

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Citrus Connection, Hollingsworth Meeting Room, 1212 George Jenkins Blvd.
Wednesday, April 12, 2017, at 8:30 a.m.

Call to Order	<u>Action Required</u>
1. Approval of Minutes - March 8, 2017, Board Meeting	Approval
2. Public Comments	TBD
3. Finance / David Persaud	
a. LAMTD Financial Report	None
b. PCTS Financial Report	None
c. Electronic Farebox Project	Approval
4. Marketing / Erin Killebrew	
a. Transit Proclamation	Approval
5. Legal / Tim Darby	
a. Parkway Adkins Revision – Resolution #17-05	Approval
6. Executive Update / Tom Phillips	
a. March Calendar	None
b. UAP Update	None
c. Senate Bill 1774	TBD
7. Other Business	TBD
Adjournment	

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
APRIL 12, 2017
AGENDA ITEM #1

Agenda Item: Approval of March 8, 2017 LAMTD Board of Directors Meeting Minutes

Presenter: Marcy Harrison

Recommended
Action: Board of Directors approve the Minutes of the March 8, 2017 LAMTD Board of Directors Meeting.

Attachments: March 8, 2017 LAMTD Board of Directors Meeting Minutes

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
MARCH 8, 2017
1212 GEORGE JENKINS BLVD., LAKELAND, FLORIDA 33897

Directors:

Polk County Commissioner George Lindsey III – Chairman
City of Lakeland Commissioner Jim Malless – Vice Chairman
City of Lakeland Commissioner Phillip Walker - Secretary
Polk County Commissioner John Hall
City of Lakeland Commissioner Don Selvage

Executive Director: Tom Phillips
Executive Assistant: Marcy Harrison

Call to Order

9:30 a.m. By Chairman George Lindsey III

Quorum

All Present

Agenda Item #1 – Approval of the Minutes

Approval request for the approval of the February 8, 2017 LAMTD Board of Director meeting minutes.

“Approval of February 8, 2017 Board of Directors Meeting Minutes”

MOTION CARRIED UNANIMOUSLY

Agenda Item #2 – Public Comments

None at this time

***Roadeo Winner – Bill Knieriem, Director of Operations

- Representing Citrus Connection ParaTransit is Jeffrey Eldridge
- Representing Citrus Connection Fixed Route is Paula Siepieranski
- Both employees will attending the State Roadeo April 28th and 29th, 2017

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
MARCH 8, 2017
1212 GEORGE JENKINS BLVD., LAKELAND, FLORIDA 33897

Agenda Item #3 – Finances / David Persaud, CFO

David Persaud, CFO presented to the Board the items listed below:

a) LAMTD Financials

Year to Date January 31, 2017					
Description	YTD of FY Budget	YTD Budget \$	YTD Actual \$	YTD of FY Expended	Annual Budget
Revenue YTD	33%	\$3,467,870	\$4,266,477	123%	\$10.4 Million
Expenses YTD	33%	\$3,386,830	\$2,829,985	84%	\$10.4 Million

REVENUES:

The total revenues realized year-to-date through January 31, 2017 totaled \$4.3 million or 123% of the YTD budget.

Farebox and all contract revenues reflect 5% over budgeted revenues through January 31, 2017.

Farebox revenues are under budget \$67,000 due to decline in ridership and some comingling of revenue that is being addressed.

- Ad Valorem taxes reflect \$3.5 million. The total budgeted revenues are \$3.9 million. Revenues are over budget since only 95% of the taxes are budgeted and due date is November 2016.

Property taxes become due and payable on November 1st, each year. Discounts for early payments are as follows:

- 4% discount is allowed if paid by November
- 3% discount is allowed if paid by December
- 2% discount is allowed if paid by January
- 1% discount is allowed if paid by February

Taxes become delinquent on April 1st of each year. The District normally receives 90% of property taxes by May of each year.

- Florida DOT operating grants \$1.6 million is being billed quarterly with no revenue YTD. These grants are on a cash basis which mean the services must be provided before we receive grant assistance.
- FTA Section 5307 operating and capital grants budgeted at \$2.6 million with \$41,200 revenue YTD. This grant is also on a cash basis which means that the District must expend the funds before we seek grant reimbursement. Since most of the grant funding is used for operations and preventative maintenance the grant reimbursement is received at the end of the fiscal year after State funds are recognized.
- Advertising income is also lagging at \$23,000 but should improve as payments are realized.
- The Support cost reimbursement revenue is in line with budget.
- The other revenues are showing a lag due to timing and being on a cash basis.

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
MARCH 8, 2017
1212 GEORGE JENKINS BLVD., LAKELAND, FLORIDA 33897

EXPENSES:

The total expenses year-to-date through January 31, 2017 totaled \$2.8 million or 84% of the YTD budget.

- Salaries and benefits represent 65% of the FY 2016-2017 YTD budget. As of January 31, 2017 these expenses totaled \$1.844 million or 83% of the YTD budget of \$2.2 million and is under budget.
- Professional and Technical Services expenses totaled \$57,000 of the YTD budget; a favorable variance.
- Other services expenses totaled \$33,000 of the YTD budget, over budget due to cost for temporary employees in Finance- budgeted in salaries account.
- Fuel expenses totaled \$166,000 YTD budget due to declining fuel prices; a favorable variance.
- Materials and supplies totaled \$201,000 under budget, a favorable variance.
- Advertising promotion expenses totaled \$6,300 over budget, offset with advertising revenues.
- Dues and subscriptions, and office supplies are over budget due to payment for Florida Public Transportation.
- Property appraiser, Tax Collector Commission and CRA payments under budget, since payments are quarterly and annually.

Other remaining expenses are under the YTD budget through January 31, 2017

CHANGE IN FINANCIAL CONDITION	
Based on the year-to-date budget-to-actual variances through January 31 st the financials reflect a favorable actual variance of \$1.4 million due to the collection of property taxes.	

STATISTICAL TRENDS LAST FIVE YEARS AUDITED FINANCIAL STATEMENTS				
	9/30/15	9/30/2014	9/30/2013	9/30/2012
9/30/2011				
1. Farebox Recovery Ratio (All modes)	25.50%	23.08%	25.16%	23.02%
20.32%				
2. Cost per revenue hour	\$89.45	\$86.29	\$83.84	\$83.62
\$91.26				
3. Revenue Hours	103,550	117,008	116,422	112,539
115,679				
4. Fuel Cost (\$)	\$847,360	\$1,316,739	\$1,367,289	\$1,317,442
\$1,349,788				
5. Ridership	1,424,965	1,647,010	1,638,470	1,452,161
1,768,087				

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
MARCH 8, 2017
1212 GEORGE JENKINS BLVD., LAKELAND, FLORIDA 33897

b) PCTS Financials

Lakeland Area Mass Transit District
Monthly Financial Report
Polk County Transit Contract
Month of January 31, 2017
Year to Date Report
Percent of FY Reported (33%)

Revenues

- The revenues totaled \$1.3. million or 22% of the year-to-date budget.
- The FTA grant drawdown reflects no activity of the budgeted revenues.
- Fare Revenues totaled \$43,000 or 104% of the year-to-date budget.
- The County funding is designed to reflect the first and second payment for the budget grants match totaling \$1.3 million.

Expenses

- Operating expenses consists of labor cost, operating expenses and contract expenses.
- Total expenses for the period totaled \$1.4 million or 23% of the year-to-date budget.
- Salaries and wages totaled \$735,000 or 59% of the YTD Budget.
- Operating expenses totaled \$592,000 or 94% of the YTD Budget.
- The contract services are for contractual cost for the Lynx service and other planned contractual services totaled \$86,000 or 51% of the year-to-date budget.

Revenue

	Annual Budget	YTD Budget	YTD Actual	Percent Expended
Revenues				
FTA 5307 Grant	\$ 2,147,360	\$ 715,787	\$ -	0%
Fares	\$ 123,780	\$ 41,260	\$ 42,808	104%
FDOT Block Grant	\$ 711,773	\$ 237,258		0%
City Contribution	\$ 208,085	\$ 69,362	\$ -	0%
FDOT Block Grants:				
JARC AQ379	\$ 76,479	\$ 25,493		0%
New Freedom AQ497	\$ 89,808	\$ 29,936		0%
FTA 5311 AQ R07	\$ 800,575	\$ 266,858		0%
County Match	\$ 1,960,704	\$ 653,568	\$ 1,307,136	200%
Total	\$ 6,118,564	\$ 2,039,522	\$ 1,349,944	22%

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
MARCH 8, 2017
1212 GEORGE JENKINS BLVD., LAKELAND, FLORIDA 33897

Expenses

	Annual Budget	YTD Budget	YTD Actual	Percent Expended
Labor	\$ 3,731,659	\$ 1,243,886	\$ 734,623	59%
Contract	\$ 506,300	\$ 168,767	\$ 86,104	51%
Operating	\$ 1,880,605	\$ 626,868	\$ 592,312	94%
Total	\$ 6,118,564	\$ 2,039,521	\$ 1,413,039	23%

Agenda Item #4 – Transportation Disadvantaged / Aaron Dunn

Aaron Dunn presented to the Board the CTC Evaluation.

On April 1st 2016 the Citrus Connection officially assumed the state Commission for the Transportation Disadvantaged (CTD) appointment as the Community Transportation Coordinator (CTC). Each year, with the coordination of the Polk Transportation Planning Office (TPO) and the Local Coordinating Board (LCB), the designated Community Transportation Coordinator (CTC) is evaluated on state-mandated, LCB derived criteria. During the 2nd Quarterly Local Coordinating Board (LCB) meeting, a favorable CTC evaluation was submitted and approved.

The CTC is responsible for the TD program with the following responsibilities:

- I. Plan, administer, monitor, coordinate, arrange, and deliver coordinated Transportation Disadvantaged services originating in their designated service area
 - a) Operate centralized call center
 - b) Determine trip eligibility
 - c) Schedule trips
 - d) Perform gatekeeping duties
 - e) Invoice purchasing agencies
- II. The CTC is evaluated for performance in the following categories:
 - a) Total TD population served
 - b) Percentage of trips on fixed-route (bus passes)
 - c) Average cost per trip
 - d) Average cost per paratransit trip
 - e) Accidents per 100,000 vehicle miles
 - f) Vehicle miles between road calls
 - g) Complaints per 1,000 paratransit trips

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
MARCH 8, 2017
1212 GEORGE JENKINS BLVD., LAKELAND, FLORIDA 33897

Agenda Item #5 – Human Resources / Steve Schaible

Steve Schaible presented to the Board the items listed below:

a) Board authorization to add a position in Para Transit Operations for the Transportation Disadvantaged (TD) Program – Community Transportation Coordinator.

On April 1st 2016 the Citrus Connection officially assumed the state Commission for the Transportation Disadvantaged (CTD) appointment as the Community Transportation Coordinator (CTC). The overall mission of Florida Transportation Disadvantaged Program is to ensure the availability of safe, efficient, cost-effective and quality transportation services for the transportation disadvantaged population of a designated service area.

The CTC is responsible for the TD program with the following responsibilities:

- III. Plan, administer, monitor, coordinate, arrange, and deliver coordinated Transportation Disadvantaged services originating in their designated service area
 - f) Provide transportation to disadvantaged population
 - g) Determine trip eligibility
 - h) Schedule trips
 - i) Analyze community's transportation needs and assets
 - j) Cultivate transportation resources and allocate efficiently
- IV. Recommend and enforce eligibility guidelines mandated by the CTD and Local Coordinating Board (LCB).
- V. Accounting for coordinated transportation access including: reporting, agency auditing, eligibility documentation, and trip reporting
- VI. Become and remain apprised of all TD resources available or planned in service area (mobility management) and provide access for 9% of the TD population

Managing the mobility resources contained within the provisions of the CTC's duties designated by the CTD were not addressed when the District assumed CTC responsibilities. To meet the requirements of the TD program a dedicated position for the CTC and the TD Program is mandatory for compliance with CTD mandated transportation access requirements. There is no financial obligation for the District since the funding for this position will be derived from the upcoming TD grant allocation (FY2017/18).

Funds are available in the Transportation Disadvantaged (TD) FY 2017-18 Operating Budget via the FY 17/18 CTC grant. The TD 2017/18 fiscal year is 1 July 2017, through 30 June 2018. Accordingly, this position would begin on 1 July 2017. The estimated annual salary range for this position is \$54,000-to-\$60,000 plus fringe benefits.

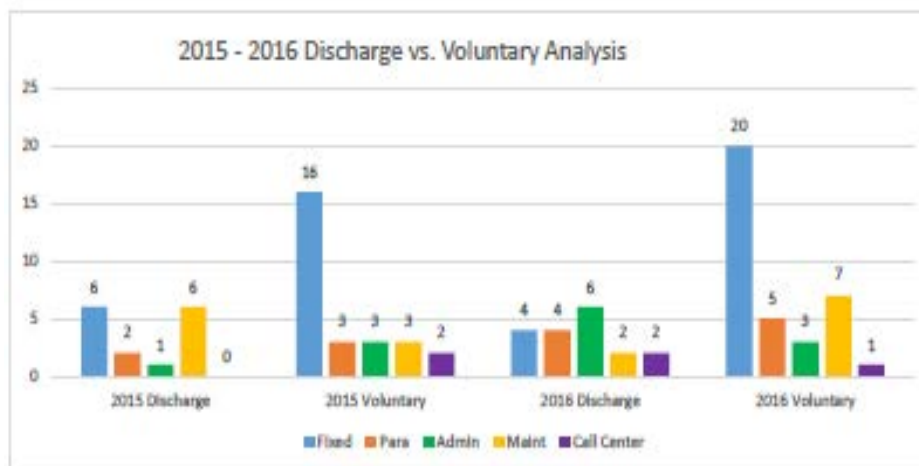
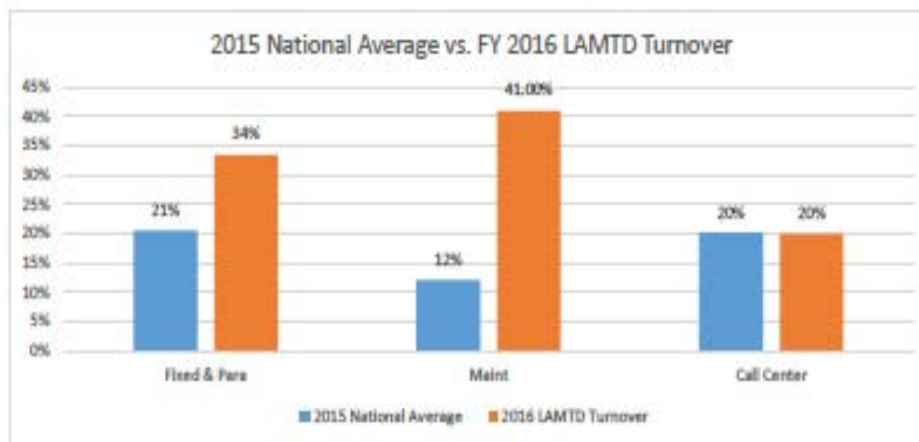
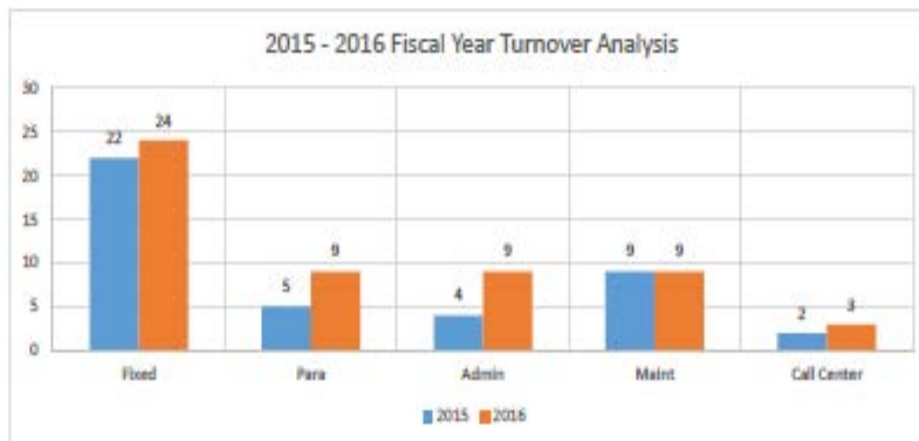
"Approval of the Transportation Disadvantaged Community Transportation Coordinator"

MOTION CARRIED UNANIMOUSLY

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
MARCH 8, 2017
1212 GEORGE JENKINS BLVD., LAKELAND, FLORIDA 33897

b) LAMTD Turnover Report:

Steve Schaible presented to the Board the action item from the February 8, 2017 meeting – Turnover Report:



LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
MARCH 8, 2017
1212 GEORGE JENKINS BLVD., LAKELAND, FLORIDA 33897

Agenda Item #6 – Legal/ Tim Darby

Tim Darby presented two items for approval to the Board:

- a) Transfer of Federally funded assets from Polk County to LAMTD.

Asset Number	Decal #	Asset Desc	Serial Number	Cost
74803	52949	GPS VEHICLE MONITOR SYSTEM	28-11051279	\$6,137.00
74805	52951	GPS VEHICLE MONITOR SYSTEM	28-11051281	\$6,137.00
74806	52952	GPS VEHICLE MONITOR SYSTEM	28-11051282	\$6,137.00
74808	52954	GPS VEHICLE MONITOR SYSTEM	28-11051284	\$6,137.00
74810	52956	GPS VEHICLE MONITOR SYSTEM	28-11051286	\$6,137.00
74811	52957	GPS VEHICLE MONITOR SYSTEM	28-11051287	\$6,137.00
74812	52958	GPS VEHICLE MONITOR SYSTEM	28-11051288	\$6,137.00
74813	52959	GPS VEHICLE MONITOR SYSTEM	28-11051289	\$6,137.00
74814	52960	GPS VEHICLE MONITOR SYSTEM	28-11051290	\$6,137.00
74815	52961	GPS VEHICLE MONITOR SYSTEM	28-11051291	\$6,137.00
74820	52966	GPS VEHICLE MONITOR SYSTEM	28-11051296	\$6,137.00
75376	53318	DATA UNIT, PORTABLE	CF-53EJAZX1M	\$18,625.00
76069	53960	SWITCH, IT	FOC1643W2KZ	\$1,471.00
76070	53961	SWITCH, IT	FOC1643W2KX	\$1,471.00
76071	53962	SWITCH, IT	FOC1644Y2M6	\$2,404.00
76072	53963	SWITCH, IT	FOC1644Y2LK	\$2,404.00
76073	53964	SWITCH, IT	F0C1636Z1VJ	\$4,096.00
76074	53965	SWITCH, IT	F0C1636Y2CB	\$4,765.00
76075	53966	FIREWALL	JMX1614X0G2	\$4,664.00
77100	54035	COMPUTER, LAPTOP	RD163B0008	\$2,935.00
77101	54036	COMPUTER, LAPTOP	RD163B0007	\$2,935.00
77102	54037	COMPUTER, LAPTOP	RD163B0006	\$2,935.00

77103	54038	COMPUTER, LAPTOP	RD163B0005	\$2,935.00
77104	54039	COMPUTER, LAPTOP	RD163B0004	\$2,935.00
77091	54009	SERVER, IT	USE306VKX1	\$5,722.00
77092	54010	SERVER, IT	USE306VKXD	\$5,722.00
77093	54011	SERVER, IT	USE306VKX4	\$5,722.00
77094	54012	SERVER, IT	USE306VKX3	\$5,722.00
77095	54013	SERVER, IT	USE306VKXF	\$9,498.00
77096	54014	SERVER, IT	USE306VKXE	\$9,498.00
77097	54015	SERVER, IT	USE306VKXJ	\$9,498.00
77098	54016	SAN DISK STORAGE	MXQ30405YJ	\$41,139.00
77099	54017	RACK, IT STORAGE		\$1,818.00
79071	54018	MONITOR, IT	2C42385C7A	\$2,151.00
79113	54094	UPS(UNINTERRUPTED POWER SUPPLY)	SIS1229003582	\$1,094.00
79114	54095	UPS(UNINTERRUPTED POWER SUPPLY)	SIS1229003585	\$1,094.00
81170	54126	PRINTER, BADGE/ID	TKJ/2Y- 01057/R30	\$1,545.00
88795	54508	SWITCH, IT	260113705	\$4,009.00
75375	53317	COUNTER, CURRENCY	CAB68342	\$12,005.00
75377	53319	TICKET READER	DD094809	\$4,625.00
79170	54095	COUNTER UNIT (FURNITURE)	NONE	\$1,095.00
80153	54111	COUNTER, CURRENCY	CAB68907	\$17,900.00
80154	54112	COUNTER, CURRENCY	CAB68908	\$17,900.00
80155	54113	COUNTER, CURRENCY	CAB68909	\$17,900.00
80156	54114	COUNTER, CURRENCY	CAB68910	\$17,900.00

“Approval of the federally funded assets from Polk County to LAMTD as listed above”

MOTION CARRIED UNANIMOUSLY

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
MARCH 8, 2017
1212 GEORGE JENKINS BLVD., LAKELAND, FLORIDA 33897

b) Tim Darby requested from the Board for approval of the Coordination Agreement between LAMTD and Polk County – Transportation Disadvantaged:

“Approval of the Coordination Agreement between LAMTD and Polk County – Transportation Disadvantaged”
MOTION CARRIED UNANIMOUSLY

Agenda Item #7 – Operations / Bill Knieriem

Bill Knieriem presented to the Board the third quarter Trip Scoring Index (TSI) report:

Third QTR July-Sept 2016	6:15 am - 11:15 am			11:15 am - 3:15 pm			3:15 pm - 7:15 pm		
	Min per trip	Max per trip	Avg per trip	Min per trip	Max per trip	Avg per trip	Min per trip	Max per trip	Avg per trip
Route 1	11.3	25.7	18.5	22.5	26.3	24.4	14.5	25.1	19.8
Route 3	12.2	22.8	17.5	16.1	20.7	18.4	12.0	17.8	14.9
Route 3X									
Route 4X							0.5	2.4	1.45
Route 10	9.3	12.2	10.8	11.6	12.9	12.3	11.0	13.2	12.1
Route 14	11.2	18.7	15.0	14.3	18.4	16.4	9.2	14.9	12.1
Route 15	7.7	18.4	13.1	14.1	16.9	15.5	7.1	18.3	12.7
Route 22 XL	23.6	35.2	29.4	25.3	31.0	28.2	26.2	29.9	28.1
Route 32/33	6.5	13.9	10.2	7.6	10.8	9.2	1.0	8.7	4.9
Route 39	6.0	6.0	6.0	7.0	7.0	7.0	3.3	3.3	3.3
Route 45	12.5	20.2	16.4	16.7	20.5	18.6	8.0	20.7	14.4
Route 46	9.1	10.4	9.8	10.6	13.4	12.0	8.9	13.9	11.4
Route 47	10.5	12.5	11.5	12.4	13.8	13.1	10.4	11.9	11.2
Route 58	5.9	18.3	12.1	7.6	12.3	10.0	5.1	17.2	11.2
Route 12	14.5	25.9	20.2	15.3	24.7	20.0	8.3	23.3	15.8
Route 15WH	19.1	44.6	31.9	22.5	44.7	33.6	17.3	23.9	20.6
route 22 XW	10.6	22.0	16.3	19.6	20.6	20.1	7.6	22.1	14.9
route 30	4.1	20.4	12.3	13.4	18.8	16.1	13.8	20.1	17.0
Route 27	1.2	1.2	1.2				0.8	0.8	0.8
Route 30	13.6	16.7	15.2	17.3	24.4	20.9	11.5	20.3	15.9
Route 35	9.8	14.7	12.3	7.5	12.3	9.9	1.3	10.4	5.9
Route 40/44	11.9	15.6	13.8	12.5	17.6	15.1	9.4	14.6	12.0
Route 50	13.3	25.7	19.5	20.3	24.0	22.2	11.3	18.9	15.1
Regular Fixed Route									
10 +	route doing well		7 - 9.9	possible minor changes		0 - 6.9	possible major changes		
Flex Routes									
7+	route doing well		4 - 6.9	possible minor changes		0 - 3.9	possible major changes		

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
MARCH 8, 2017
1212 GEORGE JENKINS BLVD., LAKELAND, FLORIDA 33897

Fourth QTR Oct-Dec 2016	6:15 am - 11:15 am			11:15 am - 3:15 pm			3:15 pm - 7:15 pm		
	Min per trip	Max per trip	Avg per trip	Min per trip	Max per trip	Avg per trip	Min per trip	Max per trip	Avg per trip
Route 1	15.7	26.6	21.2	23.0	28.7	25.9	12.7	26.0	19.4
Route 3	12.0	21.2	16.6	17.2	21.0	19.1	13.2	17.9	15.6
Route 3X									
Route 4X							1.2	2.8	2
Route 10	7.0	11.7	9.4	9.8	12.3	11.1	8.3	12.3	10.3
Route 14	12.2	18.7	15.5	14.3	18.4	16.4	9.2	14.9	12.1
Route 15	7.7	20.3	14.0	13.9	18.7	16.3	9.5	19.1	14.3
Route 22 XL	23.6	32.7	28.2	26.0	30.1	28.1	26.1	32.9	29.5
Route 32/33	8.9	14.2	11.6	8.4	11.4	9.9	1.2	8.4	4.8
Route 39	7.7	7.7	7.7	7.5	7.5	7.5	4.7	4.7	4.7
Route 45	14.1	20.8	17.5	16.2	19.1	17.7	5.9	20.0	13.0
Route 46	9.6	15.0	12.3	11.3	16.7	14.0	10.1	17.7	13.9
Route 47	11.8	13.3	12.6	12.4	13.7	13.1	10.4	14.0	12.2
Route 58	5.6	14.4	10.0	7.9	13.7	10.8	5.7	16.6	11.2
Route 12	16.8	25.7	21.3	17.8	24.2	21.0	8.7	27.3	18.0
Route 15WH	23.6	45.1	34.4	24.8	52.0	38.4	18.4	29.7	24.1
route 22 XW	11.3	24.8	18.1	20.6	26.5	23.6	8.6	22.2	15.4
route 30	3.7	21.6	12.7	16.0	22.0	19.0	17.1	19.2	18.2
Route 27	1.2	1.2	1.2				0.8		0.8
Route 30	11.8	20.3	16.1	18.3	25.1	21.7	12.5	20.3	16.4
Route 35	8.3	13.1	10.7	7.2	11.5	9.4	1.0	8.9	5.0
Route 40/44	10.8	17.5	14.2	12.1	17.9	15.0	7.7	12.9	10.3
Route 50	15.8	27.4	21.6	19.9	25.2	22.6	11.8	18.6	15.2
Regular Fixed Route									
10 +	route doing well		7 - 9.9	possible minor changes		0 - 6.9	possible major changes		
Flex Routes									
7+	route doing well		4 - 6.9	possible minor changes		0 - 3.9	possible major changes		

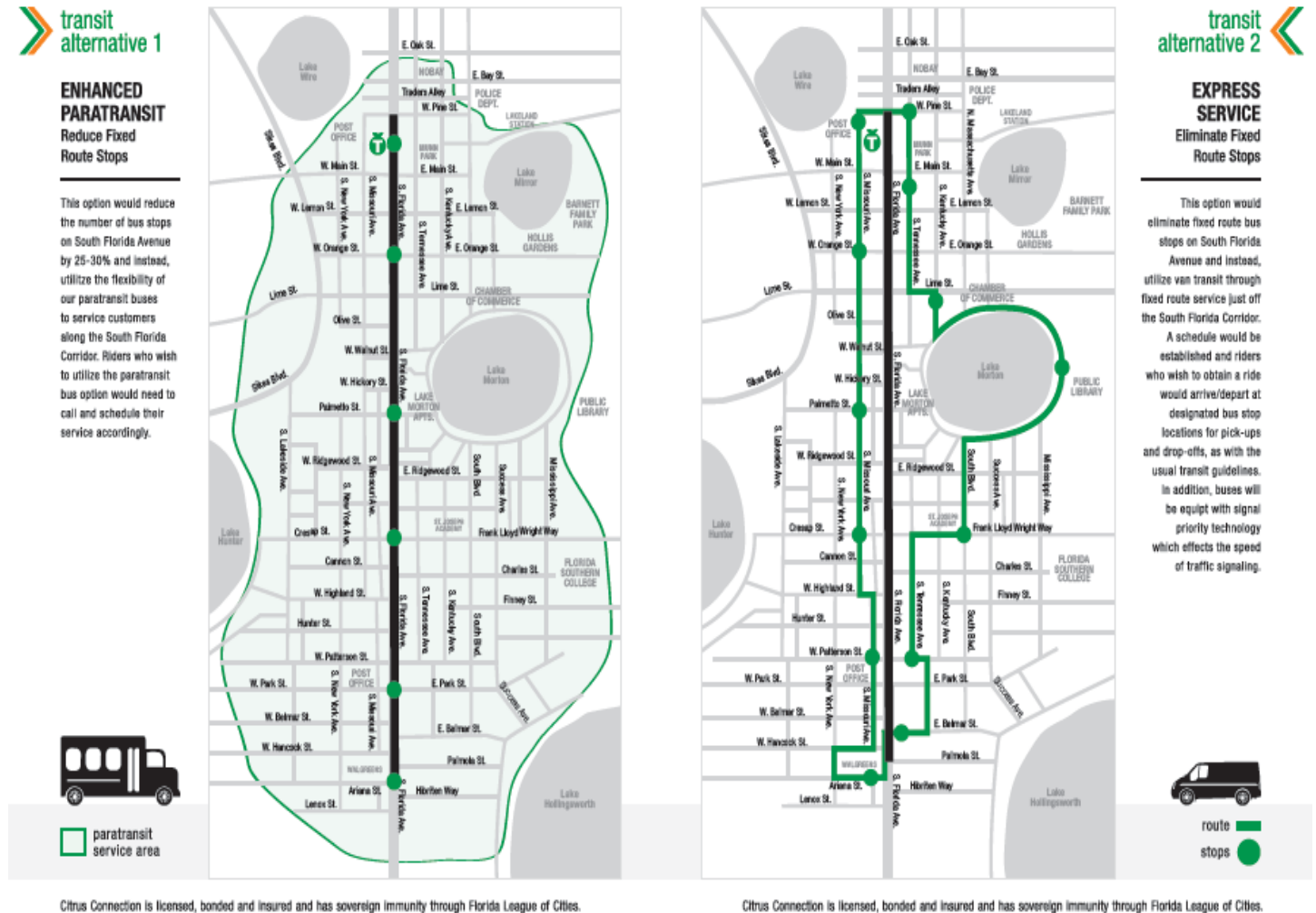
Agenda Item #8 – Executive Report / Executive Report

Tom Phillips, ED presented to the Board the items below.

- a) Activity Calendar (Calendar in Board Packet)
- b) UAP & Ridership Report (Report in Board Packet)

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
MARCH 8, 2017
1212 GEORGE JENKINS BLVD., LAKELAND, FLORIDA 33897

c) Florida Avenue Re-alignment Update:



Agenda Item #9 – Other Business

None at this time

Adjournment

Approved this 8th day of March, 2017.

Chairman – Commissioner George Lindsey III

Minutes Recorder – Marcy Harrison

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
APRIL 12, 2017
AGENDA ITEM #2

Agenda Item: Public Comments

Presenter: TBD

Recommended
Action: TBD

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
APRIL 12, 2017
AGENDA ITEM #3(a)

Agenda Item: February 28, 2017 LAMTD Monthly Financial Statement
FY 2016-17

Presenter: David Persaud, Chief Financial Officer

Recommended
Action: None

Summary: The Interim Financial Statement covers a period of less than one year. The report is used to convey the performance of the District's financial position and budget comparisons – budget to actual on a year-to-date basis. Unlike annual financial statements, Interim Statements do not have to be audited.

Interim financial statements increase communication between the District Board of Directors, management and the public to provide up-to-date financial information and compliance with the budget.

Attachments: See Attachments

Lakeland Area Mass Transit District
Monthly Financial Report
Operating Budget. Budget to Actual
For the Year-to-date February 28, 2017
FY 2016-2017

Year to Date January 31, 2017

Description	YTD of FY Budget	YTD Budget \$	YTD Actual \$	YTD of FY Expended	Annual Budget
Revenue YTD	42%	\$4,334,838	\$4,604,943	106%	\$10.4 Million
Expenses YTD	42%	\$4,233,538	\$3,618,463	85%	\$10.4 Million

REVENUES:

The total revenues realized year-to-date through February 28, 2017 totaled \$4.6 million or 106% of the YTD budget.

Farebox and all contract revenues reflect 6% over budgeted revenues through February 28, 2017.

Farebox revenues are under budget \$87,259 due to decline in ridership and some comingling of revenue that is being addressed.

- Ad Valorem taxes reflect \$3.6 million. The total budgeted revenues are \$3.9 million. Revenues are over budget since only 95% of the taxes are budgeted and due date is November 2016.

Property taxes become due and payable on November 1st, each year. Discounts for early payments are as follows:

- 4% discount is allowed if paid by November
- 3% discount is allowed if paid by December
- 2% discount is allowed if paid by January
- 1% discount is allowed if paid by February

Taxes become delinquent on April 1st of each year. The District normally receives 90% of property taxes by May of each year.

- Florida DOT operating grants \$1.6 million is being billed quarterly with \$41,000 revenue YTD. These grants are on a cash basis which mean the services must be provided before we receive grant assistance. The JPA agreement will be in play this month for billing.
- FTA Section 5307 operating and capital grants budgeted at \$2.6 million with no revenue YTD. This grant is also on a cash basis which means that the District must expend the funds before we seek grant reimbursement. Since most of the grant funding is used for operations and preventative maintenance the grant reimbursement is received at the end of the fiscal year after State funds are recognized.
- Advertising income is also lagging at \$41,000 but should improve as payments are realized.
- The Support cost reimbursement revenue is in line with budget.
- The other revenues are showing a lag due to timing and being on a cash basis.

Lakeland Area Mass Transit District
Monthly Financial Report
Operating Budget. Budget to Actual
For the Year-to-date February 28, 2017
FY 2016-2017

EXPENSES:

The total expenses year-to-date through February 28, 2017 totaled \$3.6 million or 85% of the YTD budget.

- Salaries and benefits represent 65% of the FY 2016-2017 YTD budget. As of February 28, 2017 these expenses totaled \$2.3 million or 84% of the YTD budget of \$2.7 million and is under budget.
- Professional and Technical Services expenses totaled \$164,000 of the YTD budget; a favorable variance.
- Other services expenses totaled \$38,000 of the YTD budget, over budget due to cost for temporary employees in Finance- budgeted in salaries account.
- Fuel expenses totaled \$202,000 YTD under budget due to declining fuel prices; a favorable variance.
- Materials and supplies totaled \$248,000 under budget, a favorable variance.
- Advertising promotion expenses totaled \$11,700 over budget, offset with advertising revenues.
- Dues and subscriptions, and office supplies are over budget due to payment for Florida Public Transportation.
- Property appraiser, Tax Collector Commission and CRA payments under budget, since payments are quarterly and annually.

Other remaining expenses are under the YTD budget through February 28, 2017

CHANGE IN FINANCIAL CONDITION	
Based on the year-to-date budget-to-actual variances through February 28th the financials reflect a favorable actual variance of \$.98 million due to the collection of property taxes.	

STATISTICAL TRENDS LAST FIVE YEARS AUDITED FINANCIAL STATEMENTS					
	9/30/15	9/30/2014	9/30/2013	9/30/2012	9/30/2011
1. Farebox Recovery Ratio (All modes)	25.50%	23.08%	25.16%	23.02%	20.32%
2. Cost per revenue hour	\$89.45	\$86.29	\$83.84	\$83.62	\$91.26
3. Revenue Hours	103,550	117,008	116,422	112,539	115,679
4. Fuel Cost (\$)	\$847,360	\$1,316,739	\$1,367,289	\$1,317,442	\$1,349,788
5. Ridership	1,424,965	1,647,010	1,638,470	1,452,161	1,768,087



LAKELAND AREA MASS TRANSIT DISTRICT

FY 2017
MONTHLY FINANCIAL STATEMENT
MONTH OF Feb 2017

	Month				YTD				Approved Annual Budget
	Actual	Budget	Variance		Actual	Budget	Variance		
			\$'s	%			\$'s	%	
REVENUES:									
Account									
R4	\$ 49,551	\$ 70,711	\$ (21,160)	-30%	\$ 266,295	\$ 353,554	\$ (87,259)	-25%	\$ 848,530
R6	\$ 36,024	\$ 20,260	\$ 15,764	78%	\$ 103,102	\$ 101,300	\$ 1,802	2%	\$ 243,120
R3	\$ 37,762	\$ 24,076	\$ 13,686	57%	\$ 238,975	\$ 120,379	\$ 118,595	99%	\$ 288,910
R5	\$ 563	\$ 833	\$ (270)	-32%	\$ 563	\$ 4,167	\$ (3,603)	-86%	\$ 10,000
R7	\$ 18,560	\$ 14,500	\$ 4,060	28%	\$ 41,379	\$ 72,500	\$ (31,121)	-43%	\$ 174,000
R8	\$ 5,001	\$ 833	\$ 4,167	500%	\$ 24,493	\$ 4,167	\$ 20,326	488%	\$ 10,000
R9	\$ 78,435	\$ 324,372	\$ (245,937)	-76%	\$ 3,589,289	\$ 1,621,858	\$ 1,967,430	121%	\$ 3,892,460
R10	\$ -	\$ 137,002	\$ (137,002)	-100%	\$ 41,163	\$ 685,008	\$ (643,846)	-94%	\$ 1,644,020
R11	\$ -	\$ 217,626	\$ (217,626)	-100%	\$ -	\$ 1,088,129	\$ (1,088,129)	-100%	\$ 2,611,510
R12	\$ 3,000	\$ 12,531	\$ (9,531)	-76%	\$ 3,000	\$ 62,654	\$ (59,654)	-95%	\$ 150,370
R13	\$ 3,430	\$ 3,109	\$ 321	10%	\$ 19,920	\$ 15,546	\$ 4,374	28%	\$ 37,310
R1	\$ -	\$ 3,274	\$ (3,274)	-100%	\$ 6,479	\$ 16,371	\$ (9,892)	-60%	\$ 39,290
R2	\$ 105,392	\$ 37,841	\$ 67,551	179%	\$ 270,286	\$ 189,204	\$ 81,082	43%	\$ 454,090
Reserve									
TOTAL REVENUES	\$ 337,716.29	\$ 866,968	\$ (529,251)	-61%	\$ 4,604,943.19	\$ 4,334,838	\$ 270,106	6%	\$ 10,403,610
ELIGIBLE EXPENSES:									
1	\$ 348,878	\$ 372,057	\$ (23,179)	-6%	\$ 1,574,868	\$ 1,860,287	\$ (285,419)	-15%	\$ 4,464,690
2	\$ 160,881	\$ 186,011	\$ (25,130)	-14%	\$ 778,731	\$ 930,056	\$ (151,325)	-16%	\$ 2,232,134
3	\$ -	\$ 1,125	\$ (1,125)	-100%	\$ 1,819	\$ 5,625	\$ (3,807)	-68%	\$ 13,500
4	\$ 107,240	\$ 31,490	\$ 75,749	241%	\$ 164,196	\$ 157,450	\$ 6,746	4%	\$ 377,881
5	\$ 8,088	\$ 8,196	\$ (107)	-1%	\$ 26,127	\$ 40,979	\$ (14,852)	-36%	\$ 98,350
6	\$ 4,653	\$ 3,352	\$ 1,301	39%	\$ 37,546	\$ 16,762	\$ 20,784	124%	\$ 40,229
7	\$ 36,049	\$ 47,585	\$ (11,536)	-24%	\$ 201,921	\$ 237,925	\$ (36,004)	-15%	\$ 571,020
8	\$ 1,001	\$ 292	\$ 709	243%	\$ 3,639	\$ 1,458	\$ 2,180	150%	\$ 3,500
9	\$ -	\$ 3,708	\$ (3,708)	-100%	\$ 2,959	\$ 18,542	\$ (15,583)	-84%	\$ 44,500
10	\$ 46,776	\$ 57,049	\$ (10,273)	-18%	\$ 247,923	\$ 285,246	\$ (37,323)	-13%	\$ 684,590
11	\$ 11,153	\$ 9,167	\$ 1,987	22%	\$ 39,093	\$ 45,833	\$ (6,740)	-15%	\$ 110,000
12	\$ 3,042	\$ 2,267	\$ 775	34%	\$ 11,637	\$ 11,333	\$ 303	3%	\$ 27,200
13	\$ 16,117	\$ 19,433	\$ (3,317)	-17%	\$ 83,181	\$ 97,167	\$ (13,986)	-14%	\$ 233,200
14	\$ -	\$ 167	\$ (167)	-100%	\$ 1,010	\$ 833	\$ 177	21%	\$ 2,000
15	\$ 1,225	\$ 3,483	\$ (2,258)	-65%	\$ 24,834	\$ 17,413	\$ 7,421	43%	\$ 41,792
16	\$ 15,063	\$ 6,646	\$ 8,417	127%	\$ 40,825	\$ 33,229	\$ 7,596	23%	\$ 79,750
17	\$ 1,163	\$ 917	\$ 246	27%	\$ 7,584	\$ 4,583	\$ 3,001	65%	\$ 11,000
18	\$ 6,093	\$ 9,237	\$ (3,144)	-34%	\$ 39,261	\$ 46,185	\$ (6,925)	-15%	\$ 110,845
19	\$ 5,462	\$ 1,667	\$ 3,795	228%	\$ 11,713	\$ 8,333	\$ 3,380	41%	\$ 20,000
20	\$ 791	\$ 359	\$ 432	120%	\$ 1,588	\$ 1,796	\$ (208)	-12%	\$ 4,310
21	\$ 1,569	\$ 12,283	\$ (10,715)	-87%	\$ 99,989	\$ 61,417	\$ 38,572	63%	\$ 147,400
22	\$ -	\$ 12,167	\$ (12,167)	-100%	\$ 160,948	\$ 60,833	\$ 100,115	165%	\$ 146,000
23	\$ 11,014	\$ 57,883	\$ (46,869)	-81%	\$ 55,072	\$ 289,417	\$ (234,344)	-81%	\$ 694,600
24	\$ -	\$ 167	\$ (167)	-100%	\$ -	\$ 833	\$ (833)	-100%	\$ 2,000
25	\$ -	\$ 20,260	\$ (20,260)	-100%	\$ -	\$ 101,300	\$ (101,300)	-100%	\$ 243,120
TOTAL ELIGIBLE EXPENSES:	\$ 786,258	\$ 846,708	\$ (60,449)	-7%	\$ 3,616,463	\$ 4,233,538	\$ (617,075)	-15%	\$ 10,403,610
NET REVENUES OVER									
(UNDER) EXPENSES	\$ (448,542)	\$ 20,260	\$ (468,802)		\$ 988,480	\$ 101,300	\$ 887,180		\$ (0)

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
APRIL 12, 2017
AGENDA ITEM #3(b)

Agenda Item: February 28, 2017 Financials for Polk County Transit Services
Contract – FY 2016-17

Presenter: David Persaud, Chief Financial Officer

Recommended
Action: None

Summary: The Interim Financial Statement covers a period of less than one year. The report is used to convey the performance of the District's financial position and budget comparisons – budget to actual on a year-to-date basis. Unlike annual financial statements, Interim Statements do not have to be audited.

Interim financial statements increase communication between the District Board of Directors, management and the public to provide up-to-date financial information and compliance with the budget.

Attachments: See Attachments

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
April 12, 2017
AGENDA ITEM #3(b)

Lakeland Area Mass Transit District
Monthly Financial Report
Polk County Transit Contract
Month of February 28, 2017
Year to Date Report
Percent of FY Reported (42%)

Revenues

- The revenues totaled \$1.5 million or 58% of the year-to-date budget.
- The FTA grant drawdown reflects no activity of the budgeted revenues.
- Fare Revenues totaled \$54,000 or 105% of the year-to-date budget.
- The County funding is designed to reflect the first and second payment for the budget grants match totaling \$1.3 million.

Expenses

- Operating expenses consists of labor cost, operating expenses and contract expenses.
- Total expenses for the period totaled \$1.8 million or 71% of the year-to-date budget.
- Salaries and wages totaled \$1.06 million or 77% of the YTD Budget.
- Operating expenses totaled \$610,000 or 63% of the YTD Budget.
- The contract services are for contractual cost for the Lynx service and other planned contractual services totaled \$142,000 or 67% of the year-to-date budget.

Lakeland Area Mass Transit District
Financial Statement
Polk County Contract
Month of February 2017

Revenue

	Annual Budget	YTD Budget	YTD Actual	Percent Expended
Revenues				
FTA 5307 Grant	\$ 2,147,360	\$ 894,733	\$ -	0%
Fares	\$ 123,780	\$ 51,575	\$ 54,094	105%
FDOT Block Grant	\$ 711,773	\$ 296,572		0%
City Contribution	\$ 208,085	\$ 160,800	\$ -	100%
FDOT Block Grants:				
JARC AQ379	\$ 76,479	\$ 31,866		0%
New Freedom AQ497	\$ 89,808	\$ 31,420		0%
FTA 5311 AQ R07	\$ 800,575	\$ 333,573		0%
County Match	\$ 1,960,704	\$ 816,960	\$ 1,307,136	160%
Total	\$ 6,118,564	\$ 2,623,499	\$ 1,522,030	58%

Expenses

	Annual Budget	YTD Budget	YTD Actual	Percent Expended
Labor	\$ 3,303,659	\$ 1,376,525	\$ 1,058,650	77%
Contract	\$ 506,300	\$ 210,958	\$ 141,516	67%
Operating	\$ 2,308,605	\$ 961,919	\$ 609,698	63%
Total	\$ 6,118,564	\$ 2,549,402	\$ 1,809,864	71%

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
APRIL 12, 2017
AGENDA ITEM #3(c)

Agenda Item: Electronic Farebox System - [myFare](#) smart card fare collection and MDT replacement for vehicles.

Presenter: David Persaud, Chief Financial Officer

Recommended Recommend Board approve the Sole Source Procurement
Action: of the Avail Fare Collection System.

Anticipated Federal Transit Administration (FTA) Grant(s) and Vehicle
Funding Source: Replacement Funds

Summary: On April 10, 2013 the Board approved the acquisition of an Intelligent Transit System (ITS), provided by Avail Technologies, Inc. This system was to upgrade or replace the District's aging or nonexistent AVL, APC, MDT, AVAS and GPS systems. At that time, LAMTD Contract 13-011 also required and received FDOT approval; later becoming an optional feature under the FDOT/CUTR TRIPS Contract for transit vehicle.

With the ITS system operating seamlessly, the District decided to address its obsolete fare collection system; researching various types of systems, cost associated, compatibility with our existing system, and the amount data that can be extracted from each.

Through this research, Avail Technologies proposed a fare collection system as an add-on feature to the existing ITS system. Having found this option to be the most advantageous, District Staff is recommending the award of the myFare Collection System, as a sole source procurement, to Avail Technologies, Inc.

This product will further expand the capabilities of our existing ITS system, further improving service for riders and the community.

AGENDA ITEM #3(c) – CONT.

Some key benefits of this solution are:

- Expandability beyond base solution allowing the District to add technologies as needed.
- myFare branded smart cards offer cashless payment convenience for our riders and multiple opportunities for reduced operating costs through more efficient and streamlined operations.
- Low maintenance Diamond Fare Box Equipment in the bus further reduces operational costs and increases revenue service time through reduced road calls and mechanical issues compared to the current system.
- New MDT's for Polk Paratransit buses supporting manifest transfers and navigation.

Avail Technologies would like to continue its partnership with the District, to bring another progressive and innovative product to the market place, together.

Funding: The project cost is \$675,955 with \$338,000 funded with County grants and \$338,000 funded with LAMTD share of the Call Center Capital Grant \$168,000 and \$170,000 from the LAMTD Vehicle Replacement Funds.

Attachments: Avail Price Proposal

This quote is valid for a period of 60 days starting from March 3, 2017

4.0 **myFare** Fare Collection System Quote

I. Estimated Scope of Work

Avail has prepared this quote for CITRUS based on the following:

1. Avail shall order equipment listed below.
2. Avail shall configure and test all equipment at our facility in State College, PA prior to shipment.
3. Avail shall package and deliver hardware to the CITRUS facility.
4. Avail will install all hardware needed for the fare solution and MDT installation.
5. Avail will also uninstall the GFI fare boxes for 37 units
6. Avail will perform the required software upgrades to support the Fare Collection solution (back-end software upgrade). Note that Avail will perform the backend software upgrades at no additional charge, a value-added benefit of your long-term maintenance and support plan.
7. Avail will perform all configuration and implementation services.
8. All training, documentation is included.
9. Avail will provide the card programmer and printer, and a set of pre-printed, encoded cards.

II. Deliverables & Pricing

Item Description	Unit Price	Quantity	Price
In-Vehicle			
MyAvail Mobile Data Terminal <i>Includes cable, GPS antenna, mount, and power filter/backup battery unit</i>	\$ 3,369.06	33	\$ 111,179
Spares	\$ 2,311.67	3	\$ 6,935
myAvail Smart Card Reader/Writer + Cabling	\$ 1,121.51	86	\$ 96,450
Spares	\$ 881.67	9	\$ 7,935
Diamond F24 Farebox <i>Includes electronic drop and two Cashboxes</i>	\$ 4,064.00	39	\$ 158,496
Backend			
Customer Service Stations <i>Includes desktop PC w/ 23" monitor, Smart Card Printer/Encoder, Camera, and Client Management Software</i>	\$ 8,625.25	4	\$ 34,501
Services			
Project Management, Configuration, Training, Documentation, Travel			\$ 101,732
Installation Services (MDT, Farebox, Card Reader)			\$ 80,878
GFI Farebox Removal			\$ 4,333
System Upgrade			\$ 34,026
<i>System Upgrade Credit w/ Support Agreement</i>			\$ (34,026)
Media			
Smart Cards, 1000 <i>Includes encoding and 4 color printing</i>	\$ 2,166.40	10	\$ 21,664
Project Subtotal			\$ 624,103
Maintenance & Support			
Warranty Yr 2016-2017			\$ -
Warranty Yr 2017-2018			\$ 4,511
Warranty Yr 2018-2019			\$ 15,017
Warranty Yr 2019-2020			\$ 15,768
Warranty Yr 2020-2021			\$ 16,556
Project Total			\$ 675,955



III. Warranty & Support

All Hardware and Software included in this order shall be warranted per the terms of current Avail Maintenance and Support agreement. Upon execution of this order, the Agreement will be amended to include the additional components. The hardware and software warranty and support will be aligned with the existing agreement for per the pricing noted in the table above. Warranty for the first year after delivery is included at no additional cost.

IV. Price and Payment Terms

To execute this request, please forward your Purchase Order either electronically to ap@availtec.com or via fax to 814-234-3393.

Avail shall invoice CITRUS upon completion of the following milestones, with payment due net 30:

- 20% Upon receipt of Purchase Order
- 40% Upon ordering of equipment
- 10% Upon MDT and Smart Card Reader Installation
- 10% Upon Farebox Installation
- 20% Upon Acceptance of System

V. Authorization

Avail Technologies

CITRUS

A handwritten signature in blue ink, appearing to read "Jeff Pogue".

Jeff Pogue
VP of Operations

3/3/17

Date

Signature

Date

Print Name and Title

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
APRIL 12, 2017
AGENDA ITEM #4(a)

Agenda Item:	Try Transit Proclamation
Presenter:	Erin Killebrew, Director of Government & Community Relations
Recommended	
Action:	Board approval of the Transit Proclamation
Summary:	State of Florida and Citrus Connection are promoting the regional “Go Green, Save Green campaign in Conjunction with the April 21, 2017 “Try Transit Day” to shift commuters away from drive-alone travel in Polk County and throughout the 12 counties of southwest Florida.

Proclamation

Lakeland Area Mass Transit District Board Try Transit Day Proclamation

WHEREAS, the State of Florida is dedicated to improving air quality, reducing traffic congestion, promoting health and physical fitness, and reducing energy consumption; and

WHEREAS, the Florida Department of Transportation, District One, through its Commuter Services Program, contributes to these state goals by reducing traffic congestion and lowering greenhouse gas emissions throughout the region, by promoting the use of alternative commute modes; and

WHEREAS, Commuter Services and Citrus Connection are promoting the regional “Go Green, Save Green” campaign in conjunction with the April 21, 2017 “Try Transit Day” to shift commuters away from drive-alone travel in Polk County and throughout the 12 counties of southwest Florida.

NOW, THEREFORE, WE, THE LAKELAND AREA MASS TRANSIT BOARD OF DIRECTORS do hereby proclaim April 21, 2017 to be

“TRY TRANSIT DAY”

in Polk County, and call upon all citizens and civic organizations to acquaint themselves with the issues involved in providing public transportation and to utilize the services provided by Citrus Connection.

PRESENTED this 13th day of April, 2016

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
APRIL 12, 2017
AGENDA ITEM #5(a)

Agenda Item: Parkway Adkins Annexation Revisions – Resolution #17-05

Presenter: Tim Darby

Recommended
Action: Board Approval

Summary: Oral Presentation

Attachments: Parkway Adkins Annexation Revision Resolution #17-05

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
APRIL 12, 2017
AGENDA ITEM #6(a)

Agenda Item:	Monthly Calendar
Presenter:	Tom Phillips, Executive Director
Recommended Action:	Informational
Summary:	Oral Presentation
Attachments:	Monthly Calendar

March 2017

March 2017							April 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Feb 26	27	28	Mar 1	2	3	4
			10:30am 1 on 1 with Tom and Erin (Tom's Office) - Marcy Harrison	8:30am 1 on 1 with Aaron Dunn (Tom's Office) - Marcy Harrison	11:00am 1 on 1 Joe and Tom (Office) - Marcy Harrison	
5	6	7	8	9	10	11
	10:00am 1 on 1 with Tom and Steve (Tom's Office) - Marcy Harrison	9:00am Senior Staff Meeting 10:00am One on One Tom and Marcia 1:00pm 1 on 1 Tom and	7:00am Mayo's Breakfast (Sun 'n' Meeting 9:30am LAMTD Board Meeting 11:30am 1 on 1 with	8:30am 1 on 1 with 10:30am Weekly 11:30am Wise and 12:00pm Lunch at the 2:00pm Copy 1/1 with	11:00am 1 on 1 Joe and Tom (Office) - Marcy Harrison	
12	13	14	15	16	17	18
	8:30am Hall Communication 10:00am 1 on 1 with Tom and Steve 11:00am City of	Polk Day in Tallahassee Marcy Harrison 10:00am One on One Tom and Marcia 1:00pm 1 on 1 Tom and	10:30am 1 on 1 with Tom and Erin (Tom's Office) - Marcy Harrison	8:30am 1 on 1 with Aaron Dunn (Tom's Office) - Marcy 2:00pm Copy 1/1 with David Persaud	11:00am 1 on 1 Joe and Tom (Office) - Marcy Harrison	
19	20	21	22	23	24	25
			Tom, Erin and Marcy Vacation (Vacation) - Marcy Harrison	2:00pm Copy 1/1 with David Persaud (Executive Office) - Tom Phillips		
26	27	28	29	30	31	Apr 1
	1:00pm 1 on 1 with Tom and Steve (Tom's Office) - Marcy Harrison	9:00am Senior Staff Meeting 10:00am One on One Tom and Marcia 12:00pm Lunch	10:30am 1 on 1 with Tom and Erin (Tom's Office) - Marcy Harrison	8:30am 1 on 1 with 9:00am Mtg between 10:30am Weekly 1:00pm 1 on 1 Tom and 2:00pm Copy 1/1 with	11:00am 1 on 1 Joe and Tom (Office) - Marcy Harrison	

**LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
APRIL 12, 2017
AGENDA ITEM #6(b)**

Agenda Item:	UAP & Ridership Report
Presenter:	Tom Phillips, Executive Director
Recommended Action:	Informational
Summary:	Year to date ridership information for the entire system including LAMTD, Winter Haven, Rural and Demand Response.
Attachments:	Ridership Report

UAP Ridership Totals 2016-17	LAMTD	WHAT	Total
January	15,860	9,809	25,669
February	16,662	10,493	27,155
UAP Ridership 2016	LAMTD	WHAT	Total
Polk State College			
January	3,535	1,730	5,265
February	3,825	1,883	5,708
LEGOLAND			
January	118	1,334	1,452
February	123	1,330	1,453
South Eastern University			
January	148	21	169
February	225	24	249
COLTS			
January	2,115	1,142	3,257
February	2,564	1,463	4,027
Veterans			
January	3,029	1,318	4,347
February	2,917	1,290	4,207
Southern Technical College			
January	246	360	606
February	285	480	765
Polk Health Care			
January	2,389	966	3,355
February	2,113	1,009	3,122
Central Florida Healthcare			
January	1,958	522	2,480
February	1,898	523	2,421
New Beginnings High School			
January	2,322	2,416	4,738
February	2,712	2,491	5,203

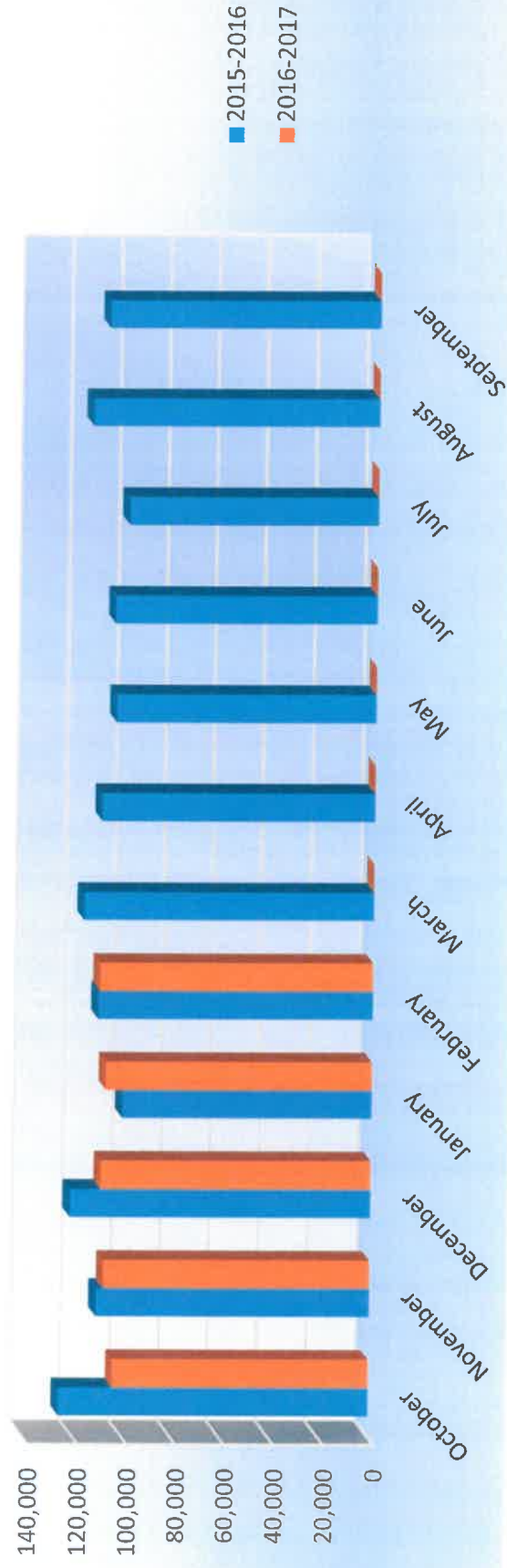
Citrus Connection and PCTS Fixed Route Totals					
	2013-2014	2014-2015	2015-2016	2016-2017	Change
October	175,231	167,775	125,714	103,963	-17%
November	142,742	133,255	111,028	108,093	-3%
December	151,623	153,148	122,018	109,677	-8%
January	150,249	141,892	101,190	108,066	5%
February	157,540	131,235	111,486	110,831	0%
March	152,174	142,894	117,618	0	0%
April	160,032	132,400	110,754	0	0%
May	156,361	123,350	105,362	0	0%
June	146,011	124,152	106,252	0	0%
July	155,955	126,245	100,929	0	0%
August	161,384	115,908	115,998	0	0%
September	161,540	125,983	109,705	0	0%
Totals	1,870,842	1,618,237	1,338,053	540,630	-5%

Citrus Connection and PCTS Para-Transit Totals					
	2013-2014	2014-2015	2015-2016	2016-2017	Change
October	17,426	11,849	7,846	7,215	-8%
November	14,922	9,092	6,690	7,004	3%
December	15,283	12,494	7,330	6,993	-3%
January	15,922	10,149	7,020	7,540	5%
February	15,408	9,603	7,027	7,425	4%
March	16,462	10,358	7,780	0	0%
April	17,370	10,323	7,334	0	0%
May	16,564	9,895	7,431	0	0%
June	12,772	9,973	7,548	0	0%
July	13,260	9,277	6,846	0	0%
August	11,407	7,871	8,166	0	0%
September	11,346	7,619	7,791	0	0%
Totals	178,142	118,503	88,809	36,177	1%

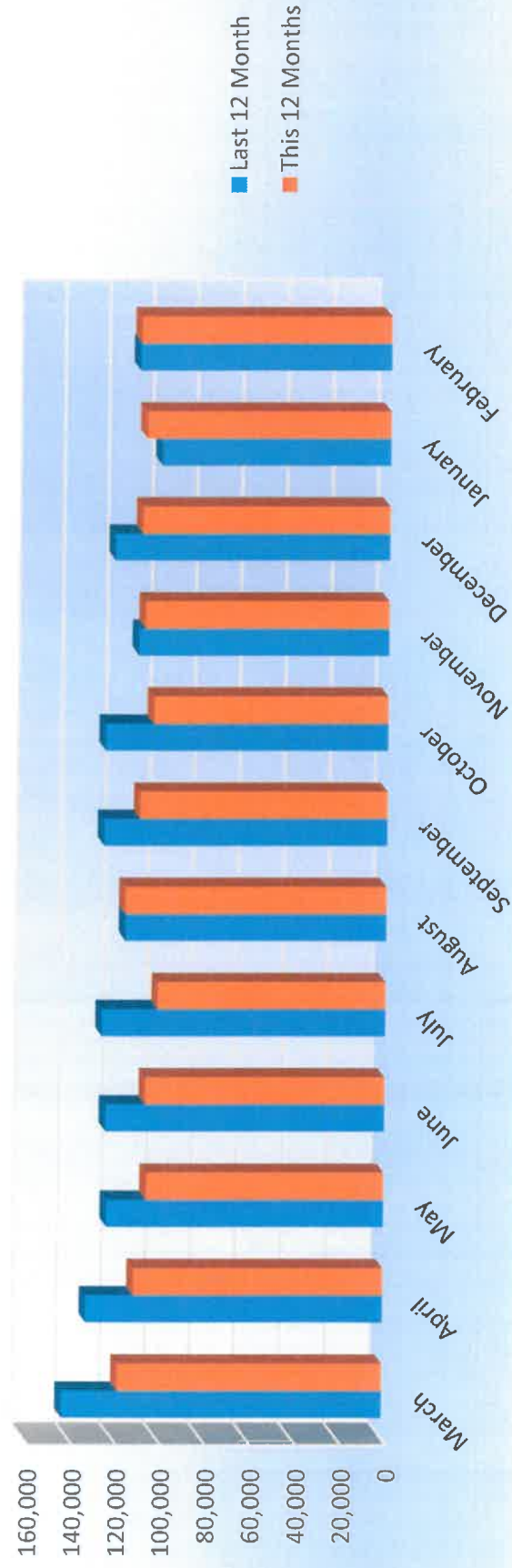
Citrus Connection only Fixed Route Totals					
	2013-2014	2014-2015	2015-2016	2016-2017	Change
October	114,557	110,975	83,092	67,635	-19%
November	91,529	88,195	73,987	71,083	-3%
December	100,346	100,995	82,287	72,646	-10%
January	98,127	95,059	67,774	70,768	3%
February	99,784	88,704	74,506	71,883	-3%
March	99,107	93,660	79,428	0	0%
April	102,859	89,872	73,926	0	0%
May	100,584	80,003	69,120	0	0%
June	94,326	80,998	71,398	0	0%
July	102,872	74,681	68,162	0	0%
August	106,013	72,290	76,847	0	0%
September	105,234	79,771	72,624	0	0%
Totals		1,055,203	893,149	354,015	-7%

Citrus Connection only Para-Transit Totals					
	2013-2014	2014-2015	2015-2016	2016-2017	Change
October	7,968	6,888	4,094	3,229	-21%
November	6,798	5,470	3,437	3,252	-3%
December	6,767	6,046	3,695	3,154	-9%
January	7,190	5,919	3,512	3,507	0%
February	6,820	5,581	3,496	3,505	0%
March	7,356	6,316	3,897		0%
April	8,118	6,333	3,651		0%
May	7,790	6,170	3,589		0%
June	6,622	6,136	3,660		0%
July	6,982	5,407	3,269		0%
August	6,522	4,485	3,866		0%
September	6,636	4,517	3,747		0%
Totals	85,569	69,268	43,913	16,647	-9%

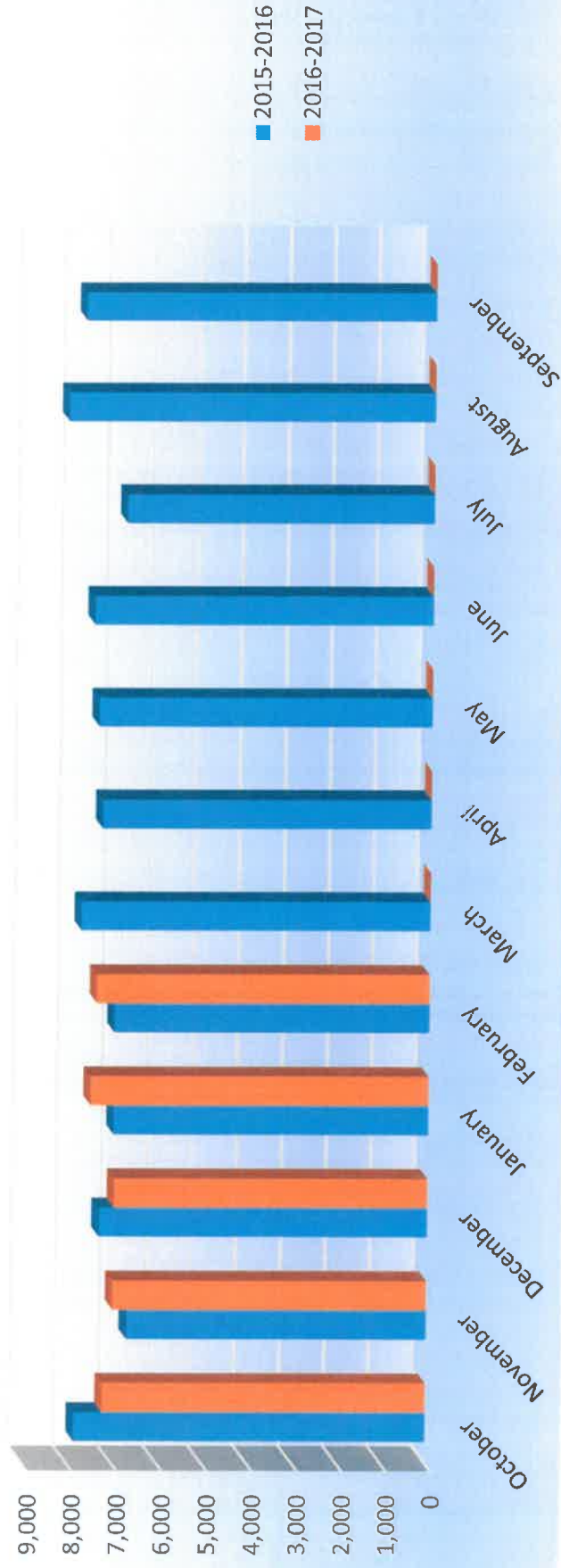
Citrus Connection and PCTS Fixed Route Total Ridership



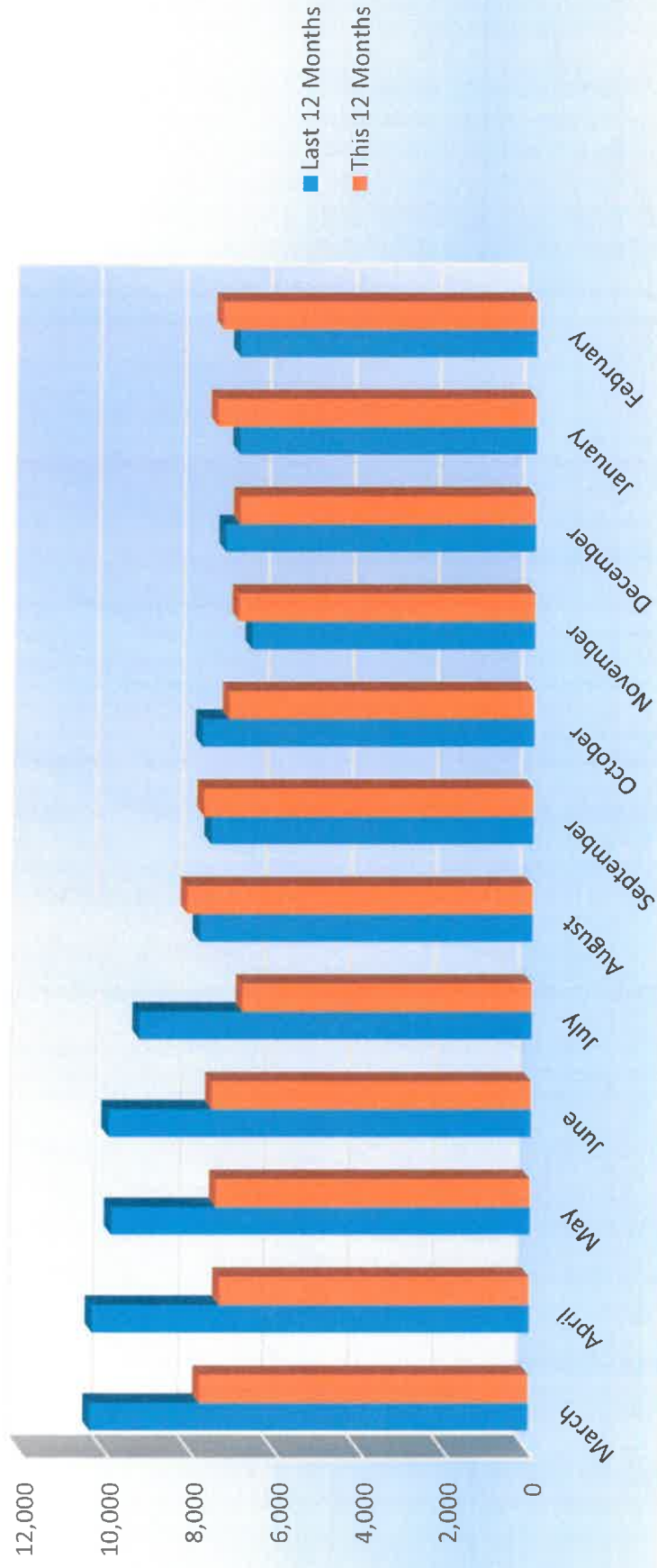
Citrus Connection and PCTS Fixed Over 12 Months



Citrus Connection and PCTS Para-Transit Total Ridership



Citrus Connection and PCTS Para Over 12 Months



LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
APRIL 12, 2017
AGENDA ITEM #6(c)

Agenda Item: Senate Bill 1774

Presenter: Tom Phillips, Executive Director

Recommended
Action: TBD

Summary: SB 1771/HB 7105 are linked bills calling to amend Section 6 of Article VII of the Florida Constitution increasing the homestead exemption from property taxes, other than school district taxes, by exempting the assessed value between \$75,000 and \$100,000. The amendment would take effect January 1, 2019.

Attachments: SB 1774/HB7105 increased Homestead Property Tax Exemption

SB 1774/HB 7105

INCREASED HOMESTEAD PROPERTY TAX EXEMPTION

SB 1774/HB 7105 are linked bills calling to amend Section 6 of Article VII of the Florida Constitution increasing the homestead exemption from property taxes, other than school district taxes, by exempting the assessed value between \$75,000 and \$100,000. The amendment would take effect Jan. 1, 2019. Like all constitutional amendments, it has to be approved by the voters.

SB 1774

- Sponsored by Republican Senator Tom Lee, a member of the Polk County Delegation serving Polk, Pasco and Hillsborough counties
- Passed by a 5-1 vote of the Senate Community Affairs Committee.
- Bill now sits in the Senate Appropriations Subcommittee on Finance and Tax

HB 7105

- Co-sponsored by Republican Mike LaRosa, a member of the Polk County Delegation
- Passed House Ways & Means Committee April 5 by a 12-5 vote including a Yea vote from Committee Vice Chair Representative Colleen Burton, a member of the Polk Delegation

FISCAL IMPACT ON THE LAKELAND AREA MASS TRANSIT DISTRICT

AN INCREASE OF THE HOMESTEAD EXEMPTION TO \$75,000 WOULD RESULT IN A DIFFICULT LOSS OF A \$100,000 IN TAXING DISTRICT REVENUE, THE EQUIVILENT OF ELIMINATING ONE 90-MINUTE ROUTE.

AN INCREASE OF THE HOMESTEAD EXEMPTION TO \$100,000 WOULD RESULT IN A DEVESTATING LOSS OF \$200,000 IN TAXING DISTRICT REVENUE.

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
APRIL 12, 2017
AGENDA ITEM #7

Agenda Item: Other Business

Presenter: TBD

Recommended
Action: TBD

Summary: