

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Hollingsworth Board Room, 1212 George Jenkins Blvd, Lakeland, FL 33815  
**Wednesday, May 12<sup>th</sup>, 2021, at 8:30 a.m.**

Call to Order	<u>Action Required</u>
1. Approval of the April LAMTD Meeting and Board Retreat Minutes	Approval
2. Public Comments	None
3. Florida Southern Senior Internship Program Presentation	None
4. Arts in Transit Finalist	None
5. Finance / David Persaud, Chief Financial Officer	
a. LAMTD Financials	None
b. PCTS Financials	None
c. TD Financials	None
d. Polk County Transit Services Exemption of Pension Liability - Expense	Approval
e. Asset Disposal	Approval
6. Revenue Services / Aaron Dunn, Director of Revenue Services	
a. Additional Services from Avail	Approval
7. Executive Director Report / Tom Phillips	
a. The Squeeze Update	Approval
b. Agency Update(s)	None
8. Executive <u>Informational</u> Summary / Tom Phillips	
a. April Calendar	None
b. Ridership and UAP Update	None
9. Other Business	TBD
Adjournment	

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
MAY 12, 2021  
AGENDA ITEM #1

Agenda Item:	Approval of the April 13, 2021 LAMTD Meeting Minutes
Presenter:	James Phillips
Recommended Action:	Board approval of the April 13, 2021 LAMTD Meeting Minutes
Attachments:	April 13, 2021 LAMTD Meeting Minutes
Policy Analysis:	TA 6 Increase internal communication through systemic processes.

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Circle B Bar Reserve; 4399 Winter Lake Rd, Lakeland,  
FL 33803  
Tuesday, April 13<sup>th</sup>, 2021, at 1:30 p.m.

**Directors:**

Polk County Commissioner Martha Santiago  
Polk County Commissioner George Lindsey III  
City of Lakeland Commissioner Sara McCarley  
City of Lakeland Commissioner Phillip Walker  
City of Lakeland Mayor Bill Mutz

Executive Director: Tom Phillips  
Executive Assistant: James Phillips

**Call to Order**

1:30ap By Commissioner McCarley

**Agenda Item #1 – Approval of the Minutes**

- a. Board approval of the March 2021 LAMTD Meeting Minutes

[Attachments available]

“Approval of meeting minutes for the March 2021 LAMTD Meeting”  
1<sup>st</sup> Phillip Walker/ 2<sup>nd</sup> Martha Santiago

**MOTION CARRIED UNANIMOUSLY**

**Agenda Item #2 – Public Comments**

None

**Agenda Item #3 – Finance**

- a. LAMTD Financials

[Tabled]

- b. PCTS Financials

[Tabled]

- c. TD Financials

[Tabled]

- d. Bulk Fluids Contract

This grant provides needed services to citizens in the rural areas of Polk County. The District was awarded 5311 grant funding in the amount of \$1,000,000. This is a 50/50 match. FTA will provide \$500,000 with in-kind match of \$500,000 to be provided by the County. If awarded this program will be included in the 2021-2022 budget. This is an annual recurring grant for the county.

“Approve the multi award of Contract #21-004 for the purchase of bulk fluids to

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Circle B Bar Reserve; 4399 Winter Lake Rd, Lakeland,  
FL 33803

Tuesday, April 13<sup>th</sup>, 2021, at 1:30 p.m.

Palmdale Oil, RelaDyne Seaboard, and Tropic Oil, for an amount Not to Exceed  
\$185,000 over five (5) year term..”

1<sup>st</sup> George Lindsey/ 2<sup>nd</sup> Bill Mutz

**MOTION CARRIED UNANIMOUSLY**

**Agenda Item #4– Regional Mobility Call Center**

**a. Memorandum of Agreement with the Commission for the Transportation Disadvantaged**

This Memorandum will designate the Lakeland Area Mass Transit District as the Community Transportation Coordinator for Polk County. This Agreement is made in consideration of the mutual benefits to both parties; said consideration acknowledged hereto by the parties as good and valuable consideration. This Agreement covers from July 1, 2021 to June 30, 2026.

“Approve the Agreement between the Commission for the Transportation  
Disadvantaged”

1<sup>st</sup> George Lindsey/ 2<sup>nd</sup> Phillip Walker

**MOTION CARRIED UNANIMOUSLY**

**Agenda Item #5– Executive Director Report**

**a. Letter of Agreement w/TWU 525**

On March 18th, Citrus Connection Staff entered informal discussions with the TWU 525 leadership to discuss Article 27, section 2 of the CBA in regard to pay for Hazardous Working Conditions. The District and TWU agreed to a separate bonus as applied specifically to pandemics.

The financial impacts to the agency will be \$45,600 (114 members x \$400).

This Letter of Agreement will span the rest of the CBA.

“Approve the Letter of Agreement to file with the Collective Bargaining Agreement  
(CBA).”

1<sup>st</sup> Phillip Walker/ 2<sup>nd</sup> George Lindsey

**MOTION CARRIED UNANIMOUSLY**

**b. Downtown Connector**

Presentation regarding to possible innovative and practical solution to Downtown and Dixieland connections. The financial impacts will be:

For Service from 11:00a to 1:00p  
Annually - \$74,720

For Service from 5:00p to 10:00p  
Annually - \$94,560

Total Costs  
Annually - \$169,280

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Circle B Bar Reserve; 4399 Winter Lake Rd, Lakeland,  
FL 33803  
Tuesday, April 13<sup>th</sup>, 2021, at 1:30 p.m.

[presentation available]

“Approve a one-year pilot program to begin shuttle service in the downtown and Dixieland area in the afternoon and evening.”

1<sup>st</sup> Phillip Walker/ 2<sup>nd</sup> Martha Santiago

**MOTION CARRIED UNANIMOUSLY**

**c. Agency Updates**

[Tabled]

**Agenda Item #6 – Executive Director Informational Summary**

a. March Calendar

[Attachment Available]

b. Ridership and UAP Update

[Attachment Available]

**Agenda Item #7 – Other Business**

Ben Darby – Close to finalizing an easement agreement with Publix on Countyline road. Issue with indemnifications provision. Will address the issue of the vote to enter the district with the City of Mulberry.

Julia Davis- Brought copies of the transit study for the east maintenance facility.

Adjournment at 1:47 p.m.

Approved this 12<sup>th</sup> day of May 2021.

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Chair – Lakeland City Commissioner Sara McCarley

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Minutes Recorder – James Phillips

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
MAY 12, 2021  
AGENDA ITEM #2

Agenda Item:       **Public Comments**

Presenter:           TBD

Recommended  
Action:               TBD

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
MAY 12, 2021  
AGENDA ITEM #3

Agenda Item: **Florida Southern Internship Program Presentation**

Presenter: FSC Students

Recommended  
Action: None

Summary: Over the last year, students from Florida Southern College examined gaps within the COLTS program and developed possible solutions in order to stream-line the process.

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
MAY 12, 2021  
AGENDA ITEM #4

Agenda Item:           **Arts in Transit Finalist**

Presenter:             Erin Killebrew, Director of External Affairs

Recommended  
Action:               None

Summary:             The Citrus Connection External Affairs team hosted an “Arts in Transit” competition in where participants could submit their artwork to have featured as a bus wrap on our bus. We are proud to recognize Marina Barrientos as our finalist for the competition.



LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
MAY 12, 2021  
AGENDA ITEM #5a

Agenda Item: March 31, 2021 LAMTD Monthly Financial Statement  
FY 2020-21

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 March 31, 2021  
FY 2020-2021

**Year to Date March 31, 2021**

Description	YTD of FY Budget	YTD Budget \$	YTD Actual \$	YTD of FY Expended	Annual Budget
Revenue YTD	50%	\$5,528,300	\$6,935,110	125%	\$11.01 Million
Expenses YTD	50%	\$5,528,300	\$4,762,800	86%	\$11.01 Million

**REVENUES:**

The total revenues realized year-to-date through March 31, 2021 totaled \$6.9 million or 125% of the YTD budget.

- Farebox revenues reflect \$138,930 or 47% of YTD budgeted revenues through March 31, 2021 due to decline in Ridership and COVID-19.
- Contract revenues totaled \$69,430 or 77% of the YTD budgeted revenues for UAP (Universal Access Passes).
- Ad Valorem taxes totaled \$4.98 million or 96% of the tax levy. The total budgeted revenues are \$5.2 million. Only 95% of the taxes are budgeted by State Law.

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.

- Interest Income on Investment at the LGIP totaled \$8,715 under budget.
- Florida DOT operating grants \$1.6 million is being billed quarterly. These grants are on a cash basis which means the services must be provided before we receive grant assistance. Total revenues \$222,566.
- FTA Section 5307 operating and capital grants budgeted at \$2.5 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 is recognized. Total Revenue \$1.02 million.
- Advertising income reflects \$78,000 in line with budget and paid quarterly.
- The Support cost reimbursement revenue is in line with budget.
- Misc. revenue reflects \$6,920 under 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 March 31, 2021  
FY 2020-2021

**EXPENSES:**

The total expenses year-to-date through March 31, 2021 totaled \$4.7 million or 86% of the YTD budget.

- Salaries and benefits represent 66% of the FY 2020-2021 budget. As of March 31, 2021, these expenses totaled \$3.07 million or 16% under budget of \$3.67 million a favorable variance.
- Professional and Technical Services expenses totaled \$301,845 of the YTD budget, and over budget due to a one-time payment for professional services.
- Other services expenses totaled \$24,992 of the YTD budget, under budget.
- Fuel expenses totaled \$165,800 YTD, under budget due to decline in fuel price.
- Materials and supplies totaled \$297,500 and under budget for vehicle parts.
- Dues and subscriptions, and office supplies are over budget due to payment of one-time expense.
- Property appraiser, Tax Collector Commission and CRA payments over budget since payments are quarterly and annually.
- Fixed and variable cost has contributed to some budget variances since it is a combination of a onetime cost and reoccurring costs.
- The CRA Payments for Tax Year 2020 is paid totaling \$284,833.

Other remaining expenses are under the YTD budget through March 31, 2021.

**CHANGE IN FINANCIAL CONDITION**

Based on the year-to-date budget-to-actual variances through March 31<sup>st</sup> the financials reflect a favorable actual variance of \$2.2 million with 50% of the fiscal year due to property tax revenues received in December.

**STATISTICAL TRENDS LAST FIVE YEARS AUDITED FINANCIAL STATEMENTS**

	9/30/20	9/30/19	9/30/18	9/30/17	9/30/16
1. Farebox Recovery Ratio (All modes)	8.48%	10.13%	13.00%	10.04%	13.95%
2. Cost per revenue hour	\$117.66	\$116.62	\$108.42	\$106.94	\$104.76
3. Revenue Hours	146,700	145,405	146,597	142,189	139,228
4. Fuel Cost (\$)	\$744,587	\$949,887	\$1,082,166	\$834,971	\$757,485
5. Ridership	855,409	1,294,771	1,252,600	1,346,211	1,393,620



# LAKELAND AREA MASS TRANSIT DISTRICT

FY 2021

## MONTHLY FINANCIAL STATEMENT

MONTH OF Mar 2021

Account	Month				YTD				Approved
	Actual	Budget	Variance		Actual	Budget	Variance		
			\$'s	%			\$'s	%	
Farebox/Pass Sales	\$ 31,847	\$ 49,403	\$ (17,555)	-36%	\$ 138,926	\$ 296,415	\$ (157,489)	-53%	\$ 592,830
Contract Income (UAP)	\$ 10,821	\$ 15,105	\$ (4,284)	-28%	\$ 69,425	\$ 90,630	\$ (21,206)	-23%	\$ 181,260
Other Contract Revenue	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -
Miscellaneous Income	\$ 2,021	\$ 1,667	\$ 354	21%	\$ 6,921	\$ 10,000	\$ (3,079)	-31%	\$ 20,000
Advertising Revenue	\$ -	\$ 13,000	\$ (13,000)	-100%	\$ 78,000	\$ 78,000	\$ -	0%	\$ 156,000
Investment/Interest Income (net)	\$ 1,017	\$ 3,667	\$ (2,649)	-72%	\$ 8,715	\$ 22,000	\$ (13,285)	-60%	\$ 44,000
Ad Valorum Income, net	\$ 61,038	\$ 432,816	\$ (371,778)	-86%	\$ 4,981,677	\$ 2,596,895	\$ 2,384,782	92%	\$ 5,193,790
FDOT Operating Grant	\$ -	\$ 135,313	\$ (135,313)	-100%	\$ 222,566	\$ 811,875	\$ (589,309)	-73%	\$ 1,623,750
Federal Operating Grant	\$ 285,217	\$ 206,956	\$ 78,261	38%	\$ 1,019,265	\$ 1,241,735	\$ (222,470)	-18%	\$ 2,483,470
Cost Recovery	\$ 39,270	\$ 2,217	\$ 37,053	1672%	\$ 46,140	\$ 13,300	\$ 32,840	247%	\$ 26,600
City of Lakeland	\$ 16,529	\$ 15,152	\$ 1,377	9%	\$ 89,830	\$ 90,910	\$ (1,080)	-1%	\$ 181,820
Bartow Express	\$ -	\$ 1,478	\$ (1,478)	-100%	\$ -	\$ 8,870	\$ (8,870)	-100%	\$ 17,740
PCTS - Support Cost Reimb.	\$ 44,612	\$ 44,612	\$ 0	0%	\$ 267,670	\$ 267,670	\$ 0	0%	\$ 535,340
Gain on Disposal of Asset	\$ 5,976	\$ -	\$ 5,976	0%	\$ 5,976	\$ -	\$ 5,976	0%	\$ -
TOTAL REVENUES	\$ 498,346	\$ 921,383	\$ (423,037)	-46%	\$ 6,935,110	\$ 5,528,300	\$ 1,406,810	25%	\$ 11,056,600
Salaries	\$ 374,569	\$ 426,970	\$ (52,401)	-12%	\$ 2,184,460	\$ 2,561,820	\$ (377,360)	-15%	\$ 5,123,640
Employee Benefits	\$ 157,457	\$ 183,173	\$ (25,715)	-14%	\$ 888,236	\$ 1,099,035	\$ (210,799)	-19%	\$ 2,198,070
Advertising Fees	\$ -	\$ 2,083	\$ (2,083)	-100%	\$ 2,450	\$ 12,500	\$ (10,050)	-80%	\$ 25,000
Professional & Technical Ser	\$ 77,776	\$ 31,767	\$ 46,010	145%	\$ 301,845	\$ 190,600	\$ 111,245	58%	\$ 381,200
Contract Maintenance Services	\$ 4,197	\$ 7,875	\$ (3,678)	-47%	\$ 31,303	\$ 47,250	\$ (15,947)	-34%	\$ 94,500
Other Services	\$ 1,263	\$ 6,179	\$ (4,916)	-80%	\$ 24,992	\$ 37,075	\$ (12,083)	-33%	\$ 74,150
Fuel & Lubricants	\$ 31,377	\$ 45,078	\$ (13,701)	-30%	\$ 165,796	\$ 270,465	\$ (104,669)	-39%	\$ 540,930
Freight	\$ 867	\$ 863	\$ 5	1%	\$ 5,888	\$ 5,175	\$ 713	14%	\$ 10,350
Repairs & Maintenance	\$ (16,328)	\$ 4,433	\$ (20,762)	-468%	\$ (68,126)	\$ 26,600	\$ (94,726)	-356%	\$ 53,200
Materials & Supplies	\$ 52,623	\$ 53,221	\$ (598)	-1%	\$ 297,510	\$ 319,325	\$ (21,815)	-7%	\$ 638,650
Utilities/Telephone	\$ 10,750	\$ 12,850	\$ (2,100)	-16%	\$ 61,178	\$ 77,100	\$ (15,922)	-21%	\$ 154,200
Insurance Expense	\$ 35,429	\$ 39,680	\$ (4,251)	-11%	\$ 212,558	\$ 238,080	\$ (25,522)	-11%	\$ 476,160
Other Corporate Insurance	\$ -	\$ -	\$ -	0%	\$ 965	\$ -	\$ 965	0%	\$ -
Dues & Subscriptions	\$ 243	\$ 3,663	\$ (3,420)	-93%	\$ 14,907	\$ 21,980	\$ (7,073)	-32%	\$ 43,960
Education/Training/Meeting/Travel	\$ 2,291	\$ 7,329	\$ (5,038)	-69%	\$ 4,385	\$ 43,975	\$ (39,590)	-90%	\$ 87,950
Service Charges	\$ 733	\$ 1,153	\$ (420)	-36%	\$ 2,210	\$ 6,915	\$ (4,705)	-68%	\$ 13,830
Office Expense	\$ 1,820	\$ 12,672	\$ (10,852)	-86%	\$ 23,452	\$ 76,030	\$ (52,578)	-69%	\$ 152,060
Advertising & Promotions	\$ 1,471	\$ 2,083	\$ (613)	-29%	\$ 7,423	\$ 12,500	\$ (5,077)	-41%	\$ 25,000
Miscellaneous Expenses	\$ 4,025	\$ 6,233	\$ (2,208)	-35%	\$ 20,653	\$ 37,400	\$ (16,747)	-45%	\$ 74,800
Property Appraiser/Tax Collector Comm	\$ 21,962	\$ 14,267	\$ 7,695	54%	\$ 141,304	\$ 85,600	\$ 55,704	65%	\$ 171,200
LDDA, CRA Contributions	\$ 284,833	\$ 20,833	\$ 264,000	1267%	\$ 284,833	\$ 125,000	\$ 159,833	128%	\$ 250,000
Capital Expenditures/ Debt Service	\$ 25,228	\$ 38,813	\$ (13,585)	-35%	\$ 154,579	\$ 232,875	\$ (78,296)	-34%	\$ 465,750
Bad Debt	\$ -	\$ 167	\$ (167)	-100%	\$ -	\$ 1,000	\$ (1,000)	-100%	\$ 2,000
Restricted Contingency	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -
TOTAL EXPENDITURES	\$ 1,072,585	\$ 921,383	\$ 151,201	16%	\$ 4,762,798	\$ 5,528,300	\$ (765,502)	-14%	\$ 11,056,600
(OVER)/UNDER EXPENDITURES	\$ (574,238)	\$ -	\$ (574,238)		\$ 2,172,312	\$ -	\$ 2,172,312		\$ -

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
MAY 12, 2021  
AGENDA ITEM #5b

Agenda Item: MARCH 31, 2021 Financials for Polk County Transit Services  
Contract – FY 2020-21

Presenter: David Persaud, Chief Financial Officer

Recommended  
Action: None

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

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

Attachments: See Attachments

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
MAY 12, 2021  
AGENDA ITEM #5b

Lakeland Area Mass Transit District  
Monthly Financial Report  
Polk County Transit Contract  
Month of March 31, 2021  
Year to Date Report  
Percent of FY Reported (50%)

**Revenues**

- The revenues totaled \$3.5 million or 88% of the year-to-date budget.
- The FTA grants drawdown shows \$44,796 or 30%.
- Fare Revenues totaled \$22,625 or 39% of the year-to-date budget.
- The Polk County City Contributions reflects a payment of \$495,620 and in line with the FY Budget.
- The County funding reflects payments of \$2.4 million for the budgeted grants match totaling \$2.584 million for the total payments.
- The FDOT Grants drawdown reflects no activity.
- Rural Grants Revenues totaled \$185,538 or 27%.

**Expenses**

- Operating expenses consists of labor cost, operating expenses and contract expenses.
- Total expenses for the period totaled \$3.4 million or 85% of the year-to-date budget.
- Salaries and wages totaled \$1.8 million or 83% of the YTD Budget.
- Operating expenses totaled \$1.3 million or 82% of the YTD Budget.
- The contract services are for contractual cost for the several routes with the Contractor Transitions Commute Solutions with expenses YTD totaling \$.56 million or 103% and is in line with budget.

Lakeland Area Mass Transit District  
Financial Statement  
Polk County Contract  
Month of March 2021

Revenue

	Annual Budget	YTD Budget	YTD Actual	Percent Expended
Revenues				
County Match	\$ 2,176,676	\$ 1,088,338	\$ 2,153,247	198%
Other Contract Revenue - County	\$ 22,000	\$ 11,000	\$ -	0%
City Contribution	\$ 497,320	\$ 248,660	\$ 495,616	199%
County Contribution - PCTS	\$ 407,220	\$ 203,610	\$ 261,658	129%
Other Revenue Transfer Cares Funding	\$ 66,784	\$ 33,392	\$ -	0%
Fares	\$ 117,400	\$ 58,700	\$ 22,625	39%
FDOT Block Grants:				
GOV71/G1481 - WHAT/ADA	\$ 625,820	\$ 312,910	\$ -	0%
RURAL AQR07	\$ 1,362,410	\$ 681,205	\$ 185,538	27%
FTA				
FTA 5307 Grant	\$ 2,781,040	\$ 1,390,520	\$ 414,796	30%
Capital Contributions - County	\$ -	\$ -	\$ -	0%
Total	\$ 8,056,670	\$ 4,028,335	\$ 3,533,480	88%

Expenses

	Annual Budget	YTD Budget	YTD Actual	Percent Expended
Labor	\$ 4,336,990	\$ 2,168,495	\$ 1,799,082	83%
Contract	\$ 1,074,000	\$ 537,000	\$ 555,697	103%
Operating	\$ 2,645,680	\$ 1,322,840	\$ 1,079,327	82%
Capital	\$ -	\$ -	\$ -	0%
Capital - Loughman Route	\$ -	\$ -	\$ -	0%
Total	\$ 8,056,670	\$ 4,028,335	\$ 3,434,106	85%

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
MAY 12, 2021  
AGENDA ITEM #5c

Agenda Item: March 31, 2021 Financials for The Transportation Disadvantaged Program– FY 2020-21

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

The Transportation Disadvantaged Program fiscal year starting July 1, 2020 and ends June 30, 2021. The funding is 90% State for the Transportation Disadvantaged Trust Fund and 10% matching funds funded by Polk County. There are some other third-party revenues for contract services.

Attachments: See Attachments



LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
MAY 12, 2021  
AGENDA ITEM #5c

Lakeland Area Mass Transit District  
Monthly Financial Report  
The Transportation Disadvantaged Program  
Month of March 31, 2021  
Year to Date Report  
Percent of FY Reported (75%)  
**State FY July 1, 2020 thru June 30, 2021**

**Revenues**

- The revenues totaled \$874,912 or 79% of the year-to-date budget.
- The TD Trust Fund Grant drawdown reflects \$800,023 or 80% of the grant.
- Contract Revenues and other revenues totaled \$184.
- The County funding for the match totaled \$74,705 or 67%.

**Expenses**

- Operating expenses consists of labor cost, operating expenses and contract expenses.
- Total expenses for the period totaled \$849,603 or 76% of the year-to-date budget.
- Salaries, wages and benefits totaled \$708,332 or 99% of the YTD Budget.
- Operating expenses totaled \$141,271 or 36% of the YTD Budget.

**Operating Results**

- Actual Revenues exceeded actual expenses by \$25,309 a favorable variance.

**Lakeland Area Mass Transit District  
Transportation Disadvantage Program  
Period Ending - March 2021**

**Revenue**

	Annual Budget	YTD Budget	YTD Actual	Total YTD
<b>Revenues</b>				
County Match 10%	\$ 148,300	\$ 111,225	\$ 74,705	67%
<b>Contract Revenue</b>	\$ 260	\$ 195	\$ 184	
Adult Day Care		\$ -	\$ -	
<b>FDOT Grants:</b>		\$ -		
CTD Grant -Operating	\$ 1,334,690	\$ 1,001,018	\$ 800,023	80%
<b>Total</b>	<b>\$ 1,483,250</b>	<b>\$ 1,112,438</b>	<b>\$ 874,912</b>	<b>79%</b>

**Expenditure**

	Annual Budget	YTD Budget	YTD Actual	Total YTD
Labor	\$ 957,930	\$ 718,448	\$708,332	99%
		\$ -		
Operating	\$ 525,320	\$ 393,990	\$ 141,271	36%
<b>Total</b>	<b>\$ 1,483,250</b>	<b>\$ 1,112,438</b>	<b>\$849,603</b>	<b>76%</b>

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
MAY 12, 2021  
AGENDA ITEM #5d

Agenda Item: Polk County Transit Services Audit September 30, 2020  
Exemption of Pension Liability - Expense

Presenter: Tom Phillips, Executive Director

Policy Analysis: TA3 Increase opportunities for county-wide exposure of Citrus Connection through connectivity with key leaders in the 17 municipalities of Polk County.

Recommended Action: Recommend the District exempt Polk County the 9/30/2020 Audit Pension Liability in the amount of \$467,825

Summary: The attached report is a summary of the audited financial operations for the Polk County Agreement for Transit Services through September 30, 2020. The issue is to address the accrued Pension Liability resulting in allocated Pension Expenses totaling \$467,825.

The County raised several questions on the September 30, 2018 Audit and the reason for the accrued expenses. Since the District is mandated to use accrual basis of accounting as required for all Enterprise Fund Accounting by GAAP and GASB there is no exception to exclude the recording of the liability. The District wrote off the Pension Liability for the 9/30/2019 audit totaling \$475,906.

The other remaining expenses totaling \$90,306 (total shortfall \$558,131 less Pension Liability \$467,825 will be billed to the County for the 9/30/2020 audit.

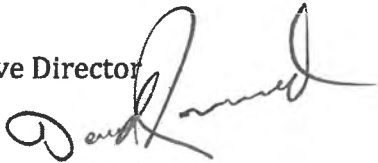
Attachments: Financial Analysis Report



CitrusConnection

BOARD OF DIRECTORS  
POLK CO. COMMISSIONERS: John Hall and George Lindsey  
CITY OF LAKE LAND COMMISSIONERS: Bill Mutz, Sarah Roberts McCarley and Phillip Walker  
EXECUTIVE DIRECTOR: Tom Phillips

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

Date: March 23, 2021  
To: Tom Phillips, Executive Director  
From: David Persaud, CFO   
Subject: Polk County Intergovernmental Agreement for Transit Services  
FYE September 30, 2020 Financial Report - Audit

The District Auditor Mauldin & Jenkins CPA's have completed the Independent Audit for fiscal year ending September 30, 2020. The Polk County (Fund 5) Financial Summary is presented below.

The actual expenses exceeded the actual revenues share \$558,131.

Operating Revenues	\$6,920,676
Operating Expenses	<u>7,412,068</u>
Revenues under Expense	( 491,392)
Capital Expenses Incurred	66,739
<b>Total Shortfall</b>	<b>\$558,131</b>
<b>Components of Shortfall:</b>	
1) Pension Liability (Expense accrual)	467,825
2) Revenue, Shortfall	<u>90,306</u>
<b>Total</b>	<b>\$558,131</b>

Polk County owes the District \$558,131.

Pease let me know if you need additional information. I am uncertain why the Polk County Staff did not pay the balance due to the District 9-30-2019audit amount totaling \$59,018.

Attachments  
cc Rhonda Carter

**LAKELAND AREA MASS TRANSIT DISTRICT**  
**SCHEDULE OF REVENUES AND EXPENSES**  
**POLK COUNTY TRANSIT SERVICES**  
**FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2020**

<b>Operating revenues</b>	
FTA operating grant	\$ 2,029,500
FDOT operating grants	1,743,400
City contribution	477,883
Fares	85,997
PCTS	2,583,896
<b>Total operating revenues</b>	<u>6,920,676</u>
<b>Operating expenses</b>	
Labor expenses	4,012,271
Contract expenses	1,022,943
Operating expenses	2,376,854
<b>Total operating expenses</b>	<u>7,412,068</u>
<b>Total operating loss</b>	<u>(491,392)</u>
Capital expenses	66,739
Deficit of revenues under expenses	<u>\$ (558,131)</u>

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
May 12, 2021  
AGENDA ITEM #5e

Agenda Item:      **Asset Disposal**

Presenter:         David Persaud, CFO

Policy Analysis:   TA 4 Increase ridership by combining prioritized and necessary elements to enhance the customer experience.

Recommended

Action:             Recommend Board approve the disposal of three (3) rolling stock, fixed route, and/or paratransit buses that have surpassed their useful life in years of service and mileage, generating costly repairs or limited usage.

Summary:           The District is proposing the disposal of these items based on the depreciation schedule as defined by the Federal Transit Administration Circular 5010.1E.

The vehicles shall be disposed of through a competitive bid process. Item that cannot be sold will be reassessed and disposed of as scrap, in accordance with the District's Asset Disposal Policies.

Asset Disposal Chart						
Description	In Service Date	Original Cost	Expected/Actual Proceeds	FTA/CUTR/TRIPS Useful Life	Current Status or Reason for Disposal	Current Condition
24' Para Transit Bus #5103, 2012 Ford E450 Turtle Top County	10/14/2011	\$72,962.00	Between Scrap & Market Value	5 yrs or 200,000 mile	over 9 yrs & 260,335 miles	All vehicle require a high level of maintenance and have exceeded the useful life
30' Fixed Route Bus #5213, 2013 Glavel Freightliner County	09/25/2013	\$138,315.00	Between Scrap & Market Value	7 yrs or 200,000 mile	over 7 yrs & 283,635 miles	
30' Fixed Route Bus #5214, 2013 Glavel Freightliner County	09/25/2013	\$138,315.00	Between Scrap & Market Value	7 yrs or 200,000 mile	over 7 yrs & 275,897 miles	

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
MAY 12, 2021  
AGENDA ITEM #6

Agenda Item:           **Additional Services from Avail**

Presenter:             Aaron Dunn, Director of Revenue Services

Policy Analysis:       TA4 Increase ridership by combining prioritized and necessary elements to enhance the customer experience.  
                              TA6 Increases communication through a systematic process.

Recommended  
Action:                 Recommend the Board approves additional services from Avail to include the Pre-Trip services

Summary:              In March of 2021, the board approved the extension of services from the Avail ITS System Maintenance and Support Agreement. The district has utilized this suite of systems to facilitate numerous essential functions of transit operations, including: trip scheduling, customer vehicle tracking (myStop Mobile), electronic fare collection, ridership tracking, and real-time GPS tracking. We would now like to ask the board to approve additional funding to support an extra function not included in the current suite of systems to include Pre-Trip inspections.

                              Avail provides an expanded automated pre-trip capability that will incorporate your drivers required pre-trip process to reduce or eliminate using a paper form, and the additional expense of utilizing and maintaining those forms. Pre- trip reports are generated, and all data is collected, and time stamped for later reporting and retrieval.

                              This offer shall remain valid until May 31, 2021.

Funding:               Total cost for Pre-Trip is \$28,658.96. One-time cost for Pre-Trip \$24,658.96 with a 5-year support cost of \$4,000.

                              Funding is available through the FY20/21 LAMTD Operations budget and the FY20/21 County Operations budget. The total \$28,658.96 cost will be shared evenly between the two budgets respectively.

Attachments:           Re: Pre Trip and Vehicle Health Monitoring Implementation



March 30, 2021

Joseph Cheney  
Director- Fleet Maintenance  
Citrus Connection  
1212 George Jenkins Blvd  
Lakeland, FL 33815

***Re: Pre Trip and Vehicle Health Monitoring Implementation***

Dear Joe,

Thank you for your continued interest in Avail Technologies as your ITS equipment and services provider. Citrus Connection is a valued transit partner, and we appreciate the opportunity to partner with you to enhance your operational ITS environment. Per your request, Avail has provided information on the deployment of Pre Trip and Vehicle Health Monitoring.

Incident Management has also been requested by Citrus Connection. Avail will include that functionality in the next software upgrade, free of charge.

This offer shall remain valid until May 31, 2021. Should you have any questions or would like to discuss these options in more detail, we would be happy to do that. Please feel free to contact me, at (609) 202-2579 or email at [cingram@availtec.com](mailto:cingram@availtec.com). We appreciate this opportunity and look forward to speaking with you soon.

Respectfully,

Caitlyn Ingram  
Sales Specialist





# 1 SCOPE OF WORK & DELIVERABLES

## 1.1 PRE-TRIP

### 1.1.1 OVERVIEW

Avail provides an expanded automated pre-trip capability that will incorporate your drivers required pre-trip process to reduce or eliminate using a paper form, and the additional expense of utilizing and maintaining those forms.

First, there will be a list of items to identify whether they are in proper working order or whether there is an issue with a specific item. These screens are configurable to match your current pre-trip form. Pre-trip reports are generated, and all data is collected, and time stamped for later reporting and retrieval. Now your agency will no longer have to keep filing cabinets of pre-trip forms in a physical copy. They will now all be captured in the database held for as long as desired.

Once these items are identified and properly edited, the peripheral portion of the vehicle is walked through on the MDT to provide an opportunity for the operator to see areas of damage on the bus stepping through images of the Front, Back, Right and Left sides as shown below.



In each of the views when the area is selected, the vehicle area allows the operator to select the type of damage on the vehicle.

Once these items are entered the Avail MDT now walks the operator through the process of ensuring all the integrated systems are working correctly as well. We will show a few of the screens below where the system will test and ensure proper working order of the APC system, Announcement system, and Wheelchair lift.





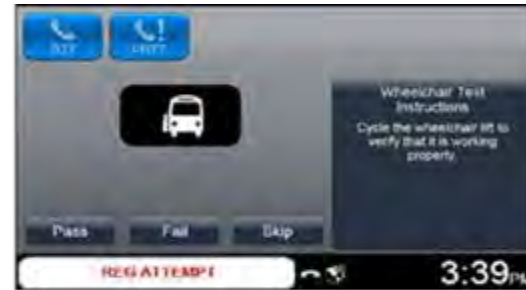
Failed Systems are shown at system log-on



This GUI allows the Operator to check the APCs



The GUI allows the user to test the AVA System



This GUI allows the Operator to test the Lift

Once all systems are checked the information can be submitted and is stored for later review and reporting. For relief uses the system allows users to append a pre-trip or start over. This is configurable. Critical elements that agency feels that would not allow the bus to make pull out like a non-working radio can initiate an email or text to one or more persons within the agency to ensure the issue is resolved quickly. The alerts are configurable and can be changed by the administrator.

Once the vehicle has gone through the pre-trip process, the vehicle will connect with the backend system to ensure all systems are a go, and confirm the correct operator is driving the correct bus and performing the correct work planned in the schedule.

### 1.1.2 AVAIL RESPONSIBILITIES

1. Avail will develop a project schedule outlining responsibility of all parties and completion timeline.
2. Avail will coordinate with Agency RI to identify the pre-trip configuration that meets the Agency needs and setup the pre-trip screen accordingly.
3. Reconfigure all vehicles to include the automated pre-trip screen.
4. Provide training on pre-trip function and reporting

### 1.1.3 CITRUS CONNECTION RESPONSIBILITIES

1. Assign a point of contact to work with Avail to identify the pre-trip configuration.
2. Approve the pre-trip setup and design



3. Attend training on pre-trip functionality and reporting.
4. Ensure operators understand the pre-trip function and communicate the process to convert from paper to MDT pre-trip.

#### 1.1.4 COMPLETION REQUIREMENTS

1. Pre-trip screen design is signed off and has been installed on all vehicles for operator use.

#### 1.1.5 PRICING:

Description	Price
<b>Pre-Trip Implementation</b>	
- Project Management	
- Configuration	
- Testing	
- Training	
- License	\$ 24,658.96
<b>Support &amp; License Years 2-5</b>	\$ 4,000.00
<b>Total</b>	<b>\$ 28,658.96</b>

**\*\*Any taxes are the responsibility of the agency and not included in pricing shown**

## 1.2 VHM

### 1.2.1 OVERVIEW

**myAvail** has a 'Vehicle Health Monitoring' feature that is currently deployed on a subset of your fleet. For this project we will deploy vehicle health monitoring hardware to your fleet and configure the system to help you get the most out of this feature. We have included a description of this feature below.

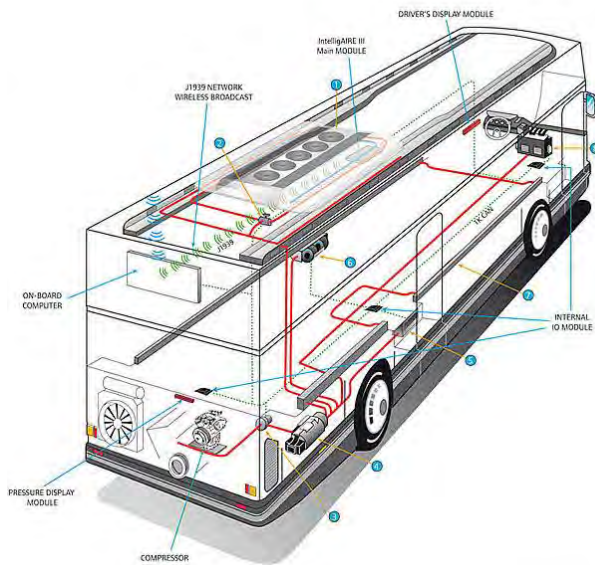
We have the capability to interface with [Society of Automotive Engineers](#) standard *SAE J-1939*; allowing for communication and diagnostics among vehicle components. We can monitor the health of each bus through the J-1939 cable being plugged into the IVU. This information is then relayed from the IVU to our **myAvail** suite. This feature monitors a variety of maintenance codes that vehicles produce over the J1939 network. The system identifies high priority codes that your property needs to address urgently. It can send e-mails or text messages directly to the Maintenance staff. This real-time monitoring allows your staff to address the maintenance issues as quickly as they are detected.

Avail is proposing this Vehicle Health Monitoring (VHM) solution for Citrus. Our VHM is capable of monitoring and reporting on any diagnostic trouble codes (DTCs) with associated suspect parameter numbers (SPNs) and failure mode identifiers (FMIs). Any onboard systems connected to the VAN including engine, transmission, HVAC, brakes, etc. that generate DTCs can be monitored. Thus, the VHM can monitor a wide variety of issues affecting the bus, including but not limited to:

- Pressures – air, oil, hydraulic



- Braking events - hard braking events, fast acceleration events, anti-lock brake system (ABS) activity
- Temperatures – engine, oil/fluid
- Fluid levels – engine oil, engine coolant, other fluid, and fuel
- Voltage
- Heating, ventilation, and air-conditioning (HVAC)
- Other circuits such as wheelchair ramp deploy, bus kneel activation, and door open/closed.



Real-time alerts from the VHM will be transmitted to the backend system over the cellular data network. The alert, depending upon its configurable priority, will be sent to the myAvail system for proper routing to either the dispatcher console or maintenance console. The alert will come into the event queue or Timeline based on priority and potential effect on service. This is due to a principle philosophy of the myAvail system to provide “Answers and not just data”.

In a situation where you have 45 buses on the road, would you rather see a screen that shows the health of all 45 buses or only show you the buses with questionable health? We concur that the latter would be the choice based on our current customer base. So, in this vein, the

myAvail solution would show the vehicles that have health issues and present this to the person that would need to see and act on the issue at hand. If it were a vehicle that has an engine overheating this information would need to be presented to the dispatcher or maintenance head with an audible tone to alert the user of the issue. The action would be to replace the vehicle and get it into maintenance. Additional measures would be available to the user for proper execution, allowing for operations to effectively and proactively solve the problem. Of course, you can always run reports on what failures have happened and provide trend analysis through our Business Intelligence tool.

### 1.2.2 AVAIL RESPONSIBILITIES

1. Avail will develop a project schedule outlining responsibility of all parties and completion timeline.
2. Avail will coordinate with Agency RI to identify the VHM configuration that meets the Agency needs and setup the software accordingly.
3. Avail will install the necessary cabling to the subset of vehicles where it is required for VHM.



4. Provide training on VHM and reporting

### 1.2.3 TRANSIT AUTHORITY RESPONSIBILITIES

1. Assign a point of contact to work with Avail for the VHM implementation.
2. Attend training on VHM functionality and reporting.

### 1.2.4 PRICING

Description	Price
<b>Vehicle Health Monitoring (VHM)</b>	
<b>Implementation</b> <ul style="list-style-type: none"><li>- Project Management</li><li>- Configuration</li><li>- Testing</li><li>- Training</li><li>- License</li><li>- 1-year support</li></ul>	\$ 45,639.32
<b>Equipment &amp; Installation (88)</b>	\$ 62,913.84
<b>Support Year 2-5</b>	\$ 12,000.00
<b>Total</b>	<b>\$120,553.16</b>

**\*\*Any taxes are the responsibility of the agency and not included in pricing shown**

## 2 DELIVERY SCHEDULE & PROJECT TIMELINE

Upon receipt of PO, Avail will work with Citrus Connection to develop an agreeable schedule for the deployment of this technology.



### 3 OPTION SELECTION

- ☐ Pre-Trip
- ☐ Vehicle Health Monitoring

### 4 PRICE & PAYMENT TERMS

To execute this request, please forward your Purchase Order electronically to [contracts@availtec.com](mailto:contracts@availtec.com).

Avail shall invoice Citrus Connection as follows, with payment due Net 30:

- 50% - Upon receipt of PO
- 50% - Upon completion of Project

### 5 APPROVALS

By signing this agreement Citrus Connection is agreeing to the price and payment terms listed in this offer.

---



Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: Kerry Couch

Name: \_\_\_\_\_

Title: Chief Financial Officer

Title: \_\_\_\_\_

Date: March 30, 2021

Date: \_\_\_\_\_



LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Date: MAY 12, 2021  
AGENDA ITEM 7a

Agenda Item:       **The Squeeze Update**

Presenter:           Tom Phillips

Policy Analysis:    TA1 Enhance public perception of Citrus Connection through a targeted marketing and rebranding plan.  
                          TA2 Identify new and untapped funding sources.  
                          TA4 Increase ridership by combining prioritized and necessary elements to enhance the customer experience.  
                          TA5 Cultivate community partnerships with Citrus Connection through management and board engagement.

Recommended  
Action:               Approve use of the Capital Improvement (CIP) Budget to procure the low-speed vehicles (LSV) necessary to begin the downtown connector pilot program.

Summary:            On April 13, 2021 the Board approved the Downtown Connector Pilot Program. The program outlined a capital budget of \$103,747.45, from which the District would like to secure 3 street legal, 8 passenger golf cart type vehicles, with the necessary tracking and security systems, and 2 enclosed cargo trailers for storage and transport.

Within the April agenda, 2 LSV's were outlined within the pilot program budget. However, through our procurement efforts, we were afforded the ability to purchase 3 such vehicles and 2 trailers while remaining \$20,000 under budget.

Grant application(s) are pending award to fund the project. However, the vehicle lead time is such that the

## AGENDA ITEM #7a – CONT.

Summary cont.: District seeks use of the CIP budget to purchase the vehicles as quickly as possible, at a cost not to exceed \$103,747.45. The vehicle lead time is 120 to 180 days, pushing the project start date out to sometime around October 2021.



LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Date: MAY 12, 2021  
AGENDA ITEM 7b

Agenda Item:      **Agency Updates**

Presenter:        Tom Phillips

Recommended  
Action:            Informational

Summary:         Items and information from the Executive Director





LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Date: MAY 12, 2021  
AGENDA ITEM 8a

Agenda Item:      **April calendar**

Presenter:        Tom Phillips

Recommended  
Action:            Informational

Summary:         Review and summary of events taken place in April.

Today		<	>	April 2021		Washington, D.C.		 Today 71° F / 51° F	 Tomorrow 65° F / 51° F	 Friday 63° F / 46° F	 Month	▼
Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday
Mar 28		29		30		31		Apr 1		2		3
		<div>9:00am 1 on 1 with HR; Tom's office ; Tom Phillips</div> <div>9:30am Senior Staff Call; <a href="https://us02web.zoom.us/j/81950698488?pwd=R3MxOU9QbHlObUowUGZ0ekZVeWlUT09; James Phillips">https://us02web.zoom.us/j/81950698488?pwd=R3MxOU9QbHlObUowUGZ0ekZVeWlUT09; James Phillips</a></div> <div>4:00pm LEDC March Meeting; Click for instructions; Steve Scruggs</div>						<div>8:30am Lakeland Vision April Board Meeting; Zoom - Meeting ID: 820 9537 5401 / Passcode: LV2021; Irodriguez@lakelandvision.org</div> <div>9:45am 1-on-1 w/ Aaron; Tom Phillips</div> <div>2:00pm 1/1 with David Persaud; Executive Office; Tom Phillips</div>		<div>8:00am 1-on-1 w/Marcia; Starbucks; 1590 N Broadway Ave, Bartow, FL 33830</div>		
4		5		6		7		8		9		10
		<div>Copy: Board of Directors, Performance Indicator Data, due COB 3rd working day of ev</div> <div>9:00am 1 on 1 with HR; Tom's office ; Tom Phillips</div> <div>9:30am Senior Staff Call; <a href="https://us02web.zoom.us/j/81950698488?pwd=R3MxOU9QbHlObUowUGZ0ekZ...">https://us02web.zoom.us/j/81950698488?pwd=R3MxOU9QbHlObUowUGZ0ekZ...</a></div> <div>10:00am Junior League of Greater Lakeland</div>		<div>8:15am Meeting w/Tom Phillips, Erin Killebrew Kinlaw and Commissioner Santiago; Commissioner Santiago's Office; Santiago, Martha</div> <div>11:30am Employee Engagement Results Overview; <a href="https://us02web.zoom.us/j/8822359503...">https://us02web.zoom.us/j/8822359503...</a></div>		<div>1:30pm Transit Summit; <a href="https://us02web.zoom.us/j/81655118367?pwd=b2NjM01kZjdqdjJYczZiZUZCLzlldz09; James Phillips">https://us02web.zoom.us/j/81655118367?pwd=b2NjM01kZjdqdjJYczZiZUZCLzlldz09; James Phillips</a></div>		<div>8:00am Repatha</div> <div>11:30am Lunch w/ Mr. Melee</div> <div>2:00pm 1/1 with David Persaud; Executive Office; Tom Phillips</div>		<div>7:00am Blood Draw</div> <div>8:00am 1-on-1 w/Marcia; Starbucks; 1590 N Broadway Ave, Bartow, FL 33830</div> <div>8:30am Discuss revised MOU; 855-217-7103,,8132217261#; Peppard, L...</div> <div>10:30am Monthly LAMTD Board Direction Meeting ; Hollingsworth; 1212 George ...</div>		
11		12		13		14		15		16		17
		<div>9:00am 1 on 1 with HR; Tom's office ; Tom Phillips</div> <div>9:30am Senior Staff Call; <a href="https://us02web.zoom.us/j/8195069848...">https://us02web.zoom.us/j/8195069848...</a></div> <div>10:00am Meeting with Blackjack Media;...</div> <div>11:00am Call Mayor Hatch; 863-944-2515</div> <div>1:30pm Meeting w/ George Lindsey; 30...</div>		<div>8:30am Email Ridership Update to LAMTD Board of Directors</div> <div>8:30am Pick up Mr. Mele</div> <div>9:30am LAMTD Board Retreat; Circle B Bar Reserve; James Phillips</div> <div>1:30pm LAMTD Board Meeting; Circle B ...</div> <div>2:00pm Sit-down w/ Commissioner Lin...</div>				<div>9:30am CCTV Shoot</div> <div>10:30am Interview; Munn Park</div> <div>2:00pm 1/1 with David Persaud; Executive Office; Tom Phillips</div>		<div>8:00am 1-on-1 w/Marcia; Starbucks; 1590 N Broadway Ave, Bartow, FL 33830</div>		
18		19		20		21		22		23		24
		<div>9:00am 1 on 1 with HR; Tom's office ; Tom Phillips</div> <div>9:30am Senior Staff Call; <a href="https://us02web.zoom.us/j/81950698488?pwd=R3MxOU9QbHlObUowUGZ0ekZ...">https://us02web.zoom.us/j/81950698488?pwd=R3MxOU9QbHlObUowUGZ0ekZ...</a></div> <div>7:00pm Davenport Commission Meeting; 1 South Allapaha Ave. Davenport, Fl 33837; Erin Killebrew Kinlaw</div>		<div>11:00am Golfcart "The Squeeze" Workshop; Hollingsworth board room; 1212 George Jenkins Blvd, Lakeland FL 33815; James Phillips</div> <div>2:00pm Cardiology Zoom</div> <div>3:00pm GoToMeeting Invitation - Riverstone Transit Funding Agreement; Barmby, Charles</div>				<div>8:00am Repatha</div> <div>10:00am American Recovery Act; Hollingsworth</div> <div>2:00pm 1/1 with David Persaud; Executive Office; Tom Phillips</div>		<div>8:00am 1-on-1 w/Marcia; Starbucks; 1590 N Broadway Ave, Bartow, FL 33830</div> <div>8:30am Updated invitation: Infrastructure Team Meeting @ Monthly from 8:30am to 10am on the fourth Friday (EDT) (tphillips@ridecitrus.com); 3rd fl Community Room, BB&amp;T building, 600 N. Broadway Ave, Bartow; brenda...</div>		
25		26		27		28		29		30		May 1
		<div>9:00am 1 on 1 with HR; Tom's office ; Tom Phillips</div> <div>4:00pm LEDC April Meeting; Click for instructions; Steve Scruggs</div>		<div>9:30am Senior Staff Call; <a href="https://us02web.zoom.us/j/81950698488?pwd=R3MxOU9QbHlObUowUGZ0ekZ...">https://us02web.zoom.us/j/81950698488?pwd=R3MxOU9QbHlObUowUGZ0ekZ...</a></div> <div>10:00am County Budget Review; Tom's office; Tom Phillips</div> <div>1:00pm Second Bus on 19X; <a href="https://us02web.zoom.us/j/83990944969?pwd=NTdkd2xaYU1HMENiZ0MwTnFn...">https://us02web.zoom.us/j/83990944969?pwd=NTdkd2xaYU1HMENiZ0MwTnFn...</a></div>		<div>8:30am 1-on-1 w/ Charles Reiff</div> <div>11:00am Grants Meeting w/ TPO; <a href="https://us02web.zoom.us/j/84019814786?pwd=b1RneHNLL3YrTkREdjByQ2JOUTRNdz09; James Phillips">https://us02web.zoom.us/j/84019814786?pwd=b1RneHNLL3YrTkREdjByQ2JOUTRNdz09; James Phillips</a></div>		<div>9:00am Wooden Nickels; James Phillips</div> <div>10:00am Transit Overview with Kris Fitzgerald (LW Commissioner); Hollingsworth; Kaley Raub</div> <div>2:00pm 1/1 with David Persaud; Executive Office; Tom Phillips</div>		<div>8:00am 1-on-1 w/Marcia; Starbucks; 1590 N Broadway Ave, Bartow, FL 33830</div>		

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Date: MAY 12, 2021  
AGENDA ITEM #8b

Agenda Item:       **Ridership Report**

Presenter:           Tom Phillips, ED

Recommended  
Action:               Information only

Summary:            Year to date ridership information for the entire system including LAMTD, Winter Haven, Rural and Demand Response through March 2021.

Attachments:        Ridership Report.



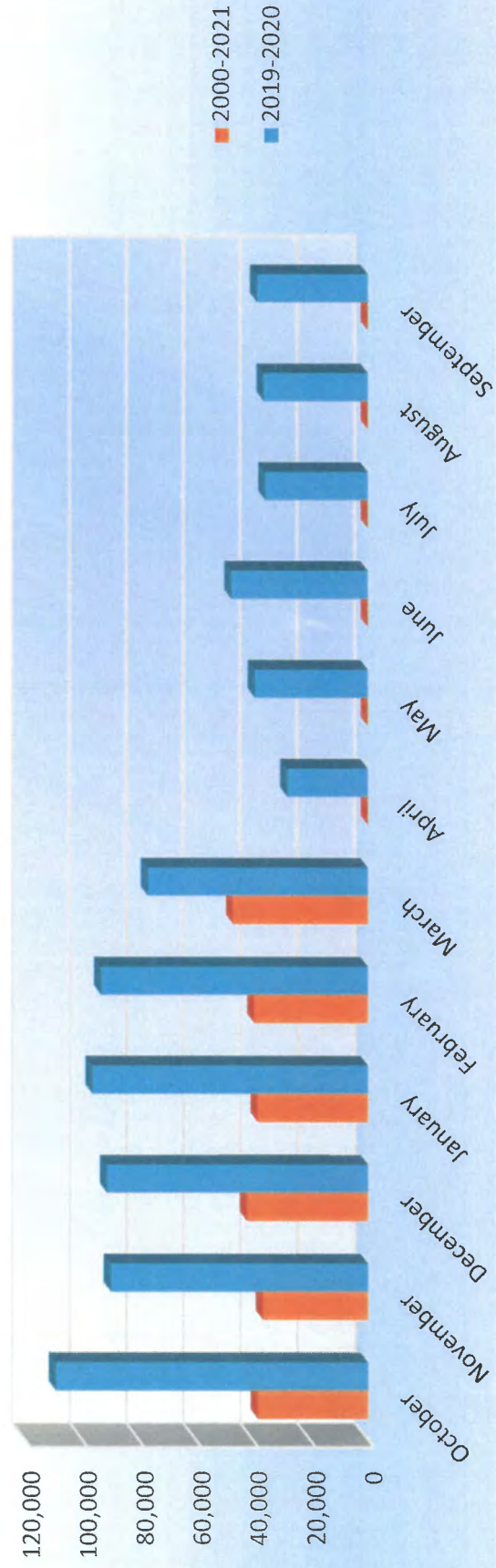
Citrus Connection and PCTS Fixed Route						
	2016-2017	2017-2018	2018-2019	2019-2020	2000-2021	Change
October	108,078	113,220	117,763	109,219	38,313	-60%
November	106,998	104,149	104,192	89,803	36,524	-51%
December	111,197	95,520	95,813	91,147	42,109	-51%
January	103,647	93,227	106,080	96,288	38,317	-62%
February	108,068	100,300	100,900	93,231	39,518	-54%
March	116,794	99,916	101,697	76,736	46,928	-30%
April	103,274	95,993	106,578	27,855	0	0%
May	108,224	95,476	104,034	39,257	0	0%
June	102,092	93,781	93,028	47,522	0	0%
July	98,193	92,042	103,793	35,612	0	0%
August	118,104	111,898	109,285	36,186	0	0%
September	89,794	98,550	100,468	38,505	0	0%
Totals	1,274,460	1,194,072	1,243,631	781,361	241,709	-57%

Citrus Connection and PCTS Para-Transit Totals						
	2016-2017	2017-2018	2018-2019	2019-2020	2000-2021	Change
October	7,071	8,654	9,820	9,745	5,644	-42%
November	7,002	7,940	8,495	8,246	4,759	-44%
December	7,014	7,660	8,032	8,177	5,279	-38%
January	7,521	9,478	8,846	8,734	4,924	-40%
February	7,413	9,514	8,559	8,231	4,844	-36%
March	8,715	10,469	9,204	6,109	5,582	-5%
April	7,757	9,947	9,377	2,815	0	0%
May	8,460	9,534	9,801	3,590	0	0%
June	8,374	8,777	8,784	4,640	0	0%
July	8,131	8,247	9,502	4,527	0	0%
August	9,533	9,642	9,455	4,441	0	0%
September	6,711	8,437	7,866	4,790	0	0%
Totals	93,702	108,299	107,741	74,045	31,032	-37%

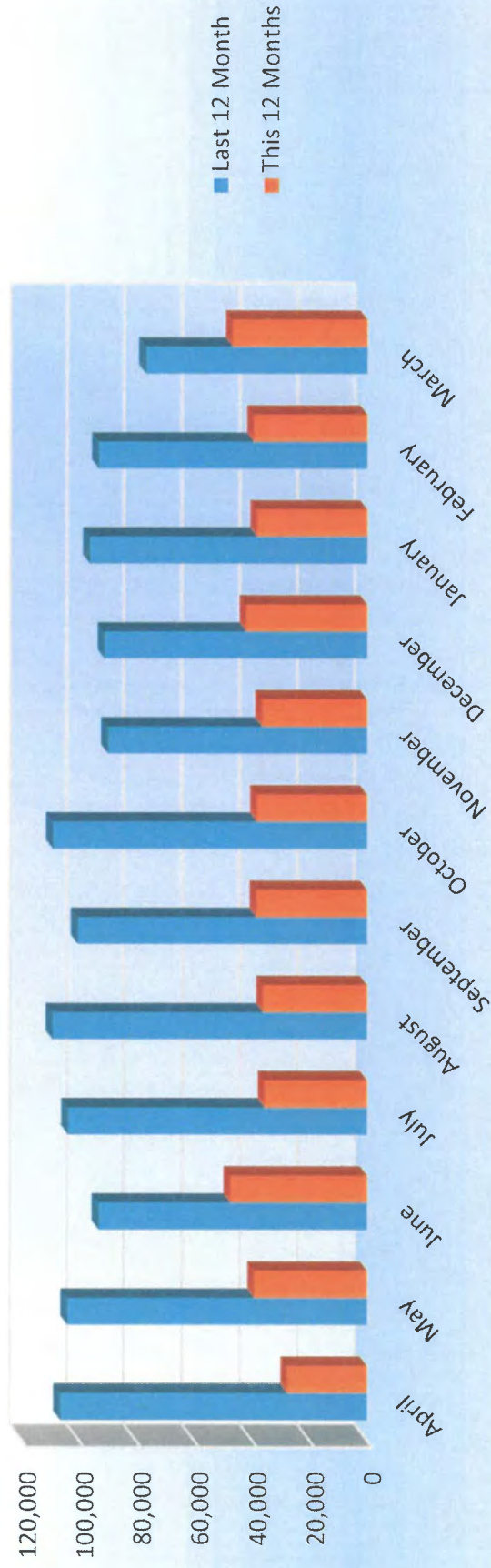
Citrus Connection only Fixed Route Totals						
	2016-2017	2017-2018	2018-2019	2019-2020	2000-2021	Change
October	67,636	73,349	74,739	67,938	27,810	-59%
November	71,083	67,437	66,084	55,331	25,998	-43%
December	72,646	60,879	60,217	55,960	30,003	-43%
January	70,767	58,830	66,889	58,774	27,355	-53%
February	71,884	63,140	62,854	57,800	27,781	-48%
March	78,158	62,897	63,867	47,927	33,489	-23%
April	67,338	59,873	67,078	19,363	0	0%
May	72,329	60,039	66,297	25,570	0	0%
June	67,965	59,754	60,242	30,667	0	0%
July	66,347	59,884	67,655	23,294	0	0%
August	79,427	71,375	70,546	23,297	0	0%
September	54,155	62,306	65,477	25,651	0	0%
Totals	839,734	759,763	791,945	491,572	172,436	-50%

Citrus Connection only Para-Transit Totals						
	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	Change
October	3,229	4,025	4,745	4,889	2,454	-50%
November	3,252	3,734	3,963	3,980	2,013	-53%
December	3,154	3,444	3,818	3,930	2,140	-52%
January	3,507	4,055	4,252	4,277	2,059	-55%
February	3,505	3,909	4,248	4,255	2,100	-55%
March	4,040	4,217	4,513	2,392	2,491	2%
April	3,694	3,935	4,630	1,111	0	0%
May	4,060	3,848	4,916	1,431	0	0%
June	3,880	3,627	4,352	2,041	0	0%
July	3,681	3,437	4,612	1,768	0	0%
August	4,306	3,978	4,686	1,960	0	0%
September	6,039	3,396	3,414	2,036	0	0%
Totals	46,347	45,605	52,149	34,070	13,257	-44%

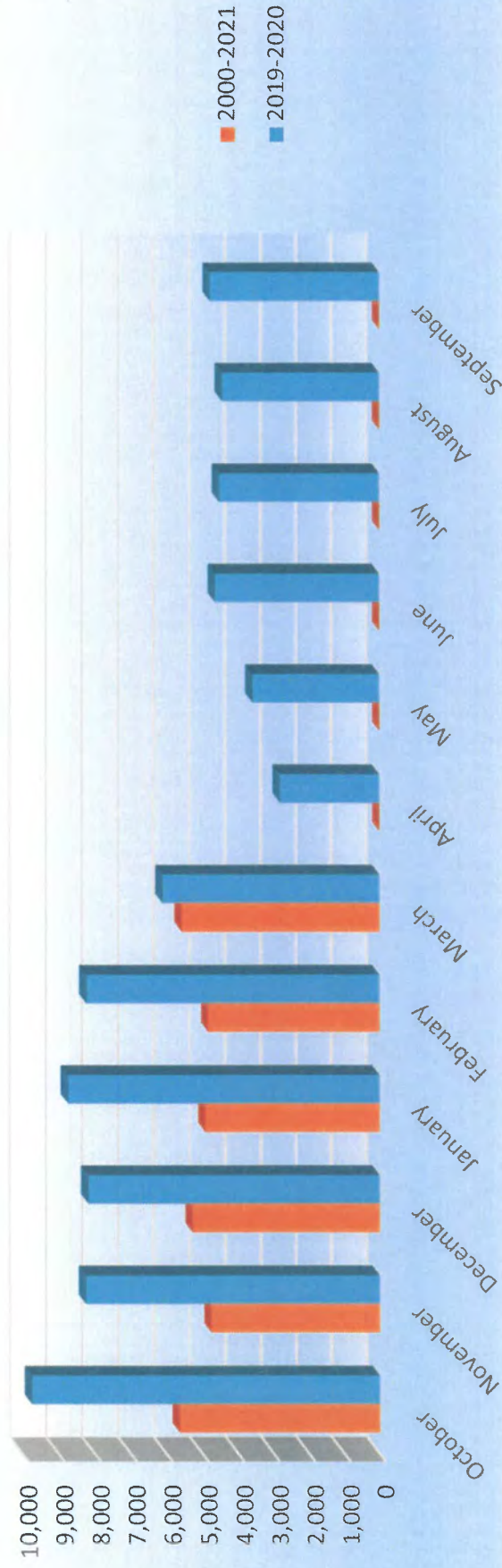
Citrus Connection and PCTS Fixed Route Total Ridership



Citrus Connection and PCTS Fixed Over 12 Months

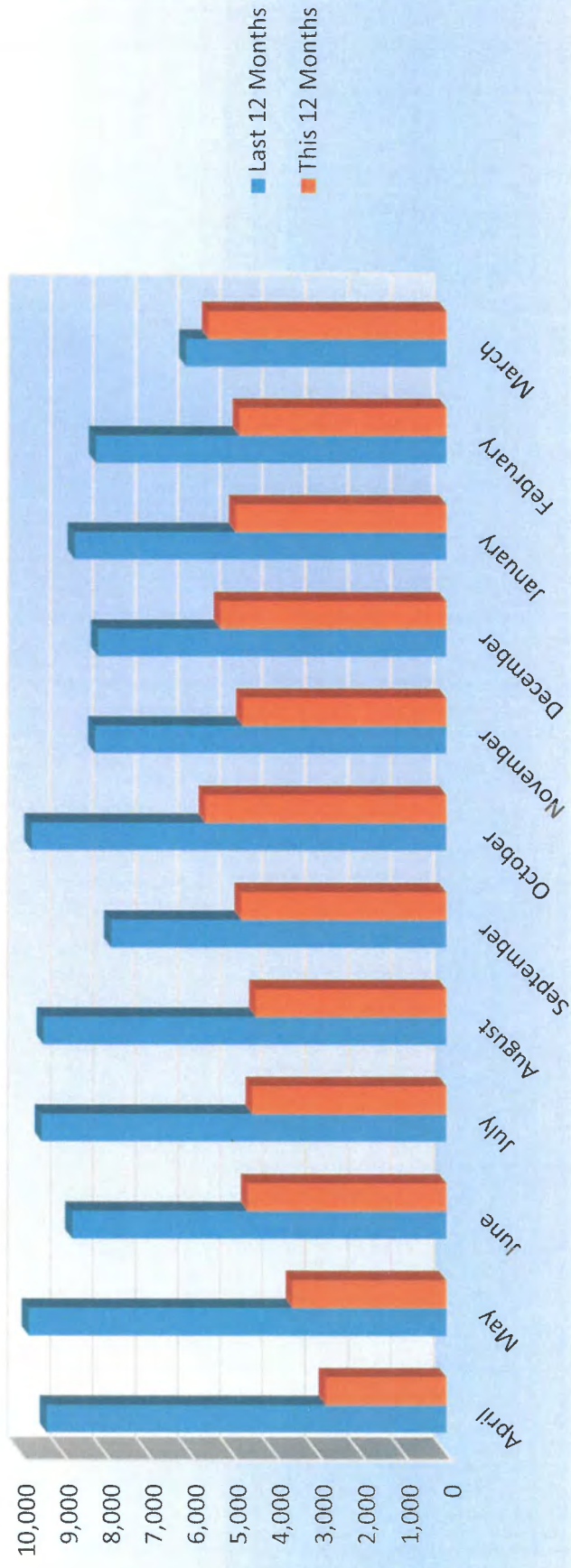


### Citrus Connection and PCTS Para-Transit Total Ridership





Citrus Connection and PCTS Para Over 12 Months



UAP Ridership Totals FY 2019	LAMTD	WHAT	Total
February	4,845	2,830	7,675
March	5,726	3,382	9,108
UAP Ridership 2019	LAMTD	WHAT	Total
Polk State College			
February	398	140	538
March	353	169	522
LEGOLAND			
February	39	369	408
March	40	459	499
Southeastern University			
February	122	21	143
March	140	26	166
COLTS			
February	474	612	1,086
March	589	617	1,206
Veterans			
February	1,926	643	2,569
March	2,355	802	3,157
Southern Technical College			
February	30	30	60
March	30	46	76
Central Florida Healthcare			
February	635	196	831
March	665	177	842
New Beginnings High School			
February	245	613	858
March	240	816	1,056
LDDA			
February	4	0	4
March	8	0	8
PACE			
February	87	146	233
March	139	194	333
Peace River			
February	885	60	945
March	1,167	76	1,243
Summer of Safety			
February	0	0	-
March	0	0	-

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Date: MAY 12, 2021  
AGENDA ITEM #9

Agenda Item:      **Other Business**

Presenter:        TBD

Recommended  
Action:            TBD

Summary:         TBD