

**LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Citrus Connection, Hollingsworth Meeting Room, 1212 George Jenkins Blvd.
Wednesday, August 10, 2016, at 7:30 a.m.**

Call to Order

1. Strategic Planning Follow Up (7:30am – 8:30am)
 - (a) Proposed Operating & Capital Budget Presentation – David Persaud and Tom Phillips None
 - (b) Senior Staff Salary Survey Report – Tom Phillips None
2. Approval of Minutes Approval
3. Retirement Celebration / Tom Phillips None
 - (a) Dwayne Jones – Unable to Attend
 - (b) Eva Mershon - Unable to Attend
 - (c) Angel Rodriguez
4. Public Comments None
5. TPO Presentation / Diane Slaybaugh
 - (a) 2016 TDP Progress Report Approval
6. Financial Matters / David Persaud
 - (a) Financial Statement None
 - (b) PCTS Financial Statement Approval
 - (c) Resolution 16-21 Shirley Conroy Grant Approval
7. Executive Update / Tom Phillips
 - (a) Activity Calendar None
 - (b) UAP Report None
 - (c) JPA Assignment Agreements Approval
 - (d) Polytechnic Route Update Approval
8. Other Business

Adjournment

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
August 10, 2016
AGENDA ITEM # 1(a)

Agenda Item: LAMTD Proposed Operating and Capital Budgets
FY 2016-17 Budget

Presenter: David Persaud, CFO
Tom Phillips, Executive Director

Recommended
Action: Presentation to the Board FY 2016-17 Proposed Budget

Summary: Proposed Operating and Capital Budgets is included.

The proposed budget for the District is included herewith with revenues and expenses balanced for a total budget of \$10,403,610. The budget is balanced with funding for the capital vehicle replacement program totaling \$680,000 and includes some administrative replacement vehicles. The millage rate as certified at the .50 level reflects an increase of 6.7% or \$244,100.

A summary level description of the revenues and expenses are also included.

Attachments: See attached Proposed Operating and Capital Budget

LAKELAND AREA MASS TRANSIT DISTRICT

Operating Budget Revenue Assumptions FY 2016-17

Revenues

- **Passenger Fares \$848,530** – Passenger fares totaling \$848,530 and are projected to decline in comparison to the FY 2016 projected year end due to the decline in ridership projected due to reduced services in FY2015.
- **Contract Revenue \$1,213,090** – The Transit District contract with the City of Lakeland \$150,378 and Private business to provide transit services at a fixed cost RAMCO Gershenson a developer for \$93,600 for services and GEICO \$195,910 for services. Polk County administration cost \$454,090 and \$76,660 for City of Bartow and Winter Haven and UAP \$243,125. (see below)
- **Other Revenues \$194,000** – This item represents revenues received from other sources that are not representative of any specific revenue listed herewith. It consists of advertising revenues \$174,000 interest income \$10,000 and misc. income \$10,000.
- **Ad Valorem Taxes \$3,892,460** – Tax revenue represents the ad valorem taxes of \$3,892,460 an increase of 6.7% to be collected. The operating budget assumes a millage rate of .50 mills, the maximum millage that can be levied.
- **State Reimbursement of Fuel Taxes \$86,000** – This item contains the amount of taxes rebated to LAMTD for diesel fuel used in revenue vehicles totaling \$85,000 and is reflected as a credit against the fuel cost.
- **State Grants \$1,644,020** – This item includes Florida Department of Transportation JPA and Block Grant funds which will be slightly increased and urban corridor grants for some routes totaling \$1,644,020.
- **Federal Grants \$2,611,510** – This item includes federal grant funds FTA 5307 used for operational support and preventative maintenance on our revenue vehicles. The estimated grant amount is \$2,611,510.
- **Universal Access Program \$243,125** – This program is a unique way to provide a select group of individuals access to standard bus service throughout Polk County by contracting with non-profit entities, employees, students etc. by simply showing a valid I.D. badge. This is included in contract revenue above.

LAKELAND AREA MASS TRANSIT DISTRICT

Operating Budget Expenses

FY 2016-17

Expenses

- **Labor** – Labor costs are for both labor contract employees and administrative employees. The Collective Bargaining Agreement is for the period Oct.1, 2015 thru Oct. 2, 2018 with a 2.25% annual wage increase. Total salaries and wages \$4,476,690.
- **Fringe Benefits** – Fringe benefit costs include employee insurance, Florida Retirement System contributions, Social Security and Medicare costs, other labor contract required benefits, and workers' compensation claims cost. Total fringe benefits \$2,238,134.
- **Services** – This item includes the cost of services and contracts purchased from the private sector and other government agencies totaling \$480,839.
- **Diesel Fuel** – Diesel fuel has been budgeted at \$2.79 a gallon for bus operations and paratransit services.
- **Materials and Supplies** – This item includes the cost of fuel, repair parts, tires, and other operating expenses and miscellaneous supplies totaling \$1,307,541.
- **Insurance** – This item includes the cost of premiums cost for property, vehicle, general liability and workers' compensation totaling \$259,200.
- **Utilities** - This item includes the cost of water, sewer, electric, garbage collection, communications, and natural gas \$110,000.
- **Miscellaneous** - This line item includes training, office supplies, advertising and all other operating expenses such as advertising, drug screening, physicals, bank analysis fees, and freight totaling \$317,487.
- **Capital Expenses** - For planned lease bus purchase and the related debt service payments \$680,000.
- **Other Expenses**- Tax Collectors commissions, Property Appraiser fees, CRA payments totaling \$290,000.

BUDGET SUMMARY
LAKELAND AREA
MASS TRANSIT DISTRICT
FISCAL YEAR 2016-2017

MILLAGE PER \$1,000 -- .5000 MILLS

	FY '15 Actuals	FY '16 Adopted Budget	FY '17 Proposed Budget
<u>Estimated Revenues</u>			
Ad Valorem Taxes	\$ 3,468,727	\$ 3,648,360	\$ 3,892,460
Passenger Fares	\$ 1,154,523	\$ 986,740	\$ 848,530
Contract Revenues	\$ 1,485,309	\$ 899,850	\$ 1,213,090
Federal Grants	\$ 2,638,837	\$ 2,624,080	\$ 2,611,510
State Grants	\$ 1,508,862	\$ 1,641,590	\$ 1,644,020
Other Revenues	\$ 858,488	\$ 523,050	\$ 194,000
Total Revenues	\$ 11,114,746	\$ 10,323,670	\$ 10,403,610
 Reserve- Net Assets	 \$ -	 \$ -	 \$ -
Total Revenues and Reserve	\$ 11,114,746	\$ 10,323,670	\$ 10,403,610
 <u>Expenditures</u>			
Salaries and wages	\$ 4,552,568	\$ 4,349,237	\$ 4,476,690
Fringe Benefits	\$ 1,849,099	\$ 2,154,968	\$ 2,238,134
Services	\$ 361,027	\$ 658,450	\$ 480,839
Materials and Supplies Consumed	\$ 1,682,182	\$ 1,618,840	\$ 1,307,541
Utilities	\$ 126,703	\$ 110,500	\$ 110,000
Casualty and Liability Insurance	\$ 237,765	\$ 245,550	\$ 259,200
Miscellaneous Expenses	\$ 195,425	\$ 247,133	\$ 317,487
Depreciation	\$ 1,090,688		
Restricted Contingency			\$ 243,120
Tax Collector's Commissions, Property Appraiser's	\$ -		\$ -
Fees/CRA Tax Increment Payment	\$ 271,255	\$ 258,400	\$ 290,000
Total Operating Expenditures	\$ 10,366,711	\$ 9,643,078	\$ 9,723,010
 Capital Expenditures	 \$ 748,034	 \$ 680,592	 \$ 680,600
 Total Expenditures	 \$ 11,114,746	 \$ 10,323,670	 \$ 10,403,610

THE TENTATIVE, ADOPTED, AND/OR FINAL BUDGETS ARE ON FILE
IN THE OFFICE OF THE ABOVE MENTIONED TAXING AUTHORITY
AS A PUBLIC RECORD.

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
AUGUST 10, 2016
AGENDA ITEM #2

Agenda Item: Approval of July 13, 2016, LAMTD Board of Directors Meeting Minutes

Presenter: Marcy Harrison

Recommended

Action: Board of Directors approve the Minutes of the July 13, 2016, LAMTD Board of Directors Meeting.

Attachments: July 13, 2016, Board of Directors Meeting Minutes

**LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MINUTES
JULY 13, 2016**

Directors:

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

Executive Director: Tom Phillips
Executive Assistant: Marcy Harrison

Call to Order

7:30a.m. by Vice Chairman George Lindsey

Roll Call

Present

Commissioner Hall
Commissioner Malless
Commissioner Lindsey
Commissioner Salvage

Excused

Commissioner Walker

Agenda Item #1 – Strategic Planning Follow Up

- a. Ridership Survey presented by Interns Chantale Jones and Chandrionna Norman
- b. “Voice of the Riders” Social Media Campaign presented by Intern Kayla Green

Agenda Item #2 – Approval of Minutes

Approval requested for the approval of the June 8, 2016 LAMTD Board of Directors Meeting Minutes.

“Approval June 8, 2016 Board of Directors Meeting Minutes”

MOTION CARRIED UNANIMOUSLY

Agenda Item #3 – Human Resources / Dean Kirkland-McMillan, Director of Safety, Security & Ops Support

GEM award given to Wes Warren, Winter Haven Fixed Route Operator for his route recommendation which led to a more efficient on time performance.

Agenda Item #4 – Public Comments

Lakay Cotton and Clydell Sheppard from Frostproof, Fl. addressed the board with the transit needs of their community which is located around the Hopson Store in Frostproof. The residents are requesting for additional runs and to have a bus stop moved closer to the store.

Agenda Item #5 – Finance / David Persaud, Chief Financial Officer

(a) LAMTD Financial Report

FY 2015-2016

Year to Date May 31, 2016

Description	YTD of FY Budget	YTD Budget \$	YTD Actual \$	YTD of FY Expended	Annual Budget
Revenue YTD	67%	\$8,064,135	\$5,511,472	68%	\$10.3 Million
Expenses YTD	67%	\$6,882,447	\$5,557,036	81%	\$10.3 Million

REVENUES:

The total revenues realized year-to-date through May 31, 2016 totaled \$5.5 million or 68% of the YTD budget.

Farebox and contract revenues reflect 109% of budgeted revenues through May 31, 2016. The revenues are over budget due to several reasons, contractual revenues from RAMCO \$93,000 received and contract revenue under budget \$111,600 for UAP that lags one month.

Farebox revenues are under budget \$122,600 due to decline in ridership of 21%

- Ad Valorem taxes reflect \$3.6 million or 99% of budget. The total budgeted revenues is \$3.65 million

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 effective fiscal year 2014-2015. The first billing covered the second quarter ending March 31, 2016. These grants are on a cash basis which mean the services must be provided before we receive grant assistance. The grants for the JPA were lagging but will be realized in the next quarter. The year-to-date grant revenue totaled \$159,000.
- FTA Section 5307 operating and capital grants budgeted at \$2.6 million. 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 totaled \$92,000 or 79% of YTD budget.
- The Support cost reimbursement revenue is over budget since other reimbursements are included.
- Other revenues are not significant and are on a cash basis which means these revenues are recognized when the cash is received and in line with the year-to-date budget.

Lakeland Area Mass Transit District
Monthly Financial Report
Operating Budget. Budget to Actual
For the Year-to-date May 31, 2016
FY 2015-2016

EXPENSES:

The total expenses year-to-date through May 31, 2016 totaled \$5.6 million or 81% of the YTD budget.

- Salaries and benefits represent 63% of the FY 2015-2016 budget. As of May 31, 2016 those expenses totaled \$3.9 million or 90% of the YTD budget of \$4.3 million due to vacant positions.
- Professional and Technical Services expenses totaled \$203,000 or 73% of the YTD budget; a favorable variance.
- Other services expenses totaled \$25,000 or 27% of the YTD budget.
- Fuel expenses totaled \$249,000 or 42% YTD budget due to declining fuel prices; a favorable variance.
- Materials and supplies totaled \$429,000 under budget by 11% due to decrease use of parts and supplies, a favorable variance
- Advertising promotion expenses totaled \$20,000 under budget 17% offset with revenues.
- Dues and subscriptions, and office supplies are over budget due to payment for the City of Lakeland Bicycle Program subscription.
- Property appraiser, Tax Collector Commission and CRA payments totaled \$261,000, over the budget due to property appraiser fees and CRA fees of \$139,200.

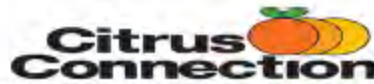
Other remaining expenses are under the YTD budget through May 31, 2016

CHANGE IN FINANCIAL CONDITION

Based on the year-to-date budget-to-actual variances through May 31st the financials reflect an unfavorable actual variance of \$46,000 due to receipt of property tax revenue at 99% level and the lagging of the FDOT and FTA revenues. However finance is in the process of getting reimbursed now that the FTA TrAMS system is functional and the JPA-FDOT agreements are in place.

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 2018
MONTHLY FINANCIAL STATEMENT
MONTH OF May 2018

	Month				YTD				Approved Annual Budget
	Actual	Budget	Variance \$/s	%	Actual	Budget	Variance \$/s	%	
REVENUES:									
Farebox/Pass Sales	\$ 49,333	\$ 82,228	\$ (32,895)	-40%	\$ 535,223	\$ 657,827	\$ (122,604)	-19%	\$ 986,740
Contract Income (UAP)	\$ 18,224	\$ 27,787	\$ (9,563)	-34%	\$ 110,696	\$ 222,293	\$ (111,597)	-50%	\$ 333,440
Other Contract Revenue	\$ 12,532	\$ 42,799	\$ (30,268)	-71%	\$ 466,520	\$ 342,393	\$ 124,127	36%	\$ 513,590
Miscellaneous Income	\$ 4,418	\$ 833	\$ 3,585	430%	\$ 31,585	\$ 6,667	\$ 24,919	374%	\$ 10,000
Advertising Revenues	\$ 10,422	\$ 14,500	\$ (4,078)	-28%	\$ 92,404	\$ 115,000	\$ (23,596)	-20%	\$ 174,000
Investment/Interest Income (net)	\$ 2,287	\$ 93	\$ 2,194	2350%	\$ 9,525	\$ 747	\$ 8,779	1176%	\$ 1,120
Ad Valorem Income, net	\$ 55,779	\$ 55,779	\$ -	0%	\$ 3,613,928	\$ 3,613,928	\$ -	0%	\$ 3,648,360
FDOT Operating Grant	\$ 49,968	\$ 136,799	\$ (86,831)	-63%	\$ 158,719	\$ 1,094,393	\$ (935,675)	-85%	\$ 1,641,530
Federal Operating Grant	\$ -	\$ 218,673	\$ (218,673)	-100%	\$ 34,934	\$ 1,749,387	\$ (1,724,453)	-99%	\$ 2,624,080
Charitable Contributions	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -
Cost Recovery	\$ -	\$ -	\$ -	0%	\$ 12,958	\$ -	\$ 12,958	0%	\$ -
Bartow Express	\$ -	\$ 4,402	\$ (4,402)	-100%	\$ 19,158	\$ 35,213	\$ (16,055)	-46%	\$ 52,820
PCTS - Support Cost Reimb.	\$ 37,214	\$ 28,161	\$ 9,053	32%	\$ 435,821	\$ 225,287	\$ 210,535	93%	\$ 337,930
Reserve									
TOTAL REVENUES	\$ 240,177	\$ 812,066	\$ (571,878)	-61%	\$ 6,611,472	\$ 8,084,135	\$ (2,652,883)	-32%	\$ 10,323,870
ELIGIBLE EXPENSES:									
Salaries	\$ 317,205	\$ 362,436	\$ (45,231)	-12%	\$ 2,632,388	\$ 2,899,491	\$ (267,103)	-9%	\$ 4,349,237
Employee Benefits	\$ 188,293	\$ 179,581	\$ 8,712	5%	\$ 1,288,865	\$ 1,436,846	\$ (147,980)	-10%	\$ 2,154,968
Advertising Fees - Admin	\$ -	\$ 1,008	\$ (1,008)	-100%	\$ 2,420	\$ 9,067	\$ (6,647)	-70%	\$ 12,100
Professional & Technical Serv.	\$ 18,409	\$ 34,567	\$ (16,158)	-47%	\$ 203,643	\$ 275,533	\$ (72,890)	-26%	\$ 414,800
Contract Maintenance Service	\$ 15,345	\$ 7,750	\$ 7,595	98%	\$ 36,860	\$ 62,000	\$ (25,140)	-41%	\$ 93,000
Other Services	\$ 5,240	\$ 11,546	\$ (6,306)	-55%	\$ 24,909	\$ 92,367	\$ (67,458)	-73%	\$ 138,550
Fuel & Lubricants (net)	\$ 11,874	\$ 73,428	\$ (61,554)	-84%	\$ 249,430	\$ 587,420	\$ (337,990)	-58%	\$ 881,130
Freight	\$ 353	\$ 25	\$ 328	1312%	\$ 2,265	\$ 200	\$ 2,065	1033%	\$ 300
Repair & Maintenance Admin Bldg	\$ 1,509	\$ 1,000	\$ 509	51%	\$ 3,525	\$ 8,000	\$ (4,475)	-56%	\$ 12,000
Materials & Supplies	\$ 54,670	\$ 60,451	\$ (5,781)	-10%	\$ 429,307	\$ 483,607	\$ (54,299)	-11%	\$ 725,410
Utilities/Telephone - Admin	\$ 6,922	\$ 9,208	\$ (2,286)	-25%	\$ 62,864	\$ 73,667	\$ (10,803)	-15%	\$ 110,500
Physical Damage Insurance	\$ 1,981	\$ 2,154	\$ (173)	-8%	\$ 16,364	\$ 17,233	\$ (869)	-5%	\$ 25,850
Liab & Prop Damage Insurance	\$ 16,448	\$ 18,250	\$ (1,802)	-10%	\$ 139,885	\$ 146,000	\$ (6,115)	-4%	\$ 219,000
Other Corporate Insurance	\$ -	\$ 58	\$ (58)	-100%	\$ 1,010	\$ 467	\$ 543	116%	\$ 700
Dues & Subscriptions	\$ 9,067	\$ 1,529	\$ 7,538	493%	\$ 27,434	\$ 12,233	\$ 15,201	124%	\$ 18,350
Education/Training/Meeting/Travel	\$ 7,857	\$ 6,086	\$ 1,771	29%	\$ 56,178	\$ 48,687	\$ 7,491	15%	\$ 73,030
Service Charges	\$ 1,513	\$ 3,483	\$ (1,970)	-57%	\$ 9,901	\$ 27,867	\$ (17,966)	-64%	\$ 41,800
Office Expense	\$ 5,325	\$ 4,096	\$ 1,228	30%	\$ 52,129	\$ 32,769	\$ 19,360	59%	\$ 49,153
Advertising & Promotion	\$ 52	\$ 3,033	\$ (2,981)	-98%	\$ 19,979	\$ 24,267	\$ (4,288)	-18%	\$ 36,400
Miscellaneous Expenses	\$ 11,014	\$ 1,850	\$ 9,164	495%	\$ 35,600	\$ 14,800	\$ 20,800	141%	\$ 22,200
Property Appraiser/Tax Collector Comm	\$ 1,116	\$ 21,533	\$ (20,418)	-95%	\$ 261,800	\$ 172,267	\$ 89,533	52%	\$ 258,400
PTA/Winter Haven Blotable Expenses	\$ 276	\$ 517	\$ (241)	-47%	\$ 281	\$ 4,133	\$ (3,853)	-93%	\$ 6,200
Capital Expenditures		\$ 56,715				\$ 453,728			\$ 500,600
TOTAL ELIGIBLE EXPENSES:	\$ 884,489	\$ 880,308	\$ (4,181)	-0%	\$ 6,657,088	\$ 8,882,447	\$ (2,225,359)	-25%	\$ 10,323,870
NET REVENUES OVER (UNDER) EXPENSES	\$ (444,292)	\$ (68,242)	\$ (376,050)	-55%	\$ (46,616)	\$ 1,181,688	\$ (1,227,262)	-10%	\$ (0)

b. PT Financial Report

Lakeland Area Mass Transit District
Monthly Financial Report
Polk County Transit Contract
Month of May 31, 2016
Year to Date Report
Percent of FY Reported (67%)

Revenues

- The revenues totaled \$3.6 million or 82% of the year-to-date budget.
- The FTA grant drawdown will occur later in the fiscal year based on expenses incurred on a reimbursement basis.
- Fare Revenues totaled \$80,303, or 65% of the year-to-date budget.
- The County funding is designed to reflect a 1/12 allocation as cash advance to facilitate cash flow with receipt of \$3.6 million.

Expenses

- Operating expenses consists of labor cost, operating expenses and contract expenses.
- Total expenses for the period totaled \$3.4 million or 77% of the year-to-date budget.
- Salaries and wages totaled \$1.7 million or 73% of the YTD Budget.
- Operating expenses totaled \$1.3 million or 85% of the YTD Budget.
- The contract services is for contractual cost for the Lynx service and other planned contractual services. The year-to-date expenses totaled \$388,000 or 70% of the YTD Budget.

Lakeland Area Mass Transit District
Financial Statement
Polk County Contract
Month of May 2016

Revenue

	Annual Budget	%	YTD Budget	YTD Actual	Percent Expended
Revenues					
FTA 5307 Grant	\$ 1,125,545	17%	\$ 750,363	\$ -	0%
Fares	\$ 186,661	3%	\$ 124,441	\$ 80,303	65%
PCTS	\$ 5,245,278	80%	\$ 3,496,852	\$ 3,496,852	100%
Total	\$ 6,557,484	100%	\$ 4,371,656	\$ 3,577,155	82%

Expenses

	Annual Budget	%	YTD Budget	YTD Actual	Percent Expended
Labor	\$ 3,434,803	52%	\$ 2,289,869	\$ 1,661,873	73%
Contract	\$ 833,783	13%	\$ 555,855	\$ 387,585	70%
Operating	\$ 2,288,898	35%	\$ 1,525,932	\$ 1,302,025	85%
Total	\$ 6,557,484	100%	\$ 4,371,656	\$ 3,351,483	77%

c. Millage Rate

Recommend approval of the proposed aggregate millage rate of .5000 mills and for the proposed FY 2016-17 Millage and Budget Public Hearings.

Millage:

FY 2016-17 Proposed Millage rate .5000

FY 2016-17 Current Year Aggregate .4775
Rolled-Back-Rate

Current year proposed rate as a percent 4.71%
Change of Rolled-Back-Rate

The DR-420, Certification of Taxable Value, is due to the Property Appraiser by Thursday, August 4, 2016. A copy of the DR-420 Certificate of Taxable Value is attached using the maximum allowable millage rate of .5000, the current rate of .5000, and the aggregate rolled back rate of .4775.

Public Hearings:

First Public Hearing for FY 2016-17 Millage Rate and Budget: Wednesday, September 7, 2016, at 5:01PM at Lakeland City Hall, City Commission Conference Room, 228 S. Massachusetts Ave., Lakeland.

Second Public Hearing (Final) FY 2016-17 Millage Rate and Budget: Wednesday, September 21, 2016 at 5:01PM at Lakeland City Hall, City Commission Conference Room, 228 S. Massachusetts Ave., Lakeland.

“Approval of the proposed aggregate millage rate of .5000 mills and for the proposed”
MOTION CARRIED UNANIMOUSLY

d. NTD Audit – Audit report attached

Agenda Item #6 – Darby Law Group / Tim Darby

a. Board approval requested for Purchaser of Service Agreements - attached

“Approval of the Purchaser of Service Agreements”
MOTION CARRIED UNANIMOUSLY

b. Board approval requested for the LEGOLAND UAP Renewal – no changes

“Approval of the LEGOLAND UAP agreement renewal”
MOTION CARRIED UNANIMOUSLY

Agenda Item #7 – Employee & Labor Relations / Marcy Harrison

a. CBA Amendment 2 – Article 21 Sections 1 & 9

Article 21 of CBA Vacation & Sick Leave Section 1 Current - New regular full-time employees eligible for vacation leave shall accrue vacation hours during the probationary period but are not eligible to use any paid vacation until completion of the ninety (90) day probationary period (does not apply to new hires during the Bus Operator training phase; the probationary period begins upon successful completion of the training program).

Section 1, Sentence Addition - For those employees that have a pre-planned event, approval may be granted, prior to the next bidding cycle, for unpaid time off, by submitting the supporting documentation to their Director and Human Resources.

Section 9, First Sentence, Current - Vacation hours are accrued based upon the employee's full-time hire date, and will be paid according to the employee's normal work schedule.

Section 9, First Sentence, Revision – Vacation hours are accrued based upon the employee's full-time hire date and the completion of the ninety (90) day probationary period.

“Approval of the revision for Article 21 Sections 1 & 9 of the current CBA”

MOTION CARRIED UNANIMOUSLY

b. CBA Amendment 3 – Article 19 Modes Selection

CBA Article 19 - Modes Selection - The first Monday in June of each year all bus operators will be given a Mode Intent Form. Operators will choose the mode of service they intend to bid for the next two (2) bid picks. Operators must select either Para-transit or Fixed Route exclusively. Extra Board assignments may be required to fill both modes.

Modes Selection Revision – The first Monday in June all bus Operators will be given a Mode Intent form. Operators will choose the mode of service they intend to bid one year after the mode selection has been requested. Extra Board assignments may be required to fill both modes.

“Approval of the revision for Article 19 Modes Selection”

MOTION CARRIED UNANIMOUSLY

Agenda Item #8 - Board Action

a. During the Strategic Planning session of the Board meeting, the Commissioners requested that Staff present a salary update on the Senior Staff.

b. A survey, community meeting and proposed adjustment to Route 35 has been request by the Commissioners to Staff for presentation at the August 11, 2016 LAMTD Board meeting.

Agenda Item #9 – Reports / Tom Phillips

- a. Executive Update – see attached
- b. Ridership Report – see attached
- c. Proposed Elimination of Route 3x – Staff is requesting approval on the proposed elimination of Route 3X effective August 17, 2016 pending public outreach.

The agreement between LAMTD and the Polytechnic University has expired. The University had decided to provide the service in house, and as a result the District needs to discontinue this service. The funding was primarily from the University.

The public workshop occurred at the Lakeland Terminal on Tuesday, July 12th with data forthcoming.

“Approval of the proposed elimination of Route 3x”

MOTION CARRIED UNANIMOUSLY

Agenda Item #10 – Other Business

None at this time

Adjournment

Approved this 13th day of July, 2016.

Chairman – Commissioner John Hall

Minutes Taker – Marcy Harrison

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
AUGUST 10, 2016
AGENDA ITEM #2

Agenda Item: Retirement Celebration

Presenter: Tom Phillips

Recommended
Action: None

Summary: Eva Mershon
Dwayne Jones – Unable to Attend
Angel Rodriguez

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
AUGUST 10, 2016
AGENDA ITEM #4

Agenda Item: Public Comments

Presenter: TBD

Recommended
Action: None

Summary: None

Attachments: None

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
AUGUST 10, 2016
AGENDA ITEM #5

Agenda Item: TDP Progress Report

Presenter: Diane Slaybaugh, TPO

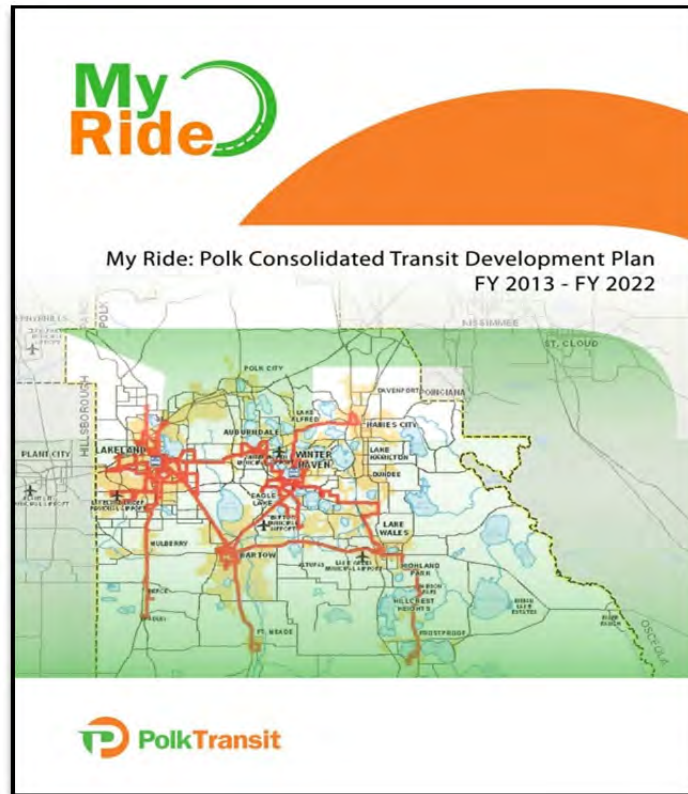
Recommended
Action: None

Summary: None

Attachments: 2016 TDP Progress Report

MY RIDE: POLK CONSOLIDATED TRANSIT DEVELOPMENT PLAN 2013-2022

2016 PROGRESS REPORT



Submitted To:

**Florida Department of Transportation
District One**



Prepared By:



Pending Adoption

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CHAPTER 1: INTRODUCTION

The State of Florida Public Transit Block Grant Program was enacted by the Florida Legislature to provide a stable source of state funding for public transportation. The Block Grant Program requires public transit service providers to develop and adopt a ten-year Transit Development Plan (TDP), per the requirements set forth in Chapter 14-73, Florida Administrative Code (FAC). Annual progress reports also must be submitted to the Florida Department of Transportation (FDOT) by September 1st of each year. A major update is required every five years and annual progress reports are required in the interim years.



The ten-year TDP is a strategic guide for public transportation in the community covering the next ten years. It represents the transit agency's vision for public transportation in its service area during this time period. Generally, the TDP process includes an assessment of overall transit-related needs in the community along with a phased implementation plan of recommended improvements for helping address those needs.

There are currently two urbanized areas within the boundaries of Polk County that receive Public Transit Block Grant dollars from FDOT which are the Lakeland Area Mass Transit District (LAMTD) and Winter Haven Area Transit (WHAT). The Polk Transportation Planning Organization (TPO) in coordination and cooperation with the transit agencies and Polk Transit (PT) prepare a consolidated TDP in order to address and prioritize transit and transit-related improvements on a countywide basis.

The Polk Consolidated Transit Development Plan (TDP), branded My Ride, was developed and adopted pursuant to FDOT Rule 14-73 in August 2012.

The objectives of My Ride: Polk Consolidated Transit Development Plan Progress Report are three-fold: 1) provides an opportunity to assess last year's accomplishments to the major TDP update, 2) to serve as a guide and enhance transportation coordination between local, state and federal agencies, 3) displays revisions to the plan, as appropriate, to address those accomplishments.

This Progress Report is organized as follows:

- Chapter 2: Overview of Original My Ride Plan
- Chapter 3: Accomplishment's Comparison
- Chapter 4: Consolidation Plan Analysis
- Chapter 5: Farebox Recovery Ratio Annual Report
- Chapter 6: Financial Plan and Implementation Plan Update

CHAPTER 2: OVERVIEW OF ADOPTED MY RIDE PLAN

Polk County is located in central Florida and is bordered on the north by Lake and Sumter counties, on the south by Hardee and Highland counties, on the west by Hillsborough and Pasco counties, and on the east by Osceola County. Approximately 25 percent of the population in Polk County resides in 17 incorporated municipalities. Among these incorporated municipalities, the largest city, Lakeland, has over 97,000 residents and is located in the western edge of the county. The other central city, Winter Haven, is located in the eastern part of the county. Bartow, which is the county seat, is located southeast of Lakeland and southwest of Winter Haven.

The 2016 My Ride Progress Report is being submitted to the Florida Department of Transportation (FDOT) on behalf of the two transit agencies that administered and operated the three transit services operating in Polk County: Polk County Transit Services (PCTS), The Lakeland Area Mass Transit District (LAMTD) aka Citrus Connection, and Winter Haven Area Transit (WHAT). On October 1, 2015, the Polk County Board of County Commissioners contracted all transit services to the LAMTD as part of the Consolidation Plan contained in the adopted TDP.

PCTS/WHAT and LAMTD were both designated recipients of Federal Transit Administration (FTA) grant funding and State of Florida Public Transit Block Grant (PTBG) program funding prior to 2015. The LAMTD became the designated recipient recognized by FTA in 2015 for both the Lakeland and Winter Haven urbanized areas with respect to federal funding. As stated previously, this step was necessary in the Consolidation Plan contained in the adopted My Ride Plan (TDP).

ORIGINAL GOALS AND OBJECTIVES

The 2012 adopted My Ride Plan requires the original goals and objectives to be evident. The following are the original goals and objectives, as well as the original implementation plan, which are relevant in the comparison section (Chapter 3). During the development of the My Ride TDP, the TPO also reviewed state, regional, and local plans to ensure consistency with community goals and objectives relating to transit and mobility, which included the adopted Vision, Mission, and Strategies for Polk Transit.

Goal Statement

Provide safe, efficient and accessible public transportation services to serve the travel needs of Polk County residents and visitors with access to jobs, education, medical care, and community services, places and events – to support vibrant livable communities.

Objectives and Initiatives

- **Community Needs** – PT will solicit public and stakeholder comments to identify and understand the community need for public transportation services including the need for access to jobs, educational opportunities, medical care, and services. These outreach efforts will be all-inclusive to identify the needs of visitors and all segments of our population.

- **Community Education** – PT will initiate and partner in programs to educate the community on the need for and the value of public transportation. These efforts will include community forums, e.g., transit summits or public meetings, and regular updates to local governments and other stakeholders.
- **Community Vision** – PT will support Polk Vision, other local visioning efforts, and local government initiatives to include transit as an integral part of livable communities. It will coordinate with local governments to implement transit supportive land uses and transit oriented development.
- **Cost Efficiency** – PT will make the best use of existing resources to provide cost-efficient services and be a good steward of public resources. Where cost-effective, PT will seek to consolidate services and reduce or eliminate the duplication of administrative services. As part of a continuing commitment to the safe and cost-effective delivery of service, PT will maintain a set of Performance Standards and evaluate said standards on an annual basis. (See Table 3-1 for Performance Standards.)
- **Consolidated Service Plan** – PT will develop and implement a community-based and supported plan to provide countywide public transportation services and access to the regional transportation system including high speed rail. This plan, based on the identified community needs and vision, shall include an appropriate mix of urban and rural-based services to ensure mobility for all residents and visitors in a cost-effective manner.
- **Community and Financial Support** – PT will build consensus and community support for dedicated, stable funding sources for countywide public transportation services. These efforts will be aimed at building a broad base of support ranging from individual transit users to community organizations, local governments and the business community. PT will seek the active support of the county's government and community leaders to secure a dedicated funding source for PT in order to achieve its vision and fulfill its mission.
- **Coordination with Regional Entities** – PT will coordinate with other regional entities including Hillsborough Area Regional Transit Authority (HART), Central Florida Regional Transportation Authority (LYNX), Tampa Bay Area Regional Transportation Authority (TBARTA), and SunRail to ensure access to the larger region as part of a seamless transportation system.

ORIGINAL PERFORMANCE STANDARDS

Directly from the My Ride Plan, Table 7-1 presents the summary of performance standards used to quantify how well the objectives have been achieved by different areas of evaluation.

Table 7-1 Summary of Performance Standards	
Area of Evaluation	Performance Standard
Ridership	Achieve ridership of 15 passengers per hour on fixed-routes in operation more than 5 years.
Ridership	Achieve ridership of 10 passengers per hour on fixed-routes in operation less than 5 years.
"On-Time" Performance	Achieve an "on-time" performance rating of 90% at the route and system level.
Accident Rate	Less than 2 accidents per 100,000 miles of revenue service.

Spare Ratio	Maintain a spare ratio of 20% for fixed-route service.
Administrative Cost	Hold administrative cost to less than 20% of total operating cost.
Maintenance Costs	Hold maintenance cost to less than 20% of total operating cost.
Marketing	Allocate at least 2% of total operating budget for advertising and promotion of My Ride and Initiatives.
Operating Ratio	Achieve an operating ratio (farebox revenue/total operating expenses) of at least 20%.
Implement Green Initiatives	Where appropriate, consider potential to transition to alternative fuel vehicles for economic and environmental benefits and for reducing carbon emissions and fossil fuels.
Implement Green Initiatives	Reduce fuel consumption by 1% each year, as new sources to power vehicles are acquired, as funding allows.

The proposed new services map below gives a detailed picture of those new services stated within the original Implementation Plan.

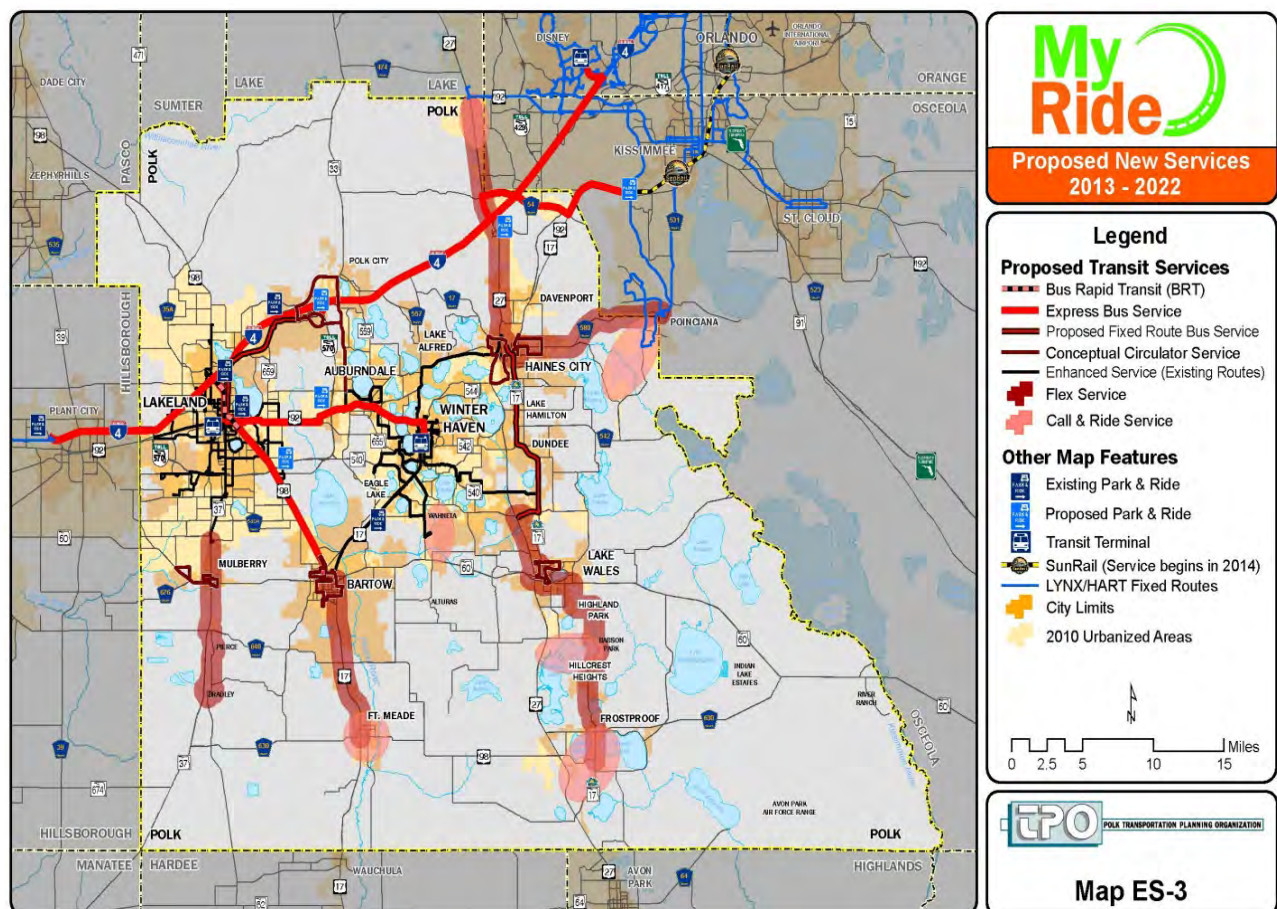


Figure 1: My Ride Proposed New Services 2013-2022

ORIGINAL SERVICE IMPLEMENTATION PLAN

In order to compare accomplishments made in 2015-2016, the following is the original implementation plan from the My Ride Plan describing when and what Polk Transit identified it would accomplish within the ten-year planning time frame.

Table 2 10-Year Service Implementation Plan Polk County TDP Update					
Service Type/Mode	Description	Operating Characteristics			
		Frequency (Weekday)	Service Span (Weekday)	Days of Service	
FY 2014 Implementation					
Citrus Connection - Route 1	Maintain Existing Fixed-Route Service	30 mins.	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	
Citrus Connection - Route 3	Maintain Existing Fixed-Route Service	60 mins.	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	
Citrus Connection - Route 10	Maintain Existing Fixed-Route Service	60 mins.	7:15 a.m. - 6:05 p.m.	Mon. - Sat.	
Citrus Connection - Route 14	Maintain Existing Fixed-Route Service	60 mins.	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	
Citrus Connection - Route 15	Maintain Existing Fixed-Route Service	60 mins.	6:15 a.m. - 6:30 p.m.	Mon. - Sat.	
Citrus Connection - Route 22XL	Maintain Existing Fixed-Route Service	30 - 90 mins.	6:05 a.m. - 6:30 p.m.	Mon. - Sat.	
Citrus Connection - Route 32/33	Maintain Existing Fixed-Route Service	60 mins.	6:26 a.m. - 6:05 p.m.	Mon. - Fri.	
Citrus Connection - Route 39	Maintain Existing Fixed-Route Service	60 mins.	6:10 a.m. - 4:00 p.m.	Mon. - Sat.	
Citrus Connection - Route 45	Maintain Existing Fixed-Route Service	60 mins.	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	
Citrus Connection - Route 46	Maintain Existing Fixed-Route Service	60 mins.	7:45 a.m. - 5:35 p.m.	Mon. - Sat.	
Citrus Connection - Route 47	Maintain Existing Fixed-Route Service	30 mins.	6:30 a.m. - 6:55 p.m.	Mon. - Sat.	
Citrus Connection - Route 57	Maintain Existing Fixed-Route Service	60 mins.	6:15 a.m. - 5:40 p.m.	Mon. - Fri.	
Citrus Connection - Route 58	Maintain Existing Fixed-Route Service	60 mins.	7:15 a.m. - 6:50 p.m.	Mon. - Sat.	
WHAT - Route 11	Maintain Existing Fixed-Route Service	60 mins.	6:15 a.m. - 7:15 p.m.	Mon. - Sat.	
WHAT - Route 12	Maintain Existing Fixed-Route Service	60 mins.	6:15 a.m. - 7:15 p.m.	Mon. - Sat.	
WHAT - Route 15	Maintain Existing Fixed-Route Service	60 mins.	6:15 a.m. - 7:10 p.m.	Mon. - Sat.	
WHAT - Route 22XW	Maintain Existing Fixed-Route Service	60 mins.	6:15 a.m. - 7:10 p.m.	Mon. - Sat.	
WHAT - Route 30	Maintain Existing Fixed-Route Service	60 mins.	6:15 a.m. - 7:10 p.m.	Mon. - Sat.	
WHAT - Route 40/44	Maintain Existing Fixed-Route Service	90 mins.	5:45 a.m. - 7:05 p.m.	Mon. - Sat.	
WHAT - Route 50	Maintain Existing Fixed-Route Service	90 mins.	5:45 a.m. - 7:05 p.m.	Mon. - Sat.	
PCTS - Route 25	Maintain Existing Fixed-Route Service	60 mins.	6:15 a.m. - 6:45 p.m.	Mon. - Sat.	
PCTS - Route 35	Maintain Existing Fixed-Route Service	120 mins.	6:10 a.m. - 7:00 p.m.	Mon. - Sat.	
Davenport/North Ridge	New Flex Service	90 mins.	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	
Poinciana/Haines City	New Flex Service	60 mins.	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	
Poinciana	New Call-and-Ride Service	N/A	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	
FY 2017 Implementation					
Citrus Connection - Route 3	Frequency, Span, and Sunday Service Improvement	30 mins.	6:15 a.m. - 10:00 p.m.	Mon. - Sun.	
Citrus Connection - Route 10	Frequency, Span, and Sunday Service Improvement	30 mins.	6:15 a.m. - 10:00 p.m.	Mon. - Sun.	
Citrus Connection - Route 22XL	Frequency and Span Improvement	30 mins.	6:15 a.m. - 10:00 p.m.	Mon. - Sat.	
WHAT - Route 15	Frequency, Span, and Sunday Service Improvement	30 mins.	6:15 a.m. - 10:00 p.m.	Mon. - Sun.	
Haines City Circulator	New Fixed-Route Service	60 mins.	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	
North Lakeland Circulator	New Fixed-Route Service	30 mins.	AM and PM "Peak"	Mon. - Sat.	
FY 2018 Implementation					
Citrus Connection - Route 45	Frequency, Span, and Sunday Service Improvement	30 mins.	6:15 a.m. - 10:00 p.m.	Mon. - Sun.	
WHAT - Route 12	Frequency and Span Improvement	30 mins.	6:15 a.m. - 10:00 p.m.	Mon. - Sat.	
WHAT - Route 22XW	Frequency and Span Improvement	30 mins.	6:15 a.m. - 10:00 p.m.	Mon. - Sat.	
Barlow Circulator	New Fixed-Route Service	60 mins.	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	
Lakeland/Barlow Express	Enhanced Express Service	30 mins.	AM and PM "Peak"	Mon. - Fri.	
Lakeland/SunRail Terminal Express	New Express Service	30 mins.	AM and PM "Peak"	Mon. - Fri.	
FY 2019 Implementation					
Citrus Connection - Route 1	Frequency, Span, and Sunday Service Improvement	15 mins.	6:15 a.m. - 10:00 p.m.	Mon. - Sun.	
Citrus Connection - Route 14	Frequency and Span Improvement	30 mins.	6:15 a.m. - 10:00 p.m.	Mon. - Sat.	
Citrus Connection - Route 15	Frequency and Span Improvement	30 mins.	6:15 a.m. - 10:00 p.m.	Mon. - Sat.	
WHAT - Route 11	Frequency and Span Improvement	30 mins.	6:15 a.m. - 10:00 p.m.	Mon. - Sat.	
Eagle Ridge Mall/Lake Wales	New Flex Service	60 mins.	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	
Lakeland/Winter Haven Express	New Express Service	15 mins.	AM and PM "Peak"	Mon. - Fri.	
FY 2020 Implementation					
Citrus Connection - Route 47	Span Improvement	30 mins.	6:30 a.m. - 10:00 p.m.	Mon. - Sat.	
WHAT -Route 30	Frequency, Span, and Sunday Service Improvement	30 mins.	6:15 a.m. - 10:00 p.m.	Mon. - Sun.	
WHAT - Route 40/44	Frequency and Span Improvement	60 mins.	5:45 a.m. - 10:00 p.m.	Mon. - Sat.	
WHAT - Route 50	Frequency and Span Improvement	60 mins.	5:45 a.m. - 10:00 p.m.	Mon. - Sat.	
Auburndale/Florida Polytechnic	New Fixed-Route Service	60 mins.	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	
Davenport	New Call-and-Ride Service	N/A	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	
FY 2021 Implementation					
Haines City/Eagle Ridge Mall	New Fixed-Route Service	30 mins.	6:15 a.m. - 10:00 p.m.	Mon. - Sat.	
Lake Wales Circulator	New Circulator Service	30 mins.	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	
Lake Wales/Frostproof (PCTS Route 35)	Frequency and Span Improvement (Flex Service)	60 mins.	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	
Lakeland to Downtown Tampa Express	New Express Service	45 mins.	AM and PM "Peak"	Mon. - Fri.	
Lakeland to Downtown Orlando Express	New Express Service	45 mins.	AM and PM "Peak"	Mon. - Fri.	
Downtown Lakeland Premium	New Premium (BRT)	15 mins.	6:15 a.m. - 8:00 p.m.	Mon. - Fri.	
Frostproof	New Call-and-Ride Service	N/A	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	
Ridge	New Call-and-Ride Service	N/A	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	
FY 2022 Implementation					
Mulberry Circulator	New Fixed-Route Service	30 mins.	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	
Carter Rd Walmart/Bradley (Replace Citrus Connection Route 39)	Span Improvement (Flex Service)	60 mins.	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	
Barlow/Fort Meade (PCTS Route 25)	Span Improvement (Flex Service)	60 mins.	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	
Fort Meade	New Call-and-Ride Service	N/A	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	
Winter Haven Intermodal Logistics Center	New Call-and-Ride Service	N/A	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	
FY 2023 Implementation					
Lakeland/Florida Polytechnic	New Fixed-Route Service	60 mins.	6:15 a.m. - 7:05 p.m.	Mon. - Sat.	

In the 2014 TDP Progress Report, the Implementation Plan was updated to include additional services targeted to each community throughout Polk County. The following page displays the updated Implementation Plan. However, it should be noted that due to the failure of the November 2014 referendum, no new services can be implemented until a long-term funding source can be obtained. Therefore, the My Ride Plan is still a valid “Needs Plan” as voiced strongly by the citizens of Polk County, but remains unfunded or financially constrained at this time.

Table 2
Fixed-Route/ADA/Other Service Implementation Plan
My Ride 2014 Progress Report

Service Type/Mode	Description	Implementation Year	Annual Operating Cost 2015	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Maintain Existing Fixed Route/Fixed Guideway													
CC - Route 1	Maintain Existing Fixed Route Service	2014	\$1,302,118	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 3	Maintain Existing Fixed Route Service	2014	\$609,322	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 10	Maintain Existing Fixed Route Service	2014	\$306,980	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 14	Maintain Existing Fixed Route Service	2014	\$655,787	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 15	Maintain Existing Fixed Route Service	2014	\$632,691	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 22XL	Maintain Existing Fixed Route Service	2014	\$420,551	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 32/33	Maintain Existing Fixed Route Service	2014	\$282,520	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 45	Maintain Existing Fixed Route Service	2014	\$339,260	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 46	Maintain Existing Fixed Route Service	2014	\$284,156	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 47	Maintain Existing Fixed Route Service	2014	\$306,980	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 57	Maintain Existing Fixed Route Service	2014	\$247,148	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 58	Maintain Existing Fixed Route Service	2014	\$415,459	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 11	Maintain Existing Fixed Route Service	2014	\$331,895	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 12	Maintain Existing Fixed Route Service	2014	\$664,698	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 15	Maintain Existing Fixed Route Service	2014	\$321,347	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 22XW	Maintain Existing Fixed Route Service	2014	\$317,891	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 30	Maintain Existing Fixed Route Service	2014	\$614,687	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 40/44	Maintain Existing Fixed Route Service	2014	\$328,075	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 50	Maintain Existing Fixed Route Service	2014	\$328,257	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Davenport/North Ridge (LYNX 427)	Maintain Existing Fixed Route Service	2014	\$498,879	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Davenport/North Ridge Flex (LYNX 427) Add Vehicle	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Poinciana/Haines City (LYNX 416)	Maintain Existing Fixed Route Service	2014	\$275,405	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Poinciana (603)	Maintain Existing Fixed Route Service	2014	\$141,088	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
PCTS Route 25	Maintain Existing Fixed Route Service	2014	\$262,807	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
PCTS Route 35	Maintain Existing Fixed Route Service	2014	\$259,788	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #26	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #27	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #28	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #29	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #30	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #31	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #32	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #33	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #34	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #35	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #36	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #37	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #38	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #39	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #40	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #41	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #42	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #43	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #44	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #45	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #46	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #47	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Table 2
Fixed-Route/ADA/Other Service Implementation Plan
My Ride 2014 Progress Report

Service Type/Mode	Description	Implementation Year	Annual Operating Cost 2015	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Route #48	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #49	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Route #50	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Maintain Other Existing Services													
ADA Service	Maintain Existing ADA Paratransit Service	2014	\$1,925,039	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Paratransit	Maintain Existing Fixed Route Service	2014	\$4,885,278	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Miscellaneous	Maintain Existing Fixed Route Service	2014	\$0	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Fixed Route/Fixed Guideway Improvements													
CC - Route 1	Increase Frequency	2020	\$1,664,837	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes
CC - Route 1	Increase Hours of Service	2015	\$362,723	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 1	Sunday Service	2015	\$170,221	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 3	Increase Frequency	2019	\$832,419	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 3	Increase Hours of Service	2015	\$223,113	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 3	Sunday Service	2015	\$85,110	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 10	Increase Frequency	2018	\$416,209	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 10	Increase Hours of Service	2015	\$109,185	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 10	Sunday Service	2015	\$42,555	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 14	Increase Frequency	2018	\$832,419	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 14	Increase Hours of Service	2015	\$176,633	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 15	Increase Frequency	2018	\$832,419	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 15	Increase Hours of Service	2015	\$199,694	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 22XL	Increase Frequency	2018	\$367,519	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 22XL	Increase Hours of Service	2015	\$51,918	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 45	Increase Frequency	2017	\$416,209	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 45	Increase Hours of Service	2015	\$76,905	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 45	Sunday Service	2015	\$42,555	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
CC - Route 47	Increase Hours of Service	2015	\$76,905	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 11	Increase Frequency	2018	\$416,209	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 11	Increase Hours of Service	2015	\$84,308	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 12	Increase Frequency	2017	\$832,419	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 12	Increase Hours of Service	2015	\$167,764	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 15	Increase Frequency	2018	\$455,991	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 15	Increase Hours of Service	2015	\$77,927	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 15	Sunday Service	2015	\$23,642	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 22XW	Increase Frequency	2017	\$460,720	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 22XW	Increase Hours of Service	2015	\$76,593	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 30	Increase Frequency	2019	\$832,419	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 30	Increase Hours of Service	2015	\$217,732	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 30	Sunday Service	2015	\$23,642	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 40/44	Increase Frequency	2019	\$427,621	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 40/44	Increase Hours of Service	2015	\$99,546	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 50	Increase Frequency	2019	\$427,621	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes
WHAT - Route 50	Increase Hours of Service	2015	\$99,364	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Haines City/Eagle Ridge Hall	Add New Fixed-Route Service	2020	\$1,794,079	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes
Lakeland/Florida Polytechnic (Phase I)	Add New Fixed-Route Service	2016	\$339,396	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Lakeland/Florida Polytechnic (Phase II)	Add New Fixed-Route Service	2022	\$678,792	No	No	No	No	No	No	No	Yes	Yes	Yes
Mulberry Circulator	Add New Fixed-Route Service	2021	\$339,396	No	No	No	No	No	No	Yes	Yes	Yes	Yes

Table 2
Fixed-Route/ADA/Other Service Implementation Plan
My Ride 2014 Progress Report

Service Type/Mode	Description	Implementation Year	Annual Operating Cost 2015	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Bartow Circulator	Add New Fixed-Route Service	2017	\$339,396	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Lake Wales Circulator	Add New Fixed-Route Service	2020	\$339,396	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes
Haines City Circulator	Add New Fixed-Route Service	2016	\$339,396	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Auburndale/Florida Polytechnic (Phase I)	Add New Fixed-Route Service	2016	\$339,396	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Auburndale/Florida Polytechnic (Phase II)	Add New Fixed-Route Service	2019	\$678,792	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes
North Lakeland Circulator	Add New Fixed-Route Service	2016	\$95,098	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Carter Rd Walmart/Bradley	Add New Flex Service	2021	\$678,792	No	No	No	No	No	No	Yes	Yes	Yes	Yes
Bartow/Fort Meade	Add New Flex Service	2021	\$678,792	No	No	No	No	No	No	Yes	Yes	Yes	Yes
Lake Wales/Frostproof	Add New Flex Service	2020	\$678,792	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes
Eagle Ridge Mall/Lake Wales	Add New Flex Service	2018	\$339,396	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Davenport/North Ridge (LYNX 427)	Maintain Existing Fixed Route Service	2060	\$0	No	No	No	No	No	No	No	No	No	No
Davenport-North Ridge Flex (LYNX 427) Add Vehicle	Add New Flex Service	2022	\$311,890	No	No	No	No	No	No	No	Yes	Yes	Yes
Poinciana/Haines City (LYNX 416)	Maintain Existing Fixed Route Service	2060	\$0	No	No	No	No	No	No	No	No	No	No
Lakeland/Bartow Express	Add New Express Service	2017	\$387,998	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Lakeland/Winter Haven Express	Add New Express Service	2018	\$484,998	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Lakeland/SunRail Terminal Express	Add New Express Service	2017	\$193,999	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Lakeland to TIA Express (Phase I)	Add New Express Service	2015	\$196,281	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Lakeland to TIA Express (Phase II)	Increase Frequency	2022	\$392,563	No	No	No	No	No	No	No	Yes	Yes	Yes
Lakeland to Orlando Airport Express (Phase I)	Add New Express Service	2015	\$250,145	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Lakeland to Orlando Airport Express (Phase II)	Increase Frequency	2022	\$500,290	No	No	No	No	No	No	No	Yes	Yes	Yes
Downtown Lakeland BRT	Add New Fixed-Route Service	2020	\$627,690	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes
Fort Meade	Add New Call and Ride Service	2021	\$339,442	No	No	No	No	No	No	Yes	Yes	Yes	Yes
Frostproof	Add New Call and Ride Service	2020	\$339,442	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes
Ridge	Add New Call and Ride Service	2020	\$339,442	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes
Poinciana	Add New Call and Ride Service	2060	\$0	No	No	No	No	No	No	No	No	No	No
Davenport	Add New Call and Ride Service	2019	\$339,442	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes
Winter Haven Logistics Center	Add New Call and Ride Service	2021	\$339,442	No	No	No	No	No	No	Yes	Yes	Yes	Yes
New Alternative 67	Add New Service	2060	\$0	No	No	No	No	No	No	No	No	No	No
New Alternative 68	Add New Service	2060	\$0	No	No	No	No	No	No	No	No	No	No
New Alternative 69	Add New Service	2060	\$0	No	No	No	No	No	No	No	No	No	No
New Alternative 70	Add New Service	2060	\$0	No	No	No	No	No	No	No	No	No	No
New Alternative 71	Add New Service	2060	\$0	No	No	No	No	No	No	No	No	No	No
New Alternative 72	Add New Service	2060	\$0	No	No	No	No	No	No	No	No	No	No
New Alternative 73	Add New Service	2060	\$0	No	No	No	No	No	No	No	No	No	No
New Alternative 74	Add New Service	2060	\$0	No	No	No	No	No	No	No	No	No	No
New Alternative 75	Add New Service	2060	\$0	No	No	No	No	No	No	No	No	No	No
Other Service Improvements													
ADA Service	ADA Service for New/Expanded Service	2014	\$1,554,235	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Commuter Services/Taxi Access Program	Add New Service	2015	\$500,000	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Miscellaneous	Add New Service	2060	\$0	No	No	No	No	No	No	No	No	No	No

CHAPTER 3: ACCOMPLISHMENT'S COMPARISON (FY2015)

This section provides a review of the past year's accomplishments compared to the Original Service Implementation Plan documented in the My Ride: Polk Consolidated Transit Development Plan 2013-2022. It also provides an analysis of the discrepancies between the My Ride Plan and its implementation in the past year. Any revisions to the steps that will be taken to attain the original goals and objectives will be discussed in Chapter 4.

Accomplishments Compared to Goals and Objectives	
Objectives and Initiatives	Activity Addressing The Objective
Community Needs – PT will solicit public and stakeholder comments to identify and understand the community need for public transportation services including the need for access to jobs, educational opportunities, medical care, and services. These outreach efforts will be all-inclusive to identify the needs of visitors and all segments of our population.	<ul style="list-style-type: none"> ➤ Extensive public outreach and community events ➤ Presentations and meetings with local municipalities and community stakeholders
Community Education – PT will initiate and partner in programs to educate the community on the need for and the value of public transportation. These efforts will include community forums, e.g., transit summits or public meetings, and regular updates to local governments and other stakeholders.	<ul style="list-style-type: none"> ➤ Art in Transit Event ➤ Public Announcements and Advertisement on local radio and TV ➤ Presentations to local groups
Community Vision – PT will support Polk Vision, other local visioning efforts, and local government initiatives to include transit as an integral part of livable communities. It will coordinate with local governments to implement transit supportive land uses and transit oriented development.	<ul style="list-style-type: none"> ➤ Presentations at local government public meetings ➤ Neighborhood Mobility Audit Study ➤ Polk Vision Infrastructure Committee ➤ Complete Streets Study ➤ High Crash Corridor Study (Bike, Ped) Safety Audits
Cost Efficiency – PT will make the best use of existing resources to provide cost-efficient services and be a good steward of public resources. Where cost-effective, PT will seek to consolidate services and reduce or eliminate the duplication of administrative services. As part of a continuing commitment to the safe and cost-effective delivery of service, PT will maintain a set of Performance Standards and evaluate said standards on an annual basis.	<ul style="list-style-type: none"> ➤ Audited Rate per Revenue Hour: \$89.45 ➤ Transit Scoring Index used to evaluate route performance and make adjustments quarterly resulting in cost-effective delivery of service ➤ Performance Standards
Consolidated Service Plan – PT will develop and implement a community-based and supported plan to provide countywide public transportation services and access to the regional transportation system including high speed rail. This plan, based on the identified community needs and vision, shall include an appropriate mix of urban and rural-based services to ensure mobility for all residents and visitors in a cost-effective manner.	<ul style="list-style-type: none"> ➤ Regional Mobility Call Center includes the consolidation of customer service and dispatch staff of all agencies into one unit ➤ Implementation Plan updated in 2014 targeting all communities in Polk County ➤ All transit services contracted to LAMTD as of October 1, 2015. ➤ SunRail Extension Development Plan into Polk County Study ➤ Neighborhood Mobility Audits
Community and Financial Support – PT will build consensus and community support for dedicated, stable funding sources for countywide public transportation services. These efforts will be aimed at building a broad base of support ranging from individual transit users to community organizations, local governments and the business community. PT will seek the	<ul style="list-style-type: none"> ➤ Due to failure of referendum PT is investigating other funding alternatives ➤ Reaching out to communities to identify support and potential funding for transit improvements ➤ Universal Access Programs with public/private

active support of the county's government and community leaders to secure a dedicated funding source for PT in order to achieve its vision and fulfill its mission.	partnerships
Coordination with Regional Entities – PT will coordinate with other regional entities including Hillsborough Area Regional Transit Authority (HART), Central Florida Regional Transportation Authority (LYNX), Tampa Bay Area Regional Transportation Authority (TBARTA), and SunRail to ensure access to the larger region as part of a seamless transportation system.	<ul style="list-style-type: none"> ➤ Regional Fare Collection – PT has entered into a Memorandum of Understanding between Hillsborough Transit Authority (HART), Pasco County Public Transportation (PCPT), and Pinellas Suncoast Transit Authority (PSTA) to establish guidelines and setting the foundation for the development of a regional approach to fare collection in the Tampa Bay Region ➤ Partnership with LYNX to provide transit services in the northeast area of Polk County. These routes connect Polk citizens to the Lynx system providing regional connections

Detail of Accomplishments

Public Outreach – A non-traditional approach in the development of the My Ride Plan led to extensive public involvement activities to truly identify the local needs of a large geographical area, many diverse communities mixed with urban and rural demographics. But, the adoption of the My Ride Plan in 2012 was just the beginning. Efforts of public outreach activities continue to ensure all of the citizens of Polk County are aware and educated regarding the benefits of public transportation whether you utilize it or not.

The My Ride plan was awarded the 2012 Jan Johnson Public Involvement Award from the Heart of Florida (HOF) Section of the Florida Chapter of the American Planning Association (FAPA). This award is conferred to locally sponsored projects that promote understanding and involvement in the planning process on the part of the community. The My Ride Plan development process was recognized for its success in facilitating the development of a true community plan that garnered buy-in and consensus from the public and elected officials and that provides strategic direction for the Plan's implementation.

In the past year, public outreach efforts continued. The Executive Director and all transit team members continue to reach out in the community to educate local community leaders, business leaders, local officials, and citizens, of how public transportation can benefit their community, providing growth and access to jobs, education, and much more.

Community Outreach Tracking 2015

- ❖ Hall communications (radio, monthly event)
- ❖ Citizen's meeting at the Wilford B. Smith Community Center
- ❖ The Lakeland Ledger
- ❖ Fox 13 Interview
- ❖ Lake Alfred City Commission Meeting
- ❖ Florida Public Transportation Association referendum funding meeting
- ❖ Kiwanis Club of Winter Haven
- ❖ Kiwanis Club of Lakeland
- ❖ Kiwanis Club of Mulberry

- ❖ Fort Meade Chamber of Commerce
- ❖ Winter Haven Chamber of Commerce
- ❖ Lakeland Chamber of Commerce
- ❖ Crickette Club of Bartow

Art in Transit – Tom Phillips, Executive Director of Polk Transit and Citrus Connection, initiated the idea of bringing art and artists onto the bus to expose bus riders who otherwise might not have the opportunity. This fun and educational event was so successful that “Art in Transit” week is now an annual event. All week long, artists, musicians, and other performers rode the routes throughout the county to the delight of everyone. The following photos depict some of the many activities during the week:



Livable Polk Initiative – In 2014, the Polk TPO began a community partnership initiative to identify and promote best practices for creating livable communities for all residents of Polk County. As a part of that effort, the TPO led a study that included publication of three resource technical memoranda relating to transit, which are:

- Transit and Aging in Place
- Transit: Making Housing More Affordable
- Connecting Neighborhoods to Community Services and Places

These technical memoranda provided resources to the transit agencies to strengthen the message that public transportation may be used to contribute to more livable communities.

As a follow up to these studies, the Polk TPO conducted a series of Neighborhood Mobility Audits. These audits are directed at analyzing existing conditions and identifying improvements that may support the access of residents to essential services and places. The focus of these audits was the “traditionally underserved” areas of Polk County and offer recommendations for future transit improvements in these areas. The final reports are available on the Polk TPO’s website at: www.polktpo.com.

Cost Efficiency – The implementation of the Transit Scoring Index Program by LAMTD continues to play a major role in achieving maximum efficiency in the operations of routes in Lakeland. The audited rate for operations per revenue hour for 2015 was \$89.45. Some of the measures initiated to achieve this included:

- Switching to smaller buses that cost \$82,000 less than the larger buses that had been used in the past.
- Entering a fuel consortium with Hillsborough and Pinellas counties to save 30 to 50 cents per gallon.
- Cutting \$65,000 a year in lease payments for a location to hold board meetings.
- Entering into multiple universal access programs with local businesses and educational institutions to reduce taxpayer funding of the transit program.
- Improving preventative maintenance on the system's fleet.
- Consolidation of transit services from three agencies into one.

Transit Scoring Index – LAMTD implemented a project to collect data on routes by trip instead of on a daily basis by sampling. The idea was to have solid documentation of hourly data in order to analyze the peak and off-peak trips along each route. In turn, this would allow the agency to review the data quarterly and make route adjustments to ensure the service is being performed in the most cost-efficient manner. A copy of the TSI for 9-30-15 is on the following pages.

JULY-SEPT 2015

	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	12.3	26.8	19.6	25.1	29.2	27.2	13.6	23.9	18.8
Route 3	12.8	23.0	17.9	18.6	22.4	20.5	14.7	21.3	18.0
Route 3X	3.7	6.9	5.3	5.5	8.2	6.9	2.5	5.6	4.1
Route 10	8.8	10.8	9.8	11.7	13.3	12.5	10.1	14.0	12.1
Route 14	15.9	20.4	18.2	16.1	19.3	17.7	14.1	20.2	17.2
Route 15	9.6	17.0	13.3	14.0	18.1	16.1	10.0	18.7	14.4
Route 22 XL	27.3	40.6	34.0	27.3	32.8	30.1	29.4	34.4	31.9
Route 32/33	6.6	16.1	11.4	10.6	13.1	11.9	1.7	11.3	6.5
Route 39	6.3	6.3	6.3	8.1	8.1	8.1	5.2	5.2	5.2
Route 45	14.4	19.5	17.0	15.1	19.9	17.5	7.0	19.8	13.4
Route 46	8.6	11.0	9.8	9.2	12.4	10.8	10.4	14.2	12.3
Route 47	10.8	12.7	11.8	12.3		12.8	9.7	12.5	11.1
Route 57			#DIV/0!						#DIV/0!
Route 58	6.6	15.6	11.1	10.1	15.8	13.0	5.9	15.9	10.9
Route 12	10.4	30.4	20.4	18.0	27.1	22.6	11.5	23.6	17.6
Route 15WH	26.8	43.2	35.0	30.2	36.3	33.3	22	33.5	27.8
route 22 XW	13.8	29.8	21.8	22.4	24.0	23.2	11.4	26.6	19.0
route 30	5.0	22.6	13.8	19.5	22.6	21.1	14.9	22.1	18.5
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	

	7.3	11.8	9.6	12.9	18.0	15.5	4.8	15.8	10.3
Route 47									
Route 57	7.4	13.2	10.3	8.2	11.4	9.8	9.3	16.4	12.9
Route 58	10.6	16.6	13.6	12.3	18.6	15.5	3.4	14.9	9.2
Route 12	17.8	31.0	24.4	18.9	30.4	24.7	11.8	27.5	19.7
Route 15WH	27.2	53.5	40.4	34.8	41.7	38.3	22.4	41.1	31.8
Route 22 XW	22.7	27.6	25.2	26.4	32.0	29.2	20.1	31.1	25.6
route 30	3.5	28.2	15.9	22.1	25.2	23.7	19.1	27.9	23.5
Regular Fixed Route									
10 +	route doing well	7 - 9.9		possible minor changes	0 - 6.9		possible major changes		

Flex Routes	4 - 6.9 possible minor changes	0 - 3.9 possible major changes
7+	route doing well	

SECOND QTR APRIL-JUNE 2017		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		12.3	26.3	19.3		24.6		26.5	8.6	23.9	
Route 3		11.0	23.7	17.4		19.8		21.7	10.1	17.0	
Route 3X		7.5	8.9	8.2		3.8		4.8	0.8	0.8	
Route 10		8.8	10.8	9.8		11.7		12.5	10.1	14.0	
Route 14		8.5	15.2	11.9		13.9		16.4	6.4	16.6	
Route 15		8.9	18.1	13.5		14.1		16.8	8.3	15.2	
Route 22 XL		18.8	28.4	23.6		31.2		32.5	6.9	23.9	
Route 32/33		5.0	11.5	8.3		7.2		8.5	2.7	10.1	
Route 39		5.9	5.9	5.9		6.7		6.7	5.7	5.7	
Route 45		12.6	20.9	16.8		17.2		19.8	9.9	20.3	
Route 46		5.9	14.4	10.2		7.8		8.6	6.3	15.3	
Route 47		7.6	11.4	9.5		12.3		13.1	4.5	13.7	
Route 57		5.8	13.3	9.6		8.4		9.1	8.4	13.7	
Route 58		9.4	12.8	11.1		11.2		12.5	3.4	11.4	
Route 12		16.0	27.4	21.7		17.3		22.7	12.0	23.3	
Route 15WH		26.2	39.7	33.0		29.1		31.1	18.8	32.1	
route 22 XW		23.6	28.2	25.9		22.4		24.0	15.3	28.2	
route 30		4.2	24.4	14.3		19.9		21.8	18.7	24.9	
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	possible minor changes	possible major changes

THIRD QTR	6:15 am - 11:15 am	11:15 am - 3:15 pm	3:15 pm - 7:15 pm
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Fourth QTR Oct-Dec 2014	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	12.8	26.4	19.6	25.1	30.4	27.8	9.4	24.4	16.9
Route 3	11.3	25.3	18.3	21.4	24.8	23.1	7.0	16.5	11.8
Route 3X	4.6	10.9	7.8	1.1	8	4.6	0.03	0.03	0.03
Route 10	12.7	18.0	15.4	20.4	21.9	21.2	12.4		21.6
Route 14	10.7	20.0	15.4	16.1	21.2	18.7	8.6	22.1	15.4
Route 15	10.9	23.0	17.0	17.8	25.3	21.6	9.4	17.6	13.5
Route 22 XL	21.1	35.4	28.3	41.1	51.1	46.1	10.6	33.6	22.1
Route 32/33	6.0	9.5	7.8	4.8	10.4	7.6	1.6	8.4	5.0
Route 39	6.7	6.7	6.7	5.0	5.0	5.0	4.3	4.3	4.3
Route 45	20.3	23.9	22.1	22.4	26.7	24.6	12.7	27.5	20.1
Route 46	8.7	18.4	13.6	9.6	11.6	10.6	9.8	20.6	15.2
Route 47	6.8	14.2	10.5	13.6	16.1	14.9	5.4	18.0	11.7
Route 57	8.5	13.3	10.9	9.4	13.3	11.4	10.7	20.3	15.5
Route 58	10.3	16.3	13.3	12.0	15.4	13.7	3.3	12.7	8.0
Route 12	21.0	35.1	28.1	23.1	34.3	28.7	13.1	28.0	20.6
Route 11	9.3	22.5	15.9	13.5	25.6	19.6	8.3	18.7	13.5
Route 15WH	26.9	42.5	34.7	34.0	35	34.5	17.5	30.5	24.0
route 22 XW	20.1	26.2	23.2	26.2	30.7	28.5	15.2	30.5	22.9
route 30	5.0	26.2	15.6	19.9	21.7	20.8	10.9	23.9	17.4
Regular Fixed Route									
10 +	route doing well			possible minor changes			possible major changes		
	7 - 9.9			0 - 6.9					

Flex Routes	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
7+	13.1	25.4	19.3	23.6	29.2	26.4	8.5	24.6	16.6
	15.7	39.4	27.6	35.7	42.2	39.0	8.5	28.5	18.5
Route 3	8.8	10.5	9.7	9.4	9.4	9.4	7.3	8.8	8.1
Route 3X	10.8	15.0	12.9	15.9	19.4	17.7	9.7	19.5	21.6
Route 10	10.4	19.5	15.0	16.8	19.5	18.2	7.9	22.2	15.1
Route 14	10.1	17.5	13.8	16.9	21.8	19.4	8.9	15.9	12.4
Route 15	23.1	33.1	28.1	39.9	45.1	42.5	10.3	25.6	18.0
Route 22 XL	6.2	8.6	7.4	4.5	10.0	7.3	2.4	9.1	5.8
Route 32/33	7.1	7.1	7.1	5.4	5.4	5.4	6.0	6.0	6.0
Route 39	17.6	23.4	20.5	20.9	26.2	23.6	12.1	26.7	19.4
Route 45	7.2	16.1	11.7	9.0	11.0	10.0	9.7	19.3	14.5
Route 46									
Flex Routes	route doing well			possible minor changes			possible major changes		
	4 - 6.9			0 - 3.9					

FIRST QTR JAN-MAR 2015	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	13.1	25.4	19.3	23.6	29.2	26.4	8.5	24.6	16.6
Route 3	15.7	39.4	27.6	35.7	42.2	39.0	8.5	28.5	18.5
Route 3X	8.8	10.5	9.7	9.4	9.4	9.4	7.3	8.8	8.1
Route 10	10.8	15.0	12.9	15.9	19.4	17.7	9.7	19.5	21.6
Route 14	10.4	19.5	15.0	16.8	19.5	18.2	7.9	22.2	15.1
Route 15	10.1	17.5	13.8	16.9	21.8	19.4	8.9	15.9	12.4
Route 22 XL	23.1	33.1	28.1	39.9	45.1	42.5	10.3	25.6	18.0
Route 32/33	6.2	8.6	7.4	4.5	10.0	7.3	2.4	9.1	5.8
Route 39	7.1	7.1	7.1	5.4	5.4	5.4	6.0	6.0	6.0
Route 45	17.6	23.4	20.5	20.9	26.2	23.6	12.1	26.7	19.4
Route 46	7.2	16.1	11.7	9.0	11.0	10.0	9.7	19.3	14.5

In addition, a Community Score Card has been created and posted on Citrus Connection's website, as well as the downtown Lakeland terminal, so passengers can readily see how their route is doing. The chart is color-coded to make it easy to see if the route is doing well (green), possibility of minor changes (yellow), or if major changes may be coming (red). It is expected that the Community Score Card will also be posted at the Winter Haven transit terminal as the consolidation effort continues into 2016.

Regional Mobility Call Center (RMCC) – In 2012, Polk County was awarded a grant through the FTA under the Veterans Transportation and Community Living Initiative (VTCLI).

The \$1,542,267 VTCLI grant was used to help veterans, military families, and others connect to jobs and services in their communities by improving access to local transportation options. Polk County used the grant specifically to consolidate the LAMTD and PCTS call centers into a single one-call center with centralized website and phone number for coordinated delivery of transportation.

This effort puts Polk Transit as one of the first agencies in the United States to implement this federally-funded program to better service the people who have served us so well.

The combining of resources between these three agencies has reduced costs and increased funds to be utilized for direct services. The new RMCC locates all personnel in one physical location from the different agencies for centralized coordination of all services available regarding transit in the county.

A single phone number for both demand response and fixed routes has been implemented and the staff members have access to a single database system for booking trips, bus schedules, next bus and bus stop locations and application and eligibility information.

The RMCC opened June 2013. Last year, the Center's staff booked 118,944 reservations, fielded 130,808 calls with a wait time average of two minutes. It continues to be a successful model for transit agencies in the State of Florida.

Designated FTA 5307 Recipient – The Polk TPO Board approved Resolutions recommending that Polk Transit become the designated recipient for FTA Section 5307 funding for the Lakeland and Winter Haven urbanized areas in 2012.

The Polk Transit Authority was created under Chapter 2007-275, Laws of Florida, with the stated purpose to provide for the consolidation of transit services in Polk County and the transition to a countywide transit system. PT has the authority to plan, finance, acquire, construct, operate and maintain mass transit facilities and systems and the BOCC has entered into a Memorandum of Understanding (MOU) with PT, LAMTD, and the Polk TPO to ensure coordination in the planning, programming and implementation of public transportation projects in Polk County. In the adoption of the MOU, the subject parties supported the future selection of PT as the designated recipient for the Winter Haven Transportation Management Area (TMA) and the Lakeland TMA.

However, with the failure of the referendum in 2014, the Lakeland Area Mass Transit District (LAMTD) has taken the lead in becoming the designated recipient for federal funds for the Lakeland and Winter Haven urbanized areas until a suitable alternative can be identified.

Universal Access Program (UAP) - The agreement between Polk State College (PSC) and Lakeland Area Mass Transit District (LAMTD), for universal access to all Citrus Connection and Winter Haven Area

(WHAT) Transit Fixed Routes for current faculty, students, and staff marked the beginning of great partnerships between public transportation and public education in Polk County. The agreement provides free universal transit access to 20,000 PSC students, plus faculty and staff at their multiple campuses when the appropriate PSC identification card is shown. The agreement does not limit transportation to college activities—whenever and wherever a Polk County fixed route bus travels, rides are free.



There has never been this type of partnership in Polk County and is a model that is being recognized nationwide. The UAP with PSC was the first partnership of its kind, but definitely will not be the last. Already, UAP agreements have been executed with many other learning institutions. The reduction of energy consumption is not limited to the academic environment. The program in a very similar form is being offered to the business community as an employee benefit and to encourage “greening” in their Community.

Our first business participant, Legoland, has joined the universal access program where their model citizens ride for free by showing their employee ID. To date, UAP agreements are in place with the fourteen agencies listed below. Ridership figures for prior year are shown in parenthesis.

- Polk State College (72,388)
- Legoland (23,431)
- Southeastern University (8,995)
- Everest University (20,042)
- COLTS/Polk County School Board (50,745)
- Veterans (53,393)
- Southern Technical College (12,598)
- Polk Health Care (56,351)
- Florida Polytechnic University (6,792)
- Central Florida Healthcare (12,831)
- Lakeland Downtown Development Agency (not tracked)
- Summer of Safety (2,794)
- PACE School for Girls (not tracked)
- Spectrum/Peace River Center (not tracked)

The Universal Transit Access Program offers transportation options to afford students high quality, customized academic opportunities. In addition, it saves employees and students gas money that can be spent elsewhere, easing parking and congestion concerns and minimizing pollution—all positive benefits for the citizens of Polk County.

Regional Fare Collection Workgroup – The Regional Fare Collection Workgroup consists of transit agencies from Hillsborough, Pinellas, Pasco, Citrus, Hernando, Polk, Sarasota, and Manatee counties. The group is working toward providing a fare collection system that supports regional connectivity in the

Tampa Bay area. Hillsborough Area Regional Transit Authority (HART) is leading this effort and is the Designated Recipient for Florida Department of Transportation (FDOT) service development funding to provide needed upgrades in hardware and software for aging fare boxes, new technology, and back-office software systems. Upgrades to existing farebox systems allow for Smart Card technology.

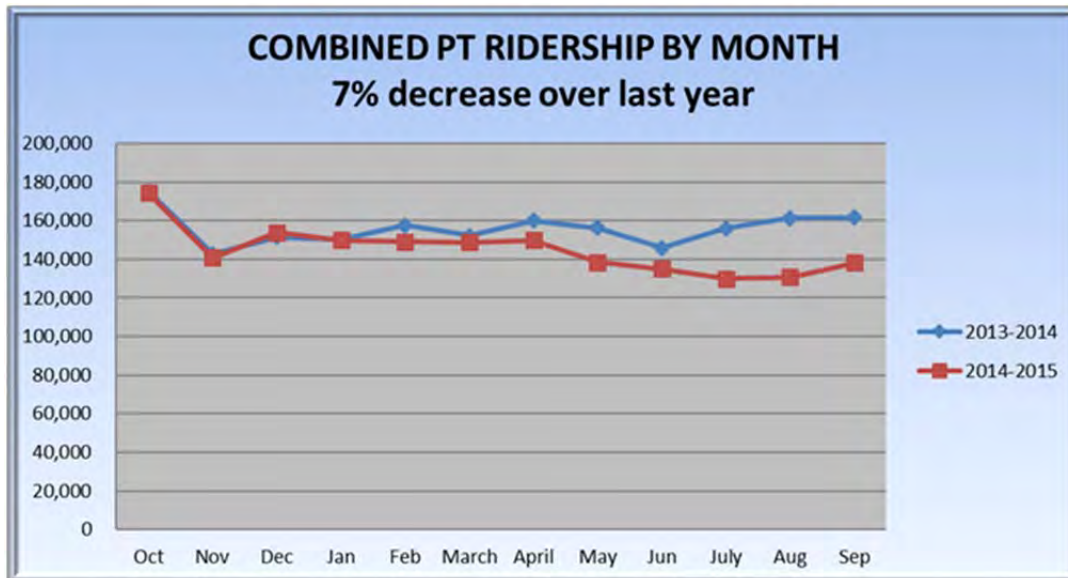
Performance Standards

The performance standards for the last fiscal year as referenced in Chapter Two are provided in the following Table for 2015:

Performance Standard	2015 LAMTD	2015 WHAT/PCTS
Achieve ridership of 15 passengers per hour on fixed-routes in operation more than 5 years.	17.0	11.0
Achieve ridership of 10 passengers per hour on fixed-routes in operation less than 5 years.	17.0	11.0
Achieve an “on-time” performance rating of 90% at the route and system level.	90%	90%
Less than 2 accidents per 100,000 miles of revenue service.	.837	.5003
Maintain a spare ratio of 20% for fixed-route service.	18%	30%
Hold administrative cost to less than 20% of total operating cost.	21.2%	10%
Hold maintenance cost to less than 20% of total operating cost.	18.5%	39%
Allocate at least 2% of total operating budget for advertising and promotion	3.1%	1%
Achieve an operating ratio (farebox revenue/total operating expenses) of at least 20%.	25.50%	14.3%
Where appropriate, consider potential to transition to alternative fuel vehicles for economic and environmental benefits and for reducing carbon emissions and fossil fuels.	Lack sufficient funding	Lack sufficient funding
Reduce fuel consumption by 1% each year, as new sources to power vehicles are acquired, as funding allows.	Joined Fuel Consortium	Joined Fuel Consortium

Ridership

Transit ridership decreased by 7% last year. Ridership for LAMTD and WHAT for year-end September 30, 2015 totaled 1,592,560. ADA trips totaled 85,870, and paratransit trips totaled 79,481. The ridership chart illustrates the trend of public transportation over the past two years.



It should also be noted that the ridership figures include Routes 603, 416 and 427 which are operated by LYNX under contract by the Polk County Board of County Commissioners. The service is within Polk's boundaries in the northeast portion of the County.

Service Modifications – Although the Implementation Plan included service enhancements and new services to be implemented, the failure of the referendum initiative caused the transit agencies to scale back services. No new service was added in 2015. In fact, service was reduced by approximately 18% on weekdays and 88% on Saturdays, which greatly impacted the system. Using the Transit Scoring Index referenced earlier, route adjustments are made quarterly to maximize efficiencies in service delivery. The My Ride Plan has now become a financial constrained plan with the need to secure a permanent source of funding to meet the needs identified as part of the major update in 2012.

Also, noteworthy, is that LAMTD management was made aware that their agency did not have a capital replacement program. Up through recent years, bus replacement was handled through federal earmarks when available, which is not possible in today's political climate. Therefore, it was recommended by auditors that LAMTD set aside 20% of its operating budget for a capital improvement plan. This forced the need for further service reductions to achieve this goal in the Lakeland urbanized area.

The following chart depicts the route changes that occurred during the reporting period:

LAKELAND AREA MASS TRANSIT DISTRICT

FY14-15

SERVICE CHANGES

DATE	COMMENTS
10/06/2014	<ul style="list-style-type: none"> Route 45 – George Jenkins / Swindell: Time point at Clark Rd. & New Tampa Hwy was moved to New Tampa Hwy & Clark Rd. due to safety issues.
11/03/2014	<ul style="list-style-type: none"> Route 3X – Polytechnic Circuit Express: Route was changed Monday through Saturday to provide service to Publix at Plantation Square. And changed on Sundays to provide service to Publix at Plantation Square, Lakeland Park Center, and Lakeland Square Mall.
01/05/2015	<ul style="list-style-type: none"> Route 3 – Lakeland Hills Corridor: Route changed Monday through Friday from 30 minutes headway to 60 minutes headway.
01/05/2015	<ul style="list-style-type: none"> Route 47 – Duff Rd. Shuttle: Trip was added on Saturday at 11:15 am.
2/2/2015	<ul style="list-style-type: none"> Route 39 – Bradley Flex: The Whitfield St. was eliminated from this route.
5/3/2015	<ul style="list-style-type: none"> Route 3X – Polytechnic Circuit Express: Service is suspended from Sunday May 3, 2015 through Sunday, August 16, 2015.
5/4/2015	<ul style="list-style-type: none"> Route 3 – Lakeland Hills Corridor: Schedule change. 45 after trips added from 8:45 am to 2:45 pm (last trip), Monday through Friday only. Route 47 – Duff Rd. Shuttle: Route and schedule change to serve Salvation Army on Kathleen Rd. at 7:15 am and 6:15 pm trips, Monday through Friday only.
6/8/2015 – 7/4/2015	<ul style="list-style-type: none"> Route 1 – Florida Avenue Corridor: Route changed Monday through Friday only, from 30 minutes headway to 60 minutes headway. Saturday stays 30 minutes headway.
7/6/2015	<ul style="list-style-type: none"> Route 1 – Florida Avenue Corridor: Monday through Friday, schedule changed from 60 minutes headway to 30 minutes headway. Trips were eliminated Monday through Friday: 5:45 pm and 6:15 pm. Trips were eliminated Saturday: 4:15 pm trips. Route 3 - Lakeland Hills Corridor: Route was changed, eliminating service to Watson Clinic at Morrell Dr. Monday through Friday, 6:15 pm trip eliminated. No service on Saturdays. Route 10 – Circulator: Route changed, serving Florida Southern College. No service on Saturdays.

DATE	COMMENTS
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7/6/2015	<ul style="list-style-type: none"> • Route 12 – Lakeland/Winter Haven: One bus eliminated on Saturdays, headway changed from 60 minutes to 120 minutes. • Route 14 – Combee/Edgewood: Route changed, no service on Morgan Combee Rd. and Fish Hatchery Rd. it was changed to N. Combee Rd. One bus eliminated, headway changed from 60 minutes to 120 minutes. No service on Saturdays. • Route 15 – Kathleen/Providence/Harden: Monday through Friday, 6:15 pm trip was eliminated. No service on Saturdays. • Route 22XL – Bartow Express to Lakeland: One bus eliminated, in the morning and afternoon. No service on Saturdays. • Route 45 – George Jenkins/Swindell: No service on Saturdays. • Route 46 – 10th/Wabash/Ariana: Route changed, no service on South Florida, Cleveland Heights and Walmart at Imperial Blvd. No service on Saturdays. • Route 47 – Duff Rd. Shuttle: Schedule change, 7:15 am, 5:15 pm, and 6:15 pm trips eliminated Monday through Friday. No service on Saturdays. • Route 57 – Airport: Route was eliminated. • Route 58 – College Connector: Route change and schedule change. The areas of Lakeside Village, Kidron Rd., VA Clinic and PSC Corporate College from RT57 were included in the RT58. No service to Florida Southern College. No service on Saturdays.
7/20/2015	<ul style="list-style-type: none"> • Route 58 – College Connector: Route changed. No service to Lakeside Village.
8/17/2015	<ul style="list-style-type: none"> • Route 3X – Polytechnic Circuit Express: Start service with new route and schedule.

BUS STOP IMPROVEMENTS

In reporting the accomplishments of LAMTD and WHAT transit systems, it is also important to include bus stop and shelter improvements. During the reporting period, the Lakeland Area Mass Transit District and Winter Haven Area Transit continue the shelter program by installing bus shelters and ADA deployment pads. Both agencies worked diligently to ensure that all transit improvements

implemented are in total compliance with all applicable regulations. LAMTD installed approximately 43 ADA deployment pads throughout the Lakeland urbanized area. The Polk BOCC installed and made improvements to over 26 ADA deployment pads throughout the Winter Haven urbanized area and unincorporated Polk County. In addition, they installed over 18 benches and 15 shelters. Three shelters were moved to other locations as route adjustments were made.

The following picture is an example of the standard stop improvements installed:



FARE CHANGES

To ensure riders experience seamless travel, the LAMTD and WHAT systems share a common fare fee. The Day Pass was introduced on April 14, 2012 which eliminated transfers completely. Other fares that were eliminated were the multi-ride passes (20 Ride One-Way Adult, 15 Ride One-Way Student, 15 Ride one-way Senior/Disabled) because without a transfer system, they were not a good value. The cost for the new day passes were Adults \$3.00; Students \$2.50; and Seniors/Disabled \$ 1.50. There were no fare changes that occurred in 2015. The approved fares are shown in the following table:

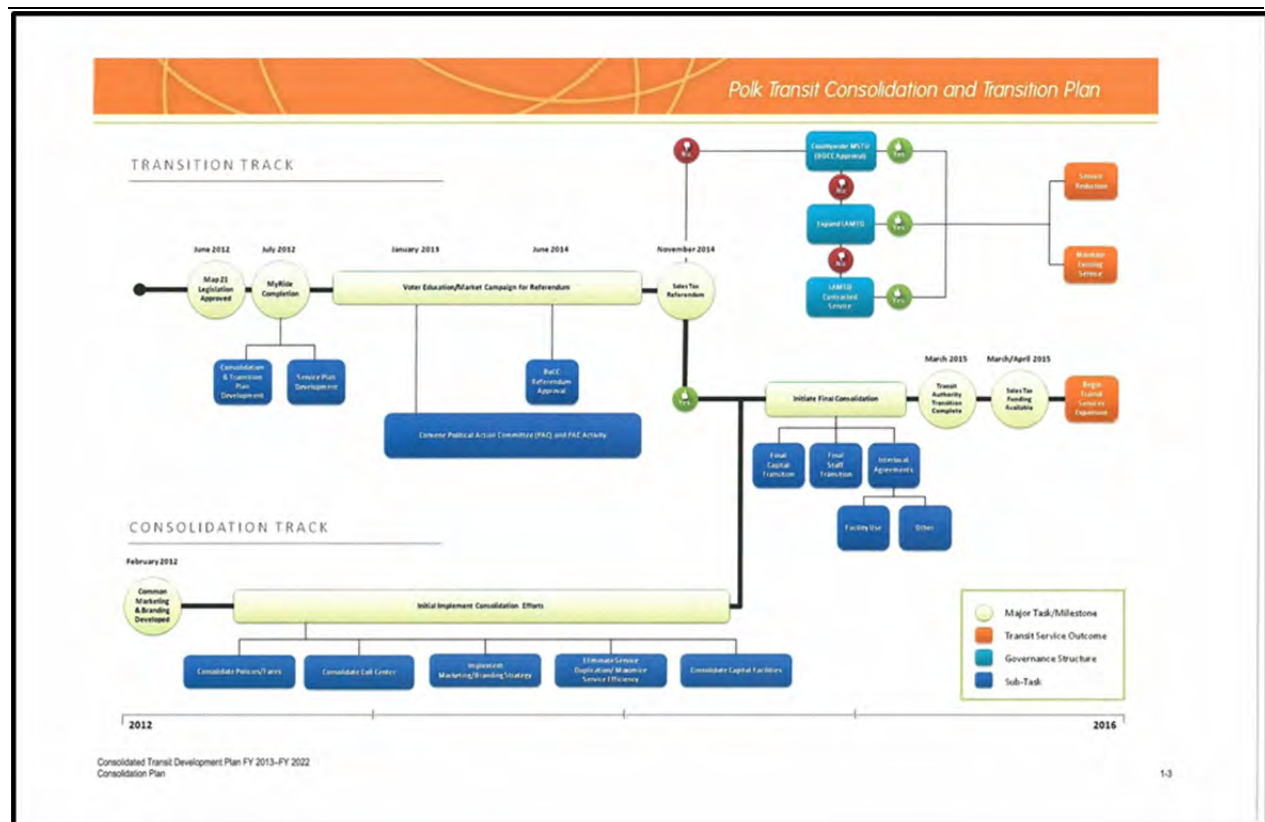
LAMTD and WHAT Common Fare Changes		
04/14/2012	Adults	\$1.50
	Students	\$1.25
	Seniors/Disabled	\$0.75
	ADA/PT Connect	\$2.00
	ADA/Fixed Route	Free
	31-Day Unlimited Pass	\$47.00
	Unlimited Weekly	\$12.00
	BUS PASSES:	
	Adult Day Pass	\$3.00
	Student Day Pass	\$2.50
	Senior/Disabled Day Pass	\$1.50

Cashless Fare System – A cashless fare system was created system wide. Trip co-payments were different amounts for the various programs based on eligibility and ability to pay, with it being unable to enforce Medicaid co-payments. Therefore, the CTC changed the Transportation Disadvantaged (TD) co-pay rate to \$2.00 (same as the ADA/PT Connect) and is utilizing the same pass program as Citrus Connection. This cashless system is one more step towards consolidation of services which relieves additional administrative burden but strengthens accountability.

CHAPTER 4: CONSOLIDATION PLAN ANALYSIS

The My Ride Consolidated Transit Development Plan FY 2013-2022 is still young in vision. In this short timeframe, much has been accomplished. Polk County is looking forward to the My Ride Plan coming to life even more over the years. Below is the Polk Transit Consolidation and Transition flow chart from the 2012 adopted Plan. The consolidated approach aims at identifying opportunities and strategies to improve transit service efficiency in Polk County.

It should be noted that with the failure of the 2014 referendum, the alternative consolidation track is being followed at this time.



In Chapter 6, the Financial Plan and Implementation Plan has been updated with the planning horizon extended over a period of fifteen years rather than ten. The adopted My Ride Plan is predicated on the assumption that services for Polk County would be consolidated under one umbrella (agency), Polk Transit, which is represented in the above chart. This will allow for maximum efficiency and effective delivery of all of the transportation services within Polk County. However, at this time the alternative consolidation track is being followed with services being consolidated under LAMTD rather than Polk Transit. All public transportation operations were consolidated entirely under the banner of the Citrus Connection effective October 1, 2015. The result of the merger brings the Citrus Connection organization to approximately 200 members with an annual budget of \$16 million.

CHAPTER 5: FAREBOX RECOVERY RATIO ANNUAL REPORT

Current Farebox Recovery Ratio

The farebox recovery ratio for the year ending September 30, 2015 for the Polk County transit agencies combined average was 20%. The My Ride financial plan update includes gradual increases to 20%, so this goal has been achieved through efficiencies gained in operations. It is expected that the Farebox Recovery Ratio will increase as the merger of the transit agencies is completed in the next reporting period. The breakdown is as follows:

LAMTD	25.50%
WHAT/PCTS	14.30%

Prior Year Fare Studies and Changes and Proposed Fare Changes for Upcoming Years

The first fare increase in the twenty-five year history of LAMTD was implemented in January, 2007. The fare was raised 33% from \$.75 to \$1.00, with WHAT and PCTS following suit.

In October, 2008, the transit agencies approved a 25% fare increase which raised the one-way fare from \$1.00 to \$1.25.

April 14, 2012 brought a major change to the fare structure for the transit agencies. The Day Pass was introduced which eliminated transfers completely. The costs are: Adult \$3.00, Student \$2.50; Senior/Disabled \$1.50. A one-way ticket may still be purchased for \$1.50, however, with no free transfer; the Day Pass at \$3.00 is a more attractive value.

The introduction of the Day Pass also eliminated the multi-ride passes because without a transfer system in place they were not a good value either.

Strategies to Improve the Farebox Recovery Ratio

Following is a list of strategies to improve the farebox recovery ratio.

- Monitor key performance measures for individual fixed routes.
- Ensure that transit serves the major activity centers, potentially increasing the effectiveness of service.
- Increase ridership by continuing to transition transportation disadvantaged patrons to fixed-route service.
- Minimize costs required to operate and administer transportation services.
- Determine most cost-effective service type on all major corridors, given demand, routings, and coverage areas.
- Review maintenance costs relative to total system costs.
- Increase ridership through enhanced marketing and community relations activities.

CHAPTER 6: FINANCIAL PLAN UPDATE

To fully meet the needs for public transportation in Polk County, the need to secure a long-term, dedicated funding source remains. The Polk County Board of County Commissioners placed a “My Ride/My Roads” Initiative on the November 2014 ballot seeking a one cent sales tax to be divided accordingly, providing to the Polk Transit Authority one-half cent and new roads one-half cent. If approved, then the Board of County Commissioners would no longer levy the one mill ad valorem for roads and the LAMTD would no longer levy the half mill within their district boundaries. However, the initiative failed which causes the My Ride Financial Plan still valid as a “needs plan” but is financially constrained due to the lack of funding to implement new services and expand existing services.

In February 2014, an effort was initiated by Polk Transit and the Polk Transportation Planning Organization to update the financial plan and its program of service improvements within the My Ride Plan. Key distinctions in the My Ride financial plan update include a more comprehensive set of assumptions, integration of costs and revenues for the County’s Transportation Disadvantaged program, an expansion of the planning horizon to fifteen years instead of ten, and a refined financial planning spreadsheet tool. The end result is a more robust and user-friendly financial plan that includes a number of summaries that delineate the type of services programmed in the plan, where those services will operate, and how all of the communities in Polk County will benefit.

The My Ride Financial Plan Update Report completed in June 2014 follows. Due to the failure of the referendum, no sales tax revenues are available, creating a large deficit in funding the Implementation Plan identified in the My Ride Plan. In addition, the Financial Plan will need to be updated to reinstate the Ad Valorem revenue in the Lakeland Area Mass Transit District, as well as local revenues contributed by the various local communities to provide service in their selective jurisdictions. Also, the large reductions in services in 2015 impacted the cost of existing operations, along with the consolidation of transit services into LAMTD. Because of so many changes that have occurred during this interim year reporting period, it was decided to address these issues in the next major update in 2017 which will begin shortly.



Financial Plan Update

June 2014



Tindale-Oliver
&
Associates, Inc.
Planning and Engineering



POLK TRANSPORTATION PLANNING ORGANIZATION



Polk Transit

Polk Transit
My Ride: Polk Consolidated Transit Development Plan
Financial Plan Update



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June 2014

My Ride Financial Plan Update

INTRODUCTION

My Ride is the consolidated Transit Development Plan (TDP) for Polk County. The My Ride plan serves as the strategic guide for public transportation in Polk County. It identifies public transportation service improvement priorities for the county, outlines a strategy for funding those priorities, and provides policy direction for accomplishment of plan initiatives.

The My Ride plan was adopted in August 2012. In February 2014, an effort was initiated by Polk Transit and the Polk Transportation Planning Organization (TPO) to update the financial plan and its program of service improvements. The materials in this report include summary results from the update to the My Ride plan. Key distinctions in the My Ride financial plan update include a more comprehensive set of assumptions, integration of costs and revenues for the County's Transportation Disadvantaged program, an expansion of the planning horizon to 15 years, and a refined financial planning spreadsheet tool. The effort to update the financial plan consisted of several working meetings with Polk County, Lakeland Area Mass Transit (LAMTD), and TPO staff. The end result is a more robust and user-friendly financial plan that includes a number of summaries that delineate the type of services programmed in the plan, where those services will operate, and how all communities in Polk County will benefit.

The following attachments are included in this report:

- **Summary of Objectives and Major Assumptions** – Documents all major assumptions used to develop the financial plan update
- **My Ride Financial Plan Operating Costs and Revenues Summary** – Total costs and revenues for major operating categories
- **My Ride Financial Plan Capital Costs and Revenues Summary** – Total costs and revenues for major capital categories
- **Community Summary** – Existing and programmed services to each community in Polk County
- **Service Summary** – Summary of all service types in the My Ride plan including descriptions, service characteristics, and communities served
- **Revenue Summary** – Distribution of revenue sources, including federal, state, and local revenues, by capital and operating expense
- **Implementation Summary** – Implementation program for all new services in the My Ride plan

Polk My Ride Financial Plan

Summary of Objectives and Major Assumptions

Objectives

- Demonstrate a cost feasible plan using a 1/2 penny sales tax
- Update and agreement of plan assumptions
- Ease of understanding/User-friendly
 - For the public
 - For future updates
- Create methodology for budgeting
- Plan that is inclusive of:
 - CTC and all other related overhead costs
 - FTA format for submittals
- Identify services for each community

Programming

Planning Horizon	FY 2015 – FY 2029
Referendum	November 2014
Sales Tax Revenue Available	April 1 st 2015
First Vehicle Order – New Service	FY 2015
New Service Implementation Begins	January 1, 2015 Later service/Sunday service April 1, 2015 Express service to Tampa/Orlando Taxi access program

Revenue Assumptions

Sales Tax	½ penny for 14 years First fiscal year revenue totals = less than ¾ of annual projections Growth rate assumption = 2% annually
No Ad Valorem	To be replaced by sales tax (2015). Last fiscal year for ad valorem revenues = FY 2015
Farebox Recovery Ratio	16% - 2012 combined farebox. Gradual increase to 20%.
MAP-21 Legislation	Assume 75% of 5307 allocation for operations until 75 peak vehicle limit is reached Assume 50% of 5307 for operations thereafter
Municipal Contributions	To be replaced by sales tax (2015)
Universal Access Program	\$200,000 annually
Other Federal/State	FDOT Discretionary Grants,
FDOT Discretionary	Two projects funded at 50% over three years (\$1.2 M)
BRT	BRT Capital = 75% Federal and State sources (\$7.5 M)
Admin/Ops Facility	50% Federal and State sources

Operating Costs

Operating Cost/Hour	\$91.59. Marginally allocated for new services beginning at \$68.60. 10% efficiency gain to be applied because of consolidation
ADA Service	20% of fixed-route operating costs
Commuter Services/Taxi Access Program	\$1,000,000 Annually (assumes 100,000 annual trips @ \$10 per voucher)

Capital Needs

Vehicles	Vehicle replacement and expansion. Purchase occurs one year prior to service implementation
Park-and-Ride Facilities	4
Stop Infrastructure	Simple Bus Stops – Every ¼ mile Shelter Stops – Every mile
Light Duty Maintenance Garages	3
Bus Rapid Transit	\$3 million per mile (not inclusive of vehicles)
Call Center	In year 2 of a 10 year lease (starting October 1, 2013)
New Administration/Operations Facility	\$20M assumed for new administration and operations facility 25% assumed for design and engineering costs

Unit Costs

Operating Cost per Revenue Hour	\$90.93
Bus Cost (Diesel Hybrid 40')	\$690,159
Bus Cost (30'-35')	\$429,935
Mini-Bus	\$107,484
Van	\$47,643
Heavy Duty Maintenance Vehicle	\$55,000
Support Vehicle Cost	\$23,000
Simple Bus Stop	\$12,000
Sheltered Bus Stop	\$25,000
Park-and-Ride Facility	\$1,200,000
Satellite Maintenance Facility	\$4,000,000
Spare Vehicle Ratio	20%
Operating Cost Inflation Rate	2.5%
Capital Cost Inflation Rate	2.5%

My Ride Operating Costs and Revenues
Operating Costs & Revenues for Fixed-Route/ADA Paratransit Services
Florida Transit TDP Update

Operating	FY15 Estimated	FY16 Estimated	FY17 Estimated	FY18 Estimated	FY19 Estimated	FY20 Estimated	FY21 Estimated	FY22 Estimated	FY23 Estimated	FY24 Estimated	FY25 Estimated	FY26 Estimated	FY27 Estimated	FY28 Estimated	FY29 Estimated	Total
Operating Costs																
Existing Fixed-Route Service Costs	\$10,147,988	\$10,401,482	\$10,661,520	\$10,928,058	\$11,201,259	\$11,481,290	\$11,768,323	\$12,062,531	\$12,364,094	\$12,673,196	\$12,990,026	\$13,314,777	\$13,647,646	\$13,988,838	\$14,338,558	\$181,969,386
Existing ADA Service	\$1,925,039	\$1,973,165	\$2,022,494	\$2,073,056	\$2,124,892	\$2,178,004	\$2,232,455	\$2,288,266	\$2,345,773	\$2,404,109	\$2,462,212	\$2,520,917	\$2,580,963	\$2,653,687	\$2,720,029	\$34,519,651
Existing Paratransit Service	\$4,885,278	\$5,007,410	\$5,132,595	\$5,260,910	\$5,392,433	\$5,527,244	\$5,665,425	\$5,807,061	\$5,952,337	\$6,101,043	\$6,253,569	\$6,409,908	\$6,570,136	\$6,734,410	\$6,902,770	\$87,602,450
Maintain Existing Service (Costs)	\$16,958,105	\$17,382,057	\$17,816,609	\$18,262,024	\$18,718,574	\$19,186,539	\$19,666,202	\$20,157,857	\$20,661,804	\$21,178,349	\$21,707,808	\$22,250,503	\$22,806,765	\$23,376,934	\$23,961,358	\$304,091,488
Expanded Local Service	\$2,488,035	\$2,550,236	\$2,613,599	\$2,678,461	\$2,745,894	\$2,815,909	\$2,888,517	\$2,962,726	\$3,038,540	\$3,115,956	\$3,194,984	\$3,275,637	\$3,357,917	\$3,441,936	\$3,527,706	\$44,046,487
New Fixed-Route Service	\$0	\$974,588	\$1,499,167	\$1,564,380	\$2,295,894	\$4,437,297	\$5,341,297	\$6,268,812	\$7,216,992	\$8,185,526	\$9,176,526	\$10,190,914	\$11,235,437	\$12,312,866	\$13,424,126	\$176,046,487
New Flex Service	\$0	\$0	\$0	\$337,758	\$374,630	\$412,507	\$452,353	\$498,165	\$548,933	\$604,657	\$665,333	\$731,966	\$804,657	\$883,409	\$968,133	\$12,979,060
Express Service	\$446,426	\$457,587	\$1,034,088	\$1,590,157	\$1,670,534	\$1,712,988	\$1,755,105	\$2,314,937	\$2,367,884	\$2,447,582	\$2,508,771	\$2,571,490	\$2,635,778	\$2,701,672	\$2,769,214	\$29,003,523
Premium Transit (BRT)	\$0	\$0	\$0	\$0	\$0	\$595,990	\$727,928	\$746,126	\$764,779	\$783,899	\$803,496	\$823,583	\$844,173	\$865,277	\$886,909	\$7,842,160
Call-and-Ride Service	\$0	\$0	\$0	\$0	\$346,248	\$1,028,645	\$1,957,332	\$2,017,448	\$2,067,884	\$2,119,581	\$2,172,570	\$2,226,885	\$2,281,557	\$2,339,621	\$2,398,111	\$20,956,881
Commuter Services/Taxi-Access Program	\$500,000	\$535,000	\$572,450	\$612,522	\$655,398	\$701,276	\$750,365	\$802,891	\$859,093	\$919,230	\$983,576	\$1,052,426	\$1,126,096	\$1,204,923	\$1,289,767	\$12,564,511
ADA Service	\$497,607	\$704,965	\$822,632	\$848,744	\$1,008,444	\$1,450,456	\$1,643,907	\$1,845,261	\$1,893,684	\$1,941,026	\$1,989,552	\$2,039,291	\$2,090,273	\$2,142,530	\$2,196,093	\$23,114,465
New Service (Costs)	\$3,932,068	\$5,222,375	\$9,201,936	\$12,778,422	\$17,220,393	\$23,892,560	\$28,474,135	\$31,096,391	\$31,944,023	\$32,781,283	\$33,642,180	\$34,527,496	\$35,438,042	\$36,374,868	\$37,338,256	\$372,864,230
Total Operating Costs	\$20,890,173	\$22,604,433	\$26,018,544	\$31,040,446	\$35,938,967	\$43,079,099	\$48,140,338	\$51,254,249	\$52,605,827	\$53,959,632	\$55,349,988	\$56,777,999	\$58,244,808	\$59,751,602	\$61,299,614	\$676,955,717
Operating Revenues																
Section 5307 - Federal	\$3,025,612	\$3,086,125	\$3,147,847	\$3,210,803	\$3,273,347	\$3,337,970	\$3,403,794	\$3,481,555	\$3,568,594	\$3,657,809	\$3,749,254	\$3,842,985	\$3,939,060	\$4,037,537	\$4,138,475	\$52,260,408
Section 5311 - Federal	\$2,668,298	\$2,748,082	\$2,816,784	\$2,887,204	\$2,959,383	\$3,033,368	\$3,109,202	\$3,186,932	\$3,266,605	\$3,348,270	\$3,431,977	\$3,517,776	\$3,605,721	\$3,695,864	\$3,788,260	\$48,135,003
Existing Paratransit Operating	\$1,402,748	\$1,430,802	\$1,459,418	\$1,488,606	\$1,518,379	\$1,548,747	\$1,579,721	\$1,611,316	\$1,643,542	\$1,676,413	\$1,709,941	\$1,744,140	\$1,779,022	\$1,814,604	\$1,850,895	\$24,258,292
Block Grants - State	\$0	\$0	\$94,177	\$104,458	\$107,069	\$161,149	\$196,824	\$201,745	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$865,422
Discretionary Grants - State	\$2,200,302	\$2,504,086	\$3,134,164	\$4,109,904	\$5,089,916	\$6,537,328	\$7,673,181	\$8,520,800	\$8,746,210	\$8,964,865	\$9,188,987	\$9,418,711	\$9,654,179	\$9,895,533	\$10,142,922	\$105,781,087
Fares	\$50,096	\$50,847	\$51,610	\$52,384	\$53,170	\$53,967	\$54,777	\$55,598	\$56,432	\$57,279	\$58,138	\$59,010	\$59,895	\$60,794	\$61,706	\$835,703
Misc Revenue	\$222,459	\$232,796	\$243,638	\$255,010	\$266,939	\$279,451	\$292,577	\$306,347	\$320,791	\$335,946	\$351,844	\$368,524	\$386,024	\$404,386	\$423,651	\$4,690,384
Developer Contributions (North LL Circ.)	\$0	\$83,250	\$99,912	\$102,410	\$104,970	\$107,594	\$110,281	\$113,030	\$115,843	\$118,719	\$121,658	\$124,660	\$127,726	\$130,857	\$134,054	\$1,498,136
Property Taxes	\$3,372,273	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Local Municipalities	\$377,105	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sales Tax (Potential)	\$11,998,045	\$19,696,097	\$17,213,242	\$13,533,114	\$17,548,228	\$21,457,690	\$26,865,770	\$32,806,228	\$39,366,953	\$39,480,297	\$30,054,127	\$36,033,506	\$34,069,251	\$32,156,866	\$31,869,096	\$404,108,530
Fund Balance	\$427,557	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$427,557
Total Operating Budget	\$28,444,070	\$32,834,218	\$31,337,979	\$28,898,010	\$33,074,371	\$38,710,102	\$46,440,245	\$52,487,507	\$59,332,451	\$59,931,470	\$51,003,071	\$57,492,631	\$56,051,291	\$54,674,906	\$54,936,492	\$684,648,814
Budget Surplus/Deficit	\$7,553,897	\$10,229,786	\$5,319,435	\$2,142,436	\$2,864,596	\$4,368,997	\$2,700,093	\$1,333,258	\$6,776,624	\$5,971,838	-\$4,346,917	\$714,633	-\$2,193,516	-\$5,076,696	-\$6,363,122	\$7,693,097
Fund Balance	\$7,553,897	\$17,793,683	\$23,103,118	\$20,960,642	\$18,096,086	\$13,727,089	\$11,026,996	\$12,260,254	\$18,986,878	\$24,958,716	\$20,611,799	\$21,326,432	\$19,132,916	\$14,056,220	\$7,693,098	

My Ride Capital Costs and Revenues

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My Ride Community Summary

Community/City	Operating Budget			Revenue Hours			Number of Services/Routes		
	Existing	New Service	MyRide	Existing	New Service	MyRide	Existing	New Services*	MyRide
Auburndale	\$ 992,956	\$ 3,563,545	\$ 4,556,500	10,920	39,190	50,110	2	2	4
Bartow	\$ 1,261,037	\$ 2,362,937	\$ 3,623,974	15,739	25,986	41,725	4	3	7
Davenport	\$ 498,879	\$ 651,332	\$ 1,150,211	5,486	7,163	12,649	1	1	2
Dundee	\$ 614,687	\$ 1,073,792	\$ 1,688,479	6,760	11,809	18,569	1	-	1
Eagle Lake	\$ 645,967	\$ 3,198,000	\$ 3,843,967	7,104	35,170	42,274	2	2	4
Fort Meade	\$ 262,807	\$ 1,018,234	\$ 1,281,041	3,831	11,198	15,029	1	2	3
Frostproof	\$ 259,788	\$ 1,018,234	\$ 1,278,022	3,787	11,198	14,985	1	2	3
Haines City	\$ 1,095,631	\$ 3,002,925	\$ 4,098,556	12,049	33,025	45,074	3	3	6
Highland Park	\$ 259,788	\$ 1,018,234	\$ 1,278,022	3,787	11,198	14,985	1	2	3
Hillcrest Heights	\$ 259,788	\$ 1,018,234	\$ 1,278,022	3,787	11,198	14,985	1	2	3
Lakeland	\$ 6,467,669	\$ 10,593,705	\$ 17,061,374	71,128	116,504	187,632	13	5	18
Lake Alfred	\$ 321,347	\$ 557,560	\$ 878,907	3,534	6,132	9,666	1	-	1
Lake Hamilton	\$ -	\$ 1,794,079	\$ 1,794,079	-	19,730	19,730	-	1	1
Lake Wales	\$ 874,475	\$ 4,225,456	\$ 5,099,931	10,547	46,469	57,016	2	4	6
Mulberry	\$ 282,520	\$ 1,018,189	\$ 1,300,708	3,107	11,198	14,305	1	2	3
Poinciana	\$ 610,492	\$ 193,999	\$ 804,491	6,714	2,134	8,847	2	1	3
Polk City	\$ -	\$ 2,036,377	\$ 2,036,377	-	22,395	22,395	-	2	2
Ridge (See Highland Park & Hillcrest Heights)	\$ -	\$ -	\$ -	-	-	-	-	-	-
Winter Haven	\$ 2,906,850	\$ 5,547,956	\$ 8,454,806	31,968	61,013	92,981	7	2	9
Bradley	\$ -	\$ 678,792	\$ 678,792	-	7,465	7,465	-	1	1
Inter-County	\$ -	\$ 1,513,422	\$ 1,513,422	-	16,644	16,644	-	5	5

¹Operating budget and revenue hour totals reflect TOTAL operating costs and hours of service for all My Ride services providing connectivity to the corresponding community. They do not reflect proportional costs for the amount of service operated within each community.

My Ride Service Summaries

Service Type	Areas Served		Service Characteristics	
Express	Lakeland Bartow Winter Haven Poincianna/Kissimmee Tampa Orlando		Number of Routes Service Span Days of Service Frequency 15-Year Operating Budget Proportion of 15-Year Operating Budget Vehicle Type Service Description	5 AM and PM Peak Hours 5 30 Minutes \$29,003,523 4.3% 40' Bus or Coach Bus Limited stop inter-city and inter-county bus service
Bus Rapid Transit	Lakeland		Number of Routes Service Span Days of Service Frequency 15-Year Operating Budget Proportion of 15-Year Operating Budget Vehicle Type Service Description	1 14 Hours per Day 5 10 to 15 Minutes \$7,842,160 1.2% 40' Bus Limited stop, high capacity bus service that integrates exclusive bus lanes and signal priority
Fixed-Route	Lakeland Winter Haven Haines City Polk City Auburndale Lake Hamilton	Mulberry Bartow Eagle Lake Lake Wales Lake Alfred Dundee	Number of Routes Service Span Days of Service Frequency 15-Year Operating Budget Proportion of 15-Year Operating Budget Vehicle Type Service Description	30 14- 16 Hours per Day 6 to 7 15 to 60 Minutes \$428,972,934 63.2% 30' - 35' Bus Traditional bus service with fixed routing, stops, and schedules.
Flex	Lake Wales Mulberry Bradley Bartow Fort Meade Haines City	Davenport Highland Park Hillcrest Heights Frostproof Poincianna	Number of Routes Service Span Days of Service Frequency 15-Year Operating Budget Proportion of 15-Year Operating Budget Vehicle Type Service Description	6 14 Hours per Day 6 Days Varies \$32,379,143 4.8% Mini-Bus/Cutaway Deviated fixed-route service operating in rural areas and providing connections between major cities via major corridors
Call and Ride	Poincianna Fort Meade Hillcrest Heights Highland Park	Frostproof Davenport Winter Haven	Number of Routes Service Span Days of Service Frequency 15-Year Operating Budget Proportion of 15-Year Operating Budget Vehicle Type Service Description	6 14 Hours per Day 6 Days Varies \$20,956,881 3.1% Mini-Bus/Cutaway Call ahead neighborhood services operating in designated service areas
Commuter/Taxi Access	Countywide		Number of Routes Service Span Days of Service Frequency 15-Year Operating Budget Proportion of 15-Year Operating Budget Vehicle Type Service Description	N/A N/A 7 Days N/A \$12,564,511 1.8% Carpool/Vanpool/Taxi Pooled work trips and partially subsidized taxi trips when fixed-bus service is not available
Transportation Disadvantaged/ Medicaid	Countywide		Number of Routes Service Span Days of Service Frequency 15-Year Operating Budget Proportion of 15-Year Operating Budget Vehicle Type Service Description	N/A N/A 7 Days N/A \$87,602,450 12.9% Van/Mini-bus/Cutaway Sponsored demand response service for specialized needs
ADA Complementary	Fixed route service area		Number of Routes Service Span Days of Service Frequency 15-Year Operating Budget Proportion of 15-Year Operating Budget Vehicle Type Service Description	N/A Matches fixed-route 7 Days N/A \$57,634,116 8.5% Van/Mini-bus/Cutaway Call ahead service within 3/4 mile of fixed-routes for persons with disabilities

Existing Service Summaries

Service Type	Areas Served		Service Characteristics	
Express	Lakeland Bartow Winter Haven		Number of Routes Service Span Days of Service Frequency 15-Year Operating Budget Proportion of 15-Year Operating Budget Vehicle Type Service Description	2 10 - 14 Hours per Day 6 45 - 90 Minutes N/A N/A 40' Bus Limited stop inter-city and inter-county bus service.
Bus Rapid Transit			Number of Routes Service Span Days of Service Frequency 15-Year Operating Budget Proportion of 15-Year Operating Budget Vehicle Type Service Description	0 N/A N/A N/A N/A N/A 40' Bus Limited stop, high capacity bus service that integrates exclusive bus lanes and signal priority
Fixed-Route	Lakeland Winter Haven Haines City Lake Alfred	Mulberry Auburndale Eagle Lake Lake Wales	Number of Routes Service Span Days of Service Frequency 15-Year Operating Budget Proportion of 15-Year Operating Budget Vehicle Type Service Description	21 12 - 14 Hours per Day 6 30 to 60 Minutes N/A N/A 30' - 40' Bus Traditional bus service with fixed routing, stops, and schedules.
Flex	Bartow Fort Meade Lake Wales Highland Park Hillcrest Heights	Lakeland Frostproof Bradley	Number of Routes Service Span Days of Service Frequency 15-Year Operating Budget Proportion of 15-Year Operating Budget Vehicle Type Service Description	4 12 - 14 Hours per Day 6 Varies N/A N/A Mini-Bus/Cutaway Deviated fixed-route service operating in rural areas and providing connections between major cities via major corridors
Call and Ride			Number of Routes Service Span Days of Service Frequency 15-Year Operating Budget Proportion of 15-Year Operating Budget Vehicle Type Service Description	0 N/A N/A N/A N/A N/A Mini-Bus/Cutaway Call ahead neighborhood services operating in designated service areas
Commuter/Taxi Access			Number of Routes Service Span Days of Service Frequency 15-Year Operating Budget Proportion of 15-Year Operating Budget Vehicle Type Service Description	0 N/A N/A N/A N/A N/A Carpool/Vanpool/Taxi Pooled work trips and partially subsidized taxi trips when fixed-bus service is not available
Transportation Disadvantaged/ Medicaid	Countywide		Number of Routes Service Span Days of Service Frequency 15-Year Operating Budget Proportion of 15-Year Operating Budget Vehicle Type Service Description	N/A N/A 7 Days N/A N/A N/A Van/Mini-bus/Cutaway Sponsored demand response service for specialized needs
ADA Complementary	Fixed route service area		Number of Routes Service Span Days of Service Frequency 15-Year Operating Budget Proportion of 15-Year Operating Budget Vehicle Type Service Description	N/A Matches fixed-route 7 Days N/A N/A N/A Van/Mini-bus/Cutaway Call ahead service within 3/4 mile of fixed-routes for persons with disabilities

My Ride Revenue Source Summary (15-Year Totals)

Funding Source	Operating		Capital		Total	
	Total	%	Total	%	Total	%
Federal	\$97,331,904	14.2%	\$40,655,060	21.1%	\$137,986,964	15.7%
State	\$60,482,152	8.8%	\$9,006,040	4.7%	\$69,488,192	7.9%
Other Local	\$122,726,229	17.9%	\$425,935	0.2%	\$123,156,164	14.0%
Sales Tax	\$404,108,530	59.0%	\$142,401,562	74.0%	\$546,510,092	62.3%
	\$684,648,814	100%	\$192,492,597	100%	\$877,141,411	100%

Sales Tax Split (15 Year Totals)

Source	Total	%
Operating	\$404,108,540	73.9%
Capital	\$142,401,566	26.1%
Total	\$546,510,106	

My Ride Plan Cost Split (15 Year Totals)

Cost Category	Total	%
Operating	\$576,955,717	78.1%
Capital	\$192,492,597	21.9%
Total	\$869,448,314	100.0%








My Ride Implementation Program

Route Name	Description	Implementation Year (FY)	Capital Acquisition Year	Vehicle Size	Vehicle Unit Cost
Fixed Route/Fixed Guideway Improvements					
CC - Route 1	Increase Frequency	2020	2019	Bus Cost (Diesel Hybrid 40')	\$690,159
CC - Route 1	Increase Hours of Service	2015	0	0	\$0
CC - Route 1	Sunday Service	2015	0	0	\$0
CC - Route 3	Increase Frequency	2019	2018	Bus Cost (Diesel Hybrid 40')	\$690,159
CC - Route 3	Increase Hours of Service	2015	0	0	\$0
CC - Route 3	Sunday Service	2015	0	0	\$0
CC - Route 10	Increase Frequency	2018	2017	Bus Cost (30'-35')	\$429,935
CC - Route 10	Increase Hours of Service	2015	0	0	\$0
CC - Route 10	Sunday Service	2015	0	0	\$0
CC - Route 14	Increase Frequency	2018	2017	Bus Cost (30'-35')	\$429,935
CC - Route 14	Increase Hours of Service	2015	0	0	\$0
CC - Route 15	Increase Frequency	2018	2017	Bus Cost (30'-35')	\$429,935
CC - Route 15	Increase Hours of Service	2015	0	0	\$0
CC - Route 22XL	Increase Frequency	2018	2017	Bus Cost (Diesel Hybrid 40')	\$690,159
CC - Route 22XL	Increase Hours of Service	2015	0	0	\$0
CC - Route 45	Increase Frequency	2017	2016	Bus Cost (Diesel Hybrid 40')	\$690,159
CC - Route 45	Increase Hours of Service	2015	0	0	\$0
CC - Route 45	Sunday Service	2015	0	0	\$0
CC - Route 47	Increase Hours of Service	2015	0	0	\$0
WHAT - Route 11	Increase Frequency	2018	2017	Bus Cost (30'-35')	\$429,935
WHAT - Route 11	Increase Hours of Service	2015	0	0	\$0
WHAT - Route 12	Increase Frequency	2017	2016	Bus Cost (Diesel Hybrid 40')	\$690,159
WHAT - Route 12	Increase Hours of Service	2015	0	0	\$0
WHAT - Route 15	Increase Frequency	2018	2017	Bus Cost (Diesel Hybrid 40')	\$690,159
WHAT - Route 15	Increase Hours of Service	2015	0	0	\$0
WHAT - Route 15	Sunday Service	2015	0	0	\$0
WHAT - Route 22XW	Increase Frequency	2017	2016	Bus Cost (Diesel Hybrid 40')	\$690,159
WHAT - Route 22XW	Increase Hours of Service	2015	0	0	\$0
WHAT - Route 30	Increase Frequency	2019	2018	Bus Cost (Diesel Hybrid 40')	\$690,159
WHAT - Route 30	Increase Hours of Service	2015	0	0	\$0
WHAT - Route 30	Sunday Service	2015	0	0	\$0
WHAT - Route 40/44	Increase Frequency	2019	2018	Bus Cost (30'-35')	\$429,935
WHAT - Route 40/44	Increase Hours of Service	2015	0	0	\$0
WHAT - Route 50	Increase Frequency	2019	2018	Bus Cost (30'-35')	\$429,935
WHAT - Route 50	Increase Hours of Service	2015	0	0	\$0
Haines City/Eagle Ridge Mall	Add New Fixed-Route Service	2020	2019	Bus Cost (30'-35')	\$429,935
Lakeland/Florida Polytechnic (Phase I)	Add New Fixed-Route Service	2016	2015	Bus Cost (30'-35')	\$429,935
Lakeland/Florida Polytechnic (Phase II)	Add New Fixed-Route Service	2022	2021	Bus Cost (30'-35')	\$429,935
Mulberry Circulator	Add New Fixed-Route Service	2021	2020	Bus Cost (30'-35')	\$429,935
Bartow Circulator	Add New Fixed-Route Service	2017	2016	Bus Cost (30'-35')	\$429,935
Lake Wales Circulator	Add New Fixed-Route Service	2020	2019	Bus Cost (30'-35')	\$429,935
Haines City Circulator	Add New Fixed-Route Service	2016	2015	Bus Cost (30'-35')	\$429,935
Auburndale/Florida Polytechnic (Phase I)	Add New Fixed-Route Service	2016	2015	Bus Cost (30'-35')	\$429,935
Auburndale/Florida Polytechnic (Phase II)	Add New Fixed-Route Service	2019	2018	Bus Cost (30'-35')	\$429,935
North Lakeland Circulator	Add New Fixed-Route Service	2016	2015	Bus Cost (30'-35')	\$429,935
Carter Rd Walmart/Bradley	Add New Flex Service	2021	2020	Mini-Bus	\$107,484
Bartow/Fort Meade	Add New Flex Service	2021	2020	Mini-Bus	\$107,484
Lake Wales/Frostproof	Add New Flex Service	2020	2019	Mini-Bus	\$107,484
Eagle Ridge Mall/Lake Wales	Add New Flex Service	2018	2017	Mini-Bus	\$107,484
Davenport/North Ridge (LYNX 427)	Maintain Existing Fixed Route Service	2060	0	0	\$0
Davenport-North Ridge Flex (LYNX 427) Add Vehicle	Add New Flex Service	2022	2021	Van	\$47,643
Poinciana/Haines City (LYNX 416)	Maintain Existing Fixed Route Service	2060	0	0	\$0
Lakeland/Bartow Express	Add New Express Service	2017	2016	Bus Cost (Diesel Hybrid 40')	\$690,159
Lakeland/Winter Haven Express	Add New Express Service	2018	2017	Bus Cost (Diesel Hybrid 40')	\$690,159
Lakeland/SunRail Terminal Express	Add New Express Service	2017	2016	Bus Cost (Diesel Hybrid 40')	\$690,159
Lakeland to TIA Express (Phase I)	Add New Express Service	2015	2014	Bus Cost (Diesel Hybrid 40')	\$690,159
Lakeland to TIA Express (Phase II)	Increase Frequency	2022	2021	Bus Cost (Diesel Hybrid 40')	\$690,159
Lakeland to Orlando Airport Express (Phase I)	Add New Express Service	2015	2014	Bus Cost (Diesel Hybrid 40')	\$690,159
Lakeland to Orlando Airport Express (Phase II)	Increase Frequency	2022	2021	Bus Cost (Diesel Hybrid 40')	\$690,159
Downtown Lakeland BRT	Add New Fixed-Route Service	2020	2019	Bus Cost (Diesel Hybrid 40')	\$690,159
Fort Meade	Add New Call and Ride Service	2021	2020	Mini-Bus	\$107,484
Frostproof	Add New Call and Ride Service	2020	2019	Mini-Bus	\$107,484
Ridge	Add New Call and Ride Service	2020	2019	Mini-Bus	\$107,484
Davenport	Add New Call and Ride Service	2019	2018	Mini-Bus	\$107,484
Winter Haven Logistics Center	Add New Call and Ride Service	2021	2020	Mini-Bus	\$107,484
New Alternative 67	Add New Service	2060	0	0	\$0
New Alternative 68	Add New Service	2060	0	0	\$0
New Alternative 69	Add New Service	2060	0	0	\$0
New Alternative 70	Add New Service	2060	0	0	\$0
New Alternative 71	Add New Service	2060	0	0	\$0
New Alternative 72	Add New Service	2060	0	0	\$0
New Alternative 73	Add New Service	2060	0	0	\$0
New Alternative 74	Add New Service	2060	0	0	\$0
New Alternative 75	Add New Service	2060	0	0	\$0



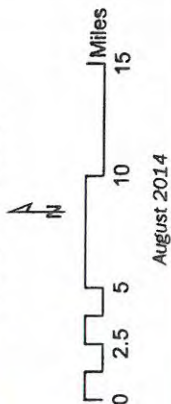
Legend

Proposed Transit Services

- | | |
|---|------------------------------------|
|  | Bus Rapid Transit (BRT) |
|  | Express Bus Service |
|  | Proposed Fixed Route Bus Service |
|  | Conceptual Circulator Service |
|  | Call & Ride Service |
|  | Flex Service (Existing) |
|  | Enhanced Service (Existing Routes) |

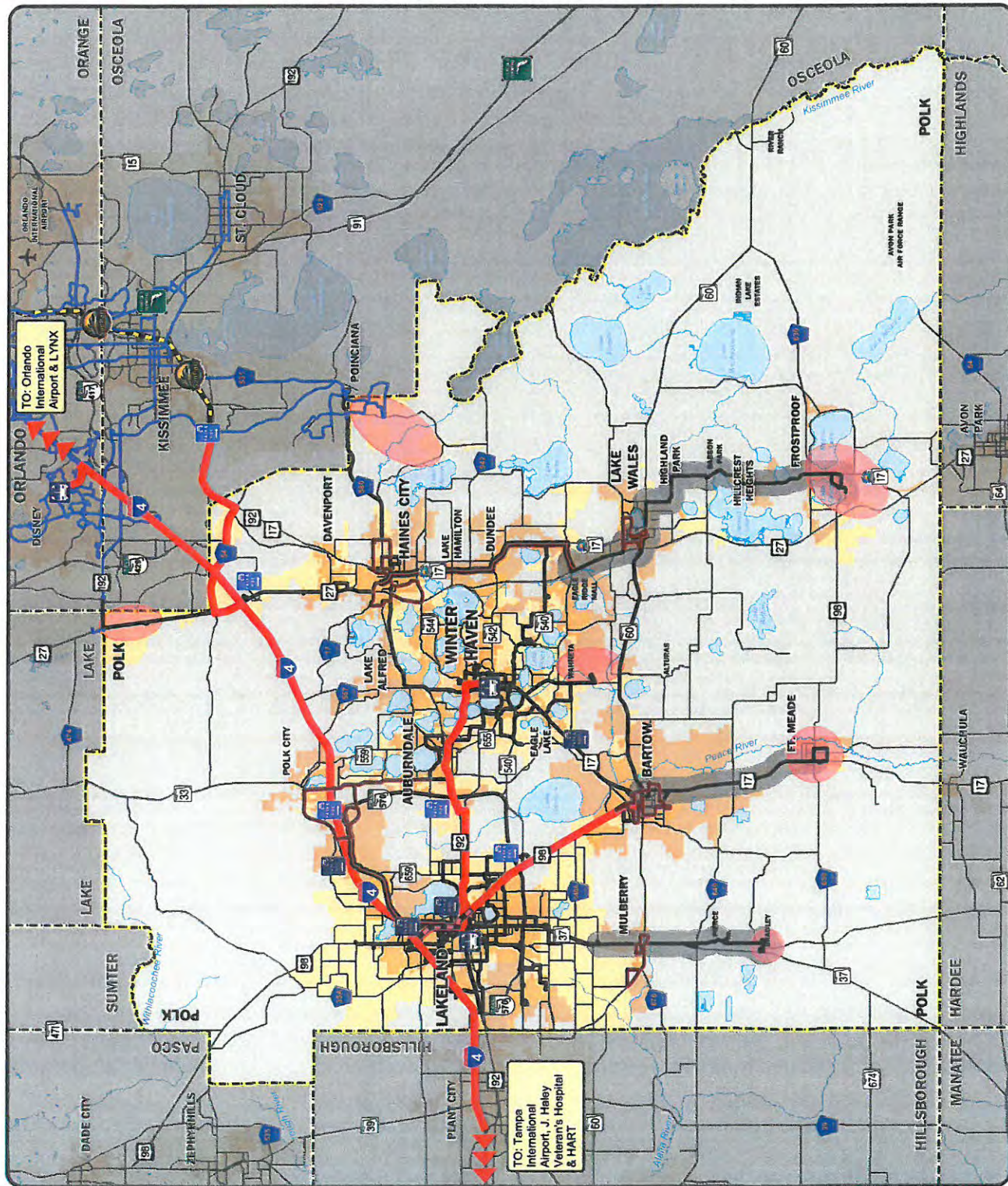
Other Map Features

- 
- Existing Park & Ride
 - Proposed Park & Ride
 - Transit Terminal
 - SunRail
 - LYNX Fixed Routes
 - City Limits
 - 2010 Urbanized Areas



Polk Transportation Planning Organization

Map ES-3



LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
August 10, 2016
AGENDA ITEM #6 (a)

Agenda Item: June 30, 2016 LAMTD Monthly Financial Statement
FY 2015-16

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 June 30, 2016
FY 2015-2016

Year to Date June 30, 2016

Description	YTD of FY Budget	YTD Budget \$	YTD Actual \$	YTD of FY Expended	Annual Budget
Revenue YTD	75%	\$8,654,843	\$5,914,110	68%	\$10.3 Million
Expenses YTD	75%	\$7,742,753	\$6,316,377	82%	\$10.3 Million

REVENUES:

The total revenues realized year-to-date through June 30, 2016 totaled \$5.9 million or 68% of the YTD budget.

Farebox and contract revenues reflect 101% of budgeted revenues through June 30, 2016. The revenues are over budget due to several reasons, contractual revenues from RAMCO \$93,000 received and contract revenue under budget \$111,600 for UAP that lags one month.

Farebox revenues are under budget \$134,000 due to decline in ridership of 21%

- Ad Valorem taxes reflect \$3.7 million or 101% of budget. The total budgeted revenues is \$3.65 million. Revenues are over the budget since only 95% of the taxes are budgeted.

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 effective fiscal year 2014-2015. The second billing covered the second quarter ending March 31, 2016. These grants are on a cash basis which mean the services must be provided before we receive grant assistance. The grants for the JPA were lagging but will be realized in the next quarter. The year-to-date grant revenue totaled \$159,000.
- FTA Section 5307 operating and capital grants budgeted at \$2.6 million. 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 totaled \$107,000 or 82% of YTD budget.
- The Support cost reimbursement revenue is over budget since other reimbursements are included.
- Other revenues are not significant and are on a cash basis which means these revenues are recognized when the cash is received and in line with the year-to-date budget.

Lakeland Area Mass Transit District
Monthly Financial Report
Operating Budget. Budget to Actual
For the Year-to-date June 30, 2016
FY 2015-2016

EXPENSES:

The total expenses year-to-date through June 30, 2016 totaled \$6.3 million or 82% of the YTD budget.

- Salaries and benefits represent 63% of the FY 2015-2016 budget. As of June 30, 2016 those expenses totaled \$4.5 million or 92% of the YTD budget of \$4.8 million due to vacant positions.
- Professional and Technical Services expenses totaled \$224,000 or 72% of the YTD budget; a favorable variance.
- Other services expenses totaled \$33,000 or 32% of the YTD budget, a favorable variance.
- Fuel expenses totaled \$308,000 or 47% YTD budget due to declining fuel prices; a favorable variance.
- Materials and supplies totaled \$424,000 under budget by 22% due to decrease use of parts and supplies, a favorable variance
- Advertising promotion expenses totaled \$32,000 under over 19% offset with revenues.
- Dues and subscriptions, and office supplies are over budget due to payment for the City of Lakeland Bicycle Program subscription.
- Property appraiser, Tax Collector Commission and CRA payments totaled \$276,000, over the budget due to property appraiser fees and CRA fees of \$139,200.

Other remaining expenses are under the YTD budget through June 30, 2016

CHANGE IN FINANCIAL CONDITION	
Based on the year-to-date budget-to-actual variances through June 30 th the financials reflect an unfavorable actual variance of \$402,000 due to receipt of property tax revenue at 101% level and the lagging of the FDOT and FTA revenues. However finance is in the process of getting reimbursed now that the FTA TrAMS system is functional and the JPA-FDOT agreements are in place.	

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 2016
MONTHLY FINANCIAL STATEMENT

MONTH OF Jun 2016

REVENUES:

Farebox/Pass Sales	\$	61,617	\$	82,228	\$	(20,611)	-25%	\$	606,197	\$	740,055	\$	(133,858)	-18%	\$	986,740
Contract Income (UAP)	\$	16,224	\$	27,787	\$	(11,563)	-42%	\$	125,540	\$	250,080	\$	(124,540)	-50%	\$	333,440
Other Contract Revenue	\$	51,314	\$	42,799	\$	8,515	20%	\$	517,834	\$	385,193	\$	132,642	34%	\$	513,590
Miscellaneous Income	\$	3,738	\$	833	\$	2,904	349%	\$	35,323	\$	7,500	\$	27,823	371%	\$	10,000
Advertising Revenues	\$	14,772	\$	14,500	\$	272	2%	\$	107,176	\$	130,500	\$	(23,324)	-18%	\$	174,000
Investment/Interest Income (net)	\$	2,376	\$	93	\$	2,282	2445%	\$	11,901	\$	840	\$	11,061	1317%	\$	1,120
Ad Valorum Income, net	\$	65,259	\$	65,259	\$	-	0%	\$	3,679,187	\$	3,648,360	\$	30,827	1%	\$	3,648,360
FDOT Operating Grant	\$	-	\$	136,799	\$	(136,799)	-100%	\$	158,719	\$	1,231,193	\$	(1,072,474)	-87%	\$	1,641,590
Federal Operating Grant	\$	29,459	\$	218,673	\$	(189,214)	-87%	\$	54,393	\$	1,968,060	\$	(1,913,667)	-97%	\$	2,624,080
Charitable Contributions	\$	-	\$	-	\$	-	0%	\$	-	\$	-	\$	-	0%	\$	-
Cost Recovery	\$	-	\$	-	\$	-	0%	\$	12,958	\$	-	\$	12,958	0%	\$	-
Bartow Express	\$	-	\$	4,402	\$	(4,402)	-100%	\$	29,072	\$	39,615	\$	(10,543)	-27%	\$	52,820
PCTS - Support Cost Reimb.	\$	31,494	\$	28,161	\$	3,333	12%	\$	575,809	\$	253,448	\$	322,362	127%	\$	337,930

Reserve

TOTAL REVENUES	\$ 276,252	\$ 621,535	\$ (345,282)	-56%	\$ 5,914,110	\$ 8,654,843	\$ (2,740,733)	-32%	\$ 10,323,670
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ELIGIBLE EXPENSES:

Salaries	\$ 335,505	\$ 362,436	\$ (26,932)	-7%	\$ 3,102,095	\$ 3,261,928	\$ (159,833)	-5%	\$ 4,349,237
Employee Benefits	\$ 157,860	\$ 179,581	\$ (21,721)	-12%	\$ 1,393,681	\$ 1,616,226	\$ (222,545)	-14%	\$ 2,154,968
Advertising Fees - Admin	\$ -	\$ 1,008	\$ (1,008)	-100%	\$ 3,067	\$ 9,075	\$ (6,008)	-66%	\$ 12,100
Professional & Technical Serv.	\$ 11,717	\$ 34,567	\$ (22,850)	-66%	\$ 223,510	\$ 311,100	\$ (87,590)	-28%	\$ 414,800
Contract Maintenance Service	\$ 10,150	\$ 7,750	\$ 2,400	31%	\$ 47,010	\$ 69,750	\$ (22,740)	-33%	\$ 93,000
Other Services	\$ 7,508	\$ 11,546	\$ (4,037)	-35%	\$ 32,417	\$ 103,913	\$ (71,495)	-69%	\$ 138,550
Fuel & Lubricants (net)	\$ 43,995	\$ 73,428	\$ (29,433)	-40%	\$ 308,185	\$ 660,848	\$ (352,663)	-53%	\$ 881,130
Freight	\$ 770	\$ 25	\$ 745	2980%	\$ 3,035	\$ 225	\$ 2,810	1249%	\$ 300
Repair & Maintenance Admin Bldg	\$ 1,921	\$ 1,000	\$ 921	92%	\$ 5,446	\$ 9,000	\$ (3,554)	-39%	\$ 12,000
Materials & Supplies	\$ 103,851	\$ 60,451	\$ 43,400	72%	\$ 423,500	\$ 544,058	\$ (120,558)	-22%	\$ 725,410
Utilities/Telephone - Admin	\$ 13,170	\$ 9,208	\$ 3,962	43%	\$ 80,094	\$ 82,875	\$ (2,781)	-3%	\$ 110,500
Physical Damage Insurance	\$ 1,981	\$ 2,154	\$ (173)	-8%	\$ 18,345	\$ 19,388	\$ (1,042)	-5%	\$ 25,850
Liab & Prop Damage Insurance	\$ 16,448	\$ 18,250	\$ (1,802)	-10%	\$ 156,333	\$ 164,250	\$ (7,917)	-5%	\$ 219,000
Other Corporate Insurance	\$ -	\$ 58	\$ (58)	-100%	\$ 1,010	\$ 525	\$ 485	92%	\$ 700
Dues & Subscriptions	\$ 11,598	\$ 1,529	\$ 10,069	658%	\$ 39,032	\$ 13,763	\$ 25,270	184%	\$ 18,350
Education/Training/Meeting/Travel	\$ 4,076	\$ 6,086	\$ (2,010)	-33%	\$ 60,254	\$ 54,773	\$ 5,481	10%	\$ 73,030
Service Charges	\$ 1,335	\$ 3,483	\$ (2,148)	-62%	\$ 11,783	\$ 31,350	\$ (19,567)	-62%	\$ 41,800
Office Expense	\$ 1,098	\$ 4,096	\$ (2,998)	-73%	\$ 52,734	\$ 36,865	\$ 15,869	43%	\$ 49,153
Advertising & Promotion	\$ 11,919	\$ 3,033	\$ 8,886	293%	\$ 31,898	\$ 27,300	\$ 4,598	17%	\$ 36,400
Miscellaneous Expenses	\$ 11,014	\$ 1,850	\$ 9,164	495%	\$ 46,614	\$ 16,650	\$ 29,964	180%	\$ 22,200
Property Appraiser/Tax Collector Comm	\$ 14,536	\$ 21,533	\$ (6,997)	-32%	\$ 276,336	\$ 193,800	\$ 82,536	43%	\$ 258,400
PTA/Winter Haven Billable Expenses	\$ 0	\$ 517	\$ (516)	-100%	\$ -	\$ 4,650	\$ (4,650)	-100%	\$ 6,200

Capital Expenditures

TOTAL ELIGIBLE EXPENSES:	\$ 760,452	\$ 860,306	\$ (99,854)	-12%	\$ 6,316,377	\$ 7,742,753	\$ (1,426,376)	-18%	\$ 10,323,670
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NET REVENUES OVER

(UNDER) EXPENSES	\$ (484,200)	\$ (238,771)	\$ (245,429)		\$ (402,267)	\$ 912,090	\$ (1,314,357)		\$ (0)
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LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
August 10, 2016
AGENDA ITEM #6 (b)

Agenda Item: June 30, 2016 Financials for Polk County Transit Services
Contract – FY 2015-16

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

AGENDA ITEM #4 – CONT.

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
August 10, 2016
AGENDA ITEM #6 (b)

Lakeland Area Mass Transit District
Monthly Financial Report
Polk County Transit Contract
Month of June 30, 2016
Year to Date Report
Percent of FY Reported (75%)

Revenues

- The revenues totaled \$4.02 million or 82% of the year-to-date budget.
- The FTA grant drawdown will occur later in the fiscal year based on expenses incurred on a reimbursement basis.
- Fare Revenues totaled \$88,900 or 64% of the year-to-date budget.
- The County funding is designed to reflect a 1/12 allocation as cash advance to facilitate cash flow with receipt of \$3.93 million.

Expenses

- Operating expenses consists of labor cost, operating expenses and contract expenses.
- Total expenses for the period totaled \$3.8 million or 78% of the year-to-date budget.
- Salaries and wages totaled \$1.9 million or 74% of the YTD Budget.
- Operating expenses totaled \$1.5 million or 86% of the YTD Budget.
- The contract services is for contractual cost for the Lynx service and other planned contractual services. The year-to-date expenses totaled \$432,500 or 69% of the YTD Budget.

Lakeland Area Mass Transit District
Financial Statement
Polk County Contract
Month of June 2016

Revenue

	Annual Budget	%	YTD Budget	YTD Actual	Percent Expended
Revenues					
FTA 5307 Grant	\$ 1,125,545	17%	\$ 844,159	\$ -	0%
Fares	\$ 186,661	3%	\$ 139,996	\$ 88,900	64%
PCTS	\$ 5,245,278	80%	\$ 3,933,959	\$ 3,933,959	100%
Total	\$ 6,557,484	100%	\$ 4,918,114	\$ 4,022,859	82%

Expenses

	Annual Budget	%	YTD Budget	YTD Actual	Percent Expended
Labor	\$ 3,434,803	52%	\$ 2,576,102	\$ 1,908,671	74%
Contract	\$ 833,783	13%	\$ 625,337	\$ 432,514	69%
Operating	\$ 2,288,898	35%	\$ 1,716,674	\$ 1,470,419	86%
Total	\$ 6,557,484	100%	\$ 4,918,113	\$ 3,811,604	78%

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
AUGUST 10, 2016
AGENDA ITEM #6 (c)

Agenda Item: **Resolution #16-21 Commission for the Transportation Disadvantaged (CTD) for the Lakeland Area Mass Transit District (LAMTD) Shirley Conroy Rural Capital Assistance Program**

Presenter: David Persaud, CFO

Recommended
Action: Recommend Approval to apply to the CTD for the Shirley Conroy Rural Capital Assistance Program and corresponding resolution

Summary: The District is submitting this grant application to the CTD to replace one vehicle that has exceed its useful life in the Polk County Rural Area.

Funding: This grant requires both 90/10 split between the CTD, and LAMTD. CTD will provide \$110,001 with grant funding and LAMTD with provide \$12,223

Attachments: Resolution 16-21

RESOLUTION #16-21

A RESOLUTION of the BOARD OF DIRECTORS of the Lakeland Area Mass Transit District, hereinafter BOARD, hereby authorizes the filing of a Shirley Conroy Rural Area Capital Assistance Program Grant Application with the Florida Commission for the Transportation Disadvantaged.

WHEREAS, this BOARD has the authority to file this Grant Application and to undertake a transportation disadvantaged service project as authorized by Section 427.0159, Florida Statutes, and Rule 41-2, Florida Administrative Code.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD THAT:

1. The BOARD has the authority to file this grant application.
2. The BOARD authorizes The Chairman of the Board to file and execute the application on behalf of the Lakeland Area Mass Transit District with the Florida Commission for the Transportation Disadvantaged.
3. The BOARD'S Registered Agent in Florida is
Lakeland Area Mass Transit District
4. The BOARD authorizes The Chairman of the Board to sign any and all agreements or contracts which are required in connection with the application.
5. The BOARD authorizes The Chairman of the Board to sign any and all assurances, reimbursement invoices, warranties, certifications and any other documents which may be required in connection with the application or subsequent agreements.

DULY PASSED AND ADOPTED THIS 10 DAY OF August, 2016

BOARD OF Lakeland Area Mass Transit District

John Hall

Typed name of Chairperson

Signature of Chairperson

ATTEST: _____

Signature _____

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
AUGUST 10, 2016
AGENDA ITEM #7(a)

Agenda Item: Monthly Activity Calendar

Presenter: Tom Phillips, Executive Director

Recommended
Action: None

Summary: Oral Presentation

Attachments: Activity Calendar

July 2016

July 2016

Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	1	2
10	11	12	13	14	8	9
17	18	19	20	21	15	16
24	25	26	27	28	22	23
31					29	30

August 2016

Su	Mo	Tu	We	Th	Fr	Sa
7	1	2	3	4	5	6
14	8	9	10	11	12	13
21	15	16	17	18	19	20
28	22	23	24	25	26	27
	29	30	31			

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jun 26	27	28	29	30	Jul 1	2
3	4 Independence Day (United States)	5 Copy: Board of Directors, Performance Indicator Data, due	6 9:00am Review with Paul 10:00am Mary Lynne & 11:00am Dean and Tom 1:00pm Supervisor	7 8:00am Aaron and Tom 8:30am Bill and Tom 1/1 10:00am Review Erin 2:00pm Review David	8 9:00am Marcy Review (Tom's office) - Marcy 11:00am Joe Review 1:00pm Darby Group	9
10	11 8:30am WLKF 1430 AM 9:00am Mary Lynne & 1:00pm Agnini cleaning 4:00pm CFDC Investor	12 8:00am Intern Powerpoint 8:30am Email Ridership 10:00am Dean and Tom	13 7:30am LAMTD Board Meeting 1:00pm Supervisor 2:30pm Aaron and Tom	14 9:00am Bill and Tom 1/1 10:00am Lakeland TV 10:30am Weekly 2:00pm Grants Meeting	15 9:00am JPA Meeting (Citrus Connection - 11:00am 1 on 1 Joe and Tom (Office) - Marcy	16
17	18 1:30pm Uber Mtg (205 E Orange St.) - Tom Phillips	19	20 11:00am Invitation: Pre meeting before 12:00pm Meeting to 1:30pm OUT OF OFFICE	21 Marcy Off Tom Off	22	23
24	25 9:00am Mary Lynne & Tom 1/1 (Tom's office) - Marcy Harrison	26 10:00am FW: Alltrust / 10:00am Dean and Tom 11:00am Greyhound 12:30pm Citrus	27 8:30am Keith Merrit 8:30am Pre-Demolition 11:00am Water to 1:00pm Cancelled	28 8:30am Aaron and Tom 9:00am Bill and Tom 1/1 12:00pm Lunch with Jan 1:15pm One on one	29 9:00am Coffee with Tom Phillips, Erin 11:00am 1 on 1 Joe and Tom (Office) - Marcy	30
31	Aug 1	2	3	4	5	6

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
AUGUST 10, 2016
AGENDA ITEM #7(b)

Agenda Item: UAP Updates

Presenter: Tom Phillips, Executive Director

Recommended
Action: None

Summary: Oral Presentation

Attachments: UAP Report

UAP Ridership Totals 2015-16	LAMTD	WHAT	Total
April	15,834	11,055	26,889
May	14,321	10,225	24,546
UAP Ridership 2015-16	LAMTD	WHAT	Total
Polk State College			
May	2,733	1,165	3,898
June	2,128	1,067	3,195
LEGOLAND			
May	270	1,706	1,976
June	288	1,698	1,986
South Eastern University			
May	191	26	217
June	190	20	210
Everest University			
May	1,037	149	1,186
June	1,119	165	1,284
COLTS			
May	1,631	1,491	3,122
June	1,443	686	2,129
Veterans			
May	3,278	1,201	4,479
June	3,398	1,261	4,659
Southern Technical College			
May	271	636	907
June	338	597	935
Polk Health Care			
May	2,658	1,102	3,760
June	2,404	1,075	3,479
Polytechnic			
May	171	71	242
5/2/2016 Last Day of Route - June	-	-	-
Central Florida Healthcare			
May	1,562	449	2,011
June	1,487	299	1,786
New Beginnings High School			
May	519	2,229	2,748
June	383	1,235	1,618

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
AUGUST 10, 2016
AGENDA ITEM #7 (b)

Agenda Item: JPA Assignment Agreement Revisions

Presenter: Tom Phillips, Executive Director

Recommended
Action: None

Summary: Oral Presentation

Attachments: JPA Assignment Agreements

- AQ379
- AQ407
- AQR07

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

ASSIGNMENT AGREEMENT

Financial Project Number(s): <u>FM 428351-1-84-01</u>	Fund: <u>010</u> Function: <u>680</u> Federal No: <u>49 U.S.C 5316</u> DUNS No: <u>078315959</u> Contract Exp. Date: <u>12/31/18</u>	FLAIR.: <u>088774</u> Object Code: <u>790004</u> Org. Code: <u>55012020129</u> Vendor No: <u>596000809209</u> CSFA No: <u>N/A</u>
CFDA Number: <u>20.516</u> Contract No: <u>AQ379</u>		

This Assignment Agreement ("Assignment") is made this day of , between

Polk County, a political subdivision of the State of Florida (f/k/a Polk County Board of County Commissioners) ("Assignor"), and

Lakeland Area Mass Transit, an independent special district ("Assignee"), and

the State of Florida Department of Transportation ("Department").

RECITALS:

- A. The Department entered into the certain Joint Participation Agreement attached hereto as Exhibit "1" and incorporated herein ("JPA") with Assignor.
- B. Assignor wishes to assign all of its rights, title and interest in the JPA to Assignee.
- C. The JPA is, by its terms, assignable only upon the prior written consent of the Department.
- D. Assignor desires to assign the JPA to Assignee and Assignee is willing to perform all remaining duties and obligations under the JPA.

In consideration of the mutual covenants herein, the parties agree as follows:

1. Assignor grants, bargains, sells, conveys, transfers, assigns, and sets over its entire right, title, interest in and duties under the JPA to Assignee subject to the covenants and conditions set forth herein.
2. Assignee assumes all obligations of Assignor under the JPA for all work undertaken by Assignor prior to the effective date of the Assignment including but not limited to existing liabilities and sub-consultant obligations, and Assignee assumes the JPA and will perform faithfully all of the covenants, stipulations and agreements contained therein.
3. The Department consents to the assignment of the JPA to Assignee; provided, however, the Department's consent to this transfer will not constitute a waiver of the general prohibition against assignment contained in the JPA as to further assignments and will not constitute a release of Assignor under the JPA to the extent of Assignor's performance up to the effective date of this Assignment.
4. Assignor represents, and Assignee accepts, that there are no claims or demands against the Department arising out of or related to the performance under the Agreement prior to the effective date hereof.
5. All sums which become payable by the Department under this Agreement on and after the date of this assignment agreement will be made to the Assignee.

The parties have executed this Assignment on the dates below.

Assignor:

Polk County, a political subdivision of the State of Florida (f/k/a Polk County Board of County Commissioners)

Chairman or Designee

Name: _____

Title: _____

Date: _____

LEGAL REVIEW:

Assignee:

Lakeland Area Mass Transit District, an independent special district

Chairman or Designee

Name: _____

Title: _____

Date: _____

LEGAL REVIEW:

Department:

State of Florida, Department of Transportation

Chris Smith

Director of Transportation Development

LEGAL REVIEW:

ASSIGNMENT AGREEMENT

Financial Project Number(s): <u>FM 428348-1-84-01</u> CFDA Number: <u>20.516</u> Contract No: <u>AQ407</u>	Fund: <u>010</u> Function: <u>680</u> Federal No: <u>49 U.S.C 5317</u> DUNS No: <u>078315959</u> Contract Exp. Date: <u>12/31/18</u>	FLAIR.: <u>088774</u> Object Code: <u>790004</u> Org. Code: <u>55012020129</u> Vendor No: <u>596000809209</u> CSFA No: <u>N/A</u>
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This Assignment Agreement ("Assignment") is made this day of, between

Polk County, a political subdivision of the State of Florida (f/k/a Polk County Board of County Commissioners) (“**Assignor**”), and

Lakeland Area Mass Transit, an independent special district ("**Assignee**"), and

the State of Florida Department of Transportation (“**Department**”).

RECITALS:

- A. The Department entered into the certain Joint Participation Agreement attached hereto as Exhibit “1” and incorporated herein (“JPA”) with Assignor.
- B. Assignor wishes to assign all of its rights, title and interest in the JPA to Assignee.
- C. The JPA is, by its terms, assignable only upon the prior written consent of the Department.
- D. Assignor desires to assign the JPA to Assignee and Assignee is willing to perform all remaining duties and obligations under the JPA.

In consideration of the mutual covenants herein, the parties agree as follows:

1. Assignor grants, bargains, sells, conveys, transfers, assigns, and sets over its entire right, title, interest in and duties under the JPA to Assignee subject to the covenants and conditions set forth herein.
2. Assignee assumes all obligations of Assignor under the JPA for all work undertaken by Assignor prior to the effective date of the Assignment including but not limited to existing liabilities and sub-consultant obligations, and Assignee assumes the JPA and will perform faithfully all of the covenants, stipulations and agreements contained therein.
3. The Department consents to the assignment of the JPA to Assignee; provided, however, the Department's consent to this transfer will not constitute a waiver of the general prohibition against assignment contained in the JPA as to further assignments and will not constitute a release of Assignor under the JPA to the extent of Assignor's performance up to the effective date of this Assignment.
4. Assignor represents, and Assignee accepts, that there are no claims or demands against the Department arising out of or related to the performance under the Agreement prior to the effective date hereof.
5. All sums which become payable by the Department under this Agreement on and after the date of this assignment agreement will be made to the Assignee.

The parties have executed this Assignment on the dates below.

Assignor:

Polk County, a political subdivision of the State of Florida (f/k/a Polk County Board of County Commissioners)

Chairman or Designee

Name: _____

Title: _____

Date: _____

LEGAL REVIEW:

Assignee:

Lakeland Area Mass Transit District, an independent special district

Chairman or Designee

Name: _____

Title: _____

Date: _____

LEGAL REVIEW:

Department:

State of Florida, Department of Transportation

Chris Smith

Director of Transportation Development

LEGAL REVIEW:

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

ASSIGNMENT AGREEMENT

Financial Project Number(s): <u>FM 410128-1-84</u>	Fund: <u>010</u> Function: <u>680</u> Federal No: <u>49 U.S.C 5311</u> DUNS No: <u>078315959</u> Contract Exp. Date: <u>12/31/17</u>	FLAIR.: <u>088774</u> Object Code: <u>790004</u> Org. Code: <u>55012020129</u> Vendor No: <u>596000809209</u> CSFA No: <u>N/A</u>
CFDA Number: <u>20.516</u> Contract No: <u>AQR07</u>		

This Assignment Agreement ("Assignment") is made this day of, between

Polk County, a political subdivision of the State of Florida (f/k/a Polk County Board of County Commissioners) ("Assignor"), and

Lakeland Area Mass Transit, an independent special district ("Assignee"), and

the State of Florida Department of Transportation ("Department").

RECITALS:

- A. The Department entered into the certain Joint Participation Agreement attached hereto as Exhibit "1" and incorporated herein ("JPA") with Assignor.
- B. Assignor wishes to assign all of its rights, title and interest in the JPA to Assignee.
- C. The JPA is, by its terms, assignable only upon the prior written consent of the Department.
- D. Assignor desires to assign the JPA to Assignee and Assignee is willing to perform all remaining duties and obligations under the JPA.

In consideration of the mutual covenants herein, the parties agree as follows:

1. Assignor grants, bargains, sells, conveys, transfers, assigns, and sets over its entire right, title, interest in and duties under the JPA to Assignee subject to the covenants and conditions set forth herein.
2. Assignee assumes all obligations of Assignor under the JPA for all work undertaken by Assignor prior to the effective date of the Assignment including but not limited to existing liabilities and sub-consultant obligations, and Assignee assumes the JPA and will perform faithfully all of the covenants, stipulations and agreements contained therein.
3. The Department consents to the assignment of the JPA to Assignee; provided, however, the Department's consent to this transfer will not constitute a waiver of the general prohibition against assignment contained in the JPA as to further assignments and will not constitute a release of Assignor under the JPA to the extent of Assignor's performance up to the effective date of this Assignment.
4. Assignor represents, and Assignee accepts, that there are no claims or demands against the Department arising out of or related to the performance under the Agreement prior to the effective date hereof.
5. All sums which become payable by the Department under this Agreement on and after the date of this assignment agreement will be made to the Assignee.

The parties have executed this Assignment on the dates below.

Assignor:

Polk County, a political subdivision of the State of Florida (f/k/a Polk County Board of County Commissioners)

Chairman or Designee

Name: _____

Title: _____

Date: _____

LEGAL REVIEW:

Assignee:

Lakeland Area Mass Transit District, an independent special district

Chairman or Designee

Name: _____

Title: _____

Date: _____

LEGAL REVIEW:

Department:

State of Florida, Department of Transportation

Chris Smith

Director of Transportation Development

LEGAL REVIEW:

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
AUGUST 10, 2016
AGENDA ITEM #8

Agenda Item: Other Business

Presenter: TBD

Recommended
Action: None

Summary: None

Attachments: None