



BOARD OF DIRECTORS MEETING

Wednesday, March 25th, 2026, at 8:30 AM

Hollingsworth Board Room
1212 George Jenkins Blvd, Lakeland, FL 33815

AGENDA

	<u>Action Required</u>
Call to Order	
1. Approval of the February 11 th Citrus Connection Meeting Minutes	Approval
2. Public Comments	None
3. Daniel Anderson / CPA	Approval
4. Finance / Rhonda Carter, Chief Financial Officer	
a. Purchase of (6) Para Transit Buses	Approval
b. Asset Disposal	Approval
c. Four Corners Grant	Approval
d. Poinciana Grant	Approval
5. Bartow Mobility / Nicole McCleary	Approval
6. Progress on Project Fawkes / Khalil Dupoux, ITS Analyst	None
7. Procurement/Todd Morrow, Supervisor	
a. Umbrella Shelter Replacement	Approval
8. Regional Mobility Service / Marcia Roberson, Director of Mobility Services	
a. Migrate Telephone Cloud Services	Approval
9. CEO Report / Tom Phillips	
a. Agency Update(s)	None
10. Executive Informational Summary / Tom Phillips	
a. February Calendar	None
b. Ridership Update	None
11. Other Business	TBD

CITRUS CONNECTION
BOARD OF DIRECTORS MEETING
Wednesday, March 25, 2026
AGENDA ITEM #1

- Agenda Item:** **Approval of the Citrus Connection Meeting Minutes for February 11, 2026**
- Presenter:** Roswald Gibson
- Policy Analysis:** TA 6 Increase internal communication through systemic processes.
- Recommended Action:** Board approval of the Citrus Connection Meeting Minutes for February 11, 2026
- Attachments:** February 11, 2026 Citrus Connection Meeting Minutes

CITRUS CONNECTION
BOARD OF DIRECTORS MEETING
Wednesday, March 25, 2026
AGENDA ITEM #2

Agenda Item: **Public Comments**

Presenter: TBD

**Recommended
Action:** TBD

Attachments: TBD

CITRUS CONNECTION
BOARD OF DIRECTORS MEETING
Wednesday, March 25, 2026
AGENDA ITEM #3

Agenda Item: FY2024-2025
Audit Presentation

Presenter: Daniel Anderson, CPA, Mauldin & Jenkins

Recommended

Action: Accept the Audit as it is presented

Attachments: Staff from Mauldin & Jenkins have completed the Annual Audit Report for LAMTD Financials for FY 2024-2025 and will present those results

CITRUS CONNECTION
BOARD OF DIRECTORS MEETING
Wednesday, March 25th, 2026
AGENDA ITEM #4a

Agenda Item: Purchase of six (6) Para Transit Buses

Presenter: Rhonda Carter, Chief Financial Officer

Recommended

Action: Recommend Board approve the Purchase of (6) Six 23' Ford E450 turtle top vehicles.

Funding Source: Funding is available to support this request utilizing FTA 5307 CRRSAA BoCC FL-2024-037 and FTA 5307 CARES BoCC FL-2021-050

Summary: The requested vehicles will be utilized by Citrus Connection for Para Transit use. They will replace current vehicles that are near EOL. The six (6) Ford E450 Vehicles are available under the TRIPS Contract # TRIPS-22-CA-MB-LF-ABC via ABC Bus Parts Inc.

Ford E450 Cost: \$172,600.00 Each
Extended Total: \$1,035,600.00

Attachments: TRIPS Order Form

EXHIBIT 8

ORDER FORM

CONTRACT #TRIPS-22-CA-MB-LF-ABC

Standard Cutaway and Minibus Chassis Type Transit Vehicles

ABC Companies

Contact Information		For Grant Funded Vehicles Only			
Agency Name:	LAMT Citrus Connection	FFY:			
Date:	8/27/2025	Project:	Select One		
PO Number:		UZA:			
Name:	Jay Steinbauer				
Telephone Number:					
Email Address:	jsteinbauer@ridecitrus.com				
Form Effective Date:					
Chassis Make	Ford E450 7.3L				
Chassis Model Year	2026				
Model	Turtle Top Terra Transit MD				
Vehicle Style	Cutaway				
GVWR (lbs)	14,500				
Length (feet)	23				
Useful Life	5 Years/200,000 Miles				
Description	Quantity	UOM	Unit Cost	Extended Cost	
Ford E450 7.3L, Turtle Top Terra Transit MD, Cutaway 23'	1	EA	\$ 130,695.00	\$ 130,695	
Ford E450 7.3L, Turtle Top Terra Transit MD, Cutaway 25'		EA	\$ 134,907.00	\$ -	
Standard Seats	4	Per Person	\$ 760.00	\$ 3,040	
Fold-Away Seats	8	Per Person	\$ 1,165.00	\$ 9,320	
Children's Seats		Per Person	\$ 1,013.00	\$ -	
Paint Scheme 1	1	EA	\$ 1,147.00	\$ 1,147	
Paint Scheme 2		EA	\$ 1,077.00	\$ -	
Paint Scheme 3		EA	\$ 1,042.00	\$ -	
Item No	Description	Quantity	UOM	Unit Cost	Extended Cost
	Compressed Natural Gas (CNG) or Alternative Fuel				

CITRUS CONNECTION
BOARD OF DIRECTORS MEETING
Wednesday, March 25th, 2026
AGENDA ITEM #4b

Agenda Item: Asset Disposal

Presenter: Rhonda Carter, CFO

Recommended

Action: Recommend Board approve the disposal of Five (5) vehicles that have surpassed their useful life in years of service and/or mileage, generating costly repairs or limited usage.

Summary: The District is proposing the disposal of these units based on the depreciation schedule as defined by the Federal Transit Administration Circular 5010.1F (or latest revision) and 49 USC § 5334(h).

The vehicles shall be disposed of through a competitive bid process upon receipt of replacement units. Items that cannot be sold will be reassessed and disposed of as scrap, in accordance with the District’s Asset Disposal Policies.

Asset ID #	Year	Vehicle Description	FTA/CUTR/TRIPS Useful Life Benchmark				Reason for Disposal
			ULB Yrs	ULB Miles	Remaining ULB Years	Remaining ULB Miles	
203	2017	Dodge Braun Ability Van	4	100,000	(10.5)	18,299	Exceeds useful life in years, frequently down, requires a high level of maintenance and costly repairs
601	2015	24' El Dorado Advantage	5	200,000	(4.4)	3,167	Exceeds useful life in years, frequently down, requires a high level of maintenance and costly repairs
704	2005	30' Gillig Low Floor Bus	4	100,000	(5.6)	(633,283)	Exceeds useful life in years & miles, frequently down, and require a high level of maintenance
705	2005	30' Gillig Low Floor Bus	4	100,000	(5.6)	(720,611)	Exceeds useful life in years & miles, frequently down, and requires a high level of maintenance
1079	2012	30' El Dorado EZ Rider II	10	350,000	(3.3)	(26,207)	Exceeds useful life in years & miles, frequently down, and requires a high level of maintenance

CITRUS CONNECTION
BOARD OF DIRECTORS MEETING
Wednesday, February 11, 2026
AGENDA ITEM #4c

Agenda Item: **Federal Transit Administration Section 5307 and 5339
Four Corners Small UZA Grant Application.**

Presenter: Rhonda Carter, CFO

Recommended
Action: Staff recommend approval of 2026/2027 Section 5307
and 5339 super grant application and corresponding
Resolution in the Four Corners UZA.

Summary: Section 5307 will be utilized in providing operating and
preventative maintenance expenses. The District is
requesting total funding in the amount of \$152,734 with a
local match of \$63,200 along with Transportation
Development Credits for \$5,266 to support the match for
preventative maintenance.

Section 5339 will be utilized to assist with the capital
equipment expenses. The District is requesting \$6,684 in
total funding, FTA funding \$5,347 with a local match of
\$1,337.

If awarded this program will be included in the 2026/2027
budget

Attachments: Resolution # 26-13

RESOLUTION AUTHORIZING
PUBLIC TRANSPORTATION GRANT APPLICATION
FOR TRANSIT PROJECTS

Resolution # 26-13

A **RESOLUTION** of the **Lakeland Area Mass Transit District Board of Directors** authorizing the signing and submission of a grant application and supporting documents and assurances to the Federal Transit Administration, the acceptance of a grant award from the Federal Transit Administration, and the purchase of vehicles and/or equipment and/or expenditure of grant funds pursuant to a grant award.

WHEREAS the **Lakeland Area Mass Transit District** has the authority to apply for and accept grants and make purchases and/or expend funds pursuant to grant awards made by the Federal Transit Administration as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended.

NOW, THEREFORE, BE IT RESOLVED BY THE **Lakeland Area Mass Transit District Board of Directors** FLORIDA:

This resolution applies to the Federal Program under U.S.C. Section 5307 and 5339 for **Four Corners**.

The submission of a grant application(s), supporting documents, and assurances to the Federal Transit Administration is approved.

Tom Phillips, CEO is authorized to sign the application, accept a grant award, purchase vehicles/equipment and/or expend grant funds pursuant to a grant award, unless specifically rescinded.

DULY PASSED AND ADOPTED THIS — 25th DAY OF MARCH 2026

By

Signature, Chairperson of the Board

Sara Roberts McCarley, Board Chair

ATTEST:

Roswald Gibson, Executive Office Administrator

CITRUS CONNECTION
BOARD OF DIRECTORS MEETING
Wednesday, February 11, 2026
AGENDA ITEM #4d

Agenda Item: **Federal Transit Administration Section 5307 and 5339 Poinciana UZA Grant Application.**

Presenter: Rhonda Carter, CFO

Recommended Action: Staff recommend approval of 2026/2027 Section 5307 and 5339 super grant application and corresponding Resolution in the Poinciana UZA.

Summary: Section 5307 will be utilized in providing operating and preventative maintenance expenses. The District is requesting total funding in the amount of \$374,919 with a local match of \$155,139 along with Transportation Development Credits for \$12,928 to support the match for preventative maintenance.

Section 5339 will be utilized to assist with capital equipment expenses. The District is requesting \$16,490 in total funding, FTA funding \$13,192 with a local match of \$3,298.

If awarded this program will be included in the 2026/2027 budget

Attachments: Resolution # 26-14

RESOLUTION AUTHORIZING
PUBLIC TRANSPORTATION GRANT APPLICATION
FOR TRANSIT PROJECTS

Resolution # 26-14

A **RESOLUTION** of the **Lakeland Area Mass Transit District Board of Directors** authorizing the signing and submission of a grant application and supporting documents and assurances to the Federal Transit Administration, the acceptance of a grant award from the Federal Transit Administration, and the purchase of vehicles and/or equipment and/or expenditure of grant funds pursuant to a grant award.

WHEREAS the **Lakeland Area Mass Transit District** has the authority to apply for and accept grants and make purchases and/or expend funds pursuant to grant awards made by the Federal Transit Administration as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended.

NOW, THEREFORE, BE IT RESOLVED BY THE **Lakeland Area Mass Transit District Board of Directors** FLORIDA:

This resolution applies to the Federal Program under U.S.C. Section 5307 and 5339 for **Poinciana**.

The submission of a grant application(s), supporting documents, and assurances to the Federal Transit Administration is approved.

Tom Phillips, CEO is authorized to sign the application, accept a grant award, purchase vehicles/equipment and/or expend grant funds pursuant to a grant award, unless specifically rescinded.

DULY PASSED AND ADOPTED THIS — 25th DAY OF MARCH 2026

By

Signature, Chairperson of the Board

Sara Roberts McCarley, Board Chair

ATTEST:

Roswald Gibson, Executive Office Administrator

CITRUS CONNECTION
BOARD OF DIRECTORS MEETING
Wednesday, March 25, 2026
AGENDA ITEM #5

Agenda Item: Bartow MOD

Presenter: Nicole McCleary

Recommended
Action: Approval

Summary: Staff requests approval to launch the Bartow Mobility-on-Demand (MOD) program, which is a new on-demand, door-to-door transit service available to the general public within the Bartow Community Redevelopment Agency (CRA) District zone. This service will operate accessible, flexible service Monday through Friday from 7:00 AM to 7:00 PM and Saturdays 7:00 AM to 3:00 PM..

The program will be operated in-house by Citrus Connection staff and is designed to serve the general public, with a special focus on residents 65 and older. All vehicles will be ADA-accessible.

The Bartow MOD project will be funded through a 50/50 cost-sharing agreement with the Bartow Community Redevelopment Agency. Cost for Year 1 is \$213,65.65 to include operating and capital purchase. Total Cost of the project is \$499,600.75.



BARTOW MOBILITY-ON-DEMAND SERVICE

03/25/2026

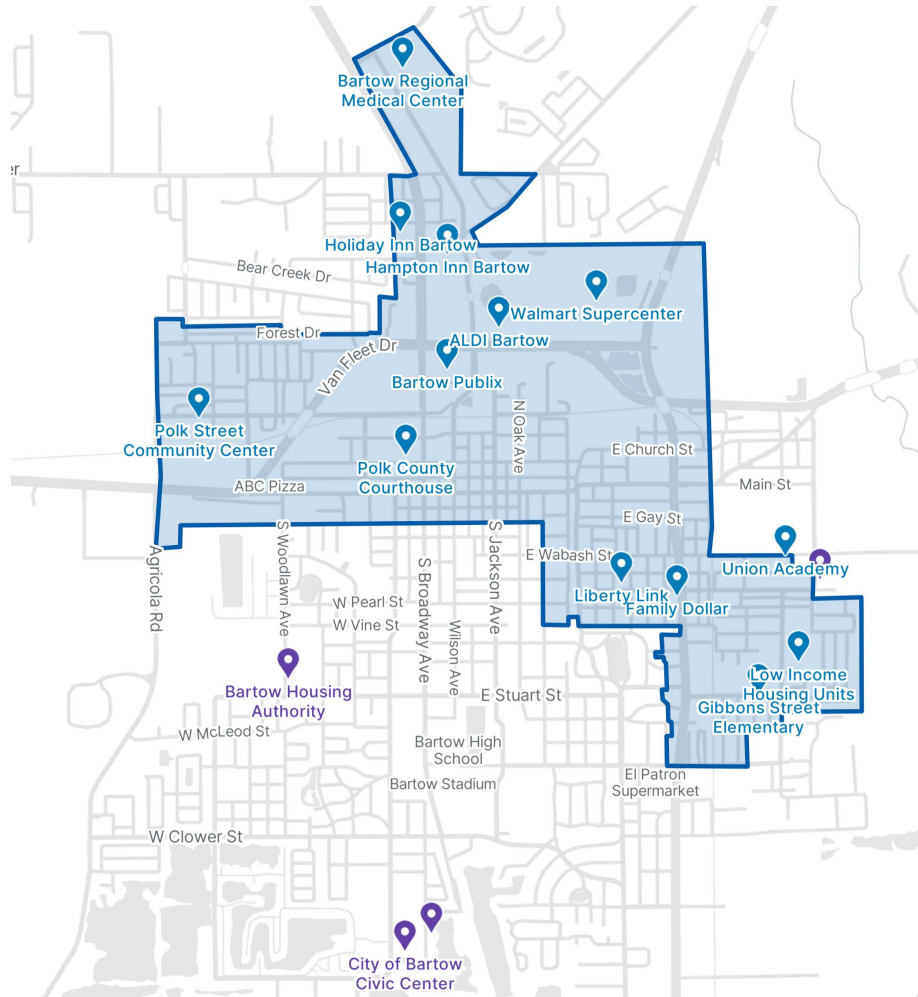
As requested by the Bartow CRA, Citrus Connection has developed a Mobility on Demand Zone.

The service would provide on – demand, curb to curb pick up service to riders in the Bartow core area of 2.5 miles.

Passengers could use the on-demand service to or from a non designated stop to anywhere within the On-demand zone, or to and from three stops outside of the zone.*

**For stops outside of zone, rides to and from only start or end a trip in the zone itself.*





Project Area	2.5 mi.
Approximate wait time (1 vehicle)	10 to 20 min.

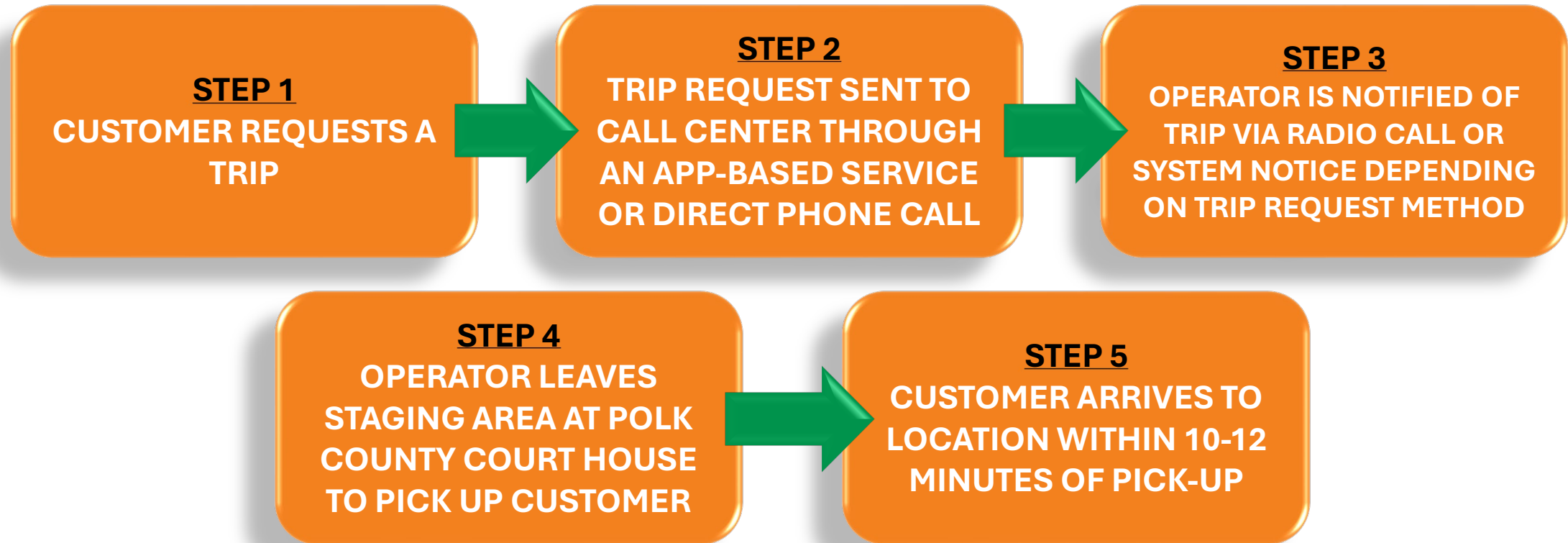
POINTS OF INTEREST – OUTSIDE ZONE

- Bartow Public Library
- City of Bartow Civic Center
- Bartow Housing Authority

Rides to and from these locations only start or end a trip in the CRA zone.

POINTS OF INTEREST – INSIDE ZONE

- ALDI
- Bartow Regional Medical Center
- Boys and Girls Club of Polk County, Joe L. Saunders Unit
- Carver Recreation Center
- Dollar General
- Dollar Tree
- Family Dollar
- Gause Academy of Leadership
- Gibbons Street Park Center
- Polk County Courthouse
- Polk Street Community Center
- Publix
- Union Academy
- Unlimited Potential Child Learning Center
- Walmart



**ONE BUS, ONE OPERATOR
TO START**

**STAGE AT POLK COUNTY
COURTHOUSE**

**MULTIPLE WAYS TO BOOK
TRIPS**

**7-9 MINUTE TRAVEL TIME
FROM POLK COUNTY
COURTHOUSE TO FURTHEST
POINTS OF SERVICE AREA –
INCLUDING POINTS OUTSIDE
ZONE**

**MONDAY THROUGH FRIDAY
SERVICE – 7:00 AM TO 7:00 PM**
**SATURDAY SERVICE – 7:00 AM
TO 3PM**

TOTAL COST OF PROJECT

\$499,600.75

- YEAR 1 - \$213,650.65
- YEAR 2 - \$140,862.25
- YEAR 3 - \$145,087.86

* Includes the cost of 1 ADA Chrysler Voyager LX



Staff requests approval to launch the Bartow Mobility-on-Demand (MOD) program, within the Bartow Community Redevelopment Agency (CRA) District zone.



CITRUS CONNECTION
BOARD OF DIRECTORS MEETING
Wednesday, March 25, 2026
AGENDA ITEM #6

Agenda Item: **Progress on Project Fawkes**

Presenter: Khalil Dupoux, ITS Analyst

**Recommended
Action:** None

Summary: None

Attachments: None



CitrusConnection

Progress on Project Fawkes

March 25, 2026



Project Fawkes

- Project Fawkes is a standalone Mobile App that riders can use to track the position of the Squeeze carts and receive ETAs.
- It will also give us needed data on the status and efficiency of The Squeeze by creating Diagrams for the route.
- To achieve this, we partnered with Florida Polytechnic University to develop an app, as well as the devices to be installed in the driver's vehicles.

LAKELAND DAY/NIGHT SQUEEZE SERVICE

CitrusConnection
PROGRESS IN MOTION

The
SQUEEZE

It's Fast, Frequent, Fun, Free and provides transportation throughout downtown Lakeland.

The weekend service runs on Friday nights from 4 p.m. to 2 a.m. and Saturdays from 8 a.m. to 2 a.m. and is always Free.



Meet The Team

- Edward Kim: Associate Professor of Civil Engineering
- Caleb Xu: Assistant Professor of Environmental Engineering
- Colby Rountree: Computer Science Major
- Jordan Alcira: Computer Engineering Major
- Daniel Hamilton: Computer Science Major
- Khalil Dupoux
- Noah Young



Phase 1: Pilot System on Campus



- Multiple carts could be tracked with their prototype
- Several stops and points were created to simulate real micro transit routes from their campus
- The driving time and data from each cart was condensed into a Diagram to showcase their similarities and differences.





Fig. 1: Simulated microtransit route on Florida Poly campus.

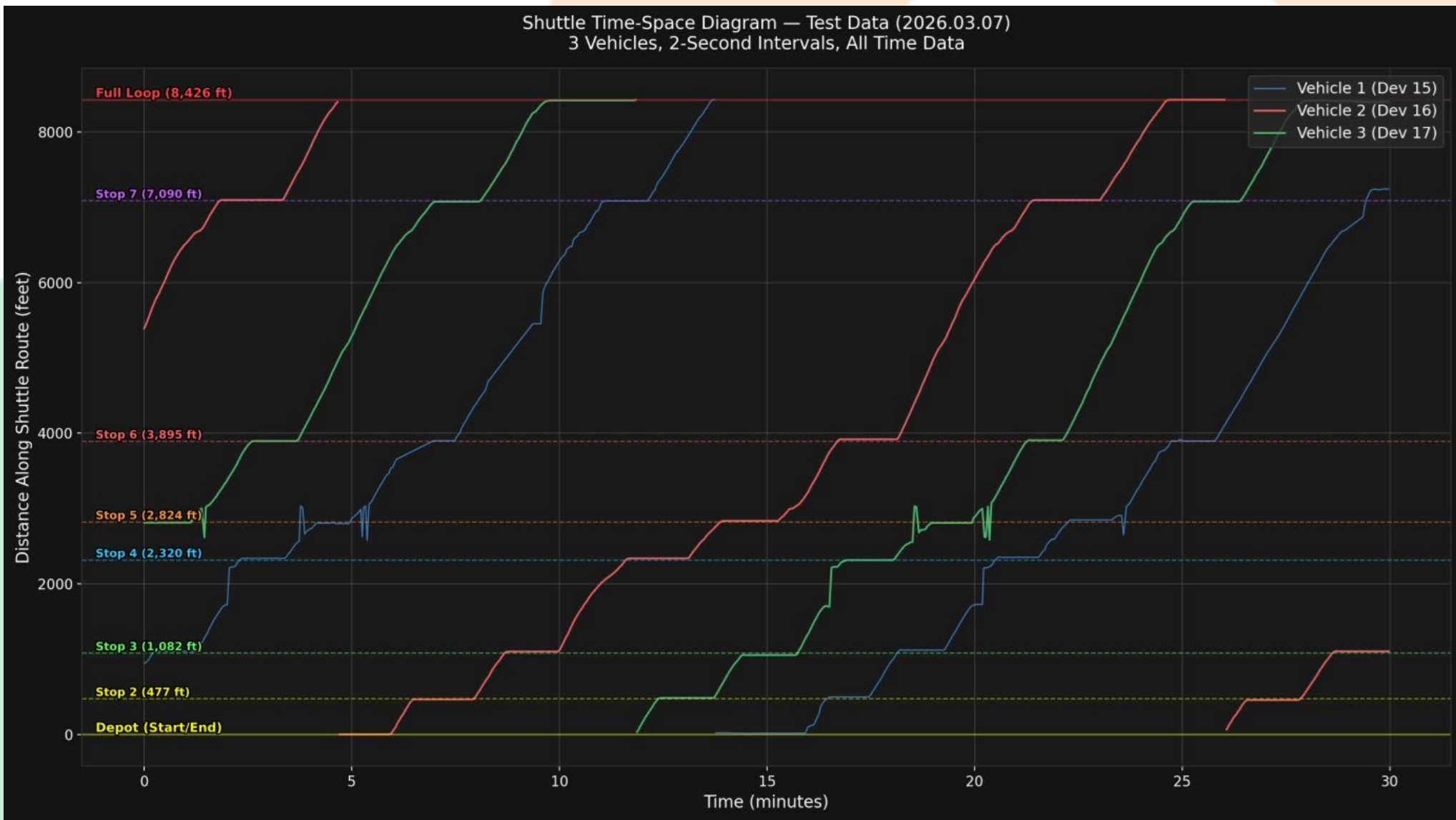


Fig. 2: Time-Space Diagram showcasing data from 3 vehicles

Plans

- A tracking device will be installed on a Squeeze Cart in April for 2 weeks to be monitored for any errors.
- Once the data is gained, Estimated Times of Arrival can be calculated more accurately.
- The Mobile Application will be in development shortly afterwards.



Questions?



CitrusConnection

CITRUS CONNECTION
BOARD OF DIRECTORS MEETING
Wednesday, March 25, 2026
AGENDA ITEM #7a

Agenda Item: Approval for Citrus Connection to enter into Agreement with Kimley-Horn and Associates Inc for the Design of Engineering Plans to remove and replace Umbrella Shelters.

Presenter: Todd Morrow, Procurement and Contracts Manager

Recommended Action: Recommend the Board approve award of Contract 26-006 for Engineering Plan Design Work to Kimley-Horn and Associates Inc for the removal and replacement Umbrella Shelters in amount not to exceed \$182,500.

Summary: Polk County has (15) single-pole (central support column) canopy-style umbrella shelters in which LAMTD wants to begin the process of removing the umbrella shelters and installing standard (gable roof style) four-pole PA02 shelters at these stops. The first task in removing and replacing the umbrella shelters is to develop engineering plans for bus stops. The FDOT requires approval of Engineering Plans for shelters that are on State Roads.

Advantages of replacing umbrellas shelters with standard shelters include: PA02 shelters provide full roof coverage; side panels provide significantly better protection for wind and rain while passengers are waiting; they provide better shade protection throughout the day; they support ADA compliance; they have an increased mounting surface for passenger information; they improve support for any lighting infrastructure; they provide more seating capacity; standardization of amenities (such as anti-vagrant benches; bike racks; trash receptacles; and map cases) provide economies of scale in procurement; and they will provide a consistency in appearance of all shelters throughout the District.

CITRUS CONNECTION
BOARD OF DIRECTORS MEETING
Wednesday, March 25, 2026
AGENDA ITEM #7a

Funding: Funding will be FTA 5307 grants that were specifically earmarked for the removal and replacement of Umbrella Shelters.

On November 07, 2025, the District Issued Competitive Negotiation Solicitation 26-006. The Solicitation was posted on the LAMTD OpenGov Portal. The LAMTD Evaluation Committed recommends award to Kimley-Horn as the highest ranked firm of the solicitation.

<u>Ranking</u>	<u>Firm</u>
1	Kimley-Horn and Associates, Inc
2	Alfred Benesch and Company

Attachments: Sample Photo of a Single-Pole Umbrella Shelter
Sample Photo of a Replacement Standard PA02 Shelter
Notice of Intent to Award

MASTER STOP ID	AVAIL STOP ID	STOP ORDER ID	STOP_ABB	STOP PLACE	STOP COMMENTS	NEAREST CROSS STREET	SIGN	BENCH	SHELTER	LATITUDE	LONGITUDE	Was it Replaced? Y/N	As of Date on Google Streetview	UZA
3807	667	25	PAY-KVIE	Payne St. & K-Ville Ave.	In front of K-Ville Community Center; 63.3 ft. North of K Ville Ave. on East side of street of Payne St.	K Ville Ave.	Y	Y	Umbrella	28.044472	-81.847056	N	Feb-24	Winter Haven
3454	949	21	IOW-ORAN	S. Iowa Ave. & E. Orange St.	SE corner; in front of Lakeview Apartments; across st. from Lakeland Electric Company.	E. Orange St.	Y	Y	Umbrella	28.04158	-81.95305	N	Feb-24	Lakeland
24041	312	17	H1792-SE	Hwy 17/92 & Seminole Ave.	163 ft. East of Seminole Ave.; in front of Southern Gardens	Seminoles Ave.	Y	Y	Umbrella	28.09493	-81.72772	N	Jul-23	Winter Haven
24594	354	25	GILJONES	Gil Jones Government Center	190 ft. North of entrance; across st. from Hyland Ave.	Hwy 17	Y	Y	Umbrella	28.05781	-81.7329	N	Feb-24	Winter Haven
24100	548	10	H17-GRIF	Hwy 17 & Griffin Rd.	59 ft. South of Griffin Rd. on Westside of street.	Griffin Rd Bartow	Y	Y	Umbrella	27.944153	-81.798519	N	Jun-23	Winter Haven
24108	550	6	H17-91MI	Hwy 17 & 91 Mine Rd.	324 ft. South of 91 Mine Rd. on East side of street.	91 Mine Rd.	Y	Y	Umbrella	27.943167	-81.799347	N	Jun-23	Winter Haven
24141	594	7	GOLF-BAY	Golfview Ave. & Bay St.	Mid block on West side of street; across st. from Bay St.; in front of Gibbons Street Elementary School.	Bay St.	Y	Y	Umbrella	27.88770	-81.82249	N	May-23	Small Urban Area - Bartow
24168	623	40	H17-CLON	Hwy 17 & E. Clower St.	100 ft. South of E. Clower St. on East side of street.	E. Clower St.	Y	Y	Umbrella	27.878472	-81.828500	N	May-23	Small Urban Area - Bartow
24439	497	18	300EBRID	300 E. Bridgers Ave.	In front of the East Area Adult School; 272 ft. East of 1st St. on South side of street.	1st St.	Y	Y	Umbrella	28.062764	-81.779369	N	Feb-21	Winter Haven
24442	485	21	DAIR-LKM	Dairy Rd. & Lake Marianna Rd.	35 ft. North of Lake Marianna Rd. on East side of street.	Lake Marianna Rd.	Y	Y	Umbrella	28.06902	-81.77624	N	Feb-21	Winter Haven
24445	516	24	LKAL-LKA	Old Lake Alfred Rd. & Lake Ariana Blvd.	In front of Citgo; 182 ft. East of Lake Ariana Blvd. on North side of street.	Lake Ariana Blvd.	Y	Y	Umbrella	28.077122	-81.783792	N	Feb-21	Winter Haven
24461	581	40	WALM-BER	Berkley Rd. & Anarece Ave.	In front of Walmart; across st. from Anarece Ave. on East side of street.	Anarece Ave.	Y	Y	Umbrella	28.059778	-81.817411	N	Sep-22	Winter Haven
24464	578	43	BER-OD-N	Berkley Rd. & Old Dixie Hwy.	44 ft. South of Old Dixie Hwy. on East side of street; in front of Family Dollar.	Old Dixie Hwy.	Y	Y	Umbrella	28.073194	-81.817333	N	Sep-22	Winter Haven
24475	517	54	LKAL-OHI	Old Lake Alfred Rd. & Ohio Ave.	SW corner; across st. from Citgo gas station.	Ohio Ave.	Y	Y	Umbrella	28.077025	-81.783445	N	Feb-21	Winter Haven
	1028	18	530SFLAV	S. Florida Ave. 530	In front of Presbyterian Towers	Hickory St.	Y	N	Umbrella	28.037683	-81.956769	N	Feb-24	Lakeland





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33

Lakeland Area Mass Transit District

January 30, 2026

Notice Of Intent To Award: Kimley-Horne and Associates Inc

Request for Proposal NO. RFP-26-006

LAMTD Request for Proposal 26-006 Professional Site Design and Engineering Plans for Transit Bus Stops Competitive Negotiation: Kimley-Horne and Associates Inc

Dear Jared Wynn:

Please be advised that on Friday January 30, 2026, The Lakeland Area Mass Transit District (LAMTD) Evaluation Committee (SEC) awards Request for Proposal No. RFP-26-006 entitled LAMTD Request for Proposal – Professional Site Design and Engineering Plans for LAMTD Transit Bus Stops to Kimley-Horne and Associates Inc as the highest ranked firm. It is the intent of LAMTD to negotiate with the top firm. If we are unable to reach an agreement with the Top ranked firm negotiations would be initiated with the second ranked firm respectfully.

The Lakeland Area Mass Transit District is providing notice to all respondents by copy of this letter. Please note the LAMTD Office of Procurement and Contract Policies Manual includes the following language:

Any person adversely affected by the decision of the District, or its designee, to award a contract or to reject all bids/proposals shall file a notice of protest, in writing, within 36 hours after posting the intent to award or the recommendation thereof. Failure to submit the Notice of Intent to Protest within thirty-six (36) hours will result in the protest being rejected by the District without further consideration. Only an "interested party" that is an actual offeror, bidder or proposer, whose direct economic interest would be affected by the award or failure to award retain the right to protest. The bidder, offeror or contractor has the responsibility to contact the District and request the written award recommendation (failure to contact the District for the award recommendation to determine if a bid protest is warranted is considered lack of due diligence).

Please note that the complete LAMTD Procurement and Contract Policies Manual is available upon request.

A protest is not timely filed unless both the notice of protest and the formal protest are received by the Manager of Procurement and Contracts, or designee, within the required time limits. Failure to file the formal written protest in a timely manner shall constitute a waiver of the right to protest the award recommendation. No additional time will be added to the time limits for mail service.

Note that failure to post the bond or other security required under the LAMTD Procurement and Contract Manual within the time allowed for filing a bond is considered a failure to protest.

Sincerely,

Ady Mala

Procurement Specialist

CITRUS CONNECTION
BOARD OF DIRECTORS MEETING
Wednesday, March 25, 2026
AGENDA ITEM #8a

- Agenda Item:** **Telephone Cloud Services Migration**
- Presenter:** Marcia Roberson, Director Mobility Services
- Recommended Action:** Recommend the Board approve the migration from Mitel to RingCentral RingEx Services.
- Summary:** In 2017 LAMTD acquired telephone cloud services with Shortel/ Mitel. In 2021 LAMTD renewed the telephone services with Mitel Cloud Services Inc (MSCI).
- In 2024 MSCI sold its MiCloud Connect including its related products and services to RingCentral. MiCloud Connect was effectively sunsetted and the rights over those technologies were transferred to RingCentral as part of the agreement.
- LAMTD’s previous costs utilizing Mitel products averaged \$4,687 per month.
- The proposed RingCentral RingEx Services costs will be \$3,654 per month. Thus, the estimated cost savings of the migration will be \$1,033 per month and \$12,396 per year [\$37,188 over 3 years].
- Advantages of the migration in addition to the cost savings include: Increased reliability; scalability as the district grows; and the availability of real-time analytics.
- Attachments:** The RingCentral Sales Proposal based upon Sourcewell Contract 120122-RNG.

Sales proposal



QUOTE PREPARED FOR
Citrus Connection

PREPARED BY
Chris Srour
Mitel Sales Specialist
chris.srou@ringcentral.com

Budgetary Quote

Prepared for:

Citrus Connection
 1212 George Jenkins Blvd
 Lakeland FL 33815
 United States

Wayne Crosby

wcrosby@ridecitrus.com
 8633271378

Quote Name: Citrus Connection - ACE 1
Quote Creation Date: February 11th, 2026
Quote Expiration Date: February 27th, 2026
Estimated Contract Start Date: February 20th, 2026
Initial Term: 36 Months
Renewal Term: 12 Months
Currency: USD
Payment Plan: Monthly

RingEX™ Services

Recurring Services			
Summary of Service	Qty	Rate	Subtotal
DigitalLine Unlimited Advanced	96	\$15.99	\$1,535.04
Additional Local Number	19	\$1.00	\$19.00
Additional Toll-Free Number	1	\$1.00	\$1.00
Live Reports License	23	\$10.00	\$230.00
10,000 minute toll-free bundle	1	\$139.99	\$139.99
Yealink T54W Prime Business Phone - Rental	76	\$1.00	\$76.00
AI Conversation Expert	23	\$36.00	\$828.00
Monthly Recurring Services Total			\$2,829.03
Recurring Taxes & Fees			
Summary of Service	Qty	Rate	Subtotal
Statutory Gross Receipts (Business)	1	\$2.17	\$2.17
Communications Service Tax	1	\$173.16	\$173.16
Statutory Gross Receipts	1	\$34.35	\$34.35
Sales Tax	1	\$5.32	\$5.32
FUSF (VoIP)	1	\$120.74	\$120.74



RingCentral Inc., 20 Davis Drive, Belmont, CA 94002, United States

Recurring Taxes & Fees			
Summary of Service	Qty	Rate	Subtotal
E911 (VoIP)	1	\$10.00	\$10.00
e911 Service Fee	96	\$1.00	\$96.00
Compliance and Administrative Cost Recovery Fee	96	\$4.00	\$384.00
Recurring Taxes & Fees Total			\$825.74
Total Monthly Recurring Services + Taxes and fees			\$3,654.77

Monthly Recurring Services including Taxes & Fees	\$3,654.77
One-Time Items Total including Taxes & Fees	\$0.00
Total Amount*	\$3,654.77

*Amounts are exclusive of applicable Taxes, Fees, and Shipping Charges.

"RingCentral Office" and "RingCentral MVP" are now "RingEX™". All references to "RingCentral Office" and "RingCentral MVP", whether in the Agreement or its attachments, Order Forms or descriptions, mean "RingEX™".



CITRUS CONNECTION
BOARD OF DIRECTORS MEETING
Wednesday, March 25, 2026
AGENDA ITEM #9

Agenda Item: Agency Updates

Presenter: Tom Phillips, CEO

Recommended Action: None

Summary: Items and information from the CEO

Attachments: None

CITRUS CONNECTION
BOARD OF DIRECTORS MEETING
Wednesday, March 25, 2026
AGENDA ITEM #10a

Agenda Item: February 2026 Calendar

Presenter: Tom Phillips, CEO

**Recommended
Action:** None

Summary: Items and information from Tom Phillips, CEO

Attachments: February 2026 Calendar

February 2026

 Tom Phillips

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Feb 1	2 Groundhog Day 10 AM 1-on-1 w/HR 11 AM 1-on-1 w/Ana	3 9:30 AM Senior Staff Cal 10 AM 1-on-1 w/Marcia	4 Copy: Board of Directors, Performance Indicator Data, 9:30 AM 1-on-1 w/ Nicol	5 8:30 AM Tom Phillips and A 10 AM 1:1 w/Rhonda	6 12 PM Transit Overview wii	7
8	9 10 AM 1-on-1 w/HR 11 AM 1-on-1 w/Ana	10 8:30 AM Email Ridership 9:30 AM Senior Staff Cal 10 AM 1-on-1 w/Marcia	11 8:30 AM Citrus Connection 9:30 AM 1-on-1 w/ Nicol	12 Lincoln's Birthday 7:45 AM Canceled: Sr Staff 10 AM 1:1 w/Rhonda	13	14 Valentine's Day
15	16 10 AM 1-on-1 w/HR 11 AM 1-on-1 w/Ana	17 9 AM Senior Staff-CANCEL 9:30 AM Senior Staff Cal 10 AM 1-on-1 w/Marcia	18 9:30 AM 1-on-1 w/ Nicol 11 AM Meeting-Jessica Fai	19 9:30 AM Discuss unit eligib 10 AM 1:1 w/Rhonda	20	21
22	23 9 AM Poetry Ride 10 AM 1-on-1 w/HR 11 AM 1-on-1 w/Ana	24 8 AM Haircut 9:30 AM Senior Staff Cal 9:30 AM Senior Staff-CANC 10 AM 1-on-1 w/Marcia 2 PM Space Needs Worksh 3:30 PM LEDC February Me	25 9:30 AM Senior Staff Meeti 9:30 AM 1-on-1 w/ Nicol 10 AM Space Needs Works	26 9 AM Space Needs 10 AM 1:1 w/Rhonda 11 AM Tom-City Clerk Mee	27	28

CITRUS CONNECTION
BOARD OF DIRECTORS MEETING
Wednesday, March 25, 2026
AGENDA ITEM #10b

Agenda Item: **Ridership Report**

Presenter: Tom Phillips, CEO

**Recommended
Action:** None

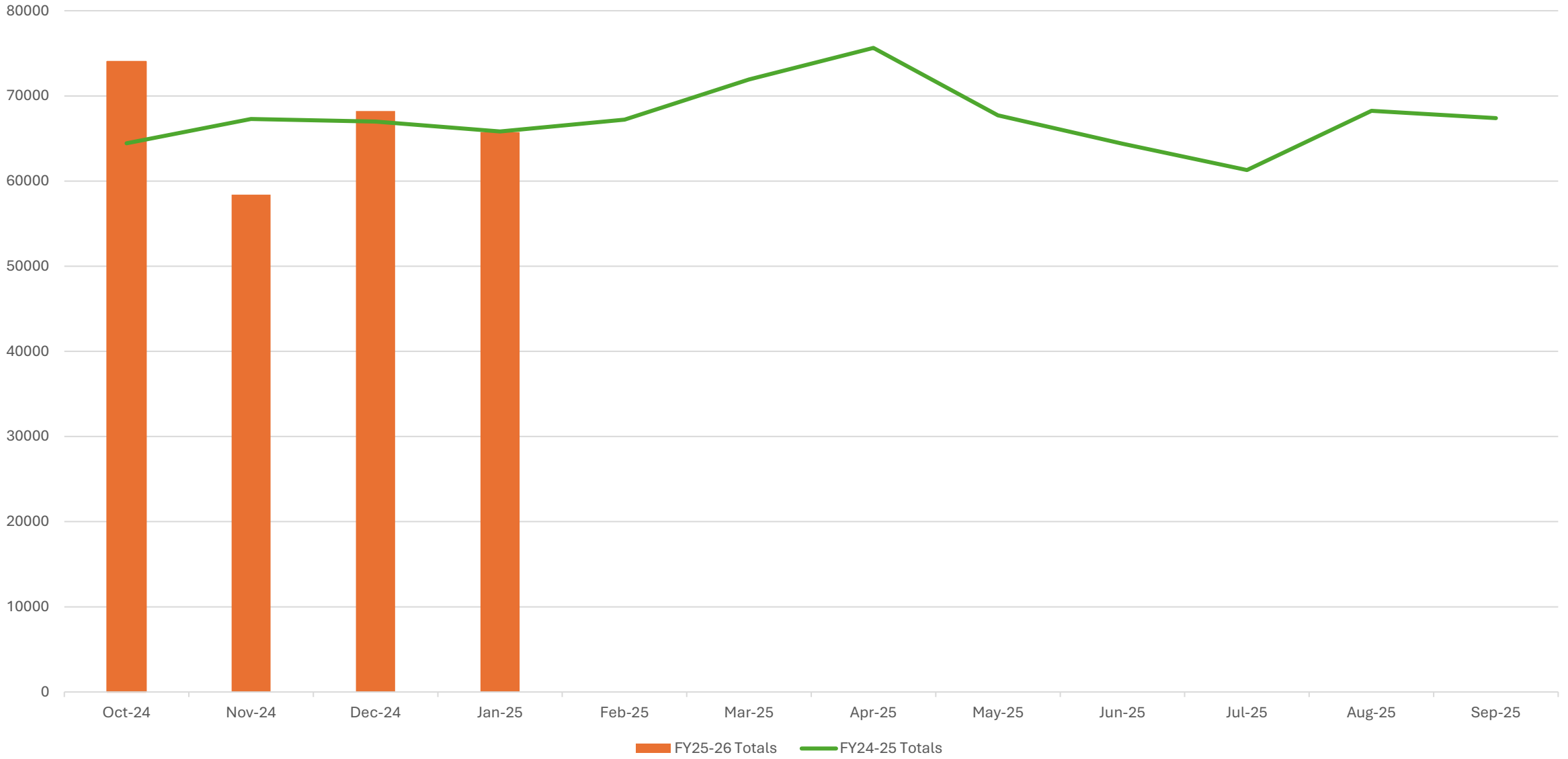
Summary: January 2026 ridership information

Attachments: Citrus Connection Ridership Report January 2026

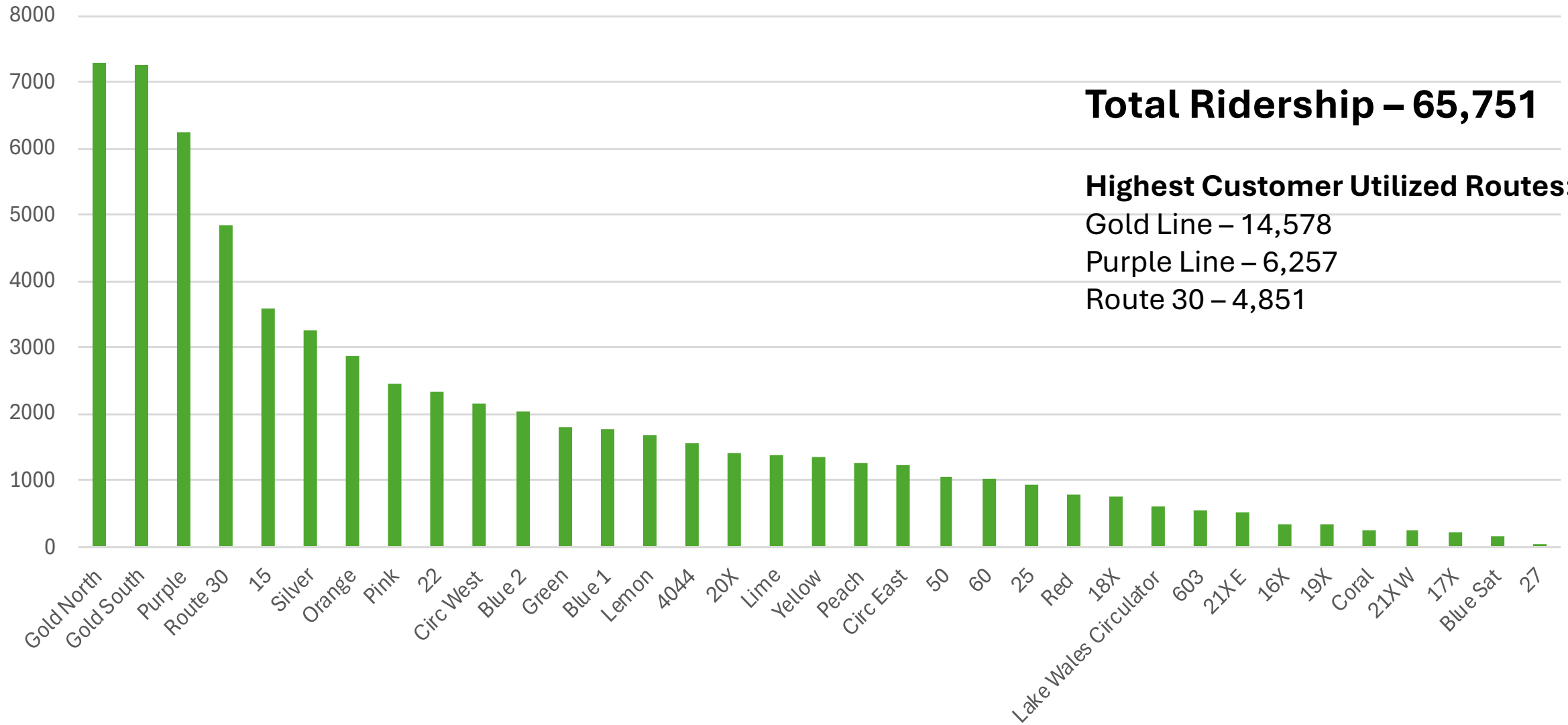
Citrus Connection Ridership Report January 2026



Fixed Route Comparison to FY25-26 – January 2026



Fixed Route Ridership- January 2026



Total Ridership – 65,751

Highest Customer Utilized Routes:

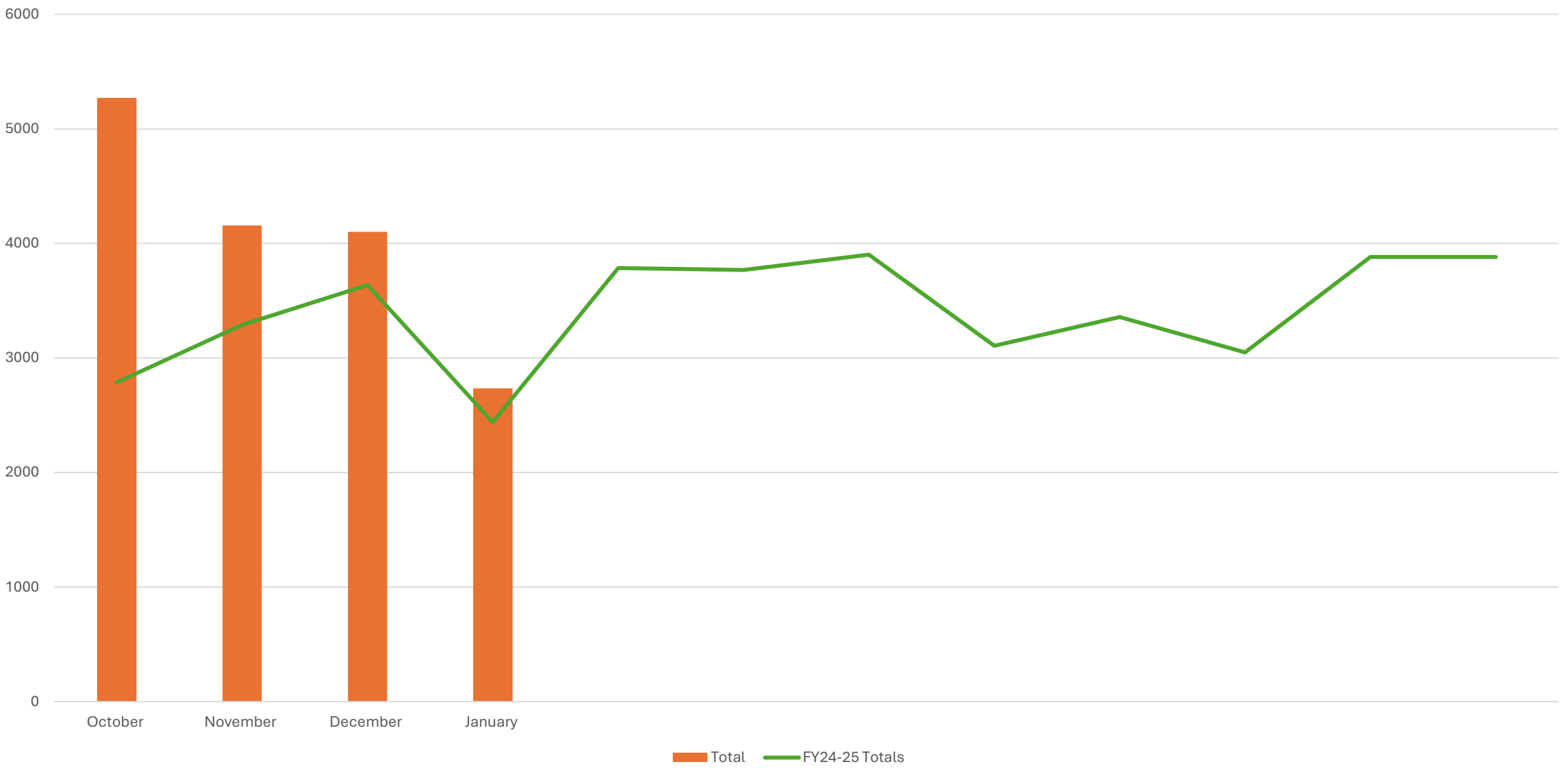
Gold Line – 14,578

Purple Line – 6,257

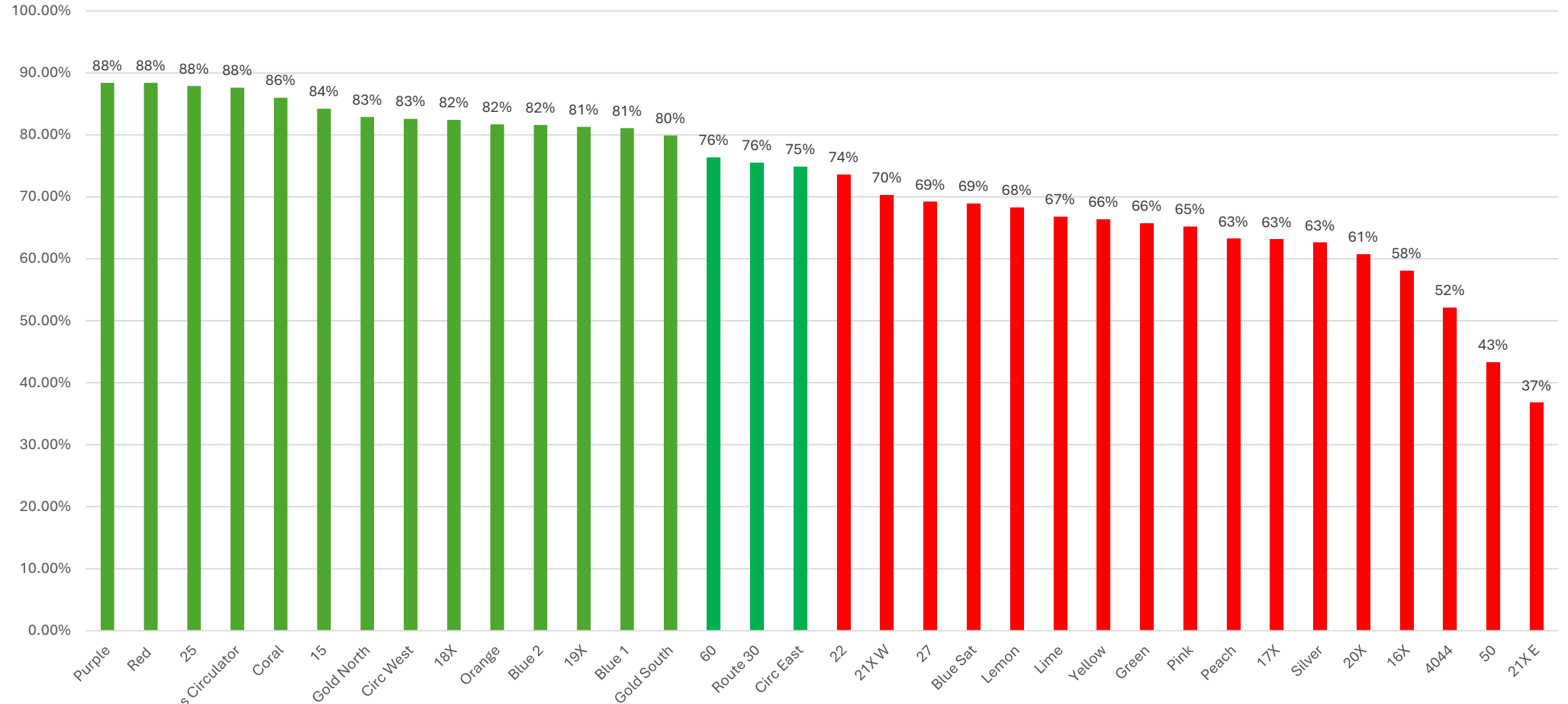
Route 30 – 4,851



Squeeze Total Ridership - January 2026



On-Time Performance - January 2026



CITRUS CONNECTION
BOARD OF DIRECTORS MEETING
Wednesday, March 25, 2026
AGENDA ITEM #11

Agenda Item: **Other Business**

Presenter: TBD

**Recommended
Action:** TBD

Attachments: TBD

CITRUS CONNECTION
BOARD OF DIRECTORS MEETING

Meeting Minutes

Hollingsworth Board Room
1212 George Jenkins Blvd., Lakeland, FL. 33815
Wednesday, February 11, 2026 at 8:30 a.m.

Board Members Present

City of Lakeland Mayor Sara Roberts McCarley (Chair)
Polk County Commissioner Martha Santiago (Vice-Chair)
Polk County Commissioner Michael Scott
City of Lakeland Commissioner Guy Lalonde Jr

Board Members Absent

City of Lakeland Commissioner Chad McLeod

Executive Director: Tom Phillips
Chief Financial Officer: Rhonda Carter
Executive Office Administrator: Roswald Gibson

Call to Order

8:30 a.m. By Mayor McCarley

Agenda Item #1 – Approval of the Minutes

a. Board approval of the January 2026 Citrus Connection Meeting Minutes

[Attachments available]

“Approval of meeting minutes for the January 2026 Citrus Connection Meeting Minutes”
1st Guy Lalonde / 2nd Martha Santiago

MOTION CARRIED UNANIMOUSLY

Agenda Item #2 – Public Comments

None

Agenda Item #3 – GEM Award

-

CITRUS CONNECTION
BOARD OF DIRECTORS MEETING

Meeting Minutes
Hollingsworth Board Room
1212 George Jenkins Blvd., Lakeland, FL 33815
Wednesday, February 11, 2026 at 8:30 a.m.

Agenda Item #4 – Finance / Rhonda Carter, CFO

a. LAMTD Financials

Lakeland Area Mass Transit District

Monthly Financial Report
For December 31, 2025
FY 2025-2026

Year-to-Date Summary					
Description	Percent of FY Complete	Annual Budget	Actual	Actual % of FY Annual Budget	
Revenue YTD	16%	\$16,597,735	\$7,632,570	46.0%	
Expenses YTD	16%	\$16,597,735	\$4,583,313	27.6%	

REVENUES:

The total revenues realized through December 31, 2025, totaled \$7.6M or 49% of the annual budget.

- Farebox revenues reflect \$80K or 23.5% of the annual budgeted revenues,
- Interest Income on Investment income totals \$139K. This represents interest in income in our SBA reserve account.
- FDOT annual operating grants are \$31K or 1.3% of the annual budget.
- FTA operating grants budgeted at \$4.2M. These grants are paid out retrospectively after expenses are incurred.
- Advertising income is \$43K, or 24% of the total planned revenue.
- Ad Valorum taxes: Total budgeted revenues are \$7.87 million. This represents 95% of the expected tax revenue per state law. As of December 2025, \$7M is collected which is 88% of the annual budget.
- The PCTS support cost reimbursement revenue is \$154K or 25% of annual budget.
- All the other revenues are within the annual budget.

CITRUS CONNECTION
BOARD OF DIRECTORS MEETING

Meeting Minutes
 Hollingsworth Board Room
 1212 George Jenkins Blvd., Lakeland, FL. 33815
 Wednesday, February 11, 2026 at 8:30 a.m.

EXPENSES:

The total expenses year-to-date through December 31, 2025, totaled \$4.6M or 27.6% of the annual budget.

- Salaries and benefits cost are \$3.1M, or 26% of the annual budget.
- Fuel and lubricants expenses totaled \$143K, or 19% of the annual budget.
- Materials and supplies totaled \$161K, or 18% of the annual budget.
- Insurance expenses are \$175K, or 41% of the annual budget.
- Property appraiser/Tax Collector Commission are quarterly advance payments.
- All other expenses are within the annual budget.

CHANGE IN FINANCIAL CONDITION
Based on the annual YTD budget-to-actual through December 31, 2025, the financials reflect a variance of \$3M with 25% of the fiscal year completed.

STATISTICAL TRENDS LAST FIVE YEARS AUDITED FINANCIAL STATEMENTS					
	9/30/24	9/30/23	9/30/22	9/30/21	9/30/20
1. Farebox Recovery Ratio (All modes)	6.5%	6.9%	8.7%	9.7%	9.3%
2. Cost per revenue hour	\$125.34	\$161.12	\$141.63	\$130.01	\$117.66
Revenue Hours	149,965	142,860	132,260	135,115	146,700
4. Fuel Cost (\$)	\$1,382,599	\$1,562,003	\$1,399,855	\$878,132	\$744,587
5. Ridership	874,550	848,241	693,018	631,000	855,407

b. PCTS Financials

Polk County Transit Services
Monthly Financial Report
YTD December 31, 2026
FY 2025-2026
(10/01/25 – 09/30/26)

CITRUS CONNECTION
BOARD OF DIRECTORS MEETING

Meeting Minutes

Hollingsworth Board Room
1212 George Jenkins Blvd., Lakeland, FL 33815
Wednesday, February 11, 2026 at 8:30 a.m.

YTD Summary	Annual Budget	YTD Actual	Percent Expended
Revenues YTD	\$11,320,500	\$5,133,636	45%
Expenses YTD	\$11,320,500	\$2,801,933	25%

Revenue Highlights:

Operating revenues realized are \$5M or 45% of the annual budget.

Polk County Contract revenues totaled \$4.2M, or 100% of the annual budget.

City Contributions received to date are \$741K or 104% of the annual budget

Farebox revenues totaled 14K or 22% of the annual budget.

FDOT annual operating grants budgeted at 2M. These grants are paid out retrospectively after expenses are incurred.

FTA Section 5307 operating and capital grants are budgeted at 3.8M. These grants are paid out retrospectively after expenses are incurred.

Expense highlights

Operating expenses consist of labor costs, operating expenses, and contract expenses.

Total expenses for the period totaled \$2.8M or 25% of the annual budget.

- Salaries and wages totaled \$1.4M or 22% of the annual budget.
- Operating expenses totaled \$716K or 26% of the annual budget.
- The purchase contract for Transitions Commute Solutions which provides transit services for the district totaled \$701K or 32% of the annual budget.

Operating Results

Actual Revenues exceeded Expenses by \$2.3M

CITRUS CONNECTION
BOARD OF DIRECTORS MEETING

Meeting Minutes

Hollingsworth Board Room
1212 George Jenkins Blvd., Lakeland, FL 33815
Wednesday, February 11, 2026 at 8:30 a.m.

c. TD Financials

Transportation Disadvantaged Program

Month of December 31, 2025

Percent of FY Reported (33%)

State FY July 1, 2025 thru June 30, 2026

Revenues

The revenues totaled \$659K or 45% of the annual budget

The TD Trust Fund Grant reflects \$593K or 45% of the grant.

Contract Revenues and other revenues totaled \$0.

The County funding 10% match totaled \$66K or 45% annual budget.

Expenses

Operating expenses consist of labor costs, operating, and contract expenses.

Total expenses for the period totaled \$629K or 43% of the annual budget.

Salaries, wages, and benefits totaled \$475K or 45% of the annual Budget.

Operating expenses totaled \$154K or 39% of the annual Budget.

Operating Results

Actual revenue exceeded expenses by \$29K

Agenda Item #5 – Planning, Marketing/Nicole McCleary

a. Extension of Avail ITS System Maintenance and Support Agreement.

[Attachments available]

Approval of the extension of Avail as presented
1st Martha Santiago / 2nd Guy Lalonde

MOTION CARRIED UNANIMOUSLY

CITRUS CONNECTION
BOARD OF DIRECTORS MEETING

Meeting Minutes

Hollingsworth Board Room
1212 George Jenkins Blvd., Lakeland, FL. 33815
Wednesday, February 11, 2026 at 8:30 a.m.

b. Public Transportation Grant, Resolution 26-12

Better Utilizing Investments to Leverage Development (BUILD) Grant for the Citrus Connection Intermodal Center (CCIC)

[Attachments available]

Approval of the extension of Avail as presented

1st Guy Lalonde / 2nd Martha Santiago

MOTION CARRIED UNANIMOUSLY

c. Strategic Plan Update

Q1 Strategic Plan Scorecard

[Attachments available]

Agenda Item #6 – Mobility Services/Marcia Roberson

a. Passenger Portal Migration

Recommend the Board approve the migration from Trapeze/ TripSpark to Spare Labs for our Passenger Portal Services.

[Attachments available]

Approval of the extension of Avail as presented

1st Michael Scott/ 2nd Martha Santiago

MOTION CARRIED UNANIMOUSLY

Agenda Item #7 – CEO Report / Tom Phillips, General Manager

a. Agenda Updates

- Thank you Bartow Circular and Lake Wales Circular are a success
- Ben Darbey to finalize the Winter Haven Squeeze
- Lakeland Squeeze rides passed years
 - o 2022-5800
 - o 2023-16000
 - o 2024-23000
 - o 2025-40000

CITRUS CONNECTION
BOARD OF DIRECTORS MEETING

Meeting Minutes

Hollingsworth Board Room
1212 George Jenkins Blvd., Lakeland, FL. 33815
Wednesday, February 11, 2026 at 8:30 a.m.

- Tiger town Express running for free is on the website
- Haines City Community Day is approaching
- Squeeze drivers to wear shirts

Agenda Item #8 Community and Economic Development

- a. West Gate Benches
 [Attachments available]

Agenda Item #9 – Executive Informational Summary/Tom Phillips

- a. **January Calendar**

[Attachments available]

- b. **Ridership and UAP Update**

[Attachments available]

Agenda Item #9 – Other Business

Adjournment at 10:08 a.m.

Approved this 25th day of March 2026.

Chair – City of Lakeland Mayor Sara Roberts McCarley

Minutes Recorder – Roswald Gibson