# LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING

# Citrus Connection, Hollingsworth Meeting Room, 1212 George Jenkins Blvd. February 8, 2017, at 8:30 a.m.

Call to Order for LAMTD Board of Directors Meeting / Roll Call

Call to Order for LAMTD Board of Directors Meeting / Roll Call	
****GEM AWARDS / Steve Schaible, Director of Human Resources	
1. Approval of Minutes	Approval
2. Public Comments	
3. Financial Matters / David Persaud  (a) LAMTD Financials  (b) PCTS Financials  (c) CRA Update	None None None
<ul><li>4. Call Center / Marcia Roberson</li><li>(a) Title VI Compliance Plan for Citrus Connection</li><li>(b) Trapeze COM Update</li></ul>	Approval None
<ul> <li>5. Human Resources, Risk, Safety &amp; Security / Steve Schaible</li> <li>(a) Flex Spending</li> <li>(b) Safety Committee Credit</li> <li>(c) SSPP and SPP for Citrus Connection</li> </ul>	None None Approval
<ul> <li>6. Executive Update / Tom Phillips</li> <li>(a) Activity Calendar</li> <li>(b) UAP &amp; Ridership Report</li> <li>(c) Lakeland Chamber Building Presentation</li> </ul>	None None None
7. Other Business	
Adjournment	

# LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING FEBRUARY 8, 2017 AGENDA ITEM #2

Agenda Item: Approval of January 11, 2017 LAMTD Board of

**Directors Meeting Minutes** 

Presenter: Marcy Harrison

Recommended

Action: Board of Directors approve the Minutes of the

January 11, 2017 LAMTD Board of Directors

Meeting.

Attachments: January 11, 2017 LAMTD Board of Directors

**Meeting Minutes** 

# LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MINUTES JANUARY 11, 2017

#### **Directors**:

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

Executive Director: Tom Phillips
Executive Assistant: Marcy Harrison

#### **Call to Order**

8:30 a.m. By Chairman John Hall

#### **Roll Call**

Present
Commissioner Salvage
Commissioner Hall
Commissioner Lindsey
Commissioner Walker
Commissioner Malless

#### Agenda Item #1 - Election of Board Officers

Commissioner Malless motioned to elect George Lindsey to represent the LAMTD Board as Chairman.
 On a motion made by, Commissioner Selvage, and seconded by Commissioner Walker:
 "Approval of George Lindsey as LAMTD Chairman"

#### **MOTION CARRIED UNANIMOUSLY**

Commissioner Lindsey motioned to elect Jim Malless to represent the LAMTD Board as Vice-Chairman.
 On a motion made by, Commissioner Walker, and seconded by Commissioner Selvage:
 "Approval of Jim Malless as LAMTD Vice-Chairman"

MOTION CARRIED UNANIMOUSLY

• Commissioner Lindsey motioned to elect Phillip Walker to represent the LAMTD Board as Secretary. On a motion made by, Commissioner Selvage, and seconded by Commissioner Hall:

"Approval of Phillip Walker as LAMTD Secretary"

MOTION CARRIED UNANIMOUSLY

#### Agenda Item #2 - Approval of the Minutes

Approval request for the approval of the December 14, 2016 LAMTD Board of Director meeting minutes.

"Approval December 14, 2016 Board of Directors Meeting Minutes"

#### **MOTION CARRIED UNANIMOUSLY**

#### Agenda Item #3 - Public Comments

None at this time

#### Agenda Item #4 - Finances / David Persaud, CFO

David Persaud, CFO presented to the Board the items listed below: a) LAMTD Financials

Lakeland Area Mass Transit District
Monthly Financial Report
Operating Budget. Budget to Actual
For the Year-to-date November 30, 2016
FY 2016-2017

#### Year to Date November 30, 2016

Description	YTD of FY Budget	YTD Budget \$	YTD Actual \$	YTD of FY Expended	Annual Budget
Revenue YTD	16.7%	\$1,733,935	\$499,126	29%	\$10.4 Million
Expenses YTD	16.7%	\$1,693,415	\$1,307,979	77%	\$10.4 Million

#### **REVENUES:**

The total revenues realized year-to-date through November 30, 2016 totaled \$499,000 or 29% of the YTD budget.

Farebox and all contract revenues reflect 73% of budgeted revenues through November 30, 2016. The revenues are under budget due to several reasons, contractual revenues from RAMCO \$93,000 and UAP are lagging. Farebox revenues are under budget \$34,677 due to decline in ridership and some comingling of revenue that is being addressed.

• Ad Valorem taxes reflect \$53,193. The total budgeted revenues are \$3.9 million. Revenues are under budget since only 95% of the taxes are budgeted and due date is November 2016.

Property taxes become due and payable on November 1<sup>st</sup>, 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 1<sup>st</sup> of each year. The District normally receives 90% of property taxes by May of each year.

- Florida DOT operating grants \$1.6 million is being billed quarterly with no revenue YTD. These grants are on a cash basis which mean the services must be provided before we receive grant assistance.
- FTA Section 5307 operating and capital grants budgeted at \$2.6 million with no revenue YTD. This grant is also on a cash basis which means that the District must expend the funds before we seek grant reimbursement. Since most of the grant funding is used for operations and preventative maintenance the grant reimbursement is received at the end of the fiscal year after State funds are recognized.
- Advertising income is also lagging at \$14,414 but should improve.
- The Support cost reimbursement revenue is in line with budget.
- Other revenues are slightly over budget.

Lakeland Area Mass Transit District
Monthly Financial Report
Operating Budget. Budget to Actual
For the Year-to-date November 30, 2016
FY 2016-2017

#### **EXPENSES:**

The total expenses year-to-date through November 30, 2016 totaled \$1.307 million or 77% of the YTD budget.

- Salaries and benefits represent 65% of the FY 2016-2017 budget. As of November 30, 2016 these expenses totaled \$990,000 or 73% of the YTD budget of \$1.1 million and is under budget.
- Professional and Technical Services expenses totaled \$7,500 of the YTD budget; a favorable variance.
- Other services expenses totaled \$12,000 of the YTD budget, over budget due to one-time expense.
- Fuel expenses totaled \$87,000 YTD budget due to declining fuel prices; a favorable variance.
- Materials and supplies totaled \$87,000 under budget, a favorable variance.
- Advertising promotion expenses totaled \$5,600 over budget, offset with revenues.
- Dues and subscriptions, and office supplies are over budget due to payment for Florida Public Transportation.
- Property appraiser, Tax Collector Commission and CRA payments under budget, since payments are quarterly and annually.

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

## **CHANGE IN FINANCIAL CONDITION**

Based on the year-to-date budget-to-actual variances through November 30<sup>th</sup> the financials reflect a unfavorable actual variance of \$808,852 due to the timing and collection of all revenue.

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



# LAKELAND AREA MASS TRANSIT DISTRICT FY 2017 MONTHLY FINANCIA STATEMENT MONTH OF Nov 2018

					Month				_			YTD					
		⊢		_	Month	_	Variance		H		_	TIU	_	Variance			Approved
		l	Actual	ı	Budget	⊢	S's	ev.	1	Actual		Budget	⊢	\$'s	%	An	nual Budget
REVENUES:	Account	-					**	76	Н				_	**	76		
R4	Farebox/Pass Sales	8	53.821	8	70.711	*	(18,890)	-24%	*	108.745	8	141,422	8	(34,676)	-25%	2	848.530
R6	Contract Income (UAP)	š	11,474	š	20,260	š	(8,786)	43%	š		š	40.520	š	(14,567)	-38%	ž	243,120
R3	Other Contract Revenue	ě	126,558	ĕ	24,076	š	102.482	426%	ě		š	48,152	ī	94,832	107%	ž	288,910
R5	Miscellaneous Income	š	120,000	š	833	š	(833)	-100%	š	142,004	š	1.667	š	(1,667)	-100%	š	10,000
R7	Advertising Revenue	8	14.010	š	14.500	š	(490)	-3%	8	14,414	8	29,000	8	(14,588)	-50%	8	174.000
R8	Investment/Interest Income (net)	8	4,218	š	833	š	3,384	406%	8	8,500	s	1.667	8	6.933	416%	8	10,000
R9	Ad Valorum Income, net	\$	53,193	8	324,372	8	(271, 179)	-84%	\$	53,193	\$	648,743	8	(595,550)	-02%	\$	3,892,460
R10	FDOT Operating Grant	\$	41,163	8	137,002	8	(95,839)	-70%	\$	41,163	\$	274,003	8	(232,841)	-85%	\$	1,644,020
R11	Federal Operating Grant	\$		8	217,626	8	(217,626)	-100%	\$		\$	435,252	8	(435,252)	-100%	\$	2,611,510
R12	Charitable Contributions	\$		\$	12,531	8	(12,531)	-100%	\$		\$	25,082	\$	(25,082)	-100%	\$	150,370
R13	Cost Recovery	\$		\$	3,109	\$	(3,109)	-100%	\$	13,181	\$	6,218	\$	6,962	112%	\$	37,310
R1	Bartow Express	\$	1,800	\$	3,274	\$	(1,474)	45%	\$		\$	6,548	\$	(2,868)	-44%	\$	39,290
R2	PCTS - Support Cost Reimb.	\$	37,841	\$	37,841	\$	(0)	0%	\$	89,213	\$	75,682	\$	13,531	18%	\$	454,090
	Reserve																
TOTAL REVE	NUES	\$	344,078.07	\$	866,968	5	(522,889)	-80%	\$	499,126.35	\$	1,733,935	\$	(1,234,809)	-71%	\$	10,403,610
		г		•					г								
ELIGIBLE EX	PENSES:	ı							l								
1	Salaries	\$	346,813	\$	372,057	\$	(25,245)	-7%	\$	668,196	\$	744,115	\$	(75,919)	-10%	\$	4,484,690
2	Employee Benefits	\$	173,677	\$	188,011	\$	(12,334)	-7%	\$	321,480	\$	372,022	\$	(50,543)	-14%	\$	2,232,134
3	Advertising Fees	\$	1,000	\$	1,125	\$	(125)	-11%	\$	1,000	\$	2,250	\$	(1,250)	-56%	\$	13,500
4	Professional & Techinical Ser	8	5,763	8	31,490	8	(25,727)	-82%	8	7,479	\$	62,980	\$	(55,501)	-88%	8	377,881
5	Contract Maintenance Services	8	4.151	8	8,198	8	(4.044)	40%	8	9.379	8	16,302	8	(7.012)	43%	8	98.350
8	Other Services	š	9.349	š	3.352	š	5.997	17996	š		š	6.705	š	5.422	81%	ž	40,229
7	Fuel & Lubricants	8	49.671	š	47,585	š	2.088	4%	8		š	95,170	8	(7,700)	-8%	*	571.020
8	Freight	š	40	š	292	š	(242)	-83%	š		š	583	š	(430)	-74%	÷	3,500
9	Repairs & Maintenance	š	1,671	š	3,708	š	(2,037)	-55%	š		š	7.417	š	(5,650)	-76%		44,500
10	Meterials & Supplies	8	60.419	:	57.049	8	3.370	6%	1		š	114,098	:	(27.605)	-24%	-	684,500
11	Utilities/Telephone	8	8,254	8	9.167	8	(913)	-10%	8		ŝ	18,333	8	(5,574)	-30%	•	110,000
11		8		:	2.267	8	(913)	-10% -18%	_		ŝ	4.533	8			2	27,200
13	Physical Damage Insurance	2	1,851	8	-	8		-13%	\$		ŝ	-	8	(831) (4,902)	-18% -13%	•	233,200
14	Liab & Prop Damage Insurance	2		:	19,433 167	8	(2,451)	-100%	3		ŝ	38,867	•	(4,902)	-100%	•	233,200
15	Other Coporate Insurance	2	850	:	3.483	8	(2.633)	-70%	3	7.471	ŝ	6.965	•	505		•	41,792
16	Dues & Subscriptions	8	3.320	ŝ	6,646	8		-70% -50%	3		ì	13,292	•	(2,373)	7% -18%	•	79,750
17	Education/Training/Meeting/Travel	2	1,953	ŝ	917	:	(3,325)	113%	3	10,919 3,515	ì	1,833	•	1.682	92%	•	11,000
17	Service Charges Office Expense	5	1,963	\$	9.237	ŝ	(8.361)	-01%	\$		š	1,833	8	(17,071)	-02%	\$	11,000
19		8	5.039	÷			4-1		2	-	ì	100			60%	•	
	Advertising & Promotions	-		-	1,667	5	3,372	202%	\$	5,639	-	3,333	•	2,305		\$	20,000
20	Miscellaneous Expenses	\$	287	5	350	5	(72)	-20%	\$	244	\$	718	8	(475)	-86%	\$	4,310
21	Property Appraiser/Tax Collector Comm	\$	(6,910)		12,283	5	(19,194)	-156%	\$	10,789	\$	24,587	8	(13,778)	-56%	\$	147,400
22	LDDA, CRA Contributions	\$		\$	12,167	8	(12,167)	-100%	\$		\$	24,333	\$	(24,333)	-100%	\$	146,000
23	Capital Expenditures/ Debt Service	\$	11,014	\$	57,883	\$	(48,889)	-81%	\$	22,029	\$	115,767	\$	(93,738)	-81%	\$	694,600
24	Bad Debt	\$	-	\$	167	\$	(167)	-100%	\$	-	\$	333	\$	(333)	-100%	\$	2,000
25	Restricted Contingency	\$		8	20,260	8	(20,260)	-100%	\$		\$	40,520	8	(40,520)	-100%	\$	243,120
TOTAL ELIGI	BLE EXPENSES:	\$	696,081	5	846,708	5	(150,626)	-18%	\$	1,307,979	\$	1,693,415	5	(385,438)	-23%	\$	10,403,610
NET REVENU		_		_					_		_						
	(UNDER) EXPENSES		(352.003)		20,260		/372,263)			(808.852)		40.520		(849,372)			401
	TOTAL POP LINES	1	220,000	•		•	2012.000		1	200,000	*	-	-	340,314		_	491
		_							_								

Lakeland Area Mass Transit District
Monthly Financial Report
Polk County Transit Contract
Month of November 30, 2016
Year to Date Report
Percent of FY Reported (16.7%)

### Revenues

- The revenues totaled \$1.008 million or 99% of the year-to-date budget.
- ➤ The FTA grant drawdown reflects no activity of the budgeted revenues.
- Fare Revenues totaled \$28,245 or 137% of the year-to-date budget.
- ➤ The County funding is designed to reflect the first payment for the budget grants match totaling \$980,000.

#### **Expenses**

- ➤ Operating expenses consists of labor cost, operating expenses and contract expenses.
- ➤ Total expenses for the period totaled \$470,000 or 46% of the year-to-date budget.
- ➤ Salaries and wages totaled \$309,000 or 50% of the YTD Budget.
- ➤ Operating expenses totaled \$160,000 or 51% 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 show no activity.

c) Modular Award Analysis –
David Persaud, CFO presented to the Board the modular award -

On November 09, 2016 the District issued a Request for Quote #17-004, for qualified firms interested in providing a modular office building and meeting room, estimated at 2,100 square feet, that meets the need of the District. A best value solicitation was provided to six firms, of which had been previously awarded, various contracts, by other state entities. Offers were due on December 8, 2016; two received were found responsive to the RFQ. A best value comparison was conducted and necessitated requests for clarification. Said clarifications were requested to validate optional upgrades and total price, with final responses received December 29, 2016. Offers received ranged from \$115,000 to \$140,000, depending on the options selected. Final clarification of those options were evaluated for best value, with a recommendation for award to Vision Building Systems, Inc. in an amount not to exceed \$121,000. Said amount includes possible upgrade options. Additional project costs, such as permits, power pole, and electric meter are not included and estimated to be less than \$5,000.

d) TD Trip & Equipment Grant Agreement Amendment #1 David Persaud, CFO presented to the Board the TD Trip & Equipment Grant Agreement amendment #1 for approval –

Recommend that the Board approve Amendment #1 to the Trips and Equipment Grant with the CTD July1, 2016 through June 30, 2017.

\$1,240,365 Grant Funding, \$137,818 onetime local match budgeted in Polk County Agreement. Capital funding for the agreement totals \$374,409 which is in the budget.

The State Commission for the Transportation Disadvantaged administers the State Transportation Disadvantaged Trust Fund. The primary purpose of this amendment is to change the purchase of one twenty-five-foot cutaway to two wheelchair assessable vans. Due to the lack of cutaway vehicles on the current state contract, the cutaway bus in no longer an option for ordering with current funding.

"Approval TD Trip & Equipment Grant Agreement Amendment #1"

#### **MOTION CARRIED UNANIMOUSLY**

e) JPA Rural 5311 Grant application approval request - David Persaud, CFO presented to the Board for approval the JPA Rural 5311 Grant.

The District submitted this grant application to the FDOT under Sections 5311 for operating assistance, more specifically to provide services in the rural areas of Polk County. This grant requires a 50/50 split between the FTA, and LAMTD through monthly invoicing from the County. FTA will provide \$800,575 of grant funding and the County has budgeted \$800,575 in funding.

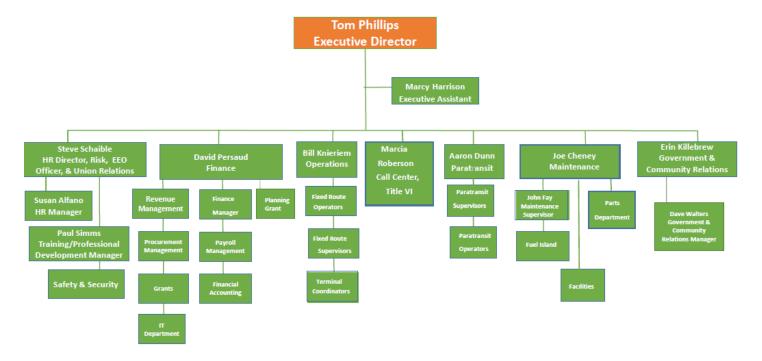
Approval request for the approval of the JPA Rural 5311 Grant approval.

"Approval of the JPA Rural 5311 Grant application"

MOTION CARRIED UNANIMOUSLY

#### Agenda Item #5 - Human Resources / Steve Schaible

Steve Schaible presented to the board the updated LAMTD Organizational Chart.



#### Agenda Item #6 – Executive Report / Executive Report

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

- a) Activity Calendar (Calendar in Board Packet)
- b) UAP & Ridership Report (Report in Board Packet)
- c) District Update -
- Fair Share Agreements Report Tom Phillips, Chairman Hall and Jim Freeman meet to discuss the
  funding variances from the municipalities receiving transit services. The proposed plan will
  include, over the next 2 fiscal years, information to all municipalities that the District will be
  moving to an 80/20 funding plan. Upon completion of the February Board retreat and the data
  collected by Erin Killebrew from the Cities, the District will seek guidance long term county
  contribution.
- The District has been access the private properties of business on County Line Rd. in order to drop
  off employees closer to the buildings. We will be working in conjunction with the Darby Group to
  acquire the legal permissions from all employers affected.
- Citrus Connection is in negotiations with Adrian Jones of Merlin Entertainment to provide service
  for both LLF guests and the public to and from their beach resort. The additional route will be a
  fully funded service.
- Tom Phillips, Executive Director met with Carry Wilson and Karen Kovack from the Boys and Girls Club to begin preliminary discussions on a Universal Access Program.
- The District was approached by Bob Stanley Trust (1220 George Jenkins Blvd.) and they have informed us that Praxair gas has shown a desire in purchasing the RR spur on the far side of the property. It would decrease our foot print but they have discussed paying full market value and/or paving our back bus lot. We will continue to inform the board of any progress.
- Commissioner Selvage has been designated as the Audit Community designee for the Districts annual financial audit.

#### Agenda Item #7 - Legal / The Darby Group

Mr. Darby presented to the Board for approval the District Boundaries Resolution #17-02.

"Approval of the District Boundaries Resolution #17-02"

#### **MOTION CARRIED UNANIMOUSLY**

#### LAKELAND AREA MASS TRANSIT DISTRICT

#### RESOLUTION NO. 17-02

A RESOLUTION RELATING TO DISTRICT BOUNDARIES; APPROVING AN ENLARGEMENT OF THE DISTRICT; INCLUDING WITHIN THE DISTRICT CERTAIN TERRITORY IN LAKELAND, FLORIDA, LOCATED AT 3855 S. PIPKIN ROAD, LAKELAND, FLORIDA 33811; FINDING APPROVAL BY THE PROPERTY OWNER; FINDING COMPLIANCE WITH THE COUNTY ORDINANCE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Lakeland Area Mass Transit District was created on June 19, 1980, by the adoption of Ordinance No. 80-13 by the Board of County Commissioners of Polk County, Florida; and

WHEREAS, certain territory located at 3855 S. Pipkin Road, Lakeland, Florida 33811, more particularly described on Exhibit "A" attached hereto, is within the City of Lakeland; and

WHEREAS, that territory was not included within the boundaries of the district established by Polk County Ordinance No. 80-13, and approved in by City of Lakeland Ordinance No. 2205; and

WHEREAS, the Board of County Commissioners has adopted Ordinance No. 81-23, which amended Ordinance No. 80-13, to provide a procedure for adding territory to the District subsequent to its creation; and

WHEREAS, both the governing body of the Lakeland Area Mass Transit District and the owner of the property are desirous of adding such territory to the District.

NOW, THEREFORE, BE IT RESOLVED BY GOVERNING BODY OF THE LAKELAND AREA MASS TRANSIT DISTRICT:

SECTION 1. The boundaries of the District are hereby revised to include the territory described on Exhibit "A" attached hereto.

SECTION 2. The approval of the owner of the territory described in Section 1 to the inclusion shall be evidenced by a letter executed by the owner of said property expressing its approval to being included in the District, and subject to the levy of an ad valorem tax by the District.

SECTION 3. The transit director has received a letter complying with Section 2, and it is hereby found that such letter complies with Ordinance No. 81-23.

SECTION 4. This resolution shall take effect upon its approval by the governing body, except that Section 1 shall not take effect until the City Commission of the City of Lakeland has adopted an ordinance approving of the inclusion of this territory, which is located in the City, into the District.

PASSED AND CERTIFIED AS TO PASSAGE this 11th day of January, 2017.

	Chairman
ATTEST:	
APPROVED AS TO FORM AND CORRECTNESS: _	Ren H. Darby, Jr., Attorney for the District

None at this time	
Adjournment	
Approved this 11th day of January, 2017.	
Chairman – Commissioner George Lindsey	Minutes Recorder – Marcy Harrison

Agenda Item #8 – Other Business

# LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING FEBRUARY 8, 2017 AGENDA ITEM #2

Agenda Item: Public Comments

Presenter: TBD

Recommended

Action: TBD

# LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING FEBRUARY 8, 2017 AGENDA ITEM #3(a)

Agenda Item: December 31, 2016 LAMTD Monthly Financial Statement

FY 2016-17

Presenter: David Persaud, Chief Financial Officer

Recommended

Action: None

Summary: The Interim Financial Statement covers a period of less than

one year. The report is used to convey the performance of the District's financial position and budget comparisons – budget to actual on a year-to-date basis. Unlike annual financial

statements, Interim Statements do not have to be audited.

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

the budget.

Attachments: See Attachments

## Lakeland Area Mass Transit District Monthly Financial Report

#### Operating Budget. Budget to Actual For the Year-to-date December 31, 2016 FY 2016-2017

#### Year to Date December 31, 2016

Description	YTD of FY Budget	YTD Budget \$	YTD Actual \$	YTD of FY Expended	Annual Budget
Revenue YTD	25%	\$2,600,903	\$3,908,638	29%	\$10.4 Million
Expenses YTD	25%	\$2,540,123	\$1,945,565	77%	\$10.4 Million

#### **REVENUES:**

The total revenues realized year-to-date through December 31, 2016 totaled \$3.9 million or 50% of the YTD budget.

Farebox and all contract revenues reflect 11% over budgeted revenues through December 31, 2016. Farebox revenues are under budget \$49,000 due to decline in ridership and some comingling of revenue that is being addressed.

• Ad Valorem taxes reflect \$3.3 million. The total budgeted revenues are \$3.9 million. Revenues are over budget since only 95% of the taxes are budgeted and due date is November 2016.

Property taxes become due and payable on November 1<sup>st</sup>, 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 1<sup>st</sup> of each year. The District normally receives 90% of property taxes by May of each year.

- Florida DOT operating grants \$1.6 million is being billed quarterly with no revenue YTD. These grants are on a cash basis which mean the services must be provided before we receive grant assistance.
- FTA Section 5307 operating and capital grants budgeted at \$2.6 million with no revenue YTD. This grant is also
  on a cash basis which means that the District must expend the funds before we seek grant reimbursement.
   Since most of the grant funding is used for operations and preventative maintenance the grant reimbursement
  is received at the end of the fiscal year after State funds are recognized.
- Advertising income is also lagging at \$18,197 but should improve.
- The Support cost reimbursement revenue is in line with budget.
- The other revenues are showing a lag due to timing and being on a cash basis.

# Lakeland Area Mass Transit District Monthly Financial Report Operating Budget. Budget to Actual For the Year-to-date December 31, 2016 FY 2016-2017

#### **EXPENSES:**

The total expenses year-to-date through December 31, 2016 totaled \$1.95 million or 77% of the YTD budget.

- Salaries and benefits represent 65% of the FY 2016-2017 YTD budget. As of December 31, 2016 these expenses totaled \$1.3 million or 79% of the YTD budget of \$1.6 million and is under budget.
- Professional and Technical Services expenses totaled \$45,000 of the YTD budget; a favorable variance.
- Other services expenses totaled \$24,000 of the YTD budget, over budget due to one-time expense.
- Fuel expenses totaled \$135,000 YTD budget due to declining fuel prices; a favorable variance.
- Materials and supplies totaled \$151,000 under budget, a favorable variance.
- Advertising promotion expenses totaled \$5,600 over budget, offset with revenues.
- Dues and subscriptions, and office supplies are over budget due to payment for Florida Public Transportation.
- Property appraiser, Tax Collector Commission and CRA payments under budget, since payments are quarterly and annually.

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

#### **CHANGE IN FINANCIAL CONDITION**

Based on the year-to-date budget-to-actual variances through December 31<sup>st</sup> the financials reflect a favorable actual variance of \$1.96 million due to the collection of property taxes.

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



#### LAKELAND AREA MASS TRANSIT DISTRICT

# FY 2017 MONTHLY FINANCIAL STATEMENT MONTH OF Dec 2016

					Month							YTD				,	Approved
			Actual		Budget		Variance			Actual		Budget		Variance			nual Budget
			<u>Autuur</u>		Buuget		\$'s	%		Hottua		Dauget		\$'s	%	AIII	idai Budget
REVENUES:	Account			_		_							_				
R4	Farebox/Pass Sales	\$	56,545	\$	70,711	\$	(14,166)	-20%	\$	163,291		212,133	\$	(48,842)	-23%	\$	848,530
R6	Contract Income (UAP)	\$	20,673	\$	20,260	\$	413	2%	\$	,	\$	60,780	\$	(10,230)	-17%	\$	243,120
R3 R5	Other Contract Revenue Miscellaneous Income	\$	30,906	\$ \$	24,076	\$ \$	6,830	28%	\$	169,966	\$ \$	72,228	\$ \$	97,739	135% -100%	\$	288,910
R7	Advertising Revenue	\$	3,783	\$	833 14,500	ъ \$	(833) (10,718)	-100% -74%	\$	18,197		2,500 43,500	ъ \$	(2,500) (25,304)	-100%	\$ \$	10,000 174,000
R8	Investment/Interest Income (net)	\$	3,763 4,598	\$	14,500	Ф \$	3.764	-74% 452%	\$	13,197	Ф \$	2.500	Ф \$	10.697	-56% 428%	Ф \$	10.000
R9	Ad Valorum Income, net	\$	3,249,059	\$	324,372	э \$	2,924,687	902%	\$	3,302,252	Ф \$	2,500 973,115	э \$	2,329,137	239%	Ф \$	3,892,460
R10	FDOT Operating Grant	\$	3,249,039	\$	137,002	\$	(137,002)	-100%	\$	41,163	\$	411,005	\$	(369,842)	-90%	\$	1,644,020
R11	Federal Operating Grant	\$	_	\$	217,626	\$	(217,626)	-100%	\$	41,105	\$	652,878	\$	(652,878)	-100%	\$	2,611,510
R12	Charitable Contributions	\$	_	\$	12.531	\$	(12,531)	-100%	\$	_	\$	37,593	\$	(37,593)	-100%	\$	150,370
R13	Cost Recovery	\$	3,309	\$	3,109	\$	200	6%	\$	16,490	\$	9,328	\$	7,162	77%	\$	37,310
ŔÎ	Bartow Express	\$	2,799	\$	3,274	\$	(476)	-15%	\$	6,479	\$	9,823	\$	(3,343)	-34%	\$	39,290
R2	PCTS - Support Cost Reimb.	\$	37,841	\$	37,841	\$	(0)	0%	\$	127,054	\$	113,523	\$	13,531	12%	\$	454,090
I\Z	Reserve	Ψ	37,041	Ψ	37,041	Ψ	(0)	070	Ψ	127,004	Ψ	110,020	Ψ	10,001	12/0	Ψ	434,030
TOTAL REVE		\$	3,409,511.73	\$	866,968	\$	2,542,544	293%	\$	3,908,638.08	\$	2,600,903	\$	1,307,736	50%	\$	10,403,610
	<del></del>	_		·		-		20070	-		-				0070		
ELIGIBLE EX	PENSES:																
1	Salaries	\$	252.359	\$	372.057	\$	(119.699)	-32%	\$	875.125	\$	1.116.172	\$	(241.047)	-22%	\$	4.464.690
2	Employee Benefits	\$	142,725	\$	186,011	\$	(43,287)	-23%	\$	441,259	\$	558,033	\$	(116,774)	-21%	\$	2,232,134
3	Advertising Fees	\$	, -	\$	1,125	\$	(1,125)	-100%	\$	1,000		,	\$	(2,375)	-70%	\$	13,500
4	Professional & Techinical Ser	\$	37,886	\$	31,490	\$	6,395	20%	\$	45,365		94,470	\$	(49,105)	-52%	\$	377,881
5	Contract Maintenance Services	\$	4,863	\$	8,196	\$	(3,333)	-41%	\$	14,243		24,588	\$	(10,345)	-42%	\$	98,350
6	Other Services	\$	11,565	\$	,	\$	8,213	245%		23,693		10,057	\$	13,635	136%	\$	40,229
7	Fuel & Lubricants	\$	47.720	\$	47,585	\$	135	0%	\$	135,190		142,755	\$	(7,565)	-5%	\$	571,020
8	Freight	\$	2,368	\$	47,383	\$	2,077	712%	\$	2,521		875	\$	1,646	188%	\$	3,500
9	•	\$	970	\$	3,708	\$	(2,738)	-74%	\$	2,737		11,125	\$	(8,388)	-75%	\$	44,500
	Repairs & Maintenance			-	,		, , ,					,		, , ,			,
10	Materials & Supplies	\$	64,643	\$	57,049	\$	7,594	13%	\$	151,137		171,148	\$	(20,011)	-12%	\$	684,590
11	Utilities/Telephone	\$	10,586	\$	9,167	\$	1,419	15%	\$	21,894	\$	27,500	\$	(5,606)	-20%	\$	110,000
12	Physical Damage Insurance	\$	474	\$	2,267	\$	(1,793)	-79%	\$	,	\$	6,800	\$	(4,874)	-72%	\$	27,200
13	Liab & Prop Damage Insurance		17,353	\$	19,433	\$	(2,080)	-11%	\$	50,039	\$	58,300	\$	(8,261)	-14%	\$	233,200
14	Other Coporate Insurance	\$	2,490	\$	167	\$	2,324	1394%	\$	7,471		500	\$	6,971	1394%	\$	2,000
15	Dues & Subscriptions	\$	- 005	\$	3,483	\$	(3,483)	-100%	\$	7,186	\$	10,448	\$	(3,263)	-31%	\$	41,792
16 17	Education/Training/Meeting/Travel Service Charges	\$	6,885 1,765	\$	6,646 917	\$ \$	239 848	4% 93%	\$	17,843 5,280	\$ \$	19,938 2,750	\$ \$	(2,094) 2.530	-11% 92%	\$ \$	79,750 11.000
18	Office Expense	\$	25,510	\$	9,237	Ф \$	16,273	176%	\$	26,914		27,711	\$	2,530 (797)	-3%	э \$	110,845
	•		,	-	,		,					,		, ,			,
19	Advertising & Promotions	\$	(727)	\$ \$	1,667	\$	(1,659)	-100%	\$	-,	\$	5,000	\$	646	13%	\$	20,000
20 21	Miscellaneous Expenses	\$	(737)	\$	359 12,283	\$	(1,096) 53,476	-305% 435%	\$	, ,	\$ \$	1,078	\$	(1,571) 39,698	-146% 108%	\$ \$	4,310
	Property Appraiser/Tax Collector Comm		65,759		,	\$	,			76,548		36,850	\$	,			147,400
22	LDDA, CRA Contributions	\$	-	\$	12,167	\$	(12,167)	-100%	\$		\$	36,500	\$	(36,500)	-100%	\$	146,000
23	Capital Expenditures/ Debt Service	\$	11,014	\$	57,883	\$	(46,869)	-81%	\$	33,043	\$	173,650	\$	(140,607)	-81%	\$	694,600
24	Bad Debt	\$	-	\$	167	\$	(167)	-100%	\$	-	\$	500	\$	(500)	-100%	\$	2,000
25	Restricted Contingency	\$		\$	20,260	\$	(20,260)	-100%	\$		\$	60,780	\$	(60,780)	-100%	\$	243, 120
TOTAL ELIGI	BLE EXPENSES:	\$	706,206	\$	846,708	\$	(140,501)	-17%	\$	1,945,565	\$	2,540,123	\$	(594,558)	-23%	\$	10,403,610
NET REVENU	JES OVER			-													
	(UNDER) EXPENSES	\$	2,703,305	\$	20,260	\$	2,683,045		\$	1,963,073	\$	60,780	\$	1,902,293		\$	(0)

# LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING FEBRUARY 8, 2017 AGENDA ITEM #3(b)

Agenda Item: December 31, 2016 Financials for Polk County Transit Services

Contract - FY 2016-17

Presenter: David Persaud, Chief Financial Officer

Recommended

Action: None

Summary: The Interim Financial Statement covers a period of less than

one year. The report is used to convey the performance of the District's financial position and budget comparisons – budget to actual on a year-to-date basis. Unlike annual financial

statements, Interim Statements do not have to be audited.

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

the budget.

Attachments: See Attachments

Lakeland Area Mass Transit District
Monthly Financial Report
Polk County Transit Contract
Month of December 31, 2016
Year to Date Report
Percent of FY Reported (25%)

### Revenues

- ➤ The revenues totaled \$1.012 million or 66% of the year-to-date budget.
- ➤ The FTA grant drawdown reflects no activity of the budgeted revenues.
- Fare Revenues totaled \$32,000 or 100% of the year-to-date budget.
- ➤ The County funding is designed to reflect the first payment for the budget grants match totaling \$980,000.

#### **Expenses**

- ➤ Operating expenses consists of labor cost, operating expenses and contract expenses.
- ➤ Total expenses for the period totaled \$1.128 million or 74% of the year-to-date budget.
- ➤ Salaries and wages totaled \$628,000 or 67% of the YTD Budget.
- ➤ Operating expenses totaled \$500,389 or 106% of the YTD Budget.
- ➤ The contract services are for contractual cost for the Lynx service and other planned contractual services. The year-to-date expenses show no activity.

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

		Re	evei	nue			
	Ar	nnual Budget	Y	ΓD Budget	Υ	TD Actual	Percent Expended
Revenues							
FTA 5307 Grant	\$	2,147,360	\$	536,840	\$	-	0%
Fares	\$	123,780	\$	30,945	\$	31,988	26%
FDOT Block Grant	\$	711,773	\$	177,943			0%
City Contribution	\$	208,085	\$	52,021			0%
FDOT Block Grants:							
JARC AQ379	\$	76,479	\$	19,120			0%
New Freedom AQ49	\$	89,808	\$	22,452			0%
FTA 5311 AQ R07	\$	800,575	\$	200,144			0%
County Match	\$	1,960,704	\$	490,176	\$	980,352	50%
Total	\$	6,118,564	\$	1,529,641	\$	1,012,340	17%
		Ex	pen	ses			•
	Ar	nnual Budget	Y	ΓD Budget	Y	TD Actual	Percent Expended
Labor	\$	3,731,659	\$	932,915	\$	628,288	17%
Contract	\$	506,300	\$	126,575	\$	-	0%
Operating	\$	1,880,605	\$	470,151	\$	500,389	27%
Total	\$	6,118,564	\$	1,529,641	\$	1,128,677	18%

# LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING FEBRUARY 8, 2017 AGENDA ITEM #3(c)

Agenda Item: Informational Report on the District FYE 9-30-2017

Redevelopment Trust Fund for Tax Year 2016

Presenter: David Persaud, Chief Financial Officer

Recommended

Action: Information Only

Summary: For Fiscal Year 2014-2015 the LAMTD paid the City of

Lakeland Redevelopment Trust Fund (CRA) for tax year 2014 \$114,461. Each fiscal year the District includes a

budget for this obligation.

For FY 2015-2016 Tax Year 2015 the payment is \$139,135 or \$24,674 and 21.56 percent increase for FY

2016-17 the amount is \$160,948 or 16% increase.

## The payments are for Tax Increment Districts

District	2014	2015	Change	2016	Change
Downtown District 48 & 49	\$37,736	\$40,986	8.6%	\$46,156	13%
Dixieland District	\$6,903	\$7,441	7.8%	\$8,876	19%
Midtown District 55	\$69,822	\$90,708	30%	\$105,911	17%
Total	\$114,461	\$139,135	21.56%	\$160,948	16%

The payments are made annually based on the annual final Tax Rolls issued by the Polk County Property Appraiser's Office.

Chapter 163.387 (2)(b) F.S. requires that the Tax Increment payments be made to the City of Lakeland as the Community Redevelopment Agency.

#### AGENDA ITEM # - CONT.

Funding:

The FY 2016-2017 budget reflects \$146,000 for this obligation under \$14,948 for the actual expenses. The District and the City of Lakeland entered into an agreement on April 8, 2015 for two service agreements totally \$451,136 for 36 months for the Lakeland Hills Corridor (Route 3) for 7 daily runs and \$14,320 for eight months for the Lakeland Hills Corridor (Route 3) for 1 daily run.

The current agreement expenses April 30, 2018 with an annual payment to the District for \$150,378.

# LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING FEBRUARY 8, 2017 AGENDA ITEM #4(a)

Agenda Item: Title VI Compliance Update

Presenter: Marcia Roberson, Director of RMCC

Recommended

Action: Information

Summary: Oral Presentation

Attachments: None

# LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING FEBRUARY 8, 2017 AGENDA ITEM #4(b)

Agenda Item: Trapeze COM Update

Presenter: Marcia Roberson, Director of RMCC

Recommended

Action: Information

Summary: Oral Presentation

Attachments: None

# LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING FEBRUARY 8, 2017 AGENDA ITEM #5(a)

Agenda Item: Flex Spending

Presenter: Steve Schaible, Director of HR, Risk, Safety & Security

Recommended

Action: None

Summary: Oral Presentation

# LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING FEBRUARY 8, 2017 AGENDA ITEM #5(b)

Agenda Item: Safety Committee Credit

Presenter: Steve Schaible, Director of HR, Risk, Safety & Security

Recommended

Action: None

Summary: Oral Presentation

# LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING FEBRUARY 8, 2017 AGENDA ITEM #5(c)

Agenda Item: 2017 Safety & Security Program Plan

Presenter: Paul Simms, Training/Professional Development

Manager

Recommended

Action: Recommend Approval of the 2017 Safety & Security

Program Plan

Summary: The below are the updates to the 2017 SSPP.

• Fixed route ridership 2015/2016-1, 304808

• Para transit ridership-88,809

• Total number of fixed routes in Lakeland-16

• Total number of fixed routes in W/H -10

• Full time operators- 85

• Part time operator- 1

• Number of operational buses-87

• Number of operational buses with wheel chairs- 87

• Type 1 buses length 22 feet -9 buses

• Type II buses length 23 feet -87 buses

Attachments: SSPP is available for your review upon request

# LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING FEBRUARY 8, 2017 AGENDA ITEM #6(a)

Agenda Item: Activity Calendar

Presenter: Tom Phillips, Executive Director

Recommended

Action: Informational

Summary: Oral Presentation

Attachments: January Activity Calendar

1
=
0
2
7
0
2
Q

January 2017	2017			January 2017  Su Mo Tu We Th  1 2 3 4 5 8 2 3 4 5 22 23 24 25 26 29 30 31	Fr Sa Su Mo 6 7 3 4 5 6 20 21 12 13 27 28 26 27	February 2017  Tu We Th Fr Sa  7 8 9 10 11  14 15 16 17 18  21 22 23 24 25
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jan 1, 17 New Year's Day (United States)	2 Beogam PIN Annual Certifications and Assurances (LAMTD Office) - Brian Janiszewski	3 1:00pm 1 on 1 Tom and Bill (Tom's Office) - Marcy Harrison	4   Copy: Board of Directors, 10:30am 1 on 1 with 11:30am VISTE - Board 1:00pm NTD Report 2:30pm LAMTD - Fiscal	8:30am 1 on 1 with 9:00am Haircut 10:00am Grants Meeting 10 30am Weekty 2:00pm 1/1 with David	6 9:00am Dean 11:00am 1 on 1 Joe and Tom (Office) - Marcy Harrison 1:00pm Expo visit	7
ω	9 8:30am WLKF 1430 AM Studio Radio Talk 10:00am 1 on 1 with Tom and Steve (Tom's 2:00pm Avail Meeting	8:30am Email Ridership Update to LAMTD 9:00am Senior Staff Meeting 1:00pm 1 on 1 Tom and	8:30am LAMTD Board Meeting (Hollingsworth) - 10:30am 1 on 1 with Tom and Erin (Tom's	8:30am 1 on 1 with Aaron Dunn (Tom's 10:30am PTA Meeting 2:00pm Benny 2:00pm 1/1 with David	9:30am Audit Status (Hollingsworth) - Marcy Harrison 11:00am 1 on 1 Joe and Tom (Office) - Marcy	14
15	16 Martin Luther King Day (United States) 10:00am 1 on 1 with Tom and Steve (Tom's Office) - Marcy	9:00am Senior Staff 10:00am LAMTD - Fiscal 1:00pm 1 on 1 Tom and 3:00pm One Bus Away	18.30am 1 on 1 with Tom and Erin (Tom's Office) - Marcy Harrison	8:30am 1 on 1 with Aaron Dunn (Tom's 1:30pm FW: Polk TDP Status Update (Polk 2:00pm 1/1 with David	20 7:00am Friday Forum: State of the City/State 9:00am FPTA Government Affairs 11:00am 1 on 1 Joe and	21
22	10:00am 1 on 1 with Tom and Steve (Tom's Office) - Marcy Harrison	9:00am Senior Staff 10:00am One on One 11:30am Ryan Genson 1:00pm 1 on 1 Tom and 7:00pm Invitation:	8:00am Pictures for the website (The Lakeland 10:30am 1 on 1 with Tom and Erin (Tom's 12:00pm Kids Early	26 8:30am 1 on 1 with Aaron Dunn (Tom's 9:30am 1/1 with David 10:30am Weeting in	8:30am Infrastructure Team (Central Florida Regional Planning 11:00am 1 on 1 Joe and Tom (Office) - Marcy	28
59	30 10:00am 1 on 1 with Tom and Steve (Tom's Office) - Marcy 4:00pm LEDC Meeting: Publix Field at Joker	9:00am Senior Staff 10:00am One on One 12:00pm Lunch w/ Matt, 12:00pm Mtg with 2:30pm 1 on 1 Tom and	Feb 1	2	m	4
Tom Phillips						1/31/2017 8:41 AM

# LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING FEBRUARY 8, 2017 AGENDA ITEM #6(b)

Agenda Item: UAP & Ridership Report

Presenter: Tom Phillips, Executive Director

Recommended

Action: Informational

Summary: Year to date ridership information for the entire system

including LAMTD, Winter Haven, Rural and Demand

Response through December, 2016.

Attachments: Ridership Report

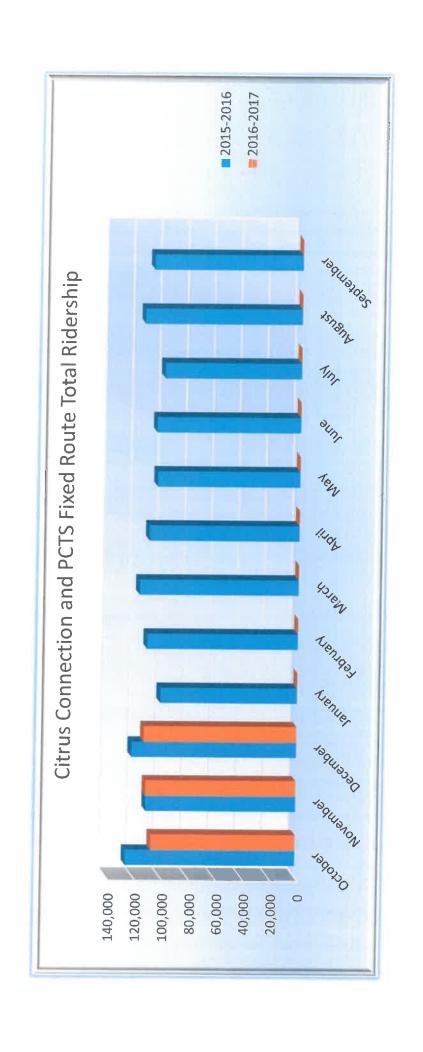
UAP Ridership Totals 2015-16		LAMTD	WHAT	Total
	November	15,656	10,992	26,648
	December	14,057	9,363	23,420
UAP Ridership 2016		LAMTD	WHAT	Total
Polk State College				
	November	4,049	2,058	6,107
	December	2,969	1,385	4,354
LEGOLAND				
	November	138	1,101	1,239
	December	155	1,403	1,558
South Eastern University				
	November	194	24	218
	December	125	22	147
COLTS				
	November	1,511	1,420	2,931
	December	1,122	1,006	2,128
Veterans				
	November	3,175	1,371	4,546
	December	2,983	1,397	4,380
Southern Technical College				
	November	212	251	463
	December	216	256	472
Polk Health Care				
	November	2,789	1,034	3,823
	December	2,690	1,104	3,794
Central Florida Healthcare				
	November	1,584	621	2,205
	December	1,944	635	2,579
New Beginnings High School				
	November	2,004	3,112	5,116
	December	1,853	2,155	4,008

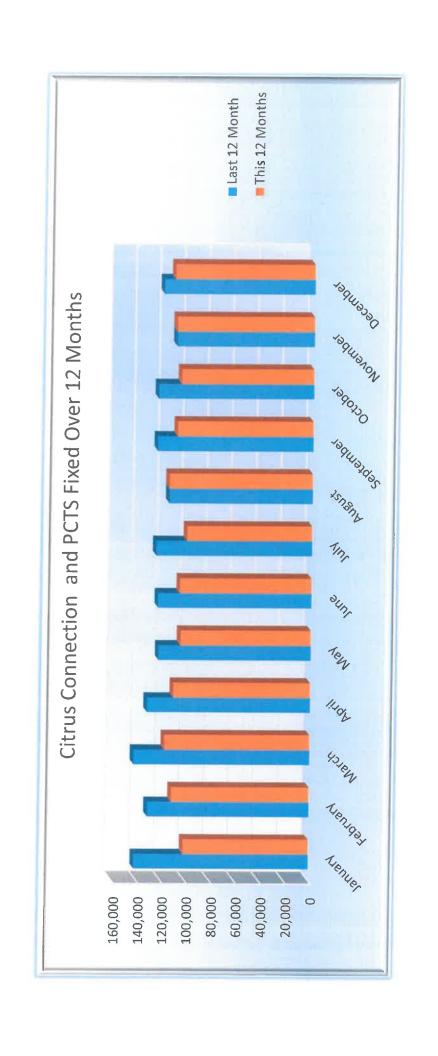
Citrus Connection and PCTS Fixed Route Totals							
	2013-2014	2014-2015	2015-2016	2016-2017	Change		
October	175,231	167,775	125,714	106,779	-15%		
November	142,742	133,255	111,028	111,050	0%		
December	151,623	153,148	122,018	112,890	-6%		
January	150,249	141,892	101,190	0	0%		
February	157,540	131,235	111,486	0	0%		
March	152,174	142,894	117,618	0	0%		
April	160,032	132,400	110,754	0	0%		
May	156,361	123,350	105,362	0	0%		
June	146,011	124,152	106,252	0.	0%		
July	155,955	126,245	100,929	0	0%		
August	161,384	115,908	115,998	0	0%		
September	161,540	125,983	109,705	0	0%		
Totals	1,870,842	1,618,237	1,338,053	330,719	-8%		

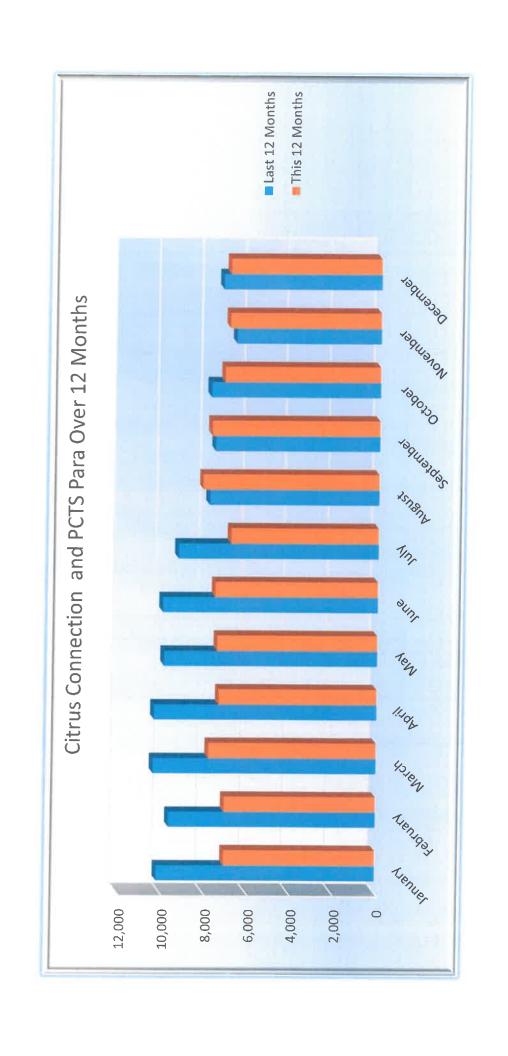
Citrus Connection and PCTS Para-Transit Totals							
	2013-2014	2014-2015	2015-2016	2016-2017	Change		
October	17,4	26 11,849	7,846	7,215	-8%		
November	14,9	22 9,092	6,690	7,004	3%		
December	15,2	12,494	7,330	6,993	-3%		
January	15,93	2 10,149	7,020	0	0%		
February	15,40	9,603	7,027	0	0%		
March	16,40	2 10,358	7,780	0	0%		
April	17,37	0 10,323	7,334	0	0%		
May	16,56	4 9,895	7,431	0	0%		
June	12,77	2 9,973	7,548	0	0%		
July	13,26	0 9,277	6,846	0	0%		
August	11,40	7 7,871	8,166	0	0%		
September	11,34	6 7,619	7,791	0.	0%		
Totals	178,14	2 118,503	88,809	21,212	-3%		

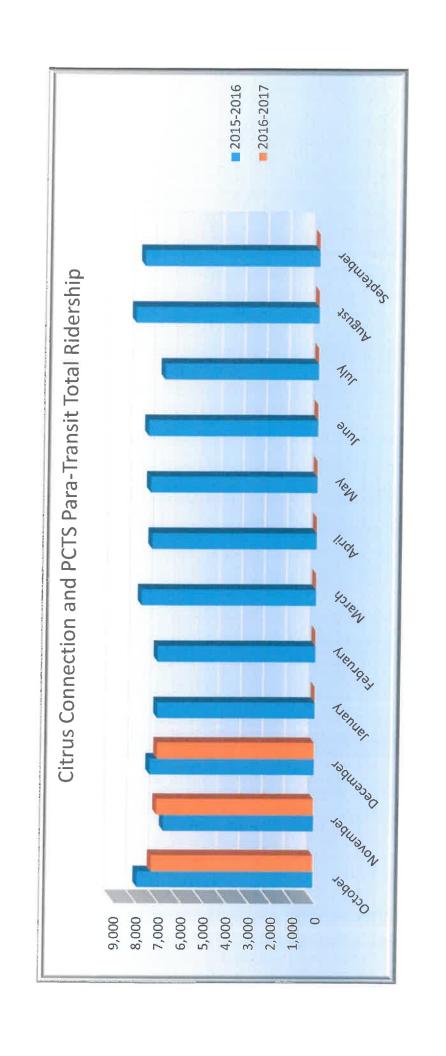
Citrus Connection only Fixed Route Totals							
	2013-2014		2014-2015	2015-2016	2016-2017	Change	
October	114	,557	110,975	83,092	67,635		
November	91	,529	88,195	73,987	71,083	-3%	
December	100	,346	100,995	82,287	72,914	-9%	
January	98	,127	95,059	67,774	0	0%	
February	99	,784	88,704	74,506	0	0%	
March	99	,107	93,660	79,428	0	0%	
April	102	859	89,872	73,926	0	0%	
May	100	584	80,003	69,120	. 0	0%	
June	94	326	80,998	71,398	0	0%	
July	102	872	74,681	68,162	0	0%	
August	106,	013	72,290	76,847	0	0%	
September	105,	234	79,771	72,624	0	0%	
Totals			1,055,203	893,149	211,632	-12%	

Citrus Connection only Para-Transit Totals							
	2013-2014	2014-2015	2015-2016	2016-2017	Change		
October	7,96	6,888	4,094	3,229			
November	6,79	5,470	3,437	3,252	-3%		
December	6,76	7 6,046	3695	3,154	-9%		
January	7,19	5,919	3512		0%		
February	6,820	5,581	3496		0%		
March	7,350	6,316	3897		0%		
April	8,118	6,333	3651		0%		
May	7,790	6,170	3589		0%		
June	6,622	6,136	3660		0%		
July	6,982	5,407	3269		0%		
August	6,522	4,485	3,866		0%		
September	6,636	4,517	3,747		0%		
Totals	85,569	69,268	43,913	9,635	-14%		









# LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING FEBRUARY 8, 2017 AGENDA ITEM #6(c)

Agenda Item: Lakeland Chamber Building Presentation

Presenter: Tom Phillips, Executive Director

Recommended

Action: Informational

Summary: Oral Presentation

Attachments: Proposed letter to the City of Lakeland

#### **BOARD OF DIRECTORS**



POLK CO. COMMISSIONERS: John Hall and George Lindsey CITY OF LAKELAND COMMISSIONERS: Don Selvage, Phillip Walker and Jim Malless EXECUTIVE DIRECTOR: Tom Phillips

1212 GEORGE JENKINS BLVD., LAKELAND, FL 33815 | 855-POLKBUS (765-5287) | WWW.RIDECITRUS.COM

Tony Delgado City Manager City of Lakeland 228 S. Massachusetts Ave. Lakeland, FL 33801

Dear Mr. Delgado,

The Lakeland Area Mass Transit District, d.b.a. Citrus Connection, would like to present this letter to signify our interest in being considered as a tenant for the historic city-owned building at 35 Lake Morton Dr., the current location of the Lakeland Chamber of Commerce.

Understanding that the building is proposed to be vacated in the future as the chamber expands to a new location, we feel this would an incredibly viable location for our administrative offices.

We are aware that the City of Lakeland will be looking into various options for future use of the building and we ask that you consider our serious interest in that building.

As Citrus Connection continues to expand its public transportation service county-wide, the 35 Lake Morton Dr. location would be ideal to consolidate our administrative team and we would be honored to operate out of such an amazing piece of Lakeland history.

We would thank you for your time we would appreciate it if you could contact us at (863) 327-1300 so we can set up a meeting to discuss this further.

Respectfully,

Tom Phillips
Executive Director
Lakeland Area Mass Transit District

George Lindsey Chairman of the Board Lakeland Area Mass Transit District

# LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING FEBRUARY 8, 2017 AGENDA ITEM #6

Agenda Item: Other Business

Presenter: TBD

Recommended

Action: TBD

Summary: