

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
JANUARY 11, 2012

**Directors:**

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

Executive Director: Tom Phillips  
Attorney: Ben Darby and Tim Darby  
Administrative Assistant: Tina Moore

**Call to Order**

9:00 a.m. Chairman Selvage

**Roll Call**

Present

Commissioner English  
Mayor Fields  
Commissioner Johnson  
Commissioner Selvage

Arrived Late

Commissioner Merritt 9:12 a.m.

Left Early

Mayor Fields 9:54 a.m.

*(Exhibit 1)*

**Agenda Item #1 – Election of Officers**

On a nomination made by Mayor Fields, and seconded by Commissioner Johnson:

**“Appoint Commissioner Bob English as Chair of the LAMTD Board of Directors for a one year period beginning January 11, 2012, meeting through the end of the December 2012 meeting.”**

**NOMINATION CARRIED UNANIMOUSLY**

On a nomination made by Mayor Fields, and seconded by Commissioner Johnson:

**“Appoint Commissioner Keith Merritt as Vice-Chair of LAMTD Board of Directors for a one year period beginning January 11, 2012, meeting through the end of the December 2012 meeting.”**

**NOMINATION CARRIED UNANIMOUSLY**

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

**“Appoint Mayor Fields as Secretary of the LAMTD Board of Directors for a one year period beginning January 11, 2012, meeting through the end of the December 2012 meeting.”**

**NOMINATION CARRIED UNANIMOUSLY**

## **Agenda Item #2 - Approval of Minutes**

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

**"Board approve the minutes of the December 14, 2011, Board of Directors Meeting."**  
(Exhibit 2)

**MOTION CARRIED UNANIMOUSLY**

## **Agenda Item #3 - Public Comments**

No comments at this time.

## **Agenda Item #4 - Awards and Commendations**

### Items discussed:

- Lisa Harris LAMTD's new Contracts and Grants Specialist was introduced to the Board.
- No Going the Extra Mile (GEM) awards were given at this time.
- On December 20, 2011, LAMTD transported approximately sixty cadets from Polk State College's (PSC) Police Academy to the crime scene to search for the weapon that shot and killed Lakeland Police Officer, Arnulfo Crispin. (Exhibit 3)
- On December 27, 2011, LAMTD transported PSC Cadets to the funeral of Officer, Crispin.

## **Welcome and Introduction – Taken out of Order**

Chairman Selvage welcomed City of Lakeland Commissioner, Keith Merritt, to the Lakeland Area Mass Transit District Board of Directors and read his bio to the Board and Staff members.

## **Agenda Item #5 - Board Action Items**

All Board Action Items were addressed. (Exhibits 4)

### Items discussed:

- A PowerPoint presentation was presented to the Board on bus shelter advertising done by MSS Media. (Exhibits 5)
- LAMTD will host the August 27, 2012, Lakeland Economic Development Council (LEDC) meeting at 4:00p.m.
- Commissioner Selvage briefed the Board on the aging issues in the area and introduced the "seniors ride free" concept.

## **Action Item:**

**Staff meet with City of Lakeland's City Manager, Doug Thomas, and City Attorney, Tim McCausland, to discuss Lakeland's signage ordinance.**

## **Action Item:**

**What would be accomplished by allowing seniors and veterans to ride the bus for free?**

*Mayor Fields left the Board meeting at 9:54 a.m.*

**Agenda Item #6 – Job Access and Reverse Commute Grant Application – Resolution #12-01**

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

**“Approval to execute a Section 5316 Job Access and Reverse Commute Grant Application and associated Resolution, for submission to Florida Department of Transportation, by Roll Call Vote.”** *(Exhibits 6)*

Commissioner English	Yes
Mayor Fields	Absent
Commissioner Johnson	Yes
Commissioner Merritt	Yes
Commissioner Selvage	Yes

**MOTION CARRIED BY UNANIMOUS ROLL CALL VOTE**

Items discussed:

- The grant application contains one project that consists of On Demand Services to Lakeland Central City and Urban Development Areas and one (1) fifteen passenger vehicle.
- The total operating project amount is \$1,266,300, which will be funded jointly by FDOT (50%) and the LAMTD (50% In-Kind Match).
- The total capital project amount is \$125,000, which will be jointly funded by FDOT (80%) and the LAMTD (20%).

**Agenda Item #7 – Joint Participation Agreement Grant Application – Resolution #12-02**

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

**“Approval to execute a Section 5317 New Freedom Grant Application and associated Resolution, for submission to Florida Department of Transportation, by Roll Call Vote.”** *(Exhibit 7)*

Commissioner English	Yes
Mayor Fields	Absent
Commissioner Johnson	Yes
Commissioner Merritt	Yes
Commissioner Selvage	Yes

**MOTION CARRIED BY UNANIMOUS ROLL CALL VOTE**

Items discussed:

- The grant application contains six (6) El Dorado EZ Rider II thirty-two foot vehicles.
- The total operating project amount is \$2,334,210, which will be funded through Federal Transit Administration (FTA) (80%) with local matching funds utilization of toll credits (20%).
- Replacing six (6) forty foot Gillig’s received from Lynx.

### **Agenda Item #8 - Legal Matters**

#### Items discussed:

- Addressed the Daniel L. Ours vs. LAMTD lawsuit stating the Florida Statutes Sunshine Law allows the District to hold a private meeting with the District's attorney to discuss pending litigations. The Board will be notified the date and time of the confidential meeting.
- The Board will be notified of a confidential meeting to discuss the Transit Union Workers.

### **Agenda Item #9 – Financial Matters**

#### Financial Statement

Distributed unaudited November 2011 Financial Statement. *(Exhibit 8)*

#### Items discussed:

- Reviewed Revenues and Expenses.
- Prior year cost per hour is \$91.26, Year-to-date cost per revenue hour is \$86.81, and FY12 cost per hour forecast is \$86.81.
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### **Agenda Item #10 – District Policies**

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

**“Board approve the adoption of a Retirement Policy, and the amendments to the Sick Leave Policy.”**

#### Items Discussed:

- Retirement Policy. *(Exhibit 9)*
- Sick Leave Policy. *(Exhibit 10)*
- Vacation Policy Tabled until further notice.

### **Agenda Item #11 –February LAMTD Board of Director Meeting Date Change**

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

**“Board approve changing the February 8, 2012, LAMTD Board of Directors meeting to Tuesday, February 14, 2012.”**

#### Items Discussed:

- It was brought to Staff's attention that February 8, 2012, is “Polk County Day” in Tallahassee and most of the Board Members would be attending that event.

### **Agenda Item #12 - Reports**

#### Executive Director Report

- Exploring the possibility of working with Sun n' Fun to provide rides to event.
- 1212 Construction remodeling on goal.
- Lease contract on buildings a and b at 1248 George Jenkins Blvd will expire in September 2012. A new Board meeting location will need to be discussed prior to that time.
- Trip Screening Index (TSI) is being used on six (6) routes.

- Polk Works is hosting a Work Force Summit on January 26, 2012, at the Lakeland Center where they will be debuting a commercial featuring the District as a business partner of Polk Works.
- Performance Indicators were distributed in the Board packets. *(Exhibit 11)*

PTA Update

- During the January 25, 2012, PTA Board Meeting the new branding and logo will be presented to the Board.
- Update was given on the 1 Click / 1 Call Center.

FDOT Report

- Jan Parham, FDOT Representative, reminded Staff that FDOT requires the County to have an appraisal done on the 1 Click / 1 Call Center building prior to moving into the building.
- If FDOT has State money to match the JARC the amounts will change on the application, and FDOT will notify the District.

Agenda Item #13 – Other Business

No other business was brought before the Board.

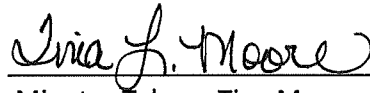
Adjournment

11:06 a.m.

Approved this 14 day of February, 2012.



Chairman – Commissioner English



Minutes Taker – Tina Moore

*(Acronyms – Exhibit 12)*