

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Citrus Connection, Hollingsworth Meeting Room, 1212 George Jenkins Blvd.
Wednesday, November 14, 2018, at 8:30 a.m.

Call to Order	<u>Action Required</u>
1. Approval of the October 26, 2018 Special Meeting Minutes	Approval
2. Public Comments	TBD
3. Voice of the Rider – Steven Gunn	None
4. Finance / David Persaud	
a. Resolution 19-01	Approval
b. Resolution 19-02	Approval
c. Resolution 19-03	Approval
d. Resolution 19-04	Approval
5. Legal	
a. Insurance Agreements with Local Partners	Approval
b. Resolution 19-05	Approval
c. Resolution 19-06	Approval
6. Fleet Replacement Plan Update / Joseph Cheney	
d. Update to the Fleet Replacement Plan and CIP	Approval
e. County Fleet Plan Update Power Point	None
7. Executive Director Report / Tom Phillips	
a. Agency Update(s)	None
b. Organizational Chart Update	None
8. Executive <u>Informational</u> Summary / Tom Phillips	
a. October Calendar	None
b. Ridership and UAP Update	None
9. Other Business	TBD
Adjournment	

LAKELAND AREA MASS TRANSIT DISTRICT
SPECIAL MEETING
NOVEMBER 14, 2018
AGENDA ITEM #1

Agenda Item: Approval of the October 26, 2018 Special Meeting Minutes

Presenter: James Phillips

Recommended
Action: Board approval of the October 26, 2018 Special Meeting
Minutes

Attachments: October 26, 2018 Special Meeting Minutes

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
City of Lakeland, City Commissioner Meeting Room
228 S. Massachusetts Blvd Lakeland, FL 33801
Friday, October 26, 2018 at 7:30 a.m.

Directors:

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

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

1a. Approval request for the approval of the September 12, 2018 LAMTD Board of Director meeting minutes.

“Approval of September 12, 2018 LAMTD Board Meeting Minutes”
1st George Lindsey/ 2nd Bill Mutz

MOTION CARRIED UNANIMOUSLY

1b. Approval request for the approval of the September 5, 2018 Public Hearing minutes.

“Approval of September 5, 2018 Public Hearing Minutes”
1st George Lindsey/ 2nd Bill Mutz

MOTION CARRIED UNANIMOUSLY

1c. Approval request for the approval of the September 21, 2018 LAMTD Board of Director meeting minutes.

“Approval of September 21, 2018 Public Hearing Minutes”
1st George Lindsey/ 2nd Bill Mutz

MOTION CARRIED UNANIMOUSLY

Agenda Item #2 – Public Comments

None

Agenda Item #3 – Legal / Tim Darby

3a. Universal Access Program – Legoland

“Approve Universal Access Program renewal between Legoland and LAMTD”
1st George Lindsey/ 2nd Bill Mutz

MOTION CARRIED UNANIMOUSLY

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
City of Lakeland, City Commissioner Meeting Room
228 S. Massachusetts Blvd Lakeland, FL 33801
Friday, October 26, 2018 at 7:30 a.m.

3b. CRA Agreement

“Approve 2018 CRA Agreement”
1st George Lindsey/ 2nd Bill Mutz

MOTION CARRIED UNANIMOUSLY

3c. Service Agreements for Polk County Municipalities

“Approve service agreements between Auburndale, Bartow, Dundee, Fort Meade, Haines City, Lakeland, Lake Alfred, Lake Wales, and Winter Haven and LAMTD”
1st George Lindsey/ 2nd John Hall

MOTION CARRIED UNANIMOUSLY

3d. BOCC Master Agreement Attachment A

“Approve service agreements between the Board of County Commissioners of Polk County and Lakeland Area Mass Transit District with the new attachment.”
1st George Lindsey/ 2nd John Hall

MOTION CARRIED UNANIMOUSLY

Agenda Item #4 – Operations / Bill Knieriem

A Public workshop was conducted giving the public an opportunity to comment on the route changes proposed at the September 2018 LAMTD board meeting. A copy of the route changes and a recap of the workshop information is being provided. We are requesting approval for the proposed route changes to take effect October 29, 2018.

“Approve elimination of Frostproof services to the RTE 35 in favor of service to the South County Jail.”
1st Bill Mutz/ 2nd George Lindsey

MOTION CARRIED UNANIMOUSLY

Agenda Item #5 – Human Resources / Steve Schaible

Updates and replaces Substance Abuse Management policy (last updated 2014). Proposed policy includes:

1. FTA FDOT Revisions for Opioids
2. Updates new Medical Review Officer (MRO)
3. Updates third party administrator as FSSolutions
4. Establishes new Designated Employer Representative

“Approve updated policy aligned with DOT DFW”
1st Bill Mutz/ 2nd George Lindsey

MOTION CARRIED UNANIMOUSLY

Adjournment at 7:48 a.m.

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
City of Lakeland, City Commissioner Meeting Room
228 S. Massachusetts Blvd Lakeland, FL 33801
Friday, October 26, 2018 at 7:30 a.m.

Approved this 14th day of November, 2018.

Chairman – City Commissioner Phillip Walker

Minutes Recorder – James Phillips

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
NOVEMBER 14, 2018
AGENDA ITEM #2

Agenda Item: Public Comments

Presenter: TBD

Recommended
Action: TBD

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Date: NOVEMBER 14, 2018
AGENDA ITEM 3

Agenda Item: **Voice of the Rider –Steven Gunn**

Presenter: David Walters

Recommended
Action: None

Summary: Video presentation telling the story of one of our most
valued riders, Steven Gunn

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Date: NOVEMBER 14, 2018
AGENDA ITEM 4a

Agenda Item: **Federal Transit Administration 2018 Section 5311
Formula Grants for Rural Areas application and
resolution.**

Presenter: David Persaud, CFO

Recommended
Action: Staff recommend approval of the 2018 Section 5311
grant application and corresponding resolution for the
County.

Summary: This grant provides needed services to citizens in the
rural areas of Polk County. The District is requesting
5311 grant funding in the amount of \$1,968,082. This is a
50/50 match. FTA will provide 984,041 with in-kind
match of \$984,041 to be provided by the County. If
awarded this program will be included in the County
2019-2020 FY budget.

Attachments: #19-01 Resolution

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.

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

NOW, THEREFORE, BE IT RESOLVED BY THE Lakeland Area Mass Transit District, FLORIDA:

This resolution applies to the Federal Program under U.S.C. Section 5311.

The submission of a grant application(s), supporting documents, and assurances to the Florida Department of Transportation is approved.

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

DULY PASSED AND ADOPTED THIS **November 14, 2018**

By

Signature, Chairperson of the Board [blue ink]

Phillip Walker, Chairman of the Board

Typed Name and Title

ATTEST:

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Date: NOVEMBER 14, 2018
AGENDA ITEM 4b

Agenda Item: **Federal Transit Administration 2018 Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Grant application and resolution.**

Presenter: David Persaud, CFO

Recommended
Action: Staff recommend approval of the 2018 Section 5310 grant application and corresponding resolution for the District.

Summary: This grant involves a Travel Trainer Program for the purpose of educating Seniors and the Disabled population on how to utilize public transit. The District is requesting 5310 grant funding in the amount of \$69,550. The grant match is 80/10/10. The sum of \$55,640 will be provided through the FTA with a cash match of \$6,955 provided by the District and \$6,955 provided by the state FDOT. If awarded this program will be included in the 2019-2020 FY budget

Attachments: Resolution #19-02

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 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.

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

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

This resolution applies to the Federal Program under U.S.C. Section 5310.

The submission of a grant application(s), supporting documents, and assurances to the Florida Department of Transportation is approved.

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

DULY PASSED AND ADOPTED THIS 14th day, of November 2018

By

Signature, Chairperson of the Board [blue ink]

Phillip Walker Board Chair

ATTEST:

Seal

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Date: NOVEMBER 14, 2018
AGENDA ITEM 4c

Agenda Item: **Federal Transit Administration 2018 Section 5339
Formula Grants for Rural Areas application and
resolution.**

Presenter: David Persaud, CFO

Recommended
Action: Staff recommend approval of the 2018 Section 5339
grant application and corresponding resolution for the
County.

Summary: This grant provides needed capital for bus shelters in
rural areas of Polk County. The District is requesting
5339 grant funding in the amount of \$66,410. This is an
80/20 match. FTA will provide \$53,128 with in-kind
match of \$13,282 to be provided by the State. If awarded
this program will be included in the County FY 2019-
2020 budget.

Attachments: Resolution #19-03

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.

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

NOW, THEREFORE, BE IT RESOLVED BY **Lakeland Area Mass Transit District** FLORIDA:

This resolution applies to Federal Program(s) under U.S.C. Section(s) 5339.

The submission of a grant application(s), supporting documents, and assurances to the Florida Department of Transportation is approved.

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

DULY PASSED AND ADOPTED THIS **November 14, 2018**

By

Signature, Chairperson of the Board [blue ink]

Phillip Walker, Chairman of the Board

Typed Name and Title

ATTEST:

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
November 14, 2018
AGENDA ITEM #4d

Agenda Item: **Resolution #19-04 FLORIDA DEPARTMENT OF
TRANSPORTATION (FDOT) Grant Application for
the WINTER HAVEN 5310 CAPITAL FUNDS**

Presenter: David Persaud, CFO

Recommended
Action: Recommend Approval to apply to the FDOT for the
Federal Transit Administration (FTA) Section 5310
Grant Funds, as Designated Recipient and under the
Countywide Transit System Agreement.

Summary: The District is submitting this grant application to the
FDOT under Sections 5310 for capital assistance, more
specifically to replace three vehicles that exceed their
useful life in the Winter Haven Urbanized Area.

Funding: This grant requires a 80/10/10 split. FTA will provide
\$274,060.80 with grant funding, FDOT will provide
\$34,257.60 in-kind funds and the County will provide
\$34,257.60 in County contributions. Total grant amount
\$342,576 will be included in the County FY 2019-2020
budget

Attachments: Resolution 19-04

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.

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

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

This resolution applies to the Federal Program under U.S.C. Section 5310.

The submission of a grant application(s), supporting documents, and assurances to the Florida Department of Transportation is approved.

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

DULY PASSED AND ADOPTED THIS 14th day, of November 2018

By

Signature, Chairperson of the Board [blue ink]

Phillip Walker Board Chair

ATTEST:

Seal

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
November 14, 2018
AGENDA ITEM #5a

Agenda Item: **Insurance Agreements with Local Partners**

Presenter: Tim Darby, Legal

Recommended
Action: Approve the agreements between local community
 transportation partners and LAMTD to add to our
 insurance plan.

Summary: 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.

Attachments: Community Partner Agreements

Insurance Coordination Agreement

Lakeland Area Mass Transit District

This Insurance Coordination Agreement is entered into as of this _____ day of _____, 2018, by and between _____ (hereinafter referred to as “Provider”), and the LAKELAND AREA MASS TRANSIT DISTRICT, an independent special taxing district (hereinafter referred to as the “District”).

WHEREAS, Provider desires to provide qualified participants within its program the benefit of access to transit as a means of commuting to medical appointments, counseling sessions, and other approved activities;

WHEREAS, Provider needs to have insurance for its vehicles; and

WHEREAS, the District operates public transit systems which can provide insurance for the Provider’s vehicles; and,

WHEREAS, the District wishes to provide all transit users and the under served as well as their Providers the access to transit; and,

WHEREAS, the District continues to work toward facilitating to the provision of transit within Polk county by any means possible;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

1. The initial term of this Agreement shall be for a period of one (1) year commencing on _____, through and including _____. This Agreement shall terminate if Provider or the District give written notice of intent to terminate this Agreement (“Termination Notice”). Notice of termination from the District shall be immediate upon receipt by Provider of said notice, and notice of termination from Provider shall terminate ninety (90) days upon receipt of intent to terminate.

2. The District consents to Provider's vehicles being insured pursuant to all provisions listed in the District's current policy, with the Florida League of Cities, attached as "Exhibit A" hereto.

3. Provider shall be subject to the Transit Coordination Agreement and all provisions thereto during the conveyance of transit service as in "Exhibit B" attached hereto.

4. Provider shall comply with all Federal, State, and District regulations for appropriate background checks and drug testing of any individual providing approved transit service pursuant to this Agreement.

5. Provider shall pay all costs and administration fees related to the provision of service as outlined within this Agreement.

6. Provider and vehicles shall only be insured by the District for approved uses of the approved Provider vehicles, which shall be submitted in writing by the Provider prior to the provision of insurance coverage as listed in "Exhibit C" attached hereto.

7. The rate to be charged to Provider by the District during the the Agreement shall be a quarterly payment of \$_____ prior to the provision of coverage. Should any costs or administrative fees increase prior to the upcoming quarter, District shall notify Provider in writing within fifteen (15) days prior to the expiration of the quarterly billing cycle.

8. This Agreement is subject to the terms and conditions contained in any interlocal or other agreement between the District and any other governmental authority, including, without limitation, the City of Lakeland, the Polk Transit Authority, and the County of Polk. Nothing in such agreements prohibits or limits the ability of any of the parties to this agreement to deliver the various benefits specifically described herein.

9. This Agreement is subject to all federal, state, and local laws, rules, and regulations with which the District is obligated to comply. Nothing in such laws, rules or

regulations prohibits or limits the ability of any of the parties to this agreement to deliver the various benefits specifically described herein.

10. Failure of any party to comply with any provision of this Agreement shall place that party in default. Prior to terminating this Agreement, the non-defaulting party shall notify the defaulting party in writing. The notification shall make specific reference to the condition alleged to give rise to the default. The defaulting party shall then be entitled to a period of fifteen (15) days from the date notification is received in which to cure the default. If said default is not cured within the fifteen (15) day period, this Agreement may be terminated by the non-defaulting party. The failure of any party to exercise this right shall not be considered a waiver of such right in the event of any further default or non-compliance.

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

PROVIDER:

ATTN:

DISTRICT: Lakeland Area Mass Transit District
 1212 George Jenkins Boulevard
 Lakeland, FL 33815
 ATTN: Tom Phillips

12. If any covenant or provision of this Agreement is determined to be invalid, illegal or incapable of being enforced, all other covenants and provisions of this

Agreement shall, nevertheless, remain in full force and effect, and no covenant or provision shall be dependent upon any other covenant or provision unless so expressed herein.

13. This Agreement contains all the terms and conditions agreed upon by the parties and is a complete and exclusive statement of the Agreement between the parties. Any renewals~~-alterations~~, variations, modifications, amendments or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing, duly signed, approved by all entities and attached to this Agreement. This Agreement supersedes all other agreements and proposals, oral or written, regarding the subject matter herein, and all such other agreements and proposals are hereby deemed void.

14. In the performance of this Agreement, the District will be acting in the capacity of the insuring party, and not as an agent, employee, partner, joint venture, or associate of Provider. The District shall be solely responsible for insured by approved uses in the full performance of this Agreement. Neither the District nor any of the employees, officers, agents or any other individual directed to act on behalf of the District for any act related to this Agreement, shall represent, act, purport to act, or be deemed to be the agent, representative, employee or servant of Provider.

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

16. Provider shall indemnify and hold harmless the District, and its members, managers, agents, officers, and employees from and against all claims, actions, damages, liabilities and expenses (including reasonable attorneys' fees and court costs) in connection with loss of life, bodily or personal injury or property damage or destruction: (i) arising from or out of any occurrence in, upon, at or from the provision of transit referenced in this Agreement; (ii) arising from the use by any person of the provision of

service; or (iii) caused by any act or omission by Provider, their agents, contractors, employees, licensees, concessionaires, guests, invitees or patrons.

17. Nothing contained herein shall operate or be construed as a waiver of the District's limit of liability as set forth in §768.28 of the Florida Statutes regardless of whether such claims are based in tort, contract, statute, strict liability, and negligence, product liability or otherwise.

18. Provider and District agree that both parties shall comply with Florida's public records law to specifically include the following:

Public Records. Both parties agree to:

- a. Keep and maintain public records required by the public agency to perform the service.
- b. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copies within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the agreement term and following completion of the contract if Provider does not transfer the records to the public agency.
- d. Upon completion of the agreement, transfer, at no cost to the public agency all public records in possession of Provider or maintain public records required by the public agency to perform the service. If Provider transfers all public records to the public agency upon completion of the contract, Provider shall destroy any duplicate public records upon completion of the agreement, Provider shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

IF PROVIDER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO PROVIDER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT STEVEN SCHAIBLE, THE CUSTODIAN OF PUBLIC RECORDS AT DISTRICT 863-327-1308, SSCHAIBLE@RIDECITRUS.COM, 1212 GEORGE JENKINS BOULEVARD, LAKELAND, FLORIDA 33815.

19. Each of the undersigned warrants and represents that he or she is authorized to execute this Agreement on behalf of the entity identified.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed for the uses and purposes therein expressed the day and year set forth above.

BY: _____

Witnesses

LAKELAND AREA MASS
TRANSIT DISTRICT

BY: _____

Phillip Walker, Board Chairman

Witnesses

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
November 14, 2018
AGENDA ITEM #5b

Agenda Item: **Resolution 19-05**

Presenter: Tim Darby, Legal

Recommended
Action: Approve the resolution to enlarge the district.

Summary: 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.

Attachments: Resolution 19-05

LAKELAND AREA MASS TRANSIT DISTRICT

RESOLUTION NO. 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.

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

WHEREAS, certain territory located at State Road 33 North, Lakeland, Florida 33809, more particularly described on Exhibit "A" attached hereto, is within the City of Lakeland; and

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

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

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

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

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

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

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

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

PASSED AND CERTIFIED AS TO PASSAGE this ____ day of _____, 2018.

Chairman

ATTEST: _____
Secretary

APPROVED AS TO FORM AND CORRECTNESS: _____
Ben H. Darby, Jr., Attorney for the District

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
November 14, 2018
AGENDA ITEM #5c

Agenda Item: **Resolution 19-06**

Presenter: Tim Darby, Legal

Recommended
Action: Approve the resolution to enlarge the district.

Summary: 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.

Attachments: Resolution19-06

LAKELAND AREA MASS TRANSIT DISTRICT

RESOLUTION NO. 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.

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

WHEREAS, certain territory located at 2580 Kathleen Road, Lakeland, Florida 33810, more particularly described on Exhibit "A" attached hereto, is within the City of Lakeland; and

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

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

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

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

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

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

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

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

PASSED AND CERTIFIED AS TO PASSAGE this ____ day of _____, 2018.

Chairman

ATTEST: _____
Secretary

APPROVED AS TO FORM AND CORRECTNESS: _____
Ben H. Darby, Jr., Attorney for the District

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
November 14, 2018
AGENDA ITEM #6

Agenda Item: **FY 2018-19 Capital Improvement Budget (CIP) and Fleet Plan Update for Polk County Transit (BoCC)**

Presenter: Joseph Cheney, Maintenance Director

Recommended
Action: Approve the Communication of the CIP Budget Expense of \$100,000 to the BoCC for approval.

Summary: **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.

AGENDA ITEM #6 – CONT.

FY 2018-19 CAPITAL IMPROVEMENT BUDGET

AVAIL ITS System Modem Replacement Upgrade 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.	\$90,000.00
Shop Tools & Equipment TIG WELDER Automotive Shop Specialty Tools Computers & Electronic Test Equipment new G4 I/O Control Systems Facility Maintenance Equipment	\$10,000.00
Video Surveillance System Bus Upgrade 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 the board to demonstrate the product and request approval for funding.	TBD
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

AGENDA ITEM #6 – CONT.

Funding: The County CIP funding for FY 2018-19 Total = \$257,626.

Attachments: Capital Improvement Budget (CIP) Presentation



Fleet Replacement Plan COUNTY

Update November 2018

Where we have been

- Prior to October 1, 2015 LAMTD provide the contracted services for the Maintenance for 8 buses operating on the Fixed Route Service for the WHAT County System.
- Beginning on October 1, 2015 LAMTD began operating all of Transit Services for Polk County. Additionally, due to man power issues the County Bus Fleet began a slow transition from County Fleet Services to LAMTD.
- Vehicle Fixed Maint. were charged for Maintenance performed by the County Fleet Maintenance Group.
- Current Fleet 36 Buses(FR & PT) and 7 support vehicles.

Fleet Replacement Plan History

- Grant Funding has been historically the sole source of funding for vehicle replacements.
- Fixed Route Buses have been Federally funded with 80/20 Grants.
- In 2010 5 - Gillig 30 FT LF Buses were funded under an ARRA Grant.
- Para Transit Buses have been State funded with 90/10 Grants.



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[illegible]

VEHICLE #	MAX Amb. Capacity	WC Capacity	Bus Length	VEHICLE YEAR	VEHICLE MAKE / MODEL	Body Type or Manufacture	VEHICLE ID #	DATE IN SERVICE	Age	Projected useful life	LTD MILEAGE 7/31/2018	VEHICLE CONDITION 1-EXCELLENT 2-GOOD 3-POOR 4-NEEDS REPLACEMENT	NOTES
5296	24	2	30'	2010	GILLIG	Low Floor	15GGE271XA1092202	9/20/2010	8.2	12yr/500K	270,504	2	
5297	24	2	30'	2010	GILLIG	Low Floor	15GGE2711A1092203	9/20/2010	8.2	12yr/500K	276,959	2	
5298	24	2	30'	2010	GILLIG	Low Floor	15GGE2713A1092204	9/20/2010	8.2	12yr/500K	296,166	2	
5299	24	2	30'	2010	GILLIG	Low Floor	15GGE2715A1092205	9/20/2010	8.2	12yr/500K	297,120	2	
5300	24	2	30'	2010	GILLIG	Low Floor	15GGE2717A1092206	9/20/2010	8.2	12yr/500K	287,715	2	
5205	16	2	24	2012	FORD/E450	ARBOC	1GB6G5BG7B1177000	1/27/2012	6.8	5yr/150K	106,042	3	
5212	16	2	24	2013	FORD/E450	ARBOC	1A9D05005D6925329	5/8/2013	5.5	5yr/150K	90,088	3	
5213	22	2	30	2013	Frieghtliner	Glavel	4UZADRDU2ECFM1405	9/25/2013	5.1	7yr/200K	204,944	4	Mileage - Age
5214	22	2	30	2013	Frieghtliner	Glavel	4UZADRDU4ECFM1406	9/25/2013	5.1	7yr/200K	178,825	4	Mileage - Age
5215	22	2	30	2014	Frieghtliner	CHAMPION	4UZABODT2ECFN8472	1/13/2014	4.8	7yr/200K	78,035	4	Maint Cost is high
5216	35	2	30	2014	ELDORADO	Low Floor	1N9MNAC66EC084212	7/17/2014	4.3	10yr/350K	175,854	2	



County Para Transit Condition Report

							Bus Count	27			Fleet Service Requirement		
							Buses on order	3			Required	Spare @ 20%	Total
							Replacement needed	9	33%		22	5	27
VEHICLE #	MAX Amb. Capacity	WC Capacity	Bus Length	VEHICLE YEAR	VEHICLE MAKE / MODEL	Body Type or Manufacture	VEHICLE ID #	DATE IN SERVICE	Age	Projected useful life	LTD MILEAGE 7/31/2018	VEHICLE CONDITION 1-EXCELLENT 2-GOOD 3-POOR 4-NEEDS REPLACEMENT	NOTES
5190	14	3	22	2009	FORD/E450	Turtle Top	1FDXE45L19DA06501	6/28/2010	8.4	5yr/200K	209,546	4	Mileage-age-Trans=?
5192	14	3	22	2009	FORD/E450	Turtle Top	1FDXE45LX9DA06500	6/28/2010	8.4	5yr/200K	191,522	4	Mileage-age-Trans=?
5195	10	4	22	2010	FORD/E450	Turtle Top	1FDXE4FL3ADA90274	10/15/2010	8.1	5yr/200K	198,163	4	Mileage-age-Trans=?
5102	14	3	24	2012	FORD/E450	Turtle Top	1FDXE4FS6BDB22806	10/14/2011	7.1	5yr/200K	199,577	4	Mileage - age
5103	14	3	24	2012	FORD/E450	Turtle Top	1FDXE4FS8BDB22807	10/14/2011	7.1	5yr/200K	167,934	4	OOS-Trans needed
5104	14	3	23	2012	FORD/E450	Turtle Top	1FDXE4FSXBDB22808	10/28/2011	7.1	5yr/200K	181,690	4	Mileage - age
5106	14	3	23	2012	FORD/E450	Turtle Top	1FDFE4FSXCDA47511	6/5/2012	6.4	5yr/200K	168,309	4	Mileage - age
5107	14	3	23	2012	FORD/E450	Turtle Top	1FDFE4FS1CDA47512	6/5/2012	6.4	5yr/200K	174,448	4	OOS-Engine Needed
5108	14	3	23	2012	FORD/E450	Turtle Top	1FDFE4FS3CDA47513	6/5/2012	6.4	5yr/200K	208,154	4	Mileage - age
5117	8	2	22	2015	CHEVY/E3500	Turtle Top	1GB3G2B8F1129233	1/29/2015	3.8	5yr/200K	119,491	3	OOS-Engine Prob.
5118	14	2	24	2015	CHEV/C4500	Turtle Top	1GB6G5BG1F1129773	4/22/2015	3.5	5yr/200K	90,140	3	
5119	16	2	24	2015	CHEV/C4500	Turtle Top	1GB6G5BG4F1129833	4/22/2015	3.5	5yr/200K	86,256	3	
5120	14	2	23	2015	CHEV/C4500	GLAVEL	1GB6G5BG1F1251419	12/2/2015	2.9	5yr/200K	77,840	1	
5121	14	2	23	2015	CHEV/C4500	GLAVEL	5F12534025F1253402	12/2/2015	2.9	5yr/200K	57,923	1	
5122	14	2	23	2015	CHEV/C4500	GLAVEL	1GB6G5BG4F1252161	12/8/2015	2.9	5yr/200K	77,528	1	
5123	14	2	23	2015	CHEV/C4500	GLAVEL	1GB6G5BGXF1262113	12/2/2015	2.9	5yr/200K	79,829	1	
5124	14	2	23	2015	CHEV/C4500	GLAVEL	1GB6G5BGXF1262807	12/2/2015	2.9	5yr/200K	87,148	1	
5125	14	2	23	2015	CHEV/C4500	GLAVEL	1GB6G5BG9F1262300	12/2/2015	2.9	5yr/200K	82,348	1	
5126	14	2	23	2016	CHEV/C4500	GLAVEL	1GB6GVBG4G1135584	3/3/2016	2.6	5yr/200K	93,197	1	
5127	14	2	23	2016	CHEV/C4500	GLAVEL	1GB6GVBG5G1133732	3/3/2016	2.6	5yr/200K	70,674	1	
5128	14	2	23	2016	CHEV/4500	GLAVEL	1GB6GUBG6G1282323	11/11/2016	1.9	5yr/200K	62,548	1	
5129	14	2	23	2016	CHEV/4500	GLAVEL	1GB6GUBG4G1280263	11/11/2016	1.9	5yr/200K	50,334	1	
5130	14	2	23	2016	CHEV/4500	GLAVEL	1GB6GUBG7G1283528	1/24/2017	1.7	5yr/200K	40,212	1	
5131	14	2	23	2016	CHEV/4500	GLAVEL	1GB6GUBG6G1293290	1/24/2017	1.7	5yr/200K	50,021	1	
5132	14	2	23	2016	CHEV/4500	GLAVEL	1GB6GUBG1G1283606	1/24/2017	1.7	5yr/200K	53,374	1	
5133	12	4	24	2018	CHEVY	TURTLE TOP	1HA6GUBG2HN007400	5/16/2018	0.4	5yr/200K	6,327	1	
5134	12	4	24	2018	CHEVY	TURTLE TOP	1HA6GUBG6HN006905	6/20/2018	0.3	5yr/200K	912	1	



Peak Bus Requirements

Service Mode	Required	Available	Spare %
Fixed Route County Fleet	9	11	22%
Para Transit County Fleet	22	27	23%



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5 YEAR MILEAGE PROJECTION- Fixed Route

BUS #	Service Type	YTD TOTAL	LTD TOTAL 9/30/2018	AVERAGE MONTHLY	2019	2020	2021	2022	2023
5200	Fixed Route	35,295	294,027	2,941	329,322	364,617	399,912	435,207	470,502
5102	Fixed Route	42,268	204,041	3,522	246,309	288,577	330,845	373,113	415,381
5103	Fixed Route	39,880	173,355	3,323	213,235	253,115	292,995	332,875	372,755
5104	Fixed Route	33,743	190,776	2,812	224,519	258,262	292,005	325,748	359,491
5205	Fixed Route	21,794	110,403	1,816	132,197	153,991	175,785	197,579	219,373
5212	Fixed Route	34,325	97,099	2,860	131,424	165,749	200,074	234,399	268,724
5213	Fixed Route	45,194	211,036	3,766	256,230	301,424	346,618	391,812	437,006
5214	Fixed Route	43,791	184,802	3,649	228,593	272,384	316,175	359,966	403,757
5215	Fixed Route	0	78,035	0	78,035	78,035	78,035	78,035	78,035
5216	Fixed Route	41,240	185,406	3,437	226,646	267,886	309,126	350,366	391,606
5296	Fixed Route	32,200	276,371	2,683	308,571	340,771	372,971	405,171	437,371
5297	Fixed Route	34,705	283,845	2,892	318,550	353,255	387,960	422,665	457,370
5298	Fixed Route	37,453	296,166	3,121	333,618	371,070	408,522	445,974	483,426
5299	Fixed Route	19,415	297,120	1,618	316,535	335,950	355,365	374,780	394,195



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5 YEAR MILEAGE PROJECTION- Para Transit									
BUS #	Service Type	YTD TOTAL	LTD TOTAL 9/30/2018	AVERAGE MONTHLY	2019	2020	2021	2022	2023
0S93	Para Transit	21,971	197,636	1,831	219,607	241,578	263,549	285,520	307,491
5106	Para Transit	28,158	173,498	2,347	201,656	229,814	257,972	286,130	314,288
5107	Para Transit	20,019	176,426	1,668	196,445	216,464	236,483	256,502	276,521
5108	Para Transit	24,682	212,416	2,057	237,098	261,780	286,462	311,144	335,826
5117	Para Transit	29,005	124,321	2,417	153,326	182,331	211,336	240,341	269,346
5118	Para Transit	30,766	95,846	2,564	126,612	157,378	188,144	218,910	249,676
5119	Para Transit	23,485	86,925	1,957	110,410	133,895	157,380	180,865	204,350
5120	Para Transit	29,517	82,889	2,460	112,406	141,923	171,440	200,957	230,474
5121	Para Transit	27,101	63,288	2,258	90,389	117,490	144,591	171,692	198,793
5122	Para Transit	27,851	82,748	2,321	110,599	138,450	166,301	194,152	222,003
5123	Para Transit	34,625	85,125	2,885	119,750	154,375	189,000	223,625	258,250
5124	Para Transit	34,796	92,563	2,900	127,359	162,155	196,951	231,747	266,543
5125	Para Transit	44,627	86,837	3,719	131,464	176,091	220,718	265,345	309,972
5126	Para Transit	54,597	104,794	4,550	159,391	213,988	268,585	323,182	377,779
5127	Para Transit	34,723	76,116	2,894	110,839	145,562	180,285	215,008	249,731
5128	Para Transit	36,009	68,005	3,001	104,014	140,023	176,032	212,041	248,050
5129	Para Transit	31,269	56,271	2,606	87,540	118,809	150,078	181,347	212,616
5130	Para Transit	32,485	42,362	2,707	74,847	107,332	139,817	172,302	204,787
5131	Para Transit	36,031	55,321	3,003	91,352	127,383	163,414	199,445	235,476
5132	Para Transit	35,499	58,875	2,958	94,374	129,873	165,372	200,871	236,370
5190	Para Transit	21,420	212,819	1,785	234,239	255,659	277,079	298,499	319,919
5192	Para Transit	28,617	196,433	2,385	225,050	253,667	282,284	310,901	339,518
5195	Para Transit	24,791	202,030	2,066	226,821	251,612	276,403	301,194	325,985
5133	Para Transit	12,398	12,398	2,480	42,158	71,918	101,678	131,438	161,198
5134	Para Transit	6,442	6,442	1,611	25,774	45,106	64,438	83,770	103,102



STAFF Comments & Recommendations

- Fixed Route
 - There are 2 new 30 FT Low Floor Buses ordered that will be here by December 2018. The buses are funded under a 5339 Grant and cost \$434,755 each. The buses do not include the ITS or Fare Collection systems due available funding. Systems and equipment will be installed from retired buses by Citrus Electronics Maintenance Department.
 - In 4-5 years we will need to replace or rehab the 5 Gillig Buses bought in by the County in 2010.
- Recommendation – Continue to monitor the aging of the fleet.

- Para Transit Service

- There are 3 new 24 FT Turtle Top Buses ordered that should arrive within the next 3-4 months. These buses have a life expectancy of 5 years and 200,000 miles and cost \$112,004 each. The buses are funded under a 5310 Grant.
- There are presently 27 vehicles in the fleet. In a 5-year replacement cycle we should replace 1/5 of the fleet each year.
- If our available funding under the 5310 Grant continues at this level, we may want to consider funding 1-2 vehicles with local CIP Funding.

- Recommendation –Add Funding for 2 additional vehicles



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Questions



LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Date: NOVEMBER 14, 2018
AGENDA ITEM 7a

Agenda Item: **Agency Updates**

Presenter: Tom Phillips

Recommended
Action: Informational

Summary: Oral presentation

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Date: NOVEMBER 14, 2018
AGENDA ITEM 7b

Agenda Item: **Organizational Restructuring**

Presenter: Tom Phillips

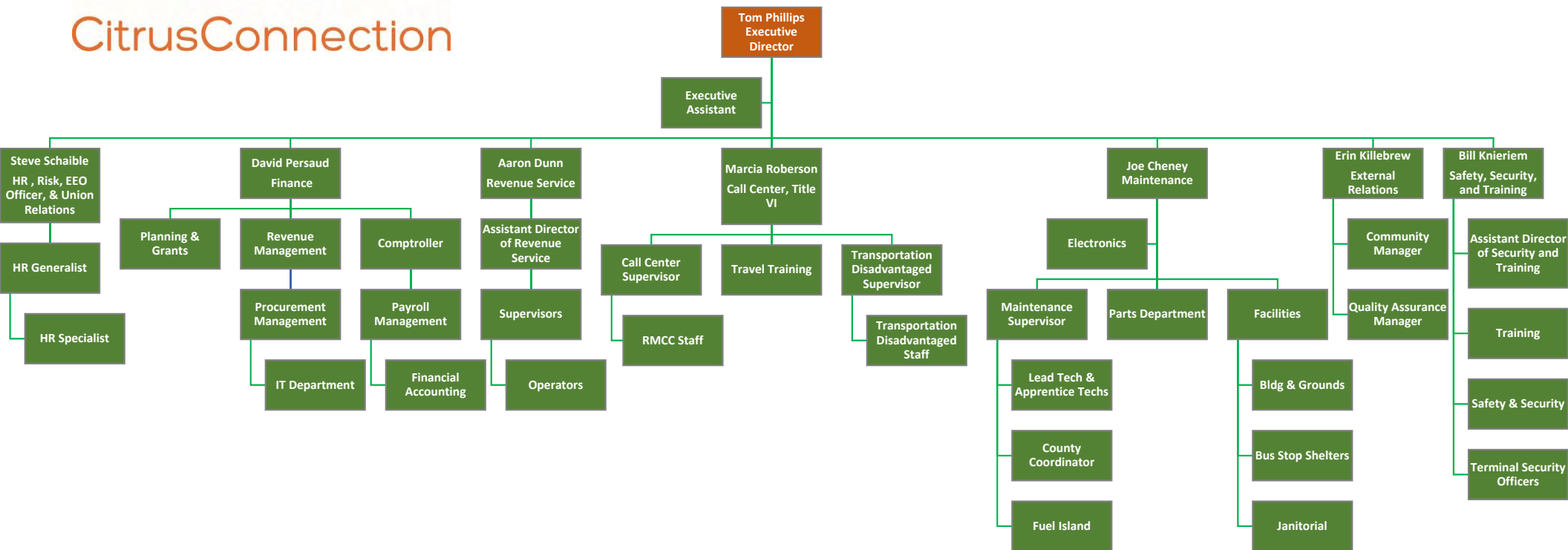
Recommended
Action: Informational

Summary: As we continue to adjust to delivering quality services to our riders in a countywide format, it is necessary that we leverage the talents of our team in new and exciting roles. Effective Monday, November 5th the attached chart took into effect. Please note, no team member affected was promoted, demoted, and no salaries are affected. Attached is an organizational chart with the new structure and a previous organizational chart for comparison.

Attachments: Previous structure and new structure
Letter to team discussing changes



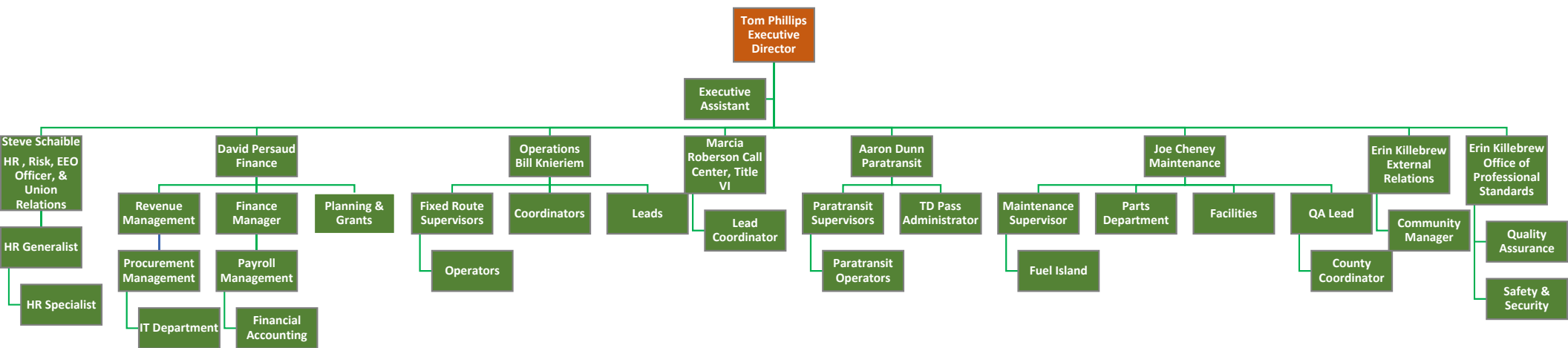
Proposed Organization



Last updated: 20181030



Previous Organization



October 29, 2018

Team,

It is hard to believe we just started our 4th year as the countywide provider of transportation! Thank you all for what you do to provide service to the 626,000 citizens of Polk County! Without you, it would be impossible to provide service to our county, which happens to be the size of the state of Delaware! As we continue to adjust to delivering quality services to our riders in a countywide format, it is necessary we leverage the talents of our team in new and exciting roles.

Effective Monday, November 5th, the following team members will take on new responsibilities! Please join me in welcoming them to their new roles. Please note, no team member affected was promoted, demoted, and no salaries are affected. Attached is an organizational chart with the new structure and a previous organizational chart for comparison.

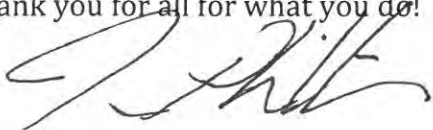
Bill Knieriem will take on the new role of Director of Safety, Security, & Training. In his role, Bill and his team will be responsible for collision & incident investigations in addition to security & training. Ruby Kimble as the Assistant Director of Safety, Security & Training, will join Bill. The department will also include our fantastic Terminal Security Officers Dawn & William and our Trainer Paula. As you know, the department will also include a safety position which is currently vacant.

Aaron Dunn will oversee the Revenue Service Department as the Director, which will now include both fixed route & paratransit operators & supervisors. Paul Simms will take on the role of Assistant Director of Revenue Services. Over time, the current fixed route & paratransit supervisors will transition to simply Supervisor, which will make response time to your needs, and the needs of the customer much quicker.

Marcia Roberson, Director of the Regional Mobility Call Center (RMCC) will add oversight of the Transportation Disadvantaged program in addition to her responsibilities as the leader of the RMCC. Her team will now include Cindy Mixon as the Community Transportation Coordinator, Delisia Pelt as the Travel Trainer, Ciera Edwards and the TD access Program Administrator & Shandha Woodard as the TD access Program Assistant.

While most of our team will continue within the same departments with the same leaders, it is an exciting time for the Citrus Connection. In the coming weeks & months you will see new and exciting initiatives as our new teams hit the ground running. Please do not hesitate to contact your current team leader or myself with any questions.

Thank you for all for what you do!



LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Date: NOVEMBER 14, 2018
AGENDA ITEM 8a

Agenda Item: **October calendar**

Presenter: Tom Phillips

Recommended
Action: Informational

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Sep 30	Oct 1 <div>City of Lakeland Commission Meeting</div> <div>9:00am Haircut</div> <div>10:00am 1 on 1 with Steve; Tom's office ; Tom Phillips</div>	2	3	4	5	6
		LegoLand NewYork; Goshen, New York; Erin Killebrew			<div>9:30am Aaron Dunn 1 on 1; Exec Boardroom; Tom Phillips</div> <div>10:00am FDOT Meeting</div> <div>11:30am Introduction to new class; Class room</div> <div>12:00pm Meet with Donovan @ Hillcrest</div>	
			<div>Copy: Board of Directors, Performance Indicator Data, due COB 3rd working day of eve</div> <div>Polk County Planning Commission - Re...</div> <div>8:00am Breakfast ; Sunflower Cafe - 18 ...</div> <div>11:00am Orange County Public Bus Tra...</div> <div>7:00pm Dinner - LLNYR Team & Citrus C...</div>	<div>2:00pm 1/1 with David Persaud; Executive Office; Tom Phillips</div> <div>3:30pm LEDC Stakeholders Mtg; Comme...</div> <div>5:00pm Updated invitation: Ballot Read...</div>		
7	8	9	10	11	12	13
	FTE Week					
	<div>Columbus Day; United States</div> <div>10:00am 1 on 1 with Steve; Tom's office ; Tom Phillips</div> <div>5:00pm Gang Task Force; Conf Rm City Comm; Koos, Kelly</div>	<div>8:00am 3rd Quarter Meeting; Hollingsw...</div> <div>8:30am Email Ridership Update to LAMT...</div> <div>10:30am 3rd Quarter Meeting; Hollings...</div> <div>12:00pm Talbot House Presentation</div> <div>3:00pm 3rd Quarter Meeting; Hollingsw...</div>	<div>10:00am Grants Meeting; Hollingsworth; James Phillips</div> <div>1:30pm McKeel check in</div>	<div>7:00am Citrus Center Kiwanis of Lakeland; Clealand Heights Golf Course...</div> <div>8:30am Tinsley Final Invoicing</div> <div>10:00am Florida League of Cities Accide...</div> <div>2:00pm 1/1 with David Persaud; Executi...</div>	<div>End of 1st Grading Period</div> <div>10:30am Admin Budget Planning; Your Office; James Phillips</div> <div>11:00am Holiday Party Proposals; Tom P...</div> <div>12:00pm Kiwanis Lunch; Lake Morton</div>	
14	15	16	17	18	19	20
	<div>City of Lakeland Commission Meeting</div> <div>McKeel Closed to Students & Staff - District Work Day</div> <div>8:35am Public Hearing; LAMTD Board room; James Phillips</div> <div>9:00am Out of office</div>	<div>10:00am 1 on 1 with Steve; Tom's office ; Tom Phillips</div>	<div>Grades Due</div> <div>8:30am LAMTD Board Meeting; 1212 George Jenkins Blvd., Hollingsworth Room, Lakeland, FL; James Phillips</div> <div>11:30am Blackjack meeting; 1212; Erin Killebrew</div>	<div>2:00pm 1/1 with David Persaud; Executive Office; Tom Phillips</div>	<div>3:00am Michelle to airport</div> <div>9:30am Aaron Dunn 1 on 1; Exec Boardroom; Tom Phillips</div> <div>12:00pm Kiwanis Lunch; Lake Morton</div>	
21	22	23	24	25	26	27
	<div>10:00am 1 on 1 with Steve; Tom's office ; Tom Phillips</div> <div>1:30pm Canceled; Homeless Steering Committee; City Commission Conf Rm; Chadwell, Chris</div>	<div>8:00am Haircut</div>		<div>Polk County Board of Adjustment - Regular Meeting</div> <div>8:00am Mele Breakfast; Downtown Diner</div> <div>10:00am 2018 Business of Transportatio...</div> <div>11:30am Field House Ground Breaking; ...</div> <div>2:00pm 1/1 with David Persaud; Executi...</div>	<div>7:30am Special Meeting; 228 S Massachusetts Ave., Lakeland, Florida; T...</div> <div>8:30am Updated invitation: Infrastructure Team Meeting @ Monthly from 8:30am ...</div> <div>9:30am Aaron Dunn 1 on 1; Exec Boardroom; Tom Phillips</div> <div>11:30am Luncheon W/ Lake Wales Cha...</div>	
28	29	30	31	Nov 1	2	3
	<div>Distribute Report Cards</div> <div>9:00am 1 on 1 with Steve; Tom's office ; Tom Phillips</div>		<div>Halloween; United States</div> <div>12:00pm Bartow Rotary Club; City of Bartow Civic Center; 2250 S Floral Ave, Bartow, FL 33830; Tom Phillips</div>	<div>9:30am RP Funding Center for CCTV</div> <div>11:00am Aaron Dunn & Paul Simms; Tom Phillips</div> <div>12:00pm Bank & Errands & Animal Clinic call</div> <div>2:00pm 1/1 with David Persaud; Executive Office; Tom Phillips</div>	<div>Battle Assembly (James)</div> <div>8:30am Senior Staff Meeting; Tom Phillips</div> <div>9:30am Aaron Dunn 1 on 1; Exec Boardroom; Tom Phillips</div> <div>12:00pm Kiwanis Lunch; Lake Morton</div> <div>7:00pm Tapestries Lakeland VIP Opening</div>	To Nov 4 →

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Date: NOVEMBER 14, 2018
AGENDA ITEM 8b

Agenda Item: **Ridership Report**

Presenter: Tom Phillips, ED

Recommended
Action: Information only

Summary: Year to date ridership information for the entire system including LAMTD, Winter Haven, Rural and Demand Response through September 2018.

Attachments: Ridership Report.

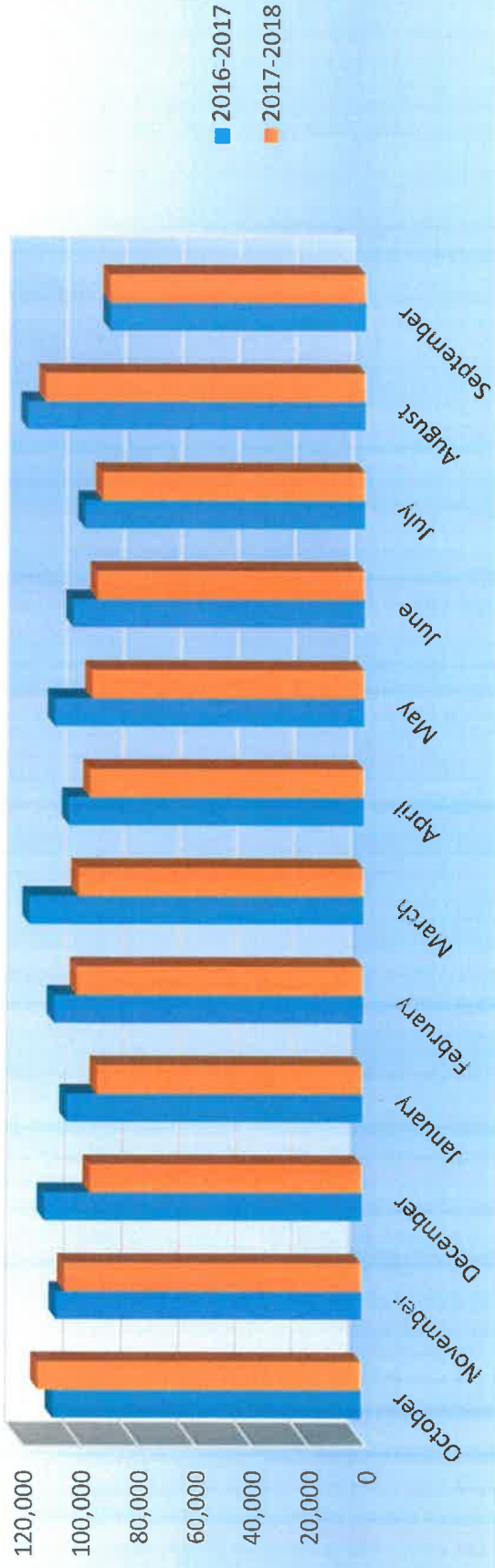
Citrus Connection and PCTS Fixed Route Totals					
	2014-2015	2015-2016	2016-2017	2017-2018	Change
October	167,775	125,714	108,078	113,220	5%
November	133,255	111,028	106,998	104,149	-3%
December	153,148	122,018	111,197	95,520	-13%
January	141,892	101,190	103,647	93,227	-10%
February	131,235	111,486	108,068	100,300	-7%
March	142,894	117,618	116,794	99,916	-14%
April	132,400	110,754	103,274	95,993	-7%
May	123,350	105,362	108,224	95,476	-12%
June	124,152	106,252	102,092	93,781	-8%
July	126,245	100,929	98,193	92,042	-6%
August	115,908	115,998	118,104	111,898	-5%
September	125,983	109,705	89,794	89,913	0%
Totals	1,618,237	1,338,053	1,274,460	1,185,435	-7%

Citrus Connection and PCTS Para-Transit Totals					
	2014-2015	2015-2016	2016-2017	2017-2018	Change
October	11,849	7,846	7,071	8,654	22%
November	9,092	6,690	7,002	7,940	14%
December	12,494	7,330	7,014	7,660	9%
January	10,149	7,020	7,521	9,478	28%
February	9,603	7,027	7,413	9,514	30%
March	10,358	7,780	8,715	10,469	23%
April	10,323	7,334	7,757	9,947	30%
May	9,895	7,431	8,460	9,534	14%
June	9,973	7,548	8,374	8,777	5%
July	9,277	6,846	8,131	8,247	2%
August	7,871	8,166	9,533	9,642	1%
September	7,619	7,791	6,711	8,437	22%
Totals	118,503	88,809	93,702	108,299	16%

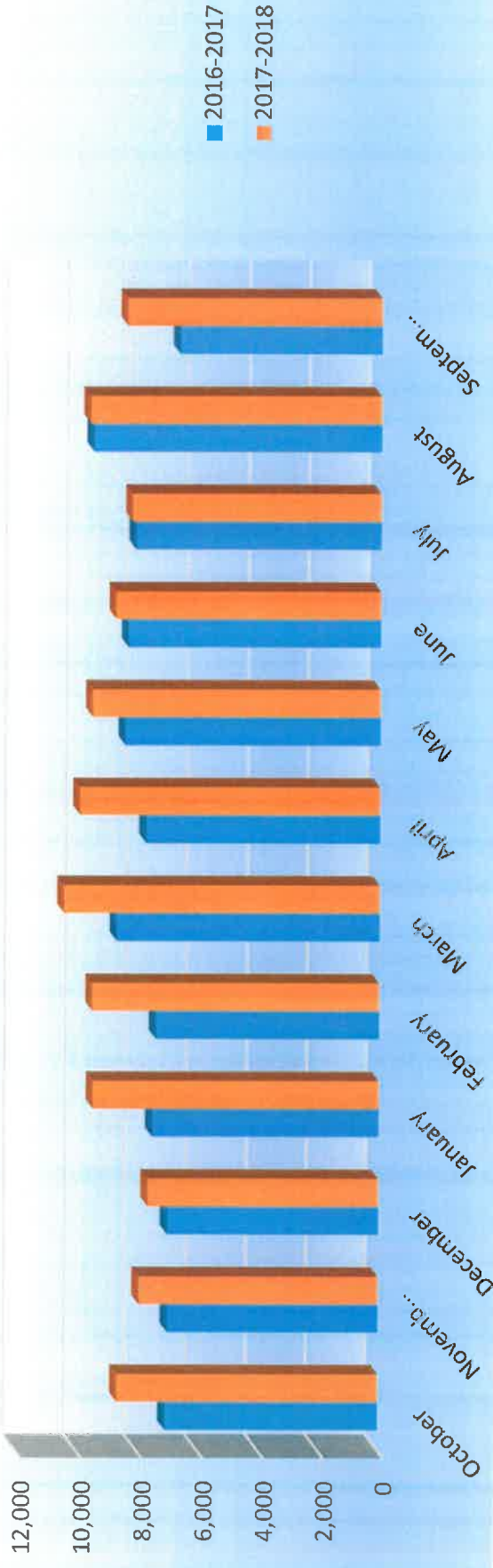
Citrus Connection only Fixed Route Totals					
	2014-2015	2015-2016	2016-2017	2017-2018	Change
October	110,975	83,092	67,636	73,349	8%
November	88,195	73,987	71,083	67,437	-5%
December	100,995	82,287	72,646	60,879	-14%
January	95,059	67,774	70,767	58,830	-18%
February	88,704	74,506	71,884	63,140	-12%
March	93,660	79,428	78,158	62,897	-19%
April	89,872	73,926	67,338	59,873	-10%
May	80,003	69,120	72,329	60,039	-18%
June	80,998	71,398	67,965	59,754	-11%
July	74,681	68,162	66,347	59,884	-9%
August	72,290	76,847	79,427	71,375	-10%
September	79,771	72,624	54,155	62,306	11%
Totals		893,149	839,734	759,763	-10%

Citrus Connection only Para-Transit Totals					
	2014-2015	2015-2016	2016-2017	2017-2018	Change
October	6,888	4,094	3,229	4,025	25%
November	5,470	3,437	3,252	3,734	14%
December	6,046	3,695	3,154	3,444	8%
January	5,919	3,512	3,507	4,055	16%
February	5,581	3,496	3,505	3,909	12%
March	6,316	3,897	4,040	4,217	5%
April	6,333	3,651	3,694	3,935	7%
May	6,170	3,589	4,060	3,848	-6%
June	6,136	3,660	3,880	3,627	-7%
July	5,407	3,269	3,681	3,437	-7%
August	4,485	3,866	4,306	3,978	-8%
September	4,517	3,747	2,639	3,396	29%
Totals	69,268	43,913	42,947	45,605	13%

Citrus Connection and PCTS Fixed Route Total Ridership



Citrus Connection and PCTS Para-Transit Total Ridership



UAP Ridership Totals 2018	LAMTD	WHAT	Total
September	16,206	10,097	26,303
October	19,617	12,144	31,761
UAP Ridership 2018	LAMTD	WHAT	Total
Polk State College			
September	3,211	1,499	4,710
October	3,825	1,683	5,508
LEGOLAND			
September	216	1,096	1,312
October	233	1,320	1,553
South Eastern University			
September	233	37	270
October	287	32	319
COLTS			
September	2,738	1,353	4,091
October	3,320	1,638	4,958
Veterans			
September	3,634	1,122	4,756
October	4,219	1,248	5,467
Southern Technical College			
September	119	306	425
October	193	435	628
Central Florida Healthcare			
September	1,300	633	1,933
October	1,801	758	2,559
New Beginnings High School			
September	1,342	3,484	4,826
October	1,686	4,258	5,944
LDDA			
September	37	2	39
October	63	0	63
PACE			
September	522	53	575
October	659	101	760
Peace River			
September	2,854	512	3,366
October	3,331	671	4,002
Summer of Safety			
September	0	0	-
October	0	0	-

LAKELAND AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Date: NOVEMBER 14, 2018
AGENDA ITEM#9

Agenda Item: **Other Business**

Presenter: TBD

Recommended
Action: TBD

Summary: TBD