polk TPO Board on Thursday, October 14, at 9:00 a.m.
- Presented the Board with a list of public education scheduled, proposed, and completed presentations; and resolutions of support. *(Exhibit 11)*
- Online Chat with the LEDGER regarding transit issues will take place on Wednesday, October 13, at noon.

Executive Director Report

- The Veteran's Day Parade will be held on Saturday, November 6, and the District will be presenting a newly wrapped bus that will feature WWII Veteran, Virgil Myers. *(Exhibit 12)*
- Reviewed Performance Indicators for August 2010: Over-time, Ridership, Accident Repair Cost, Road Calls, and Preventative Maintenance. *(Exhibit 13)*
- Executive Director is speaking at the Florida Public Transportation Association Conference on October 17-19 in Miami, Florida.
- News packets were distributed. *(Exhibit 14)*
- Discussion ensued regarding the relocation of the bus stop that was in Old Town Square at Parker Street.

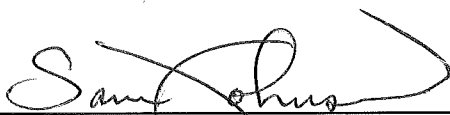
Agenda Item #12 – Other Business

No Comments at this time.

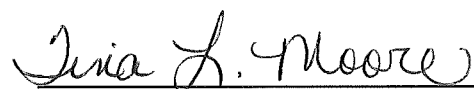
Adjournment

10:55 a.m.

Approved this 9 day of October, 2010.



Chairman – Commissioner Johnson



Minutes Taker – Tina L. Moore

(Acronyms – Exhibit 15)