

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Citrus Connection, Hollingsworth Meeting Room, 1212 George Jenkins Blvd.
Wednesday, December 12, 2018, at 8:30 a.m.

Call to Order	<u>Action Required</u>
1. Approval of the Nov 14, 2018 Special Meeting Minutes	Approval
2. Public Comments	TBD
3. Recognition of Service Awards	None
4. Marketing Publications	
a. myStop mobile application video	None
b. Citrus Connection TV Episodes	None
5. Finance / David Persaud	
a. LAMTD Financials	None
b. PCTS Financials	None
c. TD Financials	None
6. Legal	
a. Assumption of Winter Haven Motor Pool	Approval
7. Additional Fixed Route Operator Positions / Aaron Dunn	Approval
8. Citrus Connection Demographics and Attrition Report / Steven Schaible	None
9. Executive Director Report / Tom Phillips	
a. Agency Update(s)	None
10. Executive <u>Informational</u> Summary / Tom Phillips	
a. November Calendar	None
b. Ridership and UAP Update	None
11. Other Business	TBD
Adjournment	

LAKELAND AREA MASS TRANSIT DISTRICT
SPECIAL MEETING
DECEMBER 12, 2018
AGENDA ITEM #1

Agenda Item: Approval of the November 14, 2018 LAMTD Meeting Minutes

Presenter: James Phillips

Recommended
Action: Board approval of the November 14, 2018 LAMTD Meeting Minutes

Attachments: November 14, 2018 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, November 14, 2018 at 8:30 a.m.

Directors:

Polk County Commissioner John Hall
City of Lakeland Commissioner Phillip Walker
City of Lakeland Mayor Bill Mutz
City of Lakeland Commissioner Don Selvage

Executive Director: Tom Phillips
Executive Assistant: James Phillips

Call to Order

7:30 a.m. By Chairman Phillip Walker

Agenda Item #1 – Approval of the Minutes

1. Approval request for the approval of the October 26, 2018 LAMTD Special meeting minutes.

“Approval of October 26, 2018 LAMTD Special meeting minutes”
1st Don Selvage/ 2nd Bill Mutz

Agenda Item #2 – Public Comments

Ms. Mary Lee spoke to needing more time on bus routes with extended services.
Tom Phillips welcomed back Don Selvage.

Agenda Item #3 – Voice of the Rider – Steven Gunn / Dave Walters

Video highlighting one of our valued riders

Agenda Item #4 – Finance / David Persaud, CFO

a. Resolution 19-01

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

“Approval of Resolution 19-01”
1st Bill Mutz/ 2nd Don Selvage

MOTION CARRIED UNANIMOUSLY

b. Resolution 19-02

A RESOLUTION of the Lakeland Area Mass Transit District authorizing the signing and submission of a grant application and supporting documents and assurances to the Florida Department of

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Transportation, the acceptance of a grant award from the Florida Department of Transportation, and the purchase of vehicles and/or equipment and/or expenditure of grant funds pursuant to a grant award.

“Approval of Resolution 19-02”
1st Bill Mutz/ 2nd Don Selvage

MOTION CARRIED UNANIMOUSLY

c. Resolution 19-03

A RESOLUTION of the Lakeland Area Mass Transit District authorizing the signing and submission of a grant application and supporting documents and assurances to the Florida Department of Transportation, the acceptance of a grant award from the Florida Department of Transportation, and the purchase of vehicles and/or equipment and/or expenditure of grant funds pursuant to a grant award. “Approval of Resolution 19-03”

1st Bill Mutz/ 2nd Don Selvage

MOTION CARRIED UNANIMOUSLY

d. Resolution 19-04

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

1st Bill Mutz/ 2nd Don Selvage

MOTION CARRIED UNANIMOUSLY

Agenda Item #5 – Legal / Tim Darby

a. Insurance Agreements with Local Partners

The Lakeland Area Mass Transit District by entering these agreements with our local community transit partners will be able to save their agencies operating costs that can be transferred to provide more services

“Approve the agreements between local community transportation partners and LAMTD to add to our insurance plan.”

1st Bill Mutz/ 2nd Don Selvage

MOTION CARRIED UNANIMOUSLY

b. Resolution 19-05

A resolution relating to district boundaries; approving an enlargement of the district; including within the district certain territory in Lakeland, Florida, located at state road 33 north, Lakeland, Florida 33809; finding approval by the property owner; finding compliance with the county ordinance; providing an effective date.

“Approve resolution 19-05 to enlarge the district”
1st Bill Mutz/ 2nd Don Selvage

MOTION CARRIED UNANIMOUSLY

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c. Resolution 19-06

A resolution relating to district boundaries; approving an enlargement of the district; including within the district certain territory in Lakeland, Florida, located at 2580 Kathleen road, Lakeland, Florida 33810; finding approval by the property owner; finding compliance with the county ordinance; providing an effective date.

“Approve resolution 19-06 to enlarge the district”

1st Bill Mutz/ 2nd Don Salvage

MOTION CARRIED UNANIMOUSLY

Agenda Item #6 – Fleet Replacement Plan / Joseph Cheney

a. Update to the Fleet Replacement Plan and CIP

FLEET

In February 2018, the Board received an update to the Fleet Replacement Plan and the CIP budget for LAMTD for FY 2019. The attached budget provides the means to fund the Modem upgrade for the AVAIL ITS System and purchase shop tools and equipment for Polk County.

AVAIL SYSTEM MODEM UPGRADE

The AVAIL ITS and Fare Collection System currently communicates using a 3G Modem. The 3G Technology will sunset and no longer be supported as of December 2019. Additionally, the desired functionality desired for Fare Collection and other upgrades will require the use of a 4G Modem to properly communicate from our buses to the land-based computer servers. This cost also reflects a savings of over \$48,000 for using Citrus Connection employees to complete the removal of older Modem and the installation of new Modems.

SHOP TOOLS AND EQUIPMENT

This portion of the budget will provide the means to purchase tools such as TIG Welder, Automotive Shop Specialty Tools, Electronic Test Equipment and Facility Maintenance Equipment.

VIDEO SURVEILLANCE SYSTEM

Staff is presently working on a new standard for video surveillance onboard our buses. Funding request will be delayed until the 2nd quarter of FY19 following a demonstration of a proof of concept bus and demonstration of system capabilities.

FY 2018-19 CAPITAL IMPROVEMENT BUDGET

AVAIL ITS System Modem Replacement Upgrade \$90,000.00

All modems in all buses will be upgraded from 3G to 4G Technology.

Citrus will perform the installation of the new modems with an estimated savings of \$48,568 in labor.

Additional FM Maintenance vehicles will be added to the program to facilitate remote location monitoring of these vehicles.

Shop Tools & Equipment \$10,000.00

TIG WELDER

Automotive Shop Specialty Tools

Computers & Electronic Test Equipment new G4 I/O Control Systems

Facility Maintenance Equipment

Video Surveillance System Bus Upgrade TBD

This program will provide a new standard for video surveillance in our buses with remote access from any location.

A proof of concept for this upgrade is currently being installed in one of our buses. Once we have demonstrated the desired improvement for remote access, video storage and download, we will return to

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the board to demonstrate the product and request approval for funding.

TOTAL EXPENSES \$100,000.00

CIP PROJECTS THAT WILL REMAIN UNFUNDED FOR FY18-19

Pre-Trip Function with the AVAIL System \$27,453.00

Vehicle Health Monitoring Function-AVAIL System \$74,479.00

Web Content Management- AVAIL System \$21,825.00

Cellular Data Cost for Wi-Fi Public Access (3-years) AVAIL System \$327,600.00

Mobile Fare Application -AVAIL (Cell Phone Payment System) TBD

Fall Prevention System \$60,000.00

Public Wi-Fi Setup -AVAIL System \$4,384.00

TOTAL OF UNFUNDED PROJECTS \$515,741.00 Approve the Communication of the CIP Budget Expense of \$100,000 to the BoCC for approval.

“Approve the Communication of the CIP Budget Expense of \$100,000 to the BoCC for approval.”

1st Don Selvage/ 2nd Bill Mutz

MOTION CARRIED UNANIMOUSLY

b. County Fleet Plan Update PowerPoint

PowerPoint highlighting the up to date status to the fleet to include mileage and possible replacement planning.

Agenda Item #7 – Executive Director Report / Tom Phillips

a. Agency Updates

-Hillsborough transit initiative passed and possibility of bringing it back to Polk County.

-Marketing awards from FPTA

-Thanked Mr. Mele

-Ft. Meade Fair share signed

-FDOT has approved the road diet

-Lake Miriam super stop on hold

-Lakeland tapestries are up

b. Organizational Chart Update

Budgetary neutral update to the current organization.

[See attached]

Agenda Item #8 – Executive Informational Update / Tom Phillips

a. October Calendar

[See attached]

b. Ridership and UAP Update

[See attached]

Agenda Item #9 – Other Business

None

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Wednesday, November 14, 2018 at 8:30 a.m.

Adjournment at 9:44 a.m.

Approved this 12th day of December, 2018.

Chairman – City Commissioner Phillip Walker

Minutes Recorder – James Phillips

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
DECEMBER 12, 2018
AGENDA ITEM #2

Agenda Item: Public Comments

Presenter: TBD

Recommended
Action: TBD

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Date: DECEMBER 12, 2018
AGENDA ITEM 3

Agenda Item: **Recognition of Service Awards**

Presenter: Tom Phillips

Recommended
Action: None

Summary: Recognition of service to our dedicated employees and our
county partners.

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Date: DECEMBER 12, 2018
AGENDA ITEM 4a

Agenda Item: **myStop mobile application video**

Presenter: David Walters

Recommended
Action: None

Summary: Video demonstrating how to install and set-up the mobile
app associated with myStop

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Date: DECEMBER 12, 2018
AGENDA ITEM 4b

Agenda Item: **Citrus Connection TV Episodes**

Presenter: David Walters

Recommended
Action: None

Summary: Video presentation highlighting two episodes from our
internal communication video.

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
DECEMBER 12, 2018
AGENDA ITEM #5a

Agenda Item: October 31, 2018 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 October 31, 2018
FY 2018-2019

Year to Date October 31, 2018

Description	YTD of FY Budget	YTD Budget \$	YTD Actual \$	YTD of FY Expended	Annual Budget
Revenue YTD	8.3%	\$895,920	\$136,920	15.3%	\$10.8 Million
Expenses YTD	8.3%	\$895,920	\$704,600	79%	\$10.8 Million

REVENUES:

The total revenues realized year-to-date through October 31, 2018 totaled \$136,920 or 15% of the YTD budget.

- Farebox revenues reflect \$53,500 or 96% of budgeted revenues through October 31, 2018.
- Contract revenues totaled \$11,620 or 68 % of the budgeted revenues for UAP (Universal Access Passes).
- Other Contract Revenues totaled \$0 under budget for RAMCO. RAMCO payment of \$93,000 Will be billed in January.
- Ad Valorem taxes reflect no activity. 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 1st, each year. Discounts for early payments are as follows:

- 4% discount is allowed if paid by November
- 3% discount is allowed if paid by December
- 2% discount is allowed if paid by January
- 1% discount is allowed if paid by February

Taxes become delinquent on April 1st of each year. The District normally receives 90% of property taxes by May of each year.

- Florida DOT operating grants \$1.7 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 \$126,813.
- 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 \$1.1 million.
- Advertising income reflects \$14,972 in line with budget.
- The Support cost reimbursement revenue is in line with budget.
- The other revenues are showing a lag due to timing and being on a cash basis.

Lakeland Area Mass Transit District
Monthly Financial Report
Operating Budget. Budget to Actual
For the Year-to-date October 31, 2018
FY 2018-2019

EXPENSES:

The total expenses year-to-date through October 31, 2018 totaled \$704,600 or 79% of the YTD budget.

- Salaries and benefits represent 64% of the FY 2018-2019 budget. As of October 31, 2018, these expenses totaled \$511,000 or 11% under budget of \$575,000.
- Professional and Technical Services expenses totaled \$1,850 of the YTD budget; a favorable variance.
- Other services expenses totaled \$5,640 of the YTD budget, under budget due to cost for temporary employees in Finance- budgeted in salaries account.
- Fuel expenses totaled \$66,600 YTD, over budget; due to fuel cost is expensed not in inventory.
- Materials and supplies totaled \$52,086 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 under budget, since payments are quarterly and annually.

Other remaining expenses are under the YTD budget through October 31, 2018

CHANGE IN FINANCIAL CONDITION

Based on the year-to-date budget-to-actual variances through October 31 st the financials reflect are unfavorable actual variance of \$567,650 with 8% of the fiscal year.

	STATISTICAL TRENDS LAST FIVE YEARS AUDITED FINANCIAL STATEMENTS
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	9/30/17	9/30/16	9/30/15	9/30/14	9/30/13
1. Farebox Recovery Ratio (All modes)	10.04%	13.95%	25.50%	23.08%	25.16%
2. Cost per revenue hour	\$106.94	\$104.76	\$89.45	\$86.29	\$83.84
3. Revenue Hours	142,189	139,228	103,550	117,008	116,422
4. Fuel Cost (\$)	\$834,971	\$757,485	\$847,360	\$1,316,739	\$1,367,289
5. Ridership	1,346,211	1,393,620	1,424,965	1,647,010	1,638,470

* Total 10.04%, LAMTD 14.80%, PCTS 2.26%



LAKELAND AREA MASS TRANSIT DISTRICT

FY 2019
MONTHLY FINANCIAL STATEMENT

MONTH OF Oct 2018

		Month				YTD						Approved Annual
		Actual	Budget	Variance		Actual	Budget	Variance				
				\$'s	%			\$'s	%			
REVENUES: Account												
R4	Farebox/Pass Sales	\$ 53,494	\$ 55,833	\$ (2,339)	-4%	\$ 53,494	\$ 55,833	\$ (2,339)	-4%	\$ 670,000		
R6	Contract Income (UAP)	\$ 11,621	\$ 17,025	\$ (5,404)	-32%	\$ 11,621	\$ 17,025	\$ (5,404)	-32%	\$ 204,300		
R3	Other Contract Revenue	\$ -	\$ 7,800	\$ (7,800)	-100%	\$ -	\$ 7,800	\$ (7,800)	-100%	\$ 93,600		
R5	Miscellaneous Income	\$ 8,821	\$ 2,917	\$ 5,905	202%	\$ 8,821	\$ 2,917	\$ 5,905	202%	\$ 35,000		
R7	Advertising Revenue	\$ 14,972	\$ 12,500	\$ 2,472	20%	\$ 14,972	\$ 12,500	\$ 2,472	20%	\$ 150,000		
R8	Investment/Interest Income (net)	\$ 12,198	\$ 5,833	\$ 6,365	109%	\$ 12,198	\$ 5,833	\$ 6,365	109%	\$ 70,000		
R9	Ad Valorum Income, net	\$ -	\$ 389,136	\$ (389,136)	-100%	\$ -	\$ 389,136	\$ (389,136)	-100%	\$ 4,669,630		
R10	FDOT Operating Grant	\$ -	\$ 143,423	\$ (143,423)	-100%	\$ -	\$ 143,423	\$ (143,423)	-100%	\$ 1,721,080		
R11	Federal Operating Grant	\$ -	\$ 203,380	\$ (203,380)	-100%	\$ -	\$ 203,380	\$ (203,380)	-100%	\$ 2,440,560		
R13	Cost Recovery	\$ -	\$ 833	\$ (833)	-100%	\$ -	\$ 833	\$ (833)	-100%	\$ 10,000		
R17	City of Lakeland	\$ -	\$ 18,048	\$ (18,048)	-100%	\$ -	\$ 18,048	\$ (18,048)	-100%	\$ 216,570		
R1	Bartow Express	\$ -	\$ 1,203	\$ (1,203)	-100%	\$ -	\$ 1,203	\$ (1,203)	-100%	\$ 14,440		
R2	PCTS - Support Cost Reimb.	\$ 35,811	\$ 37,983	\$ (2,173)	-6%	\$ 35,811	\$ 37,983	\$ (2,173)	-6%	\$ 455,800		
Reserve												
TOTAL REVENUES		\$ 136,917	\$ 895,915	\$ (758,998)	-85%	\$ 136,917	\$ 895,915	\$ (758,998)	-85%	\$ 10,750,980		
ELIGIBLE EXPENSES:												
1	Salaries	\$ 347,672	\$ 396,968	\$ (49,296)	-12%	\$ 347,672	\$ 396,968	\$ (49,296)	-12%	\$ 4,763,620		
2	Employee Benefits	\$ 163,644	\$ 177,621	\$ (13,977)	-8%	\$ 163,644	\$ 177,621	\$ (13,977)	-8%	\$ 2,131,450		
3	Advertising Fees	\$ 513	\$ 3,833	\$ (3,321)	-87%	\$ 513	\$ 3,833	\$ (3,321)	-87%	\$ 46,000		
4	Professional & Technical Ser	\$ 1,853	\$ 33,817	\$ (31,964)	-95%	\$ 1,853	\$ 33,817	\$ (31,964)	-95%	\$ 405,800		
5	Contract Maintenance Services	\$ 5,932	\$ 8,400	\$ (2,468)	-29%	\$ 5,932	\$ 8,400	\$ (2,468)	-29%	\$ 100,800		
6	Other Services	\$ 5,641	\$ 4,929	\$ 712	14%	\$ 5,641	\$ 4,929	\$ 712	14%	\$ 59,150		
7	Fuel & Lubricants	\$ 66,609	\$ 50,246	\$ 16,363	33%	\$ 66,609	\$ 50,246	\$ 16,363	33%	\$ 602,950		
8	Freight	\$ 45	\$ 808	\$ (764)	-94%	\$ 45	\$ 808	\$ (764)	-94%	\$ 9,700		
9	Repairs & Maintenance	\$ -	\$ 4,050	\$ (4,050)	-100%	\$ -	\$ 4,050	\$ (4,050)	-100%	\$ 48,600		
10	Materials & Supplies	\$ 52,086	\$ 63,155	\$ (11,069)	-18%	\$ 52,086	\$ 63,155	\$ (11,069)	-18%	\$ 757,860		
11	Utilities/Telephone	\$ 10,293	\$ 9,426	\$ 868	9%	\$ 10,293	\$ 9,426	\$ 868	9%	\$ 113,110		
13	Liab & Prop Damage Insurance	\$ 24,222	\$ 19,333	\$ 4,888	25%	\$ 24,222	\$ 19,333	\$ 4,888	25%	\$ 232,000		
14	Other Coporate Insurance	\$ -	\$ 100	\$ (100)	-100%	\$ -	\$ 100	\$ (100)	-100%	\$ 1,200		
15	Dues & Subscriptions	\$ 305	\$ 3,658	\$ (3,353)	-92%	\$ 305	\$ 3,658	\$ (3,353)	-92%	\$ 43,900		
16	Education/Training/Meeting/Travel	\$ 7,913	\$ 9,142	\$ (1,229)	-13%	\$ 7,913	\$ 9,142	\$ (1,229)	-13%	\$ 109,700		
17	Service Charges	\$ 2,037	\$ 1,150	\$ 887	77%	\$ 2,037	\$ 1,150	\$ 887	77%	\$ 13,800		
18	Office Expense	\$ 4,755	\$ 7,558	\$ (2,804)	-37%	\$ 4,755	\$ 7,558	\$ (2,804)	-37%	\$ 90,700		
19	Advertising & Promotions	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -		
20	Miscellaneous Expenses	\$ 31	\$ 2,446	\$ (2,415)	-99%	\$ 31	\$ 2,446	\$ (2,415)	-99%	\$ 29,350		
21	Property Appraiser/Tax Collector Comm	\$ -	\$ 14,017	\$ (14,017)	-100%	\$ -	\$ 14,017	\$ (14,017)	-100%	\$ 168,200		
22	LDDA, CRA Contributions	\$ -	\$ 18,048	\$ (18,048)	-100%	\$ -	\$ 18,048	\$ (18,048)	-100%	\$ 216,570		
23	Capital Expenditures/ Debt Service	\$ 11,014	\$ 56,717	\$ (45,702)	-81%	\$ 11,014	\$ 56,717	\$ (45,702)	-81%	\$ 680,600		
24	Bad Debt	\$ -	\$ 167	\$ (167)	-100%	\$ -	\$ 167	\$ (167)	-100%	\$ 2,000		
25	Restricted Contingency	\$ -	\$ 10,327	\$ (10,327)	-100%	\$ -	\$ 10,327	\$ (10,327)	-100%	\$ 123,920		
TOTAL ELIGIBLE EXPENSES:		\$ 704,563	\$ 895,915	\$ (191,352)	-21%	\$ 704,563	\$ 895,915	\$ (191,352)	-21%	\$ 10,750,980		
NET REVENUES OVER												
(UNDER) EXPENSES		\$ (567,647)	\$ -	\$ (567,647)		\$ (567,647)	\$ -	\$ (567,647)		\$ -		

Footnote:

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LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
DECEMBER 12, 2018
AGENDA ITEM #5b

Agenda Item: October 31, 2018 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
DECEMBER 12, 2018
AGENDA ITEM #5b

Lakeland Area Mass Transit District
Monthly Financial Report
Polk County Transit Contract
Month of October 31, 2018
Year to Date Report
Percent of FY Reported (8.3%)

Revenues

- The revenues totaled \$89,500 or 16% of the year-to-date budget.
- The FTA grant drawdown reflects no activity.
- Fare Revenues totaled \$10,400 or 83% of the year-to-date budget.
- The Polk County City Contributions reflects one payment.
- The County funding is designed to reflect the first payment for the budgeted grants match totaling \$1,148,353 Due in October 2018.

Expenses

- Operating expenses consists of labor cost, operating expenses and contract expenses.
- Total expenses for the period totaled \$430,400 or 76% of the year-to-date budget.
- Salaries and wages totaled \$284,000 or 86% of the YTD Budget.
- Operating expenses totaled \$147,000 or 91% of the YTD Budget.
- The contract services are for contractual cost for the Lynx service and other planned contractual services is zero and lagging.

Lakeland Area Mass Transit District
Financial Statement
Polk County Contract
Month of October 2018

Revenue				
	Annual Budget	YTD Budget	YTD Actual	Percent Expended
Revenues				
County Match	\$ 1,960,700	\$ 163,392	\$ -	0%
Other Contract Revenue - County	\$ 191,600	\$ 15,967	\$ -	0%
City Contribution	\$ 393,040	\$ 32,753	\$ 79,097	241%
County Contribution - PCTS	\$ 76,378	\$ 6,365	\$ -	0%
Fares	\$ 150,000	\$ 12,500	\$ 10,389	83%
FDOT Block Grants:				
GOV71 - WHAT/ADA	\$ 575,600	\$ 47,967	\$ -	0%
RURAL AQR07	\$ 913,000	\$ 76,083	\$ -	0%
FTA				
FTA 5307 Grant	\$ 2,262,076	\$ 188,506		0%
Capital Grant - Federal	\$ 257,626	\$ 21,469		0%
Total	\$ 6,780,020	\$ 565,002	\$ 89,486	16%

Expenses				
Labor	\$ 3,973,664	\$ 331,139	\$ 283,663	86%
Contract	\$ 594,000	\$ 49,500	\$ -	0%
Operating	\$ 1,944,730	\$ 162,061	\$ 146,676	91%
Capital	\$ 267,626	\$ 22,302	\$ -	0%
Total	\$ 6,780,020	\$ 565,002	\$ 430,339	76%

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
DECEMBER 12, 2018
AGENDA ITEM #5c

Agenda Item: October 31, 2018 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
DECEMBER 12, 2018
AGENDA ITEM #5c

Lakeland Area Mass Transit District
Monthly Financial Report
The Transportation Disadvantaged Program
Month of October 31, 2018
Year to Date Report
Percent of FY Reported (8.3%)

Revenues

- The revenues totaled \$.48 million or 100% of the year-to-date budget.
- The TD Trust Fund Grant drawdown reflects \$378,000 or 87% of the grants.
- Contract Revenues and other revenues totaled \$60,000.
- The County funding for the match totaled \$42,000 or 87%.

Expenses

- Operating expenses consists of labor cost, operating expenses and contract expenses.
- Total expenses for the period totaled \$.38 million or 79% of the year-to-date budget.
- Salaries and wages totaled \$258,000 or 98% of the YTD Budget.
- Operating expenses totaled \$79,000 or 46% of the YTD Budget.
- Support Services for Operations totaled \$44,000 or 94% of the YTD Budget.

**Lakeland Area Mass Transit District
Transportation Disadvantage Program
October, 2018**

Revenue

	Annual Budget	YTD Budget	YTD Actual	Total YTD
Revenues				
County Match 10%	\$ 144,500	\$ 48,167	\$ 41,972	87%
Contract Revenue	\$ 205	\$ 68	\$ 59,967	
FDOT Grants:		\$ -		
CTD Grant -Operating	\$ 1,300,175	\$ 433,392	377,747	87%
Total	\$ 1,444,880	\$ 481,627	\$ 479,686	100%

Expenditure

	Annual Budget	YTD Budget	YTD Actual	Total YTD
Labor	\$ 785,751	\$ 261,917	\$257,804	98%
		\$ -		
Support Services	\$ 139,692	\$ 46,564	\$ 43,569	94%
		\$ -		
Operating	\$ 519,437	\$ 173,146	\$ 79,285	46%
Total	\$ 1,444,880	\$ 481,627	\$ 380,657	79%

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Date: DECEMBER 12, 2018
AGENDA ITEM 6a

Agenda Item: **Assumption of Winter Haven Motor Pool**

Presenter: Tim Darby

Recommended

Action: Approve the Assignment, Assumption, and Amendment
Lease between Polk County and Lakeland Area Mass
Transit District

Summary: The Lakeland Area Mass Transit District will take over
and assume responsibility for the Winter Haven
Motorpool.

LEASE AGREEMENT No. 301

THIS LEASE AGREEMENT, is made-as of the Effective Date (defined in Section 3, below) by and between the CITY OF WINTER HAVEN a municipal corporation under the laws of the State of Florida (hereinafter "Lessor"), and POLK COUNTY, FLORIDA, a political subdivision of the State of Florida, by and through its Board of County Commissioners (hereinafter "Lessee").

RECITALS

WHEREAS, Section 166.021, Florida Statutes and Section 2(b), Article III of the Florida Constitution authorizes the Lessor to enter into this Lease Agreement with the Lessee; and

WHEREAS, Section 125.031, Florida Statutes, gives counties the authority to enter into lease agreements related to properties needed for public purposes; and

WHEREAS, Lessor and Lessee desire to enter into this Lease Agreement (hereinafter "Agreement") pursuant to the terms and provisions set out hereinafter; and

WHEREAS, Lessor and Lessee have entered into that certain interlocal agreement dated October 13, 1997 designating Lessee as Administrative Agency for Winter Haven Area Transit (hereinafter "WHAT"); and

WHEREAS, The WHAT System is in need of a secured parking facility for its fleet of buses; and

NOW THEREFORE; in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. **INCORPORATION OF RECITALS.** The recitals set forth above are true and correct and are incorporated into this Agreement.
2. **PROPERTY DESCRIPTION.** Lessor agrees to lease to Lessee, and Lessee agrees to lease, the premises described as follows (hereinafter "Premises"):

The legal description is attached hereto as Exhibit "A". The street address for the premises is 2493 Motor Pool Road, Winter Haven, FL 33881.

3. **TERM.** The initial term of this Agreement shall be for three (3) years beginning on the last date that the Agreement is signed by both parties ("Effective Date"). This Agreement shall renew automatically for subsequent one (1) year terms unless either party provides written notice of termination to the other party at least ninety (90) days prior to the date on which the initial term expires and/or terminates or any subsequent renewal terms as set forth in this Agreement. Each renewal shall be on the same terms and conditions as the initial term provided for in this Agreement.

4. **RENT.** Lessee shall pay Lessor one dollar (\$1.00) per year at Lessor's address stated in Section 23, below.
5. **USE OF PREMISES.** The Premises may be used only for WHAT Bus Parking Facility, staff parking, and other purposes related to the continuation and/or operation of the WHAT Bus Parking Facility.
6. **QUIET USE AND ENJOYMENT.** Lessor warrants that Lessee shall have quiet use and enjoyment of the Premises; that Lessor has complete interest, right in and title to the Premises so as to enable Lessor to enter into this Agreement; and that the Premises is not encumbered in any way so as to hinder or obstruct Lessee's proposed use thereof, including no encumbrance or obstruction due to existing easements, zoning ordinances or building restrictions.
7. **HAZARDOUS MATERIALS.** For the purposes of this Agreement, "Hazardous Materials, Substances, or Air Pollutants" shall include, but not be limited to any and all substances, materials, waste, or air pollutants determined currently or in the future as hazardous or capable of posing a risk of injury to health, safety, or property by any Federal, State or local statute, law, ordinance, code, rule, regulation, order, or decree. Lessor attests to the best of its knowledge that the Premises are free of any hazardous materials, substances, or air pollutants as defined above, and Lessor will now and forever after the termination of this Agreement hold Lessee harmless and indemnify Lessee from and against any and all claims, liability, damages or costs arising from or due to the presence of hazardous materials, substances, or air pollutants as defined above except liability arising out of Lessee's use and occupancy of the Premises. If during Lessee's occupancy of the Premises such hazardous materials, substances, or air pollutants are found, Lessee, shall notify Lessor, and Lessee, at its option, may conduct an Indoor Air Quality Test at its own expense. Lessor shall as soon as possible after receipt of notice take such action as may be necessary to render the Premises safe. Upon a determination by Lessor and Lessee that unsafe hazardous materials, substances, or air pollutants as defined above affecting Lessee's quiet enjoyment of the Premises exists as a result of any action or inaction by Lessor prior to Lessee taking possession of the Premises, Lessee may vacate the Premises until such time as the hazardous materials, substances, or air pollutants have been repaired or remediated in accordance with such legal authority governing and/or controlling such hazardous materials, substances, and air pollutants. If Lessee is either directly or indirectly responsible for the presence and/or existence of such hazardous materials, substances, and/or air pollutants, Lessee shall be solely responsible for any and all repairs and remediation necessary to comply with any and all applicable law(s) and shall be solely responsible for any and all costs and expenses associated therewith. In the event either Lessor or Lessee is directly responsible for the presence and/or existence of the hazardous materials, substances and/or air pollutants and fails to repair or remediate the hazardous materials, substances, and/or air pollutants within a reasonable time in accordance with this Agreement, this Agreement may by written notice be cancelled by Lessor or Lessee. Lessor shall immediately notify Lessee in writing of any actions or claims relating to any hazardous materials, substances, or air

pollutants on the Premises. If Lessor has conducted or conducts any testing for hazardous materials, substances, or air pollutants on the Premises before or during the term of this Agreement, then Lessor shall provide a copy of any test results to Lessee. Lessee, at its own expense, may also conduct such testing as it deems appropriate on the Premises.

8. **DUE DILIGENCE.** This Agreement is contingent upon Lessee's performance of a due diligence inspection of the Lease, subject property, and any other factors it may deem necessary to identify risks, liabilities and issues relating to compliance with present and future contract performance requirements and with applicable health and safety standards. Beginning the date on which this Agreement is executed by both parties, Lessee shall have thirty (30) business days (i.e., excluding nationally recognized holidays) to conduct and/or perform such due diligence inspections. If the results of such inspections are unsatisfactory in Lessee's sole opinion, then Lessee may immediately terminate this Agreement upon written notice to Lessor. Lessee shall be released from all obligations under this Agreement if it elects to terminate based upon the results from any and all due diligence inspections, but, if Lessee terminates this Agreement as a result of such due diligence inspection, Lessor may keep a pro-rata share of the rent for the period of time beginning on the Effective Date of this Agreement and ending the date on which this Agreement is terminated...
9. **MAINTENANCE AND REPAIRS.** Lessee is responsible for the regular and preventative maintenance to the exterior and interior of all improvements, structures, or additions to the Premises it causes to be on or added to the Premises.
10. **ALTERATIONS AND IMPROVEMENTS.** The Lessee at its own expense shall make those improvements necessary for the safe and maximum use of the Leased Premises as depicted in Composite Exhibit "B." Those improvements include, but are not limited to, installation of new driveway and removal of old driveway, new pavement, chain link fencing around the perimeter of the Premises, gate, and any other security measures that Lessee deems necessary. Provided however that Lessee shall first obtain written approval from Lessor before any alterations and/or improvements to the Premises are made by the Lessee. Such approval shall not be unreasonably withheld by Lessor.
11. **INDEMNITY.** To the extent permitted by law, including Section 768.28, Florida Statutes, each party ("Indemnifying Party") agrees to indemnify and defend the other party (the "Non-Indemnifying Parties") from and against all suits or actions of any kind brought against the Non-Indemnifying parties based on personal injury, bodily injury, death or property damage, destruction received or reasonably claimed to be received or sustained by any person or persons arising out of or in connection with any negligent act or omission of the Indemnifying Party, its agents, employees or assigns while performing the duties and obligations required by this Agreement. This indemnification shall survive the termination of this Agreement. It is understood and agreed that no party to this Agreement waives any immunity it may have as provided by law or the limits of liability set forth in Section 768.28, Florida Statutes regardless of whether any such obligations are based in tort, contract, statute, strict liability, and negligence, product liability or otherwise.

- 12. STORMWATER MANAGEMENT FACILITY.** The Lessee at its own expense shall install a stormwater management facility as depicted in Composite Exhibit "B." During the term of this Agreement, Lessee shall be solely responsible for any and all permitting, infrastructure, and any and all maintenance as deemed required and/or necessary by Southwest Florida Water Management District, Lessor and/or entity with jurisdiction for the installation, construction and maintenance of such stormwater management facility. Upon termination of the Agreement, the stormwater management facility, and the improvements associated therewith, shall remain with the land. Lessee shall, prior to termination of the lease, take all steps necessary to effectuate the transfer of permits associated with the stormwater management facility to Lessor and Lessor shall, upon termination of this Lease and the transfer of such permits, assume ownership and maintenance responsibilities for the stormwater management facility from that point forward.
- 13. ASSIGNMENT.** Lessee shall not assign this Lease, or any interest in this Lease, or sublet the premises, or any right or privilege appurtenant to it, or allow any person and/or entity other than Lessee, the Polk County Transit Authority, a Polk County Constitutional Officer, the Board of County Commissioners of Polk County, Florida, or any department, division, or agency of the State of Florida to occupy or use the Premises or any part thereof, without first obtaining Lessor's written consent which will not be unreasonably withheld. Any unauthorized assignment and/or sublease shall be void and terminate this Lease at the Lessor's option. This Agreement is binding upon the heirs and assigns of all the parties hereto. Lessor shall at all times retain ownership and title of the Leased Premises. Lessee shall, at all times, protect and defend, at its own cost and expense, Lessor's ownership from and against all claims, liens, and legal processes of creditors of Lessee and will keep the property free and clear from all such claims, liens, and processes.
- 14. ORDINANCES AND STATUTES.** Lessee shall comply with all statutes, ordinances and requirements of all municipal, state and federal authorities now in force, or which hereafter may be in force, pertaining to the Premises, occasioned by or affecting the use thereof by the Lessee. Both parties agree to comply with the Title VI and VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and Americans with Disabilities Act of 1990, as amended. Specifically, in the carrying out of this Agreement, neither party shall discriminate in any way as to race, color, creed, national origin, or in any other respect which would violate the aforesaid acts. The Lessee shall be solely responsible for any licenses or permits required by law, and Lessee shall pay any and all costs, taxes, fees and charges prescribed by law. Lessee is exempt from the State of Florida sales tax pursuant to Tax Exempt Certificate Number: 85-8012622308C-3.
- 15. INSURANCE REQUIREMENTS.** Lessee, a Political Subdivision of the State of Florida, is self insured and is subject to Sovereign Immunity and limits on liability set out in Section 768.28. Nothing contained herein shall be deemed to be a waiver of such limitations. Provided however Lessee shall furnish to Lessor evidence that it is

adequately insured as determined by Lessor in its sole and absolute discretion for general liability and casualty matters.

16. TERMINATION CONDITIONS.

- (a) Termination due to Lack of Funds. In the event funds from governmental sources relied upon to finance the operation of the Winter Haven Area Transit system, become unavailable due to situation and/or circumstance beyond the reasonable control of the Lessee, the Lessor or the Lessee may terminate this Agreement with no less than thirty (30) business days written notice to the other party. Notice shall be delivered by certified mail, return receipt requested, or in person, with proof of delivery. Notice shall be effective upon receipt.
- (b) Termination for Breach. Unless breach is waived by either party to this Agreement in writing, either party shall, in order to terminate this Agreement for breach, give the other party written notice of the breach. If the breach is not cured within thirty (30) days, the non-breaching party may terminate this Agreement. Notice shall be delivered by certified mail of any breach of any provision of this Agreement and shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this Agreement and shall not act as a waiver or estoppel to enforcement of any provision of this Agreement. The provisions herein do not limit either party's right to remedies at law and/or equity or to damages as provided by Florida Law.
- (c) Improvements upon Termination. Upon termination of this Agreement by either the Lessor or Lessee, Lessee, at its sole expense, shall return the improved portions of the Premises to its condition prior to any alteration(s) and/or improvement(s) made thereto (i.e., except pavement, driveways, fencing and gate installed at the premises and the stormwater management facility described in paragraph 12 of this Agreement). Lessor may waive any and all of the requirements provided by this subparagraph by providing Lessee with written notice of such waiver within ten (10) days of such termination.

17. WAIVER. Failure of the parties to enforce any right hereunder shall not be deemed a waiver of such right. No covenant, condition, or provision of this Agreement can be waived except with both parties written consent. Any such waiver by the parties in one instance shall not constitute a waiver of subsequent default, unless the waiver specifically states and/or identifies such default in the written consent.

18. DAMAGE OR DESTRUCTION. If the said Premises were wholly destroyed by fire or other casualty, this Agreement shall immediately terminate. In case of partial destruction or damage so as to render the Premises uninhabitable for the purposes set forth in this Agreement, either party may terminate this Agreement by giving fifteen (15) days written notice to the other prior to terminating this Agreement, and, if so terminated no rent shall accrue to Lessor after such termination. If neither party desires to terminate this Agreement when the Premises have been partially destroyed or damaged, so long as the damage or destruction to the Premises did not result from any action and/or conduct of the Lessee, Lessee shall only be liable for rent for the undestroyed or undamaged portion

of the Premises. If any such damage or destruction to the Premises either directly or indirectly resulted from any and all actions and/or inactions by Lessee or Lessee's employees, agents and/or any and all parties acting under the direction thereof, Lessee shall, at Lessee's sole cost and expense, make any and all necessary repairs to the Premises. Lessor and Lessee shall have a reasonable time to make the necessary repairs to the Premises, and, if such repairs are not completed within a reasonable time, the party not responsible for repairing the Premises may terminate this Agreement subject to the terms provided for in paragraph 16 of this Agreement.

- 19. HOLDING OVER.** If Lessee holds over after the term of this Agreement, with or without the express written consent of Lessor, such tenancy shall be from month to month. There shall not be an automatic renewal or extension of Lessee's month-to-month tenancy, and monthly rent shall be payable as determined by the Lessor at such time as such holdover occurs. Such month-to-month tenancy shall be subject to every term, covenant and agreement contained in this Agreement. Lessor or Lessee may terminate the month-to-month tenancy without cause upon giving not less than 15 days written notice prior to the date on which the subsequent rental payment is due and owing to Lessor.
- 20. FORCE MAJEURE.** In the event either party hereto shall be delayed or hindered in or prevented from the performance of any act required under this Agreement by reason of strikes, lockouts, labor troubles, inability to procure materials, failure of power, riots, insurrection, war, acts of God, or other reason beyond that party's reasonable control, then performance of such act shall be excused for the period of the delay and the period for the performance of any such act shall be extended for a period equivalent to the period of such delay.
- 21. EMINENT DOMAIN.**
- (a) In the event the entire Leased Premises shall be appropriated or taken under the power of eminent domain by any public or quasi-public authority, this Agreement shall terminate and expire as of the date of such taking, and Lessee shall then be released from any liability thereafter accruing under this Agreement. In the event only a portion of the Leased Premises shall be so appropriated or taken and the remainder of the property shall not be suitable for the use then being made of the property by Lessee, or if the remainder of the property is not one undivided parcel of property, Lessee shall have the right to terminate this Agreement as of the date of the taking on giving Lessor written notice of termination within thirty (30) days after Lessor has notified Lessee in writing that the property has been so appropriated or taken.
 - (b) In the event of the termination of this Agreement by reason of the total or partial taking of the Leased Premises by eminent domain, then, in any such condemnation proceedings, Lessor and Lessee shall be free to make any and all claims against the condemning or taking authority for damages accruing to each party, respectively, as a result of the condemning or taking.

22. BROKERS. Lessor and Lessee represent and warrant to each other that they have had no dealings with any broker or agent in connection with this Agreement and Lessor agrees to pay and hold Lessee harmless from any claims made by anyone for any compensation, commissions, and/or charges claimed with respect to this Agreement..

23. COUNTERPARTS. This Agreement may be executed in multiple counterparts. Each counterpart is deemed an original. .

24. NOTICE. All notices under this Agreement shall be in writing and may be given by any of the following methods: (1) personal delivery, (2) certified mail, postage prepaid, or (3) overnight delivery service, prepaid, when sent to the following:

LESSOR:

Dale Smith, City Manager
City of Winter Haven
Post Office Box 2277, Winter Haven, Fl. 33883-2277
Physical Address: 451 Third Street, N.W., Winter Haven, Florida 33881

COPY TO: *(which shall not constitute notice)*

Frederick J. Murphy, Jr., City Attorney
Boswell & Dunlap, LLP
245 South Central Avenue, Post Office Drawer 30
Bartow, Florida 33831

LESSEE:

Paul A. Simmons, Director
Transit Services Division
1290 Golfview Avenue, Suite 264
Bartow, Florida 33830
(863) 534-5368

Notices shall be effective when received at the addresses as specified above. Changes in the respective contact person or addresses to which such notice is to be directed may be made from time to time by the parties hereunder, by providing written notice to the other parties. Routine communications may be sent by ordinary mail, postage prepaid, to the parties and addresses designated above.

25. GOVERNING LAW AND VENUE. This Agreement shall be governed and interpreted under the laws of the State of Florida. The Venue for any action relating to the construction, interpretation, or enforcement of this Agreement shall be in the Tenth Judicial Circuit, Polk County, Florida or the United States District Court in and for the Middle District of Florida, Tampa Division.

26. ATTORNEY'S FEES. In the event either party brings an action against the other to enforce any condition or covenants of this Agreement, then each party shall be

responsible for its own court costs, legal expenses, and reasonable attorney's fees, including all fees and expenses incurred for any appellate or bankruptcy proceeding.

27. AUTHORIZATION AND BINDING EFFECT. This Agreement, including any and all amendments hereto, is not valid and effective for any purpose until approved by the Polk County Board of County Commissioners, a political subdivision of the State of Florida and the City Commission of the City of Winter Haven.

28. MODIFICATION. This Agreement may not be modified in any way, unless such modification is in the form of a written amendment properly executed by all parties to this Agreement. No oral modifications will be effective or binding on either party regardless of whether the person(s) attempting to make such modifications appeared to have the authority to make such modification.

29. CAPTIONS. The captions in this Agreement are for convenience of reference only and shall not define or limit any the terms or provisions hereof.

30. SEVERABILITY. If any term, covenant, or condition of this Agreement or the application thereof to any person or circumstances shall to any extent, be deemed lawfully invalid or unenforceable, the remainder of this Agreement, or the application of such term, covenant, or condition to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby and each term, covenant, and condition of this Agreement shall be valid and enforced to the fullest extent permitted by law. The Lessor and Lessee further agree to reform the Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision..

31. ENTIRETY OF LEASE AGREEMENT. Lessee and Lessor agree that this Agreement sets forth the entire agreement between the parties and that there are no promises or understandings other than those stated herein. This Agreement supersedes all prior agreements, contracts, proposals, representations, negotiations, letters, or other communications between the parties pertaining to the lease of the above described property, whether written or oral.

32. TIME PERIODS. The calculation of the number of days that have passed during any time period prescribed shall be based on calendar days (unless specified otherwise in this Agreement).

IN WITNESS WHEREOF, the parties hereto have executed this Agreement under seal by their duly authorized representatives on the last date indicated below.

ATTEST:

Richard M. Weiss, Clerk



Board of County Commissioners
Polk County, Florida

By:

Judith L. Wade
Deputy Clerk

By:

Edwin V. Smith
Edwin V. Smith, Chairman

Date:

6/14/11 Q. 55

Approved as to form and legal sufficiency

Regina Weiss

County Attorney's Office

ATTEST:

By:

Dorothy R. Johnson

Dorothy R. Johnson
[Print Name]

City of Winter Haven

By:

Dale L. Smith

Dale L. Smith
Dale Smith

City Manager

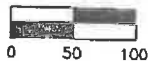
Date:

May 10, 2011

Date: May 10, 2011



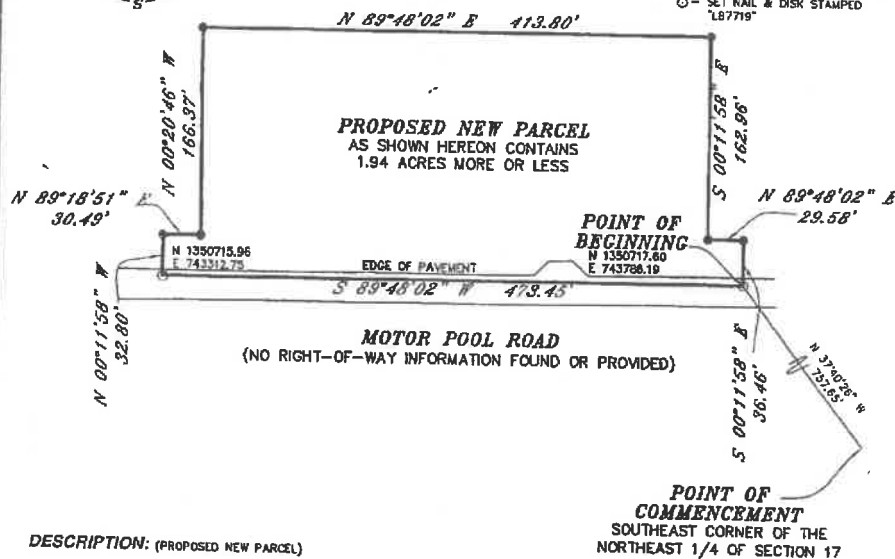
INTENDED DISPLAY SCALE



SCALE: 1"=100'

LEGEND:

- PB - PLAT BOOK
- PG - PAGE
- OR - OFFICIAL RECORDS BOOK
- POB - POINT OF BEGINNING
- POC - POINT OF COMMENCEMENT
- LB - LICENSED BUSINESS
- - 5/8" IRON ROD AND CAP STAMPED "LB7719"
- - SET NAIL & DISK STAMPED "LB7719"



DESCRIPTION: (PROPOSED NEW PARCEL)

That portion of Section 17, Township 28 South, Range 26 East, Polk County, Florida being described as follows:

COMMENCE at the Southeast corner of the Northeast 1/4 of said Section 17; thence North 37°40'26" West, a distance of 757.85 feet to a nail and disk stamped "LB7719" lying in Motorpool Road (Northing = 1350715.96, Easting = 743786.19) and the POINT OF BEGINNING; thence South 89°48'02" West, a distance of 473.45 feet to a nail and disk stamped "LB7719" lying in Motorpool Road (Northing = 130715.96, Easting = 743312.75); thence North 00°11'58" West, a distance of 32.80 feet to a 5/8 inch iron rod and cap stamped "LB7719"; thence North 89°18'51" East, a distance of 30.49 feet to a 5/8 inch iron rod and cap stamped "LB7719"; thence North 00°20'46" West, a distance of 166.37 feet to a 5/8 inch iron rod and cap stamped "LB7719"; thence North 89°48'02" East, a distance of 413.80 feet to a 5/8 inch iron rod and cap stamped "LB7719"; thence South 00°11'58" East, a distance of 162.96 feet to a 5/8 inch iron rod and cap stamped "LB7719"; thence North 89°48'02" East, a distance of 29.58 feet to a 5/8 inch iron rod and cap stamped "LB7719"; thence South 00°11'58" East, a distance of 36.46 feet to the POINT OF BEGINNING.

NOTES:

- 1) NORTH AND THE BEARINGS SHOWN HEREON ARE REFERENCED TO THE WEST ZONE OF THE FLORIDA STATE PLANE COORDINATE SYSTEM, NORTH AMERICAN DATUM 1983, 2007 ADJUSTMENT. BEARINGS SHOWN HEREON ARE BASED ON THE SOUTH LINE OF THE PROPOSED NEW PARCEL BEING SOUTH 89°48'02" WEST.
- 2) THIS SKETCH WAS PREPARED WITHOUT THE BENEFIT OF AN ABSTRACT OR TITLE OPINION. THEREFORE, IT IS SUBJECT TO EASEMENTS, RESTRICTIONS, RIGHTS-OF-WAY, AND ENCUMBRANCES OF RECORD AND OF USE, AND OTHER MATTERS OF TITLE THAT MAY BE FOUND BY A COMPLETE ABSTRACT OR TITLE OPINION.
- 3) ANY AND ALL PARTIES BY ACCEPTANCE, USE OR RELIANCE ON ANY SURVEY, WORK PRODUCT, AND/OR SERVICES FOR ANY PURPOSE THEREBY AGREES THAT THE AMOUNT OF LIABILITY, OR OTHER EXPOSURE FOR ANY LOSS OR DAMAGE ASSOCIATED WITH ANY SURVEY, WORK PRODUCT, AND/OR SERVICES FROM ROBERT A STEVENS & ASSOCIATES, INC. ITS EMPLOYEES, AGENTS, AND/OR THE UNDERSIGNED IS LIMITED TO THE AMOUNT OF PAYMENT RECEIVED FROM SAID PARTIES FOR ANY SURVEY, WORK PRODUCT, AND/OR EXTENDED SERVICES ASSOCIATED THEREWITH.

DATE:
04/18/11

Robert A. Stevens
Florida Registered Surveyor and Mapper #5388
For Robert A Stevens & Associates, Inc.
Certificate No. LB 7719

THIS DRAWING NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

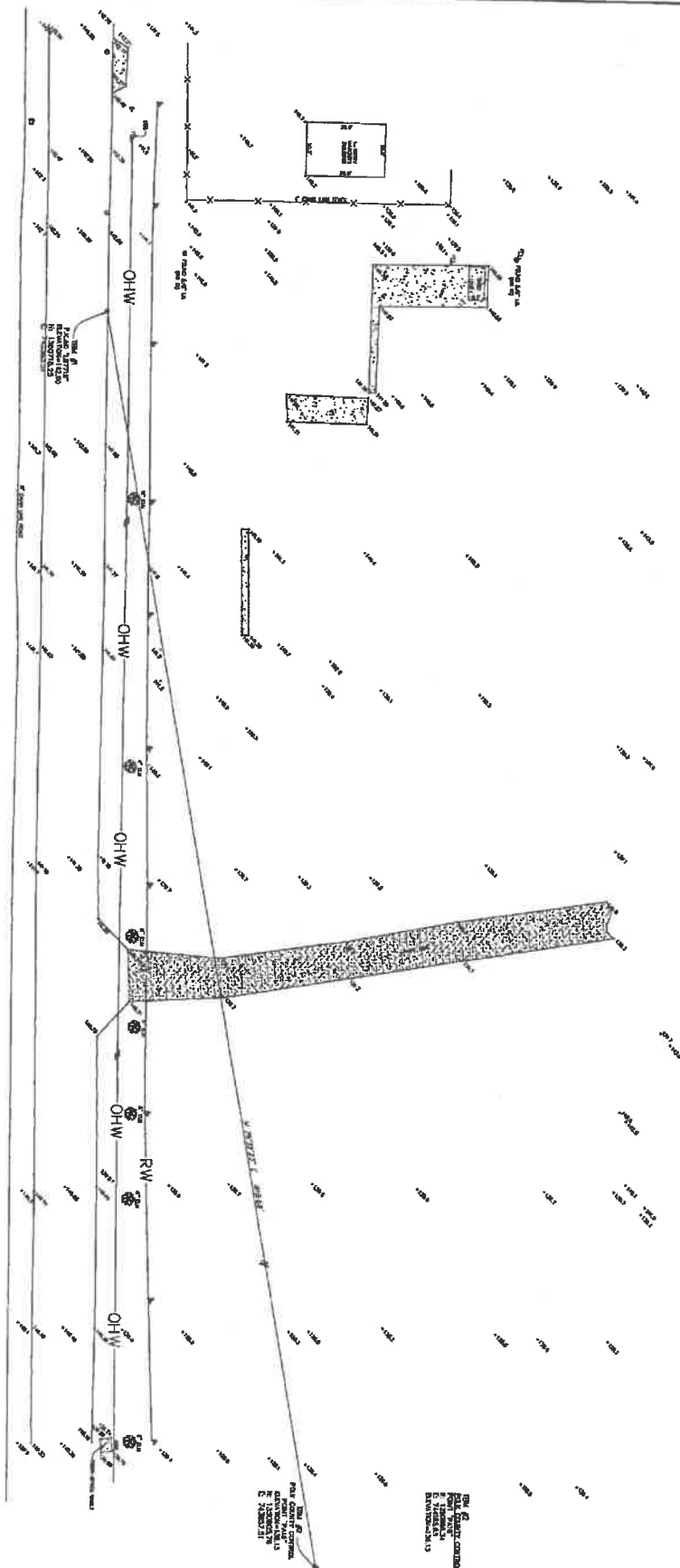
Robert A. Stevens
& ASSOCIATES, INC.

"A Standard of Excellence"
Surveying and Mapping, Consulting

210 LENA VISTA BLVD. AUBURNDALE, FL 33823
Phone: (863) 558-1216 Fax: (863) 288-8778
rstevens@rsademo.com

ATKINS GLOBAL		DRAWN BY	
PROPOSED NEW PARCEL		R.A.S.	
DESCRIPTION SKETCH		CHECK CHIEF	
THIS IS NOT A SURVEY		DWG DATE:	
SEC. 17 TWP. 28S. RANG. 26E FB:		04/18/11	
PAGE(S):		PROJECT NO.	
7 OF 7		10-014-01	
		DRAWING NO.	
		10-014-01.2	

DWG FILE: 10-014-01



NOTE: SURVEY PROVIDED BY ROBERT A STEVENS & ASSOCIATES, INC. ENGINEER ASSUMES NO LIABILITY OR RESPONSIBILITY FOR ACCURACY OF SURVEY.

NOT FOR CONSTRUCTION

POLK COUNTY
FACILITIES MANAGEMENT DIVISION
216 MARSHALL EMBROIDERY DRIVE
GAINES, FLORIDA 32635-6751
(904) 524-9500

PBS
605 NORTH PROSPECT AVENUE
SUITE 310 EAST
MILWAUKEE, WISCONSIN 53202
PHONE: (414) 439-1000
FIBER CORD NO. 24
Joseph E. Roan, P.E., 706-45

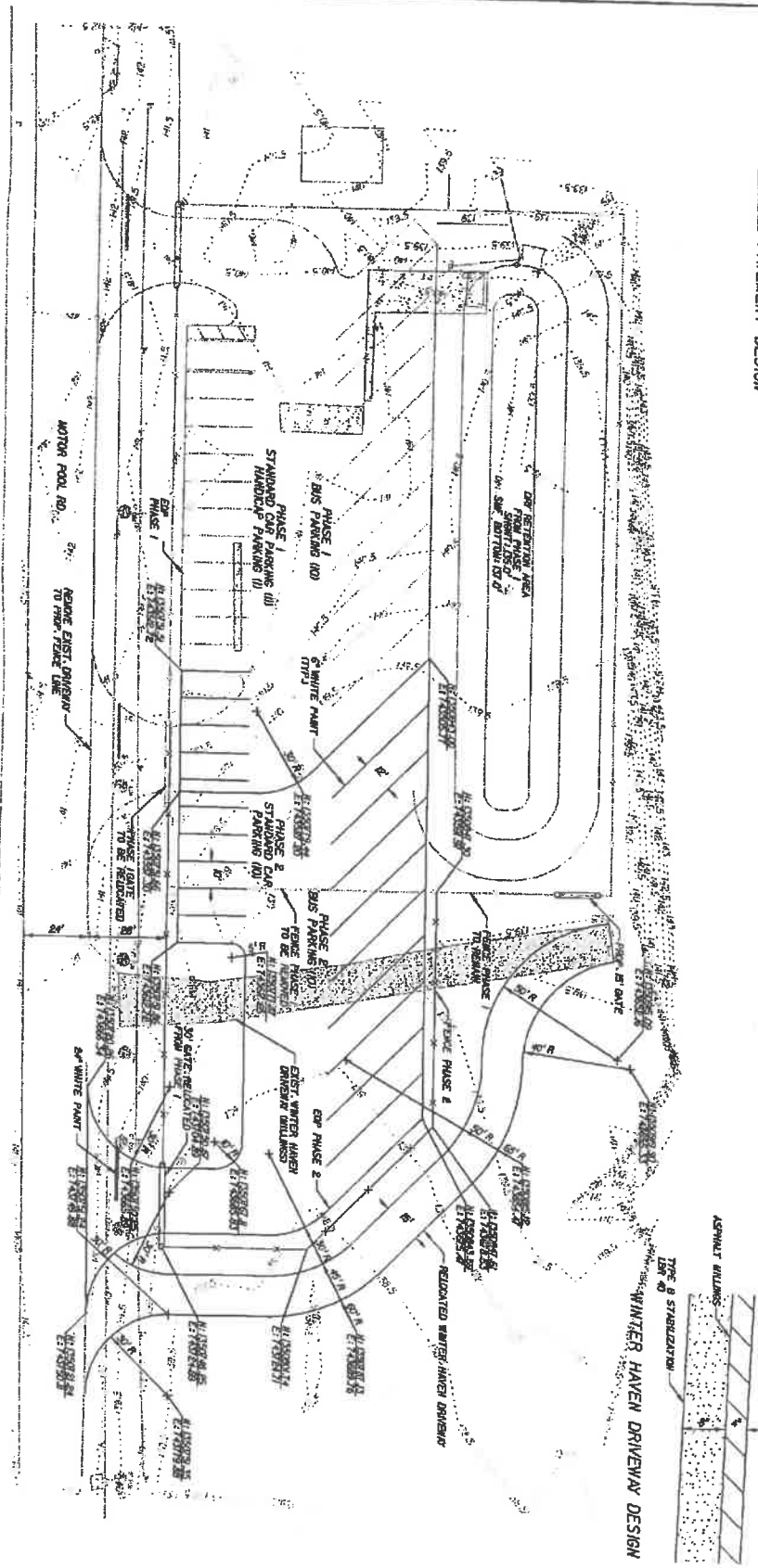
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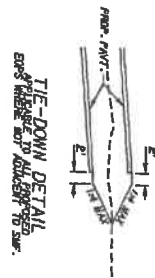
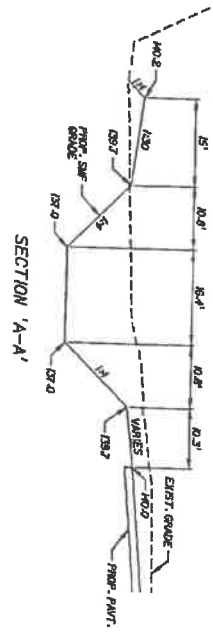
SURVEY

WHAT BUS PARKING FACILITY

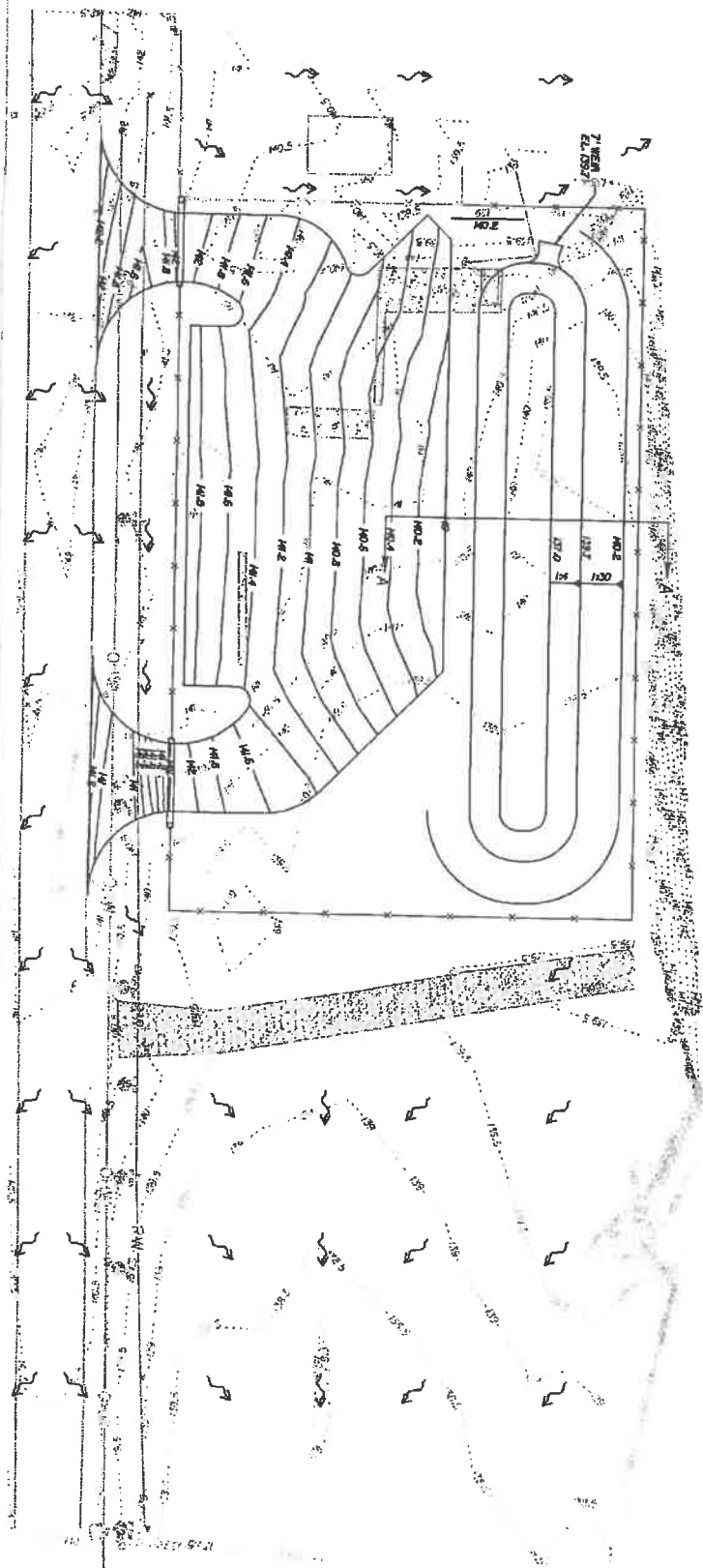
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NOTE:
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 DO NOT DRAIN FROM PROPOSED CHANNELS TO EXISTING GROUES WITH IN SLOPES.



NOT FOR CONSTRUCTION

POLK COUNTY
FACILITIES MANAGEMENT DIVISION
215 NATIONAL AVENUE, SUITE 201
GAINESVILLE, FLORIDA 32601-4751
1853 524-8348

PBS

500 NORTH BROADWAY AVENUE
SUITE 310 EAST
DAVIE, FLORIDA 33315
PHONE: (863) 553-7000
FIRM COA No. 24

M. P. R. I. Day

[illegible]

GRADING PLAN
PHASE 1

WHAT BUS PARKING FACILITY

PROJECT NO.

SHEET

1

POLE COUNTY
 1221 WEST HANCOCK STREET
 BIRMINGHAM, ALABAMA 35204-1731
 (205) 331-2300

PBSJ

600 NORTH BROADWAY AVENUE
 SUITE 310 EAST
 BIRMINGHAM, ALABAMA 35203
 (205) 331-7000
 JAMES L. BERRY, P.E. 10046

SCALE

DATE

GRADING PLAN
 FUTURE PHASE 2

WHAT BUS PARKING FACILITY

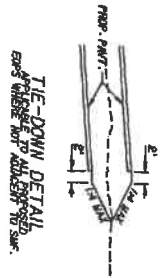
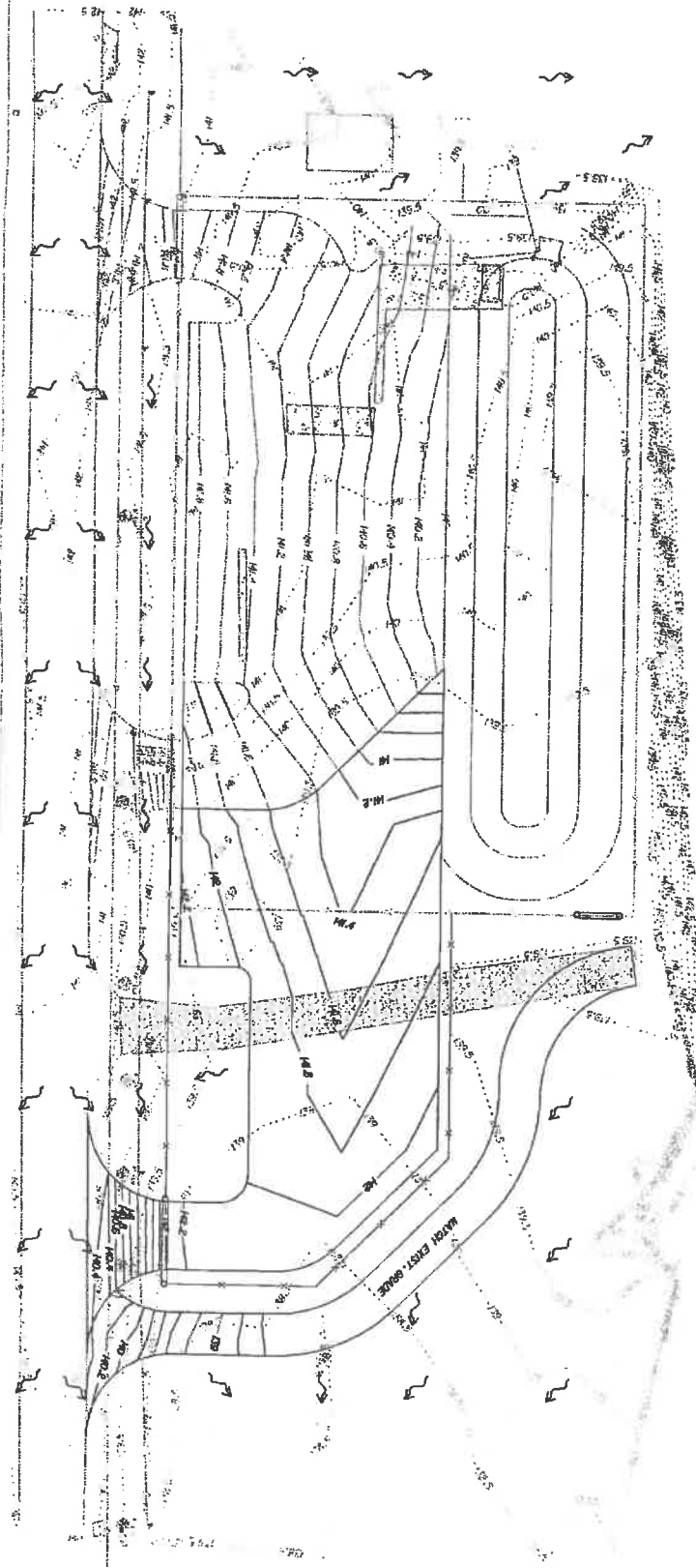
PROJECT NO.

SHEET

6

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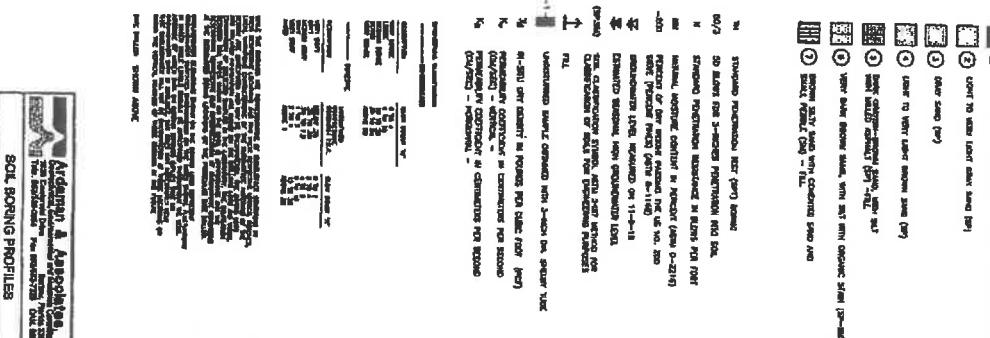
NOT FOR CONSTRUCTION



NOTE:
 HARBOR SITE SHOW THAT ALL IMPROVEMENTS ARE WITHIN THE
 PROPOSED TIE-DOWN DETAIL TO THE SURF.
 AT THE DOWN FROM PROPOSED GRADES TO EXISTING GRADES WITH IN SLOPES.

1"=40'

LEGEND



LOCAL FINANCING CO.
MOTOR POOL ROAD
WINTER HAVEN, POLK COUNTY, FLOR

Ardayan & Associates, Inc.
 10000 W. CENTURY BLVD.
 SUITE 2000
 WEST GARDEN CITY
 FLORIDA 33506
 TEL 863-291-1100 FAX 863-291-1100

PAVEMENT & SOIL BORING PROFILES

BUS PARKING LOT
MOTOR POOL ROAD
WINTER HAVEN, POLK COUNTY, FLORIDA

DESIGN BY: *AGS* CHECKED BY: *AGS*
 DATE: 11-27-10
 FILE NO. APPROVED BY: *AGS* NO. 3
 10-9104



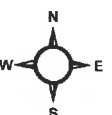
0 155 310 620 Feet

All maps are worksheets used for illustrative purposes only, they are not surveys. The Polk County Property Appraiser assumes no responsibility for errors in the information and does not guarantee the data is free from error or inaccuracy. The information is provided "as is".



Marsha M. Faux, CFA, ASA
Property Appraiser
Polk County, Florida

September 11, 2018



LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
DECEMBER 12, 2018
AGENDA ITEM 7

Agenda Item: **Additional Fixed Route Operator Positions**

Presenter: Aaron Dunn, Director of Revenue Services

Recommended
Action: Approve the conversion of 1 Transit Supervisor position into 2 fixed route operator positions to improve the efficiency of the LAMTD

Summary: A comprehensive operational analysis of the fixed route service was conducted for operational optimization. The *Optimum Sizing & Strategies* and *Guide for Calculating Optimal Bus Forecast* tools were utilized to facilitate this analysis from the Transit Cooperative Research Program (TCRP) Report 135, CUTR Project #BD549-23, Dallas Area Rapid Transit (DART) study, and the Manatee County Area Transit (MCAT) 2017 study.

The results of the analysis indicated that Citrus Connection's fixed route supervisor-to-operator ratio is higher than similar transit agencies. Specifically, our like-sized peers in size and scope including: VOLTRAN MCAT, LEETRAN, PCPT, and Brevard Transit, who maintain an average of 13-to-1 operator-to-supervisor ratio for optimum performance, were utilized for comparative analysis. Converting a supervisor position into two operator positions would improve our ratio from the current 1-to-7, to 1-to-8 supervisor-to-operator ratio.

This conversion will also help Citrus Connection meet the 1,400 per-week work hour requirement (35 positions) by decreasing the weekly work hour deficit from 160 hours to 80 weekly hours.

Funding: Reclassifying the transit supervisor position into two Operator positions can be accomplished with existing funding. The transit supervisor salary is budgeted at approximately \$76,440. The two bus operator positions combined will cost approximately \$89,856. The transit supervisor position is currently vacant and will remain vacant for the next 90 days, freeing up \$19,110. The budgeted salaries for the transit supervisor position and the cost savings for the 90-day period will fund the operator positions for the fiscal year.

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Date: DECEMBER 12, 2018
AGENDA ITEM 8

Agenda Item: **Citrus Connection Demographics and Attrition Report**

Presenter: Steven Schaible, Director of Human Resources

Recommended
Action: Informational

Summary: Review of last fiscal year employment demographics:

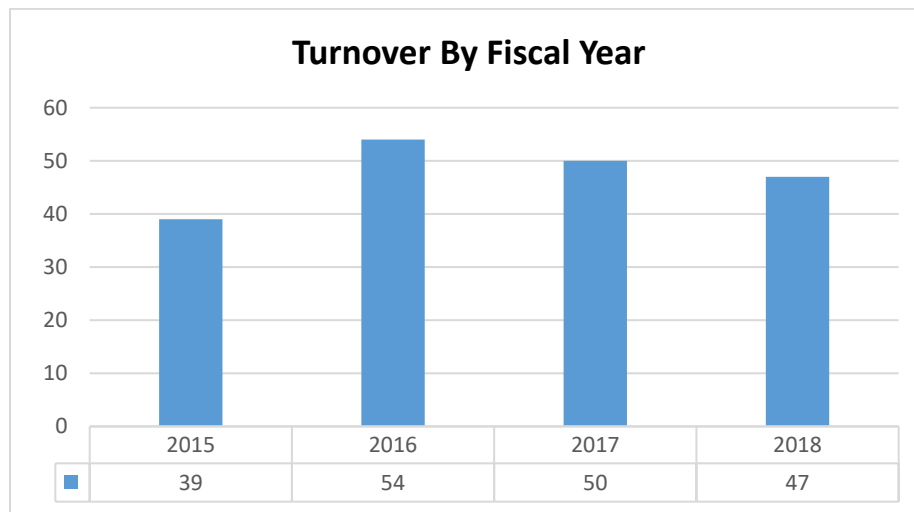
1. Turnover
 - a. by Department
 - b. Voluntary & Involuntary turnover
 - c. by Gender & EEO
2. Age Demographic
3. EEO Demographic
4. Hiring Demographic
5. Amended EEO Utilization Report
6. Workers Comp Report

Attachments: See attached Citrus Connection Turnover, Hiring and
EEO Analysis December 12, 2018; Workers
Compensation Report; Amended EEO Utilization
Analysis

Citrus Connection Turnover, Hiring and EEO Analysis

December 12, 2018

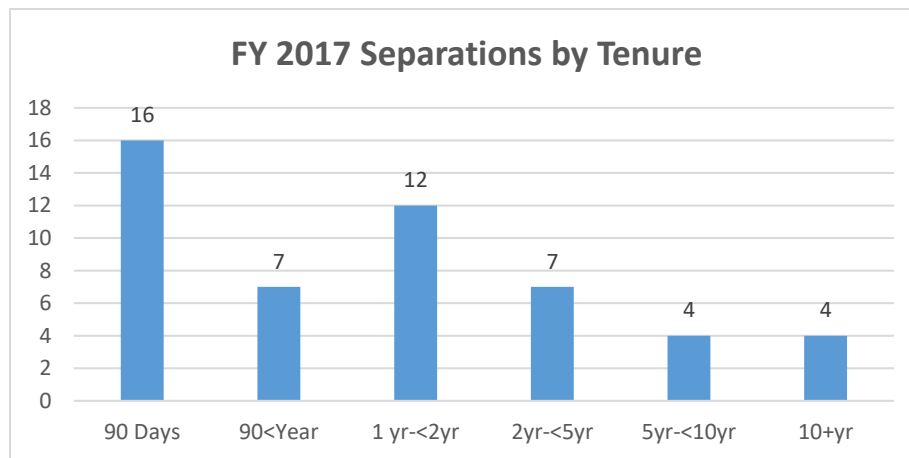
TURNOVER: Benchmarking employee turnover is a healthy exercise to understand how we rank as an employer. Keep in mind that each transit agency is different and faces its own set of unique challenges. As a general rule, turnover cannot be avoided so it is better to focus on a known number (past turnover) and then look to improve over time as unnecessary turnover is costly to an organization. Citrus Connection turnover is moving in the right direction over the last few years, but there is more work to do.



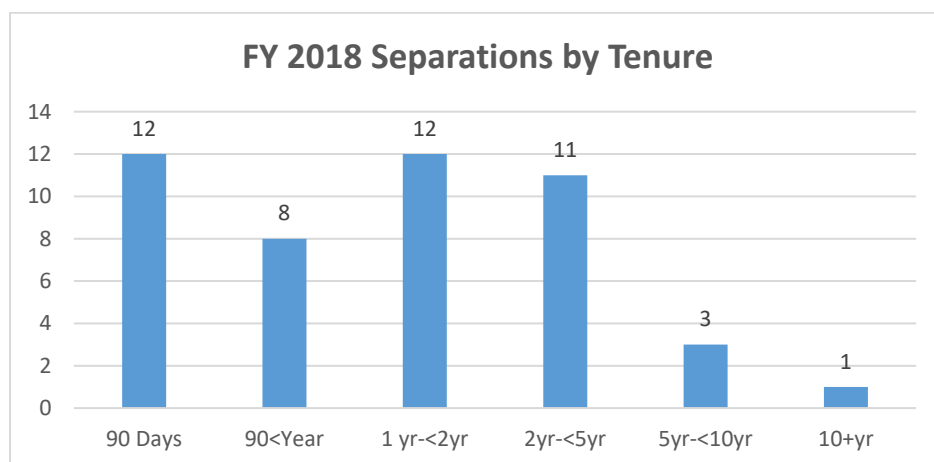
Think of improving turnover as like a runner might think about a race. They may not be the fastest on the field, but as long as they continually improve against the past; important progress is being made. With that being said, there are a few ways to benchmark turnover.

It is common for an organization to start segmenting employee turnover by gender, age, geography, and other attributes; and then start looking at the data. The process of analyzing data is guided by assumptions. In order to find a direction, we need to dig deeper and collect the richest feedback possible.

Fiscal Year October 1, 2016 to September 30, 2017; there were a total of 50 terminations. Of those 50 separations, 15 were involuntary and 25 were voluntary. Overall turnover for Citrus Connection was 30%. It was noted that there were 16 terminations that occurred within the first 90 days of employment. It was apparent that improvements needed to be made to the new hire selection process.



Fiscal Year October 1, 2017 to September 30, 2018; there were a total of 47 separations. Of those 47 separations, 15 were involuntary and 25 were voluntary. Overall turnover this fiscal year is 26%. It was noted that there were 12 terminations that occurred within the first 90 days of employment.

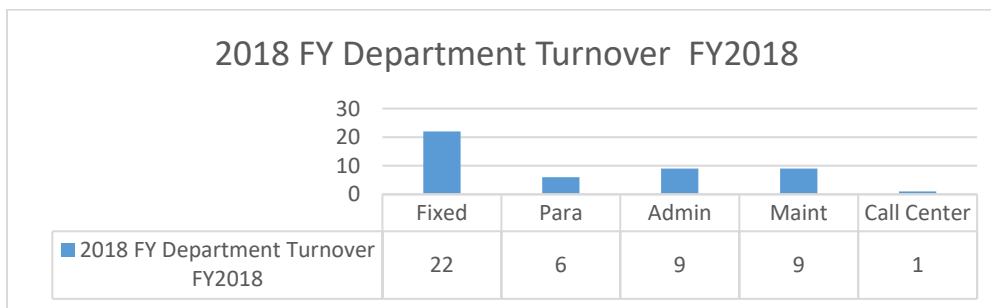


TENURE - The primary goal of this is to understand the stage of the employee lifecycle that might have an influence. In other words, if an employee churns in the first three months, it is most likely an onboarding/recruiting problem. If they leave after a few years, it may be due to limited learning and development programs.

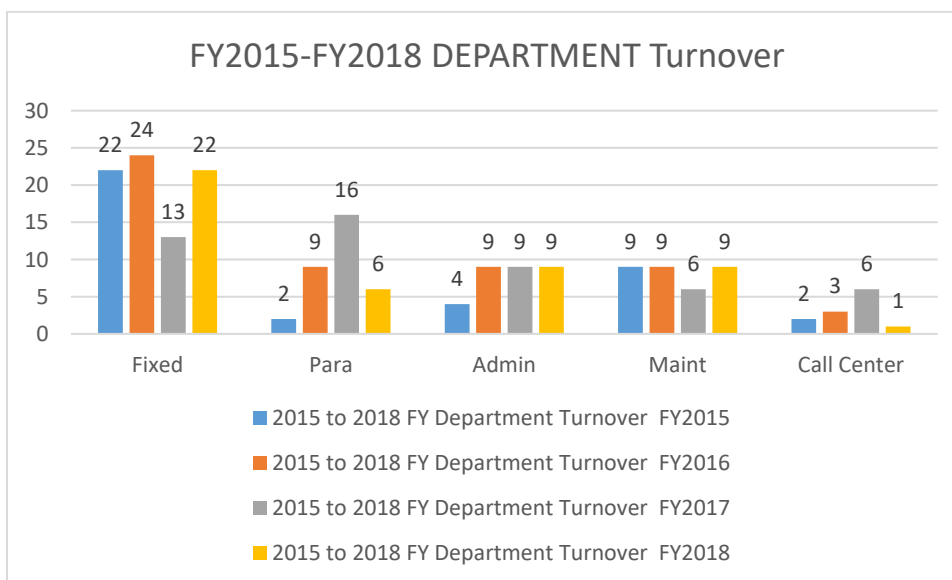
Efforts by the Human Resources and Operations to improve the hiring process began in February 2018. It should be noted that Operations has the largest employee base; also efforts have been made to the process to improved retention during the first 90 days. Operation has the greatest amount of investment into a new hire (up to 8 weeks training). Some of these improvements include:

1. Realistic job preview (HR & Ops)
2. Increased background checking intensity (HR)
3. Documented verification of previous employment (HR)
4. Consistent hiring manager (Ops)
5. Stay interviews (HR)

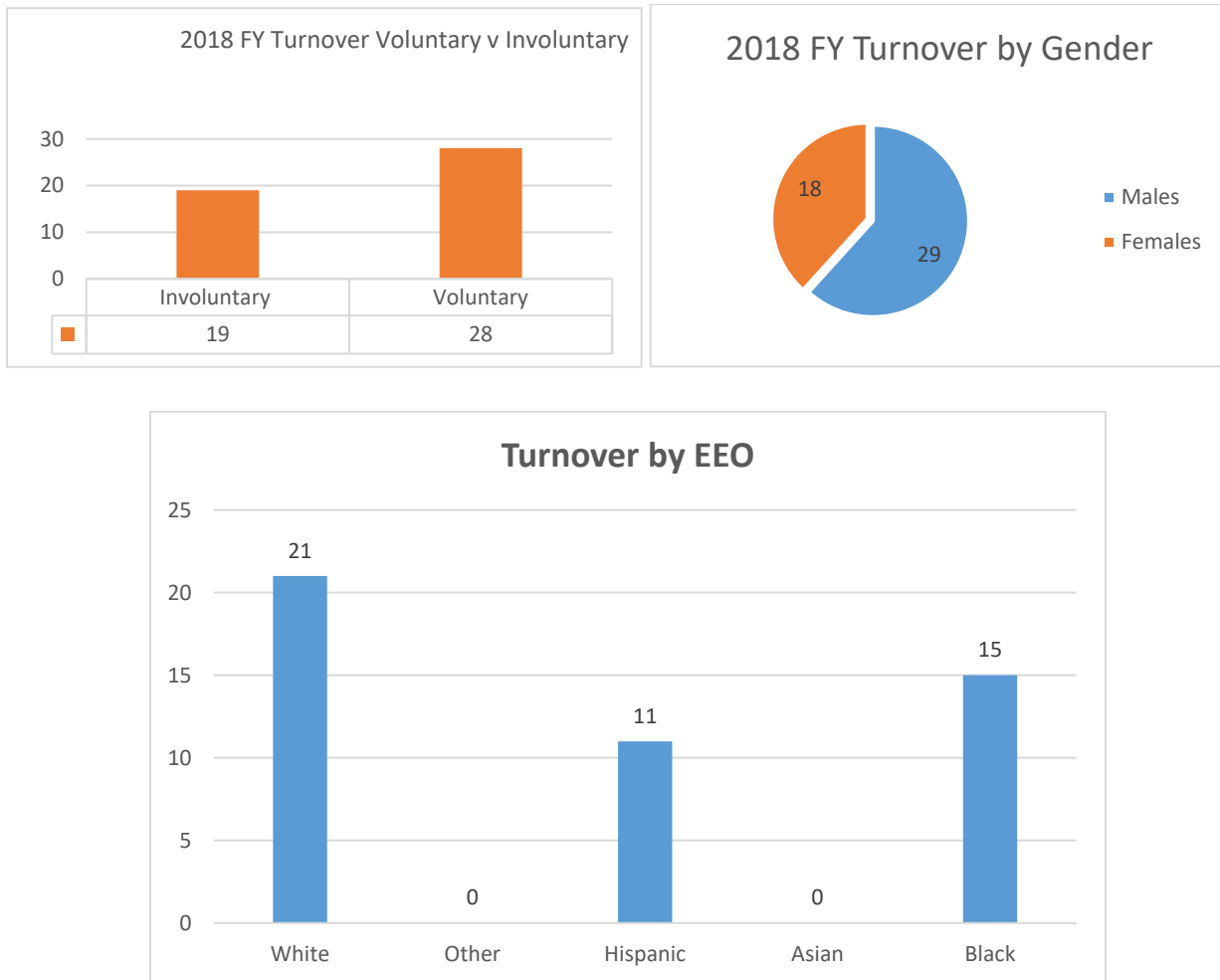
The following graph provides a visual data point for employee turnover by department at Citrus Connection during the fiscal year ending September 30, 2018.



The graph below graphs turnover in Fiscal Years 2015 to 2018. The graph contrasts the last four (4) fiscal years by departmental turnover.

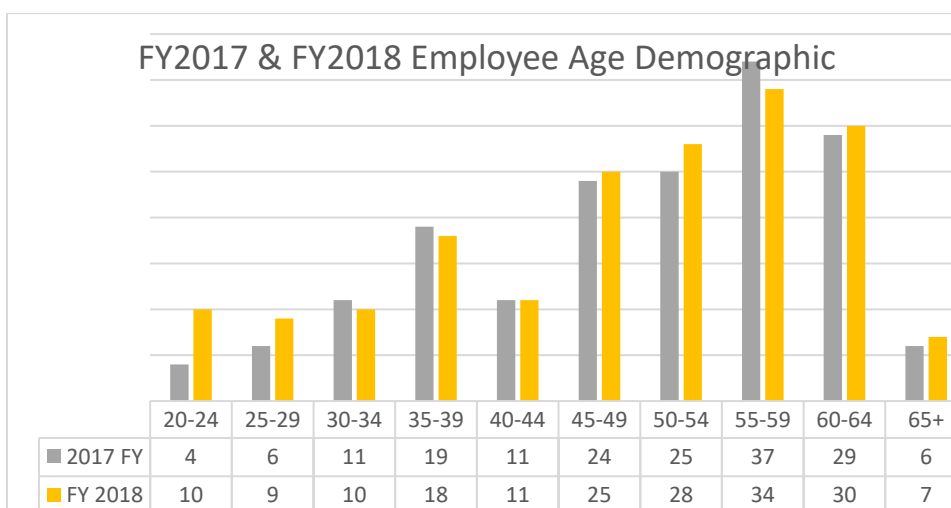
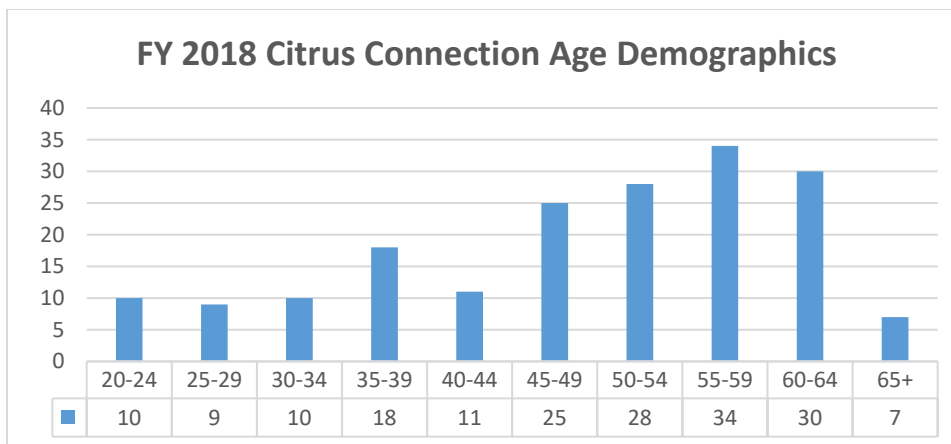
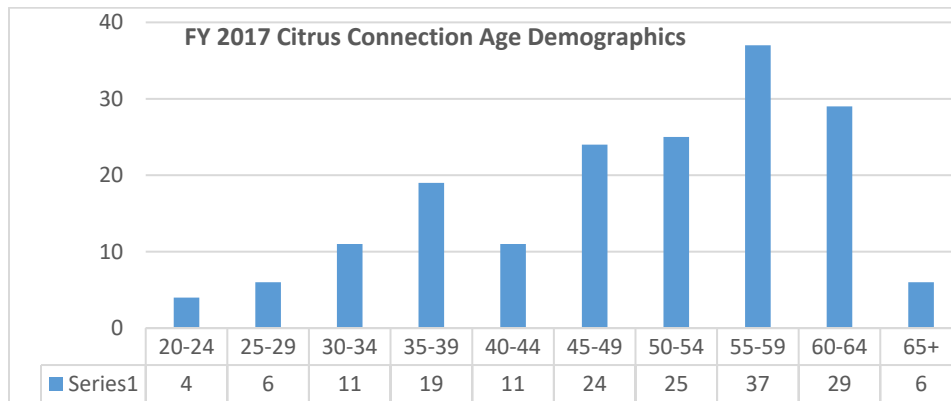


ECONOMIC CLIMATE WILDCARD- Voluntary employee turnover is higher when people know they can find another job. As such, the economic climate has a major influence on turnover. If the economy is doing poorly, it is likely that turnover will be lower than normal. Employees in a poor economic climate stay; however, they will likely have a greater degree of disengagement.

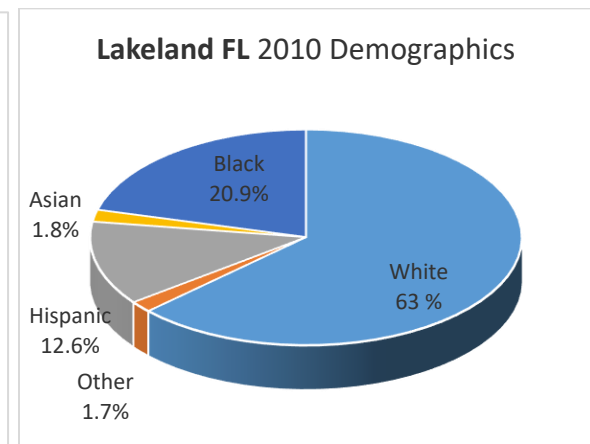
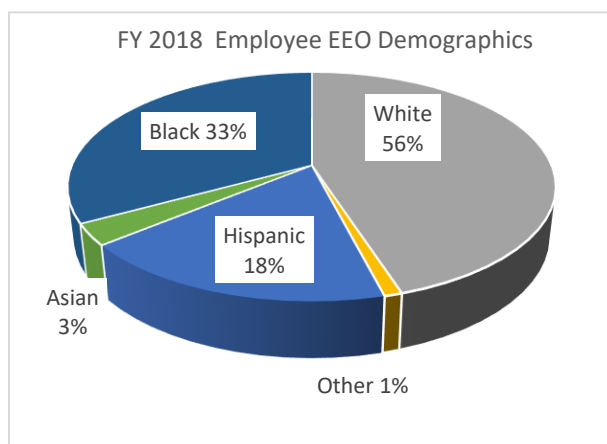
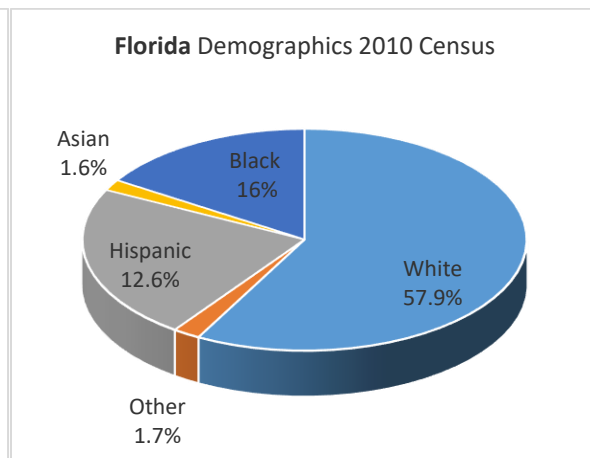
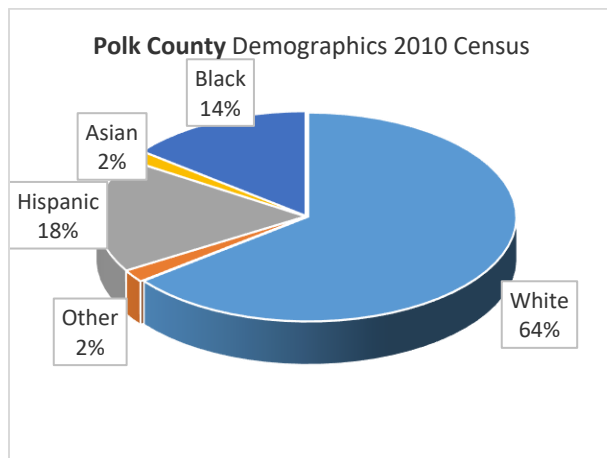


The improvement (or lack thereof) cannot be accomplished by looking at raw data points without some context. The following is a comprehensive collection of data on all employee demographics and hiring.

AGE DEMOGRAPHIC: The median age for Polk County is 40.1 years (*2010 Census*) the median age for Citrus Connection employees for FY 2017 was 52 years, mean age is 49 years. In FY 2018 the median age moved to 51 years and mean age is 48.



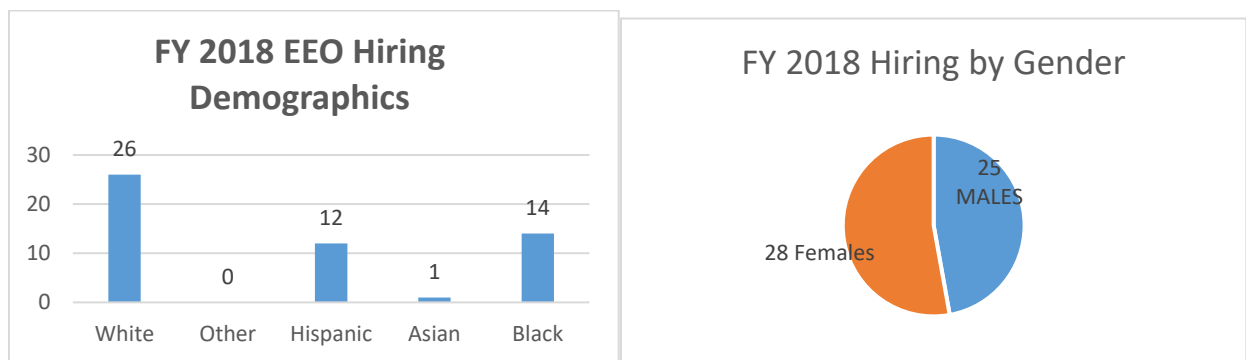
Lakeland Area Mass Transit is mandated by the FTA to collect data and annually report on organizational EEO. Below pie chart shows the 2010 US Census demographics for City of Lakeland, Polk County and State of Florida, as well as the 2018 LAMTD employee data.



The Citrus Connection Human Resources department has had some changes in the procedures of recruiting, which includes an increase in the tracking of EEO classes.

Below are demographics that include race and gender. During the 2018 fiscal year Citrus Connection has hired diverse races through constant recruiting within the rural Polk County area. Some of the reported new hires were hired through recommendations of current employees; what better way to gain new hires, than to hire from those that are well established.

HIRING: During the FY 2018 there were 53 new hires.



AMENDED EEO AFFIRMATIVE ACTION PLAN

LAMTD (aka "Citrus Connection") is committed to ensuring that all decisions regarding recruitment, hiring, promotions, special assignments, training, and other terms and conditions of employment will be made without discrimination on grounds of race, color, national origin, sex, sexual orientation, religion, creed, age, disability, marital status, or any other factor which cannot be lawfully used as the basis for an employment decision. This statement is further intended to assure that management and employees endeavor to meet the requirements of both the spirit and intent of federal, state, and Polk County with respect to equal opportunity employment.

The AAP Plan 2016-2020 was originally compiled according to the FTA requirements in 2015. In 2016 the FTA would add a requirement to the AAP of three year projection EEO Utilization Review. Therefore, this is an amendment to the 2016-2020 AAP to include the EEO Utilization review with three year EEO goal projections.

METHODOLOGY:

The utilization review analysis is a comparison of LAMTD employment to labor market availability by race/ethnicity and gender in defined occupational categories and in selected job classes. An occupational category is a broad grouping of job classes which require similar levels of skills or training. The LAMTD's job classes are each mapped to an occupational category based upon the U.S. EEOC (Equal Employment Opportunity Commission) definitions and descriptions of the category.

Racial/ethnic group identifications in LAMTD financial database include: (1) White; (2) American Indian or Alaskan Native; (3) Black; (4) Hispanic; (5) those who identify as mixed race. Employees may self-identify race and gender at the time of appointment. Employees may identify as two or more races by selecting a primary race and secondary races. This information can be recorded in the MCSJ database; however workforce demographic reports will only show the employee's primary race designation.

The Human Resources Departmental is responsible for inputting the employee's selected racial and gender identity. The Utilization Review obtained data from LAMTD uses position control numbers to classify according to EEO employment classifications. External and internal applicant data was tracked by Human Resources during the 2017-2018 fiscal year. Data reporting units were applied according to the EEO classifications and against the applicant data to provide the EEO Utilization information that would indicate the EEO goals.

The Equal Employment Opportunity examines labor force diversity using Census data, which is produced for federal agencies responsible for monitoring employment practices and enforcing civil rights laws for the workforce. The EEO Tabulation includes seven single racial groups: (1) White Hispanic or Latino (2). All other Hispanic or Latino; (3) White; (4) Black or African American; (5) American Indian and Alaska Native; (6) Asian; (7) Native Hawaiian and Other Pacific Islander. Employers use this tabulation to measure compliance with federal laws and regulations. The Equal Employment Opportunity Commission, the Employment Litigation Section of the Civil Rights Division at the Department of Justice, the Office of Federal Contract Compliance Programs at the Department of Labor, and the Office of Personnel Management sponsor this EEO data reporting. Because Polk County workforce data is not an exact match to U.S. Census data or the EEO Tabulation, this report is a general comparison of racial groups.

DEVELOPMENTS AND CHALLENGES

Unemployment rates Polk County in September 2018 is at an low of 3.4% according to the U.S. Department of Labor, Bureau of Labor Statistics (BLS). During September 2017 the Polk County unemployment rate was 4.5%. Statewide the September 2018 seasonally adjusted unemployment rate was 3.5%. Additionally, those seeking work in Polk County are influenced by neighboring counties of Hillsborough (Tampa, FL) and Osceola County (Kissimmee-Orlando, FL) where the unemployment rates are at record lows of 2.8% and 3% respectively. Thus LAMTD has a limited pool of candidates to select.

Narrative of Interpretation

The Utilization Review Analysis EEO Report shows that LAMTD had some challenges in matching Polk County Labor Force Availability in certain job categories. In particular, the job categories of Professional, Administrative, Technician, and Skilled Craft. Within the job category of Professional: Hispanic or Latino male employees (0%), white females employees (9.1%) appear to be under represented. Under the job category of Technician the utilization analysis identified this category as potential underutilization however, the smaller employment groupings does not identify a hiring goal. Within the job category of Administrative: White female employees (29%), Hispanic females employees (5.9%) appear to be under represented. Within the job category of skilled craft: Hispanic or Latino male employees (16.7%) appear to be under represented. It should be noted that the Polk County unemployment rate has steadily declined over the past decade giving rise to recruiting challenges and a reliance on employee referrals that has potentially caused imbalances to the hiring process.

GOALS: Objectives and Steps

- 1. Encourage Qualified Hispanic or Latino males, to apply for Professional positions when available. The Utilization Analysis identifies this classification as underutilized. Currently Hispanics highest classification is Technician and are absent from higher management positions despite making up 17% of Polk county population.**
 - a. Attend diverse job fairs including those specifically targeted for Hispanic male employment.
 - b. Advertise on the Citrus Conneciton websites, Indeed, Department of Economic Opportunity and social media job opening.
 - c. Encourage current employees in this category to internally apply for professional positions
 - d. Provide more weight to Hispanic male candidates when all applicant qualifications are equal.
 - e. Routinely review all minimum requirements, screening processes, and employment practices to ensure there are no artificial barriers to employment opportunities for Hispanics.
- 2. Encourage qualified white females, to apply for Professional positions when available. The Utilization Analysis identifies this classification as underutilized. Currently this classification is underutilized and has one employee in this classification while representing 25% of Polk county population.**
 - a. Attend diverse job fairs including those specifically targeted for female employment.
 - b. Advertise on the Citrus Conneciton websites, Indeed, Department of Economic Opportunity and social media job opening.
 - c. Encourage current employees in this category to internally apply for professional positions
 - d. Provide more weight to white female candidates when all applicant qualifications are equal.
 - e. Routinely review all minimum requirements, screening processes, and employment practices to ensure there are no artificial barriers to employment opportunities for females.
- 3. Encourage qualified white females, to apply for Technician positions when available. The Utilization Analysis identifies this classification as underutilized. Currently this classification is underutilized and has one employee in this classification while representing 11% of Polk county population.**
 - a. Attend diverse job fairs including those specifically targeted for white female employment.
 - b. Advertise on the Citrus Conneciton websites, Indeed, Department of Economic Opportunity and social media job opening.
 - c. Encourage current employees in this category to internally apply for Technician positions
 - d. Provide more weight to white female candidates when all applicant qualifications are equal.
 - e. Routinely review all minimum requirements, screening processes, and employment practices to ensure there are no artificial barriers to employment opportunities for females.

4. Encourage qualified white females, to apply for Administrative positions when available. The Utilization Analysis identifies this classification as underutilized. Currently this classification is underutilized and has five employees in this classification while representing 55% of Polk county population.

- a. Attend diverse job fairs including those specifically targeted for female employment.
- b. Advertise on the Citrus Conneciton websites, Indeed, Department of Economic Opportunity and social media job opening.
- c. Encourage current employees in this category to internally apply for Administrative positions
- d. Provide more weight to white female candidates when all applicant qualifications are equal.
- e. Routinely review all minimum requirements, screening processes, and employment practices to ensure there are no artificial barriers to employment opportunities for females.

5. Encourage qualified Hispanic females, to apply for Administrative positions when available. The Utilization Analysis identifies this classification as underutilized. Currently this classification is underutilized and has one employee in this classification while representing 17% of Polk county population.

- a. Attend diverse job fairs including those specifically targeted for Hispanic female employment.
- b. Advertise on the Citrus Conneciton websites, Indeed, Department of Economic Opportunity and social media job opening.
- c. Encourage current employees in this category to internally apply for Administrative positions
- d. Provide more weight to Hispanic female candidates when all applicant qualifications are equal.
- e. Routinely review all minimum requirements, screening processes, and employment practices to ensure there are no artificial barriers to employment opportunities for females.

6. Encourage qualified Hispanic males, to apply for skilled craft positions when available. The Utilization Analysis identifies this classification as underutilized. Currently this classification is underutilized and has two employee in this classification while representing 25% of Polk county population.

- a. Attend diverse job fairs including those specifically targeted for Hispanic males employment.
- b. Advertise on the Citrus Conneciton websites, Indeed, Department of Economic Opportunity and social media job opening.
- c. Encourage current employees in this category to internally apply for skilled craft positions
- d. Provide more weight to Hispanic male candidates when all applicant qualifications are equal.
- e. Routinely review all minimum requirements, screening processes, and employment practices to ensure there are no artificial barriers to employment opportunities for females.

INTERNAL DISSEMINATION

1. Provide copies of this report and the EEO Utilization report to the Executive Director (ED) and Chief Financial Officer (CFO).
2. Provide copies of this report and the EEO Utilization report to the Human Resources Department.
3. Provide a copy of this report and the EEO Utilization Report upon request.

[illegible]

Four-Fifths Adverse Impact Analysis by Job Category Promotions

Job Category (Use EEO-4)	Total		M	F	W	M	F	AW/N	M	F	B	M	F	HL	M	F	A	M	F	NHOP	M	F
1 - Officials & Administrators																						
Number Applied	-	4																				
Total Promotions	-	1																				
Selection Rate	N/A	25.0%	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	N/A	100.0%	N/A	50.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	100.0%	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	N/A	100.0%	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	No																				
2 - Professionals																						
Number Applied	10	4																				
Total Promotions	-	1																				
Selection Rate	0.0%	25.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	100.0%	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	N/A
Ratio to Highest Rate	N/A	100.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	100.0%	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	N/A	Yes	No	No	Yes	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
3 - Technicians																						
Number Applied	9	1																				
Total Promotions	1	3																				
Selection Rate	11.1%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	N/A	33.3%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	N/A
Ratio to Highest Rate	100.0%	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	N/A	Yes	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Yes	N/A
4 - Protective Service																						
Number Applied	-	-																				
Total Promotions	-	-																				
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5 - Paraprofessionals																						
Number Applied	-	2																				
Total Promotions	-	2																				
Selection Rate	N/A	100.0%	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	100.0%	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	No	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
6 - Administrative Support																						
Number Applied	-	10																				
Total Promotions	-	1																				
Selection Rate	N/A	10.0%	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	16.7%	N/A	100.0%	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Highest Rate	N/A	100.0%	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	100.0%	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%
Potential Adverse Impact (Yes/No)	N/A	No	N/A	Yes	N/A	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	Yes	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Yes
7 - Skilled Craft																						
Number Applied	-	-																				
Total Promotions	-	-																				
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
8 - Service-Maintenance																						
Number Applied	1	1																				
Total Promotions	-	1																				
Selection Rate	0.0%	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	N/A	N/A	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Notes:

Persons with Disabilities		Total	Male	Female	M	F	W	M	F	AW/N	M	F	B	M	F	H/L	M	F	A	M	F	NHOP	M	F
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Promotions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Veterans																								
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Promotions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Notes:

Four-Fifths Adverse Impact Analysis by Job Category
Terminations

Job Category (Use EEO-4)	Total		W		A/AN		B		H/L		A		NH/PI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
1 - Officials & Administrators																
Total Workforce	7	4	4	1	1		1	3	-	-	1	-	-	-	-	-
Total Involuntary Terminations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	No	No	No	No	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A
2 - Professionals																
Total Workforce	6	3	4	3	-		-	-	2	-	-	-	-	-	-	-
Total Involuntary Terminations	-	1	-	1	-		-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	0.0%	33.3%	0.0%	33.3%	N/A	N/A	N/A	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	0.0%	100.0%	0.0%	N/A	N/A	N/A	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	Yes	No	Yes	N/A	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A
3 - Technicians																
Total Workforce	12	4	4	1			5	2	3	1	-	-	-	-	-	-
Total Involuntary Terminations	-	-	-	-	-		-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A
4 - Protective Service																
Total Workforce	1	2	1	1			-	1	-	-	-	-	-	-	-	-
Total Involuntary Terminations	-	-	-	-	-		-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5 - Paraprofessional																
Total Workforce	2	2	2	1			-	1	-	-	-	-	-	-	-	-
Total Involuntary Terminations	-	-	-	-	-		-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
6 - Administrative Support																
Total Workforce	5	12	-	5			3	5	2	1	-	1	-	-	-	-
Total Involuntary Terminations	-	4	-	1			-	3	-	-	-	-	-	-	-	-
Involuntary Termination Rate	0.0%	33.3%	N/A	20.0%	N/A	N/A	0.0%	60.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	0.0%	N/A	0.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	Yes	N/A	No	N/A	N/A	No	Yes	No	No	No	N/A	N/A	N/A	N/A	N/A
7 - Skilled Craft																
Total Workforce	19	5	9	2			4	-	4	3	2	-	-	-	-	-
Total Involuntary Terminations	2	1	1	-			-	-	1	1	-	-	-	-	-	-
Involuntary Termination Rate	10.5%	20.0%	11.1%	0.0%	N/A	N/A	0.0%	N/A	25.0%	33.3%	0.0%	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	52.6%	0.0%	100.0%	N/A	N/A	100.0%	N/A	0.0%	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	N/A	Yes	Yes	No	N/A	N/A	N/A	N/A	N/A
8 - Service-Maintenance																
Total Workforce	45	46	21	21			11	19	13	6	-	-	-	-	-	-
Total Involuntary Terminations	8	6	3	2			3	2	2	2	-	-	-	-	-	-
Involuntary Termination Rate	17.8%	13.0%	14.3%	9.5%	N/A	N/A	27.3%	10.5%	15.4%	33.3%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	73.4%	100.0%	66.7%	100.0%	N/A	N/A	34.9%	90.5%	61.9%	28.6%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A

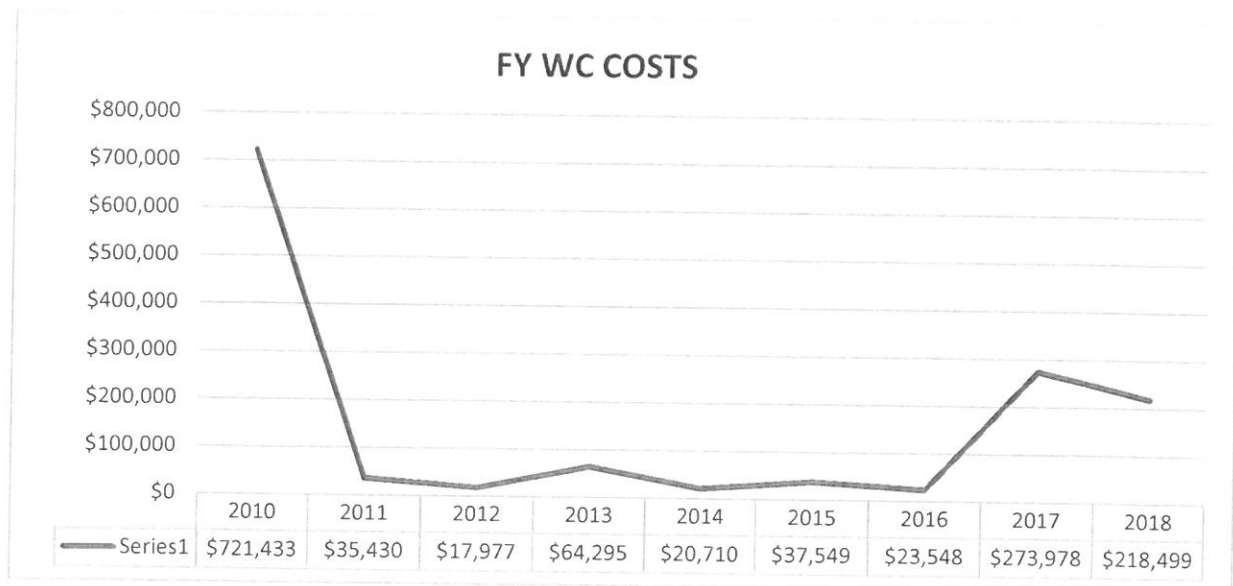
Notes:

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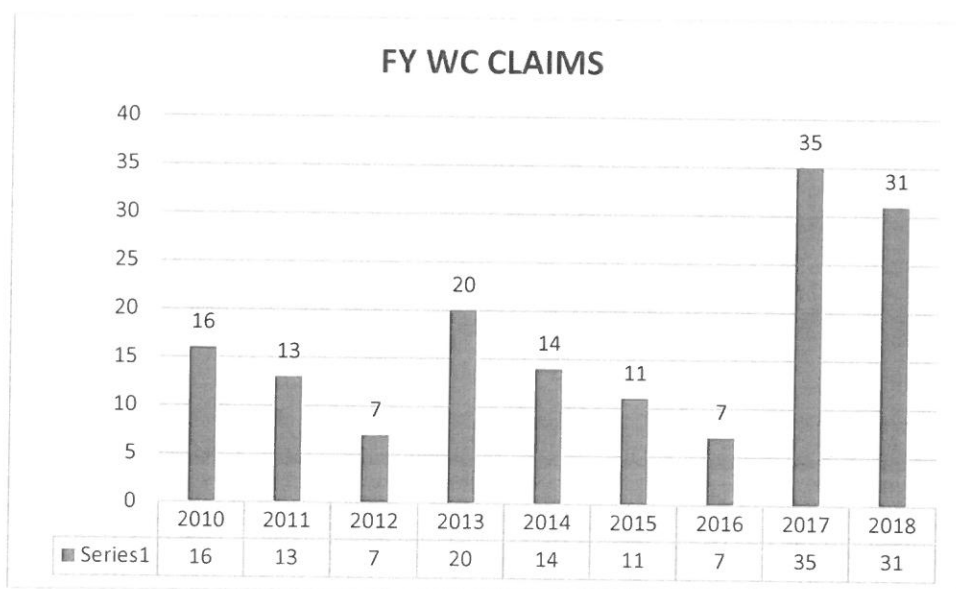
Workers Compensation Analysis Fiscal Years 2010 – 2018

Below data graphs represents a snapshot in time breaking down by fiscal years (FY) the costs of workers comp (WC) as reported by the Florida League of Cities. Because of the special circumstances related to WC claims this report has limitations in that dollar amounts reported can actually increase in the future because some WC claims remain open. Thus, potentially increasing the cost of claims. Given the issues of employee right to report a workplace injury, the right to ongoing treatment, the right to medical privacy, this report is written in a manner to avoid potentially identifying a specific employee or employees who may have an open or excessively costly workers compensation claim.

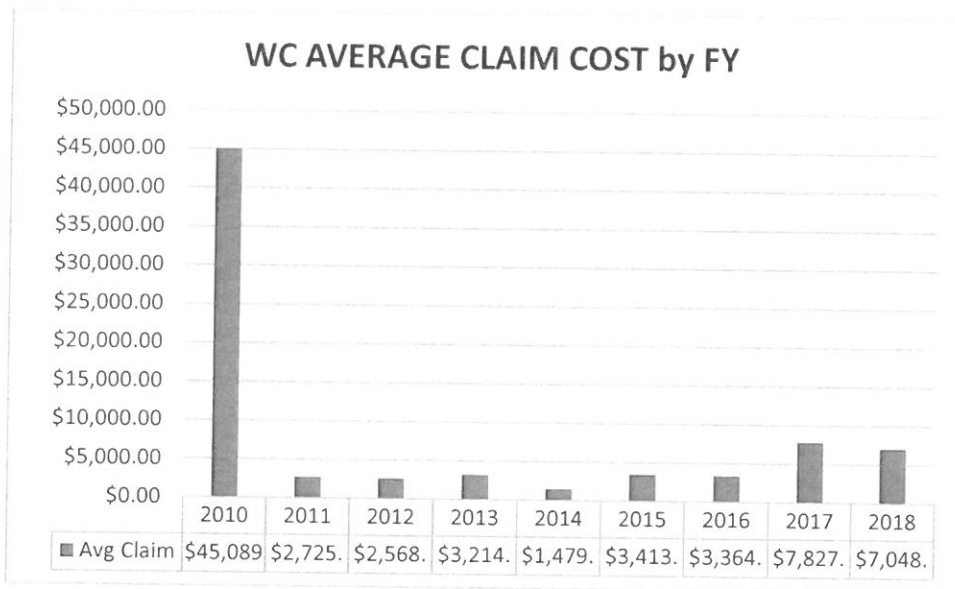
Below graph breaks down the **workers comp total costs each fiscal year**. During the FY 2010 the workers compensation claims total cost came in at a high of \$721,433 compared to FY 2012 claims total cost of only \$17,977. It would be noted that in 2012 LAMTD had not merged with Polk County ParaTransit which means a smaller organization with lowered comp risk. Conversely, the same holds true for the 2010 reporting year as well. The most recent FY 2018 WC claims costs came in at \$218,499 which is the third highest claims year during this reporting sample. The second highest WC claims year was FY 2017 at \$273,978.



Among the influences on the cost of WC claims for each FY can be attributed to the number of claims made for each fiscal year. Below represents the ***number of claims made during each fiscal year***. There was a low number of WC claims reported in FY 2012 and 2016 of seven (7) total claims. While the largest number of WC claims were reported in FY 2017 with 35 total WC claims. In FY 2010 where the WC claims cost were highest, there were 16 reported WC claims made. The most recent FY 2018 the WC claims there were 31 WC claims reported for a total cost of \$218,499.



Lastly the data graph below breaks down the **average cost per WC claim** for each fiscal year to provide a better idea of overall cost. Taking the total cost of each workers comp payed fiscal year and the number of workers comp claims made an average cost for each claim can be determined. As reported in previous graph 2012 and 2017 had the lowest total number or reported WC claims. The average cost for each claim actually in FY 2014 were the average WC claim cost was \$1,479 for each claim. This illustrates that the raw number of WC claims or raw WC claim cost, cannot be used exclusively to determine a poor or improved WC reporting/cost year.



LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Date: DECEMBER 12, 2018
AGENDA ITEM 9

Agenda Item: **Agency Updates**

Presenter: Tom Phillips

Recommended
Action: Informational

Summary: Oral presentation

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Date: DECEMBER 12, 2018
AGENDA ITEM 10a

Agenda Item: **November calendar**

Presenter: Tom Phillips

Recommended
Action: Informational

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

◀ ▶ November 2018

Washington, D.C. ▾

Today
45° F / 34° F

Tomorrow
39° F / 33° F

Thursday
40° F / 35° F

Search Tom Phillips - Calendar

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Oct 28	29	30	31	Nov 1	2	3
	Distribute Report Cards		Halloween; United States	9:30am RP Funding Center for CCTV	Battle Assembly (James)	
	9:00am 1 on 1 with Steve; Tom's office ; Tom Phillips		12:00pm Bartow Rotary Club; City of Bartow Civic Center; 2250 S Floral Ave, Bartow, FL 33830; Tom Phillips	11:00am Aaron Dunn & Paul Simms; Tom Phillips	8:30am Senior Staff Meeting; Tom Phillips	
				12:00pm Bank & Errands & Animal Clinic call	12:00pm Kiwanis Lunch; Lake Morton	
				2:00pm 1/1 with David Persaud; Executive Office; Tom Phillips	7:00pm Tapestries Lakeland VIP Opening	
4	5	6	7	8	9	10
Battle Assembly (James)	Copy: Board of Directors, Performance Indicator Data, due COB 3rd working day of eve		Polk County Planning Commission - Regular Meeting	8:00am Lakeland Magic Bus Ribbon Cutting ; RP Funding Center - 701 W Lime St, Lakeland, FL 33815, United States; E...	Marcia's vacation ; Vacation ; Marcia Roberson	
	City of Lakeland Commission Meeting	Election Day; United States	2:00pm Meeting with Carol Philipson; Your office	10:00am FW: PACE Polk - Purse Snatcher; Citrus Connection; Julie Roggeman	10:00am SR37 Pilot Project (Dixieland Road Diet) ; D1-HQ, Transportation Sup...	
	10:00am 1 on 1 with Steve; Tom's office ; Tom Phillips	9:00am BOCC Meeting ; Neil Combee Building; Erin Killebrew		2:00pm 1/1 with David Persaud; Executive Office; Tom Phillips	12:00pm Kiwanis Lunch; Lake Morton	
	12:00pm Haus 820 Walkthrough; Haus 820, 820 N Massachusetts Ave, Lakeland, FL 33801, USA				1:00pm Homeless Youth Task Force Meeting; United Way - Executive Board ...	
					5:30pm Todd's Going away; 641 Pine Cr...	
11	12	13	14	15	16	17
Marcia's vacation ; Vacation ; Marcia Roberson			Interim Reports	10:00am Visit Jules Ramirez; Room 363 Hunt building 410 11th St, Lake Wales, ...	8:00am Haircut	Out of office
Copy: Veteran's Day - Service; LAMTD Master Account	McKeel Open Students & Staff (District Holiday)	8:30am Board Agenda Review; Board ro.	Polk County Board of Adjustment - Regular Meeting	11:00am Bartow Call Center Potluck	11:30am Company Thanksgiving Potluck; All sites	
Veteran's Day; United States	11:00am Skype Meeting with Legoland	8:30am Email Ridership Update to LAMT...	8:30am LAMTD Board Meeting; 1212 George Jenkins Blvd, Hollingsworth Room, Lakeland, FL; James Phillips	2:00pm 1/1 with David Persaud; Executive Office; Tom Phillips	1:00pm Vacation prep	
		11:00am Salvation Army Ribbon Cutting...		4:00pm Polk State College Inauguration of Dr. Angela Garcia Falconetti; 999 Ave...		
		2:00pm Confirm 4 paws				
		7:00pm Fort Meade Commission Meetin...				
18	19	20	21	22	23	24
Out of office						
	Fall Break					
	City of Lakeland Commission Meeting			5:00am Thanksgiving - No Service 5:00am		
	10:00am 1 on 1 with Steve; Tom's office ; Tom Phillips			Thanksgiving Day; United States	8:30am Updated invitation; Infrastructure Team Meeting @ Monthly from 8:30am ...	
				2:00pm 1/1 with David Persaud; Executive Office; Tom Phillips	12:00pm Kiwanis Lunch; Lake Morton	
25	26	27	28	29	30	Dec 1
	9:00am Elderpoint Insurance Video; Your office	8:00am Canceled: TripSpark - Site Visit - Citrus Connection; 1290 Golfview Ave. Suite 282 - Drawer HS 09, P.O. Box 900...	7:30am MR Mele	10:00am Transit briefing-Sara Roberts McCarley; Hillcrest Coffee - 119 Hillcrest...	8:30am Senior Staff Meeting; Tom Phillips	
	10:00am 1 on 1 with Steve; Tom's office ; Tom Phillips	10:00am Discussion Between LYNX & Citrus Connection about Northeast Pol...	11:30am Tiger Bay Club - Analysis of Midterm Elections; Bartow Civic Center 2250 S. Floral Ave, Bartow, FL 33830; Tom Phillips	11:00am Meeting with Donovan	12:00pm Kiwanis Lunch; Lake Morton	
	3:15pm LEDC Meeting and Holiday Party; Polk Theatre, 121 S. Florida Ave., Lakela...	1:30pm Homeless Steering Committee; Talbot House - 814 N. Kentucky Ave, 338...		1:00pm Update with Aaron and Paul; Operation Office; Tom Phillips	2:00pm Transit Priority Signal Technical Assistance; Teleconference	
	4:00pm LEDC Meeting and Holiday Part...			2:00pm 1/1 with David Persaud; Executive Office; Tom Phillips	2:00pm Transit Priority Signal Technical Assistance; Teleconference; Gregg, Robert	

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Date: DECEMBER 12, 2018
AGENDA ITEM 10b

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 October, 2018.

Attachments: Ridership Report.

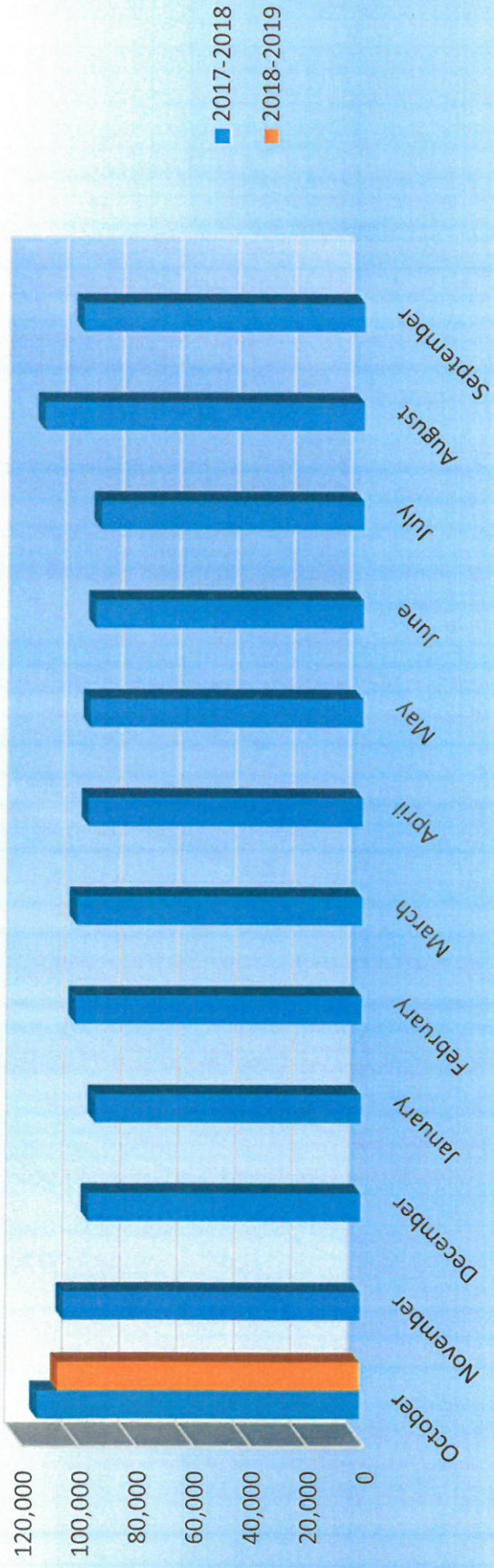
Citrus Connection and PCTS Fixed Route Totals					
	2015-2016	2016-2017	2017-2018	2018-2019	Change
October	125,714	108,078	113,220	105,951	-6%
November	111,028	106,998	104,149	0	0%
December	122,018	111,197	95,520	0	0%
January	101,190	103,647	93,227	0	0%
February	111,486	108,068	100,300	0	0%
March	117,618	116,794	99,916	0	0%
April	110,754	103,274	95,993	0	0%
May	105,362	108,224	95,476	0	0%
June	106,252	102,092	93,781	0	0%
July	100,929	98,193	92,042	0	0%
August	115,998	118,104	111,898	0	0%
September	109,705	89,794	98,550	0	0%
Totals	1,338,053	1,274,460	1,194,072	105,951	-6%

Citrus Connection and PCTS Para-Transit Totals					
	2015-2016	2016-2017	2017-2018	2018-2019	Change
October	7,846	7,071	8,654	9,820	13%
November	6,690	7,002	7,940	0	0%
December	7,330	7,014	7,660	0	0%
January	7,020	7,521	9,478	0	0%
February	7,027	7,413	9,514	0	0%
March	7,780	8,715	10,469	0	0%
April	7,334	7,757	9,947	0	0%
May	7,431	8,460	9,534	0	0%
June	7,548	8,374	8,777	0	0%
July	6,846	8,131	8,247	0	0%
August	8,166	9,533	9,642	0	0%
September	7,791	6,711	8,437	0	0%
Totals	88,809	93,702	108,299	9,820	13%

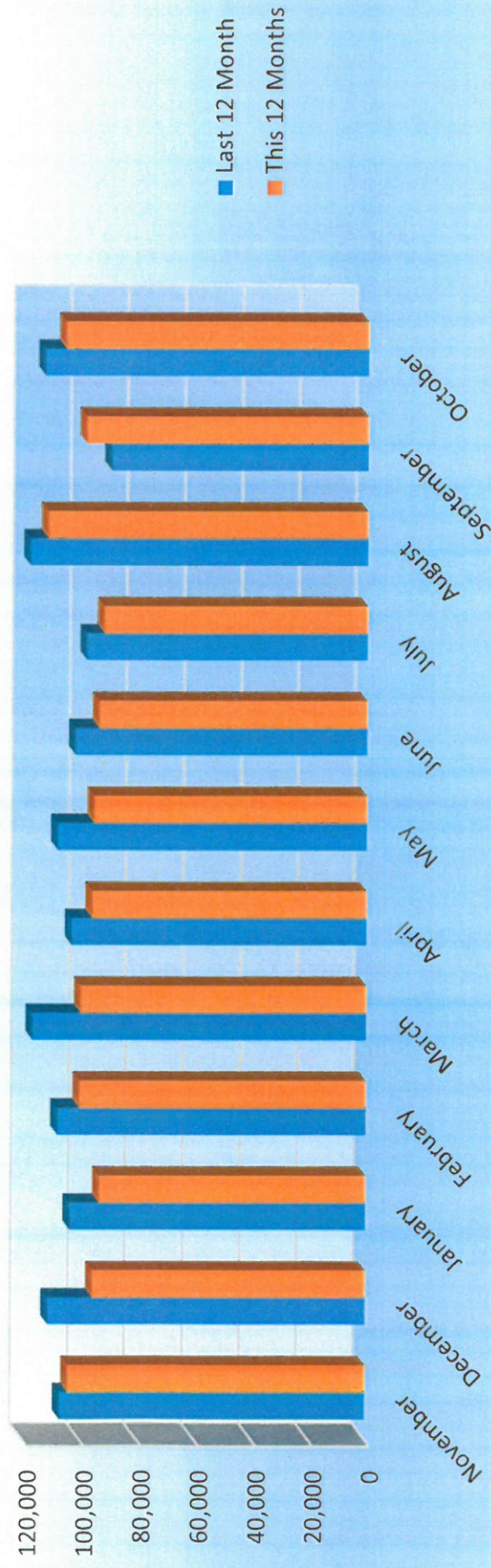
Citrus Connection only Fixed Route Totals					
	2015-2016	2016-2017	2017-2018	2018-2019	Change
October	83,092	67,636	73,349	70,381	-4%
November	73,987	71,083	67,437	0	0%
December	82,287	72,646	60,879	0	0%
January	67,774	70,767	58,830	0	0%
February	74,506	71,884	63,140	0	0%
March	79,428	78,158	62,897	0	0%
April	73,926	67,338	59,873	0	0%
May	69,120	72,329	60,039	0	0%
June	71,398	67,965	59,754	0	0%
July	68,162	66,347	59,884	0	0%
August	76,847	79,427	71,375	0	0%
September	72,624	54,155	62,306	0	0%
Totals	893,149	839,734	759,763	70,381	-4%

Citrus Connection only Para-Transit Totals					
	2015-2016	2016-2017	2017-2018	2018-2019	Change
October	4,094	3,229	4,025	4,026	0%
November	3,437	3,252	3,734	0	0%
December	3,695	3,154	3,444	0	0%
January	3,512	3,507	4,055	0	0%
February	3,496	3,505	3,909	0	0%
March	3,897	4,040	4,217	0	0%
April	3,651	3,694	3,935	0	0%
May	3,589	4,060	3,848	0	0%
June	3,660	3,880	3,627	0	0%
July	3,269	3,681	3,437	0	0%
August	3,866	4,306	3,978	0	0%
September	3,747	6,039	3,396	0	0%
Totals	43,913	46,347	45,605	4,026	0%

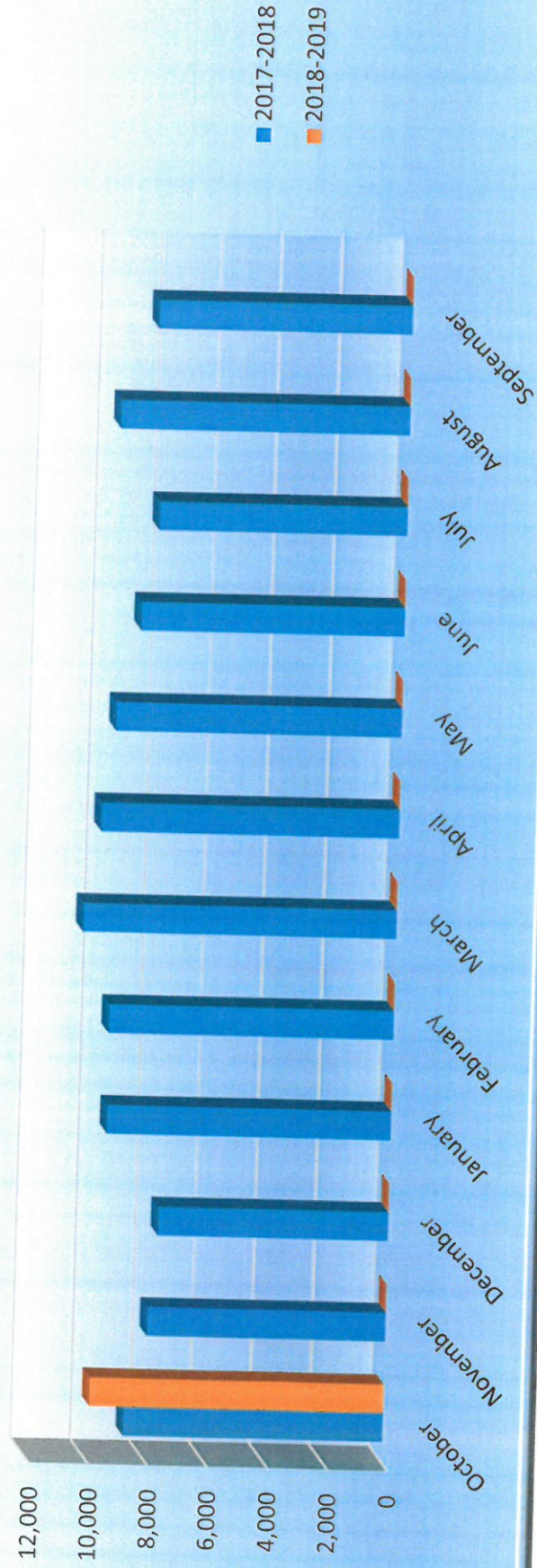
Citrus Connection and PCTS Fixed Route Total Ridership



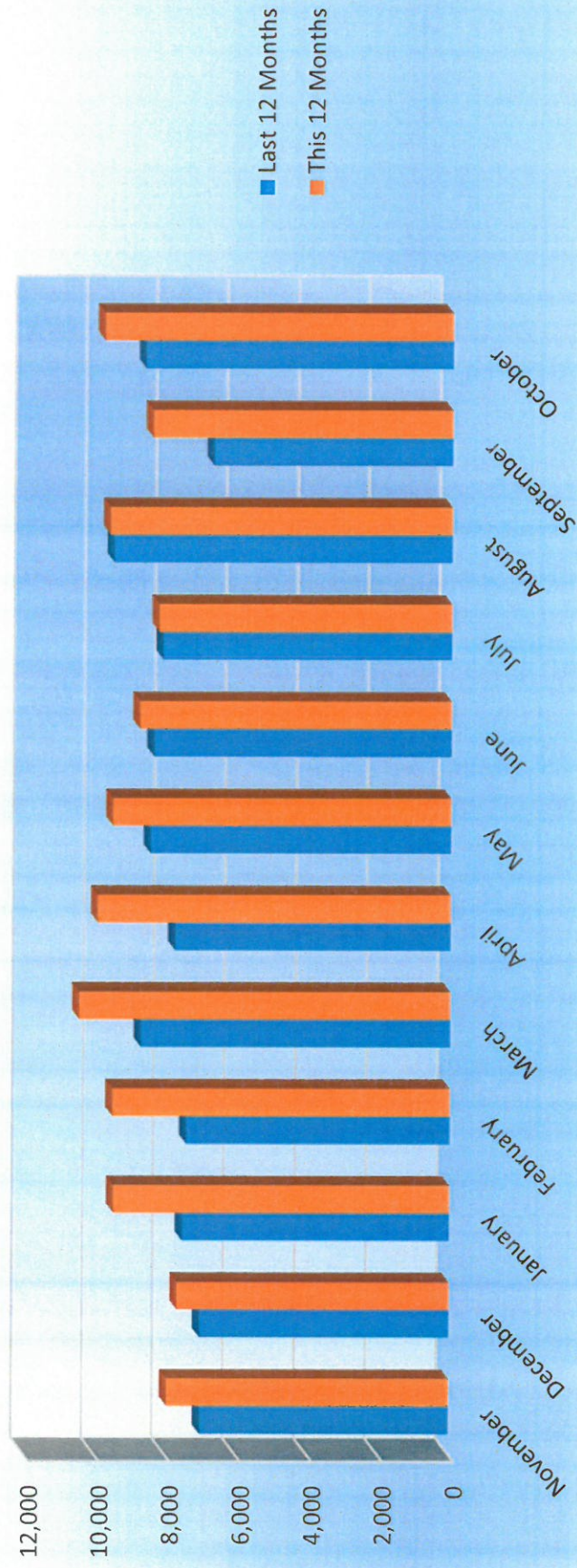
Citrus Connection and PCTS Fixed Over 12 Months



Citrus Connection and PCTS Para-Transit Total Ridership



Citrus Connection and PCTS Para Over 12 Months



LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Date: NOVEMBER 14, 2018
AGENDA ITEM#11

Agenda Item: **Other Business**

Presenter: TBD

Recommended
Action: TBD

Summary: TBD