LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING

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

Wednesday, January 13th, 2021, at 8:30 a.m.

Call to Order	Action Required
1. Approval of the December 9, 2020 LAMTD Meeting Minutes	Approval
2. Public Comments	None
3. Million Mile Awards	None
 4. Finance / David Persaud, Chief Financial Officer a. LAMTD Financials b. PCTS Financials c. TD Financials d. Asset Disposal 	None None None Approval
 Facilities and Maintenance / Joseph Cheney, Maintenance Director Supplemental Funding for the Purchase of 2 Para Transit Buses 	Approval
6. Executive Director Report / Tom Phillipsa. COVID Updateb. Agency Update(s)	None None
 7. Executive <u>Informational</u> Summary / Tom Phillips a. December Calendar b. Ridership and UAP Update 	None None
8. Other Business	TBD

Adjournment

LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING DEC 9, 2020 AGENDA ITEM #1

Agenda Item: Approval of the November 18, 2020 LAMTD Meeting

Minutes

Presenter: James Phillips

Recommended

Action: Board approval of the November 18, 2020 LAMTD Meeting

Minutes

Attachments: November 18, 2020 LAMTD Meeting Minutes

Directors:

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

Executive Director: Tom Phillips Executive Assistant: James Phillips

Call to Order

8:30am By Commissioner McCarley

Agenda Item #1 – Approval of the Minutes

a. Board approval of the November 2020 LAMTD Meeting Minutes

[Attachments available]

"Approval of meeting minutes for October 2020 LAMTD Meeting" 1st Martha Santiago/ 2nd Phillip Walker

MOTION CARRIED UNANIMOUSLY

Agenda Item #2 - Public Comments

Julia Davis – Planner at TPO

-Shared completed draft of the Long Range Plan and informed of it's adoption on December 10th.

Agenda Item #3 – GEM Award

To Shanda Woodard for recognition of going above and beyond the call of service to assist clients in the Transportation Disadvantaged program.

Agenda Item #4 - Finance

a. LAMTD Financials

Lakeland Area Mass Transit District
Monthly Financial Report
Operating Budget. Budget to Actual
For the Year-to-date October 31, 2020
FY 2020-2021

Year to Date October 31, 2020

Description	YTD of FY	YTD Budget \$	YTD Actual \$	YTD of FY	Annual
	Budget			Expended	Budget
Revenue YTD	8.3%	\$921,383	\$137,055	15%	\$11.01 Million
Expenses YTD	8.3%	\$921,383	\$714,395	78%	\$11.01 Million

REVENUES:

The total revenues realized year-to-date through October 31, 2020 totaled \$137,055 or 15% of the YTD budget.

- Farebox revenues reflect \$20,624 or 42% of YTD budgeted revenues through October 31, 2020.
- Contract revenues totaled \$15,321 consistent with the YTD budgeted revenues for UAP (Universal Access Passes).
- Ad Valorem taxes reflects no activity. The total budgeted revenues are \$5.2 million. Only 95% of the taxes are budgeted by State Law.

Property taxes become due and payable on November 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.

- Interest Income on Investment at the LGIP totaled \$1,657 under budget.
- Florida DOT operating grants \$1.6 million is being billed quarterly. These grants are on a cash basis which mean the services must be provided before we receive grant assistance.
- FTA Section 5307 operating and capital grants budgeted at \$2.8 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.
- Advertising income reflects \$39,000 over budget and paid quarterly.
- The Support cost reimbursement revenue is in line with budget.
- Misc. revenue reflects \$31 under budget.
- The other revenues are showing a lag due to timing and being on a cash basis.

Lakeland Area Mass Transit District
Monthly Financial Report
Operating Budget. Budget to Actual
For the Year-to-date October 31, 2020
FY 2020-2021

EXPENSES:

The total expenses year-to-date through October 31, 2020 totaled \$714,395 or 78% of the YTD budget.

- Salaries and benefits represent 66% of the FY 2020-2021 budget. As of October 31, 2020, these
 expenses totaled \$.51 million or 16% under budget of \$.60 million a favorable variance.
- Professional and Technical Services expenses totaled \$81,375 of the YTD budget, and over budget due to a one-time payment.
- Other services expenses totaled \$2,582 of the YTD budget, under budget.
- Fuel expenses totaled \$21,386 YTD, under budget due to decline in fuel price.
- Materials and supplies totaled \$11,859 and under budget for vehicle parts.
- Dues and subscriptions, and office supplies are under budget.
- Property appraiser, Tax Collector Commission and CRA payments under budget since payments are quarterly and annually.
- Fixed and variable cost has contributed to some budget variances since it is a combination of a onetime cost and reoccurring costs.
- The CRA Payments totaling \$250,000 for Tax Year 2020 is not paid YTD.

Other remaining expenses are under the YTD budget through October 31, 2020

CHANGE IN FINANCIAL CONDITION

Based on the year-to-date budget-to-actual variances through October 31st the financials reflect an unfavorable actual variance of \$577,340 with 8.3% of the fiscal year due to collection of property taxes.

	STATISTICAL	TRENDS LAST	FIVE YEARS AU	DITED FINANC	IAL STATEMEN	TS
		9/30/19	9/30/18	9/30/17	9/30/16	9/30/15
*	1. Farebox Recovery Ratio (All modes)	10.13%	13.00%	10.04%	13.95%	25.50%
	2. Cost per revenue hour	\$116.62	\$108.42	\$106.94	\$104.76	\$89.45
	3. Revenue Hours	145,405	146,597	142,189	139,228	103,550
	4. Fuel Cost (\$)	\$949,887	\$1,082,166	\$834,971	\$757,485	\$847,360
	5. Ridership	1,294,771	1,252,600	1,346,211	1,393,620	1,424,965

^{*} Total 10.13%, LAMTD 13.37%, PCTS 4.70%

b. PCTS Financials

Lakeland Area Mass Transit District
Monthly Financial Report
Polk County Transit Contract
Month of October 31, 2020
Year to Date Report
Percent of FY Reported (8.3%)

Revenues

- ➤ The revenues totaled \$1.8 million or 267% of the year-to-date budget.
- The FTA grants drawdown shows no activity.
- Fare Revenues totaled \$3,225 or 33% of the year-to-date budget.
- ➤ The Polk County City Contributions reflects a payment of \$495,620 and in line with the FY Budget.
- ➤ The County funding reflects payments of \$1.29 million for the budgeted grants match totaling \$2.584 million for the total payments.
- ➤ The FDOT Grants drawdown reflects no activity.

Expenses

- ➤ Operating expenses consists of labor cost, operating expenses and contract expenses.
- ➤ Total expenses for the period totaled \$380,444 or 57% of the year-to-date budget.
- ➤ Salaries and wages totaled \$209,808 or 58% of the YTD Budget
- ➤ Operating expenses totaled \$170,636 or 77% of the YTD Budget.
- ➤ The contract services are for contractual cost for the several routes with the Contractor Transitions Commute Solutions with expenses for the month showing no activity.

c. TD Financials

Lakeland Area Mass Transit District
Monthly Financial Report
The Transportation Disadvantaged Program
Month of October 31, 2020
Year to Date Report
Percent of FY Reported (33%)

State FY July 1, 2020 thru June 30, 2021

Revenues

➤ The revenues totaled \$384,712 or 78% of the year-to-date budget

LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING

Citrus Connection, Hollingsworth Meeting Room 1212 George Jenkins Blvd., Lakeland, Fl. 33815 Wednesday, Dec 9th, 2020 at 8:30 a.m.

- ➤ The TD Trust Fund Grant drawdown reflects \$352,297 or 79% of the grant.
- Contract Revenues and other revenues totaled \$98.
- The County funding for the match totaled \$32,316 or 65%.

Expenses

- ➤ Operating expenses consists of labor cost, operating expenses and contract expenses.
- ➤ Total expenses for the period totaled \$383,415 or 78% of the year-to-date budget.
- ➤ Salaries and wages totaled \$306,130 or 96% of the YTD Budget.
- > Operating expenses totaled \$77,285 or 44% of the YTD Budget.

Operating Results

- ➤ Actual Revenues exceeded actual expenses by \$1,297.
- d. Florida Department of Transportation Public Transportation (FDOT) Public Transportation Grant Agreement (PTGA) for State Block Funds and Resolution.

These funds are will be utilized to assist the District with administration, management, and operation expenses to provide public transportation services in Polk County. LAMTD FDOT funding under this project is \$663,931 with \$663,931 provided from the District. The County's FDOT funding under this project is \$485,520 with a County cash contribution of \$485,520.

"Approve the 2020-2021 PTGA for the utilization of FDOT State Block Grant funds for FY 2020-2021 totaling \$1,149,451."

1st George Lindsey/ 2nd Phillip Walker

MOTION CARRIED UNANIMOUSLY

Agenda Item #5- Legal

a. License Agreement for Polk County

This license agreement will facilitate the shelter installation along Baker Street in at the Haines City Health Department.

[Attachment Available]

"Approve the license agreement with Polk County."

1st George Lindsey/ 2nd Martha Santiago

MOTION CARRIED UNANIMOUSLY

Agenda Item #6 - Security Program Plan

Annually, the District is required to update the Security Program Plan (SPP).

"Approve the 2021 Security Program Plan."

1st Bill Mutz/ 2nd Phillip Walker

Agenda Item #7 - Executive Director Report

a.	Agency	Upd	lates
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- Thank the staff for a safe and good year given the challenges faced
- Looking forward to a better year in 2021

Chair – Lakeland City Commissioner Sara McCarley

Ag	enda Item #8 – Executive Director Informational Summary
b.	November Calendar
	[Attachment Available]
c.	Ridership and UAP Update
[A	ttachment Available]
Coi	enda Item #9 – Other Business mmissioner Lindsey Follow up with Eagle Lake With new minimum wage, we need to avoid compression. What is the cost of compliance? What is the cost to avoid compression? mmissioner Santiago At Posner Park, the Park and Ride hedges are a bit high. (Staff will reevaluate and adjust) journment at 9:28 a.m.
Ap	proved this 13 th day of January 2021.

Minutes Recorder – James Phillips

LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING JAN 13, 2021 AGENDA ITEM #2

Agenda Item: Public Comments

Presenter: TBD

Recommended

Action: TBD

LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING JAN 13, 2021 AGENDA ITEM #3

Agenda Item: Million Miles Awardees

Presenter: Tom Phillips

Recommended

Action: None

Summary: For recognition of service for having driven a million miles without

a preventable accident.

LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING JANUARY 13, 2021 AGENDA ITEM #4a

Agenda Item: November 30, 2020 LAMTD Monthly Financial Statement

FY 2020-21

Presenter: David Persaud, Chief Financial Officer

Recommended

Action: None

Summary: The Interim Financial Statement covers a period of less than

one year. The report is used to convey the performance of the District's financial position and budget comparisons – budget to actual on a year-to-date basis. Unlike annual financial

statements, Interim Statements do not have to be audited.

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

the budget.

Attachments: See Attachments

Lakeland Area Mass Transit District Monthly Financial Report Operating Budget. Budget to Actual

For the Year-to-date November 30, 2020 FY 2020-2021

Year to Date November 30, 2020

Description	YTD of FY	YTD Budget \$	YTD Actual \$	YTD of FY	Annual
	Budget			Expended	Budget
Revenue YTD	17%	\$1,842,770	\$400,330	22%	\$11.01 Million
Expenses YTD	17%	\$1,842,770	\$1,603,150	87%	\$11.01 Million

REVENUES:

The total revenues realized year-to-date through November 30, 2020 totaled \$400,330 or 22% of the YTD budget.

- Farebox revenues reflect \$42,147 or 43% of YTD budgeted revenues through November 30, 2020 due to decline in Ridership and COVID-19.
- Contract revenues totaled \$26,142 consistent with the YTD budgeted revenues for UAP (Universal Access Passes).
- Ad Valorem taxes totaled \$176,300. The total budgeted revenues are \$5.2 million. Only 95% of the taxes are budgeted by State Law.

Property taxes become due and payable on November 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.

- Interest Income on Investment at the LGIP totaled \$2,942 under budget.
- Florida DOT operating grants \$1.6 million is being billed quarterly. These grants are on a cash basis which means the services must be provided before we receive grant assistance.
- FTA Section 5307 operating and capital grants budgeted at \$2.8 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.
- Advertising income reflects \$39,000 over budget and paid quarterly.
- The Support cost reimbursement revenue is in line with budget.
- Misc. revenue reflects \$131 under budget.
- The other revenues are showing a lag due to timing and being on a cash basis.

Lakeland Area Mass Transit District Monthly Financial Report Operating Budget. Budget to Actual For the Year-to-date November 30, 2020 FY 2020-2021

EXPENSES:

The total expenses year-to-date through November 30, 2020 totaled \$1.6 million or 87% of the YTD budget.

- Salaries and benefits represent 66% of the FY 2020-2021 budget. As of November 30, 2020, these expenses totaled \$1.01 million or 10% under budget of \$1.220 million a favorable variance.
- Professional and Technical Services expenses totaled \$154,483 of the YTD budget, and over budget due to a
 one-time payment for professional services.
- Other services expenses totaled \$6,869 of the YTD budget, under budget.
- Fuel expenses totaled \$45,928 YTD, under budget due to decline in fuel price.
- Materials and supplies totaled \$104,035 and under budget for vehicle parts.
- Dues and subscriptions, and office supplies are over budget due to payment of one-time expense.
- Property appraiser, Tax Collector Commission and CRA payments under budget since payments are quarterly and annually.
- Fixed and variable cost has contributed to some budget variances since it is a combination of a onetime cost and reoccurring costs.
- The CRA Payments for Tax Year 2020 is not paid YTD.

Other remaining expenses are under the YTD budget through November 30, 2020

CHANGE IN FINANCIAL CONDITION

Based on the year-to-date budget-to-actual variances through November 30th the financials reflect an unfavorable actual variance of \$1.2 million with 17% of the fiscal year due to unrealized revenues but, will change on December report with the collection of Property Taxes.

	STATISTICAL TRENDS LAST FIVE YEARS AUDITED FINANCIAL STATEMENTS											
		9/30/19	9/30/18	9/30/17	9/30/16	9/30/15						
1. Farebox Re	ecovery Ratio (All modes)	10.13%	13.00%	10.04%	13.95%	25.50%						
2. Cost per re	evenue hour	\$116.62	\$108.42	\$106.94	\$104.76	\$89.45						
3. Revenue H	ours	145,405	146,597	142,189	139,228	103,550						
4. Fuel Cost (\$)	\$949,887	\$1,082,166	\$834,971	\$757,485	\$847,360						
5. Ridership		1,294,771	1,252,600	1,346,211	1,393,620	1,424,965						

^{*} Total 10.13%, LAMTD 13.37%, PCTS 4.70%



LAKELAND AREA MASS TRANSIT DISTRICT

FY 2021 MONTHLY FINANCIAL STATEMENT MONTH OF Nov 2020

		Month				YTD					Approved Annual						
			Actual		Budget		Variance			Actual		Budget		Variance		Appi	Budget
			Actual		<u>Duuget</u>		\$'s	%		Actual		<u> Duuget</u>		\$'s	%		Duuget
	Account	_		_		_					_		_			_	
R4	Farebox/Pass Sales	\$	21,522	-	49,403		(27,880)	-56%		42,147		98,805		(56,658)	-57%		592,830
R6	Contract Income (UAP)	\$	10,821	-	,	\$	(4,284)	-28%	\$	26,142	\$	30,210		(4,069)	-13%	\$	181,260
R3	Other Contract Revenue	\$	-	\$		\$	-	0%	\$	-	\$	-	\$	-	0%	\$	-
R5	Miscellaneous Income	\$	100	\$,	\$	(1,567)	-94%	\$	131	\$	3,333	\$	(3,202)	-96%	\$	20,000
R7	Advertising Revenue	\$	-	\$	13,000		(13,000)	-100%	\$,	\$	26,000	-	13,000	50%	\$	156,000
R8	Investment/Interest Income (net)	\$	1,285	\$	3,667	\$	(2,382)	-65%	\$	2,942	\$	7,333	\$	(4,392)	-60%	\$	44,000
R9	Ad Valorum Income, net	\$	171,284	\$	432,816	\$	(261,532)	-60%	\$	171,284	\$	865,632	\$	(694,348)	-80%	\$	5,193,790
R10	FDOT Operating Grant	\$	46,841	\$	135,313	\$	(88,472)	-65%	\$	-	\$	270,625	\$	(270,625)	-100%	\$	1,623,750
R11	Federal Operating Grant	\$	-	\$	206,956	\$	(206,956)	-100%	\$	-	\$	413,912	\$	(413,912)	-100%	\$	2,483,470
R13	Cost Recovery	\$	-	\$	2,217	\$	(2,217)	-100%	\$	-	\$	4,433	\$	(4,433)	-100%	\$	26,600
R17	City of Lakeland	\$	13,654	\$	15,152	\$	(1,498)	-10%	\$	29,464	\$	30,303	\$	(839)	-3%	\$	181,820
R1	Bartow Express	\$	-	\$	1,478	\$	(1,478)	-100%	\$	· -	\$	2,957	\$	(2,957)	-100%	\$	17,740
R2	PCTS - Support Cost Reimb.	\$	44,612	\$	44,612	\$	0	0%	\$	89,223	\$	89,223	\$	0	0%	\$	535,340
		_			,					,	*						
TOTAL	TOTAL REVENUES	\$	321,818	\$	921,383	\$	(599,566)	-65%	\$	400,332	\$	1,842,767	\$	(1,442,434)	-78%	\$	11,056,600
			•							•							
ELIGIB	LE EXPENSES:																
1	Salaries	\$	416,902		-,	\$	(10,068)			769,862		853,940	\$	(84,078)	-10%	\$	5,123,640
2	Employee Benefits	\$	169,486	\$, -	\$	(13,687)	-7%	\$	329,580	\$	366,345	\$	(36,765)	-10%	\$	2,198,070
3	Advertising Fees	\$	605	\$	2,083		(1,478)	-71%			\$	4,167	\$	(3,562)	-85%	\$	25,000
4	Professional & Technical Services	\$	73,108	\$	31,767	\$	41,341	130%	\$	154,483	\$	63,533	\$	90,950	143%	\$	381,200
5	Contract Maintenance Services	\$	4,558	\$	7,875	\$	(3,317)	-42%	\$	9,246	\$	15,750	\$	(6,504)	-41%	\$	94,500
6	Other Services	\$	4,286	\$	6,179	\$	(1,893)	-31%	\$	6,869	\$	12,358	\$	(5,490)	-44%	\$	74,150
7	Fuel & Lubricants	\$	24,542	\$	-,	\$	(20,535)	-46%	\$	45,928	\$	90,155	\$	(44,227)	-49%	\$	540,930
8	Freight	\$	1,379	\$		\$	517	60%	\$	2,066	\$	1,725	\$	341	20%	\$	10,350
9	Repairs & Maintenance	\$	1,080	\$	4,433		(3,353)	-76%		,	\$	8,867	\$	(7,787)	-88%	\$	53,200
10	Materials & Supplies	\$	52,176	\$	53,221	\$	(1,044)	-2%	\$	104,035	\$	106,442	\$	(2,406)	-2%	\$	638,650
11	Utilities/Telephone	\$	9,312	\$	12,850	\$	(3,538)	-28%	\$	20,203		25,700	\$	(5,497)	-21%	\$	154,200
13	Insurance Expense	\$	35,424	\$,	\$	(4,256)	-11%	\$	70,848	\$	79,360	\$	(8,512)	-11%	\$	476,160
15	Dues & Subscriptions	\$	11,957	\$		\$	8,293	226%	\$		\$	7,327	\$	5,030	69%	\$	43,960
16	Education/Training/Meeting/Travel	\$ \$	518	\$ \$	7,329	\$	(6,812)	-93%	\$	603	\$ \$	14,658	\$	(14,056)	-96%	\$ \$	87,950
17	Service Charges	\$	272 8,964	\$,	\$ \$	(880)	-76% -29%	\$	266 14,543	\$	2,305 25,343	\$	(2,039)	-88% -43%	э \$	13,830 152,060
18 19	Office Expense Advertising & Promotions	\$	8,964 494	\$		\$	(3,708)	-29% -76%	\$	14,543	\$	25,343 4,167	\$ \$	(10,800)	-43% -73%	\$ \$	25,000
20	Miscellaneous Expenses	\$	4,850	\$	6,233	Ф \$	(1,590) (1,383)	-76%	\$	5,382	\$	12,467	Ф \$	(3,041) (7,085)	-73% -57%	Ф \$	74,800
21	Property Appraiser/Tax Collector Comm	\$	3,614	\$		Ф \$	(1,363)	-22% -75%	\$	3,614	\$	28,533	Ф \$	(24,919)	-87%	Ф \$	171,200
22	LDDA, CRA Contributions	\$	3,014	\$		\$	(20,833)	-100%	\$	3,014	\$	41,667	\$	(41,667)	-100%	\$	250,000
23	Capital Expenditures/ Debt Service	\$	25,228	\$,	\$	(13,585)	-35%	\$	50,456	\$	77,625	\$	(27,169)	-35%	\$	465,750
24	Bad Debt	\$	20,220	\$	167	\$	(167)	-100%	\$	-	\$	333	\$	(333)	-100%	\$	2,000
25	Restricted Contingency	\$	-	\$	-	\$	(137)	0%	\$	-	\$	-	\$	(555)	0%	\$	2,000
20	Nestricted Contingency	-		<u>*</u>		<u>*</u>		<u>0 70</u>	🌥	· · · · · · · · · · · · · · · · · · ·	Ψ	-	. *		<u>5 76</u>	*	·
TOTAL	TOTAL EXPENDITURES	\$	848,755	\$	921,383	\$	(72,628)	-8%	\$	1,603,151	\$	1,842,767	\$	(239,616)	-13%	\$	11,056,600
	REVENUES (OVER)/UNDER EXPENDITURES	\$	(526,937)	\$	<u> </u>	\$	(526,937)		\$	(1,202,818)	\$		\$	(1,202,818)		\$	

LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING JANUARY 13, 2021 AGENDA ITEM #4b

Agenda Item: November 30, 2020 Financials for Polk County Transit

Services Contract – FY 2020-21

Presenter: David Persaud, Chief Financial Officer

Recommended

Action: None

Summary: The Interim Financial Statement covers a period of less than

one year. The report is used to convey the performance of the District's financial position and budget comparisons – budget to actual on a year-to-date basis. Unlike annual financial

statements, Interim Statements do not have to be audited.

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

the budget

Attachments: See Attachments

LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING JANUARY 13, 2021 AGENDA ITEM #4b

Lakeland Area Mass Transit District
Monthly Financial Report
Polk County Transit Contract
Month of November 30, 2020
Year to Date Report
Percent of FY Reported (17%)

Revenues

- The revenues totaled \$1.80 million or 134% of the year-to-date budget.
- ➤ The FTA grants drawdown shows no activity.
- Fare Revenues totaled \$6,505 or 33% of the year-to-date budget.
- ➤ The Polk County City Contributions reflects a payment of \$495,620 and in line with the FY Budget.
- ➤ The County funding reflects payments of \$1.29 million for the budgeted grants match totaling \$2.584 million for the total payments.
- ➤ The FDOT Grants drawdown reflects no activity.

Expenses

- ➤ Operating expenses consists of labor cost, operating expenses and contract expenses.
- ➤ Total expenses for the period totaled \$979,657 or 73% of the year-to-date budget.
- ➤ Salaries and wages totaled \$463,007 or 64% of the YTD Budget
- ➤ Operating expenses totaled \$322,063 or 73% of the YTD Budget.
- ➤ The contract services are for contractual cost for the several routes with the Contractor Transitions Commute Solutions with expenses YTD totaling \$194,587 or 109% and is over budget. These additional expenses will be funded with FTA Grants.

Lakeland Area Mass Transit District Financial Statement Polk County Contract Month of November 2020

Revenue

Total	\$	8,056,670	\$	1,342,778	\$	1,794,069	134%
·	-						
Capital Contributions - County	\$	-	\$	-	\$	-	0%
1 17 0007 Grant	Ψ	2,701,040	Ψ	400,007	Ψ	-	U /0
FTA 5307 Grant	\$	2,781,040	\$	463,507	\$	_	0%
FTA			-				
RURAL AQR07	\$	1,362,410	\$	227,068	\$	-	0%
GOV71/G1481 - WHAT/ADA	\$	625,820	\$	104,303	\$	-	0%
FDOT Block Grants:	Φ.	COE 000	φ.	404 202	Φ		00/
FROT BL. I O /							
Fares	\$	117,400	\$	19,567	\$	6,505	33%
	_		Ļ	10			200/
Other Revenue Transfer Cares Funding	\$	66,784	\$	11,131	\$	-	0%
County Contribution - PCTS	\$	407,220	\$	67,870	\$	-	0%
City Contribution	\$	497,320	\$	82,887	\$	495,616	598%
Other Contract Revenue - County	\$	22,000	\$	3,667	\$	-	0%
County Match	\$	2,176,676	\$	362,779	\$	1,291,948	356%
Revenues							
		Budget	ΥT	D Budget	Υ٦	D Actual	Expended
		Annual					Percent
		Appual					Doroont

Expenses

Total	\$	8,056,670	\$	1,342,778	\$	979,657	73%
Capital - Loughman Route	\$	-	\$	-	\$	-	0%
	╅		<u> </u>		Ψ		370
Capital	\$	-	\$	_	\$	_	0%
Operating	\$	2,645,680	\$	440,946	\$	322,063	73%
	-	0.045.000	Φ.	440.040	Φ.	200,000	700/
Contract	\$	1,074,000	\$	179,000	\$	194,587	109%
Labor	\$	4,336,990	\$	722,832	\$	463,007	64%
		Budget	YTI	D Budget	ΥT	D Actual	Expended
		Annual					Percent

LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING JANUARY 13, 2021 AGENDA ITEM #4c

Agenda Item: November 30, 2020 Financials for The Transportation

Disadvantaged Program - FY 2020-21

Presenter: David Persaud, Chief Financial Officer

Recommended

Action: None

Summary: The Interim Financial Statement covers a period of less than

one year. The report is used to convey the performance of the District's financial position and budget comparisons – budget to actual on a year-to-date basis. Unlike annual financial

statements, Interim Statements do not have to be audited.

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

the budget

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

third-party revenues for contract services.

Attachments: See Attachments

LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING JANUARY 13, 2021 AGENDA ITEM #4c

Lakeland Area Mass Transit District
Monthly Financial Report
The Transportation Disadvantaged Program
Month of November 30, 2020
Year to Date Report
Percent of FY Reported (42%)

State FY July 1, 2020 thru June 30, 2021

Revenues

- ➤ The revenues totaled \$483,113 or 78% of the year-to-date budget
- ➤ The TD Trust Fund Grant drawdown reflects \$442,111 or 79% of the grant.
- ➤ Contract Revenues and other revenues totaled \$112.
- ➤ The County funding for the match totaled \$40,890 or 66%.

Expenses

- ➤ Operating expenses consists of labor cost, operating expenses and contract expenses.
- ➤ Total expenses for the period totaled \$463,722 or 75% of the year-to-date budget.
- ➤ Salaries, wages and benefits totaled \$365,963 or 92% of the YTD Budget.
- ➤ Operating expenses totaled \$97,759 or 45% of the YTD Budget.

Operating Results

Actual Revenues exceeded actual expenses by \$19,391 a favorable variance.

Lakeland Area Mass Transit District Transportation Disadvantage Program Period Ending - November, 2020

Revenue

	Anr	nual Budget	YTD Budget	١	YTD Actual	Total YTD
Revenues						
County Match 10%	\$	148,300	\$ 61,792	\$	40,890	66%
Contract Revenue	\$	260	\$ 108	\$	112	
Adult Day Care			\$ -	\$	-	
FDOT Grants:			\$ -			
CTD Grant -Operating	\$	1,334,690	\$ 556,121	\$	442,111	79%
Total	\$	1,483,250	\$ 618,021	\$	483,113	78%

Expenditure

	Ann	ual Budget	YTD Budget	YTD Actual	Total YTD
Labor	\$	957,930	\$ 399,138	\$365,963	92%
			\$ -		
Operating	\$	525,320	\$ 218,883	\$ 97,759	45%
Total	\$	1,483,250	\$ 618,021	\$463,722	75%

LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING January 13, 2021 AGENDA ITEM #4d

Agenda Item: **Asset Disposal**

Presenter: David Persaud, CFO

Recommended

Action: Recommend Board approve the disposal of three (3)

rolling stock, fixed route, and/or paratransit buses that have surpassed their useful life in years of service and

mileage, generating costly repairs or limited usage.

Summary: The District is proposing the disposal of these items based

on the depreciation schedule as defined by the Federal

Transit Administration Circular 5010.1E.

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

Asset Disposal Policies.

Asset Disposal Chart							
Description	In Service Date	Original Cost	Expected/Actual Proceeds	FTA/CUTR/TRIPS Useful Life	Current Status or Reason for Disposal	Current Condition	
35' Fixed Route Bus #1071, 2005 Gillig	10/26/2005	\$ 293,478.00	Between Scrap & Market Value	12 yrs or 500,000 mile	over 15 yrs & 662,189 miles	All vehicle require a high	
35' Fixed Route Bus #1074, 2006 Gillig	04/11/2006	\$300,899.00	Between Scrap & Market Value	12 yrs or 500,000 mile	over 14 yrs & 620,114 miles	level of maintenance and have exceeded the	
35' Fixed Route Bus #1075, 2006 Gillig	04/11/2006	\$300,899.00	Between Scrap & Market Value	12 yrs or 500,000 mile	over 14 yrs & 608,345 miles	useful life	

LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING JAN 13, 2021 AGENDA ITEM #5

Agenda Item: Supplemental Funding for the Purchase of 2 Para Transit Buses

Presenter: Joseph Cheney, Maintenance Director

Recommended

Action: Approve the Supplemental funding of \$6,653.00 for this purchase.

Summary: Citrus Connection has been awarded 5310 Grant Funding to provide

two (2) new replacement buses for our Para Transit Service. The buses are available under the Sate of Florida TRIPS Procurement Contract #TRIPS-17-CA-ABG. Previous buses purchases under this same contract were less expensive when Chevy Chassis were ordered. Chevy Chassis can not meet 'Buy America' compliance requirements and are no longer available under this contract. These

buses will be powered by Ford Engines.

Funding: Capital Improvement Funds are available under the Lakeland CIP

Budget.



	<u>Bus</u>	Radi	<u>0</u>
Total cost of 2-Turtle Top Buses	\$229,736.00	\$ 9,3	809.16
Funding under the Grant	\$223,083.00	\$11,	00.00
Supplemental Request (difference)	\$ 6,653.00	\$	0.00

LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING

Date: JAN 13, 2021 AGENDA ITEM 6a

Agenda Item: **COVID Updates**

Presenter: Tom Phillips

Recommended

Action: Informational

Summary: Items and information from the Executive Director

LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING

Date: JAN 13, 2021 AGENDA ITEM 6b

Agenda Item: Agency Updates

Presenter: Tom Phillips

Recommended

Action: Informational

Summary: Items and information from the Executive Director

LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING

Date: JAN 13, 2021 AGENDA ITEM 7a

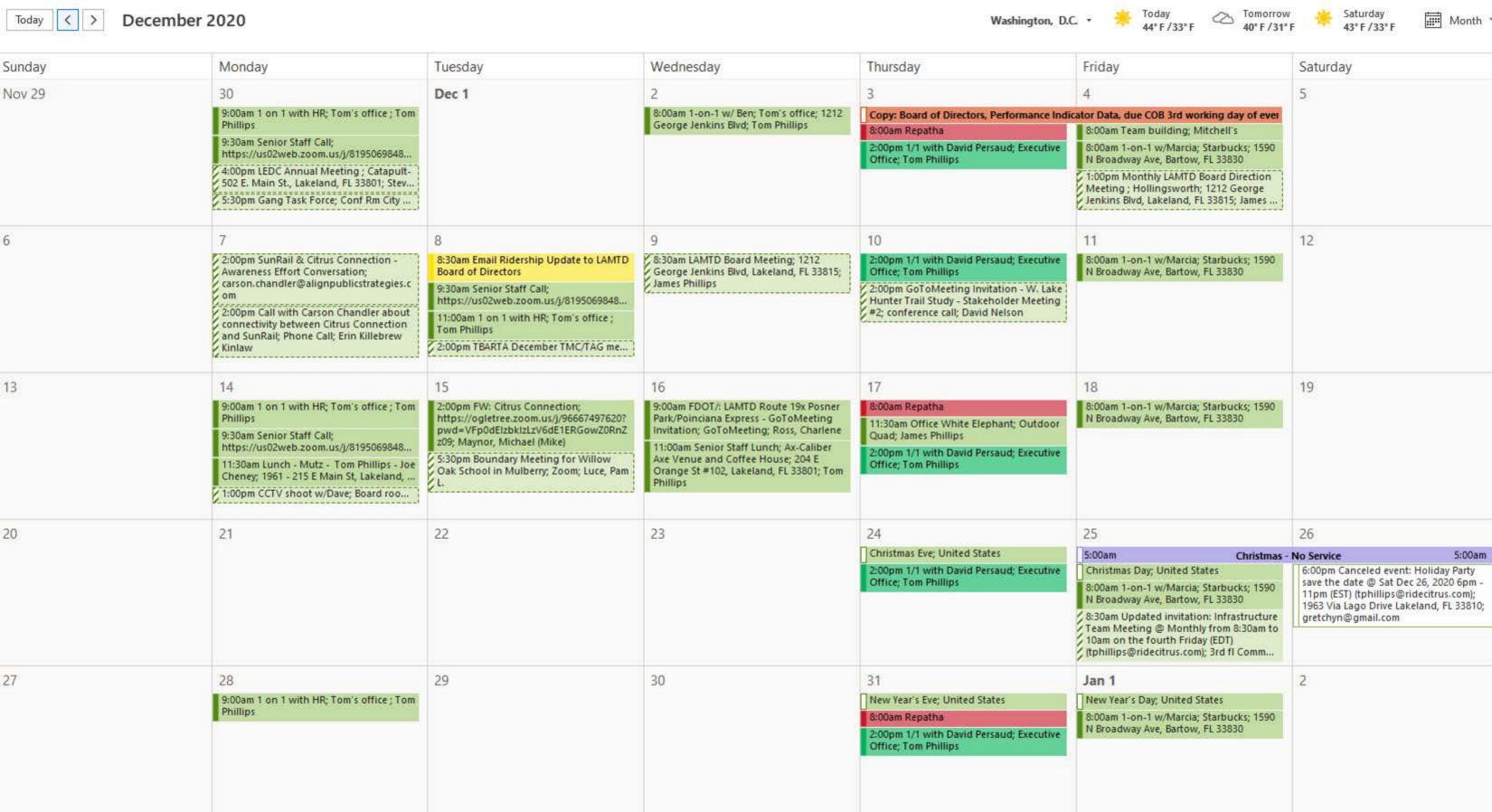
Agenda Item: **December calendar**

Presenter: Tom Phillips

Recommended

Action: Informational

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



LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING

Date: JANUARY 13, 2021 AGENDA ITEM #7b

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 November 30, 2021.

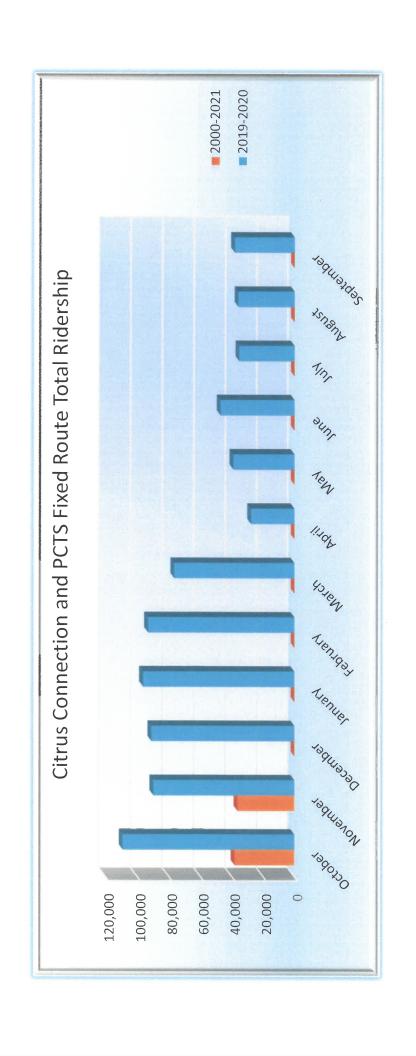
Attachments: Ridership Report.

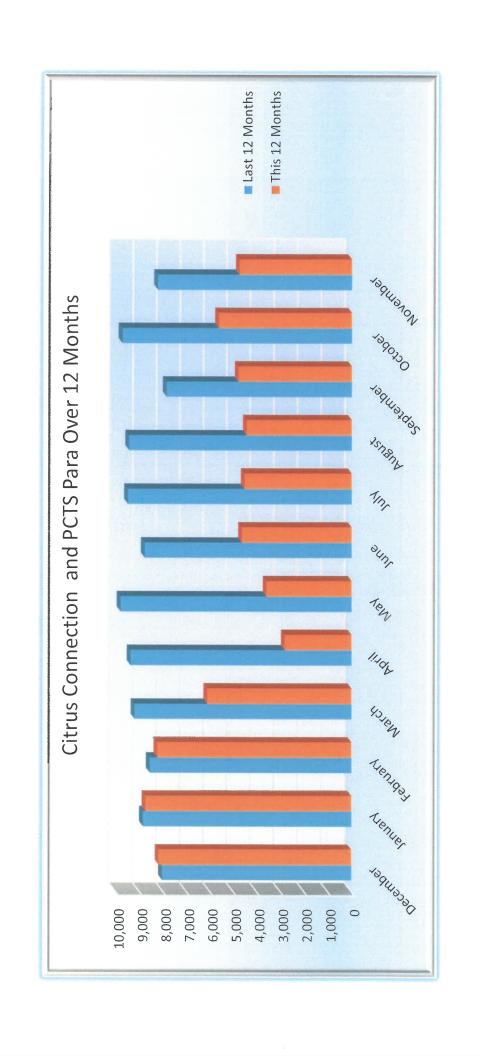
Citrus Connection and PCTS Fixed Route							
	2016-2017	2017-2018	2018-2019	2019-2020	2000-2021	Change	
October	108,078	113,220	117,763	109,219	38,313	-60%	
November	106,998	104,149	104,192	89,803	36,524	-51%	
December	111,197	95,520	95,813	91,147	0	0%	
January	103,647	93,227	106,080	96,288	0	0%	
February	108,068	100,300	100,900	93,231	0	0%	
March	116,794	99,916	101,697	76,736	0	0%	
April	103,274	95,993	106,578	27,855	0	0%	
May	108,224	95,476	104,034	39,257	0	0%	
June	102,092	93,781	93,028	47,522	0	0%	
July	98,193	92,042	103,793	35,612	0	0%	
August	118,104	111,898	109,285	36,186	0	0%	
September	89,794	98,550	100,468	38,505	0	0%	
Totals	1,274,460	1,194,072	1,243,631	781,361	74,837	-62%	

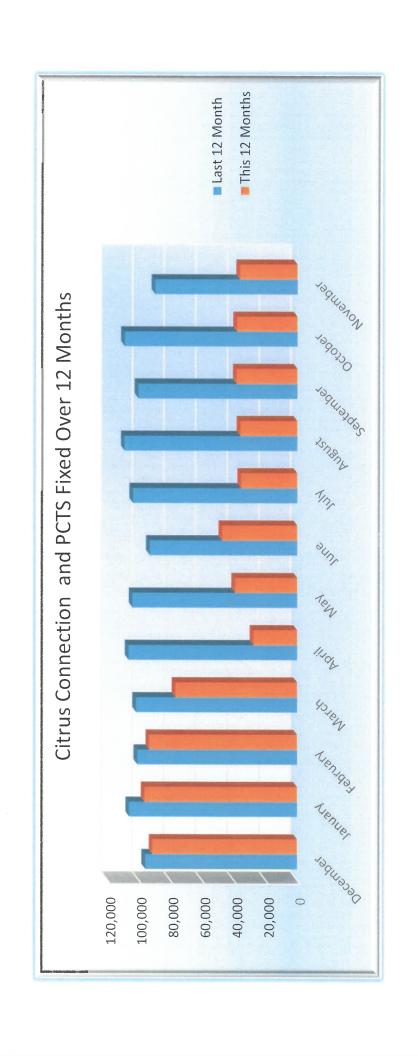
Citrus Connection and PCTS Para-Transit Totals							
	2016-2017 2017-2018		2018-2019	2019-2020	2000-2021	Change	
October	7,071	8,654	9,820	9,745	5,644	-42%	
November	7,002	7,940	8,495	8,246	4,759	-44%	
December	7,014	7,660	8,032	8,177	0	0%	
January	7,521	9,478	8,846	8,734	0	0%	
February	7,413	9,514	8,559	8,231	0	0%	
March	8,715	10,469	9,204	6,109	0	0%	
April	7,757	9,947	9,377	2,815	0	0%	
May	8,460	9,534	9,801	3,590	0	0%	
June	8,374	8,777	8,784	4,640	0	0%	
July	8,131	8,247	9,502	4,527	0	0%	
August	9,533	9,642	9,455	4,441	0	0%	
September	6,711	8,437	7,866	4,790	0	0%	
Totals	93,702	108,299	107,741	74,045	10,403	-42%	

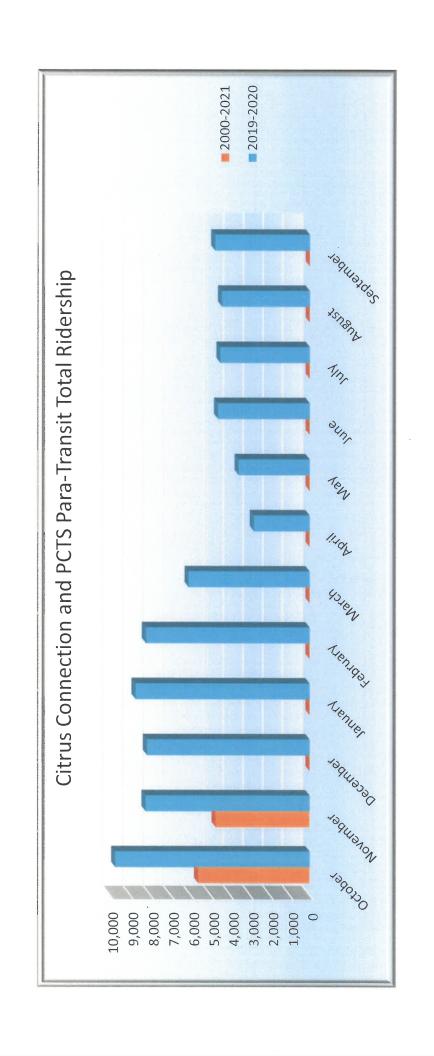
Citrus Connection only Fixed Route Totals							
	2016-2017	2017-2018	2018-2019	2019-2020	2000-2021	Change	
October	67,636	73,349	74,739	67,938	27,810	-59%	
November	71,083	67,437	66,084	55,331	25,998	-43%	
December	72,646	60,879	60,217	55,960	0	0%	
January	70,767	58,830	66,889	58,774	0	0%	
February	71,884	63,140	62,854	57,800	0	0%	
March	78,158	62,897	63,867	47,927	0	0%	
April	67,338	59,873	67,078	19,363	0	0%	
May	72,329	60,039	66,297	25,570	0	0%	
June	67,965	59,754	60,242	30,667	0	0%	
July	66,347	59,884	67,655	23,294	0	0%	
August	79,427	71,375	70,546	23,297	0	0%	
September	54,155	62,306	65,477	25,651	0	0%	
Totals	839,734	759,763	791,945	491,572	53,808	-56%	

Citrus Connection only Para-Transit Totals							
	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	Change	
October	3,229	4,025	4,745	4,889	2,454	-50%	
November	3,252	3,734	3,963	3,980	2,013	-53%	
December	3,154	3,444	3,818	3,930	0	0%	
January	3,507	4,055	4,252	4,277	0	0%	
February	3,505	3,909	4,248	4,255	0	0%	
March	4,040	4,217	4,513	2,392	0	0%	
April	3,694	3,935	4,630	1,111	0	0%	
May	4,060	3,848	4,916	1,431	0	0%	
June	3,880	3,627	4,352	2,041	0	0%	
July	3,681	3,437	4,612	1,768	0	0%	
August	4,306	3,978	4,686	1,960	0	0%	
September	6,039	3,396	3,414	2,036	0	0%	
Totals	46,347	45,605	52,149	34,070	4,467	-50%	









UAP Ridership Totals FY 2019		LAMTD	WHAT	Total
	October	5,401	3,131	8,532
	November	4,505	2,761	7,266
UAP Ridership 2019		LAMTD	WHAT	Total
Polk State College				
	October	279	134	413
	November	268	135	403
LEGOLAND				
	October	35	258	293
		28	327	355
Southeastern University				
	October	98	45	143
	November	63	24	87
COLTS				
	October	675		1,221
	November	465	493	958
Veterans				
	October	2,153		2,790
	November	1,901	747	2,648
Southern Technical College				
	October	12		21
	November	26	28	54
Central Florida Healthcare				
	October	762		974
	November	620	184	804
New Beginnings High School				
	October	165	, , ,	1,173
	November	143	567	710
LDDA	0.1.1			
	October	9		9
DACE	November	11	0	11
PACE	Ostobou	187	201	200
	October November	141	187	388 328
Dagge Biyer	November	141	167	320
Peace River	October	1,026	81	1,107
	November	839		908
Summer of Safety	November	659	69	308
Juniner of Jarety	October	0	0	_
	November	0		-
	November	U	l U	-

LAKELAND AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING

Date: JAN 13, 2021 AGENDA ITEM #8

Agenda Item: Other Business

Presenter: TBD

Recommended

Action: TBD

Summary: TBD