



1-888-LAKETRAN | [www.laketran.com](http://www.laketran.com)

555 Lakeshore Blvd. Painesville Twp., OH 44077

Monday, April 27, 2020 – Immediately following the “Committee of the Whole” Meeting

## BOARD OF TRUSTEES MEETING

Monday, April 27, 2020 at 4:00 p.m.

Public Access at Laketrans YouTube page: [www.youtube.com/laketran](http://www.youtube.com/laketran)

### AGENDA

**1. Meeting Called to Order**

**2. Roll Call**

**3. Pledge of Allegiance**

**4. Mission Statement**

Laketran is committed to providing quality public transportation services to all Lake County residents with special emphasis on meeting the transportation needs of seniors and people with disabilities.

**5. Public Comments**

**6. Approval of Minutes**

- a. Motion to approve Laketrans “Committee of the Whole” meeting minutes of February 24, 2020 Page 22
- b. Motion to approve Laketrans Board of Trustees Board meeting minutes of February 24, 2020 Page 24

**7. Action Items**

- a. Motion to approve resolution authorizing the CEO, or his designee, to enter into a contract with R.L. Bowen + Associates Inc. for construction administration services for the project to renovate and expand Laketrans Headquarters building at a cost not to exceed \$253,115 Page 28
- b. Motion to approve resolution authorizing the CEO, or his designee, to purchase six (6) vans for \$69,553 each for a total not to exceed \$417,318 Page 30
- c. Motion to approve resolution authorizing the CEO, or his designee, to purchase a complete mobile column wheel lift system with jack stands at a total cost not to exceed \$56,000 Page 32



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- d. Motion to approve resolution authorizing the CEO, or his designee, to purchase a Laketran facilities truck, up fitted with a work body, crane and safety lighting with a total cost not to exceed \$81,000 Page 34

## 8. Administrative Reports

- a. Director of Finance Report
  - i. Motion to accept the Financial Statement for January 2020, subject to audit Page 36
  - ii. Motion to accept the Financial Statement for February 2020, subject to audit Page 56
- b. Director of Operations Report
  - i. Ridership Report - Information Only (January and February 2020) Page 70
- c. Director of Maintenance Report
  - i. Maintenance Report - Information Only Page 97
- d. Director of Human Resources Report
  - i. Human Resources Report - Information Only Page 98
- e. Director of Communications Report
  - i. Communications Report - Information Only Page 99
  - ii. Media Coverage Page 100
- f. CEO Report Page 117

## 9. New Business

### 10. Upcoming Calendar

- a. 05/18/20 – 4:00 p.m. – Laketran “Committee of the Whole” meeting
- b. 05/18/20 – Immediately following “Committee of the Whole” meeting – Laketran Board of Trustees Meeting
- c. 05/25/20 – Memorial Day – Laketran Closed
- d. 06/22/20 – 4:00 p.m. – Laketran “Committee of the Whole” meeting
- e. 06/22/20 – Immediately following “Committee of the whole” meeting – Laketran Board of Trustees Meeting
- f. 07/04/20 – Independence Day – Laketran Closed
- g. 07/27/20 - 4:00 p.m. – Laketran “Committee of the Whole” meeting
- h. 07/27/20 – Immediately following “Committee of the whole” meeting – Laketran Board of Trustees Meeting

## 11. Adjournment