

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Citrus Connection, Hollingsworth Meeting Room, 1212 George Jenkins Blvd.  
**Wednesday, September 11<sup>th</sup>, 2019, at 8:30 a.m.**

Call to Order	<u>Action Required</u>
1. Moment of Silence in observance of Patriot Day	None
2. Approval of the August 14 <sup>th</sup> , 2019 LAMTD Board Meeting Minutes	Approval
3. Public hearing for East County Service	
a. Public Comments	None
b. Approval of new East County routes	Approval
4. Public Comments	None
5. Executive Director Report / Tom Phillips	
a. Agency Update(s)	None
b. Write-off of aging receivables	Approval
6. Legal	
a. Board dates for the Lakeland Area Mass Transit District for FY 19-20	Approval
b. Interlocal Agreement with Polk County	Approval
c. CRA Elouise Shelter Agreement	Approval
d. License & Funding Agreement for Elouise Shelter Agreement	Approval
e. Fort Meade Fair Share Agreement	Approval
f. Riverstone Annexation	Approval
7. Finance / David Persaud, Chief Financial Officer	
a. LAMTD Financials	None
b. PCTS Financials	None
c. TD Financials	None
d. Polk County Transit Proposed Operating Budget	Approval
8. Executive <u>Informational</u> Summary / Tom Phillips	
a. August Calendar	None
b. Ridership and UAP Update	None
9. Other Business	TBD

Adjournment

LAKELAND AREA MASS TRANSIT DISTRICT  
SPECIAL MEETING  
SEP 11, 2019  
AGENDA ITEM #1

Agenda Item: Moment of Silence in observance of Patriot Day

Presenter: James Phillips

Recommended  
Action: None

Summary: On September 4, 2002 President Bush used the authority of resolution Pub.L. 107-89 to proclaim the 11<sup>th</sup> day of September to be Patriots Day.

The flag of the United States is flown at half-mast at the White House and on all U.S. government buildings and establishments throughout the world; flags are also encouraged to be displayed on individual American homes. Additionally, a moment of silence is observed to correspond with the attacks, beginning at 8:46 a.m. (Eastern Daylight Time), the time the first plane, American Airlines Flight 11, struck the North Tower of the World Trade Center on September 11, 2001.

Attachments: None

LAKELAND AREA MASS TRANSIT DISTRICT  
SPECIAL MEETING  
SEP 11, 2019  
AGENDA ITEM #2

Agenda Item: Approval of the August 14, 2019 LAMTD Meeting Minutes

Presenter: James Phillips

Recommended  
Action: Board approval of the August 14, 2019 LAMTD Meeting  
Minutes

Attachments: August 14, 2019 LAMTD Meeting Minutes

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Citrus Connection, Hollingsworth Meeting Room 1212  
George Jenkins Blvd., Lakeland, Fl. 33815  
Wednesday, July 10<sup>th</sup>, 2019 at 8:30 a.m.

**Directors:**

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

Executive Director: Tom Phillips

Executive Assistant: James Phillips

**Call to Order**

8:31 a.m. By Commissioner Walker

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

Approval request for the approval of the July 10, 2019 LAMTD Board meeting minutes.

“Approval of the July 10, 2019 LAMTD Board meeting minutes”  
1<sup>st</sup> George Lindsey/ 2<sup>nd</sup> Sara McCarley

**MOTION CARRIED UNANIMOUSLY**

**Agenda Item #2 – Public Comments**

None

**Agenda Item #3 – Finance**

**a. FT 2019-20 Budget Proposal**

Proposed Operating and Capital Budget is included.

The proposed budget for the District is included herewith with revenues and expenses balanced for a total budget of \$10,955,020. The budget is balanced with funding for the capital vehicle replacement program totaling \$680,600.

A summary level description of the revenues and expenses are also included. A Power Point Presentation will follow this report.

Public Hearings:

To adopt a millage rate and Budget, taxing authorities must hold two Public Hearings. The first or tentative hearing is advertised on the Notice of Proposed Property Taxes (TRIM Notice) that the Property Appraiser mails. The TRIM notice is the only advertisement required for the tentative hearing.

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Taxing Authorities must advertise their final hearing within 15 days of adopting a tentative Millage and Budget. Both Public Hearings are scheduled at the Lakeland City Hall on September 4th (first Public Hearing), and 18th (second Public Hearing) at 5:01PM.

[Attachment available]

///Motion to break agenda order and move to Agenda item 4b. ///

**Agenda Item #4 – Executive Director Report / Tom Phillips**

**B. Pension Liability Update**

Ben Darby and Michael Kraig discussed the County's language.

Michael Kraig agreed there is a fundamental disagreement in the accounting principles. Withheld payment was due to disagreements and assumptions the funds would be used for reasons the county does not agree with.

Motion made by Mayor Bill Mutz for the BoCC to uphold their obligation and pay the amount owed on July 14 within 15 days.

1st Bill Mutz/ 2nd Sara McCarley

Discussion:

Commissioner Lindsey upheld the FRS does not need a liability.

David Persaud clarified the effect of the missing payment would have adverse effect with FTA grants and incur a \$1 MM expense.

Commissioner Hall questioned where the money is on an accounting basis.

Commissioner McCarley clarified there are two separate issues in play, the breach of contract and the disagreement in accounting, and pressed the issue of the breach of contract.

**AYE: Bill Mutz, Sara McCarley, George Lindsey, Philip Walker**

**NAY: John Hall**

**MOTION CARRIES**

**Agenda Item #3 – Finance(cont.)**

**b. LAMTD Financials**

Item tabled

**c. PCTS Financials**

Item tabled

**d. TD Financials**

Item tabled

**e. RFP Transit Service Provider for North East Polk County**

On May 29, 2019, the District issued a Request for Proposal (RFP) #19-016, for qualified firms interested in supplying transit services to North East Polk County, as the area is outside the District's standard service location

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BOARD OF DIRECTORS MEETING  
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The services are currently being provided by the Central Florida Public Transit (LYNX) out of Orlando, Florida; on behalf of the District for Polk County Transit Services. The routes being provided are as follows:

- Express/Fixed Route 416X – Haines City / Davenport / Poinciana Express
- Express/Fixed Route 427X – Haines City / U.S. 27 Express
- Non-ADA Demand Response Route 603 – Southwest Poinciana
- Flex Route 70 – Loughman Flex

The solicitation posted on the District's website, the public bidding site Demandstar (where 473 firms were notified), and sent via email to 30 firms, of which 1 was a Minority Owned Small Businesses found through the District's Vendor Database, BizNet website, or Demandstar. Offer submittals were due June 28, 2019.

A single offer was received and reviewed for responsiveness by the Contract Specialist. The Price was determined fair and reasonable based on a price comparison against the Independent Cost Estimate (ICE), the current LYNX contract.

A responsibility review was conducted to verify the firm's ability to perform the specified services. The evaluation resulted in the firm of Transitions Commute Solutions, LLC having demonstrated the ability to meet the needs of the District and is being recommended for award.

"Approve the award of Request for Proposal (RFP) #19-016 for a Transit Service Provider, to the responsive, responsible bidder, Transitions Commute Solutions, LLC, demonstrating the best value to the District, for an amount of \$1,135,000 annually for a 3-year base term and two 1-year options"

1<sup>st</sup> George Lindsey/ 2<sup>nd</sup> John Hall

**MOTION CARRIED UNANIMOUSLY**

**f. FDOT Service Development Public Transportation Grant**

The Service Development Program under FDOT provides funding for the development of new transit services. This current year's application is for the Dixie Land Road Diet Test. This includes two smaller buses to travel alternative streets providing shuttle services to those individuals impacted by the Road Diet. This project is subjected to a 50/50 match requirement in local funds.

"Approval of resolution and grant awards."

1<sup>st</sup> Sara McCarley/ 2<sup>nd</sup> George Lindsey

**MOTION CARRIED UNANIMOUSLY**

**g. Information Report of F.S. 281.415 on Local Govt Investment Policies**

Item tabled

**Agenda Item #4 – Executive Director Report / Tom Phillips**

**a. Agency Updates**

LAKELAND AREA MASS TRANSIT DISTRICT  
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None

c. Fort Meade Public Workshop and Hearings

Following the meeting with Fort Meade City Commission, the decision to reduce service from eight runs of the bus to four was agreed upon. With this reduction of service, LAMTD needs to execute their public workshops and public hearing to stat FTA compliant with any reduction of service.

Public workshop: Fort Meade Community Center, 10 3rd St SW, Fort Meade, Thursday August 29, 2019.

Public Hearing: Lakeland City Call Commission Chambers, 228 S. Massachusetts Ave, Lakeland,  
Wednesday, September 18, 2019.

“Approve the advert and execution of the public workshops and public hearing for the  
Fort Meade reduction in services.”

1<sup>st</sup> George Lindsey/ 2<sup>nd</sup> John Hall

**MOTION CARRIED UNANIMOUSLY**

**Agenda Item #5– Legal**

**a. Polk State College UAP Renewal**

Standard renewal of the previous contract with the addition for it to automatically renew for three years or notice of termination.

“Approve the renewed Universal Access Program Agreement between the Lakeland  
Area Mass Transit District and Polk State College.”

1<sup>st</sup> George Lindsey/ 2<sup>nd</sup> Sara McCarley

**MOTION CARRIED UNANIMOUSLY**

**Agenda Item #6 – Purchase of Additional ARBOC Buses 26 Foot – 17 Passenger**

The ARBOC Bus is a 26 Foot, Low Floor Bus with 17 passenger seats and two wheelchair locations. The bus is equipped with a Handy Cap Access Ramp that can be deployed by the operator of the vehicle from the driver’s seat. These buses are intended to be used in Fixed Route Service and will be fully equipped with all of the same features found on a regular full-size fixed route vehicle.

In September 2018, the Board received an update to the Fleet Replacement Plan an approved the purchase of ARBOC Buses. The Board re-approved the purchase of the four (4) 26-foot ARBOC Buses purchased with LAMTD CIP Funds due to a price increase for additional equipment (Avail) onboard the buses.

“Approve the Purchase of 6- 26 Foot ARBOC Low Floor Buses

Estimated cost \$199,943.99 each

County Grants \$599,831.97

LAMTD Grants \$399,887.98

Total Cost \$1,199,663.94.”

1<sup>st</sup> George Lindsey/ 2<sup>nd</sup> Sara McCarley

**MOTION CARRIED UNANIMOUSLY**

LAKELAND AREA MASS TRANSIT DISTRICT  
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Wednesday, July 10<sup>th</sup>, 2019 at 8:30 a.m.

**Agenda Item #7 – Close Public Comments for Polk TDP and Accept Report**

The Polk TPO will be closing the public comment period for the Polk Transportation Development Plan and presenting their findings.

“Accept the final report of the Polk Transportation Development Plan.”

1<sup>st</sup> Sara McCarley/ 2<sup>nd</sup> George Lindsey

**MOTION CARRIED UNANIMOUSLY**

[Attachment available]

**Agenda Item #8 – Executive Informational Update / Tom Phillips**

- a. July Calendar  
[Attachment available]
- b. Ridership and UAP Update  
[Attachment available]

**Agenda Item #9 – Other Business**

-None

Adjournment at 10:04 a.m.

Approved this 11<sup>th</sup> day of September, 2019.

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Chairman – City Commissioner Phillip Walker

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Minutes Recorder – James Phillips



LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
SEP 11, 2019  
AGENDA ITEM #3a

Agenda Item: Public Comments

Presenter: Aaron Dunn, Director of Revenue

Recommended  
Action: None

Summary: We open this period of public comments as they pertain to the addition of new service to the East side of the county. This includes the 27 Express, Loughman Flex, and adjustments to the 16X.

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
SEP 11, 2019  
AGENDA ITEM #3b

Agenda Item: Approval of new East County routes

Presenter: Aaron Dunn, Director of Revenue

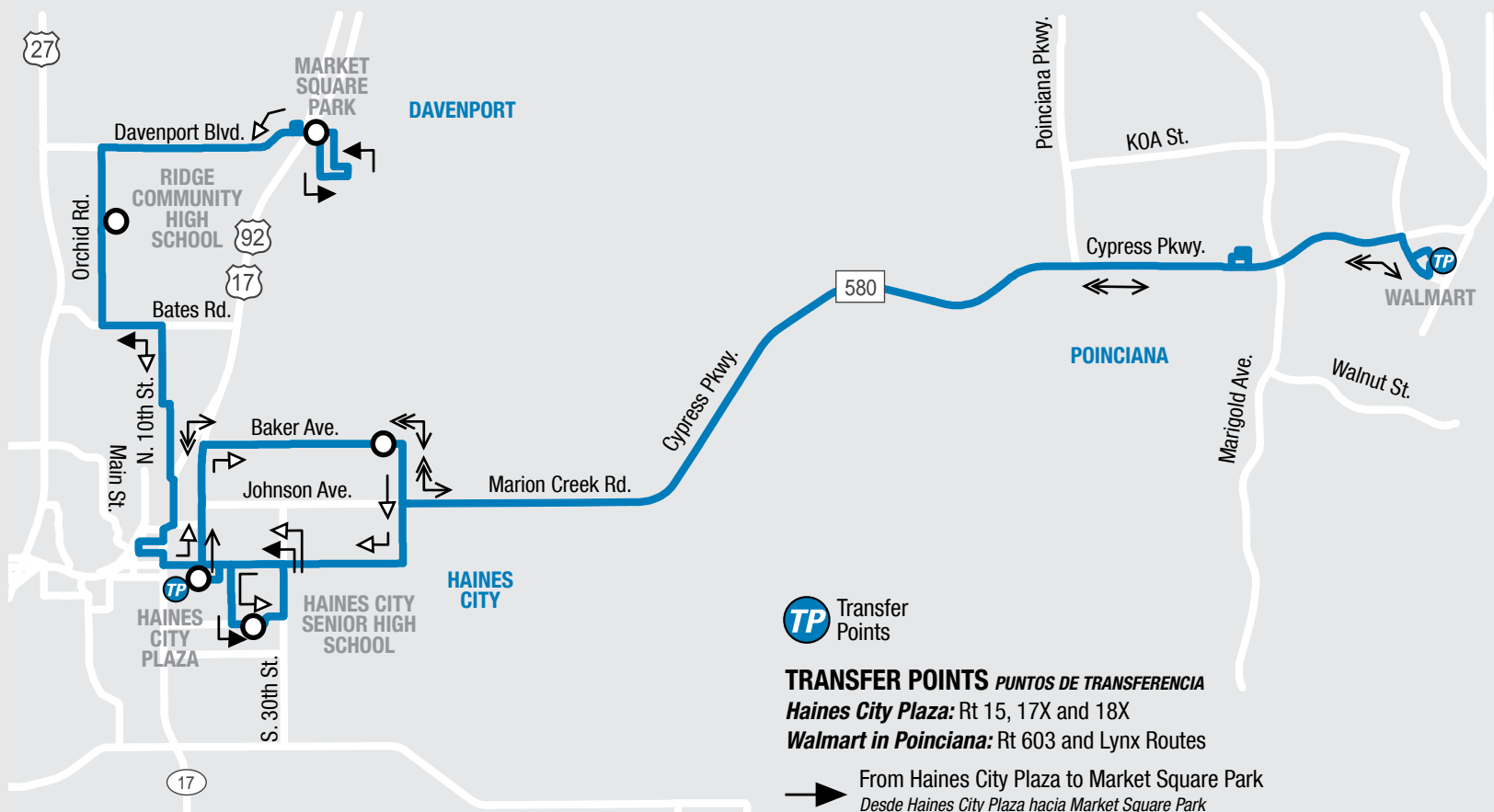
Recommended

Action: Approve additional Service to Loughman, Davenport, and Lake Wales as well as a reduction in service from Haines City to Poinciana.

Summary: Thanks to the direction of the Polk County Board of County Commissioners we were able to design new service to assist in the continued growth on the East side of Polk county. By offering these new routes we hop to reduce congestion and offer more service to our transit dependent riders on the East side of the county.

Attachments: News routes

# 16X - HAINES CITY / DAVENPORT / POINCIANA EXPRESS



Transfer Points

### TRANSFER POINTS PUNTOS DE TRANSFERENCIA

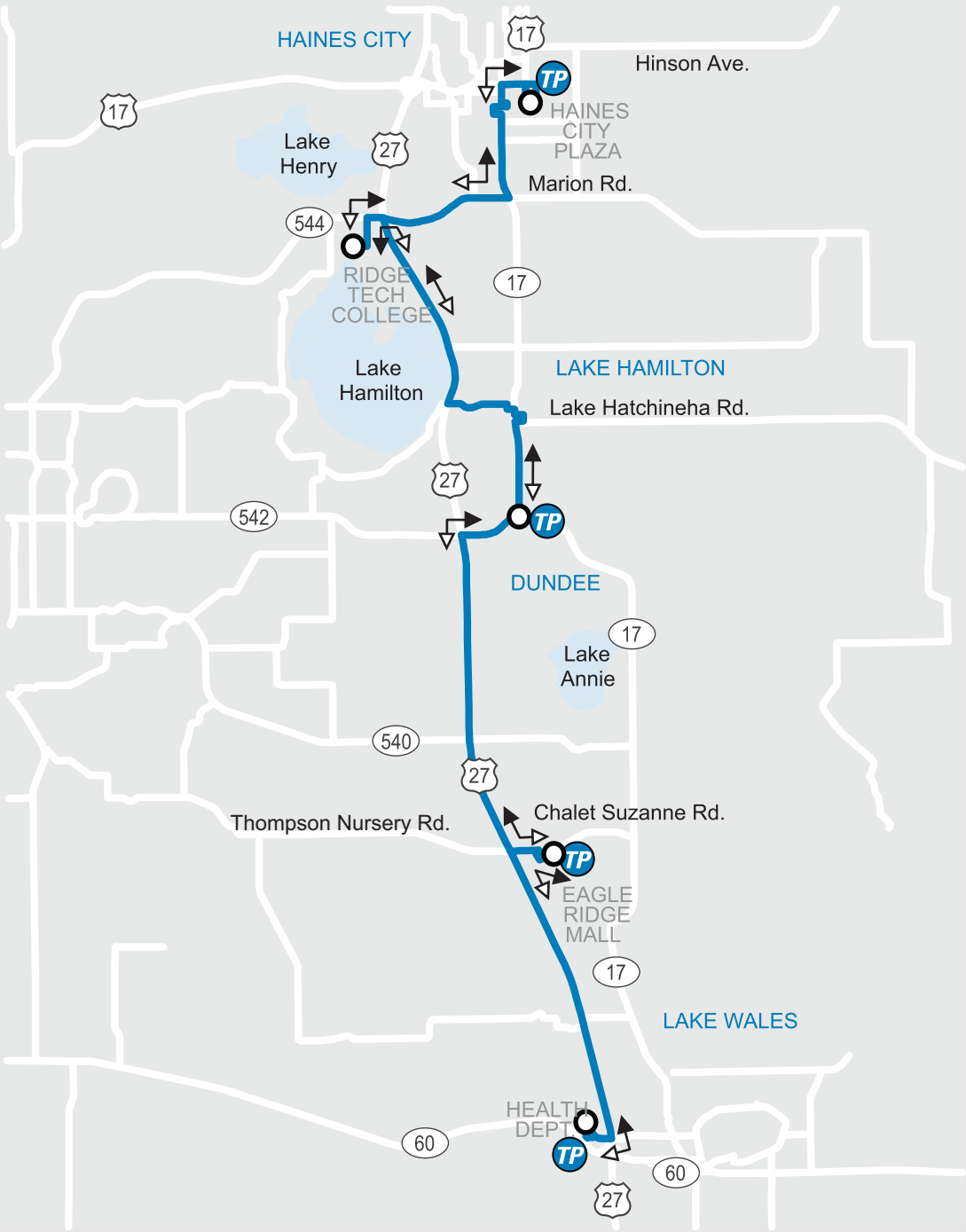
**Haines City Plaza:** Rt 15, 17X and 18X  
**Walmart in Poinciana:** Rt 603 and Lynx Routes

- ➡ From Haines City Plaza to Market Square Park  
*Desde Haines City Plaza hacia Market Square Park*
- ⤵ From Market Square Park to Haines City Plaza  
*Desde Market Square Park hacia Haines City Plaza*
- From Haines City Plaza to Poinciana  
*Desde Haines City Plaza hacia Poinciana*
- From Poinciana to Haines City Plaza  
*Desde Poinciana hacia Haines City Plaza*

WEEKDAYS	Route: Haines City Plaza → Haines City High School → Ridge Community High School → Market Square Park (Davenport) → Ridge Community High School → Baker Dairy Rd. & Park View Village Dr. → Haines City High School → Arrive Haines City Plaza						
	Depart Haines City Plaza	Haines City High School	Ridge Community High School	Market Square Park (Davenport)	Ridge Community High School	Baker Dairy Rd. & Park View Village Dr.	Arrive Haines City Plaza
	---	---	---	5:45	5:50	6:12	6:20
	6:25	6:29	6:41	7:02	7:09	7:33	7:41
	9:25	9:29	9:41	10:02	10:09	10:33	10:41
	10:55	10:59	11:11	11:32	11:39	12:03	12:11
	12:25	12:29	12:41	1:02	1:09	1:33	1:41
	1:55	1:59	2:11	2:32	2:39	3:03	3:11
	3:25	3:29	3:41	4:02	4:09	4:33	4:41
	4:55	4:59	5:11	5:32	5:39	6:03	6:11

WEEKDAYS	Route: Depart Haines City Plaza → Baker Dairy Rd. & Park View Village Dr. → Arrive Walmart Supercenter at Poinciana			Route: Depart Walmart Supercenter at Poinciana → Power Line Rd. & Baker Dairy Rd. → Arrive Haines City Plaza		
	Depart Haines City Plaza	Baker Dairy Rd. & Park View Village Dr.	Arrive Walmart Supercenter at Poinciana	Depart Walmart Supercenter at Poinciana	Power Line Rd. & Baker Dairy Rd.	Arrive Haines City Plaza
	TP	TP	TP	TP	TP	TP
	EASTBOUND - POINCIANA			WESTBOUND - HAINES CITY		
	7:55	8:10	8:30	8:40	9:00	9:15
	6:25	6:40	7:00	7:10	7:30	7:45

# 17X - LAKE WALES / HAINES CITY EXPRESS

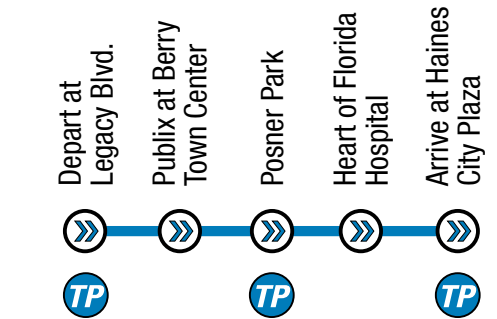


	Depart at Health Department at Lake Wales Plaza	Eagle Ridge Mall	Dundee Town Hall	Ridge Technical College	Arrive Haines City Plaza
	TP	TP	TP		TP
WEEKDAYS	NORTHBOUND - HAINES CITY				
	6:25	6:36	6:48	7:02	7:18
	8:25	8:36	8:48	9:02	9:18
	10:25	10:36	10:48	11:02	11:18
	12:25	12:36	12:48	1:02	1:18
	2:25	2:36	2:48	3:02	3:18
	4:25	4:36	4:48	5:02	5:18
	6:25	6:36	---	---	---
SATURDAYS	---	---	---	---	---
	8:25	8:36	8:48	9:02	9:18
	10:25	10:36	10:48	11:02	11:18
	1:25	1:36	1:48	2:02	2:18
	3:25	3:36	---	---	---

	Depart Haines City Plaza	Ridge Technical College	Dundee Police Station	Eagle Ridge Mall	Arrive at Health Department at Lake Wales Plaza
	TP		TP	TP	TP
WEEKDAYS	SOUTHBOUND - LAKE WALES				
	7:25	7:40	7:57	8:10	8:20
	9:25	9:40	9:57	10:10	10:20
	11:25	11:40	11:57	12:10	12:20
	1:25	1:40	1:57	2:10	2:20
	3:25	3:40	3:57	4:10	4:20
	5:25	5:40	5:57	6:10	6:20
	---	---	---	---	---
SATURDAYS	7:25	7:40	7:57	8:10	8:20
	9:25	9:40	9:57	10:10	10:20
	12:25	12:40	12:57	1:10	1:20
	2:25	2:40	2:57	3:10	3:20
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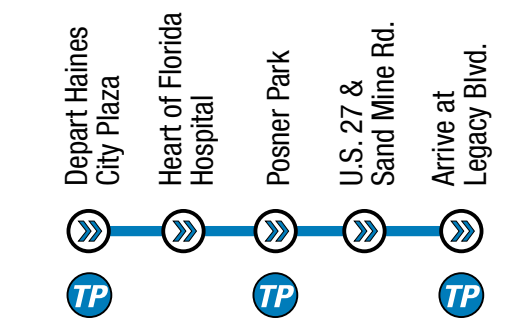
- Transfer Points
- TRANSFER POINTS PUNTOS DE TRANSFERENCIA**  
**Health Department at Lake Wales Plaza:** Rt 35  
**Eagle Ridge Mall:** Rt 27X, 30 and 35  
**Dundee Town Hall:** Rt 27X  
**Dundee Police Station:** Rt 27X  
**Haines City Plaza:** Rt15, 16X and 18X
- From Health Department at Lake Wales Plaza to Haines City Plaza  
*Desde el Departamento de Salud en Lake Wales hacia Haines City Plaza*
- From Haines City Plaza to Health Department at Lake Wales Plaza  
*Desde Haines City Plaza hacia el Departamento de Salud en Lake Wales Plaza*

# 18X - HAINES CITY / U.S. 27 EXPRESS



SOUTHBOUND - HAINES CITY				
6:25	6:37	6:53	7:01	7:17
7:25	7:37	7:53	8:01	8:17
8:25	8:37	8:53	9:01	9:17
9:25	9:37	9:53	10:01	10:17
10:25	10:37	10:53	11:01	11:17
11:25	11:37	11:53	12:01	12:17
12:25	12:37	12:53	1:01	1:17
1:25	1:37	1:53	2:01	2:17
2:25	2:37	2:53	3:01	3:17
3:25	3:37	3:53	4:01	4:17
4:25	4:37	4:53	5:01	5:17
5:25	5:37	5:53	6:01	6:17

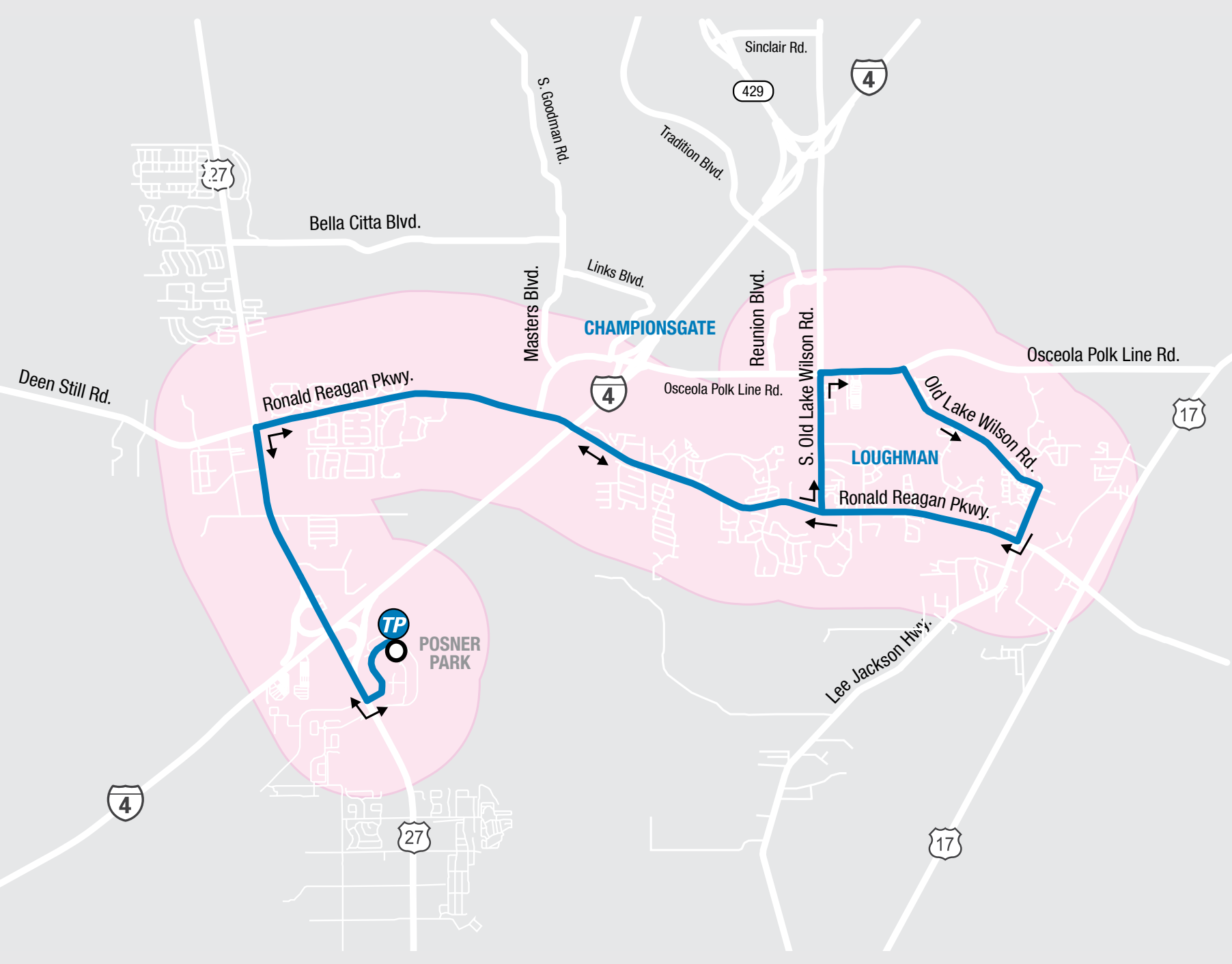
SATURDAYS				
---	---	---	---	---
8:25	8:37	8:53	9:01	9:17
10:25	10:37	10:53	11:01	11:17
1:25	1:37	1:53	2:01	2:17
3:25	3:37	3:53	4:01	4:17



NORTHBOUND - FOUR CORNERS				
6:25	6:42	6:51	7:06	7:17
7:25	7:42	7:51	8:06	8:17
8:25	8:42	8:51	9:06	9:17
9:25	9:42	9:51	10:06	10:17
10:25	10:42	10:51	11:06	11:17
11:25	11:42	11:51	12:06	12:17
12:25	12:42	12:51	1:06	1:17
1:25	1:42	1:51	2:06	2:17
2:25	2:42	2:51	3:06	3:17
3:25	3:42	3:51	4:06	4:17
4:25	4:42	4:51	5:06	5:17
5:25	5:42	5:51	6:06	6:17

SATURDAYS				
7:25	7:42	7:51	8:06	8:17
9:25	9:42	9:51	10:06	10:17
12:25	12:42	12:51	1:06	1:17
2:25	2:42	2:51	3:06	3:17
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## 19 - LOUGHMAN FLEX



**WEEKDAYS**

6:53	7:43
7:53	8:43
8:53	9:43
9:53	10:43
10:53	12:43
11:53	11:43
<b>12:53</b>	<b>1:43</b>
<b>1:53</b>	<b>2:43</b>
<b>2:53</b>	<b>3:43</b>
<b>3:53</b>	<b>4:43</b>
<b>4:53</b>	<b>5:43</b>
<b>5:53</b>	<b>6:43</b>

**SATURDAYS**

6:53	7:43
7:53	8:43
8:53	9:43
9:53	10:43
10:53	11:43
11:53	<b>12:43</b>
<b>12:53</b>	<b>1:43</b>
<b>1:53</b>	<b>2:43</b>



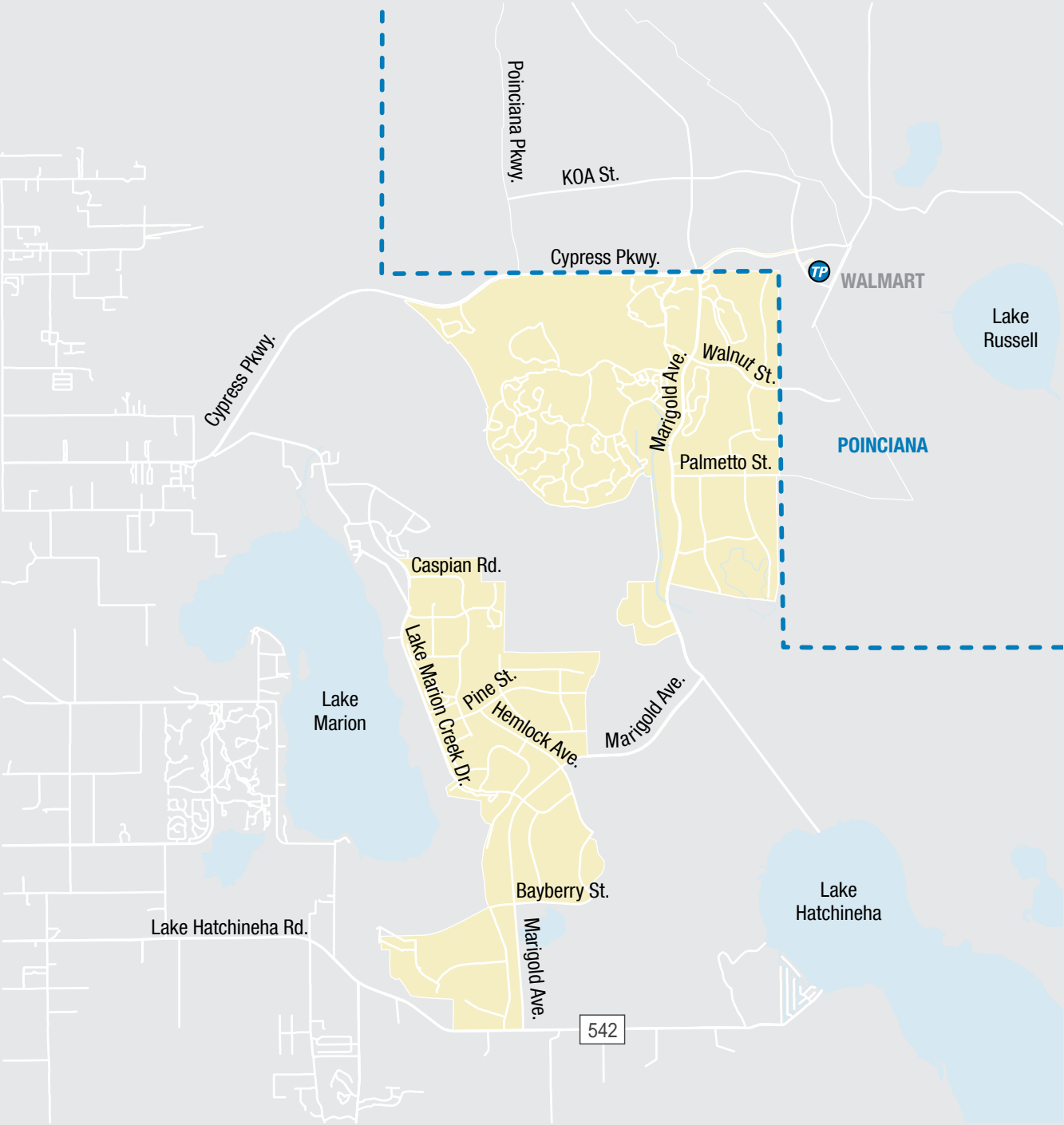
## TRANSFER POINTS *PUNTOS DE TRANSFERENCIA*

**Posner Park: Rt 18X**

 Flex Service Area within 3/4 of a mile from Route  
*Area de Servicio Flexible dentro de 3/4 de milla desde la Ruta*

➡ From Posner Park to Posner Park  
*Desde Posner Park hacia Posner Park*



# 603 - SOUTHWEST POINCIANA



	Mon-Fri	Sat
First Trip	6:10 AM	6:10 AM
All Day	Scheduled pick-up/drop off every 2 hours	
Last Trip	6:10 PM	6:10 PM



**TRANSFER POINTS** *PUNTOS DE TRANSFERENCIA*  
**Walmart in Poinciana:** Rt 16X and Lynx Routes

-  Service Area. *Area de Servicio.*
-  Polk County Line. *Línea del Condado de Polk.*

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
SEP 11, 2019  
AGENDA ITEM #4

Agenda Item: Public Comments

Presenter: TBD

Recommended  
Action: TBD



LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Date: SEP 11, 2019  
AGENDA ITEM 5a

Agenda Item:      **Agency Updates**

Presenter:        Tom Phillips

Recommended  
Action:            Informational

Summary:         TBA

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Date: SEP 11, 2019  
AGENDA ITEM 5b

Agenda Item:       **Write-off Aging Receivables**

Presenter:           Tom Phillips

Recommended  
Action:               Approve the write-off of the aging receivable debt with  
Polk County and ElderPoint Ministries to the amount of  
\$184,077.55

Summary:            The District conducts an annual audit each year in  
accordance with best accounting practices. During the  
process it was noted on two separate occasions when The  
District was owed money by Polk County. In 2018 the  
audited balance due was \$6,621.00 in addition to an aging  
receivable from the 2017 audit of \$163,759.80, for a total  
of \$170,380.80.

The District would also like to take the opportunity to  
write off the past due amount of \$13,696.25 with  
ElderPoint Ministries.

Attachments:        March letter to County Manager's office  
ElderPoint Ministries quarterly invoice.



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

March 4, 2019

Mr. Jim Freeman  
Polk County Manager  
330 West Church Street  
Bartow, FL 33830

Re: Polk County Interlocal Agreement with Lakeland Area Mass Transit District

The District has completed the annual financial audit for fiscal year ending September 30, 2018. The final numbers for the Polk County Transit operations for the said fiscal year has resulted in a balance due to the Lakeland Area Mass Transit District for \$6,621. A copy of the audit report is enclosed together with the supplementary information for the County reflecting the financial obligations.

Another matter of significance is the amount of \$163,759.80 that the County staff deducted from the payment to the District on July 2017. The expense relates to the Florida Retirement System pension expenses that are reflected in the District financial statements recorded on an accrual basis and consist with the clauses reflected in the interlocal agreement. Because the County withheld this amount the District has a legal accounts receivable from the County for pension expenses totaling \$163,759.80.

The table below summarizes the amount due to the district:

Audited Balance due to the District 9/30/2018	\$6,621.00
Audited County expense at 9/30/2018 due to the District	\$163,759.80
Total due to the District	\$170,380.80

All documentation to substantiate this amount is attached for the record.

Sincerely,

Tom Phillips  
Executive Director

Attachment

LAKELAND AREA MASS TRANSIT DISTRICT

SCHEDULE OF REVENUES AND EXPENSES  
POLK COUNTY TRANSIT SERVICES  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2018

<b>Operating revenues</b>	
FTA operating grant	\$ 1,894,311
FDOT operating grants	1,838,633
City contribution	321,108
Fares	271,977
PCTS	1,960,704
<b>Total operating revenues</b>	<u>6,286,733</u>
<b>Operating expenses</b>	
Labor expenses	3,586,284
Contract expenses	915,014
Operating expenses	1,696,961
<b>Total operating expenses</b>	<u>6,198,259</u>
<b>Total operating income</b>	88,474
Capital expenses	<u>95,095</u>
Net decrease in revenue under expenses	\$ <u>(6,621)</u>

Polk County, a political subdivision  
of the State of Florida  
PO Box 988  
Bartow, Florida 33831-0988

Wells Fargo Bank, N.A.  
San Francisco, CA  
Operating Account

Check No. 274596

~~11-24~~  
1210

DATE  
03-AUG-17

AMOUNT  
\$163,024.20

PAY

\*\*\*One Hundred Sixty-Three Thousand Twenty-Four Dollars And Twenty Cents\*\*\*

This check must be presented for payment within 120 days.

AUTHORIZED IN OPEN SESSION

TO THE  
ORDER  
OF

LAKELAND AREA MASS TRANS DBA  
CITRUS CONNECTION  
1212 GEORGE JENKINS BLVD  
LAKELAND FL 33815-1312



*Meloy M. Bell*  
CHAIRMAN  
*Stacy M. Butterfield*  
CLERK

⑈ 274596⑈ ⑆ 121000248⑆

4377479407⑈

FUND 5

James P. Freeman  
County Manager

Deputy County Managers:  
Lea Ann Thomas  
William D. Beasley  
Joe N. Halman, Jr.



Board of County Commissioners  
330 West Church Street  
PO Box 9005 • Drawer CA01  
Bartow, Florida 33831-9005

PHONE: 863-534-6444  
FAX: 863-534-7069

August 3, 2017

Lakeland Area Mass Transit  
Attn: Tom Phillips, Executive Director  
1212 George Jenkins Blvd.  
Lakeland, Florida 33815

RE: July Payment and withholding of amounts owed by Lakeland Area Mass Transit ("District") to Polk County ("County")

Dear Tom:

Attached is the final payment for this Fiscal Year in the amount of \$163,024.20. This amount is the July installment of \$326,784 minus the pension liability calculation of \$163,759.80. The agreement between the County and District between October 1, 2015 and September 30, 2016 states that:

*"The District will submit to the County by the 30<sup>th</sup> of each month starting in November documentation of all expenses incurred. Documentation must be provided with Attachment C supporting **actual costs incurred and paid by the District.**"*

In addition the latest agreement, effective from October 1, 2016 to September 30, 2017 states:

*"County reserves the **right to withhold any amounts due and owing** to the District pursuant to the terms of this Agreement in the event the District has not reimbursed the County in full all amounts due and owing pursuant to the Original Interlocal Agreement by February 1, 2017."*

Considering these two portions of the agreements, the County is withholding the \$163,759.80; which was not an **"actual cost incurred or paid by the District"**. This calculation of pension liability is not paid to FRS, or anyone else. The only amounts paid to FRS are based on the statutory percentages/rates that are set by the Legislature each year.

Since it does not meet the language in the initial agreement, and was not paid to anyone, it is owed back to the County. Based on language in the current agreement the County has the **"right to withhold any amounts due and owing"**.

If you have any questions or comments, please do not hesitate to contact me.

Sincerely,

Lea Ann Thomas  
Deputy County Manager

Lakeland Area Mass Transit  
Pension Expense for 09/30/2016  
Pension Calculation

	Expense	Fund 1 (70%)	Fund 5 (30%)
FRS Employer Contributions	\$ (193,116.00)	\$ (135,181.20)	\$ (57,934.80)
HIS Employer Contributions	\$ (75,661.00)	\$ (52,962.70)	\$ (22,698.30)
	<u>\$ (268,777.00)</u>	<u>\$ (188,143.90)</u>	<u>\$ (80,633.10)</u>
Compiled by FRS not Lamtd 06/30/2016			
FRS Employer Actual Accrued Annual Expense	\$ 479,178.00	\$ 335,424.60	\$ 143,753.40
HIS Employer Actual Accrued Annual Expense	\$ 335,465.00	\$ 234,825.50	\$ 100,639.50
	<u>\$ 814,643.00</u>	<u>\$ 570,250.10</u>	<u>\$ 244,392.90</u>
Total Pension Expense	\$ 545,866.00	\$ 382,106.20	\$ 163,759.80

**Proportionate Share of Net Pension Liability  
Florida Retirement System**

The District reported deferred outflows of resources and deferred inflows of resources from the following sources:

	<u>Deferred Outflows</u>	<u>Deferred Inflows</u>	
Balance as of 09/30/2015	-	-	
Experience	\$ 153,100	\$ (18,617)	
Assumptions	120,966	0	
Investments	516,856	0	
Employer Specific Adjustments	941,170	0	
	<u>1,732,092</u>	<u>(18,617)</u>	
Balance as of 09/30/2016			\$ 1,713,475
Employer Contributions			(193,116)
Employer Annual Pension Expense			<u>479,178</u>
Employer proportionate Share of Net Pension Liability as of 09/30/2016			<u>\$ 1,999,537</u>

**Proportionate Share of Net Pension Liability  
Health Insurance Subsidy Program**

The District reported deferred outflows of resources and deferred inflows of resources from the following sources:

	<u>Deferred Outflows</u>	<u>Deferred Inflows</u>	
Balance as of 09/30/2015	-	-	
Experience	\$ -	\$ (3,918)	
Assumptions	269,971	-	
Investments	870	-	
Employer Specific Adjustments	1,193,651	-	
Balance as of 09/30/2016	<u>1,464,492</u>	<u>(3,918)</u>	
Total			\$ 1,460,574
Employer Contributions			(75,661)
Employer Annual Pension Expense			<u>335,465</u>
Employer proportionate Share of Net Pension Liability as of 09/30/2016			<u>\$ 1,720,377</u>



Account No	Department	Fund	Type	Account Description	Prior Rev/Expd	Anticipated/Budget	Current Rev/Expd	YTD Rev/Expd	Cancel	net/Excess/Def	Excess/Def
50101	1-0000	Fund 1	1	1-0000-50 Accrued Payroll	26,748.20						
50101	1-0450	Fund 1	1	1-0450-50 Salaries - Operators (FR)	1,303,273.84	1,153,780.36	1,020,371.43	1,020,371.43	0	8,343.04	0
50101	1-0500	Fund 1	1	1-0500-50 Salaries - Operators (PT)	444,330.51	431,651.26	405,146.84	405,146.84	0	133,418.93	68,4400
50102	1-0100	Fund 1	1	1-0100-50 Salaries (Admin)	194,756.35	214,994.87	280,033.21	280,033.21	0	26,402.42	93,8000
50102	1-0150	Fund 1	1	1-0150-50 Other Salaries & Wages (Fin)	385,678.66	605,197.94	491,918.26	491,918.26	0	45,038.54	120,9500
50102	1-0250	Fund 1	1	1-0250-50 Other Salaries - Customer Services (M)	118,680.36	133,637.89	133,685.94	133,685.94	0	13,279.66	87,3700
50102	1-0300	Fund 1	1	1-0300-50 Other Salaries & Wages (IT)	66,284.74	72,930.00	75,264.15	75,264.15	0	258.05	100,1900
50102	1-0350	Fund 1	1	1-0350-50 Other Salaries - Operations Office (CC)	159,265.35	177,237.56	191,074.11	191,074.11	0	13,630.55	107,8100
50102	1-0400	Fund 1	1	1-0400-50 Other Salaries - Operations (Supp)	202,935.99	233,112.07	216,153.93	216,153.93	0	16,858.14	92,7300
50102	1-0500	Fund 1	1	1-0500-50 Other Salaries & Wages (S&S)	374,379.62	318,278.16	354,497.59	354,497.59	0	35,218.43	111,0300
50102	1-0600	Fund 1	1	1-0600-50 Other Salaries & Wages (F&M)	134,840.78	83,681.05	86,455.02	86,455.02	0	2,773.97	103,3100
50103	1-0700	Fund 1	1	1-0700-50 Operators - Overtime (FR)	648,514.25	629,771.29	626,228.13	626,228.13	0	3,546.16	99,4400
50103	1-0450	Fund 1	1	1-0450-50 Operators - Overtime (PT)	160,578.62	184,368.77	196,225.44	196,225.44	0	11,638.67	108,4200
50104	1-0100	Fund 1	1	1-0100-50 Other Salaries & Wages - Overt	81,570.84	87,890.70	106,989.97	106,989.97	0	18,089.27	121,7300
50104	1-0150	Fund 1	1	1-0150-50 Other Salaries & Wages - Overt	2,689.88	37,035.71	35,246.47	35,246.47	0	1,399.24	86,3100
50104	1-0200	Fund 1	1	1-0200-50 Other Salaries & Wages - Overt	2,147.34	3,000.00	2,310.78	2,310.78	0	680.22	77,0300
50104	1-0250	Fund 1	1	1-0250-50 Other Salaries & Wages - Overt	1,717.91	10,002.49	2,779.88	2,779.88	0	7,222.80	27,7900
50104	1-0300	Fund 1	1	1-0300-50 Other Salaries & Wages - Overt	1,050.66				0	0	0
50104	1-0350	Fund 1	1	1-0350-50 Other Salaries & Wages - Overt	2,379.02	2,000.00	981.21	981.21	0	1,018.79	48,0600
50104	1-0400	Fund 1	1	1-0400-50 Other Salaries & Wages - Overt	8,104.31	5,002.78	6,509.34	6,509.34	0	1,506.55	130,1100
50104	1-0450	Fund 1	1	1-0450-50 Other Salaries & Wages - Overt	2,028.04	3,005.76	1,838.89	1,838.89	0	1,066.07	64,3300
50104	1-0500	Fund 1	1	1-0500-50 Other Salaries & Wages - Overt	393.71	600.00	24.17	24.17	0	475.83	4,8300
50104	1-0550	Fund 1	1	1-0550-50 Other Salaries & Wages - Overt	54,671.30	58,633.30	65,520.72	65,520.72	0	10,887.42	111,7500
50104	1-0700	Fund 1	1	1-0700-50 Other Salaries & Wages - Overt	2,008.49	1,998.38	1,313.63	1,313.63	0	682.75	65,8000
Total LAMTD Payroll										4,273,515.08	
50101	5-0000	Fund 5	1	5-0000-50 Accrued Payroll							
50101	5-0450	Fund 5	1	5-0450-50 Salaries - Operators (FR)			87,898.05	87,898.05	0	87,898.05	0
50101	5-0500	Fund 5	1	5-0500-50 Salaries - Operators (PT)			503,737.25	503,737.25	0	503,737.25	0
50102	5-0100	Fund 5	1	5-0100-50 Salaries (Admin)			400,050.58	400,050.58	0	400,050.58	0
50102	5-0150	Fund 5	1	5-0150-50 Other Salaries & Wages (Fin)			18,413.49	18,413.49	0	18,413.49	0
50102	5-0200	Fund 5	1	5-0200-50 Salaries - Customer Services (M)			183,898.42	183,898.42	0	183,898.42	0
50102	5-0250	Fund 5	1	5-0250-50 Salaries - Operations Office (CC)			54,408.22	54,408.22	0	54,408.22	0
50102	5-0300	Fund 5	1	5-0300-50 Salaries - Operations (Supp)			228,041.23	228,041.23	0	228,041.23	0
50102	5-0350	Fund 5	1	5-0350-50 Other Salaries & Wages (S&S)			207,226.92	207,226.92	0	207,226.92	0
50103	5-0400	Fund 5	1	5-0400-50 Operators - Overtime (FR)			24,650.03	24,650.03	0	24,650.03	0
50103	5-0450	Fund 5	1	5-0450-50 Operators - Overtime (PT)			44,780.68	44,780.68	0	44,780.68	0
50103	5-0500	Fund 5	1	5-0500-50 Other Salaries & Wages - Overt			42,127.39	42,127.39	0	42,127.39	0
50104	5-0100	Fund 5	1	5-0100-50 Other Salaries & Wages - Overt			34,349.49	34,349.49	0	34,349.49	0
50104	5-0150	Fund 5	1	5-0150-50 Other Salaries & Wages - Overt			644.47	644.47	0	644.47	0
50104	5-0200	Fund 5	1	5-0200-50 Other Salaries & Wages - Overt			6,371.70	6,371.70	0	6,371.70	0
50104	5-0250	Fund 5	1	5-0250-50 Other Salaries & Wages - Overt			744.13	744.13	0	744.13	0
50104	5-0300	Fund 5	1	5-0300-50 Other Salaries & Wages - Overt			5,924.16	5,924.16	0	5,924.16	0
Total County PR										1,331,442.21	

Salaries Fund 1  
 Salaries Fund 5  
 4,273,515.08  
 1,331,442.21  
 5,604,957.29

70%  
30%

# LAMTD Quarterly Invoice

DATE July 1, 2019

Billing Cycle: 04.01.2019 to 06.30.2019

Remit to: LAMTD  
1212 George Jenkins Blvd  
Lakeland, FL 32815  
863-327-1308 O  
863-327-1348 F

To: ElderPoint Ministries  
Attention: Jane Hammond  
ElderPoint Ministries  
1021 Lakeland Hills Blvd.  
2<sup>nd</sup> Floor, Suite 4  
Lakeland, FL 33805  
863-682-7249

**COPY**

Unit #	Product ID	Description	Annual Cost	Quarterly Cost
2012 Dodge Van	Vehicle Insurance	2608	\$2,314	\$578.50
2014 Dodge Van	Vehicle Insurance	6579	\$2,314	\$578.50
2016 Dodge Van	Vehicle Insurance	1862	\$2,347	\$586.75
2016 Dodge Van	Vehicle Insurance	5338	\$2,347	\$586.75
1998 Ford Van	Vehicle Insurance	4522	\$2,202	\$550.50
2008 Ford Van	Vehicle Insurance	5327	\$2,281	\$570.25
2003 Ford Van	Vehicle Insurance	5372	\$2,202	\$550.50
2008 Ford Van	Vehicle Insurance	5329	\$2,281	\$570.25

**Terms & Conditions:** Payable on receipt. Payable to LAMTD

PAST DUE BALANCE \$9,124.25

This billing cycle **\$4,572.00**

**DUE \$13,696.25**

INVOICE 2019003

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Date: SEPTEMBER 11, 2019  
AGENDA ITEM 6a

Agenda Item:       **Board dates for the Lakeland Area Mass Transit District for FY 19-20**

Presenter:           Tim Darby

Recommended  
Action:               Accept

Summary:            Maintaining the previous year of meetings to be held on the 2<sup>nd</sup> Wednesday of the month.

Date	Time	Place
	8:30	1212 George Jenkins Blvd, Hollingsworth Room, Lakeland,
9-Oct	AM	FL
	8:30	1212 George Jenkins Blvd, Hollingsworth Room, Lakeland,
13-Nov	AM	FL
	8:30	1212 George Jenkins Blvd, Hollingsworth Room, Lakeland,
11-Dec	AM	FL
	8:30	1212 George Jenkins Blvd, Hollingsworth Room, Lakeland,
8-Jan	AM	FL
	8:30	1212 George Jenkins Blvd, Hollingsworth Room, Lakeland,
12-Feb	AM	FL
	8:30	1212 George Jenkins Blvd, Hollingsworth Room, Lakeland,
11-Mar	AM	FL
	8:30	1212 George Jenkins Blvd, Hollingsworth Room, Lakeland,
8-Apr	AM	FL
	8:30	1212 George Jenkins Blvd, Hollingsworth Room, Lakeland,
13-May	AM	FL
	8:30	1212 George Jenkins Blvd, Hollingsworth Room, Lakeland,
10-Jun	AM	FL
	8:30	1212 George Jenkins Blvd, Hollingsworth Room, Lakeland,
8-Jul	AM	FL
	8:30	1212 George Jenkins Blvd, Hollingsworth Room, Lakeland,
12-Aug	AM	FL
	8:30	1212 George Jenkins Blvd, Hollingsworth Room, Lakeland,
9-Sep	AM	FL

LAKELAND AREA MASS TRANSIT DISTRICT

RESOLUTION NO. 19-21

A RESOLUTION RELATING TO AMENDED SCHEDULE OF REGULAR MEETINGS; AMENDING THE SCHEDULE OF REGULAR MEETINGS FOR THE 2018-2019 FISCAL YEAR; AUTHORIZING AND DIRECTING THE CHAIRMAN TO FILE THE AMENDED SCHEDULE WITH THE LOCAL GOVERNING AUTHORITY AND TO PUBLISH THE AMENDED SCHEDULE AS REQUIRED BY LAW; PROVIDING AN EFFECTIVE DATE.

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

SECTION 1. Pursuant to Section 189.417, Florida Statutes, there is hereby adopted an amended schedule of regular meetings of the Lakeland Area Mass Transit District for the fiscal year commencing October 1, 2019, as follows:

AMENDED SCHEDULE OF REGULAR MEETINGS

<u>DATE</u>	<u>TIME</u>	<u>PLACE</u>
October 9, 2019	8:30 a.m.	1212 George Jenkins Blvd., Hollingsworth Room, Lakeland, FL
November 13, 2019	8:30 a.m.	1212 George Jenkins Blvd., Hollingsworth Room, Lakeland, FL
December 11, 2019	8:30 a.m.	1212 George Jenkins Blvd., Hollingsworth Room, Lakeland, FL
January 8, 2020	8:00 a.m.	1212 George Jenkins Blvd., Hollingsworth Room, Lakeland, FL
February 12, 2020	8:30 a.m.	1212 George Jenkins Blvd., Hollingsworth Room, Lakeland, FL
March 11, 2020	8:30 a.m.	1212 George Jenkins Blvd., Hollingsworth Room, Lakeland, FL
April 8, 2020	8:30 a.m.	1212 George Jenkins Blvd., Hollingsworth Room, Lakeland, FL
May 13, 2020	8:30 a.m.	1212 George Jenkins Blvd., Hollingsworth Room, Lakeland, FL
June 10, 2020	8:30 a.m.	1212 George Jenkins Blvd., Hollingsworth Room, Lakeland, FL
July 8, 2020	8:30 a.m.	1212 George Jenkins Blvd., Hollingsworth Room, Lakeland, FL
August 12, 2020	8:30 a.m.	1212 George Jenkins Blvd., Hollingsworth Room, Lakeland, FL
September 9, 2020	8:30 a.m.	1212 George Jenkins Blvd., Hollingsworth Room, Lakeland, FL

SECTION 2. The Chairman of the District, or such other person or persons designated by the governing body, is hereby authorized and directed to file the above Amended Schedule of

Regular Meetings with Stacy M. Butterfield, Clerk of the Board of County Commissioners, Bartow, Florida, and to publish the schedule as required by law.

SECTION 3. This resolution shall take effect October 1, 2019.

PASSED AND CERTIFIED AS TO PASSAGE this 11<sup>th</sup> day of September, A.D., 2018.

LAKELAND AREA MASS TRANSIT DISTRICT

BY: \_\_\_\_\_  
Chairman

ATTEST BY: \_\_\_\_\_  
Secretary

APPROVED AS TO FORM AND CORRECTNESS: \_\_\_\_\_  
Attorney for District

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Date: SEPTEMBER 11, 2019  
AGENDA ITEM 6b

Agenda Item:       **Interlocal Agreement with Polk County**

Presenter:         Tim Darby

Recommended  
Action:             Accept the language as written in the Interlocal  
                          Agreement with Polk County.

Summary:           This agreement covers the FY 2019-20 agreement  
                          between LAMTD and Polk County.

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Date: SEPTEMBER 11, 2019  
AGENDA ITEM 6c

Agenda Item: **CRA Elouise Shelter Agreement**

Presenter: Tim Darby

Recommended

Action: Accept and sign the MOU as written

Summary: The attached document is a Memorandum of Understanding from the Elouise Community Redevelopment Agency to sign over a parcel of land to be used by LAMTD to build a shelter.

**TRANSIT SHELTER MEMORANDUM OF UNDERSTANDING  
BETWEEN  
LAKELAND AREA MASS TRANSIT DISTRICT  
AND  
ELOISE COMMUNITY REDEVELOPMENT AGENCY**

THIS BUS SHELTER MEMORANDUM OF UNDERSTANDING (“MOU”) is made as of the Effective Date, defined in Section 3 below, by and between LAKELAND AREA MASS TRANSIT DISTRICT, an independent special taxing district (“LAMTD”), and ELOISE COMMUNITY REDEVELOPMENT AGENCY, a body corporate and politic created pursuant to Part III of Chapter 163, Florida Statutes (“Eloise CRA”).

**RECITALS:**

WHEREAS, Polk County is the owner of certain real property located at 710 Snively Avenue, within the Eloise Community Redevelopment Area (the “County Property”); and

WHEREAS, LAMTD operates and provides public bus transportation, commonly known as “Citrus Connection” within the Eloise Community Redevelopment Area and throughout Polk County; and

WHEREAS, the Eloise CRA has requested the installation of a new transit shelter and related facilities as described in Exhibit “A,” attached hereto and incorporated herein by reference (collectively, the “New Shelter”), to replace an existing shelter on the County Property; and

WHEREAS, the New Shelter will be located at the location depicted on Exhibit “B,” attached hereto and incorporated herein by reference; and

WHEREAS, on December 3, 2018, the Eloise CRA Advisory Committee approved funding the New Shelter in an amount not to exceed \$43,125.00; and

WHEREAS, installing the New Shelter furthers the Eloise CRA Plan’s strategic goals of enhancing community aesthetics and creating greater access to employment opportunities through reliable transportation.

NOW THEREFORE, for the covenants and agreements hereafter set forth, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Recitals. The recitals set forth above are hereby incorporated by reference into the body of this MOU as if set forth herein.

2. New Shelter Location; Funding. LAMTD shall install the New Shelter at the location depicted in Exhibit “B” and in accordance with the design criteria and specifications



described in Exhibit "A." The Eloise CRA will fund the New Shelter pursuant to the following payment schedule:

- Within thirty (30) days of the Effective Date, the Eloise CRA shall pay LAMTD an amount not to exceed \$16,250.00 to purchase and install the New Shelter.
- Within thirty (30) days of LAMTD completing the installation of the New Shelter, the Eloise CRA shall provide a final payment to LAMTD in an amount not to exceed \$17,050.00.

3. Effective Date; Term. The MOU shall commence upon the last date in which the MOU is executed by all of the parties (the "Effective Date") and shall continue thereafter through the first to occur of the following: (i) the parties' full and complete performance of their MOU duties and obligations, or (ii) the termination of the MOU pursuant to Sections 6 or 7 (the "Term").

4. Compliance with Laws and Regulations. All services completed by LAMTD pursuant to this MOU shall be conducted in compliance with all applicable local, state and federal laws, regulations, ordinances, codes and requirements, including those now in effect and hereafter adopted. LAMTD shall be responsible for obtaining any required permits or approvals for installing the New Shelter.

5. Notices. All notices, requests, demands and other communications which are required or may be given under this MOU shall be in writing and shall be deemed to have been duly given when received if personally delivered; when transmitted if transmitted by telecopy, electronic telephone line facsimile transmission or other similar electronic or digital transmission method; the day after it is sent, if sent by recognized expedited delivery service; and five (5) days after it is sent, if mailed, first class mail, postage prepaid. In each case, notice shall be sent to:

CRA: Eloise CRA  
P.O. Box 9005, Drawer CA02  
Bartow, Florida, 33831  
ATTN: CRA Manager

LAMTD: Lakeland Area Mass Transit District  
1212 George Jenkins Boulevard  
Lakeland, Florida 33815  
ATTN: Tom Phillips

6. Default. Failure of any party to comply with any provision of this MOU shall place that party in default. Prior to terminating this MOU, the non-defaulting party shall notify the defaulting party in writing. The notification shall make specific reference to the condition alleged to give rise to the default. The defaulting party shall then be entitled to a period of fifteen (15) days from the date notification is received in which to cure the default. If said default is not cured within the fifteen (15) day period, this MOU may be terminated by the non-defaulting party. The

failure of any party to exercise this right shall not be considered a waiver of such right in the event of any further default or non-compliance.

7. Termination for Convenience. At any time during the term of this MOU, this MOU may be terminated, in whole or in part, for any reason, with or without cause, by either party upon written notice given at least sixty (60) days in advance of the effective date of termination.

8. Governing Law. This MOU shall be governed by and construed in accordance with the laws of the State of Florida. Venue of any legal proceedings shall be in Polk County, Florida, if the action is commenced in state court. If any action is commenced in federal court, then venue shall be in the United States District Court for the Middle District of Florida, Tampa Division.

9. Entire Agreement; Amendments. The Recitals set forth above are hereby incorporated into and shall be deemed part of this MOU. This instrument constitutes the entire agreement between the parties. This MOU cannot be amended except in writing executed by both parties.

10. Counterparts. This MOU may be executed in counterparts, each of which shall be deemed an original and all of which, when taken together, shall constitute one instrument.

11. Severability. If any provision of this MOU is declared or determined to be unlawful, invalid or unconstitutional, such declaration shall not affect the legality of the remaining provisions of this MOU, and each provision of the MOU is deemed to be separate and severable from each other provision.

12. Sovereign Immunity. Nothing contained in this MOU shall be deemed to be a waiver of either party's sovereign immunity rights.

*[remainder of this page intentionally left blank]*

IN WITNESS WHEREOF, the parties have executed this MOU on the dates listed below.

**ELOISE COMMUNITY  
REDEVELOPMENT AGENCY**, a body  
corporate and politic created pursuant to Part  
III of Chapter 163, Florida Statutes

Attest: Stacy M. Butterfield  
Clerk of Court

By: \_\_\_\_\_  
George Lindsey, III, Chairman

By: \_\_\_\_\_  
Deputy Clerk

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

**LAKELAND AREA MASS TRANSIT  
DISTRICT**, an independent special taxing  
district

\_\_\_\_\_

By: \_\_\_\_\_  
Phillip Walker, Chairman

\_\_\_\_\_  
Witnesses

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

## EXHIBIT A

### New Shelter Specifications

#### PA03 Shelter Package:

- 5'x 14' bench
- Inverted U Bike Rack
- 30 Waste Receptacle
- 6' ADA Compliant Bench/2-36"x48" frames for Citrus Connection information

#### PA03 Shelter Package & Pads:

- Installation of new deployment pad in new relocated location, not less than 30 feet north of existing transit shelter.
- Installation of new shelter pad approximately 7'(wide) x 24'(long) x 6"(deep) with 6"x6". Welded wire mesh in shelter pad installed parallel to street.
- Installation of 5'(wide) x 8'(long) x 4"(deep) deployment pad (minimum size) installed perpendicular to street.
- Installation of the PA03 shelter package at new location.

EXHIBIT B

### Location of New Shelter



LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Date: SEPTEMBER 11, 2019  
AGENDA ITEM 6d

Agenda Item:       **License Agreement with Polk County**

Presenter:         Tim Darby

Recommended  
Action:             Accept the License Agreement as written

Summary:           An agreement with the county to grant LAMTD, the right, privilege, and license to operate and maintain a Public Bus Stop on the property described in Exhibit “A” (License Area) by constructing, maintaining, repairing, improving, facilities and fixtures associated with the Public Bus Stop.

This Instrument prepared under the direction of:  
Robert W. Allen, Administrator  
Polk County Real Estate Services  
P.O. Box 9005, Drawer RE-01  
Bartow, Florida 33831-9005  
By: Perry Quinn  
Project: Transit Bus Stop  
Parent Tract Parcel I.D. #262905-666500-002020

## **LICENSE AGREEMENT**

**THIS LICENSE AGREEMENT** is hereby made and entered into the last date executed, the "Effective Date", by and between **POLK COUNTY**, a political subdivision of the State of Florida, whose address is 330 West Church Street, Bartow, FL, 33830, hereinafter referred to as "LICENSOR" and **LAKELAND AREA MASS TRANSIT DISTRICT**, an independent special district, whose mailing address is 1212 George Jenkins Boulevard, Lakeland, FL 33815, hereinafter referred to as "LICENSEE". The LICENSOR and LICENSEE are hereinafter referred to individually as "Party" or collectively as the "Parties".

### **WITNESSETH:**

**WHEREAS**, LICENSOR is the fee simple owner of certain real property identified as Parcel Number 262905-666500-002020, located at 710 Snively Avenue, Winter Haven, Florida 33880; and

**WHEREAS**, LICENSEE desires to use LICENSOR'S property, as more particularly shown on Exhibit "A"(License Area), attached hereto and by reference made a part hereof, for the purpose of a Public Bus Stop; and

**WHEREAS**, LICENSEE's actions on the property will benefit the citizens of the local community and the citizens of Polk County by allowing a Public Bus Stop in the area of LICENSOR's property; and

**WHEREAS**, LICENSOR desires to grant to the LICENSEE, a license for the aforementioned purpose.

**NOW, THEREFORE**, for and in consideration of the terms, conditions, and mutual covenants contained herein and other good and valuable consideration received by each party, the sufficiency of which are hereby acknowledged, LICENSOR and LICENSEE., hereby agree as follows:

1. LICENSOR hereby grants LICENSEE., its agents, successors and assigns, the right, privilege, and license to operate and maintain a Public Bus Stop on the property described in Exhibit "A" (License Area) by constructing, maintaining, repairing, improving, facilities and fixtures associated with the Public Bus Stop such as a bench, shelter, bike rack, sign, trash can, concrete pad, along with the removal of said facilities and fixtures, together with ingress and egress to and upon said License Area from the public right of way, for the purpose of exercising the rights, privileges, and license granted herein.

2. This License is granted for a primary term of ten(10) years from the Effective Date and shall continue in full force and effect thereafter until terminated by LICENSOR or LICENSEE, upon one hundred twenty (120) days written notice. LICENSOR and LICENSEE shall each have the unilateral right, in their sole and absolute discretion to terminate this Agreement for any reason, at any time, with (120) days written notice. LICENSEE hereby acknowledges, confirms, and agrees that the LICENSEE bears all the risk of loss, including but not limited to the loss of monies, resources, equipment, personal property, fixtures, improvements and other belongings and investments resulting from the exercise by the LICENSOR or the LICENSEE of the respective rights under this paragraph.
3. LICENSOR retains the right the use the property in any manner not inconsistent with the rights herein granted to LICENSEE, provide however, that the LICENSOR shall not disturb any fixtures added by the LICENSEE in any way without prior approval by LICENSEE.
4. The LICENSOR does hereby represent and warrant to the LICENSEE that as of the date of this Agreement to the best of the LICENSOR's knowledge:
  - (a) LICENSOR has title to the property.
  - (b) The undersigned is duly authorized to execute this Agreement on behalf of the LICENSOR.
5. To the extent allowed by Florida law, the LICENSEE agrees to indemnify and hold harmless, the LICENSOR, and its successors and assigns, from any and all liability for regulatory violations, fines, costs, damages or claims for damages arising out of the design, construction, operation and maintenance of the property and associated facilities resulting therefrom. Nothing herein either express or implied shall be deemed a waiver of the LICENSOR'S sovereign immunity under Section 768.28, Florida Statutes. None of the Parties shall be responsible for any kind of regulatory violation, fine, cost, damage or claim caused by or arising out of, in whole or in part, any other Party's negligent conduct.
6. All notices required or permitted under this agreement shall be given to the Parties by certified mail, return-receipt requested, hand delivery or express courier, and shall be effective upon receipt.
7. Notices shall be sent to the Parties at the addresses set forth below:

Notice to LICENSOR:           Real Estate Services Administrator  
  P.O. Box 9005, Drawer RE-01  
  Polk County, FL 33831-9005

With a copy to :               County Attorney  
  Polk County Board of County Commissioners  
  330 West Church Street  
  Bartow, FL 33830



Notice to LICENSEE:           Lakeland Area Mass Transit District  
  1212 George Jenkins Boulevard  
  Lakeland, Florida 33815

8.     The LICENSEE, at its own expense, agrees to keep and maintain or cause to be kept and maintained, the subject License Area in good repair and in a clean, safe, and attractive condition throughout the duration of the license agreement.
9.     LICENSEE agrees that any and all work performed on the License Area and in association with the purposes of this license shall be done in a good, safe, workmanlike manner and in accordance with applicable federal, state, and local statutes, rules, regulations and ordinances.
10.    Upon termination of this License Agreement, the LICENSEE shall, within a reasonable time and at their sole cost and expense, remove all fixtures, accessories, and materials owned by the LICENSEE from the property and restore said property as nearly as practicable to its condition prior to the granting of the License.
11.    This Agreement may only be modified or amended by written instrument executed by both the LICENSOR and LICENSEE.
12.    This Agreement states the entire understanding between the Parties and supersedes any written or oral representations, statements, negotiations or agreements to the contrary.
13.    This License Agreement shall be binding upon and inure to the benefit of all successors, assigns, employees, visitors, concessionaires, licenses, invitees and guests of the LICENSOR and LICENSEE.
14.    In the event any of the provisions of this License Agreement should contravene, or be invalid under, the laws of the United States of America or any particular state, county or jurisdiction where used, such contravention or invalidity should not invalidate this License Agreement, but each should be construed as if not containing the particular provision or provisions held to be invalid, and the rights and obligations of the parties hereto shall be construed and enforced accordingly.
15.    This License Agreement is being delivered and is intended to be performed in the State of Florida, and shall be interpreted, constructed, construed and enforced in accordance with the laws of the State of Florida. LICENSOR and LICENSEE agree that venue for any disputes that arise from this License Agreement shall properly lie in Polk County, Florida, and that any and all such litigation will be heard and ruled upon by the Circuit Court in and for Polk County, Florida or the United States District Court for the Middle District of Florida and consents to the jurisdiction of these courts.

**IN WITNESS WHEREOF**, the undersigned Licensor has executed this License Agreement on \_\_\_\_\_ day of \_\_\_\_\_, 2019.

ATTEST:

**STACY M. BUTTERFIELD, CLERK**

By: \_\_\_\_\_  
Deputy Clerk

Reviewed as to Form and Legal Sufficiency:

By: \_\_\_\_\_  
Polk County Attorney's Office

**LICENSOR:**

**POLK COUNTY, FLORIDA**

a political subdivision of the State of Florida

By: \_\_\_\_\_  
William D. Beasley, County Manager

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

**IN WITNESS WHEREOF**, the undersigned Licensee has executed this License Agreement on \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Witness

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

\_\_\_\_\_  
Witness

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

**LICENSEE:**

**LAKELAND AREA MASS TRANSIT DISTRICT**, an independent special district

By: \_\_\_\_\_  
Tom Phillips, Executive Director

**STATE OF FLORIDA  
COUNTY OF POLK**

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2019 by Tom Phillips, as Executive Director of the Lakeland Area Mass Transit District, an independent special district, who is personally known to me or who has produced \_\_\_\_\_ as identification.

(AFFIX NOTARY SEAL)

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Print Name  
My Commission Expires \_\_\_\_\_

## EXHIBIT A

### Location of New Shelter



LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Date: SEPTEMBER 11, 2019  
AGENDA ITEM 6e

Agenda Item:       **Fort Meade Fair Share Agreement**

Presenter:         Tim Darby

Recommended  
Action:             Accept the new Fair Share Agreement to include the  
reduction of services.

Summary:           This fair share is similar to previous versions but includes  
the reduction of 8 runs of the bus down to 4.

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Date: SEPTEMBER 11, 2019  
AGENDA ITEM 6f

Agenda Item:       **Riverstone Annexation Agreement**

Presenter:         Tim Darby

Recommended  
Action:             Accept the revised Annexation Agreement for the  
Riverstone Development project.

Summary:           The Riverstone Annexation Agreement which was  
originally passed was amended and therefore needs to be  
reaccepted by the District and the City of Lakeland. The  
first adoption did not include the entire development  
project area.

Legal Description Towne Park South:

The NE 1/4; and the SE 1/4 of the SE 1/4 of the NW 1/4; and the East 3/4 of the NE 1/4 of the SW 1/4 of Section 17, Township 29 South, Range 23 East, Polk County, Florida.

Together with:

Lot 88, Woodhaven, an unrecorded subdivision, described as the North 330 feet of the West 1/2 of the SE 1/4 of Section 17, Township 29 South, Range 23 East, Polk County, Florida, Less and Except the East 990 feet thereof, Also Less and Except Timberwood Drive.

Together with:

The NW 1/4, Less the SE 1/4 of the SE 1/4 of said NW 1/4; and the NW 1/4 of the SW 1/4; and the West 1/4 of the NE 1/4 of the SW 1/4 of Section 17, Township 29 South, Range 23 East, Polk County, Florida.

Together with:

A parcel of land lying in the SE 1/4 of the SW 1/4 of Section 17, Township 29 South, Range 23 East, Polk County, Florida, being described as follows:

Begin at the SW corner of said SE 1/4 of the SW 1/4; thence run North along the West line of said SE 1/4 of the SW 1/4, 1341.32 feet to the North line of said SE 1/4 of the SW 1/4; thence run Easterly, along said North line of the SE 1/4 of the SW 1/4, 497.61 feet; thence run South 00 deg. 18" 45" East, parallel with the Westerly line of the SE 1/4 of the SW 1/4, 1341.72 feet to the South line of said Section 17; thence run Westerly, along said Southerly line of Section 17, 497.81 feet to the Point of Beginning. Less and Excepting therefrom the road right of way.

Together with:

The East 1/2 of the East 1/2 of the SW 1/4 of the SW 1/4 of Section 17, Township 29 South, Range 23 East, Polk County, Florida; Less and Excepting therefrom the North 208.75 feet of the South 238.75 feet of the West 208.75 feet; also Less and Excepting the road right of way.

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
SEPTEMBER 11, 2019  
AGENDA ITEM #7a

Agenda Item: July 31, 2019 LAMTD Monthly Financial Statement  
FY 2018-19

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 July 31, 2019  
FY 2018-2019

**Year to Date July 31, 2019**

Description	YTD of FY Budget	YTD Budget \$	YTD Actual \$	YTD of FY Expended	Annual Budget
Revenue YTD	83%	\$8,959,150	\$8,953,700	100%	\$10.8 Million
Expenses YTD	83%	\$8,959,150	\$7,655,378	85%	\$10.8 Million

**REVENUES:**

The total revenues realized year-to-date through July 31, 2019 totaled \$8.95million or 100% of the YTD budget.

- Farebox revenues reflect \$531,000 or 95% of YTD budgeted revenues through July 31, 2019.
- Contract revenues totaled \$156,000 or 92% of the budgeted revenues for UAP (Universal Access Passes).
- Other Contract Revenues totaled \$93,600 for RAMCO. RAMCO payment of \$93,600 billed in January and received in March 2019.
- Ad Valorem taxes reflects \$4.74 million or 102% of the Tax Levy. The total budgeted revenues are \$4.7 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 \$180,000 over budget.
- Florida DOT operating grants \$1.7 million is being billed quarterly. These grants are on a cash basis which mean the services must be provided before we receive grant assistance. The year-to-date revenues totaled \$1.01 million.
- FTA Section 5307 operating and capital grants budgeted at \$2.4 million. This grant is also on a cash basis which means that the District must expend the funds before we seek grant reimbursement. Since most of the grant funding is used for operations and preventative maintenance the grant reimbursement is received at the end of the fiscal year after State funds are recognized. The year-to-date revenues totaled \$1.3 million.
- Advertising income reflects \$137,000 over budget due to revenues being prepaid.
- The Support cost reimbursement revenue is in line with budget.
- Misc. revenue totaled \$139,000 resulting from reimbursement for Capital expenses from the County after the 9/30/18 audit.
- 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 July 31, 2019  
FY 2018-2019

**EXPENSES:**

The total expenses year-to-date through July 31, 2019 totaled \$7.7 million or 85% of the YTD budget.

- Salaries and benefits represent 64% of the FY 2018-2019 budget. As of July 31, 2019, these expenses totaled \$5.0 million or 13% under budget of \$5.75 million.
- Professional and Technical Services expenses totaled \$340,000 of the YTD budget; and in line with budget.
- Other services expenses totaled \$73,000 of the YTD budget, over budget due to cost for temporary employees in Finance- budgeted in salaries account.
- Fuel expenses totaled \$435,000 YTD, under budget; due to fuel cost being under budgeted cost.
- Materials and supplies totaled \$442,000 under budget, a favorable variance.
- Dues and subscriptions, and office supplies are under budget, a favorable variance.
- 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.

Other remaining expenses are under the YTD budget through July 31, 2019

CHANGE IN FINANCIAL CONDITION	
Based on the year-to-date budget-to-actual variances through July 31 <sup>st</sup> the financials reflect are favorable actual variance of \$1.3 million with 83% of the fiscal year.	

STATISTICAL TRENDS LAST FIVE YEARS AUDITED FINANCIAL STATEMENTS					
	9/30/18	9/30/17	9/30/16	9/30/15	9/30/14
1. Farebox Recovery Ratio (All modes)	13.00%	10.04%	13.95%	25.50%	23.08%
2. Cost per revenue hour	\$108.42	\$106.94	\$104.76	\$89.45	\$86.29
3. Revenue Hours	146,597	142,189	139,228	103,550	117,008
4. Fuel Cost (\$)	\$1,082,166	\$834,971	\$757,485	\$847,360	\$1,316,739
5. Ridership	1,252,600	1,346,211	1,393,620	1,424,965	1,647,010

\*

\* Total 13.00%, LAMTD 13.40%, PCTS 4.70%



# LAKELAND AREA MASS TRANSIT DISTRICT

FY 2019  
MONTHLY FINANCIAL STATEMENT  
MONTH OF Jul 2019

Account	Month				YTD				Approved Annual Budget
	Actual	Budget	Variance		Actual	Budget	Variance		
			\$'s	%			\$'s	%	
Farebox/Pass Sales	\$ 45,164	\$ 55,833	\$ (10,669)	-19%	\$ 530,958	\$ 558,333	\$ (27,375)	-5%	\$ 670,000
Contract Income (UAP)	\$ 11,621	\$ 17,025	\$ (5,404)	-32%	\$ 155,822	\$ 170,250	\$ (14,429)	-8%	\$ 204,300
Other Contract Revenue	\$ -	\$ 7,800	\$ (7,800)	-100%	\$ 93,600	\$ 78,000	\$ 15,600	20%	\$ 93,600
Miscellaneous Income	\$ 36,113	\$ 2,917	\$ 33,197	1138%	\$ 138,405	\$ 29,167	\$ 109,239	375%	\$ 35,000
Advertising Revenue	\$ 33,000	\$ 12,500	\$ 20,500	164%	\$ 136,673	\$ 125,000	\$ 11,673	9%	\$ 150,000
Investment/Interest Income (net)	\$ 16,288	\$ 5,833	\$ 10,455	179%	\$ 179,820	\$ 58,333	\$ 121,486	208%	\$ 70,000
Ad Valorum Income, net	\$ 6,286	\$ 389,136	\$ (382,849)	-98%	\$ 4,743,953	\$ 3,891,358	\$ 852,594	22%	\$ 4,669,630
FDOT Operating Grant	\$ 60,172	\$ 143,423	\$ (83,251)	-58%	\$ 1,078,628	\$ 1,434,233	\$ (355,605)	-25%	\$ 1,721,080
Federal Operating Grant	\$ 1,041,347.00	\$ 203,380	\$ 837,967	412%	\$ 1,308,250	\$ 2,033,800	\$ (725,550)	-36%	\$ 2,440,560
Cost Recovery	\$ 698	\$ 833	\$ (135)	-16%	\$ 60,122	\$ 8,333	\$ 51,788	621%	\$ 10,000
City of Lakeland	\$ 15,810	\$ 18,048	\$ (2,237)	-12%	\$ 151,632	\$ 180,475	\$ (28,843)	-16%	\$ 216,570
Bartow Express	\$ -	\$ 1,203	\$ (1,203)	-100%	\$ 17,738	\$ 12,033	\$ 5,704	47%	\$ 14,440
PCTS - Support Cost Reimb.	\$ 35,811	\$ 37,983	\$ (2,173)	-6%	\$ 358,105	\$ 379,833	\$ (21,728)	-6%	\$ 455,800
TOTAL REVENUES	\$ 1,302,311	\$ 895,915	\$ 406,396	45%	\$ 8,953,705	\$ 8,959,150	\$ (5,445)	0%	\$ 10,750,980
Salaries	\$ 339,473	\$ 396,968	\$ (57,496)	-14%	\$ 3,549,181	\$ 3,969,683	\$ (420,503)	-11%	\$ 4,763,620
Employee Benefits	\$ 153,508	\$ 177,621	\$ (24,113)	-14%	\$ 1,450,935	\$ 1,776,208	\$ (325,273)	-18%	\$ 2,131,450
Advertising Fees	\$ 1,030	\$ 1,750	\$ (721)	-41%	\$ 14,035	\$ 17,500	\$ (3,465)	-20%	\$ 21,000
Professional & Technical Ser	\$ 60,598	\$ 33,817	\$ 26,781	79%	\$ 339,807	\$ 338,167	\$ 1,640	0%	\$ 405,800
Contract Maintenance Services	\$ 4,657	\$ 8,400	\$ (3,743)	-45%	\$ 81,115	\$ 84,000	\$ (2,885)	-3%	\$ 100,800
Other Services	\$ 2,794	\$ 4,929	\$ (2,135)	-43%	\$ 72,509	\$ 49,292	\$ 23,217	47%	\$ 59,150
Fuel & Lubricants	\$ 40,016	\$ 50,246	\$ (10,230)	-20%	\$ 435,129	\$ 502,458	\$ (67,330)	-13%	\$ 602,950
Freight	\$ 1,295	\$ 808	\$ 487	60%	\$ 3,809	\$ 8,083	\$ (4,275)	-53%	\$ 9,700
Repairs & Maintenance	\$ 24,183	\$ 4,050	\$ 20,133	497%	\$ 55,367	\$ 40,500	\$ 14,867	37%	\$ 48,600
Materials & Supplies	\$ 56,001	\$ 63,155	\$ (7,154)	-11%	\$ 441,592	\$ 631,550	\$ (189,958)	-30%	\$ 757,860
Utilities/Telephone	\$ 12,993	\$ 9,426	\$ 3,567	38%	\$ 102,709	\$ 94,258	\$ 8,450	9%	\$ 113,110
Liab & Prop Damage Insurance	\$ -	\$ 19,333	\$ (19,333)	-100%	\$ 345,629	\$ 193,333	\$ 152,296	79%	\$ 232,000
Other Corporate Insurance	\$ -	\$ 100	\$ (100)	-100%	\$ 37,120	\$ 1,000	\$ 36,120	3612%	\$ 1,200
Dues & Subscriptions	\$ 311	\$ 3,658	\$ (3,347)	-91%	\$ 29,663	\$ 36,583	\$ (6,920)	-19%	\$ 43,900
Education/Training/Meeting/Travel	\$ 7,379	\$ 9,142	\$ (1,763)	-19%	\$ 53,002	\$ 91,417	\$ (38,415)	-42%	\$ 109,700
Service Charges	\$ 1,672	\$ 1,150	\$ 522	45%	\$ 18,555	\$ 11,500	\$ 7,055	61%	\$ 13,800
Office Expense	\$ 3,033	\$ 7,558	\$ (4,525)	-60%	\$ 37,392	\$ 75,583	\$ (38,192)	-51%	\$ 90,700
Advertising & Promotions	\$ 898	\$ 2,083	\$ (1,186)	-57%	\$ 12,032	\$ 20,833	\$ (8,802)	-42%	\$ 25,000
Miscellaneous Expenses	\$ 3,542	\$ 2,446	\$ 1,096	45%	\$ 25,786	\$ 24,458	\$ 1,328	5%	\$ 29,350
Property Appraiser/Tax Collector Comm	\$ 126	\$ 14,017	\$ (13,891)	-99%	\$ 169,627	\$ 140,167	\$ 29,460	21%	\$ 168,200
LDDA, CRA Contributions	\$ -	\$ 18,048	\$ (18,048)	-100%	\$ 230,801	\$ 180,475	\$ 50,326	28%	\$ 216,570
Capital Expenditures/ Debt Service	\$ 36,242	\$ 56,717	\$ (20,474)	-36%	\$ 149,586	\$ 567,167	\$ (417,581)	-74%	\$ 680,600
Bad Debt	\$ -	\$ 167	\$ (167)	-100%	\$ -	\$ 1,667	\$ (1,667)	-100%	\$ 2,000
Restricted Contingency	\$ -	\$ 10,327	\$ (10,327)	-100%	\$ -	\$ 103,267	\$ (103,267)	-100%	\$ 123,920
TOTAL EXPENDITURES	\$ 749,751	\$ 895,915	\$ (146,164)	-16%	\$ 7,655,378	\$ 8,959,150	\$ (1,303,772)	-15%	\$ 10,750,980
REVENUES (OVER)/UNDER EXPENDITURES	\$ 552,560	\$ -	\$ 552,560		\$ 1,298,327	\$ -	\$ 1,298,327		\$ -

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
SEPTEMBER 11, 2019  
AGENDA ITEM #7b

Agenda Item: July 31, 2019 Financials for Polk County Transit Services  
Contract – FY 2018-19

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  
SEPTEMBER 11, 2019  
AGENDA ITEM #7b

Lakeland Area Mass Transit District  
Monthly Financial Report  
Polk County Transit Contract  
Month of July 31, 2019  
Year to Date Report  
Percent of FY Reported (83%)

**Revenues**

- The revenues totaled \$5.2 million or 92% of the year-to-date budget.
- The FTA grants drawdown reflects draws totaling \$1.1 million or 55%.
- Fare Revenues totaled \$112,800 or 90% of the year-to-date budget.
- The Polk County City Contributions reflects payment of \$414,000 and over budget year-to-date.
- The County funding reflects payments for the budgeted grants match totaling \$2.297 million.
- The FDOT Grants drawdown totaled \$1.26 million.

**Expenses**

- Operating expenses consists of labor cost, operating expenses and contract expenses.
- Total expenses for the period totaled \$5.4 million or 95% of the year-to-date budget.
- Salaries and wages totaled \$2.96 million or 89% of the YTD Budget
- Operating expenses totaled \$1.63 million or 100% of the YTD Budget.
- The contract services are for contractual cost for the Lynx service and other planned contractual services totaled \$689,000 or 139% of the year to date budget. The over-budget amount would be funded with Grants.
- Capital Expenses totaled \$115,000 for the Avail Bus Technology System.

Lakeland Area Mass Transit District  
Financial Statement  
Polk County Contract  
Month of July 2019

Revenue

	Annual Budget	YTD Budget	YTD Actual	Percent Expended
Revenues				
County Match	\$ 1,960,700	\$ 1,633,917	\$ 1,960,704	120%
Other Contract Revenue - County	\$ 191,600	\$ 159,667	\$ 82,909	52%
City Contribution	\$ 393,040	\$ 327,533	\$ 413,979	126%
County Contribution - PCTS	\$ 76,378	\$ 63,648	\$ 78,378	123%
Fares	\$ 150,000	\$ 125,000	\$ 112,815	90%
FDOT Block Grants:				
GOV71/G1481 - WHAT/ADA	\$ 575,600	\$ 479,667	\$ 554,812	116%
RURAL AQR07	\$ 913,000	\$ 760,833	\$ 705,428	93%
FTA				
FTA 5307 Grant	\$ 2,262,076	\$ 1,885,063	\$ 1,040,559	55%
Capital Contributions - County	\$ 257,626	\$ 214,688	\$ 257,626	120%
Total	\$ 6,780,020	\$ 5,650,016	\$ 5,207,210	92%

Expenses

	Annual Budget	YTD Budget	YTD Actual	Percent Expended
Labor	\$ 3,973,664	\$ 3,311,387	\$ 2,961,223	89%
Contract	\$ 594,000	\$ 495,000	\$ 688,559	139%
Operating	\$ 1,954,730	\$ 1,628,941	\$ 1,630,338	100%
Capital	\$ 257,626	\$ 214,688	\$ 114,887	54%
Total	\$ 6,780,020	\$ 5,650,016	\$ 5,395,007	95%

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
SEPTEMBER 11, 2019  
AGENDA ITEM #7c

Agenda Item: July 31, 2019 Financials for The Transportation Disadvantaged Program– FY 2018-19

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, 2018 and ends June 30, 2019. 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  
SEPTEMBER 11, 2019  
AGENDA ITEM #7c

Lakeland Area Mass Transit District  
Monthly Financial Report  
The Transportation Disadvantaged Program  
Month of July 31, 2019  
Year to Date Report  
Percent of FY Reported (8.3%)  
State FY July 1, 2019 thru June 30, 2020

**Revenues**

- The revenues totaled \$112,000 or 89% of the year-to-date budget.
- The TD Trust Fund Grant drawdown reflects \$94,000 or 84% of the grants.
- Contract Revenues and other revenues totaled \$5,400.
- The County funding for the match totaled \$12,000 or 97%.

**Expenses**

- Operating expenses consists of labor cost, operating expenses and contract expenses.
- Total expenses for the period totaled \$91,000 or 73% of the year-to-date budget.
- Salaries and wages totaled \$68,000 or 84% of the YTD Budget.
- Operating expenses totaled \$23,000 or 52% of the YTD Budget.

**Lakeland Area Mass Transit District  
Transportation Disadvantage Program  
Period Ending - July, 2019**

**Revenue**

	<b>Annual Budget</b>	<b>YTD Budget</b>	<b>YTD Actual</b>	<b>Total YTD</b>
<b>Revenues</b>				
County Match 10%	\$ 149,788	\$ 12,482	\$ 12,132	97%
<b>Contract Revenue</b>	\$ 228	\$ 19	\$ 102	
Adult Day Care		\$ -	\$ 5,393	
<b>FDOT Grants:</b>		\$ -		
CTD Grant -Operating	\$ 1,348,094	\$ 112,341	\$ 93,988	84%
<b>Total</b>	<b>\$ 1,498,110</b>	<b>\$ 124,843</b>	<b>\$ 111,615</b>	<b>89%</b>

**Expenditure**

	<b>Annual Budget</b>	<b>YTD Budget</b>	<b>YTD Actual</b>	<b>Total YTD</b>
Labor	\$ 973,780	\$ 81,148	\$ 67,797	84%
		\$ -		
Operating	\$ 524,330	\$ 43,694	\$ 22,805	52%
<b>Total</b>	<b>\$ 1,498,110</b>	<b>\$ 124,843</b>	<b>\$ 90,603</b>	<b>73%</b>



LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
SEPTEMBER 11, 2019  
AGENDA ITEM #7d

Agenda Item: Polk County Transit Proposed Operating Budget  
FY 2019-20 Budget

Presenter: Tom Phillips, Executive Director  
David Persaud, CFO

Recommended  
Action: Presentation to the Board FY 2019-20 Proposed Operating Budget  
for Polk County Transit for approval.

Summary: Proposed Operating Budget is included.

The proposed budget for the County is included herewith with  
revenues and expenses balanced for a total budget of \$7,854,570.

The proposed Intergovernmental agreement provides the County  
funding totaling \$2,583,896 for grants match and balancing the  
Budget.

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

Attachments: Proposed and Amended Operating Budget FY 2019-20

**Polk County Transit Budget  
Expense Summary  
FY 2019-2020**

PCTS Expenses	Actual FY 2017-2018	Approved Budget 2018-2019	Proposed Budget 2019-2020	Inc/(Dec)	Percentage
Labor	\$ 3,586,284	\$ 3,973,664	\$ 4,244,540	\$ 270,876	7%
Contract	\$ 915,014	\$ 594,000	\$ 788,116	\$ 194,116	33%
Operating	\$ 1,696,961	\$ 1,954,730	\$ 2,821,914	\$ 867,184	44%
Sub-Total	\$ 6,198,259	\$ 6,522,394	\$ 7,854,570	\$ 1,332,176	20%
Capital	\$ 95,095	\$ 257,626	\$ -	\$ (257,626)	
Total	\$ 6,293,354	\$ 6,780,020	\$ 7,854,570	\$ 1,074,550	16%

**Expenses:**

Total operating expenses are increasing by \$1.332 million adjusted to \$672,306 by reducing the \$659,870 for the Loughman Routes funded separately.

Labor and Fringe expenses are increasing by \$270,876 or 7% as described in the transmittal letter.

Contract expenses are increasing by \$194,116 or 33% for the cost of the Lynx Contract for routes 603, 416, and 427 as reflected in the FY 2017-2018 actual.

Operating expenses are essentially only increasing by \$207,314 (the \$867,184 less the Loughman percent of \$659,870) as noted in the detail expense report.

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Date: June 18, 2019

To: Todd Bond, County Budget Officer

From: Tom Phillips, Executive Director

Subject: Final Proposed FY 2019-20 Polk County Operating Budget \$7,854,570

Todd,

We are providing the Polk County Staff with a final FY 2019-20 Operating Budget with the changes requested from the June 13, 2019 meeting with the County Staff.

The attached budget summary takes into consideration all the changes that were discussed below.

1. The County Staff is concerned about County Match and the necessary amount required to balance the proposed budget. Therefore, in response the LAMTD Staff has made several revisions to the proposed budget dated April 29, 2019.
2. The LAMTD Staff earlier this fiscal year requested County Staff concurrence to use some of the accumulated FTA Section 5307 previous year grant revenues for bus capital. The County Staff concurred and the bus acquisition totaling \$666,536 with a grants match of \$166,636 was included in the proposed FY 2019-20. The Grants Match has been moved to Grant 5307 funding.
3. The LYNX Contract provides for operating three bus routes for the District. Route 416, 427 and 603. We are reducing Route 427 by \$131,890 to reduce expenses with a funding level of \$788,116 for the fiscal year.
4. On Route 27 (new route) we are increasing funding totaling \$164,966 service expansion to new municipalities (Lake Hamilton, connection between Lake Wales and Haines City).
5. We are increasing FTA Grant 5311 by \$164,566 to fund 50% of the new services for the Loughman Route, therefore reducing the County cash funding for this service. The total funding for the Loughman Route and U.S. 27 Route Transit Services \$659,870 is funded with grants.
6. These changes have contributed to more reliance on grant funding and less dependence on the County Cash funding.
7. The net decrease in the Polk County Grants Match and the amount necessary to balance the proposed budget is presented below.

**MISSION:** To be a superior provider of transportation services that contribute to the economic growth and quality of life for the communities we serve.

**Summary of Grant Funding Changes**

Description	First Budget Proposal	Revised Proposal	Changes
County Grants Match	\$1,978,640	\$2,176,676	\$198,036
FDOT Operating Grant (FTA 5311)	913,000	1,077,966	164,966
FTA Grant 5307	2,047,710	2,879,208	831,498
Total	\$4,939,350	\$6,133,850	\$1,194,500

**County Contribution Changes**

Description	First Budget Proposal	Revised Proposal	Changes
County Funding Grants Match	\$1,978,640	\$2,176,676	\$198,036
Loughman Route Budget	659,870	0	(659,870)
To Balance Budget	1,073,740	407,220	(666,520)
Total	\$3,712,250	\$2,583,896	(\$1,128,354)

The table above shows the net results of these changes on the revised budget by increasing the Grant Funding and decreasing the County Contribution. The downside to this funding methodology is that once all the prior year's FTA Section 5307 Grant Finding is exhausted the County Funding will increase back to the level and higher in the first proposed budget going forward in the future.

The District Staff will discuss this revised Budget Proposal with you and the County Staff on June 13, 2019.

Thank you,

Attachments:

- 1) Revised Budget Summary Sheet
- 2) Revised Grants Match Sheet

**LAMTD**  
**Proposed County Budget Revenue Summary**  
**October 1, 2019 thru September 30, 2020** (Revised 6-18-19)

Description	Approved Budget FY 2018-19	Proposed Budget FY 2019-20	Change
City Contributions	\$393,040	\$497,320	\$104,280
Nutrition Program	191,600	36,690	(154,910)
County Grants Match	1,960,700	2,176,676	215,976
Fare Box	150,000	136,000	(14,000)
FDOT Block Grant	575,600	643,490	67,890
FDOT Operating Grant	913,000	1,077,966	164,966
County Subsidy to Balance		407,220	407,220
FTA 5307	2,262,076	2,879,208	(617,132)
New Program Funded			
County Funds- 2018			
For Operations	76,378		(76,378)
For CIP	257,626		(257,626)
<b>Total</b>	<b>\$6,780,020</b>	<b>\$7,854,570</b>	<b>\$1,074,550</b>
<u>Operating Expenses</u>			
Total Expenses		<b>\$7,854,570</b>	
Budget Changes: 1. Took out the bus procurement and move the match up to 5307 2. Reduced LYNX routes by one bus on 427 3. 5307 increased by \$164,965.64 for their 50% of route on US 27, increased the Counties match by the same amount 4. 5311 increased by \$164,965.64 for their 50% of the Loughman route, increased the Counties match by the same amount 5. Total due from County \$2,583,896 (cash match and subsidy)			



PCTS Budget Worksheet 2020

REVENUES

Account Id	Account Description	Actual 2017	Actual 2018	Budget 2019	Actual 1-31-19	Requested	Remarks
5-401-000-CITY	City Contribution	208,085.00	321,108.03	393,040.00	79,097.31	497,320.00	
5-401-000-OCRV	Other Contract Revenue - County	-	119,097.93	191,600.00	69,566.57	36,690.00	
5-401-000-PCTS	Polk Cty Transit Svcs Contract Revenue	1,624,693.52	1,573,309.66	1,960,700.00	1,531,138.66	2,176,676.00	
5-401-010-0000	Farebox Revenues - Fixed Route	72,451.85	60,192.46	150,000.00	21,019.81	136,000.00	
5-401-010-0500	Farebox Revenues - Rural Route	23,239.47	23,518.06	-	5,517.85		
5-401-010-PCTS	County Contributins -PCTS	160,800.37	298,920.00	76,378.00	-	407,220.00	
5-401-020-0000	Farebox Revenues - Handy Bus	79.00	69.58	-	-		
5-401-090-0000	Smart Card Fee	-	2,238.00	-	415.75		
5-401-110-0000	Pass Sales-One Way Adult	-	34.50	-	105.00		
5-401-110-CIT0	Pass Sales-Citpack	4,841.00	5,922.00	-	2,478.00		
5-401-110-DP10	Day Pass - Adult	1,932.00	3,945.00	-	1,312.25		
5-401-110-DP11	Day Pass - Adult 10 Pack	1,404.00	2,965.00	-	936.00		
5-401-110-DP20	Day Pass - Senior	1,273.50	2,687.00	-	576.50		
5-401-110-DP21	Day Pass - Senior 10 Pack	1,410.00	2,062.50	-	436.50		
5-401-110-DP30	Day Pass - Student	57.50	165.00	-	85.00		
5-401-110-DP31	Day Pass - Student 10 Pack	22.00	318.00	-	-		
5-401-110-WKLY	Pass Sales - Weekly Pass	2,712.00	480.00	-	-		
5-401-120-0000	Pass Sales - Handy	18,903.00	20,109.00	-	4,979.81		
5-401-999-0000	Pass Sales - One Way Adult	-	5,100.00	-	-		
5-401-999-ZZZZ	Pass Sales - Handy	-	22,100.00	-	10,000.00		
5-402-000-0000	Miscellaneous Income	-	804.60	-	-		
5-402-999-0000	Miscellaneous Income **CASH**	20.00	89.87	-	-		
5-411-010-0000	Operating Grant FDOT PY	105,019.46	-	-	-		
5-411-020-0000	FDOT Block Grant	667,295.76	726,275.80	575,600.00	-	643,490.00	
5-411-030-0000	Operating Grant - FDOT	863,557.58	988,798.13	913,000.00	174,723.61	1,077,966.00	
5-411-040-0000	Operating Grant - FDOT JARC	-	123,559.55	-	-		
5-413-010-0000	Operating Grant - Federal	-	-	-	-		



Account Id	Account Description	Actual 2017	Actual 2018	Budget 2019	Actual 1-31-19	Requested	Remarks
5-413-020-0000	OPERATING GRANT -FEDERAL 5307	1,370,645.93	1,894,311.00	2,262,076.00	506,849.00	2,879,208.00	
5-413-030-0000	Operating Grant - Federal 5307 PY	543,694.55	-	-	-		
5-421-000-0000	Capital Grant - Federal	-	-	257,626.00	876,245.00		
5-900-000-0000	CANCEL PRIOR YEAR EXPENSE	31.53	78.86	-	-		
<b>Revenue Total</b>		<b>5,672,169.02</b>	<b>6,198,259.53</b>	<b>6,780,020.00</b>	<b>3,285,482.62</b>	<b>7,854,570.00</b>	<b>-</b>
<b>EXPENSES</b>							
<b>NON-DEPT (PC)</b>							
5-0000-50101	Accrued Payroll	-	-	-	-		
5-0000-50206	Accrued Payroll Taxes	-	-	-	-		
5-0000-50207	Unemployment Compensation	2,154.99	13,346.99	15,000.00	-	15,000.00	
5-0000-50260	<b>Insurance Broker Services</b>			11,500.00		23,000.00	
5-0000-50303	Prof. & Technical Svc.						
5-0000-50399	Other Services	35.84	-	-	-		
5-0000-50460	Materials & Supplies	-	-	-	8.87		
5-0000-50504	Telephone	44,602.94	49,008.99	32,000.00	16,207.52	48,630.00	
5-0000-50505	Cell Phone	-	9,059.24	4,000.00	2,063.54	6,200.00	
5-0000-50901	Dues & Subscriptions	4,453.38	-	6,000.00	-	6,000.00	
5-0000-50902	Travel/Meetings	686.99	89.95	5,000.00	-	5,000.00	
5-0000-50904	Service Charges	-	3,759.78	-	1,287.47	3,860.00	
5-0000-50905	Office Expense	327.01	3,657.05	2,000.00	2,232.93	6,700.00	
5-0000-50913	Software Licensing & Maintenance	-	474.00	12,000.00	5,855.76	12,000.00	
5-0000-51201	Leases & Rentals	-	-	1,500.00	-	1,500.00	
5-0000-53000	Polk County Reimbursement	601,094.74	-	-	-		
5-0000-60001	Capital Expenses	-	-	267,626.00	-	-	
<b>NON-DEPT (PC) Total</b>		<b>653,355.89</b>	<b>79,396.00</b>	<b>356,626.00</b>	<b>27,656.09</b>	<b>127,890.00</b>	<b>-</b>
<b>ADMINISTRATION (PC)</b>							
5-0100-50102	Salaries (Admin)	6,785.28	19,973.13	-	-		



Account Id	Account Description	Actual 2017	Actual 2018	Budget 2019	Actual 1-31-19	Requested	Remarks
5-0100-50205	Life Insurance (Admin)	8,812.84	-	-	-		
5-0100-50214	Other Fringe Benefits (Admin)	-	-	-	-		
5-0100-50220	FRS Exp (ER Contr) (Admin - PC)	225,593.00	263,954.00	-	-		
5-0100-50302	Advertising Fees (Admin)	-	905.94	-	-		
5-0100-50303	Prof. & Technical Svc. (Admin)	4,213.21	5,525.50	5,000.00	4,662.05	10,000.00	
5-0100-50304	Admin Fees - PR Support Cost (Admin)	454,088.52	429,550.00	455,800.00	71,621.00	509,110.00	
5-0100-50400	Fuel Gasoline (ADMIN)	593.95	-	1,500.00	-	1,500.00	
5-0100-50451	R & M Admin Bldg (Admin)	268.98	-	5,000.00	-	5,000.00	
5-0100-50460	Materials & Supplies (Admin)	-	-	1,000.00	-	1,000.00	
5-0100-50901	Dues & Subscriptions (Admin)	373.62	2,396.87	3,000.00	2,929.17	3,000.00	
5-0100-50902	Travel/Meetings (Admin)	-	17.00	-	-		
5-0100-50905	Office Expense (Admin)	-	242.82	-	-		
5-0100-50907	Postage & Shipping (Admin)	-	20.31	1,000.00	-	1,000.00	
5-0100-50911	Printing (Admin)	-	-	800.00	441.00	1,000.00	
<b>ADMINISTRATION (PC) Total</b>		<b>700,729.40</b>	<b>722,585.57</b>	<b>473,100.00</b>	<b>79,653.22</b>	<b>531,610.00</b>	<b>-</b>
<b>FINANCE &amp; PROCUREMENT (PC)</b>							
5-0150-50102	Other Salaries & Wages (Fin)	186,494.86	236,746.36	286,736.00	95,533.41	321,841.86	
5-0150-50104	Other Salaries & Wages - Overtime (Fin)	670.95	841.85	2,001.00	899.36	3,432.01	
5-0150-50201	Social Security (Fin)	13,195.93	15,082.35	17,902.00	5,622.93	20,166.98	
5-0150-50202	Medicare (Fin)	3,133.57	3,527.17	4,187.00	1,315.04	4,716.47	
5-0150-50203	Pension Plan (Fin)	17,181.25	20,264.50	23,850.00	7,965.42	26,997.73	
5-0150-50204	Health Insurance (Fin)	48,023.37	42,181.90	67,507.00	29,148.16	63,687.76	
5-0150-50205	Life Insurance (Fin)	677.32	721.78	797.00	336.20	745.53	
5-0150-50302	Advertising Fees (Fin)	-	-	-	686.17	1,000.00	
5-0150-50303	Prof. & Technical Svc. (Fin)	22,449.03	16,780.80	17,000.00	7,482.00	18,000.00	
5-0150-50305	Contract Maintenance Svc. (Fin)	4,504.58	5,930.23	4,000.00	988.55	4,000.00	
5-0150-50399	Other Services (Fin)	17,912.94	2,476.40	1,200.00	618.00	1,200.00	
5-0150-50400	Fuel Gasoline (Fin)	110.88	-	-	-	200.00	
5-0150-50403	Freight (Fin)	11.06	-	200.00	-	200.00	



Account Id	Account Description	Actual 2017	Actual 2018	Budget 2019	Actual 1-31-19	Requested	Remarks
5-0150-50460	Materials & Supplies (Fin)	302.19	381.09	800.00	273.54	800.00	
5-0150-50902	Travel/Meetings (Fin)	679.59	2,470.81	6,000.00	44.31	6,000.00	
5-0150-50903	Employee Education (Fin)	1,495.75	799.00	4,000.00	560.00	4,000.00	
5-0150-50905	Office Expense (Fin)	4,277.36	2,835.22	3,000.00	803.13	3,000.00	
5-0150-50907	Postage & Shipping (Fin)	3,105.64	2,752.73	3,000.00	1,586.35	3,000.00	
5-0150-50911	Printing (Fin)	-	-	-	14.75	100.00	
5-0150-50999	Miscellaneous (Fin)	-	217.68	-	-	200.00	
<b>FINANCE &amp; PROCUREMENT (PC) Total</b>		<b>324,226.27</b>	<b>354,009.87</b>	<b>442,180.00</b>	<b>153,877.32</b>	<b>483,288.34</b>	<b>-</b>
<b>INSURANCE (PC)</b>							
5-0200-50208	Workers' Compensation	55,248.11	56,838.25	65,000.00	18,174.62	86,000.00	
5-0200-50602	Auto Liability Coverage	-	-	-	12,514.37	25,300.00	
5-0200-50603	General Liability Coverage	-	-	-	5,889.93	26,000.00	
<b>INSURANCE (PC) Total</b>		<b>55,248.11</b>	<b>56,838.25</b>	<b>65,000.00</b>	<b>36,578.92</b>	<b>137,300.00</b>	<b>-</b>
<b>HR &amp; RISK (PC)</b>							
5-0250-50214	Other Fringe Benefits (HR)	74.35	-	500.00	-		
5-0250-50216	Driver Licenses (HR)	-	617.75	750.00	-	850.00	
5-0250-50303	Prof. & Technical Svc. (HR)	268.74	-	4,000.00	-	4,000.00	
5-0250-50306	Recruitment	-	-	-	-	2,000.00	
5-0250-50307	Drug Testing	1,903.42	5,972.01	11,000.00	1,639.84	11,000.00	
5-0250-50308	Fingerprinting	176.00	-	2,000.00	-	2,500.00	
5-0250-50399	Other Services (HR)	1,639.28	528.40	4,000.00	-	4,000.00	
5-0250-50403	Freight (HR)	-	-	570.00	-	570.00	
5-0250-50453	Repairs & Maint (HR)	-	-	1,000.00	-	1,000.00	
5-0250-50460	Materials & Supplies (HR)	99.95	-	800.00	-	2,000.00	
5-0250-50901	Dues & Subscriptions (HR)	-	-	300.00	-	500.00	
5-0250-50902	Travel/Meetings (HR)	-	-	6,000.00	-	6,000.00	
5-0250-50903	Employee Education (HR)	-	-	4,000.00	83.11	4,000.00	
5-0250-50905	Office Expense (HR)					500.00	



Account Id	Account Description	Actual 2017	Actual 2018	Budget 2019	Actual 1-31-19	Requested	Remarks
5-0250-50907	Postage & Shipping (HR)					50.00	
5-0250-50911	Printing (HR)	-	96.60	-	-	200.00	
5-0250-50912	Service Charge Cost Recovery (HR)					-	
5-0250-50920	Employee Recognition (HR)					1,000.00	
5-0250-50999	Miscellaneous (HR)					500.00	
<b>HR &amp; RISK (PC) Total</b>		<b>4,161.74</b>	<b>7,214.76</b>	<b>34,920.00</b>	<b>1,722.95</b>	<b>40,670.00</b>	<b>-</b>
<b>MARKETING (PC)</b>							
5-0300-50102	Salaries - Customer Service (Mkt)	55,859.54	58,592.13	61,252.00	18,846.72	62,630.01	
5-0300-50201	Social Security (Mkt)	3,337.94	3,362.30	3,798.00	1,043.44	3,883.06	
5-0300-50202	Medicare (Mkt)	780.57	786.20	889.00	244.01	908.14	
5-0300-50203	Pension Plan (Mkt)	4,547.79	4,817.54	5,060.00	1,556.72	5,198.29	
5-0300-50204	Health Insurance (Mkt)	16,814.50	14,780.31	16,411.00	5,164.19	16,042.86	
5-0300-50205	Life Insurance (Mkt)	136.74	144.34	170.00	56.04	143.55	
5-0300-50302	Advertising Fees (Mkt)	989.04	198.00	3,000.00	1,380.33	3,000.00	
5-0300-50303	Prof. & Technical Svc. (Mkt)	124.86	7,446.58	5,000.00	-	2,000.00	
5-0300-50399	Other Services (Mkt)	598.41	87.94	300.00	-	300.00	
5-0300-50400	Fuel Gasoline (Mkt)	463.39	1,235.20	2,000.00	85.42	2,000.00	
5-0300-50460	Materials & Supplies (Mkt)	120.00	1,002.75	500.00	-	1,000.00	
5-0300-50901	Dues & Subscriptions (Mkt)	680.60	125.00	1,000.00	-	500.00	
5-0300-50902	Travel/Meetings (Mkt)	253.32	1,048.02	1,000.00	242.00	1,500.00	
5-0300-50905	Office Expense (Mkt)	-	73.87	-	-	250.00	
5-0300-50907	Postage & Shipping (Mkt)	-	-	-	37.30	100.00	
5-0300-50908	Advertising & Promotion (Mkt)	24,600.51	15,419.93	12,000.00	1,844.61	12,000.00	
5-0300-50911	Printing (Mkt)	4,361.71	9,071.44	8,000.00	852.87	8,000.00	
5-0300-50999	Miscellaneous (Mkt)	2,075.45	18.75	2,000.00	-	7,000.00	
<b>MARKETING (PC) Total</b>		<b>115,744.37</b>	<b>118,210.30</b>	<b>122,380.00</b>	<b>31,353.65</b>	<b>126,455.91</b>	<b>-</b>
<b>IT DEPT (PC)</b>							
5-0350-50303	Prof. & Technical Svc. (IT)	15,250.00	24,788.40	43,000.00	13,772.11	43,000.00	



Account Id	Account Description	Actual 2017	Actual 2018	Budget 2019	Actual 1-31-19	Requested	Remarks
5-0350-50305	Contract Maintenance Svc. (IT)	11,696.33	17,562.02	6,000.00	8,372.10	20,000.00	
5-0350-50399	Other Services (IT)	-	18,560.35	-	-		
5-0350-50400	Fuel Gasoline (IT)	14.11	-	-	-		
5-0350-50403	Freight (IT)	-	846.46	-	-		
5-0350-50453	Repairs & Maint (IT)	-	-	2,500.00	-	2,500.00	
5-0350-50454	Repairs & Maint - Equipment (IT)	-	-	-	-		
5-0350-50460	Materials & Supplies (IT)	3,412.59	-	8,000.00	-	8,000.00	
5-0350-50902	Travel/Meetings (IT)	-	-	4,000.00	-	4,000.00	
5-0350-50905	Office Expense (IT)	298.51	22.50	500.00	120.00	1,500.00	
5-0350-50907	Postage & Shipping (IT)	-	-	-	-		
5-0350-50910	Software (IT)	11,379.70	-	10,000.00	-	10,000.00	
5-0350-50911	Printing (IT)	-	-	200.00	-	200.00	
5-0350-50914	Computer Hardware (IT)	1,299.14	19,569.87	5,000.00	-	5,000.00	
<b>IT DEPT (PC) Total</b>		<b>43,350.38</b>	<b>81,349.60</b>	<b>79,200.00</b>	<b>22,264.21</b>	<b>94,200.00</b>	<b>-</b>
<b>CALL CENTER (PC)</b>							
5-0400-50102	Salaries - Operations Office (CC)	254,062.28	254,378.87	339,492.00	81,009.26	337,799.79	
5-0400-50104	Other Salaries & Wages - Overtime (CC)	10,671.62	9,832.46	7,356.00	1,741.40	9,961.22	
5-0400-50201	Social Security (CC)	19,270.66	19,199.00	21,505.00	6,079.43	21,561.18	
5-0400-50202	Medicare (CC)	4,522.24	4,490.06	5,030.00	1,421.80	5,042.53	
5-0400-50203	Pension Plan (CC)	25,012.38	27,156.40	28,650.00	8,857.89	28,864.16	
5-0400-50204	Health Insurance (CC)	94,468.05	74,329.62	99,404.00	25,241.36	100,109.82	
5-0400-50205	Life Insurance (CC)	1,501.96	1,223.59	958.00	504.31	797.07	
5-0400-50303	Prof. & Technical Svc. (CC)	52,398.23	93,533.30	70,000.00	69,108.75	80,500.00	
5-0400-50305	Contract Maintenance Svc. (CC)	-	142.50	1,500.00	-	1,750.00	
5-0400-50400	Fuel (CC)	-	-	300.00	-	450.00	
5-0400-50460	Materials & Supplies (CC)	351.50	106.39	1,110.00	-	1,300.00	
5-0400-50902	Travel/Meetings (CC)	112.09	-	3,000.00	-	3,000.00	
5-0400-50903	Employee Education (CC)	-	-	1,000.00	-	1,500.00	
5-0400-50905	Office Expense (CC)	1,043.18	1,157.55	4,000.00	-	4,000.00	



Account Id	Account Description	Actual 2017	Actual 2018	Budget 2019	Actual 1-31-19	Requested	Remarks
5-0400-50907	Postage & Shipping (CC)	-	-	-	214.00	400.00	
5-0400-50999	Miscellaneous (CC)	-	43.32	-	-	400.00	
<b>CALL CENTER (PC) Total</b>		<b>463,414.19</b>	<b>485,593.06</b>	<b>583,305.00</b>	<b>194,178.20</b>	<b>597,435.77</b>	<b>-</b>
<b>OP'S - FIXED ROUTE (PC)</b>							
5-0450-50101	Salaries - Operators (FR)	590,807.31	726,591.76	840,133.00	256,939.44	937,155.18	
5-0450-50103	Operators - Overtime (FR)	39,323.48	72,717.49	68,086.00	16,716.57	80,908.94	
5-0450-50200	Deferred Compensation (FR)	-	-	-	-		
5-0450-50201	Social Security (FR)	39,789.37	46,921.50	56,310.00	16,186.92	63,119.98	
5-0450-50202	Medicare (FR)	8,812.38	10,968.76	13,170.00	3,790.58	14,761.93	
5-0450-50203	Pension Plan (FR)	48,863.05	64,070.35	75,019.00	22,618.46	84,499.32	
5-0450-50204	Health Insurance (FR)	235,494.09	239,776.32	290,735.00	85,538.59	330,305.90	
5-0450-50205	Life Insurance (FR)	3,266.32	3,366.61	2,507.00	1,411.55	2,333.40	
5-0450-50213	Uniforms (FR)	3,608.69	1,852.09	6,000.00	-	3,500.00	
5-0450-50303	Prof. & Technical Svc. (FR)	15,301.38	3,108.25	50,000.00	-	50,000.00	
5-0450-50305	Contract Maintenance Svc. (FR)	-	25,061.45	74,000.00	-	50,000.00	
5-0450-50399	Other Services (FR)	523,668.53	915,013.94	594,000.00	172,790.05	788,116.00	
5-0450-50400	Fuel Gasoline (FR)	16,518.07	18,915.34	30,000.00	3,211.42	20,000.00	
5-0450-50401	Fuel Diesel (FR)	142,296.82	177,681.72	184,000.00	66,646.88	210,000.00	
5-0450-50402	Tires & Tubes (FR)	717.46	-	10,000.00	-	15,000.00	
5-0450-50404	Batteries (FR)	-	-	-	-		
5-0450-50455	Repairs & Maint- Buses (FR)					-	
5-0450-50460	Materials & Supplies (FR)	-	399.99	1,000.00	-	1,000.00	
5-0450-50902	Travel/Meetings (FR)	-	516.15	-	-	5,000.00	
5-0450-50903	Employee Education (FR)	-	218.75	3,000.00	-	2,000.00	
5-0450-50904	Service Charges (FR)	-	-	-	-		
5-0450-50905	Office Expense (FR)	906.09	663.88	3,500.00	586.53	2,000.00	
5-0450-50911	Printing (FR)	2,016.44	-	-	-	2,000.00	
5-0450-50999	Miscellaneous (FR)	600.00	92.20	6,000.00	35.23	527,710.00	New Program
<b>OP'S - FIXED ROUTE (PC) Total</b>		<b>1,671,989.48</b>	<b>2,307,936.55</b>	<b>2,307,460.00</b>	<b>646,472.22</b>	<b>3,189,410.65</b>	<b>-</b>



Account Id	Account Description	Actual 2017	Actual 2018	Budget 2019	Actual 1-31-19	Requested	Remarks
<b>OP'S - TRANSPORTATION DISADVANTAGED (PC)</b>							
5-0475-50999	Miscellaneous (TD)	121,089.84	112,575.97	144,500.00	42,041.35	149,810.00	
<b>OP'S - TRANSPORTATION DISADVANTAGED (PC) Total</b>		<b>121,089.84</b>	<b>112,575.97</b>	<b>144,500.00</b>	<b>42,041.35</b>	<b>149,810.00</b>	<b>-</b>
<b>OP'S - PARATRANSIT (PC)</b>							
5-0500-50101	Salaries - Operators (PT)	383,578.41	531,491.07	612,245.00	181,596.17	631,925.71	
5-0500-50103	Operators - Overtime (PT)	35,725.79	42,459.24	40,695.00	11,863.97	53,876.41	
5-0500-50201	Social Security (PT)	26,625.48	34,603.33	40,483.00	11,964.65	42,519.73	
5-0500-50202	Medicare (PT)	6,719.48	8,092.74	9,468.00	2,798.21	9,944.13	
5-0500-50203	Pension Plan (PT)	36,388.09	47,202.24	53,933.00	16,646.93	56,921.58	
5-0500-50204	Health Insurance (PT)	150,882.51	123,596.54	188,906.00	51,046.69	196,002.81	
5-0500-50205	Life Insurance (PT)	1,883.78	2,121.40	1,803.00	868.00	1,571.86	
5-0500-50213	Uniforms (PT)	3,814.72	706.67	3,000.00	-	3,000.00	
5-0500-50302	Advertising Fees (PT)	-	1,650.00	2,000.00	-	2,000.00	
5-0500-50303	Prof. & Technical Svc. (PT)	-	22,336.87	-	-	15,000.00	
5-0500-50305	Contract Maintenance Svc. (PT)	3,966.91	-	3,500.00	-	3,500.00	
5-0500-50399	Other Services (PT)	-	-	2,000.00	-	2,000.00	
5-0500-50400	Fuel Gasoline (PT)	90,529.25	125,417.20	75,000.00	38,500.72	130,000.00	
5-0500-50401	Fuel Diesel (PT)	12,338.41	5,808.86	40,000.00	2,001.89	12,000.00	
5-0500-50402	Tires & Tubes (PT)	-	-	-	-	4,000.00	
5-0500-50455	Repairs & Maint - Buses (PT)	-	-	-	-	-	
5-0500-50460	Materials & Supplies (PT)	63.14	964.74	2,000.00	14.24	2,000.00	
5-0500-50902	Travel/Meetings (PT)	-	2,400.39	7,000.00	1,620.41	7,000.00	
5-0500-50903	Employee Education (PT)	-	4,824.83	8,000.00	2,400.00	5,000.00	
5-0500-50904	Service Charges (PT)	-	-	-	-	1,500.00	
5-0500-50905	Office Expense (PT)	207.39	1,643.26	1,000.00	63.67	1,500.00	
5-0500-50911	Printing (PT)	-	440.00	-	220.00	500.00	
5-0500-50999	Miscellaneous (PT)	-	105.10	1,000.00	4.98	1,000.00	
<b>OP'S - PARATRANSIT (PC) Total</b>		<b>752,723.36</b>	<b>955,864.48</b>	<b>1,092,033.00</b>	<b>321,610.53</b>	<b>1,182,762.23</b>	<b>-</b>



Account Id	Account Description	Actual 2017	Actual 2018	Budget 2019	Actual 1-31-19	Requested	Remarks
<b>OP'S - SUPPORT SERVICES (PC)</b>							
5-0550-50102	Salaries - Operations (Supp)	197,406.76	227,260.08	297,816.00	86,367.61	308,885.43	
5-0550-50104	Other Salaries & Wages - Overtime (Supp)	2,820.58	1,661.17	1,674.00	1.70	978.98	
5-0550-50201	Social Security (Supp)	16,287.02	16,408.91	18,569.00	5,345.37	19,211.59	
5-0550-50202	Medicare (Supp)	3,828.36	3,837.70	4,343.00	1,250.19	4,493.03	
5-0550-50203	Pension Plan (Supp)	21,016.74	24,470.28	24,738.00	9,093.60	25,718.75	
5-0550-50204	Health Insurance (Supp)	64,643.64	59,060.00	63,184.00	23,609.08	78,048.05	
5-0550-50205	Life Insurance (Supp)	820.39	866.07	827.00	321.75	710.21	
5-0550-50213	Uniforms (Supp)	570.70	-	5,000.00	-	1,000.00	
5-0550-50215	Uniforms (No Federal Funds) (Supp)	-	-	2,000.00	-	1,000.00	
5-0550-50400	Fuel Gasoline (Supp)	8,681.32	22,581.47	16,000.00	8,985.21	25,000.00	
5-0550-50402	Tires & Tubes (Supp)	-	-	-	-	500.00	
5-0550-50453	Repairs & Maint (Supp)	-	-	2,000.00	-	3,000.00	
5-0550-50460	Materials & Supplies (Supp)	682.01	203.98	1,000.00	-	1,000.00	
5-0550-50704	Taxes, Vehicle Licensing & Registration	-	-	-	195.50	400.00	
5-0550-50902	Travel/Meetings (Supp)	-	1,029.93	-	81.00	800.00	
5-0550-50904	Service Charges (Supp)	-	-	-	-	1,000.00	
5-0550-50905	Office Expense (Supp)					500.00	
<b>OP'S - SUPPORT SERVICES (PC) Total</b>		<b>316,757.52</b>	<b>357,379.59</b>	<b>437,151.00</b>	<b>135,251.01</b>	<b>472,246.04</b>	<b>-</b>
<b>OP'S - SAFETY &amp; SECURITY (PC)</b>							
5-0600-50102	Other Salaries & Wages (S&S)	38,076.86	56,849.02	57,685.00	15,530.41	58,976.16	
5-0600-50201	Social Security (S&S)	2,348.68	3,433.95	3,577.00	960.32	3,656.52	
5-0600-50202	Medicare (S&S)	549.25	803.19	837.00	224.58	855.15	
5-0600-50203	Pension Plan (S&S)	2,921.49	4,554.13	4,765.00	1,282.82	4,895.02	
5-0600-50204	Health Insurance (S&S)	6,532.75	9,542.31	10,565.00	821.43	24,212.77	
5-0600-50205	Life Insurance (S&S)	104.46	144.32	160.00	52.24	135.17	
5-0600-50303	Prof. & Technical Svc. (S&S)	6,831.06	16,610.02	10,000.00	-	15,000.00	
5-0600-50305	Contract Maintenance Svc. (S&S)	-	-	10,000.00	935.68	5,000.00	



Account Id	Account Description	Actual 2017	Actual 2018	Budget 2019	Actual 1-31-19	Requested	Remarks
5-0600-50399	Other Services (S&S)	-	-	5,000.00	-	2,500.00	
5-0600-50400	Fuel Gasoline (S&S)	683.31	-	1,000.00	-	2,000.00	
5-0600-50460	Materials & Supplies (S&S)	888.98	128.34	-	1,653.82	5,000.00	
5-0600-50461	Misc Shop Supplies (S&S)	-	-	2,000.00	-	2,000.00	
5-0600-50901	Dues & Subscriptions (S&S)	-	-	500.00	-	500.00	
5-0600-50902	Travel/Meetings (S&S)	-	-	4,000.00	-	4,000.00	
5-0600-50905	Office Expense - Overhead (S&S)	67.46	-	-	52.11	500.00	
5-0600-50907	Printing & Shipping (S&S)			100.00		200.00	
5-0600-50999	Miscellaneous (S&S)	-	-	100.00	-	100.00	
<b>OP'S - SAFETY &amp; SECURITY (PC) Total</b>		<b>59,004.30</b>	<b>92,065.28</b>	<b>110,289.00</b>	<b>21,513.41</b>	<b>129,530.79</b>	<b>-</b>
<b>FLEET MAINTENANCE (PC)</b>							
5-0650-50102	Salaries (FltM)	32,010.14	56,079.29	116,103.00	24,871.43	107,068.59	
5-0650-50104	Other Salaries & Wages - Overtime (FltM)	837.66	6,718.22	13,201.00	1,694.39	8,246.35	
5-0650-50201	Social Security (FltM)	2,333.61	3,962.62	8,017.00	1,454.35	7,149.54	
5-0650-50202	Medicare (FltM)	545.75	926.75	1,875.00	340.15	1,672.07	
5-0650-50203	Pension Plan (FltM)	3,167.90	4,456.75	10,681.00	1,780.55	9,571.16	
5-0650-50204	Health Insurance (FltM)	12,229.58	17,789.08	36,742.00	8,666.88	38,388.27	
5-0650-50205	Life Insurance (FltM)	169.02	257.15	357.00	112.07	264.30	
5-0650-50213	Uniforms (FltM)	-	-	-	262.50	1,000.00	
5-0650-50303	Prof. & Technical Svc. (FltM)	13,832.10	8,068.73	-	-	2,000.00	
5-0650-50305	Contract Maintenance Svc. (FltM)	211.14	2,211.48	6,000.00	2,767.60	6,000.00	
5-0650-50399	Other Services (FltM)	6,567.19	982.49	2,000.00	3,933.88	5,000.00	
5-0650-50400	Fuel Gasoline (FltM)	165.72	-	-	-		
5-0650-50401	Fuel Diesel (FltM)	-	-	2,000.00	-	500.00	
5-0650-50402	Tires & Tubes (FltM)	217.70	17,785.48	2,000.00	10,859.49	33,000.00	
5-0650-50403	Freight (FltM)	35.00	-	100.00	-	100.00	
5-0650-50404	Batteries (FltM)	593.14	1,253.00	-	2,160.90	7,000.00	
5-0650-50405	Lubricants (FltM)	-	398.74	-	-	400.00	
5-0650-50409	Fuel Master Upgrade	-	16,833.88	-	-	-	



Account Id	Account Description	Actual 2017	Actual 2018	Budget 2019	Actual 1-31-19	Requested	Remarks
5-0650-50453	Repairs & Maint (FltM)	1,696.98	-	-	-	-	
5-0650-50455	Repairs & Maint - Buses (FltM)	230,763.54	229,744.69	220,000.00	45,245.90	140,000.00	
5-0650-50460	Materials & Supplies (FltM)	-	37,724.73	10,000.00	39,498.97	119,000.00	
5-0650-50461	Misc Shop Supplies (FltM)	24.00	1,180.34	-	-		
5-0650-50465	Service / Inventory Parts (FltM)	675.22	-	-	(62.10)		
<b>FLEET MAINTENANCE (PC) Total</b>		<b>306,075.39</b>	<b>406,373.42</b>	<b>429,076.00</b>	<b>143,586.96</b>	<b>486,360.28</b>	<b>-</b>
<b>FACILITIES MAINTENANCE (PC)</b>							
5-0700-50303	Prof. & Technical Svc. (FacM)	43,566.80	-	1,000.00	-	1,000.00	
5-0700-50305	Contract Maintenance Svc. (FacM)	4,964.04	814.74	6,000.00	2,253.54	7,000.00	
5-0700-50399	Other Services (FacM)	-	28,459.47	26,000.00	-	26,000.00	
5-0700-50400	Fuel Gasoline (FacM)	323.01	-	800.00	-	2,000.00	
5-0700-50452	R & M Terminal (FacM)	-	3.70	5,000.00	-	5,000.00	
5-0700-50453	Repairs & Maint (FacM)	8,549.79	389.38	25,000.00	-	20,000.00	
5-0700-50454	Repairs & Maint - Equipment (FacM)	-	755.18	2,000.00	-	2,000.00	
5-0700-50460	Materials & Supplies (FacM)	4,910.07	8,928.08	5,000.00	5,223.89	16,000.00	
5-0700-50461	Misc Shop Supplies (FacM)	-	99.22	1,000.00	510.51	1,600.00	
5-0700-50502	Utilities (Electric) (FacM)	10,753.71	9,212.93	12,000.00	3,031.05	10,000.00	
5-0700-50503	Utilities (Water) (FacM)	2,847.02	2,113.34	6,000.00	514.39	2,000.00	
5-0700-50504	Telephone (FacM)	-	-	500.00	-	500.00	
5-0700-50505	Utilities (Solid Waste) (FacM)	8,384.34	10,089.29	12,000.00	3,477.60	12,000.00	
5-0700-50904	Service Charges (FacM)	-	1.50	-	-		
5-0700-50907	Postage & Shipping (FacM)	-	-	-	12.50		
5-0700-50999	Miscellaneous (FacM)	-	-	500.00	-	500.00	
<b>FACILITIES MAINTENANCE (PC) Total</b>		<b>84,298.78</b>	<b>60,866.83</b>	<b>102,800.00</b>	<b>15,023.48</b>	<b>105,600.00</b>	<b>-</b>
<b>TOTALS</b>		<b>5,672,169.02</b>	<b>6,198,259.53</b>	<b>6,780,020.00</b>	<b>1,872,783.52</b>	<b>7,854,570.01</b>	<b>-</b>



LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Date: SEP 11, 2019  
AGENDA ITEM 8a

Agenda Item:      **August calendar**

Presenter:        Tom Phillips

Recommended  
Action:            Informational

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jul 28	29	30	31	Aug 1	2	3
	<div>9:00am Fort Meade Meeting; Board Room</div> <div>10:00am 1 on 1 with HR; Tom's office ; Tom Phillips</div>	<div>10:00am Reroute Phase II Update; Hollingsworth Board Room; 1212 George Jenkins Blvd, Lakeland, FL 33815; James ...</div> <div>11:00am Lunch with Michelle</div> <div>1:00pm BRT Feasibility Stakeholder Meeting; Citrus Connection; Citrus Connection, 1212 George Jenkins Blvd, ...</div>	<div>8:00am Tom Working at Lakeland Terminal</div>	<div>9:00am Senior Staff Meeting; Tom Phillips</div> <div>10:00am Update with Aaron and Paul; Operation Office; Tom Phillips</div> <div>11:30am GENTS: Kyle</div> <div>2:00pm 1/1 with David Persaud; Executive Office; Tom Phillips</div>	<div>11:00am 1-on-1 with Bill; Black &amp; Brew; 205 E Main St, Lakeland, FL 33801; James Phillips</div>	
4	5	6	7	8	9	10
Teacher Work Days/Training				First Day of School (McKeel)	8:30am Lakeland Montessori; 1124 N Lake Parker Ave, Lakeland, FL 33805	
	<div>Copy: Board of Directors, Performance Indicator Data, due COB 3rd working day of ever</div> <div>Student Orientation (Montessori)</div> <div>10:00am 1 on 1 with HR; Tom's office ; Tom Phillips</div>	<div>Student Orientation (McKeel)</div> <div>10:00am Reroute Phase II Update; Hollingsworth Board Room; 1212 Geor...</div> <div>1:30pm Video shoot and meeting with ...</div>		<div>9:30am PTA Board Meeting; Neil Combee Administration Building, Commission Board Room; 330 W Church St, Bartow, FL 33830; James Phillips</div> <div>2:00pm 1/1 with David Persaud; Executive Office; Tom Phillips</div>	<div>2:30pm</div>	
11	12	13	14	15	16	17
	<div>First Day of School (Montessori)</div> <div>Polk County Schools Begin</div> <div>10:00am FY 19-20 Budget Rehearsal; Board Room; James Phillips</div> <div>11:00am Brian Yates-candidate briefing ...</div> <div>1:00pm 1 on 1 with HR; Tom's office ; To...</div>	<div>8:30am Email Ridership Update to LAMTD Board of Directors</div> <div>9:00am Fort Meade Budget Workshop; Fort Meade City Hall; Erin Killebrew</div> <div>1:00pm Reroute Phase II Update; Hollingsworth Board Room; 1212 George Jenkins Blvd, Lakeland, FL 33815; James ...</div>	<div>8:30am LAMTD Board Meeting; 1212 George Jenkins Blvd, Hollingsworth Room, Lakeland, FL; James Phillips</div>	<div>10:30am Preliminary Transit Priority System (TPS) discussion (see below and attachments) for RFP; Conf Rm Building...</div> <div>11:30am Kickoff Meeting - Transit Service Provider; Hollingsworth; Lisa Harris CPPB</div> <div>2:00pm 1/1 with David Persaud; Executive Office; Tom Phillips</div>	<div>2:15pm Lunch w/ Marius ; Gator's Dockside; 5147 US Hwy 98 S, Lakeland, FL 33812; Tom Phillips</div>	
18	19	20	21	22	23	24
	<div>10:00am 1 on 1 with HR; Tom's office ; Tom Phillips</div> <div>11:00am 1-on-1 with Marcia; Tom Phillips</div> <div>11:30am Elderpoint meeting</div> <div>12:30pm Payment provisions; James Phil...</div> <div>1:00pm Meeting with the Darbys; Hollin...</div>	<div>9:00am 1-on-1 w/Charles Reiff</div> <div>10:00am Reroute Phase II Update; Hollingsworth Board Room; 1212 Geor...</div> <div>12:00pm Lunch w/ Shandha Woodard; Sista's With Soul; 315 E Main St, Bartow...</div> <div>1:30pm mtg with Transit to discuss planning studies - at TPO office on 2nd ...</div>	<div>8:30am Haircut</div> <div>10:00am Lanier-Upshaw; Board room</div> <div>11:30am Tiger Bay Club; Bartow Civic Center; 2250 S Floral Ave, Bartow, FL ; Tom Phillips</div> <div>2:00pm 1-on-1 w/ Marcia</div>	<div>7:15am CareerSource Polk Annual Meeting &amp; Best Places to Work Awards ...</div> <div>10:00am Transitions Meeting; 1212 Geor...</div> <div>11:30am 1/1 with David Persaud; Executi...</div> <div>1:00pm Pension liability meeting with B...</div> <div>2:00pm Summit Planning meeting; Citru...</div>	<div>5:00am Request for Vacation day ; Marcia Roberson</div>	
25	26	27	28	29	30	31
	<div>10:00am Planning with the City of Lakeland; 1212 George Jenkins Blvd; Rodney Wetzel</div> <div>1:00pm 1 on 1 with HR; Tom's office ; Tom Phillips</div>	<div>8:00am Visiting Jon in Orlando</div> <div>10:00am Reroute Phase II Update; Hollingsworth Board Room; 1212 George Jenkins Blvd, Lakeland, FL 33815; James Phillips</div>	<div>10:00am Open Enrollment</div>	<div>10:00am Update with Aaron and Paul; Operation Office; Tom Phillips</div> <div>10:30am Bus Operator Graduation; Boa...</div> <div>11:00am Supervisor meeting</div> <div>1:30pm United Way Campaign pitch</div> <div>2:00pm 1/1 with David Persaud; Executiv...</div>	<div>9:00am Airport run</div> <div>11:00am Hurricane Dorian Brief; Hollingsworth; James Phillips</div> <div>2:30pm Meeting with County Manager; 330 W Church St, Bartow, FL 33830</div>	

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Date: SEPTEMBER 11, 2019  
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 July 31, 2019.

Attachments:        Ridership Report.

<b>UAP Ridership Totals FY 2019</b>	<b>LAMTD</b>	<b>WHAT</b>	<b>Total</b>
June	11,884	6,875	18,759
July	13,979	7,335	21,314
<b>UAP Ridership 2019</b>	<b>LAMTD</b>	<b>WHAT</b>	<b>Total</b>
<b>Polk State College</b>			
June	996	707	1,703
July	1,229	739	1,968
<b>LEGOLAND</b>			
June	202	1,038	1,240
July	284	1,308	1,592
<b>South Eastern University</b>			
June	99	13	112
July	136	14	150
<b>COLTS</b>			
June	203	195	398
July	158	126	284
<b>Veterans</b>			
June	3,579	1,339	4,918
July	4,080	1,518	5,598
<b>Southern Technical College</b>			
June	222	300	522
July	132	293	425
<b>Central Florida Healthcare</b>			
June	1,048	489	1,537
July	1,362	544	1,906
<b>New Beginnings High School</b>			
June	255	846	1,101
July	368	398	766
<b>LDDA</b>			
June	54	0	54
July	60	0	60
<b>PACE</b>			
June	245	165	410
July	293	205	498
<b>Peace River</b>			
June	3,017	528	3,545
July	3,253	583	3,836
<b>Summer of Safety</b>			
June	1,964	1,255	3,219
July	2,624	1,607	4,231

LAKELAND AREA MASS TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING  
Date: SEP 11, 2019  
AGENDA ITEM#9

Agenda Item:      **Other Business**

Presenter:        TBD

Recommended  
Action:            TBD

Summary:         TBD