

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
FEBRUARY 9, 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 Fields

Roll Call

Present

Commissioner English
Mayor Fields
Commissioner Higgins
Commissioner Johnson
Commissioner Selvage

(Exhibit 1)

Agenda Item #1 – Consent Agenda

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

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

- Agenda Item #2 – Approval of January 12, 2010, Meeting Minutes *(Exhibit 2)*
“Minutes of the Lakeland Area Mass Transit District Board of Directors meeting on January 12, 2010, be approved as circulated.”
- Agenda Item #7 – Americans with Disability Act Certification Interlocal Agreement *(Exhibit 3)*
“Approve continuing the ADA Certifications Interlocal Agreement with Polk County Transit Services through September 30, 2010, at a fee of \$25.00 per assessment, and their cost for any required functional assessment services.”
- Agenda Item #7 – Community Transportation Coordinator Interlocal Agreement *(Exhibit 4)*
“Approve Standard Coordination/Operator Contract 2003-002-TS Amendment #4.”

MOTION CARRIED UNANIMOUSLY

Agenda Item #2 – Refer to Consent Agenda

Agenda Item #3 – Appointment of Board Officers

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

“Appoint Commissioner Johnson as Chairman of the Lakeland Area Mass Transit District Board of Directors for a ten month period beginning close of the February 9, 2010, meeting through the end of the December 2010 meeting.”

NOMINATION CARRIED UNANIMOUSLY

Items Discussed:

- Mayor Fields requested the Board to revisit the Officer appointments from the January Board meeting.

Agenda Item #4 – Public Comments

No comments at this time.

Agenda Item #5 – Board Action Items

All Board Action Items were addressed.

- No ridership numbers were located at the time.
- Standard depth of underground storage tanks are 11 ½ feet with 3 to 4 foot of dirt covered on top of underground tanks.
- Q&A session in the works and a Facts sheet is being put together for session.
- Comparative data and current salary information on Executive Director was given prior to the meeting by the Human Resources Manager.

Agenda Item #6 – Finance Report

Financial Statement

Distributed October 1, 2009, through December, 2009, Financial Statement. *(Exhibit 5)*

Items discussed:

- Farebox revenue is under budget.
- Winter Haven revenue is over budget.
- AD Valorem is on budget.
- Investment revenue is under budget.
- Advertising revenues is over budget.
- Fuel and Lubricants are under budget.
- Materials and supplies are under budget.
- Declining ridership.

Action Item: Mayor Fields requested Controller to consult with the City of Lakeland’s investment team and Polk County Tax Collector’s office regarding the District’s investment accounts

Authorized Bank Signers

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

“Approve Dean Kirkland and Debbie Porte as authorized bank signers for Wachovia Bank accounts and approve Debbie Porte to authorize transactions for State Board of Administration accounts.”

MOTION CARRIED UNANIMOUSLY

Items Discussed:

- Frequency and advance notices.
- Replacing second signer.

Program of Projects

Distributed Program of Projects (Exhibit 6)

Items Discussed:

- Review of Program of Projects.
- Program has been published in paper to allow for public comments.
- Public Hearing on Program of Projects will be held in March.

Agenda Item #7 – Refer to Consent Agenda

Agenda Item #8 – Transit Facilities License Agreement

Item deferred until next meeting.

Agenda Item #9 – Polk Transit Authority Update

Items Discussed:

- Board of County Commissioners (BoCC) Public Hearing March 17th to vote on setting Referendum.
- Central Florida Development Council (CFDC) is hosting a Transportation Forum on February 23rd at the Lakeland Center.
- Polk Transit Authority allotted one hour to speak at the Transportation Forum.
- Lori Edwards office has been contacted regarding drafting ballot language for Referendum.
- Two referendums; repeal LAMTD Ad Valorem and BoCC calling for approval of the half-cent surtax.
- Elevator speech is in development as well as Fact sheet.

Agenda Item #10 – Reports

Attorney's Report

- No report given at this time

FDOT Report

- Federal Transit Administration (FTA) Section 5310 Discretionary Grant Application Funds Program completed.
- Program of Projects has new requirements when using FTA Section 5307 Funds for planning, the TPO has to be notified in order to amend.
- FDOT received an award for having the "Most Innovative Program" for the State of Florida.

Executive Director Report

- Justin Woodard and Steve Schmidt were accepted into the Federal Transit Administration Post Secondary Adult Vocational Scholarship Program. Jimmy Doan is their mentor for the program.

- The late Richard Solimano was honored by the Institute of Supply Management (ISM) by having an annual award, Outstanding Member of the Year, named after him.
- Reviewed Performance Indicators for January 2010: Over-time, Ridership, Accident Repair Cost, Road Calls, and Preventative Maintenance. *(Exhibit 7)*
- Over-time down below goal for past 6 months.
- Ridership: decreased 16 average passengers' trips per day.
- News packets were distributed. *(Exhibit 8)*

Agenda Item #11 – Community Bus Shelter Program Thank You Letter

Items Discussed:

- All Board members signed a letter of appreciation to Kaylor and Kaylor, for their contribution to the Community Bus Shelter Program. *(Exhibit 9)*

Agenda Item #12 – Evaluation of Executive Director –

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

“Approve a 3% Salary increase for Executive Director.”

MOTION FAILED ON 3 NAYS, 2 YEAS

Items Discussed:

- No increase at this time due to the struggling economy and budget constraints.

Agenda Item #13 – Other Business

Action Item: Commissioner Selvage requested that Lakeland Area Mass Transit District get on the Central Florida Development Council and Lakeland Economic Development Council Agendas and make presentations regarding the Referendum and present information regarding the Transit Spending Survey.

Adjournment

10:05 a.m.

Approved this 9 day of March, 2010.



 Chairman – Commissioner Johnson

(Acronyms – Exhibit 10)



 Minutes Taker – Tina L. Moore