

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
JUNE 10, 2009

Directors:

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

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

Call to Order

8:32 a.m. by Chairman Johnson

Roll Call

Present

Commissioner Higgins
Commissioner Johnson
Commissioner Fields

Left Early

Commissioner Fields – 9:52 a.m.

Excused

Commissioner English
Commissioner Verplanck

(Exhibit 1)

Agenda Item #1 - Correspondence

FTA Triennial Review Final Report

Items discussed:

- Reviewed letter from FTA regarding FY 2009 Triennial Review. *(Exhibit 2)*
- Read second paragraph of cover letter.
- The second paragraph outlined that out of 23 areas examined only two had deficiencies.
- Those deficiencies were cleared before report was filed.

Emergency Meeting

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

“Declare this an Emergency Meeting due to the necessity of approving the Health Benefit Contract prior to the current contract expiration and time allowance for Open Enrollment.”

MOTION CARRIED UNANIMOUSLY

- Meeting moved from Tuesday, June 9 to Wednesday, June 10.
- Lack of Quorum for June 9 date.
- Meeting was noticed in Lakeland Ledger on June 8 and was posted on District website on June 5.

Community Bus Shelter Program Thank You Letter

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

“Chairman sign letters of appreciation to Public Supermarkets Charities and Summit Consulting.”

MOTION CARRIED UNANIMOUSLY

Items discussed:

- Currently have 12 shelters on order.
- Have secured checks for three shelters.

Agenda Item #2 – Staff Recognition

Presentation postponed until next meeting.

Agenda Item #3 – Approval of May 12, 2009, Board of Director’s Minutes

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

“Minutes of the Lakeland Area Mass Transit District meeting on May 12, 2009, be approved as circulated.” *(Exhibit 3)*

MOTION CARRIED UNANIMOUSLY

Agenda Item #4 –Public Comments

No comments at this time.

Agenda Item #5 – Financial Report

Financial Statement

Distributed April 2009 Statement of Revenues and Expenses. *(Exhibit 4)*

Items discussed:

- Farebox revenue under budget.
- Winter Haven revenue is under budget due to reduction of service.
- Advertising Revenues have increased slightly.
- Investment income is still under budget.
- AD Valorem has received 3.4 of the 3.6 million budget for the year.
- Salaries are under budget by approximately \$417,000.
- Employee benefits are over budget by approximately \$82,000 which is to remain over budget for the year.
- Fuel Lubricants are the largest cost savings we have to date.

- The LAMTD has a 1.15 million under budget for the year.

Budget Retreat

Items discussed:

- Staff made recommendation to hold a budget retreat immediately following the July 14th Board of Director's meeting.
- Staff was advised to gain concurrence among all Board members to hold the Board meeting and Budget Retreat on July 13th at 8:30 a.m.
- Date change due to scheduling conflicts.
- Once staff confirms concurrence among Board members a notice will be placed in The Lakeland Ledger on the District's website.

Agenda Item #6 – Contracts/Leases/Interlocal Agreements

Employee Insurance Benefits

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

“Award a one-year term contract, with the option to renew annually, to the following carriers: CIGNA (Great-West) self-funded health insurance group plan (estimated cost depending on claims filed by employees: \$447,066 - \$1,448,695); Humana CompBenefits for dental insurance (premium cost: \$61,035); Humana CompBenefits for vision care insurance (premium cost: \$11,365); Lincoln Financial Group for Employee Assistance Program services (premium cost: \$2,269); Lincoln Financial Group for Life Insurance (premium cost: \$9,108).”

MOTION CARRIED UNANIMOUSLY

Items discussed:

- Reviewed SEC Evaluation Form and Gehring Group Analysis. (*Exhibit 5*)
- Current coverage plan does not allow for the expected discounts.
- Current level of claims is very high.
- The SEC, along with the Gehring Group, evaluated both self-funded and fully insured plans.
- Health Insurance will remain with CIGNA but with larger discounts because of the Open access plus network.
- Dental Insurance will change to Humana CompBenefits. No current discounts, but will receive network discounts under new program.
- Life Insurance will be changed to Lincoln Financial with a three year rate guarantee.
- Employees can purchase additional life insurance but it is voluntary should they choose to buy up.
- Vision Insurance will remain with Humana CompBenefits with a two year rate guarantee.
- Lincoln Financial will also provide a new Employee Assistance Program.

Community Bus Shelter Installation

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

“Award a task-order, one year base term contract with four-option years to Tilton Construction Inc. The average cost of concrete pad and shelter installation per site is almost \$5,000 but varies according to site conditions.”

MOTION CARRIED UNANIMOUSLY

Items discussed:

- Contractor will be used for shelters purchased under the Community Bus Shelter Program.
- This is a sole-source contract.
- Community Shelter funding will be used.

Agenda Item #7 – Service Development Grants

Items discussed:

- FY 08 applications were submitted for Visual Enunciators and Audio Enunciators. (*Exhibit 6*)
- The FDOT accepted the applications and combined them into one.
- The FDOT awarded 25% of their 50% participation.
- The District submitted an application for the remaining 25%.
- This is for information only.

Agenda Item #8 – Reports

Attorney’s Report

- Still working on several possible annexations.
- Looked into the possibility of annexing Tenarac High School and surrounding area to the District.
- After discussion with school officials and evaluation of area, process put on hold.

FDOT

Representative not present.

PTA

- Charter County Transit System Surtax is on the Governor’s desk and is due today.
- Staff of the PTA and the LAMTD along with Commissioner Reed attended the Center for Transportation Excellence Transit Initiatives Conference in Salt Lake City, UT.
- Focus needs to be on values of the area—open spaces, taking care of seniors, the disabled, and for those who do not have automobiles.
- Need a vocal person in the community and committed leaders to promote Authority issues.

Commissioner Fields left—lost quorum—no further action items needed

- Next PTA Board Meeting on June 30 at 9:00 a.m. in the Board of County Commissioners' Chambers.

Executive Director

- Reviewed ARRA grant.
- TIGGER grant submitted includes funding requests for 17 new buses and repowering of 14 buses.
- If grant awarded, will bring the District fleet to 100% compliance with the EPA's 2010 Emissions Standards.
- Asking for Clean Diesel buses instead of the Diesel-Electric Hybrid buses due the extra training and expense required to operate those buses.
- Staff is implementing a new Cell Phone Policy. Policy allows for termination if a driver is found, through investigation, that they were using a cell phone while operating a bus.
- Policy was reviewed by Attorneys.
- Reviewed Performance Indicators for May 2009: Preventative Maintenance, Overtime, Ridership, Accident Repair Cost, and Road Calls. (*Exhibit 7*)
- Ridership: decreased by 67 average riders per day over April 2009 and decreased by 818 average riders per day over May 2008.
- News packets. (*Exhibit 8*)

Adjournment

10:16 a.m.

Approved this 13 day of July, 2009.


Chair – Commissioner Sam Johnson


Minutes Taker – Aimee DeMasi

(Acronyms – *Exhibit 9*)