



As a courtesy to others, please silence all electronic devices during the meeting.

## 1. Call to Order

## 2. Approval of Minutes

-  Minutes from the January 28, 2015 Board of Directors' Meeting Pg 5

## 3. Recognition

- Service Awards 20 Years: Frederick Bennett, Bus Operator; Phillip Hannans, Bus Operator; Daniel Rousseau, Building & Grounds A. Service Awards 25 Years: David Shields, Maintenance Supervisor; Rafael Rosado, Bus Operator.







## 4. Public Comments

- Citizens who would like to speak under Public Comments shall submit a request form to the Assistant Secretary prior to the meeting. Forms are available at the door.




## 5. Chief Executive Officer's Report

## 6. Consent Agenda

### A. Request for Proposal (RFP)


- i.  Authorization to Release a Request for Proposal (RFP) for ADA Functional Assessment and Travel Training (FATT) Pg 12
- ii.  Authorization to Release a Request for Proposal (RFP) for the Manufacture of LYNX Style Bus Shelters Pg 14
- iii.  Authorization to Release a Request for Proposal (RFP) for Architectural and Engineering Consultant Services Pg 16
- iv.  Authorization to Release a Request for Proposal (RFP) for Contracted Security Guard Services Pg 19
- v.  Authorization to Release a Request for Proposal (RFP) for the Operation of NeighborLink Services Pg 21
- vi.  Authorization to Release a Request for Proposal (RFP) for Auditing Services Pg 23

### B. Invitation for Bid (IFB)

- i.  Authorization to Issue an Invitation for Bid (IFB) for LYMMO Orange Line Repair/Replacement of Electrical and Communication Equipment Pg 25
- ii.  Authorization to Issue an Invitation for Bid (IFB) for Lawn Maintenance and Trash Removal Services at LYNX Bus Stops and Shelters Pg 27
- iii.  Authorization to Issue an Invitation for Bid (IFB) for Pressure Cleaning Services of LYNX Bus Shelters Pg 29


### C. Award Contracts

- i. Authorization to Award a Contract to Arthur J. Gallagher Risk Management Services,







 Inc. for Insurance Brokerage Services For Soliciting and Securing Property, Liability, Workers' Compensation, Crime, Cyber, Excess, Commercial Auto, Umbrella and Any Other Required Liability Insurances	Pg 31
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#### D. Miscellaneous



i.	 Authorization for Chief Executive Officer to Sign on Behalf of LYNX the Amendment to the Inter-Local Agreement for Creation of the Orlando Urban Area Metropolitan Planning Organization d/b/a METROPLAN ORLANDO	Pg 33
	-Attachments 	
ii.	 Authorization to Negotiate and Bind Coverage and Premium for One Year Renewal of the Property Insurance Program, with Assistance of LYNX Broker and Input of LYNX Risk Management Committee	Pg 39
iii.	 Adoption of Resolution #15-003 Appointing a LYNX Board of Directors' Representative on the MetroPlan Board of Directors	Pg 41
	-Attachments 	
iv.	 Authorization for a Proposed Budget Revision to the LYNX American Recovery and Reinvestment Act to Re-align funding for Preparation of Grant Closeout	Pg 44
v.	 Authorization to Write-off Assets as of June 30, 2014 Physical Inventory Count and Reconciliation	Pg 46
vi.	 Confirmation of Appointment of Tiffany Homler as Director of Government Affairs	Pg 50
vii.	 Authorization to Adopt Resolution #15-002 to Appoint Tangee Mobley, Director of Transportation and Maintenance as Management Trustee to the Amalgamated Transit Union (ATU) Local 1596 Pension Plan	Pg 51
	-Attachments 	
viii.	 Authorization to Dispose of Items Accumulated Through the Lost and Found Process	Pg 54
ix.	 Authorization to Modify Contract #12-C02 with MV Transportation, Inc., for Adjustment to Productivity Goals and Increased Capital Costs	Pg 56
x.	 Adoption of Resolution #15-005, Authorizing Scope of Work Modifications to Parramore BRT Design/Build Contract #14-C24, as Requested by City of Orlando	Pg 58
	-Attachments 	
xi.	 Authorization to Auction Surplus Equipment & Obsolete Bus Parts	Pg 62
xii.	 Authorization to Submit FY2015/2016 Service Development Grant Proposals to the Florida Department of Transportation (FDOT) and the Authority to Execute Joint Participation Agreement (JPA) Upon Notification of Funding	Pg 68
	-Attachments 	
xiii.	 Authorization to Approve Deployment of Real Time Passenger Information on Fixed Route Service	Pg 72
xiv.	 Authorization to Purchase Vanpool Vehicles for Replacement and Expansion	Pg 74
xv.	 Authorization to Reaffirm the Intergovernmental Coordination and Review (ICAR) and Public Transportation Coordination Joint Participation Agreement (JPA)	Pg 76
	-Attachments 	

xvi.	 Authorization to Extend LYNX 208 Pilot Route for an Additional Year From Sand Lake SunRail to LYNX' Kissimmee Intermodal Station	Pg 90
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## 7. Action Agenda

A.	 Amendment to LYNX' FY2015 Operating and Capital Budgets	Pg 91
	-Attachments 	
B.	 Acceptance of the Annual Financial Audit and Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ending September 30, 2014	Pg 105
	-Attachments 	
C.	 Authorization to Implement the April 19, 2015 Proposed Service Changes	Pg 193
D.	 Authorization to Extend Scope and Term of Contract #13-A62 with CorVel for Third Party Administration (TPA) Services	Pg 197

## 8. Work Session

A.	 Overview of the FY2016 Preliminary Operating Budget	Pg 199
	-Attachments 	

## 9. Other Business

## 10. Monthly Reports

A.	 Monthly Financial Reports - January 31, 2015	Pg 216
	-Attachments 	
B.	 Monthly Financial Reports - February 28, 2015	Pg 221
	-Attachments 	
C.	 LYNX American Recovery and Reinvestment Act Project Status Report	Pg 226
D.	 Ridership Report January, 2015 (Final)	Pg 227
E.	 Planning and Development Report	Pg 236
F.	 Marketing Communications Report	Pg 239
G.	 Business Development Report	Pg 254
H.	 Monthly Employee Travel - March 2015	Pg 256
I.	 Monthly Employee Travel - February 2015	Pg 257

Section 286.0105, Florida Statutes states that if a person decides to appeal any decision made by a board, agency, or commission with respect to any matter considered at a meeting or hearing, he will need a record of the proceedings, and that, for such purposes, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans With Disabilities Act of 1990, persons needing a special accommodation at this meeting because of a disability or physical impairment should contact Benjamin Gonzalez at 455 N. Garland Ave, Orlando, FL 32801 (407) 254-6038, not later than three business days prior to the meeting. If hearing impaired, contact LYNX at (407) 423-0787(TDD).

**LYNX**  
**Central Florida Regional Transportation Authority**  
**Monthly Board Meeting Minutes**

**PLACE:** LYNX Central Station  
455 N. Garland Avenue  
Board Room, 2<sup>nd</sup> Floor  
Orlando, FL 32801

**DATE:** January 28, 2015

**TIME:** 2:04 p.m.

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**Members in Attendance:**

City of Orlando, Mayor Buddy Dyer, Chairman  
Orange County, Mayor Teresa Jacobs, Secretary  
Seminole County Commissioner, Carlton Henley  
FDOT District 5 Secretary, Noranne Downs  
Osceola County Commissioner, Viviana Janer

**Members Absent:**

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**1. Call to Order and Pledge of Allegiance**

The Chairman, Mayor Buddy Dyer, called the meeting to order at 2:04 p.m. Chairman Dyer asked Commissioner Viviana Janer to lead the Pledge of Allegiance.

Chairman Dyer recognized the Commissioner Janer as newly elected to the Osceola County Board of County Commissioners. He noted that this is the Commissioners first meeting as member and welcomed her to the LYNX Board of Directors.

**2. Approval of Minutes**

**Motion** was made and seconded to approve the Minutes of the November 13, 2014 Board of Directors. The Motion passed unanimously.

**3. Recognition**

The Chairman recognized Donna Tefertiller, Director of Human Resources, to present LYNX' employee recognitions.

**20 Years of Service:**

Antonio (Tony) Pimpinella, Senior Scheduler  
Fredrick (Fritz) Meusel, Technician B  
Maryann Taylor, Bus Operator

### **25 Years of Service:**

Matthew Kaminski, Bus Operator

Reinaldo (Rey) Quinones, Manager of Transportation

The Chairman asked to take a moment to wish Happy Birthday to Seminole County Commissioner Carlton Henley.

#### **4. Public Comments**

Margo Wright addressed the Board concerning the overcrowding on the 436S from Aloma Avenue to the Orlando International Airport. She also asked for additional service from Downtown Orlando going to the East side of town.

Micheal Dickens addressed the Board regarding having a traffic signal installed at the SunRail Station at SandLake Road and the Neputne exit in Osceola County. The absence of the traffic light creates a difficulty for buses to pull out and slows the on-time performance.

Joanne Counelis addressed the Board in support of 24 hour service 7 days a week including holidays and weekends.

#### **5. Chief Executive Officer's Report**

The Chairman recognized John Lewis, Chief Executive Officer.

Mr. Lewis announced that the last wage re-opener with Amalgamated Transit Union Local 1596 is on the Board's Consent Agenda. In December, the Management and Union teams held two negotiating sessions and were able to come to final agreement.

The first annual budget book is being made available to each of the Board members. Each year, the Board takes action on the budget in September and it is believed that this format will provide a resource for you and your staffs.

The first quarter financials are tracking ahead of budget projections. Total revenues are coming in approximately 3% higher than expenses. Revenue increases are due in large part to ridership tracking higher than expected. Last year, ridership ended with another record year. LYNX crossed the 30 million rider threshold for the first time in the history of LYNX.

LYMMO ridership for both the Orange and Grapefruit lines showed significant increases during the holiday season. Both lines experienced a 16% increase in weekday ridership. Combined, approximately 4,500 riders are utilizing the lines each weekday.

The NeighborLINK service continues to meet the needs of communities. The routes are designed to provide neighborhood connections. The shuttles operate at a much lower operating cost than a fixed route. All NeighborLINK routes provide connections to the regional trunk lines. Ridership on both the Goldsboro and Poinciana routes is doing particularly well. A new pilot route was just begun for the Maitland community.

The Board decided three years ago to begin a hedge program for fuel purchases. The program has added stability to the budget. Seventy-five percent of the fuel purchases for October 1, 2015 through September 30, 2016 have been locked in at \$1.81 for diesel fuel.

LYNX has finalized the Fuel Purchase Agreement with NoPetro for fuel as LYNX begins to convert its fleet to Compressed Natural Gas. LYNX will finalize the Construction Agreement with NoPetro for the renovations of LYNX' Operations Center to meet the requirements of the conversion.

Registration for the 14<sup>th</sup> Annual Public Service Bus will begin February 16 and continue through March 27<sup>th</sup>. A LYNX bus is wrapped to recognize the contributions of local non-profit agencies in Central Florida. Registration can be completed at LYNX' website [www.golynx.com](http://www.golynx.com)

The Chairman recognized Mr. Lewis and staff for locking the future diesel rate and for the cost savings it will create for the agency.

## **6. Consent Agenda**

### **A. Invitation for Bid (IFB)**

- i.** Authorization to Issue an Invitation for Bid (IFB) to Purchase Bulk Fluids for the Maintenance Shop
- ii.** Authorization to Issue an Invitation for Bid (IFB) for Solar Powered Bus Stop Lights

### **B. Award Contracts**

- i.** Authorization to Award Contract #15-C06 to Bank of America for Leasing Ten (10) Compressed Natural Gas (CNG) Buses and Amend the FY2015 Adopted Capital Budget

### **C. Extension of Contracts**

- i.** Authorization to Award an Extension of Contract 10-C21 with MV Transportation, Inc., for NeighborLink Services
- ii.** Authorization to Exercise the Second Option Year of Contract #11-C16 with Akerman LLP for Federal Lobbying Services
- iii.** Authorization to Exercise the First Option Year of Contract #12-C16 with Goodyear Tire and Rubber Company for Bus Tire Leasing

### **D. Miscellaneous**

- i.** Authorization to Enter into a Memorandum of Understanding with the City of Orlando for a Bike Share Program
- ii.** Confirmation of Appointment of Charles Baldwin as Director of Procurement
- iii.** Authorization to Settle Case #13-CA-2657 Rodriguez vs. LYNX
- iv.** Authorization to Issue a Purchase Order to Alliance Bus Group d/b/a First Class Coach Sales Under the Florida Department of Transportation's (FDOT) Florida Vehicle Procurement Program's (TRIPS) State Contract #TRIPS-11-CAFCCSC for Thirty-one (31) Paratransit Replacement Vehicles

- v. Authorization to Execute Amendments No. 7 and No. 8 of the Medicaid Non-Emergency Transportation Agreement (NET) with the Florida Commission for the Transportation Disadvantaged and Extend the Agreement to February 28, 2015
- vi. Authorization to Amend Article 31 of the Labor Agreement with the Amalgamated Transit Union (ATU) 1596

**Motion** was made and seconded to approve the Consent Agenda Items 6.A.i through 6.D.vi. The Motion passed unanimously.

## 7. Action Agenda

### A. **Authorization to Adopt Resolution #15-001 Recommending the Locally Preferred Alternative in the State Road 50/UCF Connector Alternatives Analysis Study**

The Chairman recognized Andrea Ostrodka, Director of Planning and Development, to make the presentation.

Ms. Ostrodka noted that in 2011, LYNX completed its Vision 2030 plan which identified 22 corridors within the three county region to focus transit planning and operations resources.

In August of 2012 LYNX won a USDOT/FTA discretionary Livability Alternatives Analysis grant for a premium corridor planning study along one of these corridors: State Road 50 from the Lake County Line to SR 434 and SR 434 north to the University of Central Florida campus. Through a competitive bid process, LYNX selected Kittelson & Associates to conduct the study with LYNX staff managing the project. The study kicked off in November 2012 and is expected to conclude with today's presentation to the LYNX Board of Directors and the METROPLAN Orlando Board of Directors on February 11th.

Ms. Ostrodka introduced Mary Raulerson, Kittelson & Associates to present the results and recommendations of the study.

Ms. Raulerson provided that the SR 50/UCF Connector Project Advisory Work Group and LYNX staff are recommending that the LYNX Board adopt by resolution Bus Rapid Transit in Mixed Traffic on SR 50 from Oakland in west Orange County to SR 434/Alafaya Trail, and north on Alafaya Trail to UCF, as defined in Exhibit A (attached) as the "Locally Preferred Alternative" (LPA). The project will be implemented in Phases with Phase 1 providing service between Powers Drive and Goldenrod Road. Phase 1 will operate with 10-minute service during peak hours and 15-minute service during off-peak hours. Features include transit signal priority, queue jumps at selected intersections, enhanced stations, unique bus/system branding, off-board ticketing, and enhanced user amenities such as free Wi-Fi. The alternative will be coupled with an enhanced connection between the corridor's two largest activity centers - Downtown Orlando and UCF, in the form of an Express Bus Service to be implemented in the next 1-2 years. Phase 2 services will be implemented on other portions of the proposed LPA in later years dependent upon future growth and redevelopment patterns along SR 50.



**Motion** was made and seconded to Adopt Resolution #15-001 recommending the Locally Preferred Alternative in the State Road 50/UCF Connector Alternatives Analysis Study. The Motion passed unanimously.

**B. Approval of the Chief Executive Officer's Annual Review**

The Chairman recognized Pat Christiansen, LYNX' General Counsel, to make the presentation.

At the November 10, 2010 Board of Directors' meeting, LYNX' governing Board selected Mr. John M. Lewis, Jr. as the agency's Chief Executive Officer (CEO). At the time of appointment the CEO was awarded a three year contract that included certain negotiated benefits and requirements for an annual performance and compensation review. Consistent with the employment agreement, the Chairman of the Board authorized General Counsel to coordinate with each Board member to initiate the FY2015 performance review.

Chairman Dyer provided that four of the five members of the Board had participated in the survey. He stated that Osceola County was not represented on the Board at the time of the survey. The results of the four surveys were combined and reviewed them with Mr. Lewis.

The Chairman recommended a salary increase for Mr. Lewis which should be the same given to the senior executive LYNX staff.

**Motion** was made and seconded to approve the Chief Executive Officer's Annual Review with the recommended salary increase. The Motion passed unanimously.

**C. Election of the 2015 Board of Directors' Officers**

The Chairman recognized Pat Christiansen, LYNX' General Counsel, to make the presentation.

Mr. Christiansen recognized Commissioner Carlton Henley.

Commissioner Carlton Henley made a Motion to nominate Mayor Jacobs as Chairman of LYNX' Board of Directors. The Motion received a second.

Mr. Christiansen asked if there were any other nominations for Chairman of the Board. Hearing no other nominations, Mr. Christiansen called for the vote.

**Motion** to elect Mayor Teresa Jacobs as Chairman of LYNX' 2015 Board of Directors passed unanimously.

Mr. Christiansen asked for a Motion to nominate Vice Chairman of LYNX' Board of Directors.

Mayor Buddy Dyer made a Motion to nominate Commissioner Viviana Janer Vice Chairman of LYNX' Board of Directors. The Motion received a second.

Mr. Christiansen asked if there were any other nominations for Vice Chairman of the Board. Hearing no other nominations, Mr. Christiansen called for the vote.

**Motion** to elect Commissioner Viviana Janer as Vice Chairman of LYNX' 2015 Board of Directors passed unanimously.

Mr. Christiansen asked for a Motion to nominate Secretary of LYNX' Board of Directors.

Mayor Buddy Dyer made a Motion to nominate Secretary Noranne Downs as Secretary of LYNX' Board of Directors. The Motion received a second.

Mr. Christiansen asked if there were any other nominations for Secretary of the Board. Hearing no other nominations, Mr. Christiansen called for the vote.

**Motion** to elect Secretary Noranne Downs as Secretary of LYNX' 2015 Board of Directors passed unanimously.

## 8. Information Items

The Chairman noted that Information Items are for review purposes only. No action is required.

## 9. Other Business

The Chairman noted that he had conversation with Mr. Lewis that LYNX Board has not had a Board retreat recently and that he felt they are valuable. While it will be under Mayor Jacobs discretion, as outgoing Chair, Mayor Dyer recommended that during the summer, the Board conduct an off premises meeting for the purposes of focusing on long range planning and other LYNX business.

The Chairman recognized LYNX' General Counsel, Pat Christiansen,

Mr. Christiansen noted that the Board of Directors needs to elect a LYNX representative to MetroPlan Orlando Board of Directors.

Commissioner Carlton Henley made a Motion to nominate Osceola County Commissioner Viviana Janer as LYNX representative to MetroPlan Orlando Board of Directors. The Motion received a second and passed unanimously.

## **10. Monthly Reports**

The Chairman noted that Monthly Reports are for review purposes only. No action is required.

**Meeting adjourned at 2:46 p.m.**

Consent Agenda Item #6.A. i

**To:** LYNX Board of Directors

**From:** Tangee Mobley  
DIR OF TRANSPORTATION & MAINT  
Timothy May  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6036

**Item Name:** Request for Proposal (RFP)  
Authorization to Release a Request for Proposal (RFP) for ADA Functional  
Assessment and Travel Training (FATT)

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to release a Request for Proposal (RFP) for Paratransit Functional Assessment and Travel Training (FATT).

**BACKGROUND:**

In an effort to reduce ADA paratransit costs and to provide services to those paratransit customers who truly need ADA paratransit service, LYNX released a Request For Proposal (RFP) to provide Paratransit Functional Assessments and Travel Training with Board approval on March 22, 2010

Functional Assessments evaluate ADA applicants' physical and cognitive ability to access the LYNX fixed route bus system. The Travel Training promotes independence and allows those applicants who can access the fixed route bus service to be trained to ride a fixed route bus. For every trip LYNX is able to transition from our ADA paratransit program to our fixed route bus service, a savings of approximately \$39 is realized.

At its May 26, 2010 meeting, the LYNX Board of Directors authorized the award of a contract to ADARide, Inc. to perform functional assessments and travel training. The term of this contract was for 3 years and began on August 16, 2010 after which two (2) option years are completed, and is due to expire August 15, 2015.

## **FISCAL IMPACT:**

LYNX staff included \$150,000 in the FY2015 Adopted Operating Budget for functional assessment and travel training. The FY2014 expenses were \$148,402. The FY2016 Preliminary Operating Budget includes \$160,000 for these services.

Consent Agenda Item #6.A. ii

**To:** LYNX Board of Directors

**From:** Daniel Healey  
DIRECTOR OF ENGINEERING  
Jeffrey Reine  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6023

**Item Name:** Request for Proposal (RFP)  
Authorization to Release a Request for Proposal (RFP) for the Manufacture  
of LYNX Style Bus Shelters

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to release a Request for Proposal (RFP) for the manufacture of commercial style bus shelters. The term of the contract will be for an initial three (3) year period with two (2) one year options.

**BACKGROUND:**

LYNX currently has a contract with Decamil for the manufacture of bus shelters. This contract expires on September 30, 2015. LYNX will solicit for a vendor to manufacture LYNX style shelters. Shelters will include solar lighting, benches, and trash receptacles which may be manufactured or supplied by third-party vendors.

Shelter styles include 6' x 9' and 6' x 13' each with and without an advertising box. Shelters will be manufactured according to LYNX specifications to match the existing cantilever angled roof.

**PROPOSED NEW EXPANSION:**

LYNX anticipates purchasing a minimum of 50 shelters and a maximum not to exceed of 400 shelters during the initial term of the contact.

**DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:**

LYNX has determined a 6% participation goal on this solicitation. In order to be a responsive proposer, LYNX' procurement policy requires the proposer to submit documented good faith

## LYNX Board Agenda

efforts to subcontract portions of their work for material, supplies and services to Small and Disadvantaged Business Enterprise (DBE) Firms.

### **FISCAL IMPACT:**

LYNX staff included \$1,040,000 in the FY2015 Adopted Capital Budget for the manufacture of bus shelters and associated amenities. The FY2016 Preliminary Capital Budget will include an appropriate amount.

Consent Agenda Item #6.A. iii

**To:** LYNX Board of Directors

**From:** Daniel Healey  
DIRECTOR OF ENGINEERING  
Jeffrey Reine  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6023

**Item Name:** Request for Proposal (RFP)  
Authorization to Release a Request for Proposal (RFP) for Architectural  
and Engineering Consultant Services

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to extend contract 12-C25 with AECOM Technical Services, Inc. until January 26, 2016 and also allow for the release of a Request for Proposal (RFP) for Architectural and Engineering Consultant Services. The contracted term will be for an initial three (3) year period with two (2) one year options.

**BACKGROUND:**

LYNX currently has two contracts with AECOM. Contract 12-C25, which expires on September 30, 2015, is for the design and construction management of bus shelters and transfer centers. Contract 11-C12, which expires on January 26, 2016, is for design and construction management but only covers LYNX Operations Center and LYNX Central Station. LYNX is seeking to solicit proposals for a single contract for these services and will prepare to execute a contract to the successful proposer prior to the expiration of the proposed extended and existing AECOM contract date of January 26, 2016. All projects already underway with the existing AECOM contract will continue to completion.

The contract will be for the design, engineering, permitting, and construction oversight of bus shelters, transfer centers, and associated amenities as well as LYNX operational facilities such as the LYNX Operations Center and LYNX Central Station. The yearly estimated cost reflects the anticipated capital projects over the next three fiscal years and allows staff to issue task orders as required. The contract shall not exceed \$2,000,000 per contract year without prior Board approval.



## PROJECTED SOLICITATION SCHEDULE

Issue Request for Proposal (RFP)	June 2015
Due Date for Proposals	July 2015
Board Approval	August 2015
Contact Award	September 2015
Contract Start Date	January 27, 2016

Note: Dates referenced are for planning purposes only and are subject to change.

## RFP EVALUATION

The selection process will consist of a determination of responsiveness and a Source Evaluation Committee (SEC) ranking. The SEC will evaluate all responsive proposals received under the solicitation. The SEC will be comprised of representatives from the following:

- LYNX Engineering Department
- LYNX Planning Department
- LYNX Finance Department

### Evaluation Criteria:

Each proposer will be evaluated based on their project approach, understanding of the project issues, their management plan, quality assurance and quality control plan, and proposed project schedule as provided in the written proposal document and as provided in a 20-minute oral presentation if requested. The proposer must demonstrate the team's comprehensive knowledge of the project issues, potential obstacles and constraints, discussion of relevancy to previous similar work, and team interaction. The proposer will also demonstrate awareness of project issues, management approach, personnel and staffing plan and project schedule.

Category A: Professional Qualifications 25%

Category B: Past performance / Experience 22%

Category C: Ability to perform 23%

Category D: Methodology & Technical Approach 30%

### Category A: Professional Qualifications: Weight 25%

- The firm's qualifications as determined by recent relevant experience and performance on similar programs.
- Qualifications of the firm, individuals, and sub-consultants (ability, capacity, and skill of the firm, individual, and sub-consultants to perform the required services).
- Educational background and training.
- Training and quality control.

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### **Category B: Past performance / Experience Weight 22%**

- Experience of the firm and individual members in similar work and services.
- Demonstration of meeting time and budget constraints.
- Previous contracting experience with governmental entities.
- References from performing similar work and services.

### **Category C: Ability to perform: Weight 23%**

- Special conditions, disclaimers, limitations or proposals that do not reflect the scope or the lump sum nature of the LYNX project.
- Benefits of retaining the team.
- Scope of work.
- Project specific data and/or conceptual project approach.

### **Category D: Methodology & Technical Approach: Weight 30%**

- Project approach/innovative ideas.
- Management team matrix for clarity of responsibility/communication and balance.
- Innovative workable ideas, time and cost savings, and quality assurance processes.
- Project approach.
- Public involvement strategy.

### **DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:**

LYNX request for the bidder/offeror to identify and report all sub-contractors/suppliers percentage scheduled for participation in their contract. Outreach efforts will be made for projected Small Business/DBE participation anticipated to be reached.

### **FISCAL IMPACT:**

LYNX staff included \$1,214,000 in the FY2015 Adopted Operating Budget for AECOM engineering consultant work and included \$1,472,694 in the FY2015 Adopted Capital Budget for engineering and permitting for bus shelters and superstops. The FY2016 Preliminary Capital Budget will include an appropriate amount.

Consent Agenda Item #6.A. iv

**To:** LYNX Board of Directors

**From:** Daniel Healey  
DIRECTOR OF ENGINEERING  
Shannon White  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6023

**Item Name:** Request for Proposal (RFP)  
Authorization to Release a Request for Proposal (RFP) for Contracted Security Guard Services

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to release a Request For Proposal (RFP) to provide contracted security guard services at LYNX facilities. The contract term will be for an initial three (3) year period with two (2) one-year options.

**BACKGROUND:**

LYNX currently contracts security guard services to Diamond Investigations & Security, Inc. under contract #11-C18, which expires on September 30, 2015. This contract was issued on July 1, 2011 for a three year contract term, with two one year options exercised.

Security guards provide services at the four LYNX facilities:

- LYNX Central Station – 455 North Garland Avenue, Orlando
- LYNX Operations Center – 2500 LYNX Lane, Orlando
- LYNX Osceola Satellite Facility – 100 North Alaska Avenue, Kissimmee
- Paratransit Operations Center – 4950 L. B. McLeod Road, Orlando

Bidders will be requested to provide costs for an on-site project manager, armed uniformed security guards and unarmed uniformed security guards. Armed uniformed security guards will staff booths at access points to LYNX facilities, rove operating facilities, and provide security to passengers at LYNX Central Station. Unarmed uniformed security guards will staff the front desk at LYNX Central Station and monitor the closed circuit television system. Security guards will not provide services in the field or off of LYNX facilities, with the exception of escorting employees to their assigned parking spaces after normal business hours or if a threat is perceived.

A comprehensive background check will be required to be completed and maintained for each person employed under this contract, including an employment and criminal conviction check. Each employee will be required to be bonded and insured and will be required to meet minimum standards specified for each position in the bid document.

Bidders will be requested to provide the full cost per hour for each position listed in the bid, extended to the estimated annual cost according to the initial staffing levels listed in the bid. Cost per hour for each position will also be requested for each of the two one-year options. LYNX will retain the right to increase or decrease staffing levels as required during the contract.

Current expenditures on security guard services are estimated at \$856,734 for Fiscal Year 2015. The new contract is expected to increase the hours of coverage, the level of service, to reflect current market security guard wages, and includes the provision of a vehicle provided by the security vendor for an estimated annual cost of \$1,335,200 for the first year of the contract and is estimated to increase by three percent annually for the next three years.

### **DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:**

This procurement is not funded with DOT assisted dollars. However, outreach efforts will be made to identify certified small businesses notifying them of the opportunity to submit offers in response to this solicitation.

### **FISCAL IMPACT:**

LYNX staff included \$856,734 in the FY2015 Adopted Operating Budget for contracted security guard services. The FY2014 expenses were \$771,769 for contracted security guard services. The FY2016 Preliminary Operating Budget includes \$856,734 for these services.

Consent Agenda Item #6.A. v

**To:** LYNX Board of Directors

**From:** Tangee Mobley  
DIR OF TRANSPORTATION & MAINT  
Timothy May  
(Technical Contact)  
JAMES RODRIGUEZ  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6036

**Item Name:** Request for Proposal (RFP)  
Authorization to Release a Request for Proposal (RFP) for the Operation of NeighborLink Services

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to release a Request for Proposal (RFP) for the operation of NeighborLink service through a private transportation provider.

**BACKGROUND:**

Recognizing the benefits of the flexible "On Demand" services successfully provided throughout the LYNX service area. LYNX has determined that NeighborLink service would continue to be beneficial in providing transit in areas that do not necessitate fixed route service operating with a 40' bus. In an effort to meet the growing demand at a lower cost, LYNX has replaced fixed route bus service with lower more cost efficient and more cost effective services operated with smaller vehicles by a third party contractor.

NeighborLink services have some characteristics of LYNX fixed route and demand-response service which makes accessibility to transit easier for our passengers.

At the January 7, 2010, Board of Directors meeting, the Board awarded Contract # 10-C21, to MV Transportation to provide this type of demand service branded as NeighborLink. At the January 28, 2015 Board of Directors meeting, the Board authorized the extension of this contract through September 30, 2015, to permit an RFP to be developed and approved. Since the initial award, NeighborLink has proved extremely successful and additional routes have been added each year since its inception. Currently LYNX has thirteen (13) NeighborLink routes operating its service area.

The contract will be offered for three years with two (2) one year options. The RFP will request respondents to bid with various options, including LYNX providing the vehicles, facilities, fuel, maintenance, computer software and hardware for the services. Estimated cost savings of contracting flex services in lieu of operating fixed route service could be as much as 33%.

### **DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:**

LYNX will engage in outreach efforts to certified small business and DBE firms identified and available of the opportunity for participation as a prime or subcontractor on this solicitation. LYNX request for prime contractors in their proposal to identify and report all sub-contractors/suppliers scheduled for participation on the contract. The DBE officer will work with firms to ensure compliance.

### **FISCAL IMPACT:**

LYNX staff included \$1,757,316 in the FY2015 Adopted Operating Budget for NeighborLink purchased transportation service. The FY2014 expenses were \$1,533,017. The FY2016 Preliminary Operating Budget includes \$1,954,713 for this service.

Consent Agenda Item #6.A. vi

**To:** LYNX Board of Directors

**From:** Blanche Sherman  
DIRECTOR OF FINANCE  
Patricia Bryant  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6100

**Item Name:** Request for Proposal (RFP)  
Authorization to Release a Request for Proposal (RFP) for Auditing Services

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to release a Request for Proposal (RFP) for auditing services. The contract term will be for an initial three (3) year period with two (2) one year options.

**BACKGROUND:**

The Single Audit Act Amendments of 1996 require state or local governments that expend \$500,000 or more in a year in Federal Financial Assistance to have an audit conducted for that year in accordance with the Office of Management and Budget (OMB) Circular A-133. In addition, the State of Florida enacted similar legislation, the Florida Single Audit Act, related to the audits of State Financial Assistance. Pursuant to these Acts, LYNX is requesting a statement of qualifications and proposals from firms interested in and capable of providing auditing services.

In June 2010, a Request for Proposal (RFP) was issued for auditing services in an effort to acquire a firm that would provide quality services at a competitive rate. Seven (7) firms were mailed copies of the RFP. Three (3) proposals were received and evaluated by the Selection Evaluation Committee.

In July 2010, the Board authorized LYNX staff to award the contract to the firm of Cherry, Bekaert L.L.P. to perform the services as outlined in the LYNX Request for Proposal (RFP) #10-R13, "Auditing Services" for three years with two (2) one year options, subject to annual funding availability. In July 2013, the Board authorized the execution of the first option year of the contract in the amount of \$110,000 which was included in the FY2013 operating budget. LYNX continued its auditing services and extended the second option year of the current auditing services contract with Cherry, Bekaert, L.L.P on March 27, 2014.

Prior expenditures for these services through Cherry Bekaert are as follows:

<b>Auditing Services</b>	<b>Annual Fee</b>
FY2010 Annual Audit	\$102,000
FY2011 Annual Audit	\$105,000
FY2012 Annual Audit	\$108,000
FY2013 Annual Audit - Option Year 1	\$110,000
FY2014 Annual Audit - Option Year 2	\$112,000

**FISCAL IMPACT:**

LYNX staff included \$112,000 in the FY2015 Adopted Operating Budget for auditing services related to the year-end closing activities for FY2014. The FY2014 expenses were \$119,000. The FY2016 Preliminary Operating Budget includes \$120,000 for these services.



**Consent Agenda Item #6.B. i**

**To:** LYNX Board of Directors

**From:** Daniel Healey  
DIRECTOR OF ENGINEERING  
Laura Minns  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6023

**Item Name:** Invitation for Bid (IFB)  
Authorization to Issue an Invitation for Bid (IFB) for LYMMO Orange  
Line Repair/Replacement of Electrical and Communication Equipment

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to issue an Invitation for Bid (IFB) for electrical and communication upgrades for the LYMMO Orange Line.

**BACKGROUND:**

The LYMMO Orange Line shelters and kiosks were originally installed in 1997 and since that time various projects have added equipment to provide video surveillance, power for art installations, and other miscellaneous equipment. Last year AECOM was given a task order to evaluate the electrical and communication systems in order to document the "as-built" condition within each kiosk as well as to make recommendations to reduce electrical load and meet current health and safety codes.

In 2014, LYNX installed new kiosk structures along with LED message signs at all LYMMO stations as part of the upgrade and expansion project of the LYMMO system. Additional upgrades are needed for the kiosks in order to bring the station area equipment into a state of good repair.

Tasks will include replacing outdated electrical and communication equipment within the kiosks, reducing the electrical load, and improving air circulation within the structures to reduce heat buildup. Work will also include repairs to irrigation equipment and replacement of the meter cans with low profile electronic meters. Additionally, there are a total of 12 kiosks that will require upgrades.

**DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:**

LYNX will reach out to certified small business and DBE firms identified and available of the opportunity for participation as a prime or subcontractor on this solicitation. LYNX request for prime contractors in their proposal to identify and report all sub-contractors/suppliers scheduled for participation on the contract. The DBE officer will work with firms to ensure compliance.

**FISCAL IMPACT:**

LYNX staff included \$175,000 in the FY2015 Adopted Capital Budget for LYMMO Orange Line Rehabilitation.

**Consent Agenda Item #6.B. ii**

**To:** LYNX Board of Directors

**From:** Daniel Healey  
DIRECTOR OF ENGINEERING  
Jeffrey Reine  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6023

**Item Name:** Invitation for Bid (IFB)  
Authorization to Issue an Invitation for Bid (IFB) for Lawn Maintenance  
and Trash Removal Services at LYNX Bus Stops and Shelters

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors’ authorization for the Chief Executive Officer (CEO) or designee to issue an Invitation for Bid (IFB) for lawn maintenance and trash removal services at LYNX bus stops and shelters. The contract term will be for an initial three (3) year period with two (2) one year options.

**BACKGROUND:**

LYNX currently has a contract with Groundtek of Central Florida, Inc. lawn maintenance and trash removal at LYNX bus stops and shelters. This contract expires on September 30, 2015. LYNX will solicit for a vendor to provide these services.

Bus stops are the primary point of customer access to the LYNX fixed route bus system. Shelters provide an enhanced experience for customers by providing protection from the elements. Bus stops and shelters are also highly visible representations of LYNX to the community. This contract is for trash pickup at approximately 1500 trash receptacles. Stops will be added as future shelters or stand-alone trash receptacles are installed. Each will be serviced at least twice per week including trash pickup and removal, and lawn maintenance as required including grass cutting within 15 feet of the stop.

The existing cost under contract #10-C29 is summarized as follows:

	Year 1	Year 2	Year 4	Year 4	Year 5*
Annual cost	\$247,956	\$386,504	\$469,255	\$432,070	\$239,836

\* Fiscal Year 2014-2015 includes partial year costs through February 2015

**DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:**

This procurement is not funded with DOT assisted dollars. However, outreach efforts will be made to certified small business identified to notify of the opportunity for participation on this solicitation.

**FISCAL IMPACT:**

LYNX staff included \$559,000 in the FY2015 Adopted Operating Budget for lawn maintenance and trash removal services at LYNX bus stops and shelters. The FY2014 expenses were \$477,588. The FY2016 Preliminary Operating Budget includes \$630,000 for these services.

**Consent Agenda Item #6.B. iii**

**To:** LYNX Board of Directors

**From:** Daniel Healey  
DIRECTOR OF ENGINEERING  
Jeffrey Reine  
(Technical Contact)  
Steven Walczak  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6023

**Item Name:** Invitation for Bid (IFB)  
Authorization to Issue an Invitation for Bid (IFB) for Pressure Cleaning  
Services of LYNX Bus Shelters

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to issue an Invitation for Bid (IFB) for pressure cleaning services of LYNX bus stops and bus shelters. The term of the contract will be for an initial three (3) year period with two (2) one year options.

**BACKGROUND:**

Contract 10-C28 was awarded to TJ's Quality Construction Clean-up, L.L.C. on July 28, 2010 for steam cleaning and maintenance of LYNX bus shelters. The original contract was for one year with four option years. The contract's fourth option year expires on September 30, 2015. LYNX will solicit for a vendor to provide these services.

Bus stops are the primary point of customer access to the LYNX fixed route bus system. Shelters provide an enhanced experience for customers by providing protection from the elements. Bus stops and shelters are also highly visible representations of LYNX to the community.

Pressure cleaning service currently covers approximately 1000 stops, each cleaned once per month. Service includes the following:

- Pressure cleaning of concrete pads
- Pressure cleaning of the exterior and interior surfaces of bus shelters
- Removal of dirt, graffiti and stains
- Cleaning and picking up of trash within a 15 foot radius of the bus stop
- Cleaning the solar panel

# LYNX Board Agenda

- Cleaning of the bus stop pole and the sign blades

The purchase orders issued for contract #10-C28 is summarized as follows:

	Year 1	Year 2	Year 4	Year 4	Year 5
Annual cost	\$10,582	\$85,000	\$113,400	\$139,815	\$153,000

## **DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:**

This procurement is not funded with DOT assisted dollars. However, outreach efforts will be made to certified small business identified to notify of the opportunity for participation on this solicitation.

## **FISCAL IMPACT:**

LYNX staff included \$155,000 in the FY2015 Adopted Operating Budget for pressure cleaning services of LYNX bus stops and bus shelters. The FY2014 expenses were \$116,093. The FY2016 Preliminary Operating Budget includes \$170,000 for these services.

Consent Agenda Item #6.C. i

**To:** LYNX Board of Directors

**From:** Susan Black  
GENERAL MANAGER  
Charles Baldwin  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6058

**Item Name:** Award Contracts  
Authorization to Award a Contract to Arthur J. Gallagher Risk Management Services, Inc. for Insurance Brokerage Services For Soliciting and Securing Property, Liability, Workers' Compensation, Crime, Cyber, Excess, Commercial Auto, Umbrella and Any Other Required Liability Insurances

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to award a contract to Arthur J. Gallagher Risk Management Services, Inc. for Insurance Brokerage Services. The term of the contract will be for three (3) years with two (2) one-year options to renew.

**BACKGROUND:**

At the May 22, 2014 LYNX Board of Director's meeting, staff received authorization to issue a Request for Proposals (RFP) for Insurance Brokerage Services for the solicitation and securing of Property, Liability, Workers' Compensation, Crime, Cyber, Excess, Commercial Auto, Umbrella and Any Other Required Liability Insurances. The proposal was released on February 9, 2015 with responses due by 2:00 P.M. EST on March 9, 2015.

Three responses from the following firms were received for Insurance Brokerage Services:

- Cobb Allen
- Arthur J. Gallagher Risk Management Services, Inc.

The Source Evaluation Committee (SEC) consisted of the following personnel:

Leonard Antmann, Comptroller, LYNX  
Lorna Hall, Safety Officer, LYNX  
Theresa Veley, Manager of Customer Service, LYNX

# LYNX Board Agenda

## Non-Voting Member

Sheena Bartley, Senior Contracts Administrator, LYNX

The proposals were evaluated on the following criteria in descending order of importance:

- Pricing Proposal **30**
- Qualifications of Brokerage Firm **25**
- Staff Experience and Knowledge **25**
- Methodology and Approach **20**

The SEC met at 2:00 P.M. on March 16, 2015 to discuss the two responses. The meeting was publicly noticed in accordance with the Florida Sunshine Law.

The scoring of the proposals submitted is as follows based on a total possible score of 300:

- Cobb Allen (**204**)
- Arthur J. Gallagher Risk Management Services, Inc. (**247**)

After discussions on the proposals received from the two firms, the SEC ranked the proposals received, and based on the SEC's ranking and recommendation; LYNX staff is requesting authority to award this contract to Arthur J. Gallagher Risk Management Services, Inc.

## **FISCAL IMPACT:**

LYNX staff included \$50,000 in the FY2015 Adopted Operating Budget for insurance brokerage fees. The FY2014 expenses were \$50,000. The FY2016 Preliminary Operating Budget includes \$50,000 for this service.



Consent Agenda Item #6.D. i

**To:** LYNX Board of Directors

**From:** Susan Black  
GENERAL MANAGER  
Deborah Morrow  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6058

**Item Name:** Miscellaneous  
**Authorization for Chief Executive Officer to Sign on Behalf of LYNX the Amendment to the Inter-Local Agreement for Creation of the Orlando Urban Area Metropolitan Planning Organization d/b/a METROPLAN ORLANDO**

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' approval of and authorization for Chief Executive Officer (CEO) to sign on behalf of LYNX the Amendment to the Inter-local Agreement for Creation of the Orlando Urban Area Metropolitan Planning Organization d/b/a METROPLAN ORLANDO, a copy of which has been attached hereto.

**BACKGROUND:**

Pursuant to Federal and state statutory authorization, together with accompanying administrative rules, LYNX has been a voting member of the Orlando Urban Area Metropolitan Planning Organization d/b/a METROPLAN ORLANDO since its inception in June, 2000.

On December 10, 2014 MetroPlan Orlando Board voted to give the Municipal Advisory Committee, a subcommittee of the board, a voting seat on the board. This action necessitates completion of an amendment to the METROPLAN ORLANDO's existing Inter-local Agreement to incorporate the change.

**FISCAL IMPACT:**

LYNX staff included \$25,000 in the FY2015 Adopted Operating Budget for the MetroPlan Orlando fee.

**AMENDMENT TO THE INTERLOCAL AGREEMENT CREATING THE  
ORLANDO URBAN AREA METROPOLITAN PLANNING ORGANIZATION  
D/B/A/ MetroPlan Orlando**

THIS AMENDMENT is made and entered into by and between the FLORIDA DEPARTMENT OF TRANSPORTATION; the COUNTY(IES) OF Orange County, Florida, Osceola County, Florida, Seminole County, Florida; the CITY(IES) of City of Altamonte Springs, Florida, City of Apopka, Florida, City of Kissimmee, Florida, City of Orlando, Florida, City of Sanford, Florida, The Central Florida Regional Transportation Authority, The Greater Orlando Aviation Authority, The Central Florida Expressway Authority, and the Sanford Airport Authority, and the MetroPlan Orlando Municipal Advisory Committee.

RECITALS:

WHEREAS, Chapter 2014-223, Laws of Florida, enacted by the 2014 Legislature, amended Section 339.175(3)(a), Florida Statutes, to provide that voting members of an M.P.O. may include an elected official who represents a group of general purpose local governments through an entity created by an M.P.O. for that purpose; and

WHEREAS, the governing body of MetroPlan Orlando has determined that it is appropriate that the MetroPlan Orlando Municipal Advisory Committee be added as a voting member to the Interlocal Agreement, as amended, creating MetroPlan Orlando.

NOW, THEREFORE, in consideration of the mutual covenants, promises, and representation herein, the parties agree as follows:

I. Article 4, Section 4.01(a) of the Interlocal Agreement dated June 7, 2000, as amended, is amended to read as follows:

The membership of the MPO shall consist of twenty (20) voting representatives and five (5) non-voting representatives. The names of the member local governmental entities and the voting apportionment of the governing board as approved by the Governor shall be as follows:

*Orange County*  
*Osceola County*

*6 Representatives*  
*1 Representative*

<i>Seminole County</i>	<i>2 Representatives</i>
<i>City of Altamonte Springs</i>	<i>1 Representative</i>
<i>City of Apopka</i>	<i>1 Representative</i>
<i>City of Kissimmee</i>	<i>1 Representative</i>
<i>City of Orlando</i>	<i>2 Representatives</i>
<i>City of Sanford</i>	<i>1 Representative</i>
<i>Central Florida Regional Transportation Authority</i>	<i>1 Representative</i>
<i>Greater Orlando Aviation Authority</i>	<i>1 Representative</i>
<i>Central Florida Expressway Authority</i>	<i>1 Representative</i>
<i>Sanford Airport Authority</i>	<i>1 Representative</i>
<i>MetroPlan Orlando Municipal Advisory Committee</i>	<i>1 Representative</i>

II. Article 7, Section 7.04 of the Interlocal Agreement, dated June 7, 2000, as amended, is amended to read as follows:

Add: Chairperson  
MetroPlan Orlando Municipal Advisory Committee  
One Landmark Center  
315 East Robinson Street, Suite 355  
Orlando, Florida 32801

III. The MetroPlan Orlando Municipal Advisory Committee shall have all the rights, duties, and obligations to which each voting member on the MPO is entitled to receive, including, but not limited to, such rights, duties, and obligations provided in the Interlocal Agreement effective June 7, 2000, as amended, except with regard to payment of dues which may be modified by the governing body of MetroPlan Orlando and Section 339.175, *Florida Statutes*.

IV. Severability. The invalidity or unenforceability of any term or provision of this Amendment or the non-applicability of any such term or provision to any person or circumstance shall not impair or affect the remainder of this Amendment, and the remaining terms and provisions hereof shall not be invalidated but shall remain in full force and effect but shall be construed as if such invalid, unenforceable, or non-applicable provisions were omitted.

V. Entire Agreement. This Amendment represents the entire understanding and agreement between the parties with respect to the subject matter hereof. None of the terms and provisions hereof may be amended, supplemented, waived or changed orally, but only by a writing signed by each of the parties hereto.

VI. Rules of Construction. Whenever used herein, the singular number shall include the plural, the plural shall include the singular, and the use of any gender shall include all genders.

VII. Amendment execution, Use of counterpart signature pages. This Amendment may be executed in any number of counterparts, each of which when so executed and delivered, shall be an original; but such counterparts shall together constitute but one and the same instrument.

VIII. Effective Date. This Amendment shall become effective upon its filing in the Office of the Clerk of the Circuit Court of each county in which a party hereto is located. Any amendment hereto shall become effective only upon its filing in the Office of the Clerk of the Circuit Court for each county in which a party hereto is located.

IN WITNESS WHEREOF, the undersigned parties have caused this Amendment to the Interlocal Agreement dated \_\_\_\_\_, as amended, to be duly executed in their behalf.

ORANGE COUNTY, FLORIDA

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

DATE: \_\_\_\_\_

TITLE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

TITLE: \_\_\_\_\_

OSCEOLA COUNTY, FLORIDA

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

DATE: \_\_\_\_\_

TITLE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

TITLE: \_\_\_\_\_

BOARD OF COUNTY COMMISSIONERS  
SEMINOLE COUNTY, FLORIDA

By: \_\_\_\_\_  
BRENDA CAREY, Chairperson

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

As authorized for execution by the Board of  
County Commissioners at its \_\_\_\_\_,  
2015 regular meeting.

ATTEST:

\_\_\_\_\_  
MARYANNE MORSE, Clerk to the Board of  
County Commissioners of Seminole County, Florida.  
For the use and reliance of Seminole County only.  
Approved as to form and legal sufficiency.

\_\_\_\_\_  
County Attorney

CITY OF ALTAMONTE SPRINGS, FLORIDA

BY: \_\_\_\_\_  
DATE: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
ATTEST: \_\_\_\_\_  
TITLE: \_\_\_\_\_

CITY OF APOPKA, FLORIDA

BY: \_\_\_\_\_  
DATE: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
ATTEST: \_\_\_\_\_  
TITLE: \_\_\_\_\_

CITY OF KISSIMMEE, FLORIDA

BY: \_\_\_\_\_  
DATE: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
ATTEST: \_\_\_\_\_  
TITLE: \_\_\_\_\_

CITY OF ORLANDO, FLORIDA

BY: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
DATE: \_\_\_\_\_  
ATTEST: \_\_\_\_\_  
TITLE: \_\_\_\_\_

ATTEST

CITY OF SANFORD, FLORIDA

\_\_\_\_\_  
Cynthia Porter, City Clerk

\_\_\_\_\_  
Jeff Triplett, Mayor

For use and reliance of the Sanford  
City Commission only.  
Approved as to form and legality.

\_\_\_\_\_  
William L. Colbert, City Attorney

THE CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY

BY: \_\_\_\_\_  
DATE: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
ATTEST: \_\_\_\_\_  
TITLE: \_\_\_\_\_

THE GREATER ORLANDO AVIATION AUTHORITY

BY: \_\_\_\_\_  
DATE: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
ATTEST: \_\_\_\_\_  
TITLE: \_\_\_\_\_

THE CENTRAL FLORIDA EXPRESSWAY AUTHORITY

BY: \_\_\_\_\_  
DATE: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
ATTEST: \_\_\_\_\_  
TITLE: \_\_\_\_\_

SANFORD AIRPORT AUTHORITY

BY: \_\_\_\_\_  
DATE: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
ATTEST: \_\_\_\_\_  
TITLE: \_\_\_\_\_

METROPLAN ORLANDO MUNICIPAL ADVISORY COMMITTEE

BY: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
DATE: \_\_\_\_\_  
ATTEST: \_\_\_\_\_  
TITLE: \_\_\_\_\_

FLORIDA DEPARTMENT OF TRANSPORTATION

BY: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
DATE: \_\_\_\_\_  
ATTEST: \_\_\_\_\_  
TITLE: \_\_\_\_\_

APPROVED AS TO FORM, LEGALITY  
DEPARTMENT OF TRANSPORTATION

BY: \_\_\_\_\_  
ATTORNEY

DATE: \_\_\_\_\_  
TITLE: \_\_\_\_\_

Consent Agenda Item #6.D. ii

**To:** LYNX Board of Directors

**From:** Susan Black  
GENERAL MANAGER  
**BRENDA HERNANDEZ**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6058

**Item Name:** Miscellaneous  
**Authorization to Negotiate and Bind Coverage and Premium for One Year Renewal of the Property Insurance Program, with Assistance of LYNX Broker and Input of LYNX Risk Management Committee**

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to negotiate and bind coverage and premium for its Property Insurance Program, with the assistance of Arthur J. Gallaher Broker and the input from LYNX' Risk Management Committee, for the upcoming one year renewal, beginning April 1, 2015.

**BACKGROUND:**

Pursuant to authority from LYNX Board of Directors, LYNX utilizes an independent insurance brokerage company to assist with obtaining insurance quotes, negotiating premiums, as well as recommending and maintaining appropriate types and levels of insurance coverage. These insurance consulting and brokerage services currently are provided to LYNX by Arthur J. Gallagher Risk Management Service ("Gallagher").

At its September 25, 2014 meeting, the LYNX Board of Directors authorized the amendment of Administrative Rule 2 to form the LYNX Risk Management Committee ("RMC"). From inception, the RMC has provided valuable input, assistance and guidance to LYNX staff across a broad spectrum of risk management topics, including insurance coverage.

Property Insurance is first party insurance that indemnifies LYNX for its loss or the loss of its income producing ability, when the loss or damage is caused by a covered peril such as fire or windstorm. The current carrier for LYNX' Property Insurance Program is Zurich American Insurance Company. The expiring premium for this program is \$182,560.08, inclusive of taxes surcharges and assessments.

## LYNX Board Agenda

On March 9, 2015 and after having appropriately marketed LYNX' property coverage program on the open market, the Gallagher brokerage team provided LYNX staff with initial quotes from three (3) qualified carriers. As a result of that presentation, LYNX staff was provided final quotes from the Gallagher brokerage team on March 12, 2015. Also on March 12, 2015 those final quotes were presented in summary form to the members of the LYNX RMC in order to obtain input and recommendation from the RMC members.

All three quotes reflected a comparatively significant decrease in annual premium. LYNX staff understands this decrease primarily is due to the three following major variables:

1. A shift in the competitive landscape across the insurance industry
2. A relatively flat year-over-year covered property valuation
3. LYNX' historical loss ratio (described as "excellent")

LYNX staff requests the Board of Directors authorize LYNX staff to continue working with its insurance brokerage consultant to bind coverage for its property insurance program with AIG as the property insurance carrier. LYNX staff also requests the Board of Directors authorize payment of the annual renewal premium, as quoted by AIG in the amount of \$129,757.49, inclusive of taxes, surcharges and assessments.

The quoted annual premium is a year-over-year decrease of \$52,802.59.

### **FISCAL IMPACT:**

LYNX staff included \$554,000 in the FY2015 Adopted Operating Budget for binding insurance coverage. The FY2014 expenses were \$464,828 for insurance coverage. The FY2016 Preliminary Operating Budget includes \$570,000 for this coverage.



Consent Agenda Item #6.D. iii

**To:** LYNX Board of Directors

**From:** Susan Black  
GENERAL MANAGER  
Deborah Morrow  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6058

**Item Name:** Miscellaneous  
Adoption of Resolution #15-003 Appointing a LYNX Board of Directors'  
Representative on the MetroPlan Board of Directors

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors adopt Central Florida Regional Transportation Authority (d/b/a LYNX) Resolution No. 15-003 appointing an Agency representative on the MetroPlan Orlando Board of Directors.

**BACKGROUND:**

At the January 22, 2015 meeting of the Board of Directors, by unanimous vote of members, Osceola County Commissioner, Viviana Janer, was approved as the Agency's representative on the MetroPlan Orlando Board of Directors.

**CFRTA RESOLUTION NO. 15-003**

**RESOLUTION OF THE CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY (d/b/a/ LYNX) APPOINTING VIVIANA  
JANER, OSCEOLA COUNTY COMMISSIONER, AS AGENCY  
REPRESENTATION ON THE METROPLAN BOARD OF DIRECTORS**

**WHEREAS**, MetroPlan Orlando Governing Board's Charter holds a seat on its Board of Directors for a LYNX representative; and

**WHEREAS**, LYNX Vice Chairman, Osceola County Commissioner, Frank Attkisson, served as LYNX' representative on the MetroPlan Orlando Board of Directors; and

**WHEREAS**, Commissioner Frank Attkisson does not hold a position on LYNX' Board of Directors, effective November 18, 2014, and as a result can no longer represent LYNX on the MetroPlan Orlando Board of Directors; and

**WHEREAS**, Viviana Janer, Osceola County Commissioner, has extensive knowledge of transportation issues in Central Florida;

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. Viviana Janer, Osceola County Commissioner, shall represent LYNX on the MetroPlan Orlando Board of Directors.
2. The term of appointment shall be subject to annual review by LYNX' Board of Directors.
3. Viviana Janer, Osceola County Commissioner, shall exercise such authority and perform such duties as are customarily exercised or performed by LYNX Board Members representing the Central Florida Regional Transportation Authority.

**RESOLUTION CERTIFICATION NO. 15-003**

**CERTIFICATION OF THE ADOPTION OF RESOLUTION #15-003 BY THE  
BOARD OF DIRECTORS OF CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY d/b/a LYNX**

**APPROVED AND ADOPTED** this 26th day of March, 2015 by the Governing Board of the Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY

By: Governing Board

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Assistant Secretary

Consent Agenda Item #6.D. iv

**To:** LYNX Board of Directors

**From:** **Andrea Ostrodka**  
DIRECTOR OF PLAN & DEVELOP  
**Belinda Balleras**  
(Technical Contact)  
**Prahallad Vijayvargiya**  
(Technical Contact)  
**Selita Stubbs**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6019

**Item Name:** **Miscellaneous**  
**Authorization for a Proposed Budget Revision to the LYNX American Recovery and Reinvestment Act to Re-align funding for Preparation of Grant Closeout**

**Date:** 3/26/2015

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**ACTION REQUESTED:**

In preparation for grant closeout, staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or his designee to reallocate \$921,546 of unspent American Recovery & Reinvestment Act (ARRA) funds to existing grant activity line items in order to fully liquidate all ARRA funds before the end of September 2015. Upon Board approval, LYNX staff will amend the FY2015 Operating Budget to include the re-allocation of ARRA funding to support other grant activity line items.

**BACKGROUND:**

In 2009, LYNX received \$29,574,615 million in ARRA Urban Area Formula funds to procure its capital items including revenue vehicles, facilities rehabilitation, shelters and stations, preventive maintenance and other capital and operating projects. In July 2012, the Federal Transit Administration (FTA), Region 4, notified LYNX that expenditures of ARRA funds must be accelerated and drawn by September 30, 2013 unless the FTA granted a waiver. In July 2012, LYNX requested to the FTA a waiver of the deadline that would allow us to complete the Mobile Fare Collection project by September 30, 2014. As of the date of the April 2013 report, the FTA had not granted the extension requested. Only four projects remained active and had to be completed before September 30, 2013.

On March 20, 2013, the FTA recommended LYNX work towards the September 2013 deadline and prepare a budget revision to reallocate the savings to projects that could be utilized quickly.

Consequently, the Board authorized and LYNX submitted a budget revision to the FTA for the reallocation of approximately \$1.8 million in savings to pay for FY 2013 capital cost of contracted paratransit services.

On November 5, 2013, FTA informed all ARRA grantees of a Waiver which reflect a new statutory deadline of September 30, 2015 as the final date that ARRA funds may be expended. On May 30, 2014, LYNX received a reminder letter from FTA stating “that all FTA ARRA funds must be expended before September 30, 2015. On September 30, 2015, the FTA ARRA account will be closed and any remaining unexpended ARRA balances in grants will be returned to the U.S. Treasury. Thus, all obligated balances must be drawn down from FTA’s payment system prior to this date.

The final project currently underway is the joint procurement with FDOT of the fare collection equipment which may not be complete prior to the deadline established to closeout all ARRA grants. Therefore, we are requesting that the CEO be authorized to reallocate \$921,546 that would be subject to lapsing to existing grant activity line items in order to fully liquidate all ARRA funds before the end of September 2015. Any incomplete fare collection project activity may, pending FTA approval, be transferred to a newer FTA grant to avoid allowing any ARRA funds to lapse, while retaining FTA funding for the balance of the fare collection project.

LYNX proposes the following projects for consideration for funding reallocation in order to ensure no lapsing funds:

- **Capital Cost of Contracting:** LYNX’ ARRA grant has an existing line item for capital cost of contracting. A portion of the un-liquidated ARRA funds could be applied to support capital cost of contracting associated with the LYNX paratransit and commuter bus services
- **Paratransit vehicle replacement:** LYNX’ ARRA grant has an existing line item for replacement paratransit vehicles. At the January 2015 Board of Directors’ meeting LYNX received authorization to place an annual order for thirty-one (31) paratransit replacement vehicles. This order could be finalized with the vendor by April 2015, and a portion of this order could be funded through ARRA, with delivery and vendor payment occurring in time to meet the September 2015 drawdown deadline.

This will allow LYNX to submit the request for budget revision to FTA and, if approved, draw down the funds by the deadline. Any budget revisions approved by the LYNX Board of Directors will require further approval by the FTA before finalizing any proposed ARRA grant budget revisions.

### **FISCAL IMPACT:**

Upon FTA’s approval, \$921,546 in ARRA funds will become available to be funded under ARRA to support existing grant activity line items in order to fully liquidate all funds before the end of September 2015.

Consent Agenda Item #6.D. v

**To:** LYNX Board of Directors

**From:** Blanche Sherman  
DIRECTOR OF FINANCE  
LEONARD ANTMANN  
(Technical Contact)  
Edward Velez  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6100

**Item Name:** Miscellaneous  
Authorization to Write-off Assets as of June 30, 2014 Physical Inventory  
Count and Reconciliation

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to write-off tangible fixed assets with a net book value in the amount of \$1,337. These assets include buildings and shelters, computer equipment, furniture and fixtures, and revenue vehicles determined to be obsolete and no longer useful, broken and beyond repair, and other items considered as not found.

**BACKGROUND**

In accordance with Federal Transit Administration (FTA) Circular 5010.1D Chapter II, 3.e., LYNX must take a physical inventory of its equipment and reconcile the results to the financial records at least once every two years. As instructed by the LYNX Board, LYNX performs an annual physical inventory at the end of each fiscal year. According to the financial records, the following is the description, acquisition value, and net book value of the assets requested for write-off:

Fixed Assets	Acquisition Value	Net Book Value
Building and Shelters	\$60,330	\$0
Computer Equipment	\$48,775	\$1,300
Furniture and Fixtures	\$68,441	\$37
Revenue Vehicles	\$316,637	\$0
<b>Total</b>	<b>\$494,183</b>	<b>\$1,337</b>

The results of the June 30, 2014 physical inventory count are summarized in the table above. An itemized list is included below.

**FISCAL IMPACT**

The fiscal impact is \$1,337 which is the net book value of the assets being written-off and the amount due to FTA.

**LYNX ASSETS  
FY2014 Physical Inventory Recommended Disposals**

System No	Company Asset Number	Acquisition Date	Class	Description	Estimated Life	Acquisition Value	NBV 3/25/15	Due To FTA
3145	95271STN3015	1/11/1996	BS	OUTDOOR LIGHTING	3	600	0.00	0.00
3152	95271STN3020	2/1/1996	BS	TRANSIT SHELTER LIGHTING	3	59730	0.00	0.00
				<b>Subtotal BS</b>		<b>\$60,330</b>		<b>\$0.00</b>
7481	3717	9/12/2003	CE	SFTWR - Microsoft SQL 2000	5	17782	0.00	0.00
7482	3718	9/12/2003	CE	SFTWR - Microsoft SQL SVR 2000	5	1194	0.00	0.00
7485	3721	9/12/2003	CE	SFTWR - Windows SVR 2003 STD (15 Lic)	5	562.5	0.00	0.00
9090	4871	11/30/2004	CE	CE Server Sftwr & User License - NuTechSecSYS	5	17204.2	0.00	0.00
9091	4872	11/30/2004	CE	Pelco Sever License NuTechSecSys	5	1215	0.00	0.00
9565	5006	11/30/2004	CE	Monitor, Tatung NuTech Sec Sys	5	976.5	0.00	0.00
9566	5007	11/30/2004	CE	Monitor, Tatung NuTech Sec Sys	5	976.5	0.00	0.00
9567	5008	11/30/2004	CE	Monitor, Tatung NuTech Sec Sys	5	976.5	0.00	0.00
9574	5011	11/30/2004	CE	Monitor, Tatung NuTech Sec Sys	5	976.5	0.00	0.00
9579	5017	11/30/2004	CE	Monitor, 17 Security NuTech Sec Sys"	5	622.5	0.00	0.00
9580	5018	11/30/2004	CE	Monitor, 17 Security NuTech Sec Sys"	5	622.5	0.00	0.00
9581	5019	11/30/2004	CE	Monitor, 17 Security NuTech Sec Sys"	5	622.5	0.00	0.00
9134	4999	11/30/2004	CE	Ethernet Board NW NuTechSecSys	5	600	0.00	0.00
9575	5013	11/30/2004	CE	Monitor, 9 Security NuTech Sec Sys"	5	343.5	0.00	0.00
13917	9973	9/30/2011	CE	POS info touch software	5	4100	\$1,300	\$1,300
				<b>Subtotal CE</b>		<b>\$48,774.70</b>		<b>\$1,300.00</b>

# LYNX Board Agenda

System No	Company Asset Number	Acquisition Date	Class	Description	Estimated Life	Acquisition Value	NBV 3/25/15	Due To FTA
1094	2061	12/15/1994	FE	DUO SEAL VACUUM PUMP 1376	3	2135.5	0.00	0.00
4177	1038	4/2/1998	FE	WORKSTATION, CORNER W/HUTCH/KYBD	5	1326.96	0.00	0.00
4181	1009	4/2/1998	FE	CHAIR, UNITED BURGANDY SWIVEL HB W/ARMS-ANETH WILLIAMS	5	376	0.00	0.00
4519	2354	9/30/1998	FE	CHAIR	5	317.05	0.00	0.00
4492	2349	9/30/1998	FE	CHAIR	5	317.05	0.00	0.00
4499	2352	9/30/1998	FE	CHAIR	5	317.05	0.00	0.00
4517	2353	9/30/1998	FE	CHAIR	5	317.05	0.00	0.00
4525	2360	9/30/1998	FE	CHAIR	5	317.05	0.00	0.00
4526	2361	9/30/1998	FE	CHAIR	5	317.05	0.00	0.00
4529	2364	9/30/1998	FE	CHAIR	5	317.05	0.00	0.00
4539	2368	9/30/1998	FE	CHAIR	5	317.05	0.00	0.00
4547	2376	9/30/1998	FE	CHAIR	5	317.05	0.00	0.00
4549	2377	9/30/1998	FE	CHAIR	5	317.05	0.00	0.00
4550	2378	9/30/1998	FE	CHAIR	5	317.05	0.00	0.00
4573	1411	9/30/1998	FE	CHAIR	5	317.05	0.00	0.00
5519	2631	1/28/2000	FE	RADIO MOTOROLA	5	1197	0.00	0.00
5525	2628	1/28/2000	FE	RADIO MOTOROLA	5	1197	0.00	0.00
5440	2448	3/9/2000	FE	CANTILEVER SHELVING	5	1709.47	0.00	0.00
5709	2647	9/30/2000	FE	1 IMPACT GUN"	3	652.9	0.00	0.00
5759	2661	11/2/2000	FE	CUSTOM WORK TABLE 36X48X36	5	450	0.00	0.00
6341	3056	1/10/2002	FE	PLUG-IN SYSTEM WITH MICROPHONES	5	1076	0.00	0.00
6335	3065	1/31/2002	FE	SECURITY SYSTEM AT PRINCETON	5	4434	0.00	0.00
6530	3221	5/15/2002	FE	Chair - Mid back Ocean color	5	311.4	0.00	0.00
6833	3522	8/15/2002	FE	Solar Light - Omni Light	5	1325	0.00	0.00
7028	3582	9/26/2002	FE	CUBICLE	5	2374.89	0.00	0.00
6892	3574	9/26/2002	FE	WASHING MACHINE	5	1199	0.00	0.00
7025	3590	9/30/2002	FE	CHAIR - EXEC. , TILT SWIVEL	5	456.91	0.00	0.00
8239	4052	9/30/2004	FE	Chair	5	443.21	0.00	0.00
9094	4875	11/30/2004	FE	DVR NuTechSecSys	5	9000	0.00	0.00
9095	4876	11/30/2004	FE	DVR NuTechSecSys	5	9000	0.00	0.00
9096	4877	11/30/2004	FE	DVR NuTechSecSys	5	9000	0.00	0.00
9097	4878	11/30/2004	FE	DVR NuTechSecSys	5	9000	0.00	0.00
9521	4915	11/30/2004	FE	Pelco alarm Monitor Sys, Nutech Sec Sys	5	331.88	0.00	0.00
8529	4241	12/3/2004	FE	Wrench 1 Impact"	5	509.99	0.00	0.00
8526	4238	12/10/2004	FE	Wrench 1 Impact"	5	509.99	0.00	0.00
8527	4239	12/10/2004	FE	Wrench 1 Impact"	5	509.99	0.00	0.00
8528	4240	12/10/2004	FE	Wrench 1 Impact"	5	509.99	0.00	0.00
8675	4300	1/14/2005	FE	ACCESS RACK 100 PULL OUT"	5	778	0.00	0.00
8925	4715	2/14/2005	FE	Chair-Freedom w/Headrest-Wave Indigo	5	620	0.00	0.00
8964	4750	4/1/2005	FE	Impact Wrench 6", " ", " ", " ", " ", "0500"	5	475	0.00	0.00
8960	4746	4/4/2005	FE	Torque Wrench 3/4 Drive	5	634.56	0.00	0.00
12148	7830	9/30/2007	FE	Refrigerator - Whirlpool 25.3 Cu. Ft.	5	947.85	0.00	0.00
12147	7802	9/30/2007	FE	Frigidaire Washer	5	897.97	0.00	0.00
12146	7801	9/30/2007	FE	Frigidaire Dryer	5	797.97	0.00	0.00
13410	9402	8/16/2010	FE	Maytag Washing Machine MVWC6ESWW	5	448	\$37.33	\$37.33
				<b>Subtotal FE</b>		<b>\$68,441.03</b>		<b>\$37.33</b>
6011	381B	6/25/2001	RV	TRANSMISSION-ZF5HP590	5	14570	0.00	0.00



# LYNX Board Agenda

System No	Company Asset Number	Acquisition Date	Class	Description	Estimated Life	Acquisition Value	NBV 3/25/15	Due To FTA
6049	383B	7/19/2001	RV	TRANSMISSION-ZF5HP590	5	14570	0.00	0.00
6226	327BB	9/30/2001	RV	REBUILT TRANSMISSION	4	5107.43	0.00	0.00
7059	346B	9/30/2002	RV	REBUILT TRANSMISSION	4	8271.27	0.00	0.00
8101	428BBB	9/30/2003	RV	Rebuilt Transmission 4HP590	4	10276.81	0.00	0.00
11276	7583	10/1/2003	RV	Transmission, Training	9	17610	0.00	0.00
8359	428AA	9/30/2004	RV	Rebuilt Detroit Diesel S50	4	14322.51	0.00	0.00
11250	342B	9/30/2005	RV	Transmission, ZF 5HP590	4	11718.31	0.00	0.00
11258	282B	9/30/2006	RV	Transmission, ZF 5HP590	4	13991.93	0.00	0.00
11281	350B	9/30/2006	RV	Transmission, ZF 5HP590	4	13041.06	0.00	0.00
11285	462B	9/30/2006	RV	Transmission, ZF 5HP590	4	11821.77	0.00	0.00
11278	346B	9/30/2006	RV	Transmission, ZF 5HP590	4	11755.67	0.00	0.00
11262	291B	9/30/2006	RV	Transmission, ZF 5HP590	4	11645.1	0.00	0.00
11261	290B	9/30/2006	RV	Transmission, ZF 5HP590	4	11337.49	0.00	0.00
11259	285B	9/30/2006	RV	Transmission, ZF 5HP590	4	10906	0.00	0.00
11257	278B	9/30/2006	RV	Transmission, ZF 5HP590	4	10196.4	0.00	0.00
12036	354BB	9/30/2007	RV	TRANSMISSION, PRECISION REBUILT 5HP590	4	10540	0.00	0.00
12062	393BB	9/30/2007	RV	Transmission	4	10540	0.00	0.00
12104	286BB	9/30/2007	RV	Transmission	4	10540	0.00	0.00
12109	341BB	9/30/2007	RV	Transmission	4	10540	0.00	0.00
12110	280BB	9/30/2007	RV	Transmission	4	10540	0.00	0.00
12113	394BB	9/30/2007	RV	Transmission	4	10540	0.00	0.00
12047	389BBB	9/30/2007	RV	Rebuild Transmission	4	7043.09	0.00	0.00
12037	389BB	9/30/2007	RV	TRANSMISSION, PRECISION REBUILT 5HP590	4	6024.56	0.00	0.00
12834	910BB	9/30/2008	RV	TRANSMISSION	4	11498.91	0.00	0.00
12827	345BBB	9/30/2008	RV	TRANSMISSION	4	11385	0.00	0.00
12836	372BBBB	9/30/2008	RV	ALLISON B400R TRANSMISSION	4	5450	0.00	0.00
12833	355BB	9/30/2008	RV	ZF5 HP590 TRANSMISSION	4	3092.86	0.00	0.00
12832	394BBB	9/30/2008	RV	ZF HP-592 TRANSMISSION	4	2711.79	0.00	0.00
12837	105B	9/30/2008	RV	TRANSMISSION	4	395	0.00	0.00
6919	3645	8/21/2002	RV	BIKE RACK	5	862	0.00	0.00
6925	3635	8/21/2002	RV	BIKE RACK	5	862	0.00	0.00
6931	3636	8/21/2002	RV	BIKE RACK	5	862	0.00	0.00
6937	3637	8/21/2002	RV	BIKE RACK	5	862	0.00	0.00
6943	3638	8/21/2002	RV	BIKE RACK	5	862	0.00	0.00
6949	3639	8/21/2002	RV	BIKE RACK	5	862	0.00	0.00
6955	3640	8/21/2002	RV	BIKE RACK	5	862	0.00	0.00
6961	3641	8/21/2002	RV	BIKE RACK	5	862	0.00	0.00
6967	3642	8/21/2002	RV	BIKE RACK	5	862	0.00	0.00
6973	3643	8/21/2002	RV	BIKE RACK	5	862	0.00	0.00
6979	3644	8/21/2002	RV	BIKE RACK	5	862	0.00	0.00
6985	3646	8/21/2002	RV	BIKE RACK	5	862	0.00	0.00
6991	3647	8/21/2002	RV	BIKE RACK	5	862	0.00	0.00
6997	3648	8/21/2002	RV	BIKE RACK	5	862	0.00	0.00
7003	3649	8/21/2002	RV	BIKE RACK	5	862	0.00	0.00
7009	3650	8/21/2002	RV	BIKE RACK	5	862	0.00	0.00
7015	3651	8/21/2002	RV	BIKE RACK	5	862	0.00	0.00
				<b>Subtotal RV</b>		<b>\$316,636.96</b>		<b>\$0.00</b>
				<b>Grand Total</b>		<b>\$494,182.69</b>		<b>\$1,337.33</b>

Consent Agenda Item #6.D. vi

**To:** LYNX Board of Directors

**From:** John Lewis  
CHIEF EXECUTIVE OFFICER  
Donna Tefertiller  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6017

**Item Name:** Miscellaneous  
Confirmation of Appointment of Tiffany Homler as Director of Government Affairs

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' confirmation of the appointment of Tiffany Homler to the position of Director of Government Affairs.

**BACKGROUND:**

Administrative Rules 1 & 2 defines "Executive Officer" positions as: Assistant Executive Directors; each Department Director, the Department Deputy Director, the executive Manager of Government Affairs, and any other officer serving in a position designated by the Board as an Executive Officer position. Individuals appointed to an "Executive Officer" position by the Chief Executive Officer are subject to the approval of the Board.

Consent Agenda Item #6.D. vii

**To:** LYNX Board of Directors

**From:** Donna Tefertiller  
DIRECTOR OF HUMAN RESOURCES  
Brian Anderson  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6119

**Item Name:** Miscellaneous  
Authorization to Adopt Resolution #15-002 to Appoint Tangee Mobley,  
Director of Transportation and Maintenance as Management Trustee to the  
Amalgamated Transit Union (ATU) Local 1596 Pension Plan

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' adoption of Resolution No. 15-002 authorizing the appointment of Tangee Mobley, Director of Transportation and Maintenance, as management's representative on the Amalgamated Transit Union (ATU) Local 1596 Pension Plan.

**BACKGROUND:**

Employees who are members of ATU Local 1596 participate in a defined benefit retirement plan. The plan has an Oversight Trustee Board which consists of three union and three management employees. LYNX' Chief Executive Officer selects three management employees to serve as trustees with confirmation from the LYNX Board of Directors and the Union's Executive Board appoints its representatives. Each member serves a three-year term.

Ms. Mobley will replace Mr. Albert J. Francis III providing a more diverse representation of management as Director of Transportation and Maintenance on the Trustee Board.

**CFRTA RESOLUTION 15-002**

**A RESOLUTION OF THE CENTRAL FLORIDA REGIONAL TRANSPORTATION  
AUTHORITY TO, APPROVING THE APPOINTMENT  
OF A MANAGEMENT APPOINTEE TO THE BOARD  
OF TRUSTEES FOR THE  
AMALGAMATED TRANSIT UNION LOCAL 1596 PENSION PLAN**

**WHEREAS**, this is a resolution of the Governing Board of Central Florida Regional Transportation Authority ,d/b/a LYNX (hereinafter BOARD), heretofore established a pension plan effective as of October 1, 1984 known as the Amalgamated Transit Union Local 1596 Pension Plan (the "Plan"); and

**WHEREAS**, Article II of the Plan authorizes the Employer to appoint three members to the Plan's Board of Trustees; and

**WHEREAS**, the Employer wishes to appoint Tangee Mobley to the Board of Trustees of the Plan, effective , December 1, 2014.

**NOW THEREFORE, BE IT RESOLVED THAT:**

**RESOLVED**, by the Governing Board that the Employer is authorized to appoint Tangee Mobley to the Board of Trustees of the Plan effective as of December 1, 2014; and it is

**FURTHER RESOLVED**, by the Board of Directors that any employee classified as a senior officer of the Employer is authorized to prepare and execute, on behalf of the Employer, any documents necessary to effectuate the appointment to the Board of Trustees of the Plan, and perform any other acts necessary to implement the appointment to the Board of Trustees of the Plan

**RESOLUTION CERTIFICATION**

**CERTIFICATION OF THE ADOPTION OF RESOLUTION #15-002 BY THE BOARD  
OF DIRECTORS OF CENTRAL FLORIDA REGIONAL TRANSPORTATION  
AUTHORITY d/b/a LYNX**

APPROVING THE APPOINTMENT OF A MANAGEMENT APPOINTEE TO THE BOARD  
OF TRUSTEES FOR THE AMALGAMATED TRANSIT UNION LOCAL 1596 PENSION  
PLAN

APPROVED AND ADOPTED this day of 26<sup>TH</sup> DAY OF MARCH 2015, by the Governing  
Board of Directors of the Central Florida Regional Transportation Authority, d/b/a LYNX.

CENTRAL FLORIDA REGIONAL  
TRANSPORTATION  
AUTHORITY

By: Governing Board

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Chairman

ATTEST:

\_\_\_\_\_  
Assistant Secretary

**Consent Agenda Item #6.D. viii**

**To:** LYNX Board of Directors

**From:** Blanche Sherman  
DIRECTOR OF FINANCE  
LEONARD ANTMANN  
(Technical Contact)  
Edward Velez  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6100

**Item Name:** Miscellaneous  
Authorization to Dispose of Items Accumulated Through the Lost and Found Process

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to retire, transfer, discard, donate, recycle or sell at public auction, surplus Lost and Found items such as: wallets, handbags, books, phones, keys, backpacks, etc.

**BACKGROUND:**

It is LYNX' policy to hold an annual auction to dispose of Board approved surplus assets. See summary of the Lost and Found Articles following. A detailed listing of the items being auctioned is available upon request.

**FISCAL IMPACT:**

The net proceeds from this sale will be included in LYNX' non-operating revenue in FY2015.

**Lost and Found Articles**

<b>Article Description</b>	<b>Count</b>
APRONS	6
BABY STROLLER	6
BACKPACK	95
BAG	135
BIBLE	18
BIKE	174
BOOKS	56
BUS PASS	2
CANE	10
CARD	93
CASE	20
CD, DVD, TAPE	11
CHECK(BOOK)	2
CLOTHES	27
ELECTRONICS	66
ENVELOPE	5
FOLDER/BINDER	22
GLASSES	192
GLOVES	9
HAT	68
HOODIE	40
I.D.	205
JACKET	51
JEWELRY	25
KEYS	192
LUGGAGE	3
LUNCH BAG	25
MAIL (SEALED)	2
MEDICATION	20
MONEY	5
N/A	1
OTHER	88
PAGER	1
PASSPORTS	4
PHONE	323
PLANNER	1
PURSE	21
SHIRT	25
SHOES/SNEAKERS	37
SWEAT SHIRT	7
SWEATER	14
THERMO/MUG	5
TOOL	1
TOY	8
UMBRELLA	98
WALLET	135
WATCH	3
<b>Grand Total</b>	<b>2357</b>

Consent Agenda Item #6.D. ix

**To:** LYNX Board of Directors

**From:** Tangee Mobley  
DIR OF TRANSPORTATION & MAINT  
Timothy May  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6036

**Item Name:** Miscellaneous  
Authorization to Modify Contract #12-C02 with MV Transportation, Inc.,  
for Adjustment to Productivity Goals and Increased Capital Costs

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to approve the modification of Contract #12-C02 with MV Transportation and to amend the FY2015 Adopted Operating Budget accordingly.

**BACKGROUND:**

At its May 2011 meeting, the LYNX Board of Directors authorized LYNX staff to enter into Contract #12-C02 with MV Transportation for ACCESS LYNX paratransit core services with a productivity goal of 1.3 passengers per hour. Subsequently, at the May 2014 meeting, the LYNX Board of Directors authorized LYNX staff to amend the MV Transportation contract and exercise the option within the core paratransit service contract with MV Transportation to assume the non-core paratransit service, with no change to the productivity goal of 1.3 passengers per hour. Given the demand for service through July 2014, the productivity goals have generally been met. In August 2014, Medicaid reform began in the LYNX service area with full reform implementation completed by September 30, 2014. Due to this reform, ACCESS LYNX has experienced a decrease of approximately 10,000 trips per month, making the current combined core and non-core productivity goal of 1.3 passengers per hour unattainable. Staff is requesting a modification to the contract to provide for 1.3 rounded up core productivity goal and .93 non-core productivity goal.

Staff is also requesting authorization to amend the MV Transportation Contract #12-C02 to include \$18,929 for the repair of 24 Mobile Data Terminals (MDTs) and installation kits. The purchase of new MDTs would have cost the agency \$79,344.

MV Transportation contract #12-C02 contains service assumptions based on paratransit service demand established in prior years, including small annual increases for projected growth. Actual



paratransit service demand has been greater than anticipated for each of the contract years. This increase in service demand resulted in an increase in contractor vehicles required to meet the service demand. Staff is requesting authorization to amend the MV Transportation contract in the amount of \$432,544 for additional fixed capital costs associated with the increase in peak vehicles required to meet service demand through the end of fiscal year 2014 as follows:

Fiscal Year	MV Fleet per Contract	Required MV Fleet - Trip Demand	Excess MV Fleet Requirements
2012	101	116	15
2013	70	98	28
2014	39	71	32
2015 (Projected)	8	8	0

**FISCAL IMPACT:**

LYNX staff included \$14,519,313 in the FY2015 Adopted Operating Budget for ACCESS LYNX paratransit purchased transportation services and upon authorization will further amend the FY2015 Operating Budget to include \$451,473 for this contract modification. Federal Transit Administration (FTA) funding will be requested in the amount of \$451,473 to support the increase in the capital cost of contracting. If FTA funds are not approved, the additional costs will be funded through savings or reserves.

Consent Agenda Item #6.D. x

**To:** LYNX Board of Directors

**From:** Daniel Healey  
DIRECTOR OF ENGINEERING  
Laura Minns  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6023

**Item Name:** Miscellaneous  
Adoption of Resolution #15-005, Authorizing Scope of Work Modifications to Parramore BRT Design/Build Contract #14-C24, as Requested by City of Orlando

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' adopt Central Florida Regional Transportation Authority (d/b/a LYNX) Resolution No. 15-005 authorizing the Chief Executive Officer to modify or expand the scope of work being performed under the Design-Build Contract between LYNX and Balfour-Beatty Construction as requested by the City of Orlando, and to execute associated change orders provided that the City of Orlando has committed to pay for all costs for the additional work requested.

**BACKGROUND:**

In August of 2011, LYNX was awarded a TIGER Grant for the construction of what is generally referred to as the Parramore BRT (Bus Rapid Transit). This newest LYNX BRT route will serve the western portion of Downtown Orlando, including the new Creative Village, and will be known as the Lime Line, joining its sister LYYMO lines, the Orange and the Grapefruit,

The design phase of this BRT project began in July 2012 and LYNX staff, together with its Design-Build consulting and construction team has moved forward toward this project's construction phase, pursuant to the terms of LYNX' Design-Build Contract #14-C26.

Over the last several months, LYNX and the City of Orlando have been approached by certain third-party organizations with requests to include additional transit-related infrastructure within the Parramore BRT project in support of various projects planned within the Creative Village Development.

LYNX staff is requesting the Board of Directors adopt Resolution No. 15-005, thereby establishing a procedural vehicle by which LYNX may serve as a partner in the achievement of

## LYNX Board Agenda

regional goals, while simultaneously minimizing negative impact to the Parramore BRT project schedule and protecting the investments made by LYNX funding partners.

The fully-allocated costs of any and all modifications and/or expansions to the scope of work contained in Design-Build Contract shall be remitted to LYNX by the City of Orlando.

Should any change order occur as a result of this Board action, such change order shall be included as an informational item at regularly-scheduled LYNX Board of Directors meetings in accordance with Administrative Rule 4.

### **DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:**

A goal of 14% was established for this project.

### **FISCAL IMPACT:**

LYNX staff included \$12,901,666 in the FY2015 Adopted Capital Budget for the Parramore BRT Design Build Project.

**CFRTA RESOLUTION NO. 15-005**

**RESOLUTION  
OF THE CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
(d/b/a/ LYNX) REGARDING DESIGN-BUILD CONTRACT NO. 14-C26  
BY AND BETWEEN LYNX AND BALFOUR BEATTY CONSTRUCTION  
DATED AS OF FEBRUARY 24, 2015**

**WHEREAS**, the Central Florida Regional Transportation Authority (“LYNX”) and Balfour Beatty Construction (“Balfour Beatty”) are parties to that certain Design-Build Contract No. 14-C26 dated as of February 24, 2015 (the “Design-Build Contract”);

**WHEREAS**, a portion of the cost of the work to be performed under the Design-Build Contract is being funded by the City of Orlando (the “City”);

**WHEREAS**, it is possible that the City may request that LYNX, via the LYNX standard change-order process, cause Balfour Beatty to modify or expand the scope of work being performed under the Design-Build Contract, said change-order resulting in an increase to the overall cost of the project;

**WHEREAS**, to the extent that any such changes require additional authorization from the LYNX Governing Board (the “Board”), seeking such additional authorization could result in undue delay of the project schedule and additional project costs associated with such delays; and

**WHEREAS**, the Governing Board believes it is in the best interest of LYNX to give the Chief Executive Officer of LYNX (the “CEO”) the authority to direct Balfour Beatty to modify or expand the scope of work being performed under the Design-Build Contract if requested by the City of Orlando and to execute change orders for same, in each case as the CEO determines to be reasonably appropriate, and should the overall cost of the project increase, additional Board authorization shall not be required, provided that all costs associated with the change-order are paid to LYNX by the City of Orlando.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The CEO is hereby authorized, on behalf of LYNX, and without additional Board authorization, to direct Balfour Beatty to modify or expand the scope of work being performed under the Design-Build Contract, if requested by the City of Orlando, and to execute appropriate change orders, in each case as the CEO determines to be reasonably appropriate, provided that any and all costs of said change, including reasonable administrative costs incurred by LYNX staff, is paid to LYNX by the City of Orlando.
2. The CEO is authorized, on behalf of LYNX, to take all such further actions as the CEO determines to be reasonably necessary in order to effectuate the foregoing resolution.

\* \* \* \* \*

**CFRTA RESOLUTION NO. 15-005**

**CERTIFICATION OF ADOPTION OF THE PROPOSED RESOLUTION  
OF THE CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
(d/b/a/ LYNX) REGARDING DESIGN-BUILD CONTRACT NO. 14-C26  
BY AND BETWEEN LYNX AND BALFOUR BEATTY CONSTRUCTION  
DATED AS OF FEBRUARY 24, 2015**

**APPROVED AND ADOPTED** this 26th day of March, 2015 by the Governing Board of the Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY

By: Governing Board

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Assistant Secretary

Consent Agenda Item #6.D. xi

**To:** LYNX Board of Directors

**From:** **Blanche Sherman**  
DIRECTOR OF FINANCE  
**LEONARD ANTMANN**  
(Technical Contact)  
**Edward Velez**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6100

**Item Name:** **Miscellaneous**  
**Authorization to Auction Surplus Equipment & Obsolete Bus Parts**

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to retire, transfer, recycle or sell, at public auction, surplus and obsolete items as identified on the following detailed lists.

**BACKGROUND:**

It is LYNX' policy to hold a bi-annual auction to dispose of Board approved surplus assets. This year's auction is scheduled for April, 2015. The following surplus items require authorization for retirement and disposal at the public auction:

**Computer Equipment**

Surplus and obsolete computer equipment including desktop computers, battery power backup supplies, and printers with a total net book value of \$0.

**Furniture, Fixtures and Equipment:**

Surplus and obsolete furniture, fixtures, equipment, and shop equipment with a total net book value of \$0.

**Van Pool Vans and Support Vehicles:**

One (1) Dodge, five (5) Ford - Van Pool Vans and five (5) Support Vehicles with a total net book value of \$0.

**Revenue Vehicles and Components:**

Four (4) revenue vehicles (buses, engines, and transmissions) with a total net book value of \$4,363.

**Category Totals**

<b>Category</b>	<b>Acquisition Value</b>	<b>Net Book Value</b>
Computer Equipment	\$338,533	\$0.00
Furniture and Fixtures	\$51,494	\$0.00
Other Vehicles	\$276,658	\$0.00
Revenue Vehicles	\$878,386	\$4,363
<b>GRAND TOTAL</b>	<b>\$1,545,071</b>	<b>\$4,363</b>

***Obsolete and Excess Bus Parts:***

LYNX’ staff has also identified several obsolete and excess bus parts for Phantom Gillig buses with Cummins ISL engines and Voith transmissions. The total acquisition value of the obsolete items is \$2,897.

**FISCAL IMPACT:**

The total net book value of the surplus items is \$4,363. The net proceeds from this sale will be included in LYNX’ non-operating revenue or in amounts due to the Federal Transit Administration (FTA), whichever is applicable in FY2015.

**Surplus Equipment**

<b>System No</b>	<b>Company Asset Number</b>	<b>Acquisition Date</b>	<b>Class</b>	<b>Description</b>	<b>Estimated Life</b>	<b>Acquisition Value</b>	<b>Net Book Value 3/26/15</b>	<b>Due To FTA</b>
7367	3769	5/30/2003	CE	Printer - LaserJet HP4300TN	5	\$1,891.99	\$0.00	\$0.00
7369	3951	5/30/2003	CE	Printer - LaserJet HP4300TN	5	\$1,891.99	\$0.00	\$0.00
8159	3936	5/24/2004	CE	Power Supply 2200	5	\$901.65	\$0.00	\$0.00
8197	3972	8/12/2004	CE	Server PowerEdge 2650	5	\$2,661.30	\$0.00	\$0.00
9847	6950D	11/8/2004	CE	Lynx Central Station - IP HardPhones & Software (Phone Sys)	5	\$122,044.95	\$0.00	\$0.00
9848	6950E	11/8/2004	CE	Lynx Central Station - Paging Equipment (Phone Sys)	5	\$4,394.00	\$0.00	\$0.00
9851	6950H	11/8/2004	CE	LYNX Central Station Phone Sys Design & Implementation (Soft Cost)	5	\$52,406.82	\$0.00	\$0.00
9852	6950I	11/8/2004	CE	Phone Sys Design & Implementation (Soft Cost)	5	\$1,599.60	\$0.00	\$0.00
9853	6950J	11/8/2004	CE	Phone Sys Infrastructure (Soft Cost)	5	\$7,479.89	\$0.00	\$0.00
9035	4764	11/30/2004	CE	Visual Presenter - Elmo	5	\$1,864.02	\$0.00	\$0.00
9037	4766	11/30/2004	CE	Distribution Amp - Kramer VGA	5	\$631.16	\$0.00	\$0.00
9038	4767	11/30/2004	CE	Video-Audio Switcher, Extron Matrix 50 Series 8x8	5	\$1,648.73	\$0.00	\$0.00
9040	4769	11/30/2004	CE	Kramer Audio Balance Distributor	5	\$411.33	\$0.00	\$0.00
9041	4770	11/30/2004	CE	Drake Assisted Listening Sys.	5	\$846.46	\$0.00	\$0.00

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System No	Company Asset Number	Acquisition Date	Class	Description	Estimated Life	Acquisition Value	Net Book Value 3/26/15	Due To FTA
9042	4771	11/30/2004	CE	Audio / Video Modulator (Blonder Tongue)	5	\$608.08	\$0.00	\$0.00
9043	4772	11/30/2004	CE	Creston Compact Fixed Resource Control SYS	5	\$1,019.83	\$0.00	\$0.00
9044	4773	11/30/2004	CE	Creston Compact Fixed Resource Control SYS	5	\$1,019.83	\$0.00	\$0.00
9045	4774	11/30/2004	CE	Creston Touch Panel Screen	5	\$1,359.77	\$0.00	\$0.00
9046	4775	11/30/2004	CE	Creston Touch Panel Screen	5	\$1,359.77	\$0.00	\$0.00
9049	4778	11/30/2004	CE	Microphone - Lectrosonics Matrix Mixer	5	\$2,447.59	\$0.00	\$0.00
9050	4779	11/30/2004	CE	Mic Mixer Lectrosonic	5	\$917.85	\$0.00	\$0.00
9053	4782	11/30/2004	CE	Creston Volume Control	5	\$453.26	\$0.00	\$0.00
9056	4785	11/30/2004	CE	DVD/VHS Recorder (Panasonic)	5	\$334.28	\$0.00	\$0.00
9057	4786	11/30/2004	CE	Screen - Draper Clarion 72x96	5	\$975.64	\$0.00	\$0.00
9058	4787	11/30/2004	CE	Camera - Elmo Pan Tilt Zoom VTC	5	\$764.87	\$0.00	\$0.00
8512	4221	12/16/2004	CE	Printer-Epson Stylus Pro 4000	5	\$1,566.32	\$0.00	\$0.00
8524	4233	12/31/2004	CE	Time Recorder IT2100	5	\$2,250.00	\$0.00	\$0.00
8525	4234	12/31/2004	CE	Time Recorder IT2100	5	\$2,250.00	\$0.00	\$0.00
9615	6737	9/15/2005	CE	Printer, HP LaserJet 1320TN	5	\$555.45	\$0.00	\$0.00
10922	7075	6/30/2006	CE	Computer, Dell GX620	5	\$1,483.73	\$0.00	\$0.00
11315	7635	1/31/2007	CE	SERVER, DELL POWEREDGE 1950	5	\$6,488.79	\$0.00	\$0.00
11356	7626	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
12167	7829	9/30/2007	CE	50 Samsung Plasma HDTV"	5	\$1,641.63	\$0.00	\$0.00
11572	7876	9/30/2007	CE	SERVER, DELL POWEREDGE 2950	5	\$8,686.60	\$0.00	\$0.00
12068	8688	9/30/2007	CE	HP Color Laser Jet Printer 4700DN & Paper Tray	5	\$1,698.00	\$0.00	\$0.00
12069	8689	9/30/2007	CE	HP Color Laser Jet Printer 4700DN & Paper Tray	5	\$1,698.00	\$0.00	\$0.00
12070	8690	9/30/2007	CE	HP Color Laser Jet Printer 4700DN & Paper Tray	5	\$1,698.00	\$0.00	\$0.00
12071	8691	9/30/2007	CE	HP Color Laser Jet Printer 4700DN & Paper Tray	5	\$1,698.00	\$0.00	\$0.00
12314	8061	3/31/2008	CE	Dell Optiplex 755	5	\$1,275.94	\$0.00	\$0.00
12393	8801	5/31/2008	CE	Dell 1950 Server	5	\$10,374.42	\$0.00	\$0.00
12561	8477	7/31/2008	CE	HP COLOR LASER JET 4700dn PRINTER	5	\$1,435.91	\$0.00	\$0.00
12562	8478	7/31/2008	CE	HP COLOR LASERJET 4700dn PRINTER	5	\$1,435.91	\$0.00	\$0.00
12563	8479	7/31/2008	CE	HP COLORJET 4700dn PRINTER	5	\$1,435.91	\$0.00	\$0.00
12564	8480	7/31/2008	CE	HP COLOR LASERJET 4700dn PRINTER	5	\$1,435.91	\$0.00	\$0.00
12849	9016	12/5/2008	CE	Dell Computer	5	\$1,270.05	\$0.00	\$0.00
12850	9017	12/5/2008	CE	Dell computer	5	\$1,270.05	\$0.00	\$0.00
12851	9018	12/5/2008	CE	Dell Computer	5	\$1,270.05	\$0.00	\$0.00
12852	9019	12/5/2008	CE	Dell Computer	5	\$1,270.05	\$0.00	\$0.00
12853	9020	12/5/2008	CE	Dell Computer	5	\$1,270.05	\$0.00	\$0.00
12854	9021	12/5/2008	CE	Dell Computer	5	\$1,270.05	\$0.00	\$0.00
12855	9022	12/5/2008	CE	Dell Computer	5	\$1,270.05	\$0.00	\$0.00



# LYNX Board Agenda

System No	Company Asset Number	Acquisition Date	Class	Description	Estimated Life	Acquisition Value	Net Book Value 3/26/15	Due To FTA
12856	9023	12/5/2008	CE	Dell Computer	5	\$1,270.05	\$0.00	\$0.00
12858	9025	12/5/2008	CE	Dell Computer	5	\$1,270.05	\$0.00	\$0.00
12859	9026	12/5/2008	CE	Dell Computer	5	\$1,270.05	\$0.00	\$0.00
12860	9027	12/5/2008	CE	Dell Computer	5	\$1,270.05	\$0.00	\$0.00
12880	9030	2/8/2009	CE	Dell OptiPlex 960	5	\$1,481.61	\$0.00	\$0.00
12881	9031	2/8/2009	CE	Dell OptiPlex 960	5	\$1,481.61	\$0.00	\$0.00
12884	9034	2/8/2009	CE	Dell OptiPlex 960	5	\$1,481.61	\$0.00	\$0.00
12890	9040	2/8/2009	CE	Dell OptiPlex 960	5	\$1,481.61	\$0.00	\$0.00
12891	9041	2/8/2009	CE	Dell OptiPlex 960	5	\$1,481.61	\$0.00	\$0.00
12902	9052	2/8/2009	CE	Dell OptiPlex 960	5	\$1,481.61	\$0.00	\$0.00
12905	9055	2/8/2009	CE	Dell OptiPlex 960	5	\$1,481.61	\$0.00	\$0.00
12907	9057	2/8/2009	CE	Dell OptiPlex 960	5	\$1,481.61	\$0.00	\$0.00
12910	9060	2/8/2009	CE	Dell OptiPlex 960	5	\$1,481.61	\$0.00	\$0.00
12911	9061	2/8/2009	CE	Dell OptiPlex 960	5	\$1,481.61	\$0.00	\$0.00
12916	9066	2/8/2009	CE	Dell OptiPlex 960	5	\$1,481.61	\$0.00	\$0.00
12917	9067	2/8/2009	CE	Dell OptiPlex 960	5	\$1,481.61	\$0.00	\$0.00
12918	9068	2/8/2009	CE	Dell OptiPlex 960	5	\$1,481.61	\$0.00	\$0.00
12923	9073	2/8/2009	CE	Dell OptiPlex 960	5	\$1,481.61	\$0.00	\$0.00
12932	9082	2/8/2009	CE	Dell OptiPlex 960	5	\$1,481.61	\$0.00	\$0.00
12954	9095	3/13/2009	CE	Dell Server 2950	5	\$8,193.49	\$0.00	\$0.00
12953	9092	3/19/2009	CE	Dell Computer	5	\$1,224.26	\$0.00	\$0.00
13253	9304	10/26/2009	CE	HP P4015X Printer	5	\$1,626.84	\$0.00	\$0.00
13258	9308	10/26/2009	CE	HP P4015 Printer	5	\$1,626.84	\$0.00	\$0.00
13296	9247	1/20/2010	CE	Dell Optiplex Minitower	5	\$1,171.21	\$0.00	\$0.00
13299	9250	1/20/2010	CE	Dell Optiplex 960 Minitower	5	\$1,171.21	\$0.00	\$0.00
13301	9252	1/20/2010	CE	Dell Optiplex 960 Minitower	5	\$1,171.21	\$0.00	\$0.00
13302	9253	1/20/2010	CE	Dell Optiplex 960 Minitower	5	\$1,171.21	\$0.00	\$0.00
13303	9254	1/20/2010	CE	Dell Optiplex 960 Minitower	5	\$1,171.21	\$0.00	\$0.00
13304	9255	1/20/2010	CE	Dell Optiplex 960 Minitower	5	\$1,171.21	\$0.00	\$0.00
13306	9257	1/20/2010	CE	Dell Optiplex 960 Minitower	5	\$1,171.21	\$0.00	\$0.00
13308	9259	1/20/2010	CE	Dell Optiplex 960 Minitower	5	\$1,171.21	\$0.00	\$0.00
13310	9261	1/20/2010	CE	Dell Optiplex 960 Minitower	5	\$1,171.21	\$0.00	\$0.00
13311	9262	1/20/2010	CE	Dell Optiplex 960 Minitower	5	\$1,171.21	\$0.00	\$0.00
13313	9264	1/20/2010	CE	Dell Optiplex 960 Minitower	5	\$1,171.21	\$0.00	\$0.00
13314	9265	1/20/2010	CE	Dell Optiplex 960 Minitower	5	\$1,171.21	\$0.00	\$0.00
13315	9266	1/20/2010	CE	Dell Optiplex 960 Minitower	5	\$1,171.21	\$0.00	\$0.00
13316	9267	1/20/2010	CE	Dell Optiplex 960 Minitower	5	\$1,171.21	\$0.00	\$0.00
13317	9268	1/20/2010	CE	Dell Optiplex 960	5	\$1,171.21	\$0.00	\$0.00
13320	9271	1/20/2010	CE	Dell Optiplex 960 Minitower	5	\$1,171.21	\$0.00	\$0.00

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System No	Company Asset Number	Acquisition Date	Class	Description	Estimated Life	Acquisition Value	Net Book Value 3/26/15	Due To FTA
13322	9273	1/20/2010	CE	Dell Optiplex 960 Minitower	5	\$1,171.21	\$0.00	\$0.00
13323	9274	1/20/2010	CE	Dell Optiplex 960 Minitower	5	\$1,171.21	\$0.00	\$0.00
13325	9276	1/20/2010	CE	Dell Optiplex 960 Minitower	5	\$1,171.21	\$0.00	\$0.00
13326	9277	1/20/2010	CE	Dell Optiplex 960 Minitower	5	\$1,171.21	\$0.00	\$0.00
13327	9278	1/20/2010	CE	Dell Optiplex 960 Minitower	5	\$1,171.21	\$0.00	\$0.00
13332	9283	1/20/2010	CE	Dell Optiplex 960 Minitower	5	\$1,171.21	\$0.00	\$0.00
13333	9284	1/20/2010	CE	Dell Optiplex 960 Minitower	5	\$1,171.21	\$0.00	\$0.00
13365	9331	3/25/2010	CE	ASUS Eee Netbook for Chief Govt Affairs	5	\$350.00	\$0.00	\$0.00
				<b>Subtotal CE</b>		<b>\$338,533.14</b>	<b>\$0.00</b>	<b>\$0.00</b>
810	2493A	4/30/1993	FE	DOUBLE TIER LOCKERS	5	\$1,001.00	\$0.00	\$0.00
5345	2093	4/11/1996	FE	SERVICE JACK, OTC 10 TON	5	\$1,243.75	\$0.00	\$0.00
4221	1027	5/31/1998	FE	COUNTER-COIN-SORTER, CUMMINS	5	\$7,692.00	\$0.00	\$0.00
5216	1873	3/19/1999	FE	LIFTING ATTACHMENT FOR TRANSMISSION-T/M HOISTING ARM	3	\$713.38	\$0.00	\$0.00
4933	1679	4/8/1999	FE	LIFT ATTACHMENT FOR TRANSMISSION-T/M HOISTING ARM	3	\$713.38	\$0.00	\$0.00
4994	1727	5/6/1999	FE	PROJECTOR-PROXIMA DP9250 WITH SOFT CASE	5	\$7,346.98	\$0.00	\$0.00
5573	2609	9/1/2000	FE	HYDRAULIC LIFT TABLE WITH CART	3	\$1,527.18	\$0.00	\$0.00
5988	2749	3/15/2001	FE	APC BASE STATION RADIO MODULE	5	\$3,500.00	\$0.00	\$0.00
6128	2899	9/20/2001	FE	LOCKERS-VANGUARD DOUBLE TIER(16)	5	\$1,879.52	\$0.00	\$0.00
6135	2899A	9/30/2001	FE	LOCKERS-VANGUARD INSTALLATION FEE	5	\$250.00	\$0.00	\$0.00
6313	2928	12/20/2001	FE	CAMERA-DIGITAL FUJI	5	\$637.89	\$0.00	\$0.00
6316	2931	12/20/2001	FE	CAMERA-DIGITAL FUJI	5	\$637.89	\$0.00	\$0.00
6801	3249	7/11/2002	FE	Projector- Infocus Multimedia w/ case	5	\$4,764.67	\$0.00	\$0.00
6846	3535	8/15/2002	FE	Lockers	5	\$658.50	\$0.00	\$0.00
7217	3661	11/30/2002	FE	Monitor - 14Color Video"	5	\$436.26	\$0.00	\$0.00
9039	4768	11/30/2004	FE	Digital Video Scaler	5	\$1,354.11	\$0.00	\$0.00
9158	2041A	6/14/2005	FE	Snap-on Cartridge Vehicle Communication Interface	5	\$895.00	\$0.00	\$0.00
9079	2041B	6/14/2005	FE	Snap-On Cartridge update FastTrack Troubleshooter interface	5	\$895.00	\$0.00	\$0.00
12171	8035	9/30/2007	FE	Time Clock	5	\$2,450.00	\$0.00	\$0.00
12172	8532	9/30/2007	FE	Time Clock	5	\$2,450.00	\$0.00	\$0.00
12173	8639	9/30/2007	FE	Time Clock	5	\$2,450.00	\$0.00	\$0.00
12174	8731	9/30/2007	FE	Time Clock	5	\$2,450.00	\$0.00	\$0.00
12175	8732	9/30/2007	FE	Time Clock	5	\$2,450.00	\$0.00	\$0.00
12346	8394	4/30/2008	FE	Light Bar on top of Security Van	5	\$1,422.20	\$0.00	\$0.00
12857	9024	12/5/2008	FE	Dell Computer	5	\$1,270.05	\$0.00	\$0.00
13180	9229	9/22/2009	FE	Light Bar for top of VAN	5	\$404.99	\$0.00	\$0.00
				<b>Subtotal FE</b>		<b>\$51,493.75</b>	<b>\$0.00</b>	<b>\$0.00</b>

# LYNX Board Agenda

System No	Company Asset Number	Acquisition Date	Class	Description	Estimated Life	Acquisition Value	Net Book Value 3/26/15	Due To FTA
5030	75	6/16/1999	OV	1999 FORD CROWN VICTORIA(GREEN)	7	\$24,423.50	\$0.00	\$0.00
5721	15899	9/30/2000	OV	2000 DODGE MAXIVAN 11 PASSENGER	4	\$28,940.85	\$0.00	\$0.00
6875	89	8/22/2002	OV	Crown Vic	7	\$20,409.00	\$0.00	\$0.00
9518	24622	8/4/2005	OV	Van, Ford E350	5	\$19,516.35	\$0.00	\$0.00
9906	112	1/31/2006	OV	Car, 2006 Ford Crown Victora Sedan	5	\$20,984.00	\$0.00	\$0.00
9908	114	1/31/2006	OV	Car, 2006 Ford Crown Victora Sedan	5	\$20,984.00	\$0.00	\$0.00
9909	115	1/31/2006	OV	Car, 2006 Ford Crown Victora Sedan	5	\$20,984.00	\$0.00	\$0.00
9991	25564	5/31/2006	OV	Van, 2006 Ford E-350 10 Passenger	4	\$25,077.00	\$0.00	\$0.00
11191	26298	9/30/2006	OV	Van, 2006 Ford E-350 12Passenger	4	\$26,325.00	\$0.00	\$0.00
11543	27755	8/31/2007	OV	Ford XLT 12 Pass Van	4	\$28,300.00	\$0.00	\$0.00
12558	28605	1/31/2008	OV	Ford Econoline Van	4	\$40,714.00	\$0.00	\$0.00
				<b>Subtotal OV</b>		<b>\$276,657.70</b>	<b>\$0.00</b>	<b>\$0.00</b>
8534	529	9/30/2004	RV	PHANTOM- C29D102N4 Gillig Bus	9	\$253,859.00	\$0.00	\$0.00
8538	529A	9/30/2004	RV	Engine ISL 8.3L	5	\$17,284.00	\$0.00	\$0.00
8542	529B	9/30/2004	RV	Transmission D864.3E	5	\$15,294.00	\$0.00	\$0.00
9671	563	9/30/2005	RV	PHANTOM- C29D102N4 Gillig Bus	9	\$253,627.00	\$0.00	\$0.00
9672	564	9/30/2005	RV	PHANTOM- C29D102N4 Gillig Bus	9	\$253,627.00	\$0.00	\$0.00
9683	563A	9/30/2005	RV	Engine - Gillig Phantom 40Ft	5	\$18,148.00	\$0.00	\$0.00
9684	564A	9/30/2005	RV	Engine - Gillig Phantom 40Ft	5	\$18,148.00	\$0.00	\$0.00
9696	564B	9/30/2005	RV	Transmission - Gillig Phantom 40Ft	5	\$16,059.00	\$0.00	\$0.00
13080	563BB	12/10/2008	RV	VOITH DIWA 864.3E SSP TRANS	5	\$9,900.00	\$0.00	\$0.00
15295	136-698	11/1/2012	RV	1998 New Flyer Articulated Bus	3	\$22,440.00	\$4,363.43	\$0.00
				<b>Subtotal RV</b>		<b>\$878,386.00</b>	<b>\$4,363.43</b>	<b>\$0.00</b>
				<b>Grand Total</b>		<b>\$1,545,070.59</b>	<b>\$4,363.43</b>	<b>\$0.00</b>

### *Obsolete and Excess Bus Parts:*

Part Number-Suffix	Item Description	Issue Price	Adjust Quantity	Adjust Price
901-5101-000-2	UNIT; UNIT - OPER CNTL TALK BUS (IN HSE REP) UNIT 201-517	\$0.00	9	\$0.00
DR500C+-0	UNIT; UNIT - VOICE LOGIC (NEW) - GILLIG 201-517	\$849.00	3	\$2,547.00
DR500C+-1	UNIT; UNIT - VOICE LOGIC (REPAIRED) GILLIG 201-517	\$350.00	1	\$350.00
DR500C+-2	UNIT; UNIT VOICE LOGIC (IN HSE REP) - GILLIG 201-517	\$0.00	12	\$0.00
	<b>Total</b>			<b>\$2,897.00</b>

Consent Agenda Item #6.D. xii

**To:** LYNX Board of Directors

**From:** **Andrea Ostrodka**  
DIRECTOR OF PLAN & DEVELOP  
**Belinda Balleras**  
(Technical Contact)  
**JAMES RODRIGUEZ**  
(Technical Contact)  
**Myles O'KEEFE**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6019

**Item Name:** **Miscellaneous**  
**Authorization to Submit FY2015/2016 Service Development Grant**  
**Proposals to the Florida Department of Transportation (FDOT) and the**  
**Authority to Execute Joint Participation Agreement (JPA) Upon**  
**Notification of Funding**

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chairman to execute Resolution #15-004 (attached hereto) authorizing the Chief Executive Officer (CEO) to submit FY15/16 Service Development Grant Applications to the Florida Department of Transportation (FDOT) and to execute a Service Development Grant Joint Participation Agreement (JPA) provided by FDOT upon project selection in FY 2016.

**BACKGROUND:**

In April 2015, the Florida Department of Transportation (FDOT) will be soliciting applications for state FY15/16 Service Development Grants. Applications will be due in May 2015. This program is selectively applied to determine whether a new or innovative technique or measure can be used to improve or expand public transit. Service Development projects specifically include the use of new technologies, enhanced services/routes or increase in vehicle frequencies; the purchase of special transportation services and other techniques for increasing service to the riding public; and new technologies or methods for improving operations, maintenance and marketing. The FDOT priority for funding award is to select those projects that have the potential to benefit other transit systems and have not been undertaken by other agencies.

The proposed services, if awarded, will be programmed in the FDOT Work Program due for development beginning October 2016. State funding availability for this solicitation is still unknown.

## LYNX Board Agenda

LYNX intends to request service development funding for two years of service implementation for at least one project. LYNX service enhancements identified by the Comprehensive Operational Analysis will be considered subject to continuing discussions with local jurisdictions and partnership opportunities. Potential LYNX projects include, but are not limited to, the implementation of new technologies, expanded or enhanced fixed-route and/or NeighborLink services, new NeighborLink services, and new Xpress Bus services.

LYNX staff is diligently working with local jurisdictions and anticipated private partners for the 50% local share of the grant. FDOT requires that documentation of local match commitment be submitted before the annual state Work Program development cycle starts for the state FY2016/17. Staff will keep the Board updated on the status of funding coordination for the local match of 50%.

Board Resolution #15-004 is attached.

### **FISCAL IMPACT:**

LYNX staff will include FDOT grant awards in the appropriate LYNX fiscal year operating budgets upon confirmation of funding.

**CFRTA RESOLUTION 15-004**

**A RESOLUTION OF THE CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY (d.b.a LYNX): AUTHORIZATION FOR  
THE CHIEF EXECUTIVE OFFICER TO SUBMIT A GRANT APPLICATION  
AND EXECUTE A JOINT PARTICIPATION AGREEMENT WITH THE  
FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR SERVICE  
DEVELOPMENT PROJECTS**

**WHEREAS**, there is a Public Transit Service Development Program which shall be administered by the Florida Department of Transportation (FDOT) and the grant funds will provide initial funding for new or innovative technique or services to improve or expand public transit;

**WHEREAS**, LYNX has satisfied the requirement to complete a Transportation Development Plan (TDP) for FY 2014-23 which has been submitted to FDOT in June 2013 and the TDP is consistent with the five-year Transportation Improvement Program (TIP) and FDOT's State Work Program;

**WHEREAS**, this is a resolution of the GOVERNING BOARD of the Central Florida Regional Transportation Authority (hereinafter BOARD), which hereby authorizes the submission of service development grant applications and execution of future Joint Participation Agreements with the Florida Department of Transportation.

**WHEREAS**, this BOARD has the authority to authorize the execution of the Joint Participation Agreement.

**NOW THEREFORE, BE IT RESOLVED THAT:**

1. The BOARD has the authority to authorize the submission of a service development grant application to the Florida Department of Transportation.
2. The BOARD authorizes the Chief Executive Officer to execute a future Joint Participation Agreement with the Florida Department of Transportation for the awarded service development project.
3. That the above authorization shall be continuing in nature until revoked by the Chairman of the Governing Board.

**RESOLUTION CERTIFICATION**

**CERTIFICATION OF THE ADOPTION OF RESOLUTION #15-004 BY THE BOARD  
OF DIRECTORS OF CENTRAL FLORIDA REGIONAL TRANSPORTATION  
AUTHORITY d/b/a LYNX**

**APPROVED AND ADOPTED** this 26th day of March 2015, by the Governing Board of the Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY

By: \_\_\_\_\_  
Chairman

Attest:

\_\_\_\_\_  
Assistant Secretary

**Consent Agenda Item #6.D. xiii**

**To:** LYNX Board of Directors

**From:** Daniel Healey  
DIRECTOR OF ENGINEERING  
Laura Minns  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6023

**Item Name:** Miscellaneous  
**Authorization to Approve Deployment of Real Time Passenger Information on Fixed Route Service**

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff requests the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to begin the deployment of real time passenger information capabilities on fixed route service.

**BACKGROUND:**

In April 2014, LYNX began providing real time bus information for LYMMO routes using a 2<sup>nd</sup> generation CAD/AVL system (Computer Aided Dispatch/Automatic Vehicle Location) that takes the back of house bus feed and pushes it out to customers via digital display signs, text messaging, and website. A mobile app is also currently being developed and is anticipated for launch later in 2015.

The Real Time Passenger Information (RTPI) Project will provide these same capabilities to the rest of the fixed route system and will include passenger information signs at LYNX Central Station and LYNX Superstops, mobile app, website, and text messaging services. Much of the back of house equipment and software needed for the fixed route fleet has been acquired and deployed as part of the LYMMO expansion project.

The initial phase of the project would include the data collection in the field and database creation for routes operating from the Kissimmee Intermodal Facility. Beginning in the 2<sup>nd</sup> Quarter of FY2015, the database for the remaining routes would be completed allowing any properly equipped bus to operate on any route in the LYNX system. Additional passenger amenities such as information kiosks and/or digital display signs will be installed at LYNX Central Station and prioritized superstops. Newly procured buses are being equipped with the hardware and software necessary to deploy RTPI and LYNX intends that schedule information will be integrated into the RTPI system for LYNX' existing fleet. Beta testing of the system will



be on selected routes within the system prior to full deployment. The project is expected to take 12 months to complete.

**FISCAL IMPACT:**

LYNX staff included \$3,300,000 in the FY2015 Adopted Capital Budget in contingency for Real Time Passenger Information. Recently, LYNX requested to use funds from the Federal Transit Administration (FTA) totaling \$1,491,200 with \$1,000,000 from the project savings of the Kissimmee transfer facility construction, \$250,000 from the annual FTA 5307 funding apportionment, and \$241,200 from LYNX Central Station (LCS) grant funding.

**Consent Agenda Item #6.D. xiv**

**To:** LYNX Board of Directors

**From:** **Kathy Clary**  
BUSINESS DEVELOPMENT OFFICER  
**Cindy Zuzunaga**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6180

**Item Name:** **Miscellaneous**  
**Authorization to Purchase Vanpool Vehicles for Replacement and Expansion**

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to purchase one-hundred (100) vanpool vehicles for replacement and expansion purposes for the vanpool program, in the amount of \$3,299,150. The vehicles will be purchased from the DMS State bid list, TRIPS State Contract, and/or via the standard LYNX competitive procurement process.

**BACKGROUND:**

The LYNX vanpool program was developed to provide an additional commuting option for the Central Florida working community. LYNX currently has one-hundred sixty-seven (167) vehicles in its vanpool fleet. LYNX purchases commuter vans from funds granted by the Federal Transit Administration (FTA) and contracts with an outside vendor, vRide, Inc (formerly known as VPSI) to provide fleet management services.

vRide fleet management services include the billing and collection of monthly vanpool fees, the provision of providing insurance and maintenance for the fleet, compilation of monthly and annual NTD reports, the supplying of emergency road-side assistance and replacement vehicles for vans in need of repair.

The program currently has ten (10) vanpool vehicles that will exceed their retirement mileage in FY2015. Historically, LYNX vanpool groups have experienced low turnover and the program continues to generate interest from employers and individual commuters. Due to the high interest in the program, and requests from multiple employers to start additional vanpool program routes, LYNX anticipates ninety (90) vans will be needed to meet this demand for expansion. These additional vans will also be used to support SunRail connectivity, the new VA Hospital in Lake

# LYNX Board Agenda

Nona, and the continued growth of the vanpool program through outreach and community awareness campaigns.

LYNX is requesting authority to purchase forty-three (43) 7-passenger, eighteen (18) 10-passenger, twenty-two (22) 12-passenger, twelve (12) 15-passenger vehicles and five (5) wheelchair accessible vehicles. The total cost for the requested one-hundred (100) vehicles is \$3,299,150, as outlined below.

<b>Vanpool Vehicles</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>
7 Passenger Vans	38	\$28,000	\$ 1,064,000
7 Passenger Electric	5	\$65,000	\$ 325,000
10 Passenger Conversion	18	\$29,000	\$ 522,000
12 Passenger Conversion	22	\$30,000	\$ 660,000
15 Passenger Vans	12	\$30,000	\$ 360,000
Wheelchair Accessible Vans	5	\$73,630	\$ 368,150
<b>Total Vehicles</b>	100		\$ 3,299,150

## **FISCAL IMPACT:**

LYNX staff included \$3,300,000 in the FY2015 Adopted Capital Budget for the replacement and expansion of one-hundred (100) commuter vans. The vans will be 100% federally funded.

Consent Agenda Item #6.D. xv

**To:** LYNX Board of Directors

**From:** Andrea Ostrodka  
DIRECTOR OF PLAN & DEVELOP  
Carleen Flynn  
(Technical Contact)  
Tiffany Homler  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6019

**Item Name:** Miscellaneous  
Authorization to Reaffirm the Intergovernmental Coordination and Review (ICAR) and Public Transportation Coordination Joint Participation Agreement (JPA)

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) to reaffirm the Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement (ICAR).

**BACKGROUND:**

The Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement (ICAR) is a five year multi-agency coordination agreement with the Florida Department of Transportation (FDOT), the Orlando Urban Area Metropolitan Planning Organization (METROPLAN Orlando), LYNX, the Central Florida Expressway Authority (CFX), the Greater Orlando Aviation Authority (GOAA), the Sanford Airport Authority, Osceola County Expressway Authority (OCX), and the East Central Florida Regional Planning Council (ECFRPC). The last agreement was signed in June of 2010.

This item is being brought to the LYNX Board at the request of METROPLAN Orlando, the region's Metropolitan Planning Organization. This agreement could be an item that U.S. DOT's Federal Transit Administration may require of LYNX in future certifications. The agreement identifies responsibilities of cooperatively carrying out transportation planning as a condition to receipt of Federal capital or operating assistance. The joint participation agreement (JPA) is between public transit authorities, port authorities, aviation authorities, expressway authorities, regional planning councils, MPOs and the State.

## LYNX Board Agenda

The purpose of this JPA is to describe the means of coordination among agencies and to specify how transportation planning and programming will be part of a continuing, cooperative and comprehensive coordinated planned development of the metropolitan area. Addressed in the JPA is the process by which agencies will cooperate in the development of METROPLAN Orlando's Unified Planning Work Program, Transportation Improvement Program, Long Range Transportation Plan, and applicable corridor or subarea studies.

Also addressed in the JPA is the dispute resolution process to reconcile differences between governments and agencies and private interest. The ECFRPC is charged with handling the process for intergovernmental coordination through review and identification of inconsistencies between MPO plans and local government comprehensive plans with dispute resolution. Should a dispute not be resolved through conflict resolution pursuant to the agreement, the parties shall petition the Executive Office of the Governor.

### **FISCAL IMPACT:**

There is no fiscal impact.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**INTERGOVERNMENTAL COORDINATION AND REVIEW  
AND  
PUBLIC TRANSPORTATION COORDINATION  
JOINT PARTICIPATION AGREEMENT**

THIS JOINT PARTICIPATION AGREEMENT is made and entered into this \_\_\_ day of \_\_\_, 2014 by and between the FLORIDA DEPARTMENT OF TRANSPORTATION (hereinafter "Department"); the ORLANDO URBAN AREA METROPOLITAN PLANNING ORGANIZATION, d/b/a METROPLAN ORLANDO (hereinafter the "MPO" or the "Metropolitan Planning Organization"); the EAST CENTRAL FLORIDA REGIONAL PLANNING COUNCIL(hereinafter the "Regional Planning Council"); the CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX (hereinafter the "Transit Authority"); the GREATER ORLANDO AVIATION AUTHORITY and the SANFORD AIRPORT AUTHORITY (hereinafter the "Aviation Authorities"); and the CENTRAL FLORIDA EXPRESSWAY AUTHORITY and the OSCEOLA COUNTY EXPRESSWAY AUTHORITY (hereinafter the "Expressway Authorities")

**RECITALS**

WHEREAS, the Federal Government, under the authority of Title 23 United States Code Section 134 and Title 49 United States Code (USC) Section 5303 and any subsequent applicable amendments, requires each metropolitan area, as a condition to the receipt of federal capital or operating assistance, to have a continuing, cooperative, and comprehensive transportation planning process in designated urbanized areas to develop and implement plans and programs consistent with the comprehensively planned development of the metropolitan area;

WHEREAS, Title 23 USC §134, Title 49 USC §5303, and Section 339.175, Florida Statutes (F.S.), provide for the creation of metropolitan planning organizations to develop transportation plans and programs for urbanized areas;

WHEREAS, Title 23 Code of Federal Regulations (CFR) §450.314 requires that the State, the Metropolitan Planning Organization, and the operators of publicly owned transportation systems shall enter into an agreement clearly identifying the responsibilities for cooperatively carrying out such transportation planning (including multimodal, systems-level corridor and subarea planning studies pursuant to Title 23 CFR §§450.212 and 450.318) and programming;

WHEREAS, pursuant to Section 20.23, F.S., the Department has been created by the State of Florida, and the Department has the powers and duties relating to transportation, as outlined in Section 334.044, F.S.;

WHEREAS, pursuant to 23 USC §134(d), 49 USC §5303, 23 CFR §450.310, and Section 339.175(2), (3), and (4) F.S., the Orlando Urban Area Metropolitan Planning Organization, d/b/a METROPLAN ORLANDO, herein after referred to as the Metropolitan Planning Organization or MPO, has been designated and its membership apportioned by the Governor of the State of Florida, with the agreement of the affected units of general purpose local government, to organize and establish the Metropolitan Planning Organization;

WHEREAS, pursuant to an Interlocal Agreement executed on June 7, 2000, and filed with the Clerk of the Circuit Court of Orange, Osceola, and Seminole Counties the Orlando Urban Area Metropolitan Planning Organization, d/b/a METROPLAN ORLANDO was established;

WHEREAS, pursuant to Chapter 75-464 , Laws of Florida, the Greater Orlando Aviation Authority was created and established:

WHEREAS, pursuant to Chapter 71-924, Laws of Florida, the Sanford Airport Authority was created and established;

WHEREAS, pursuant to Chapter 348, Part III, F.S., the Central Florida Expressway Authority was created and established;

WHEREAS, pursuant to Chapter 348, Part V, F.S., the Osceola County Expressway Authority was created and established;

WHEREAS, pursuant to Chapter 343, Part III, F.S., the Central Florida Regional Transportation Authority was created and established;

WHEREAS, pursuant to Section 339.175(10)(a)(2), F.S., the MPO shall execute and maintain an agreement with the metropolitan and regional intergovernmental coordination and review agencies serving the Metropolitan Planning Area;

WHEREAS, the agreement must describe the means by which activities will be coordinated and specify how transportation planning and programming will be part of the comprehensively planned development of the Metropolitan Planning Area;

WHEREAS, pursuant to Section 186.504, F.S., Florida Administrative Code (FAC) Rule 29F-1, the East Central Florida Regional Planning Council, herein after referred to as the Regional Planning Council or the RPC, was established and operates with a primary purpose of intergovernmental coordination and review;

WHEREAS, pursuant to Section 186.505(24), F.S., the RPC is to review plans of metropolitan planning organizations to identify inconsistencies between those agencies' plans and applicable local government comprehensive plans adopted pursuant to Chapter 163, F.S.;

WHEREAS, the RPC, pursuant to Section 186.507, F.S., is required to prepare a Strategic Regional Policy Plan, which will contain regional goals and policies that address regional transportation issues;

WHEREAS, based on the RPC statutory mandate to identify inconsistencies between plans of metropolitan planning organizations and applicable local government comprehensive plans, and to prepare and adopt a Strategic Regional Policy Plan, the RPC is appropriately situated to assist in the intergovernmental coordination of the transportation planning process;

WHEREAS, pursuant to Section 186.509, F.S., and Rule 29F-3, FAC, the RPC has adopted a conflict and dispute resolution process;

WHEREAS, the purpose of the dispute resolution process is to reconcile differences in planning and growth management issues between local governments, regional agencies, and private interests;

WHEREAS, the parties hereto have determined that the voluntary dispute resolution process can be useful in resolving conflicts and disputes arising in the transportation planning process;

WHEREAS, pursuant to Title 23 CFR §450.314 and Section 339.175(10)(a)(3), F.S., the MPO must execute and maintain an agreement with the operators of public transportation systems, including transit systems, commuter rail systems, airports, seaports, and spaceports, describing the means by which activities will be coordinated and specifying how public transit, commuter rail, aviation, and seaport planning (including multimodal, systems-level corridor and subarea planning studies pursuant to 23 CFR §450.212 and §450.318) and programming will be part of the comprehensively planned development of the Metropolitan Planning Area;

WHEREAS, it is in the public interest that the MPO, operators of public transportation systems, including transit systems, commuter rail systems, port and aviation authorities, jointly pledge their intention to cooperatively participate in the planning and programming of transportation improvements within this Metropolitan Planning Area;

WHEREAS, the undersigned parties have determined that this Agreement satisfies the requirements of and is consistent with Title 23 CFR §450.314 and Section 339.175(10), F.S.; and

WHEREAS, the parties to this Agreement desire to participate cooperatively in the performance, on a continuing basis, of a cooperative, and comprehensive transportation planning process to assure that highway facilities, transit systems, bicycle and pedestrian facilities, rail systems, air transportation and other facilities will be located and developed in relation to the overall plan of community development.

NOW, THEREFORE, in consideration of the mutual covenants, promises, and representation herein, the parties desiring to be legally bound, do agree as follows:

## **ARTICLE 1**

### **RECITALS; DEFINITIONS**

Section 1.01. Recitals. Each and all of the foregoing recitals are incorporated herein and acknowledged to be true and correct. Failure of any of the foregoing recitals to be true and correct shall not operate to invalidate this Agreement.

Section 1.02. Definitions. The following words when used in this Agreement (unless the context shall clearly indicate the contrary) shall have the following meanings:

Agreement means and refers to this instrument, as may be amended from time to time.

Corridor or Subarea Study shall mean and refer to studies involving major investment decisions or as otherwise identified in Title 23 CFR §§450.212 and 450.318.

Department shall mean and refer to the Florida Department of Transportation, an agency of the State of Florida, created pursuant to Section 20.23, F.S.



FHWA means and refers to the Federal Highway Administration.

Long Range Transportation Plan is the 20-year transportation planning horizon which identifies transportation facilities; includes a financial plan that demonstrates how the plan can be implemented and assesses capital improvements necessary to preserve the existing metropolitan transportation system and make efficient use of existing transportation facilities; indicates proposed transportation activities; and, in ozone/carbon monoxide nonattainment areas is coordinated with the State Implementation Plan, all as required by Title 23 USC §134(i), Title 49 USC §5303, Title 23 CFR §450.322, and Section 339.175(7), F.S.

Metropolitan Planning Area means and refers to the planning area as determined by agreement between the MPO and the Governor for the urbanized areas designated by the United States Bureau of the Census as described in 23 USC §134(b)(1), 49 USC §5303, and Section 339.175(2)(c) and (d), F.S., and including the existing urbanized area and the contiguous area expected to become urbanized within a 20-year forecast period, which shall be subject to the MPO'S planning authority.

Metropolitan Planning Organization (MPO) means and refers to the Metropolitan Planning Organization formed pursuant to Interlocal Agreement dated June 7, 2000 as described in Title 23 USC §134(b)(2), Title 49 USC §5303, and Section 339.175(1), F.S.

Regional Planning Council means and refers to the East Central Florida Regional Planning Council created pursuant to Section 186.504, F.S., and identified in Rule 29F-1, FAC.

Transportation Improvement Program (TIP) is the staged multi-year program of transportation improvement projects developed by a metropolitan planning organization consistent with the Long Range Transportation Plan, developed pursuant to Titles 23 USC §134(j), 49 USC §5303, 23 CFR §450.324 and Section 339.175(8), F.S.

Unified Planning Work Program (UPWP) is a biennial program developed in cooperation with the Department and public transportation providers, that identifies the planning priorities and activities to be carried out within a metropolitan planning area to be undertaken during a 2-year period, together with a complete description thereof and an estimated budget, as required by Title 23 CFR §450.308, and Section 339.175(9), F.S.

## **ARTICLE 2** **PURPOSE**

Section 2.01. Coordination with public transportation system operators. This Agreement is to provide for cooperation between the MPO, the Department, the Transit Authority, the Aviation Authorities, and the Expressway Authorities in the development and preparation of the UPWP, the TIP, the LRTP, and any applicable Corridor or Subarea Studies.

Section 2.02. Intergovernmental coordination; Regional Planning Council. Further, this Agreement is to provide a process through the RPC for intergovernmental coordination and review and identification of inconsistencies between proposed MPO transportation plans and local government comprehensive plans adopted pursuant to Chapter 163, F.S., and reviewed by the Division of Community Development within the Florida Department of Economic Opportunity.

Section 2.03. Dispute resolution. This Agreement also provides a process for conflict and dispute resolution through the RPC.

**ARTICLE 3**  
**COOPERATIVE PROCEDURES FOR PLANNING AND PROGRAMMING**  
**WITH OPERATORS OF PUBLIC TRANSPORTATION SYSTEMS**

Section 3.01. Cooperation with operators of public transportation systems; coordination with local government approved comprehensive plans.

- (a) The MPO shall cooperate with the Transit Authority, the Aviation Authorities, and the Expressway Authorities to optimize the planning and programming of an integrated and balanced intermodal transportation system for the Metropolitan Area.
- (b) The MPO shall implement a continuing, cooperative, and comprehensive transportation planning process that is consistent, to the maximum extent feasible, with port and aviation master plans, and public transit development plans of the units of local governments whose boundaries are within the Metropolitan Planning Area.
- (c) As a means towards achievement of the goals in paragraphs (a) and (b) and in an effort to coordinate intermodal transportation planning and programming, the MPO may include, as part of its membership officials of agencies that administer or operate major modes or systems of transportation, including but not limited to transit operators, sponsors of major local airports, and rail operators per Federal regulations. The representatives of the major modes or systems of transportation may be accorded voting or non-voting advisor status. In the Metropolitan Planning Area if authorities or agencies are created by law to perform transportation functions and that are not under the jurisdiction of a general purpose local government represented on the MPO, the MPO may request the Governor to designate said authority or agency as a voting member of the MPO in accordance with the requirements of Section 339.175, F.S. If the new member would significantly alter local government representation in the MPO, the MPO shall propose a revised apportionment plan to the Governor to ensure voting membership on the MPO to be an elected official representing public transit authorities which have been, or may be, created by law.
- (d) The MPO shall ensure that representatives of transit authorities, rail authorities, and airports within the Metropolitan Planning Area are provided membership on the MPO Technical Advisory Committee.

Section 3.02. Preparation of transportation related plans.

- (a) Although the adoption or approval of the UPWP, the TIP, and the LRTP is the responsibility of the MPO, development of such plans or programs shall be viewed as a cooperative effort involving the Department, the Transit Authority, the Aviation Authorities, and the Expressway Authorities. In developing its plans and programs, the MPO shall solicit the comments and recommendations of the parties to this Agreement in the preparation of such plans and programs.

- (b) When preparing the UPWP, the TIP, or the LRTP, or preparing other than a minor amendment thereto (as determined by the MPO), the MPO shall provide notice to the Department, the Transit Authority, the Aviation Authorities, and the Expressway Authorities advising them of the scope of the work to be undertaken and inviting comment and participation in the development process. The MPO shall ensure that the chief operating officials of the Department, the Transit Authority, the Aviation Authorities, and the Expressway Authorities shall receive at least 15 days written notice of all public workshops and hearings, or specified number of days per MPO bylaws, relating to the development of such plans and programs.
- (c) Local government comprehensive plans.
  - (1) In developing the TIP, the LRTP, or Corridor or Subarea studies, or preparing other than a minor amendment thereto (as determined by the MPO), the MPO, the Transit Authority, the Aviation Authorities, and the Expressway Authorities shall analyze for each local government in the Metropolitan Planning Area:
    - (i) each comprehensive plan's future land use element;
    - (ii) the goals, objectives, and policies of each comprehensive plan; and
    - (iii) the zoning, of each local government in the Metropolitan Planning Area.
  - (2) Based upon the foregoing review and a consideration of other growth management factors, the MPO, the Transit Authority, the Aviation Authorities, and the Expressway Authorities, shall provide written recommendations to local governments in the Metropolitan Planning Area in the development, amendment, and implementation of their comprehensive plans. A copy of the recommendations shall be sent to the RPC.
  - (3) The MPO agrees that, to the maximum extent feasible, the LRTP and the projects and project-phases within the TIP shall be consistent with the future land use element and goals, objectives, and policies of each comprehensive plan of the local governments in the Metropolitan Planning Area. If the MPO's TIP is inconsistent with a local government's comprehensive plan, the MPO shall so indicate, and the MPO shall present, as part of the TIP, justification for including the project in the program.
- (d) Multi-modal transportation agency plans.
  - (1) In developing the TIP, the LRTP, or Corridor or Subarea studies, or preparing other than a minor amendment thereto (as determined by the MPO), the MPO shall analyze the master plans of the Transit Authority, the Aviation Authorities, and the Expressway Authorities. Based upon the foregoing review and a consideration of other transportation-related factors, the MPO, shall from time to time and as appropriate, provide recommendations to the parties to this Agreement as well as local governments within the Metropolitan Planning Area, for the development, amendment, and implementation of their master, development, or comprehensive plans.
  - (2) In developing or revising their respective master, development, or comprehensive plans, the parties to this Agreement shall analyze the draft or approved Unified Planning Work Program,

Transportation Improvement Program, Long Range Transportation Plan, or Corridor or Subarea studies, or amendments thereto. Based upon the foregoing review and a consideration of other transportation-related factors, the parties to this Agreement shall from time to time and as appropriate, provide written recommendations to the MPO with regard to development, amendment, and implementation of the plans, programs, and studies.

- (3) The MPO agrees that, to the maximum extent feasible, the Transportation Improvement Program shall be consistent with the affected master plans and development plans of the parties to this Agreement.

#### **ARTICLE 4**

#### **INTERGOVERNMENTAL COORDINATION AND REVIEW**

Section 4.01. Coordination with Regional Planning Council. The RPC shall perform the following tasks:

- (a) Within 30 days of receipt, the RPC shall review the draft TIP, LRTP, Corridor and Subarea studies, or amendments thereto, as requested by the MPO, to identify inconsistencies between these plans and programs and applicable local government comprehensive plans adopted pursuant to Chapter 163, F.S., for counties and cities within the Metropolitan Planning Area and the adopted Strategic Regional Policy Plan.
  - (1) The parties recognize that, pursuant to Florida law, the LRTP and the TIP of the MPO must be considered by cities and counties within the Metropolitan Planning Area in the preparation, amendment, and update/revision of their comprehensive plans. Further, the LRTP and the projects and project phases within the TIP are to be consistent with the future land use element and goals, objectives, and policies of the comprehensive plans of local governments in the Metropolitan Planning Area. Upon completion of its review of a draft TIP or LRTP, the RPC shall advise the MPO and each county or city of its findings;
  - (2) The RPC shall advise the MPO in writing of its concerns and identify those portions of the submittals which need to be reevaluated and potentially modified if the RPC review identifies inconsistencies between the draft TIP or LRTP and local comprehensive plans; and
  - (3) Upon final adoption of the proposed Transportation Improvement Program, Long Range Transportation Plan, Corridor and Subarea studies, or amendments thereto, the MPO may request that the RPC consider adoption of regional transportation goals, objectives, and policies in the Strategic Regional Policy Plan implementing the adopted Transportation Improvement Program, Long Range Transportation Plan, Corridor and Subarea studies, or amendments thereto. If the proposed plan, program, or study, or amendments thereto, was the subject of previous adverse comment by the RPC, the MPO will identify the change in the final adopted plan intended to resolve the adverse comment, or alternatively, the MPO shall identify the reason for not amending the plan as suggested by the RPC.
- (b) Provide the availability of the conflict and dispute resolution process as set forth in Article 5 below.

**ARTICLE 5**  
**CONFLICT AND DISPUTE RESOLUTION PROCESS**

Section 5.01. Disputes and conflicts under this Agreement. This process shall apply to conflicts and disputes relating to matters subject to this Agreement, or conflicts arising from the performance of this Agreement. Except as otherwise provided in this Article 5, only representatives of the agencies with conflicts or disputes shall engage in conflict resolution.

Section 5.02. Initial resolution. The affected parties to this Agreement shall, at a minimum, ensure the attempted early resolution of conflicts relating to such matters. Early resolution shall be handled by direct discussion between the following officials:

for the Florida Department of Transportation: by the District Director for Planning and Programs  
for METROPLAN ORLANDO the Metropolitan Planning Organization: by the Executive Director  
for the East Central Florida Regional Planning Council: by the Executive Director  
for the Central Florida Regional Transportation Authority: by the Executive Director  
for the Greater Orlando Aviation Authority: by the Executive Director  
for the Sanford Airport Authority: by the President/Chief Executive Officer  
for the Central Florida Expressway Authority: by the Executive Director  
for the Osceola County Expressway Authority; by the Executive Director

Section 5.03. Resolution by senior agency official. If the conflict remains unresolved, the conflict shall be resolved by the following officials:

for the Florida Department of Transportation: by the District Secretary  
for METROPLAN ORLANDO, the Metropolitan Planning Organization: the Chairman of the Board  
for the East Central Florida Regional Planning Council: by the Chairman of the Board  
for the Central Florida Regional Transportation Authority: by the Chairman of the Board  
for the Greater Orlando Aviation Authority: by the Chairman of the Board  
for the Sanford Airport Authority: by the Chairman of the Board  
for the Central Florida Expressway Authority: by the Chairman of the Board  
for the Osceola County Expressway Authority; by the Chairman of the Board

Section 5.04. Resolution by the Office of the Governor. If the conflict is not resolved through conflict resolution pursuant to Sections 5.02, 5.03, and 5.04 of this Agreement, the parties shall petition the Executive Office of the Governor for resolution of the conflict pursuant to its procedures. Resolution of the conflict by the Executive Office of the Governor shall be binding on all parties.

**ARTICLE 6**  
**MISCELLANEOUS PROVISION**

Section 6.01. Constitutional or statutory duties and responsibilities of parties. This Agreement shall not be construed to authorize the delegation of the constitutional or statutory duties of any of the parties. In addition, this Agreement does not relieve any of the parties of an obligation or responsibility imposed upon them by law, except to the extent of actual and timely performance thereof by one or more of the parties to this Agreement or any legal or administrative entity created or authorized by this Agreement, in which case this performance may be offered in satisfaction of the obligation or responsibility.

Section 6.02. Amendment of Agreement. Amendments or modifications of this Agreement may only be made by written agreement signed by all parties hereto with the same formalities as the original Agreement.

Section 6.03. Duration; withdrawal procedure.

- (a) Duration. This Agreement shall have a term of (5) years and shall automatically renew at the end of said (5) years for another (5) term and every (5) years thereafter. At the end of the (5) year term and at least every (5) years thereafter, the parties hereto shall examine the terms hereof and agree to amend the provisions or reaffirm the same. However, the failure to amend or to reaffirm the terms of this Agreement shall not invalidate or otherwise terminate this Agreement.
- (b) Withdrawal procedure. Any party may withdraw from this Agreement after presenting in written form a notice of intent to withdraw to the other parties to this Agreement and the MPO, at least (90) days prior to the intended date of withdrawal; provided, that financial commitments made prior to withdrawal are effective and binding for their full term and amount regardless of withdrawal.

Section 6.04. Notices. All notices, demands and correspondence required or provided for under this Agreement shall be in writing and delivered in person or dispatched by certified mail, postage prepaid, return receipt requested. Notice is required to be given and shall be addressed as follows:

Executive Director  
METROPLAN ORLANDO  
315 E. Robinson Street, Suite 355  
Orlando, FL 32801-1949

Executive Director  
Greater Orlando Aviation Authority  
Orlando International Airport  
One Jeff Fuqua Blvd  
Orlando, FL 32827-4392

Executive Director  
East Central Florida Regional Planning Council  
309 Cranes Roost Blvd., Suite 2000  
Altamonte Springs, FL 32701

President/CEO  
Sanford Airport Authority  
1200 Red Cleveland Blvd  
Sanford, FL 32773-6844

Executive Director  
Central Florida Regional Transportation Authority  
455 North Garland Avenue  
Orlando, FL 32801

Secretary, District Five  
Florida Department of Transportation  
719 S. Woodland Blvd  
Deland, FL 32720

Chairperson  
Central Florida Expressway Authority  
4974 ORL Tower Road  
Orlando, FL 32807

Chairperson  
Osceola County Expressway Authority  
1 Courthouse Square, Suite 1100  
Kissimmee, FL 34741

A party may unilaterally change its address or addressee by giving notice in writing to the other parties as provided in this section. Thereafter, notices, demands and other pertinent correspondence shall be addressed and transmitted to the new address.

Section 6.05. Interpretation.

- (a) Drafters of Agreement. All parties hereto were each represented by, or afforded the opportunity choice of wording. Consequently, no provision hereof should be more strongly construed against any party as drafter of this Agreement.
- (b) Severability. Invalidation of any one of the provisions of this Agreement or any part, clause or word hereof, or the application thereof in specific circumstances, by judgment, court order, or administrative hearing or order shall not affect any other provisions or applications in other circumstances, all of which shall remain in full force and effect; provided, that such remainder would then continue to conform to the terms and requirements of applicable law.
- (c) Rules of construction. In interpreting this Agreement, the following rules of construction shall apply unless the context indicates otherwise:
  - (1) The singular of any word or term includes the plural;
  - (2) The masculine gender includes the feminine gender; and
  - (3) The word “shall” is mandatory, and “may” is permissive.

Section 6.06. Attorney’s Fees. In the event of any judicial or administrative action to enforce or interpret this Agreement by any party hereto, each party shall bear its own costs and attorney’s fees in connection with such proceeding.

Section 6.07. Agreement execution; use of counterpart signature pages. This Agreement, and any amendments hereto, may be simultaneously executed in several counterparts, each of which so executed shall be deemed to be an original, and such counterparts together shall constitute one and the same instrument.

Section 6.08. Effective date. This Agreement shall become effective upon its recording by all parties hereto.

Section 6.09. Other authority. In the event that any election, referendum, approval, permit, notice, or other proceeding or authorization is required under applicable law to enable the parties to enter into this Agreement or to undertake the provisions set forth hereunder, or to observe, assume or carry out any of the provisions of the Agreement, said parties will initiate and consummate, as provided by law, all actions necessary with respect to any such matters as required.

Section 6.10. Parties not obligated to third parties. No party hereto shall be obligated or be liable hereunder to any party not a signatory to this Agreement. There are no express or intended third party beneficiaries to this Agreement.

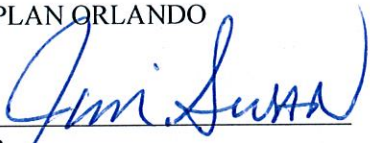
Section 6.11. Rights and Remedies not waived. In no event shall the making by the Department of any payment to the MPO constitute or be construed as a waiver by the Department of any breach of covenant or any default which may then exist on the part of the MPO, and the making of any such payment by the Department while any such breach or default exists shall in no way impair or prejudice any right or remedy available to the Department in respect of such breach or default.

Section 6.12 Data, records, reports and other documents. Subject to the right to claim an exemption from the Florida Public Records Law, Chapter 119, F.S., the parties shall provide to each other such data, reports, records, contracts, and other documents in its possession relating to the MPO as is requested. Charges are to be in accordance with Chapter 119, F.S.

IN WITNESS WHEREOF, the undersigned parties have executed this Joint Participation Agreement on behalf of the referenced legal entities.

Signed, Sealed, and Delivered in the presence of:

METROPLAN ORLANDO

BY:   
Chairman

ATTEST:   
DATE: 2/13/15

EAST CENTRAL FLORIDA REGIONAL  
PLANNING COUNCIL

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

ATTEST: \_\_\_\_\_  
DATE: \_\_\_\_\_

THE CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY

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

ATTEST: \_\_\_\_\_  
DATE: \_\_\_\_\_

THE GREATER ORLANDO AVIATION  
AUTHORITY

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

ATTEST: \_\_\_\_\_  
DATE: \_\_\_\_\_



THE SANFORD AIRPORT AUTHORITY

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

ATTEST: \_\_\_\_\_  
DATE: \_\_\_\_\_

THE CENTRAL FLORIDA  
EXPRESSWAY AUTHORITY

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

ATTEST: \_\_\_\_\_  
DATE: \_\_\_\_\_

THE OSCEOLA COUNTY EXPRESSWAY  
AUTHORITY

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

ATTEST: \_\_\_\_\_  
DATE: \_\_\_\_\_

FLORIDA DEPARTMENT OF TRANSPORTATION

BY: \_\_\_\_\_  
District Five Secretary

ATTEST: \_\_\_\_\_  
DATE: \_\_\_\_\_

APPROVED AS TO FORM, LEGALITY  
DEPARTMENT OF TRANSPORTATION

BY: \_\_\_\_\_  
ATTORNEY  
DATE: \_\_\_\_\_  
TITLE: \_\_\_\_\_

*[Every participant identified in this Agreement shall sign and date this Agreement with the appropriate witnesses]*

Consent Agenda Item #6.D. xvi

**To:** LYNX Board of Directors

**From:** Tangee Mobley  
DIR OF TRANSPORTATION & MAINT  
Blanche Sherman  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6036

**Item Name:** Miscellaneous  
Authorization to Extend LYNX 208 Pilot Route for an Additional Year  
From Sand Lake SunRail to LYNX' Kissimmee Intermodal Station

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Director's authorization for the Chief Executive Officer (CEO) or designee to extend the one year express pilot program for Link 208 for one (1) additional year.

**BACKGROUND:**

Florida Department of Transportation (FDOT) contacted LYNX to provide a feeder service from the Sand Lake SunRail station to the Kissimmee Intermodal Station to mirror the proposed phase 2 of the SunRail expansion. LYNX developed an express route to accommodate the request; Link 208. This route travels from Sand Lake SunRail station to LYNX Kissimmee Intermodal Station making only one additional stop before reaching the end of the line. The service was launched in May of 2014 operated by Mears Destination Services.

From the inception of Link 208, the ridership has increased from 425 trips during the first full month of service to 912 trips during the month of January 2015. LYNX has increased outreach to Kissimmee employers over the last few months and with feedback for proposed schedule adjustments, it is believed that these changes will draw additional riders.

**FISCAL IMPACT:**

The contracted cost of the Link 208 is included in the FY2015 Adopted Operating Budget and is funded by SunRail and LYNX Reserves in the amount of \$105,387 and \$168,313, respectively. The FY2016 Preliminary Operating Budget anticipates an expense for Link 208 express bus service totaling \$486,972, also funded by SunRail and LYNX Reserves in the amount of \$196,731 and \$290,241, respectively.

**Action Agenda Item #7.A**

**To:** LYNX Board of Directors

**From:** **Blanche Sherman**  
DIRECTOR OF FINANCE  
**Julie Caple**  
(Technical Contact)  
**Salawu Ajala**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6100

**Item Name:** Amendment to LYNX' FY2015 Operating and Capital Budgets

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to amend the FY2015 Operating and Capital Budgets to correspond with previous Board item approvals and other various changes necessary to fund and operate LYNX services.

**BACKGROUND:**

The table below identifies the addition of the Maitland NeighborLink SunRail Feeder Bus Pilot service to the FY2015 Operating Budget as approved by the LYNX Board of Directors at their November 13, 2014 meeting. This service is being funded with a Florida Department of Transportation Service Development Grant in the amount of \$39,059 and matching local funding from Orange County in the amount of \$39,059. Also, the FY2015 Operating Budget is being amended to record the 20% local match of \$200,000 for the SR 50 Alternative Analysis Study as Reserves funding versus Federal. Rural area funding of \$634,881 is being transferred from Federal to State and TD funds of \$70,000 is being transferred from State to Federal. These items comprise the FY2015 operating budget amendment request.

Revenue	FY2015 Adopted Budget	Service Related	FY2015 Amended Budget Total
Fund Balance	\$ 1,465,286	\$ 200,000	\$ 1,665,286
LYNX-Generated Revenue	38,446,206		38,446,206
Federal Revenue	16,640,178	(764,881)	15,875,297
State Revenue	12,659,235	603,940	13,263,175
Local Revenue	57,287,684	39,059	57,326,743
<b>Total Revenue</b>	<b>\$ 126,498,589</b>	<b>\$ 78,118</b>	<b>\$ 126,576,707</b>
<b>Expense</b>			
Salaries/Wages/Fringes	\$ 70,796,959		\$ 70,796,959
Other Services	11,138,951		11,138,951
Fuel	16,108,610		16,108,610
Materials & Supplies	7,411,652		7,411,652
Utilities	1,439,337		1,439,337
Casualty & Liability	1,399,850		1,399,850
Taxes & Tags	409,841		409,841
Purchased Transportation	16,851,215	78,118	16,929,333
Miscellaneous	676,674		676,674
Leases	265,500		265,500
Reserves (Contingency)	-		-
<b>Total Operating Expenses</b>	<b>\$ 126,498,589</b>	<b>\$ 78,118</b>	<b>\$ 126,576,707</b>

The following table summarizes the adjustments mentioned above and formally amends the FY2015 Amended Operating Budget from \$127,498,589 to \$126,576,707 as follows:

**FY2015 Amended Operating Budget**

Operating Revenues	FY2015 Adopted Budget	Revisions	FY2015 Amended Budget Total
Fund Balance	\$ 1,465,286	\$ 200,000	\$ 1,665,286
LYNX-Generated Revenue	38,446,206	-	38,446,206
Federal Revenue	16,640,178	(764,881)	15,875,297
State Revenue	12,659,235	603,940	13,263,175
Local Revenue	57,287,684	39,059	57,326,743
<b>Total Operating Revenue</b>	<b>\$ 126,498,589</b>	<b>\$ 78,118</b>	<b>\$ 126,576,707</b>

These funds are programmed to fund the following types of expenses:

Operating Expenses	FY2015 Adopted		FY2015 Amended
	Budget	Revisions	Budget Total
Salaries/Wages/Fringes	\$ 70,796,959	\$ -	\$ 70,796,959
Other Services	11,138,951	-	11,138,951
Fuel	16,108,610	-	16,108,610
Materials & Supplies	7,411,652	-	7,411,652
Utilities	1,439,337	-	1,439,337
Casualty & Liability	1,399,850	-	1,399,850
Taxes & Tags	409,841	-	409,841
Purchased Transportation	16,851,215	78,118	16,929,333
Miscellaneous	676,674	-	676,674
Interest & Leases	265,500	-	265,500
Reserves (Contingency)	-	-	-
<b>Total Operating Expense</b>	<b>\$ 126,498,589</b>	<b>\$ 78,118</b>	<b>\$ 126,576,707</b>

The following table reflects adjustments related to increasing the FY2015 Amended Capital Budget from \$87,809,187 to \$89,429,628 as follows:

Capital Contributions	FY2015 Amended Capital Budget		FY2015 Amended
	FY2015 Adopted Capital Budget	Revisions	Capital Budget
Federal Contributions	\$ 82,016,900	\$ 133,913	\$ 82,150,813
State Contributions	411,879	-	411,879
Local Contributions	5,380,408	1,286,528	6,666,936
Reserves	-	200,000	200,000
<b>Total</b>	<b>\$ 87,809,187</b>	<b>\$ 1,620,441</b>	<b>\$ 89,429,628</b>

These funds are programmed to fund the following types of expenditures:

Capital Expenditures	FY 2015	Purchase (10)	Lease of (10) Vehicles	Carryover Adjustment	FY 2015
	Adopted Capital Budget	Articulated CNG Vehicles			Amended Capital Budget
Revenue Vehicles	\$ 45,396,720	\$ 6,409,600	\$ 303,464	\$ (2,956,712)	\$ 49,153,072
BRT	16,521,950	-	-	(847,380)	15,674,570
Facilities	2,961,975	-	-	(39,500)	2,922,475
Passenger Amenities / Enha	13,555,778	-	-	(568,032)	12,987,746
Technology	4,205,590	-	-	(382,349)	3,823,241
Security	1,024,361	-	-	(14,117)	1,010,244
Support Equipment	2,196,507	-	-	(142,302)	2,054,205
ARRA	1,946,306	-	-	(142,231)	1,804,075
<b>Total</b>	<b>\$ 87,809,187</b>	<b>\$ 6,409,600</b>	<b>\$ 303,464</b>	<b>\$ (5,092,623)</b>	<b>\$ 89,429,628</b>

**Compressed Natural Gas (CNG) Bus Lease** – LYNX Board of Directors at their November 13, 2014 meeting approved LYNX staff to move forward with leasing ten (10) CNG buses through Bank of America at an amount not to exceed \$1,000,000. LYNX included \$696,536 in the FY2015 Adopted Capital Budget. An additional \$303,464 is being added to the FY2015 capital budget through this amendment.

**CNG Articulated Bus Purchase** – LYNX Board of Directors at their January 28, 2015 meeting approved LYNX staff to move forward with the purchase of ten (10) articulated CNG buses at an amount not to exceed \$9,871,600 to be funded with 85% Federal Ladders of Opportunity grant and 15% local \$2 Capital dollars. LYNX included 100% Federal funding in the amount of \$3,462,000 in the FY15 Adopted Capital Budget. Local capital in the amount of \$1,481,600 and Federal capital in the amount of 4,928,000 is being added to the FY2015 capital budget through this amendment.

**Carryover Adjustments** – This budget amendment includes a reduction in the amount brought forward into the FY2015 Adopted Capital Budget based on truing up expenditures through September 30, 2014.

### **FISCAL IMPACT:**

The FY2015 Amended Operating Budget will increase from \$126,498,589 to \$126,576,707. The FY2015 Amended Capital Budget will increase from \$87,809,187 to \$89,429,628 as indicated.

# FY2015 Amended Operating & Capital Budgets

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Presented to the  
LYNX Board of Directors  
by Blanche W. Sherman, CPA  
Director of Finance  
March 26, 2015

# FY2015 Operating Budget Overview



	FY2015 Adopted Budget	FY2015 Amended Budget	% Change
<b>Operating Revenue</b>	\$ 126,498,589	\$ 126,576,707	0.1%
<b>Operating Expenses</b>	126,498,589	126,576,707	0.1%
<b>Operating Income/(Deficit)</b>	\$ -	\$ -	0.0%



# Key Operating Budget Amendment Basis



- Pilot SunRail feeder NeighborLink for Maitland.
- Transfer local match of 20% for the SR 50 Alternative Analysis project from Federal funding to Reserves.
- Transfer Federal rural area pass-through funding from Federal to State revenue.

# FY2015 Operating Revenue



	<b>FY2015 Adopted Budget</b>	<b>FY2015 Amended Budget</b>	<b>% Change</b>
<b>Fund Balance</b>	\$ 1,465,286	\$ 1,665,286	13.6%
<b>Customer Fares</b>	29,530,910	29,530,910	0.0%
<b>Contract Services</b>	6,593,296	6,593,296	0.0%
<b>Advertising on Buses</b>	1,875,000	1,875,000	0.0%
<b>Advertising - Trade</b>	30,000	30,000	0.0%
<b>Interest &amp; Other Income</b>	417,000	417,000	0.0%
<b>Federal</b>	16,640,178	15,875,297	-4.6%
<b>State</b>	12,659,235	13,263,175	4.8%
<b>Local</b>	57,287,684	57,326,743	0.1%
<b>Total Operating Revenue</b>	<b>\$ 126,498,589</b>	<b>\$ 126,576,707</b>	<b>0.1%</b>

# FY2015 Operating Expenses



	FY2015 Adopted Budget	FY2015 Amended Budget	% Change
Salaries/Wages/Fringes	\$ 70,796,959	\$ 70,796,959	0.0%
Other Services	11,138,951	11,138,951	0.0%
Fuel	16,108,610	16,108,610	0.0%
Materials & Supplies	7,411,652	7,411,652	0.0%
Utilities	1,439,337	1,439,337	0.0%
Casualty and Liability	1,399,850	1,399,850	0.0%
Taxes & Tags	409,841	409,841	0.0%
Purchased Transportation	16,851,215	16,929,333	0.5%
Miscellaneous	676,674	676,674	0.0%
Leases	265,500	265,500	0.0%
<b>Total Operating Expenses</b>	<b>\$ 126,498,589</b>	<b>\$ 126,576,707</b>	<b>0.1%</b>

# Key Capital Budget Amendment

## Basis

- CNG lease vehicles (10)
- CNG articulated vehicle purchase (10) – Ladders of Opportunity Grand Award.
- FY2014 year-end purchase order balance adjustments.
- Transfer local share of Kissimmee Intermodal Facility from Federal Funding to Reserves.

# FY2015 Capital Budget Overview



	FY2015 Adopted Budget	FY2015 Amended Budget	% Change
<b>Capital Contributions</b>	\$ 87,809,187	\$ 89,429,628	1.85%
<b>Capital Expenditures</b>	87,809,187	89,429,628	1.85%
<b>Capital Gains/(Losses)</b>	\$ -	\$ -	N/A

# FY2015 Capital Budget Contributions



Capital Contributions	FY2015 Adopted		FY2015 Amended
	Budget	Revisions	Budget
Federal Contributions	\$ 82,016,900	\$ 133,913	\$ 82,150,813
State Contributions	411,879	-	411,879
Local Contributions	5,380,408	1,286,528	6,666,936
Reserves	-	200,000	200,000
<b>Total</b>	<b>\$ 87,809,187</b>	<b>\$ 1,620,441</b>	<b>\$ 89,429,628</b>

# FY2015 Capital Expenditures



Capital Expenditures	FY2015 Adopted Budget	Revisions	FY2015 Amended Budget
Revenue Vehicles	\$ 45,396,720	\$ 3,756,350	\$ 49,153,070
BRT	16,521,950	(847,380)	15,674,570
Facilities	2,961,975	(39,500)	2,922,475
Passenger Amenities/Related	13,555,778	(568,032)	12,987,746
Technology	4,205,590	(382,349)	3,823,241
Security	1,024,361	(14,117)	1,010,244
Support Equipment	2,196,507	(142,301)	2,054,206
ARRA	1,946,306	(142,230)	1,804,076
<b>Total</b>	<b>\$ 87,809,187</b>	<b>\$ 1,620,441</b>	<b>\$ 89,429,628</b>

# Board Action Requested



LYNX staff is asking for approval of the amended FY2015 operating and capital budgets.

	<b>FY2015 Adopted Budget</b>	<b>FY2015 Amended Budget</b>	<b>% Change</b>
Operating	\$ 126,498,589	\$ 126,576,707	0.1%
Capital	87,809,187	89,429,628	1.8%
<b>Total</b>	<b>\$ 214,307,776</b>	<b>\$ 216,006,335</b>	<b>0.8%</b>



**Action Agenda Item #7.B**

**To:** LYNX Board of Directors

**From:** Blanche Sherman  
DIRECTOR OF FINANCE  
Patricia Bryant  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6100

**Item Name:** Acceptance of the Annual Financial Audit and Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ending September 30, 2014

**Date:** 3/26/2015

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**ACTION REQUESTED**

Staff is requesting the Board of Directors' acceptance of the annual financial audit and Comprehensive Annual Financial Report (CAFR) for the fiscal year ending September 30, 2014.

**BACKGROUND:**

In accordance with Chapter 218.39, Florida Statutes, LYNX is required to have an annual financial audit performed by an independent certified public accountant.

The Single Audit Act Amendments of 1996 require state or local governments that receive at least \$500,000 in Federal financial assistance in a year to have an independent audit conducted for that year in accordance with the Office of Management and Budget (OMB) Circular A-133. The State of Florida recently enacted similar legislation, the Florida single Audit Act, related to audits of State financial assistance. Pursuant to these Acts, LYNX' independent certified public accountants, Cherry, Bekaert, L.L.P., have conducted the audit for the fiscal year ended September 30, 2014.

An unbound draft copy of the CAFR, which includes the audit report of Cherry, Bekaert, L.L.P. is attached for your review. The final report will be provided to each member of the Board at the March 26, 2015 Board Meeting.

The auditors have issued an unmodified "clean" opinion on both financial and compliance audits. The auditor's Management Letter Comments and Management's responses are included as a separate document accompanying the annual financial report. See attached copy. The results of operations and the annual audit were explained in detail at the Oversight Committee meeting.

**DRAFT**

**COMPREHENSIVE ANNUAL  
FINANCIAL REPORT**

of the

CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY d/b/a

**LYNX**

FOR YEARS ENDED  
SEPTEMBER 30, 2014 AND 2013

**PREPARED BY THE FINANCE DEPARTMENT**

Blanche W. Sherman, CPA, Director of Finance  
Patti Bryant, Manager of Accounting

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**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX**

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**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a**  
**LYNX**

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# CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX

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## BOARD OF DIRECTORS

<b>Mayor Buddy Dyer</b>	<b>Chairman, City of Orlando</b>
<b>Commissioner Frank Attkisson</b>	<b>Vice-Chairman, Osceola County</b>
<b>Mayor Teresa Jacobs</b>	<b>Board Member, Orange County</b>
<b>Commissioner Carlton Henley</b>	<b>Board Member, Seminole County</b>
<b>FDOT District 5 Secretary, Noranne Downs</b>	<b>Board Member, FDOT</b>

## LYNX EXECUTIVE STAFF

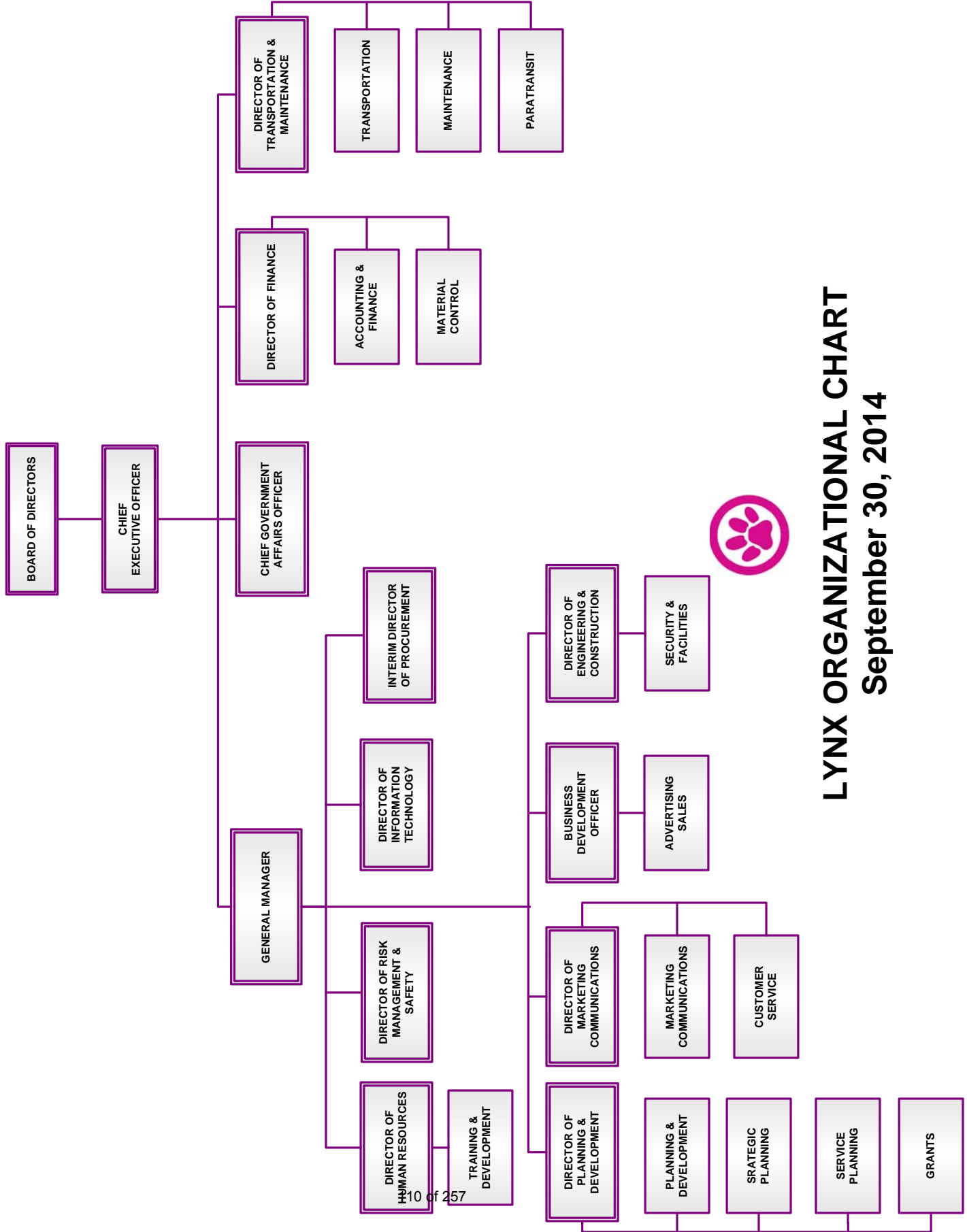
<b>John M. Lewis, Jr.</b>	<b>Chief Executive Officer</b>
<b>Susan Black</b>	<b>General Manager</b>

## DEPARTMENT HEADS

<b>Blanche W. Sherman, CPA</b>	<b>Director of Finance</b>
<b>J. Marsh McLawhorn</b>	<b>Chief Government Affairs Officer</b>
<b>Kathy Clary</b>	<b>Business Development Officer</b>
<b>Tangee Mobley</b>	<b>Director of Transportation &amp; Maintenance</b>
<b>Andrea Ostrodka</b>	<b>Director of Planning &amp; Development</b>
<b>Donna Tefertiller</b>	<b>Director of Human Resources</b>
<b>Craig Bayard</b>	<b>Director of Information Technology</b>
<b>Matt Friedman</b>	<b>Director of Marketing Communications</b>
<b>Charles Baldwin</b>	<b>Interim Director of Procurement</b>
<b>Baunie McConnell</b>	<b>Director of Risk Mgmt and Safety</b>
<b>David Healey</b>	<b>Director of Engineering</b>

## FINANCE DIVISION

<b>Leonard Antmann</b>	<b>Comptroller</b>
<b>Patti Bryant</b>	<b>Manager of Accounting</b>
<b>Pedro Bustamante, CPA</b>	<b>Senior Accountant</b>
<b>Nancy Navarro</b>	<b>Senior Accountant</b>
<b>Denise Callihan</b>	<b>Supervisor of Payroll &amp; Accounts Payable</b>
<b>Patty Dolan</b>	<b>Supervisor of Revenue Control</b>
<b>Nirso Amaya</b>	<b>Accountant</b>
<b>Seeragie Khadaroo</b>	<b>Accountant</b>
<b>Maritza Rodriguez</b>	<b>Accountant</b>
<b>Aida Diaz</b>	<b>Accountant</b>
<b>Sal Ajala</b>	<b>Budget Analyst</b>
<b>Vicki Hoffman</b>	<b>Fiscal Assistant</b>
<b>Kim George</b>	<b>Senior Accounting Technician</b>
<b>Edward Velez</b>	<b>Property Officer</b>
<b>Francine Firmiez-Pinder</b>	<b>Accounting Technician</b>
<b>Andrew O'Neill</b>	<b>Accounting Technician</b>
<b>Samorea Nelson</b>	<b>Accounting Technician</b>



# LYNX ORGANIZATIONAL CHART

## September 30, 2014



**DRAFT**

March 18, 2015

To the Governing Board of the Central Florida Regional Transportation Authority d/b/a LYNX:

The Comprehensive Annual Financial Report (CAFR) of the Central Florida Regional Transportation Authority d/b/a LYNX for the fiscal year ended September 30, 2014 is hereby submitted for your review.

This CAFR, as prepared by the Finance Division, contains financial statements and statistical data that provide full disclosure of all the material financial operations and activities of LYNX. The Management Discussion and Analysis (MD&A), financial statements, supplemental schedules and statistical information are the representations of LYNX management, which bears the responsibility for their accuracy, completeness, and fairness. In conformance with accounting principles generally accepted in the United States, this report was prepared on the accrual basis of accounting, treating the Authority as a single enterprise fund. This CAFR is an indication of LYNX' commitment to provide accurate, concise, and quality financial information to its Governing Board, the citizens of this community, and all other interested parties.

The MD&A immediately follows the Report of Independent Auditors and provides a narrative introduction, overview and analysis of the basic financial statements. The MD&A complements this letter of transmittal and should be read in conjunction with it.

This CAFR is presented in the following four sections:

- The **INTRODUCTORY SECTION** contains a title page, a table of contents, and a list of the Principal Officials, this Letter of Transmittal, the Authority's organizational chart, and a Certificate of Achievement for Excellence in Financial Reporting. This section is intended to acquaint the reader with the Authority's organizational structure, the nature and scope of the services it provides and a summary of the financial activities and factors that influence these activities;
- The **FINANCIAL SECTION** includes the MD&A, the Independent Auditors' Report and the Authority's comparative financial statements and notes to the financial statements;
- The **STATISTICAL SECTION** includes selected financial, economic, and demographic information presented on a multi-year basis and is used to determine trends for comparative fiscal year purposes; and,
- The **SINGLE AUDIT SECTION** includes supplemental schedules, internal control reports, and compliance reports as required by federal and state regulations.

## **REPORTING ENTITY**

The Central Florida Regional Transportation Authority (CFRTA) was created in 1989 pursuant to Section 343.63, Florida Statutes. This same legislation was amended in 1993, allowing the CFRTA to assume the operations of the former Central Florida Commuter Rail Authority and provide an opportunity to merge with the local transportation provider, Orange-Seminole-Osceola Transportation Authority (OSOTA) d/b/a LYNX, thereby creating a one-stop public transportation entity. The CFRTA continues to use LYNX as its “doing business as” name and serves as the focal point in developing all modes of public transportation in the Central Florida region. Through formal action by both the CFRTA and OSOTA Board of Directors, the merger of the two organizations was ratified March 1994 and became effective October 1, 1994.

LYNX provides public transportation services to the general public in the Orlando, Florida metropolitan area -- Orange, Seminole, and Osceola counties. LYNX also offers some out-of-county express service to Lake and Volusia counties and flexible and fixed-route service to Polk County. LYNX provides alternative transportation services in the form of fixed-route bus services, bus rapid transit (BRT), neighborhood circulators, paratransit services, and vanpool services.

A five-member Governing Board serves LYNX. The members of the Governing Board are as follows: one Commissioner from Osceola County, one Commissioner from Seminole County, the Mayor of the City of Orlando, the Mayor of Orange County (or her designee), and a representative of the Florida Department of Transportation (FDOT). Each serves a term as designated by Section 343.63, Florida Statutes. The Board of Directors typically meets every other month on the fourth Thursday to conduct the business of the Authority.

Responsibility for managing the administration and operations of LYNX resides with the Chief Executive Officer (CEO). To assist in this effort a general manager, a government affairs officer and a manager of compliance support the executive office, as well as, nine directors. The nine directors are responsible for providing direction and oversight to the departments of: Engineering and Construction including Facility Maintenance and Security divisions, Human Resources, Information Technology, Communications, Planning, Procurement and Contracts, Risk Management and Safety, Transportation and Vehicle Maintenance including the Paratransit division, and Finance including the Accounting and Finance, Budgets, and Material Control divisions.

For purposes of defining the reporting entity, LYNX is a stand-alone governmental unit.

## **ECONOMIC CONDITION AND OUTLOOK**

The tri-county area which includes Orange, Seminole and Osceola counties remains one of the top growth areas of the country and is the premier tourist destination of the world. This area is home to numerous tourist attractions such as Walt Disney World, Universal Studios, and SeaWorld. It is also home to two major league teams – NBA’s Orlando Magic and Major League Soccer’s (MLS) Orlando City Lions as well as the Solar Bears hockey team, and the Orlando Predators indoor football team. The City of Orlando has a vibrant, downtown core



including community venues: the Amway Center, a brand new Dr. Phillips Center for the performing Arts, newly renovated Florida Citrus Bowl, and an upcoming MLS soccer stadium. Additionally, Orlando hosts many conventions utilizing some of the bigger hotels in the country and America's second largest convention center. The University of Central Florida, the nation's second largest university and many other places of higher education also reside in the tri-county area.

The region has experienced significant growth in population over the last several years and is expected to continue growth in the next ten years. The population is projected to be 1.97 million in 2015 and 2.2 million in 2020. This growth can be attributed to the numerous activity centers throughout the region. The impact of SunRail train service has been felt throughout Central Florida. The new option in urban transit for area residents is redefining local transportation and spurring development along the corridor. SunRail also allows businesses and research and education centers to tap into geographically broader talent pools. LYNX continues to provide an array of public transit options to respond to the wide-range of transportation needs.

While the Central Florida area is known world-wide for its wonderful climate, many tourist attractions, and a relaxed lifestyle, the region is also one of the top ten locations in the country for business. Orange County's economy and job market continues to thrive as a result of public venues, SunRail, downtown redevelopment, Main Street business districts, and an expanding computer simulation and technology industry and the new Lake Nona Medical City. Industry growth in Seminole County has taken several forms. Most notable is the establishment of corporate headquarters, such as American Automobile Association (AAA), Mitsubishi-Hitachi Power Systems, Scholastic Book Fairs, as well as the emergence of many high tech companies, including CuraScript, Kinetics and Faro Technologies and on-going expansion of the Orlando Sanford International Airport. Osceola County has shown signs of success with a 1,200-acre industrial park at Poinciana, commercial development at Celebration, and planned future development around the 12.5 mile Osceola Parkway which connects Orlando International Airport with area attractions and major roadways. With the tri-county efforts well underway, it is anticipated that the region's economic conditions will be favorable.

## **MAJOR INITIATIVES**

Over the past few fiscal years, LYNX, through the effective leadership of its Governing Board, has continued to enhance public transportation in Central Florida. In FY2014, LYNX continued implementing enhanced fare technology in coordination with the Florida Department of Transportation (FDOT) and other vehicle related technology improvements. This additional equipment is being pursued to result in an improved customer experience while providing the data necessary to increase operational efficiency and system safety. In FY2014, LYNX also set a ridership record, providing 30,152,941 passenger trips, an increase of 0.99 percent over the FY2013 total.

LYNX completed a number of infrastructure projects that included rehabilitation of LYMMO shelters; construction of LYNX shelters at SunRail stations; and installation of thirty-two bus shelters throughout the LYNX service area. The Kissimmee Intermodal Station officially opened in February 2014 and serves as the hub for all transit services in Osceola County.

In FY2014, LYNX completed the US 192 Alternatives Analysis Final Report with a locally preferred alternative of Bus Rapid Transit that will be supported with express and local bus. LYNX also began providing contracted express service through a pilot program.

LYNX completed and adopted its Comprehensive Operation Analysis which included an analysis of the route network. Short-term and long-term modifications were recommended which led to the adoption of new service guidelines.

LYNX continued to provide several human service agencies with operating funding from the Federal Transit Administration Job Access and Reverse Commute and New Freedom grants to pay for fifty percent of new or expanded transportation service or service for job access. Agencies receiving funding under these programs included the Opportunity Center, ITN Orlando, and Meals on Wheels.

### **Current Year Projects**

LYNX is working with the cities of Casselberry, Longwood, Maitland and Altamonte Springs to test its "Flexbus" system, a local circulator system supported by enhanced technology.

LYNX continues to provide on-going professional development and training activities for its employees to meet the agency's goals of attracting, developing, and maintaining a diverse team of skilled associates.

LYNX also continued to revise fixed-route service to gain efficiencies and plan for the most effective service delivery network throughout the Orange, Osceola, and Seminole county areas. During the 2014 fiscal year, LYNX continued to review service options and the need for additional operating facilities and passenger shelters to most effectively provide service while managing costs. The following is additional information describing both LYNX' performance in delivering service and in managing the organization:

### **Ridership**

After LYNX experienced a 2.0 percent increase in ridership in FY2013, ridership continued to increase in FY2014 by approximately 1.0 percent. Total ridership for FY2014 was 30,150,110.

### **Paratransit Services**

Access LYNX is a special door-to-door bus service for customers unable to access regular fixed route bus service. Accomplishments this year included:

- Answered a total of 79,283 incoming eligibility calls, up 7% from 74,158 in 2013;
- Averaged 220 referrals per month for Functional Assessment, up 4% from an average of 212 in 2013;
- Maintained an on time performance of 89%;
- Cross trained compliance staff in paratransit eligibility to be able to perform all aspects of eligibility should paratransit eligibility staff not be available;

- Developed, mapped, and began new NeighborLink service to the Sanford SunRail station and instituted new NeighborLink service to the Maitland Center via the Maitland SunRail station;
- With funding under the Vocational Rehabilitation Program expiring, provided ongoing transportation to Quest, Inc. students under the “Project Search” initiative; and,
- Provided presentations and public outreach on 103 occasions, including 17 public forums on disability transportation to employment venues.

### **Service Initiatives**

The heart of the LYNX business is the daily transit service we provide to our customers. LYNX implemented efficiency measures and service adjustments to address the service needs of the community. The following service adjustments were initiated over the past year:

- Efficiencies within the current LYNX fixed-route system were implemented to address running time concerns for over forty routes;
- LYNX moved eight routes to the new Kissimmee Intermodal Station located next to the historic Kissimmee Amtrak station. This eight bay transfer facility now serves as the hub for all transit services in Osceola County. The multi-modal uses of this facility have had an immediate impact as passengers can now connect with Amtrak, Greyhound and on-street transfer opportunities. Additional connections will occur once Phase II of SunRail is extended to the adjacent train station.

Other service initiatives underway include:

- LYNX readjusted service on nineteen (19) existing routes to provide feeder bus service to nine (9) SunRail stations;
- LYNX Central Station (LCS) connects SunRail with thirty-four (34) routes in the LYNX system;

Other realignment includes:

- Link 41 was split into two routes:
  - Link 436N covering north SR 436
  - Link 436S covering south SR 436

Added routes include:

- FastLink 418 covering Florida Mall/Meadow Woods/Medical City
- Link 505 covering Longwood SunRail
- Link 62 covering LYMMO (Grapefruit)
- NeighborLink 651 covering Goldsboro

In addition to fixed-route system improvements, LYNX also implemented or is in the process of implementing the following improvements to the LYMMO bus rapid transit (BRT) system:

- On April 10, 2014, LYNX joined with the city of Orlando and introduced a second LYMMO Bus Rapid Transit (BRT) downtown circulator line called the Grapefruit Line serving the downtown area East and West of I-4 along a corridor bounded by

Westmoreland Drive on the west, Summerlin Avenue on the east, Central Boulevard on the north, and Church Street and South Street on the south.

- The 3.51-mile Grapefruit Line also features a connection to SunRail commuter rail, which began operation on May 1, 2014, and serves an additional fifteen (15) stations and several new destinations, including City Hall, the federal courthouse, the County Administration and Health Department building, the new Dr. Phillips Center for the Performing Arts as well as the Amway Center, home of the Orlando Magic pro basketball team, and the proposed Orlando City Soccer Club Stadium.
- LYNX plans in the future to introduce a third LYMMO line to operate in conjunction with the Orange and Grapefruit lines called the Lime line consisting of a 2.1 mile BRT extension to the original LYMMO system west of I-4 serving the Parramore area and the Creative Village development.
- On April 14, 2014, LYNX implemented the feeder bus system to serve the new SunRail commuter rail line which opened with free service for two weeks and revenue service starting in May 2014.

### **Planning**

In FY2014, the Planning Department accomplished the following:

- Completed a minor update to the LYNX Transit Development Plan 2015-2024 and Productivity and Performance Measures for FY2013;
- Continued work on the SR 50/UCF Connector Alternatives Analysis, a study of the SR 50 and SR 434 (Alafaya Trail) corridor between the Town of Oakland in West Orange County and the University of Central Florida Area in East Orange County;
- Completed the second year of data collection for the American Bus Benchmarking Group (ABBG) annual report which includes multiple departments throughout the organization and allows LYNX to compare its performance against seventeen (17) similarly sized transit agencies;
- Completed a minor update to the Transportation Disadvantaged Service Plan (TDSP);
- Completed an evaluation of seven potential locations for the relocation of the Pine Hills SuperStop which serves five links, some of which are LYNX's busiest routes, and is a top priority of Orange County;
- Continued work on the bus stop inventory study, cataloging the 4,500 bus stops and shelters across the tri-county region, collecting attribute data, such as on-street conditions and photographs, for each of the bus stops and shelters in Geographic Information System (GIS), developing a standard operating procedure to automatically update the inventory when a change to a bus stop location has been made; and,
- Evaluated operations and implemented service efficiencies.

### **Engineering and Construction**

In FY2014, the Engineering and Construction Department accomplished the following:

- Completed the coordination between the Federal Transit Administration (FTA), LYNX and the private developer for reconstruction of the easement east of LYNX Central Station (LCS) into a pedestrian friendly zone including Gertrude's Walk and SunRail pedestrian access;

- Refurbished and repaired the office tower accent lighting at LCS and the blue neon accent lighting on the passenger terminal canopy including replacement of failed lighting fixtures;
- Completed remodeling of the air conditioning system in the money processing rooms and completed an upgrade of air conditioning in Building “A” at the LYNX Operations Center (LOC) for support of south wing offices and restrooms;
- Completed major upgrades to backflow preventers protecting Buildings A,B, C, and the fuel service island areas at LOC;
- Completed repairs to fire alarm pull stations, audible fire alarm strobes, and duct detectors at LOC;
- Completed the plan including roles and responsibilities for the closure of the South Street Facility and its sale to the City of Orlando;
- Identified the property for use by paratransit services and negotiated a lease with the property owner at LB McLeod; and,
- Completed the plan to move the paratransit division to the LB McLeod facility including improvements to the new facility without interruption in service.

In addition the following passenger amenities were completed during FY2014:

- Finished construction of the Kissimmee Intermodal Station;
- Constructed a total of seventy-six (76) bus shelters including twenty-six (26) shelters at SunRail stations;
- Designed thirty-seven (37) shelters for installation during FY2015 with an additional forty-eight (48) sites in preliminary design; and,
- Completed the design for a bus bay in Poinciana including completion of permitting and bid documents.

### **Procurement**

In FY2014, the Procurement Department accomplished the following:

- Solicited and executed a large consortium contract for heavy duty buses on behalf of the Florida Public Transit Association;
- Introduced and validated the Progressive Design Build Contract procurement methodology with funding partners;
- Solicited and executed a contract to provide a Transit System Simulator (TSS); and,
- Received and processed an Unsolicited Proposal from Nopetro for Compressed Natural Gas (CNG) to provide a CNG facility and modification to the LYNX facility on John Young Parkway.

### **Vanpool Program**

While the FDOT has centralized the Commuter Services program in each district office, LYNX still plays a vital role in the provision of Vanpool services throughout the tri-county area. LYNX continues to procure vehicles and coordinate with VRide on the Vanpool program. The mission of the Vanpool program is to offer transport options that can influence travel behavior in various ways. The Vanpool program continues to be a viable alternative mode of transportation for employees that have long commutes. Participation in the Vanpool program provides Central

Florida commuters a more affordable and social form of transportation over the private automobile. LYNX foresees expanding use of the Vanpool program in the upcoming fiscal year.

As of September 30, 2014, LYNX had 1,088 active Vanpool program participants, 126 Vanpools in service and had traveled 2,208,846 Vanpool revenue miles.

### **Customer Services**

Customer Services is part of the Communications Department that ensures LYNX' products are more accessible and user-friendly and provide customers with all necessary information to easily access service. In FY2014, Customer Services continued to assist in making customer IDs while continuing to assist passengers via phone and in-person at the LYNX Central Station Terminal. Customer Services also managed LYNX' Lost and Found program. During the fiscal year the following highlights were achieved:

- Customer Service window served 223,168 customers and generated \$2,823,849 in sales;
- Lost and Found returned 32.5% of the items found on LYNX buses and at LYNX facilities to their owners;
- ID program produced 15,469 IDs and replacements for LYNX' riders;
- ID replacements generated \$8,330 in sales; and,
- Customer Relations documented 5,290 cases for investigation, compliments, and suggestions.

### **Employee Relations**

Good employee relations are critical to the success of LYNX because our employees are our most valuable assets in delivering services to our customers. Great strides continue to be made in employee training and development. With increasing demands for public transportation, LYNX staff has increased to provide greater service and reduce overtime costs. Human Resources continues to work with all LYNX staff to ensure that the workplace is a fair, comfortable, and enjoyable environment, so that employees are afforded an opportunity to thrive.

### **Fiscal Controls and Improvements**

The Finance Department continued to advance the integrity of the financial control systems of the organization. Monthly departmental budget reports, meetings, and programming procedures provide essential tools in managing the existing budget and in preparing for future year budgets. Other accomplishments were as follows:

- Continued to reduce overall agency fuel costs by continuing the fuel hedging program;
- Continued working with the FDOT to implement seamless fare technology between existing bus and future rail modes; and,
- Received the Government Finance Officers Association (GFOA) Award for Excellence in Financial Reporting for the 22<sup>nd</sup> consecutive year.

### **Future Projects**

In keeping with the results of the Transportation Development Plan (TDP) and the Vision 2030, LYNX' primary goal is to:

Maximize mobility within the Orlando metropolitan area by ensuring that public transportation is provided in the right places, at the right times, to satisfy the changing travel needs within the community.

In order to accomplish such, the following emphasis areas have been identified for fiscal year 2014:

### **Fixed-Route Service**

LYNX continues to explore ways to improve fixed-route services in order to better serve our customers. LYNX plans to improve service during the upcoming fiscal year through continued evaluation of route performance, service modifications and implementing alternative vehicle sizes resulting from the route evaluation. LYNX will also continue to determine the applicability of Flex services to allow greater community penetration of public transit, while at the same time, making corridor routes more efficient by eliminating their deviation into neighborhoods.

### **Paratransit Service**

LYNX will continue to monitor the effectiveness of its Paratransit contract for core and non-core services in FY2014. In addition, efforts will be taken to increase community outreach to identify the needs of the disabled and transportation disadvantaged to update the Locally Coordinated Human Services Transportation Plan and maximize the use of federal and state funds as appropriate.

### **Communications**

FY2014 was an award winning year for LYNX' marketing efforts as the team sustained a positive public image throughout Central Florida. The team won two American Public Transportation Association (APTA) AdWheel Awards for a Twitter and "shoestring" campaign. The team also won two first places Best in Class Florida Public Transportation Association (FPTA) awards for LYNX social media sites and the LYMMO Expansion Campaign.

This past year saw an overhaul of passenger way finding information including a redrawing of the system map. LYNX became the first transit agency in the nation to regionalize their schedule brochures streamlining 85 single brochures into 22 geographic and major destination hand held maps.

This year LYNX will stay the course with an aggressive marketing and communications program to inform the community about all current LYNX services; redesign [golynx.com](http://golynx.com) and enhance customer amenities through a marketing approach.

### **Capital Improvement Projects**

Significant capital improvements are necessary in order for LYNX to deliver quality services. In FY2014, LYNX continued to expend a minimum amount of ARRA "stimulus" funds of approximately \$2.8 million included in the FY2014 budget. In addition to ARRA funding, LYNX received other federal formula grant funding, state, and local contributions to support the overall agency capital program. Capital funding is important to ensure LYNX' vehicles and facilities are available to support operations and also improved. Major capital projects started in

FY2014 may continue into FY2015, such as the LYMMO expansion projects due to the various stages of work required to complete these types of improvements.

The purchase of vehicles, facility improvements, information tools, and passenger amenities included in the capital program for FY2014 are as follows:

- **Rolling Stock - \$49.8 million**  
Revenue vehicles include expansion and replacement vehicles for fixed route, vanpool, and paratransit service;
- **Bus Rapid Transit (BRT) - \$21.0 million**  
BRT includes the East/West and Parramore BRT design/build projects as well as the FlexBus project demonstration component;
- **Facilities - \$4.5 million**  
Facilities include funds for LYNX Central Station (LCS) and LYNX Operations Center (LOC) improvements and facility lighting upgrades;
- **Passenger Amenities/Related Enhancements - \$8.9 million**  
Passenger amenities include shelters, transfer centers, solar power, benches, and trash receptacles;
- **Technology - \$9.4 million**  
Technology includes items to improve communication and information delivery such as network improvements, real-time information systems, phone system upgrades, and ticket vending machines;
- **Security - \$1.1 million**  
Security includes equipment to enhance security and surveillance;
- **Support Equipment - \$2.5 million**  
Support equipment includes items such as copiers, printers, shop tools, furniture and storage cabinets; and,
- **ARRA Projects - \$2.8 million**  
The Federal Transit Administration (FTA) is allowing LYNX to complete existing projects funded by ARRA during FY2014 including real-time customer information and a fare payment system upgrade.

### **Capital Planning and Studies**

The Transportation Development Plan (TDP) annual updates and progress report contains planned capital and service improvements necessary to meet the growing demand for public transportation throughout Central Florida during the years 2015 through 2024. The major TDP update was completed and adopted by the Governing Board in May 2012, with the last annual update being completed November 2014.

Highlights of the plan are:

- Monitor transit demand and improve span and/or frequency of service where needed;
- Right-size the fleet to better match capital resources with service demand;
- Locate and establish permanent satellite facilities in the northern and southern portions of the LYNX service area from which to more efficiently distribute service and provide minor maintenance;



- Transition from a hub-and-spoke approach to planning service (where most routes originate and/or terminate in downtown Orlando) to a network approach;
- Collaborate with regional partners to build support for a dedicated source of transit funding;
- Secure complementary and/or supplementary sources of funding for both capital and operating expenses;
- Provide real time information to customers; and,
- Utilize social media to provide and share up-to-date information and to receive input from customers and partners.

## **FINANCIAL INFORMATION**

### **Internal Control Structure**

The management of LYNX is responsible for establishing and maintaining an internal control structure that consist of policies and procedures established to provide reasonable, but not absolute, assurance that organizational objectives will be achieved, including safeguarding and protecting its assets from loss, theft or misuse, and providing adequate and reliable financial information. The concept of reasonable assurance recognizes that no structure is perfect and that the cost of an internal control should not exceed the benefits to be derived. Estimates and judgments by management are required to assess the valuation of expected benefits and related costs of internal control structures.

### **Budgetary Controls**

The annual operating and capital improvements budget is prepared on a fiscal year basis. The budget is proposed by LYNX staff and adopted by the Governing Board. Since LYNX operates as an enterprise fund, the adopted budget is prepared on an accrual basis. Expenses are recognized when incurred and revenues are recognized when earned. The annual budget is a balanced budget, whereby total estimated revenues are equal to total projected expenses. The Governing Board must approve budget amendments that are increases or decreases to the total dollar amount originally adopted. The Chief Executive Officer and Governing Board must formally approve additions to the authorized personnel position level originally included within the adopted budget.

Upon final budget adoption by the LYNX Governing Board, the budget becomes the financial plan and serves as the legal document that regulates both the expenses and obligations of funds by LYNX. Budgetary control is maintained at the department level. It is the responsibility of each department head to manage its operations in a manner that is consistent with the goals and objectives adopted by the Board of Directors. Budget to actual comparisons are made on a monthly basis. Operating and un-obligated capital balances lapse at year-end. Obligated capital balances are carried forward into the following year.

### **Debt Administration**

The Authority has two active State Infrastructure Bank (SIB) Loan Agreements. SIB Loan #2 provided \$7,600,000 for the construction of the LYNX Operations Center facility and SIB Loan #3 provided \$7,140,000 for the acquisition of revenue vehicles for expansion services. The principal balance for SIB Loans #2 and #3 as of September 30, 2014 was \$2,392,156 and \$0

respectively. In August 2007, the Authority leased twenty-one buses requiring twenty-eight quarterly lease payments over seven years, with the principal totaling \$7,632,976. This loan was paid in full in FY2014. For additional information on the Authority's debt administration, please refer to notes to the financial statements discussing capital leases and loans payable.

### **Fuel Hedge Swap Agreements**

Beginning in July 2011 the Authority entered into several fuel hedging contracts with a counterparty to cover a significant portion of planned fuel purchases for current and future fiscal years. The objective is to smooth out the fluctuation in fuel prices and to limit the extent to which the price paid for fuel could increase during the fiscal year. As of September 30, 2014, the maturity dates of the open contracts are September 2015. For additional information on the Authority's fuel hedging activities, please refer to the fuel hedge swap agreements note to the financial statements.

### **Fiscal Controls and Improvements**

The Material Control division continued to maintain the integrity of the financial control systems by the close monitoring and management of inventory items, fuels, lubricants, and bulk non-inventory sundry supplies. Service efficiencies and cost savings have been achieved through the centralized operation at LYNX Operations Center (LOC) warehouse to support all remote, unmanned locations.

Other accomplishments during FY2014 were as follows:

- Completed the annual physical inventory of 3,329 line items valued at \$1.4 million with a net variance of - 0.46 percent;
- Maintained an inventory turn rate of greater than three times per year through optimal inventory stock levels and the disposal of obsolete stock items;
- Continued to stock inventory parts by product category to enhance the efficiency of ordering, maintaining, and distributing parts;
- Developed a spare parts model inventory for newly purchased Gillig buses based on past systems and current or updated system specifications to minimize initial investment and bus down time;
- Continued to operate the region's only bio-diesel blending facility, supplying approximately 3.5 million gallons of blended product for fleet use;
- Expanded FY2014 inventory Blanket Purchase Orders (increase of \$115,000) to support the electrical shop preventative maintenance (PM) program resulting in elimination of work stoppages, achievement of procurement efficiencies and reduction in lead times for receiving stock items;
- Streamlined counter work schedule to eliminate the swing shift which resulted in savings of 224 man hours (forced overtime) while still providing 24 hour customer service; and
- Converted non-inventory (janitorial/sundry supplies, lubricants, etc.) from manual record keeping to automated FA Suite location stock records resulting in increased operational efficiencies in accountability, reporting, and replenishment.

## **OTHER INFORMATION**

**Independent Audit**

The Single Audit Act Amendments of 1996 require state or local governments that expend \$500,000 or more in a year in federal financial assistance to have an audit conducted for that year in accordance with the Office of Management and Budget (OMB) Circular A-133. The State of Florida has similar legislation, the Florida Single Audit Act, related to audits of State financial assistance. Pursuant to these Acts, the Authority's independent Certified Public Accountant, Cherry Bekaert LLP, has conducted the audit for fiscal year ended September 30, 2014.

**Acknowledgments**

The GFOA of the United States and Canada awarded a Certificate of Achievement for Excellence in Financial Reporting to the Central Florida Regional Transportation Authority for its comprehensive financial report for the fiscal year ended September 30, 2013. This was the 22<sup>nd</sup> consecutive year that the Authority achieved this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that our current comprehensive annual financial report continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

The preparation of the Comprehensive Annual Financial Report was made possible by the hard work and dedicated service of the entire Finance Division. Special thanks and recognition goes to Patti Bryant, Manager of Accounting and Vicki Hoffman, Fiscal Assistant, for their efforts in the preparation of this report. We also give our sincere thanks to the Marketing Division for their special effort in designing the cover for this report and to the LYNX Governing Board for their continued outstanding support.

Respectfully Submitted,

John M. Lewis, Jr.  
Chief Executive Officer

Blanche W. Sherman, CPA  
Director of Finance



Government Finance Officers Association

Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting

Presented to

**Central Florida**

**Regional Transportation Authority**

For its Comprehensive Annual  
Financial Report  
for the Fiscal Year Ended

**September 30, 2013**

Executive Director/CEO

## Report of Independent Auditor

To the Board of Directors  
Central Florida Regional Transportation Authority:

### Report on the Financial Statements

We have audited the accompanying statements of net position of Central Florida Regional Transportation Authority d/b/a LYNX (the "Authority") as of September 30, 2014 and 2013, and the related statements of revenues, expenses and changes in net position, and cash flows for the years then ended, and the related notes to the financial statements.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditor's Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Authority's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### *Opinion*

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Authority as of September 30, 2014 and 2013, and the respective changes in financial position and, cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

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**Other Matters***Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquires of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquires, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

*Other Information*

Our audit was conducted for the purpose of forming an opinion on the basic financial statements of the Authority taken as a whole. The introductory section, supplementary schedule of revenues and expenses – budget vs. actual (budgetary basis), schedule of local financial assistance and statistical tables are presented for purposes of additional analysis and are not a required part of the basic financial statements. The accompanying schedules of expenditures of federal awards and state financial assistance are also presented for the purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations* and Chapter 10.550, *Rules of the Auditor General*, and are not a required part of the basic financial statements.

The supplemental schedule of revenues and expenses – budget vs. actual (budgetary basis) and schedules of expenditures of federal awards, local financial assistance, and state financial assistance are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements as a whole.

The introductory section and statistical section have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

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**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued a report dated March 18, 2015, on our consideration of the Authority's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

Orlando, Florida  
March 18, 2015

**DRAFT**

## MANAGEMENT’S DISCUSSION AND ANALYSIS

This section of the comprehensive annual financial report of Central Florida Regional Transportation Authority d/b/a LYNX (the “Authority”) presents management’s analysis of the Authority’s financial performance during the Fiscal Years that ended on September 30, 2014 and 2013, respectively. Please read it in conjunction with the financial statements, which follow this section.

### Financial Highlights

#### Fiscal 2014

- Operating revenues increased by 4%, or \$2.2 million, from FY2013. This was due to increases in local contract service financial assistance and advertising revenues.
- Leases and loans payable, current and noncurrent, decreased by 72% or \$6.2 million combined. This was due to repayment of the final bus lease installment during FY2014, along with final loan repayment for expansion vehicles purchased to support SunRail services.
- Overall net position increased by 8%, or \$13.6 million, from FY2013, as the Authority has increased net property and equipment. Increases during FY2014 include completion of the LYMMO Grapefruit Line Bus Rapid Transit (BRT) capital project and bus expansion to support SunRail services that commenced during FY2014. Property and equipment acquisitions are largely funded through federal and state grants.

#### Fiscal 2013

- Operating revenues increased by 6%, or \$2.7 million, from FY2012. This was due to increases in customer fares, local and other contract services and advertising revenues.
- Operating expenses increased by 7%, or \$7.8 million, from FY2012. This was due in part to a \$1.9 million increase in professional services related to service planning studies, contract bus stop maintenance expenses and legal services. A \$3.4 million increase in casualty and liability expenses also contributed to the increase in operating expenses, in recognition of potential financial exposure associated with general liability claims in litigation as of the end of the fiscal year.
- Current liabilities increased by 47%, or \$9.8 million, from FY2012, as a loan for the purchase of expansion vehicles supporting SunRail services is due in FY2014.
- Overall net position increased by 5%, or \$8.3 million, from FY2012, as the Authority has increased net property and equipment to maintain existing service and to support future service expansion. Property and equipment acquisitions are largely funded through federal and state grants.

### Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Authority’s basic financial statements. The basic financial statements consist of two parts: Financial Statements and Notes to the Financial Statements. The report also contains supplementary information in addition to the financial statements themselves.

### Required Financial Statements

The financial statements of the Authority report information about the Authority using full accrual accounting methods similar to those used by private sector companies. These statements offer short-term and long-term financial information about its activities. The Statements of Net Position include all of the Authority’s assets, liabilities, deferred outflows and inflows of resources and net position, and provides information about the nature and amounts of investments in resources (assets) and the obligations to Authority creditors (liabilities). The assets and liabilities are presented in a classified format, which distinguishes between current and long-term assets and



liabilities. It also provides the basis for computing the rate of return, evaluation of the capital structure of the Authority and assessing the liquidity and financial flexibility of the Authority. All of the current year's revenues and expenses are accounted for in the Statements of Revenues, Expenses, and Changes in Net Position. These statements measure the success of the Authority's operations over the past year and can be used to determine whether the Authority has successfully recovered all its costs through its customer fares, contract services, and operating subsidies, as well as its profitability and credit worthiness. The final required financial statement for each year is the Statement of Cash Flows. The primary purpose of this statement is to provide information about the Authority's cash receipts and cash payments during the reporting period. The statement reports cash receipts, cash payments, and net changes in cash resulting from operating, investing, and financing activities and provides answers to such questions as where did cash come from, what was cash used for, and what was the change in the cash balance during the reporting period.

## Financial Analysis of the Authority

Our analysis of the Authority begins below with the Financial Statements. One of the most important questions asked about the Authority's finances is "Is the Authority, as a whole, better off or worse off as a result of the year's activities?" The Statements of Net Position and the Statement of Revenues, Expenses, and Changes in Net Position report information about the Authority's activities in a way that will help answer this question. These two statements report the net position of the Authority and changes in them. You can think of the Authority's net position --- difference between assets and deferred outflows of resources and liabilities and deferred inflows of resources --- as one way to measure financial health or financial position. Over time, increases or decreases in the Authority's net position are one indicator of whether its financial health is improving or deteriorating. However, you will need to consider other non-financial factors such as changes in economic conditions, population growth, regulation, and new or changed government legislation.

### Net Position

To begin our analysis, a summary of the Authority's Statements of Net Position is presented in Table A-1.

**Table A-1**

*Condensed Statements of Net Position (In millions of dollars)*

	<b>September 30, FY2014</b>	<b>FY2013</b>	<b>FY2012</b>
<b>Assets:</b>			
Current and other assets	\$ 55.2	\$ 63.8	\$ 59.3
Capital assets	151.6	142.2	131.7
<b>Total assets</b>	<b>\$206.8</b>	<b>\$206.0</b>	<b>\$191.0</b>
Deferred outflow of resources	\$ .8	\$ .1	\$ 0.0
<b>Liabilities:</b>			
Current liabilities	\$ 18.9	\$ 31.0	\$ 21.1
Long-term liabilities	10.2	10.4	12.7
<b>Total liabilities</b>	<b>\$ 29.1</b>	<b>\$ 41.4</b>	<b>\$ 33.8</b>
Deferred inflow of resources	\$ 0.0	\$ 0.0	\$ .7
<b>Net Position:</b>			
Net investment in capital assets	\$147.6	\$135.6	\$124.9
Restricted	-	.1	.5
Unrestricted	30.7	29.0	31.1
<b>Total net position</b>	<b>\$178.3</b>	<b>\$164.7</b>	<b>\$156.5</b>

The Statements of Net Position show the change in assets, liabilities, deferred outflows of resources, deferred inflows of resources and the resulting net position. Net position may serve, over time, as a useful indicator of a government's overall financial position. As can be seen from the Table A-1, Net Position increased \$13.6 million to \$178.3 million in FY2014 from \$164.7 million in FY2013. Compared to FY2013, Net Investment in Capital Assets increased \$12.0 million. The increase in total net position is due primarily to the purchase of replacement and expansion revenue vehicles and related equipment, along with the completion of the LYMMO Grapefruit BRT Line. Unrestricted Net Position increased \$1.7 million, reflecting actual revenues in excess of expenses for the fiscal year.

**Table A-2**

*Condensed Statement of Revenues, Expenses, and Changes in Net Position (In millions of dollars)*

	<b>September 30,</b>		
	<b>FY2014</b>	<b>FY2013</b>	<b>FY2012</b>
<b>Operating Revenues:</b>			
Customer fares	\$ 29.1	\$ 29.4	\$ 28.6
Contract services	20.3	17.8	16.5
Advertising revenue	1.8	1.7	1.2
Other income	.4	.5	.4
<b>Total operating revenue</b>	<b>51.6</b>	<b>49.4</b>	<b>46.7</b>
<b>Nonoperating Revenues (Expenses), net:</b>			
Federal	16.2	19.0	19.7
State	11.7	10.5	10.5
Local	42.9	38.9	38.0
Interest and other income (expense)	(.1)	(.1)	(.1)
<b>Total nonoperating revenue</b>	<b>70.7</b>	<b>68.3</b>	<b>68.1</b>
<b>Total Revenues</b>	<b>122.3</b>	<b>117.7</b>	<b>114.8</b>
<b>Depreciation Expense</b>	<b>23.5</b>	<b>19.9</b>	<b>19.2</b>
<b>Operating Expenses:</b>			
Salaries and wages	41.3	39.4	38.2
Fringe benefits	22.0	21.5	20.8
Purchased transportation services	21.3	20.9	20.7
Fuel	16.9	16.4	16.5
Materials and supplies	7.0	6.6	6.3
Professional services	7.0	7.3	5.4
Lease and miscellaneous	.8	.8	.7
Casualty and liability insurance	2.2	5.0	1.6
Utilities, taxes, and licenses	2.0	1.9	1.8
<b>Total operating expenses</b>	<b>120.5</b>	<b>119.8</b>	<b>112.0</b>
<b>Total Expenses</b>	<b>144.0</b>	<b>139.7</b>	<b>131.7</b>
<b>Loss before Capital Contributions</b>	<b>(21.7)</b>	<b>(22.0)</b>	<b>(16.4)</b>
<b>Capital Contributions</b>	<b>35.3</b>	<b>30.2</b>	<b>13.0</b>
<b>Change in Net Position</b>	<b>13.6</b>	<b>8.2</b>	<b>(3.4)</b>
<b>Beginning Net Position</b>	<b>164.7</b>	<b>156.5</b>	<b>159.9</b>
<b>Ending Net Position</b>	<b>\$178.3</b>	<b>\$164.7</b>	<b>\$156.5</b>

The Statements of Revenues, Expenses, and Changes in Net Position provide answers as to the nature and source of changes in Net Position. As shown in Table A-2, the \$13.6 million increase in net position in FY2014 is due to the increase in Capital Contributions of \$35.3 million over the Loss before Capital Contributions of \$21.7 million. The increase in contract services was primarily due to increases in the purchase of local contract services. The increase in operating expense is due to salaries and wage increases as employees received cost of living increases, along with an increase in the cost of fuel.

## Capital Assets

At the end of FY2014, the Authority had a broad range of Capital Assets, consisting of Land, Buildings and Shelters, Revenue Vehicles, Bus Rapid Transit (BRT) Roadway and Equipment. For additional information on the Authority's capital assets, please see financial statement note 2, capital assets.

**Table A-3**

*Capital Assets (In millions of dollars)*

	<b>September 30,</b>		
	<b>FY 2014</b>	<b>FY 2013</b>	<b>FY 2012</b>
Land	\$ 8.6	\$ 8.6	\$ 8.6
Buildings and Shelters	96.6	93.8	92.4
Revenue Vehicles	144.0	125.0	108.4
BRT Roadway	6.4	0.0	0.0
Equipment	35.5	29.7	24.0
Subtotal	291.1	257.1	233.4
Less Accumulated Depreciation	(148.3)	(128.9)	(111.1)
Subtotal	142.8	128.2	122.3
Construction in Progress:			
Bus Shelters	1.0	1.7	.2
Facility Capital Improvements	.1	.1	.2
Other Miscellaneous Projects	7.7	12.2	9.0
Subtotal	8.8	14.0	9.4
Net Capital Assets	\$151.6	\$142.2	\$131.7

## Long-Term Obligations

On August 16, 2001, the Authority entered into a State Infrastructure Bank (SIB) Loan Agreement (SIB #1), allowing draws of up to \$7,958,991 for the construction of the LYNX Central Station. The loan matured in FY2011 and there was no outstanding balance at September 30, 2014 or 2013. On June 9, 2004, the Authority entered into a second SIB Loan (SIB #2), allowing draws of up to \$7,600,000 for the construction of the LYNX Operations Center Facility. This loan matures in FY2017; the outstanding loan balance as of September 30, 2014 was \$2,392,156. On August 14, 2006, the Authority entered into a third SIB Loan (SIB #3), allowing draws of up to \$7,140,000 for the acquisition of revenue vehicles. This loan was paid in full during fiscal year 2014. On August 16, 2007, the Authority leased 21 buses requiring 28 quarterly lease payments over seven years, with principal totaling \$7,632,976. This lease was paid in full during fiscal year 2014. For additional information on the Authority's long-term obligations, please see financial statement notes 3 and 4, capital leases and loans payable.

## Fuel Hedging

GASB Statement No. 53, *Accounting and Financial Reporting for Derivative Instruments*, was implemented in FY2011. This accounting standard requires that hedging derivative instruments be reported at fair value on the Statements of Net Position. Subsequently, GASB Statement No. 65, *Items Previously reported as Assets and*

*Liabilities*, has been issued to require presentation of related deferred outflows of resources or deferred inflows of resources for certain items that were previously reported as assets or liabilities.

Beginning in July 2011, the Authority entered into several fuel hedging contracts with a counterparty to cover a significant portion of planned fuel purchases. The objective is to smooth out the fluctuation in fuel prices and to limit the extent to which the price paid for fuel could increase during the fiscal year. As of September 30, 2014 the maturity dates of the open contracts extend through September 2015. Because the fuel hedging contracts are considered effective hedges, the fair value of the open contracts is presented as a deferred outflow or inflow of resources, rather than as an activity. For additional information on the Authority's fuel hedging activities, see financial statement note 9, fuel hedge swap agreements.

### **Economic Factors and Next Year's Budget and Rates**

The Authority's Board of Directors and Management considered many factors when setting the FY2014 budget and contract services hourly rates. These factors include the expected demand of the Authority's Funding Partners, which in turn consider such factors as anticipated population growth of the three counties and the economy of the region as a whole.

***DRAFT***

# **FINANCIAL STATEMENTS**

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX**  
**STATEMENTS OF NET POSITION**  
**SEPTEMBER 30, 2014 AND 2013**

ASSETS	2014	2013
<b>CURRENT ASSETS:</b>		
Cash and cash equivalents	\$ 35,228,849	\$ 22,530,314
Receivables:		
Local, trade and operating assistance	2,702,530	3,701,335
Federal grants	6,158,952	23,253,319
State grants	6,574,304	6,872,235
Inventory	1,551,303	1,533,858
State fuel tax refund	145,673	95,919
Prepaid expenses and other assets	393,121	206,822
	<u>52,754,732</u>	<u>58,193,802</u>
<b>Total current assets</b>	<b>52,754,732</b>	<b>58,193,802</b>
<b>NONCURRENT ASSETS:</b>		
Investment Pool B	-	211,506
Restricted cash and cash equivalents	2,183,142	5,221,083
	<u>2,183,142</u>	<u>5,432,589</u>
<b>Total investment and restricted cash and cash equivalents</b>	<b>2,183,142</b>	<b>5,432,589</b>
Property and equipment:		
Land	8,571,465	8,571,465
Buildings and shelters	96,541,410	93,782,442
Bus Rapid Transit Roadway Infrastructure	6,404,069	-
Revenue vehicles	144,010,351	125,023,558
Equipment	35,489,755	29,662,337
Leasehold improvements	46,173	38,699
<b>Total property and equipment</b>	<b>291,063,223</b>	<b>257,078,501</b>
Less accumulated depreciation	(148,312,855)	(128,947,864)
Construction in progress	8,824,351	14,035,732
	<u>151,574,719</u>	<u>142,166,369</u>
<b>Net property and equipment</b>	<b>151,574,719</b>	<b>142,166,369</b>
Net pension asset	234,450	224,757
	<u>234,450</u>	<u>224,757</u>
<b>Total noncurrent assets</b>	<b>153,992,311</b>	<b>147,823,715</b>
<b>Total assets</b>	<b>206,747,043</b>	<b>206,017,517</b>
<b>DEFERRED OUTFLOW OF RESOURCES</b>		
Accumulated decrease in fair value of fuel hedge instrument	828,151	62,919
	<u>828,151</u>	<u>62,919</u>

See notes to financial statements.

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX**  
**STATEMENTS OF NET POSITION**  
**SEPTEMBER 30, 2014 AND 2013**

<b>LIABILITIES AND NET POSITION</b>	<b>2014</b>	<b>2013</b>
<b>CURRENT LIABILITIES:</b>		
Accounts payable	\$ 7,419,133	\$ 14,771,347
Accrued salaries and related taxes	1,306,416	1,088,990
Accrued compensated absences, current	3,967,050	3,740,318
Accrued self-insurance liability, current	2,103,397	2,128,430
Leases payable, current	-	1,222,768
Loans payable, current	781,649	5,021,344
Unearned operating revenue	954,497	663,399
Unearned capital	1,566,370	2,256,057
Derivative instrument - fuel hedge	828,151	62,919
<b>Total current liabilities</b>	<b>18,926,663</b>	<b>30,955,572</b>
<b>NONCURRENT LIABILITIES:</b>		
Loans payable, long-term	1,610,507	2,392,156
Net OPEB obligation	1,424,525	1,189,525
Accrued compensated absences, long-term	523,380	510,595
Accrued self-insurance liability, long-term	6,699,104	6,291,109
<b>Total noncurrent liabilities</b>	<b>10,257,516</b>	<b>10,383,385</b>
<b>Total liabilities</b>	<b>29,184,179</b>	<b>41,338,957</b>
<b>NET POSITION:</b>		
Net Investment in capital assets	147,614,728	135,635,735
Restricted-capital projects	-	91,276
Unrestricted	30,776,287	29,014,468
<b>Total net position</b>	<b>\$ 178,391,015</b>	<b>\$ 164,741,479</b>

See notes to financial statements.

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX  
STATEMENTS OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION  
YEARS ENDED SEPTEMBER 30, 2014 AND 2013**

	2014	2013
<b>OPERATING REVENUES</b>		
Customer fares	\$ 29,081,116	\$ 29,394,733
Contract services:		
Local financial assistance	11,768,912	8,680,856
Other contractual services	8,568,980	9,072,417
Advertising	1,765,543	1,682,921
Other income	371,905	548,882
<b>Total operating revenues</b>	<u>51,556,456</u>	<u>49,379,809</u>
<b>OPERATING EXPENSES:</b>		
Salaries and wages	41,350,461	39,371,561
Fringe benefits	21,951,183	21,479,560
Purchased transportation services	21,370,807	20,869,468
Fuel	16,889,968	16,464,091
Materials and supplies	6,994,113	6,640,470
Professional services	7,030,924	7,333,148
Lease and miscellaneous	809,151	788,595
Casualty and liability insurance	2,159,725	4,964,061
Utilities	1,439,781	1,384,664
Taxes and licenses	540,994	517,320
<b>Total operating expenses before depreciation</b>	<u>120,537,107</u>	<u>119,812,938</u>
<b>OPERATING EXPENSES IN EXCESS OF OPERATING REVENUES BEFORE DEPRECIATION AND AMORTIZATION</b>	(68,980,651)	(70,433,129)
<b>DEPRECIATION AND AMORTIZATION</b>	<u>(23,469,896)</u>	<u>(19,871,208)</u>
<b>OPERATING LOSS</b>	<u>(92,450,547)</u>	<u>(90,304,337)</u>
<b>NONOPERATING REVENUES AND EXPENSES:</b>		
Operating assistance grants:		
Federal	741,000	750,000
State of Florida	9,843,318	9,349,670
Local	42,889,695	38,932,846
Planning and other assistance grants:		
Federal	15,516,851	18,310,183
State of Florida	1,825,919	1,150,493
Interest expense	(72,079)	(177,619)
Interest income	32,427	50,150
Other income (expenses)	(34,661)	(15,256)
<b>Total nonoperating revenues and expenses, net</b>	<u>70,742,470</u>	<u>68,350,467</u>
<b>LOSS BEFORE CAPITAL CONTRIBUTIONS</b>	(21,708,077)	(21,953,870)
Capital contributions	35,357,613	30,204,891
<b>Change in net position</b>	13,649,536	8,251,021
<b>NET POSITION AT BEGINNING OF YEAR</b>	<u>164,741,479</u>	<u>156,490,458</u>
<b>NET POSITION AT END OF YEAR</b>	<u>\$ 178,391,015</u>	<u>\$ 164,741,479</u>

See notes to financial statements.



**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX**  
**STATEMENTS OF CASH FLOWS**  
**YEARS ENDED SEPTEMBER 30, 2014 AND 2013**

	2014	2013
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>		
Cash received from customers	\$ 29,081,116	\$ 29,394,733
Cash received for contract services	21,234,785	16,656,317
Cash paid to employees	(46,409,367)	(41,275,891)
Cash paid to suppliers	(80,456,734)	(69,262,153)
Cash received from advertising and miscellaneous	2,239,360	2,240,103
Net cash used in operating activities	<u>(74,310,840)</u>	<u>(62,246,891)</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:</b>		
Proceeds from assistance grants	<u>80,058,069</u>	<u>60,711,385</u>
Net cash provided by noncapital financing activities	<u>80,058,069</u>	<u>60,711,385</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>		
Construction and acquisition of property and equipment	(24,546,329)	(30,455,015)
Principal paid on loans and capital leases	(6,244,112)	(1,927,050)
Interest paid on capital leases and SIB loans	(72,079)	(177,619)
Capital assistance grants	<u>34,743,458</u>	<u>25,595,825</u>
Net cash used in capital and related financing activities	<u>3,880,938</u>	<u>(6,963,859)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>		
Interest income	32,427	50,150
Pool B investment withdrawals	<u>-</u>	<u>23,577</u>
Net cash provided by investing activities	<u>32,427</u>	<u>73,727</u>
<b>NET CHANGE IN CASH AND CASH EQUIVALENTS</b>	<b>9,660,594</b>	<b>(8,425,638)</b>
<b>CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR</b>	<b><u>27,751,397</u></b>	<b><u>36,177,035</u></b>
<b>CASH AND CASH EQUIVALENTS, END OF YEAR</b>	<b><u>\$ 37,411,991</u></b>	<b><u>\$ 27,751,397</u></b>
<b>RECONCILIATION OF OPERATING LOSS TO NET CASH USED IN OPERATING ACTIVITIES:</b>		
Operating Loss	\$ (92,450,547)	\$ (90,304,337)
Adjustments to reconcile operating loss to net cash used in operating activities:		
Depreciation and Amortization	23,469,896	19,871,208
Changes in operating assets and liabilities:		
Local, Trade, and Operating Assistance Receivable	998,805	(1,088,656)
Inventory	(17,445)	(16,725)
State fuel tax refund receivable	(49,754)	148,253
Prepaid expenses and other assets	(749,718)	662,956
Accounts payable	(6,586,982)	4,536,622
Accrued salaries and related taxes	452,426	359,568
Accrued compensated absences	239,517	(102,297)
Accrued self-insurance liability	<u>382,962</u>	<u>3,686,517</u>
Net cash used in operating activities	<u>\$ (74,310,840)</u>	<u>\$ (62,246,891)</u>
<b>NONCASH INVESTING ACTIVITY:</b>		
Unrealized gain on investments	\$ -	\$ 23,577

See notes to financial statements.

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX  
NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED SEPTEMBER 30, 2014 AND 2013**

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**1. SIGNIFICANT ACCOUNTING POLICIES**

**Organization** - The Central Florida Regional Transportation Authority (the “Authority”) was created in 1989 pursuant to Section 343.63, *Florida Statutes*. This same legislation was amended in 1993, allowing the Authority to assume the operations of the entity formerly known as Central Florida Commuter Rail Authority and providing an opportunity to merge with the local transportation provider, Orange-Seminole-Osceola Transportation Authority (OSOTA) d/b/a LYNX, thereby, creating a one-stop public transportation entity. The Authority continues to use LYNX as its doing business as name and serves as the focal point in developing all modes of public transportation in the Central Florida region. Through formal action by both the Authority and OSOTA Board of Directors, the merger of the two organizations was ratified March 1994 and became effective October 1, 1994. The Authority provides public transportation services to the general public in the Orlando, Florida metropolitan area--Orange County, Seminole County, and Osceola County.

**Reporting Entity** - The Authority is a stand-alone governmental unit.

**Basis of Accounting** – The Authority accounts for its activities through the use of an enterprise fund. Enterprise funds are used to account for activities similar to those found in the private sector, where the determination of a change in financial position is necessary or useful for sound financial administration (business-type activities). Because the Authority has only business-type activities, it is considered to be a special-purpose government for financial reporting under Governmental Accounting Standards Board (GASB) No. 34 *Basic Financial Statements- and Management’s Discussion and Analysis-for State and Local Governments (GASB 34)*. Accordingly, the Authority only presents fund financial statements as defined in GASB 34. The financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis, revenues are recognized when earned and expenses when incurred. The Authority’s property and equipment acquisitions and operations are subsidized by the Federal Transit Administration, the Florida Department of Transportation, and local governments. Capital grants for the acquisition of property and equipment (reimbursement type grants) are recorded as grant receivables and credited to capital contributions when the related qualified expenditures are incurred. Unrestricted net assets consist of state and local government operating subsidies received in excess of net expenses.

**Cash and Cash Equivalents and Investments** - For purposes of the statements of cash flows, the Authority considers all investments with a maturity of three months or less when purchased to be cash equivalents. All cash and cash equivalents are insured by the Federal Deposit Insurance Corporation or are considered insured by the State of Florida collateral pool. The State of Florida collateral pool is a multiple financial institution pool with the ability to assess its members for collateral shortfalls if a member institution fails.

The Authority’s policy allows for investments in the Local Governmental Surplus Funds Investment Pool (the “Pool”), which is administered by the State Board of Administration of Florida. The Pool includes direct obligations of the United States government or its agencies and instrumentalities, interest bearing time deposits or saving accounts, mortgage-backed securities, collateralized mortgage obligations, bankers acceptance, commercial paper, repurchase agreements, and shares in common-law trust established under *Florida Statutes* Section 163.01. The Pool allocates investment earnings to participants monthly, based on a prorated dollar days participation of each account in the Pool.

The Authority held investments throughout fiscal years 2014 and 2013 in the Pool, which are considered cash and cash equivalents for financial reporting purposes. During fiscal year 2008 some securities were downgraded and the Pool was subdivided into Pool A and Pool B, with Pool B containing the downgraded securities. During fiscal year 2009, Pool A was renamed “Florida PRIME” by the SBA.

The Authority presents all investments at fair value as follows:

	September 30,	
	2014	2013
Pool Investments -Florida PRIME	\$ 616,772	\$ 404,462
Pool Investments -Pool B	-	211,506
Bank Deposits	36,795,219	27,346,935
Total Cash and Cash Equivalents and Investments	<u>\$ 37,411,991</u>	<u>\$ 27,962,903</u>

Effective September 2014 the SBA transferred funds from Fund B to Florida PRIME, representing the final portion of original principal for all fund participants. These funds were transferred in proportion to participants' original adjusted Fund B balances. The remaining reserve amount will continue to be invested in an SEC-registered 2a-7 money market fund until the transfer back to Florida PRIME. The Fund B Trust Fund will continue to hold the remaining reserve until directed by the SBA Trustees to distribute to Florida Prime. The final amount to be transferred is uncertain.

Florida PRIME qualifies under GASB 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, to be treated as a "2a-7 like pool" because it has a policy that it will, and does, operate in a manner consistent with Rule 2a-7 under the Investment Company Act of 1940. The current rating of Florida PRIME by Standard and Poors is AAAM and the weighted average days to maturity at September 30, 2014 was 39 days. The securities in Florida PRIME are presented at fair value based on \$1 per share.

It is the policy of the Authority to diversify its investment portfolios so as to protect against issuer defaults, market price changes, technical complications leading to temporary lack of liquidity, or other risks resulting from an over concentration of assets in a specific maturity, a specific issuer, a specific geographical distribution, or a specific class of securities.

The Authority's investment policy's objectives are preservation of the principal of funds within its portfolio, ensure that funds are available to meet reasonably anticipated cash flow requirements, and maximize return on investments, while meeting the established quality, safety and liquidity restrictions.

To limit credit risk, in addition to diversification, the Authority has established a list of authorized investments, the principal ones are:

- (1) The Local Government Surplus Funds Trust Fund;
- (2) United States Treasury and Agency securities;
- (3) Interest-bearing time deposits or savings accounts in Qualified Public Depositories;
- (4) Obligations of the Federal Farm Credit Banks and the Federal Home Loan Mortgage Corporation; and
- (5) Deposits, federal funds or bankers acceptance of any domestic bank.

**Receivables - Local, Trade, Operating Assistance** – Includes receivables from customers, Local Funding Partners and Medicaid Assistance. As of September 30, 2014 and 2013, the Authority had receivables, net of allowances, as follows:

	September 30,	
	2014	2013
Customers	\$ 1,313,857	\$ 2,510,090
Local Funding Partners	673,817	264,643
Medicaid Assistance	714,856	926,602
Total	<u>\$ 2,702,530</u>	<u>\$ 3,701,335</u>

**Inventory** - Inventory, consisting of minor repair parts and fuel, is valued at the lower of cost or market. Cost is determined using the first-in, first-out method.

**State Fuel Tax Refund** - Represents claims refundable from the State of Florida Department of Revenue for fuel tax.

**Restricted Assets** - When both restricted and unrestricted resources are available for use, the Authority's policy is to use restricted resources first, and then unrestricted resources, as they are needed. Restricted assets include \$2,183,142 and \$5,221,083 of cash and cash equivalents for the LYMMO expansion projects, planning projects, shelters, bus procurement and other enhancements, and various capital projects as of September 30, 2014 and 2013, respectively.

**Property and Equipment** - Property and equipment in the amount of \$300 or more is recorded at historical cost and depreciated over the following estimated useful lives using the straight-line method:

	<u>Years</u>
Buildings and shelters	3 – 30
Revenue vehicles	5 - 9
Equipment	3 – 12
Leasehold improvements (shorter of useful lives or lease term)	5 – 10

The remaining construction work in progress primarily relates to design, engineering and construction costs of LYMMO BRT expansion projects, facilities improvements, bus shelters and transfer centers and other projects. Depreciation commences when projects are completed and the underlying fixed assets are available for use.

**Accounts Payable** - Accounts payable are recorded as expenses at the time services are rendered and the Authority receives items. As of September 30, 2014 and 2013, the Authority had accounts payable as follows:

	September 30,	
	2014	2013
Trade	\$ 3,362,332	\$ 9,425,518
Commitments (Consultants/Construction)	1,327,271	1,882,983
Retainage	108,907	354,278
Other	2,620,623	3,108,568
Total	<u>\$ 7,419,133</u>	<u>\$ 14,771,347</u>

**Accrued Compensated Absences** - The Authority recognizes the accrual of compensated absences in accordance with GASB No. 16, *Accounting for Compensated Absences*, accruing vacation pay benefits as earned and sick pay benefits as vested by its employees.

	September 30,	
	2014	2013
Accrued compensated absences liability, beginning of year	\$ 4,250,913	\$ 4,353,210
Obligations	4,206,567	3,638,021
Payments	(3,967,050)	(3,740,318)
Accrued compensated absences liability, end of year	<u>\$ 4,490,430</u>	<u>\$ 4,250,913</u>
Amount due within one year	<u>\$ 3,967,050</u>	<u>\$ 3,740,318</u>

**Accrued Self-Insurance Liability** - The Authority has a self-insurance program for public liability claims and workers compensation. Estimated claims are accrued in the year expenses are incurred to the extent payment is probable and subject to reasonable estimation.

**Unearned Operating Revenue** - Unearned operating revenue consists of revenue not yet recognized because services have not yet been rendered, although related cash has been received.

**Net Position** - Net position represents the difference between all other elements in the statements of financial position and is displayed in three components – net investment in capital assets, restricted and unrestricted.

**Use of Estimates** - The preparation of financial statements in conformity with accounting principles generally accepted in the United States requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

**Operating Revenues** - Transactions reported as operating revenues are those that arise from the activities of primary ongoing operations. Those include: Customer Fares, Contract Services, Advertising and Other Operating Income. Customer fares are recorded as revenue at the time services are performed and revenues pass through the fare box. Contract services are recorded as revenue when services are provided, consisting primarily of bus services to area cities and counties that are funded based on hours of service and paratransit services funded through Medicaid, Transportation Disadvantage, and other means.

**Nonoperating Revenues** - Transactions reported in the nonoperating revenue category include government subsidies that are not contingent on service hours or other designated criteria, including Federal, State and Local Operating, Planning, and other grant assistance, as well as interest income and gains on the sales of capital assets, if applicable.

**Operating Expenses** - Transactions reported as operating expenses are those that arise from the activities of primary ongoing operations. Those include: Salaries and Wages, Fringe Benefits, Purchased Transportation Services, Fuel, Materials and Supplies, Professional Services, Leases and Miscellaneous, Casualty and Liability Insurance, Utilities, Taxes and Licenses.

**Nonoperating Expenses** - Transactions reported in the nonoperating expense category include those that do not arise from the activities of primary ongoing operations. These include interest expense for leases and loans as well as losses on the sales of capital assets, if applicable.

## 2. CAPITAL ASSETS

Capital asset activity for the year ended September 30, 2014 was as follows:

<b>Property and Equipment:</b>	<b>Beginning Balance</b>	<b>Additions</b>	<b>Reclass/ Disposals</b>	<b>Ending Balance</b>
<b>Depreciable Assets</b>				
Buildings and Shelters	\$ 93,782,442	\$ 3,132,055	\$ (373,087)	\$ 96,541,410
Revenue Vehicles:				
Buses	118,421,395	20,056,389	(2,479,109)	135,998,675
Other Support Vehicles	6,602,163	2,176,291	(766,778)	8,011,676
Furniture, Fixtures & Equipment	29,662,337	6,513,769	(686,351)	35,489,755
Leasehold Improvements	38,699	7,474	-	46,173
BRT Roadway Improvements	-	6,404,069	-	6,404,069
<b>Non-Depreciable Assets</b>				
Land	8,571,465	-	-	8,571,465
Construction in Progress	14,035,732	7,091,522	(12,302,903)	8,824,351
<b>Totals at Historical Cost</b>	<b>\$ 271,114,233</b>	<b>\$ 45,381,569</b>	<b>\$ (16,608,228)</b>	<b>\$ 299,887,574</b>
Less accumulated depreciation for:				
Buildings and Shelters	\$ (34,533,248)	\$ (6,040,438)	\$ 284,483	\$ (40,289,203)
Revenue Vehicles:				
Buses	(70,418,140)	(13,034,611)	2,400,339	(81,052,412)
Other Support Vehicles	(4,760,842)	(789,133)	743,988	(4,805,987)
Furniture, Fixtures & Equipment	(19,235,634)	(3,439,965)	676,095	(21,999,504)
Leasehold Improvements	-	(19,868)	-	(19,868)
BRT Roadway Improvements	-	(145,881)	-	(145,881)
<b>Total Accumulated Depreciation</b>	<b>(128,947,864)</b>	<b>(23,469,896)</b>	<b>4,104,905</b>	<b>(148,312,855)</b>
<b>Capital Assets, net</b>	<b>\$ 142,166,369</b>	<b>\$ 21,911,673</b>	<b>\$ (12,503,323)</b>	<b>\$ 151,574,719</b>

Capital asset activity for the year ended September 30, 2013 was as follows:

<b>Property and Equipment:</b>	<b>Beginning Balance</b>	<b>Additions</b>	<b>Reclass/ Disposals</b>	<b>Ending Balance</b>
<b>Depreciable Assets</b>				
Buildings and Shelters	\$ 92,382,724	\$ 1,480,068	\$ (80,350)	\$ 93,782,442
Revenue Vehicles:				
Buses	103,089,087	15,618,155	(285,847)	118,421,395
Other Support Vehicles	5,268,656	1,363,901	(30,394)	6,602,163
Furniture, Fixtures & Equipment	24,042,784	7,299,878	(1,680,325)	29,662,337
Leasehold Improvements	-	38,699	-	38,699
<b>Non-Depreciable Assets</b>				
Land	8,571,465	-	-	8,571,465
Construction in Progress	9,420,251	10,395,317	(5,779,836)	14,035,732
<b>Totals at Historical Cost</b>	<b>\$ 242,774,967</b>	<b>\$ 36,196,018</b>	<b>\$ (7,856,752)</b>	<b>\$ 271,114,233</b>
Less accumulated depreciation for:				
Buildings and Shelters	\$ (28,906,593)	\$ (5,660,685)	\$ 34,030	\$ (34,533,248)
Revenue Vehicles:				
Buses	(59,065,430)	(11,748,381)	395,671	(70,418,140)
Other Support Vehicles	(4,508,465)	(272,245)	19,868	(4,760,842)
Furniture, Fixtures & Equipment	(18,644,460)	(2,189,898)	1,598,724	(19,235,634)
<b>Total Accumulated Depreciation</b>	<b>(111,124,948)</b>	<b>(19,871,209)</b>	<b>2,048,293</b>	<b>(128,947,864)</b>
<b>Capital Assets, net</b>	<b>\$ 131,650,019</b>	<b>\$ 16,324,809</b>	<b>\$ (5,808,459)</b>	<b>\$ 142,166,369</b>

### 3. CAPITAL LEASES

The Authority leased 21 buses that were received in July 2007. The lease agreement that commenced August 2007 and covered a term of seven years, with the final lease payment made August 2014. The Authority subsequently exercised its option to purchase these buses at a cost of \$1,488,750. As of September 30, 2014, these buses were included in property and equipment at a cost of \$9,121,726. Amortization of assets under capital leases is included in depreciation expense. Leases payable activity for the years ended September 30, 2014 and 2013 was as follows:

#### Leases Payable September 30, 2014

<b>Leases Payable</b>	<b>Beginning Balance</b>	<b>Additions</b>	<b>Payments</b>	<b>Ending Balance</b>	<b>Amounts Due Within One Year</b>
Lease # 4	\$1,222,768	\$ -	\$1,222,768	\$ -	\$ -
Total	\$1,222,768	\$ -	\$1,222,768	\$ -	\$ -

#### Leases Payable September 30, 2013

<b>Leases Payable</b>	<b>Beginning Balance</b>	<b>Additions</b>	<b>Payments</b>	<b>Ending Balance</b>	<b>Amounts Due Within One Year</b>
Lease #4	\$2,398,522	\$ -	\$1,175,754	\$1,222,768	\$1,222,768
Total	\$2,398,522	\$ -	\$1,175,754	\$1,222,768	\$1,222,768

### 4. LOANS PAYABLE

On August 16, 2001, the Authority entered into a State Infrastructure Bank Loan Agreement (SIB #1), allowing draws of up to \$7,958,991 for the construction of the LYNX Central Station; the loan matured in 2011. On June 9, 2004, the Authority entered into another SIB Loan (SIB #2), allowing draws of up to \$7,600,000 for the construction of the New Operating Base Facility. This loan matures in 2016, was non-interest bearing until October 1, 2007, and bears an interest rate of 2%, thereafter. On August 14, 2006, the Authority entered into another SIB Loan (SIB #3),

allowing draws of up to \$7,140,000 for the acquisition of rolling stock, including paratransit vehicles. The allowable amount, \$7,140,000, of SIB #3 was executed in FY2006. This was non-interest bearing until October 1, 2008, and had an interest rate of 1% thereafter and was paid in full October 1, 2013. Loans payable activity during the fiscal years ending September 30, 2014 and 2013 was as follows:

	<b>Beginning Balance</b>	<b>Additions</b>	<b>Payments</b>	<b>Ending Balance</b>	<b>Amounts Due Within One Year</b>
SIB #2	\$ 3,158,478	\$ -	\$ 766,322	\$ 2,392,156	\$ 781,649
SIB #3	4,255,022	-	4,255,022	-	-
<b>Total</b>	<b>\$ 7,413,500</b>	<b>\$ -</b>	<b>\$ 5,021,344</b>	<b>\$ 2,392,156</b>	<b>\$ 781,649</b>

	<b>Beginning Balance</b>	<b>Additions</b>	<b>Payments</b>	<b>Ending Balance</b>	<b>Amounts Due Within One Year</b>
SIB #2	\$ 3,909,774	\$ -	\$ 751,296	\$ 3,158,478	\$ 766,322
SIB #3	4,255,022	-	-	4,255,022	4,255,022
<b>Total</b>	<b>\$ 8,164,796</b>	<b>\$ -</b>	<b>\$ 751,296</b>	<b>\$ 7,413,500</b>	<b>\$ 5,021,344</b>

Pursuant to the State Infrastructure Bank Loan Agreement, the Authority committed to use its Federal Transit Administration 5307 grant funds as the source to fund the payment obligations of the loans for SIB#1 and SIB#2, provided such funds are available after funding capital expenditures. The amount of pledged revenues was \$27,495,769 and \$23,509,503 for fiscal years 2014 and 2013, respectively. The Authority committed to use directly generated local funds and FTA 5307 funds for non-TRIP projects as the source to fund the payment obligations of SIB#3. The amount of pledged revenues for capital expenditures and SIB#3 loan payments was \$6,396,308 and \$4,426,503 for fiscal years 2014 and 2013, respectively. Fiscal year 2014 principal and interest payments were \$5,021,344 and \$105,720, respectively, and fiscal year 2013 principal and interest payments were \$751,296 and \$207,127, respectively.

Repayments to be made in fiscal years 2015 through 2018 are as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2015	\$ 781,649	\$ 47,843	\$ 829,492
2016	797,282	32,210	829,492
2017	813,225	16,265	829,490
<b>Totals</b>	<b>\$ 2,392,156</b>	<b>\$ 96,318</b>	<b>\$ 2,488,474</b>

## 5. ACCRUED SELF-INSURANCE LIABILITY

The Authority has been self-insured since 1986 for personal injury coverage related to its transit coaches and since 1991 for workers compensation coverage; all other risks of loss are covered through the purchase of commercial insurance. The Authority has sovereign immunity with respect to personal injury claims, which limits its liability to \$100,000 for each claim and \$200,000 for each accident. Settled claims have not exceeded commercial coverage in any of the past three fiscal years.

The amounts recorded as accrued self-insurance liability at September 30, 2014 and 2013, the current portion of which represents an estimate of payments required in the next fiscal year, are at present value based on estimates derived through actuarial determinations discounted at 4% for the fiscal years 2014 and 2013. Such estimates are subject to change based on circumstances surrounding each claim. Changes in the balances of accrued self-insurance liability, including incurred but not reported claims (IBNR), were as follows during the years ended:

	September 30	
	2014	2013
Accrued self-insurance liability, beginning of year	\$ 8,419,539	\$ 4,733,022
Insured claims (including IBNR's)	2,159,725	4,964,061
Claim payments	(1,776,763)	(1,277,544)
Accrued self-insurance liability, end of year	<u>\$ 8,802,501</u>	<u>\$ 8,419,539</u>

The estimated amounts due in one year are \$2,103,397 and \$2,128,430 at September 30, 2014 and 2013, respectively.

## 6. PENSION PLANS

### *State Plan -*

#### **Plan Description**

There are five (5) employees of the Authority who are not represented by the Amalgamated Transit Union (the "Union") and are participants in the Florida Retirement System (FRS), a cost-sharing multiple-employer public employee retirement system (PERS) administered by the Florida Department of Administration. Employees not filling regular established positions but working as temporary employees are not covered by the FRS. The Authority participated in the regular FRS class of membership, with contribution rates based on actuarially determined rates. For fiscal year 2014 and 2013, employers were required to contribute at a rate of 7.37% and 6.95%, respectively. Beginning July 2011, employees were required to contribute at a rate of 3%.

Benefits are established by Chapter 121, *Florida Statutes*, and Chapter 22B, *Florida Administrative Code*. Amendments to the law can be made only by an act of the Florida Legislature. Benefits are computed on the basis of age, average final compensation, and service credit. Members are also eligible for in-line-of duty or regular disability benefits, if permanently disabled and unable to work. Regular class employees who retire at or after age 62 with 6 years of credited service or 30 years of service regardless of age are entitled to a retirement benefit payable monthly for life, equal to 1.6% of their final average compensation for each year of credited service. Vested employees with less than 30 years of service may retire before age 62 and receive reduced retirement benefits. A post-employment health insurance subsidy is also provided to eligible retirement employees through the FRS in accordance with *Florida Statutes*.

Section 121.031 (3), *Florida Statutes* requires that an actuarial valuation of FRS be performed biannually. The conclusions of the valuation and historical trend data are included in the annual report of the FRS. Further information about the progress made by the FRS in accumulating sufficient assets to pay benefits when due, including 10-year historical trend information, is included in the State of Florida Comprehensive Annual Financial Report and various publications available from the Florida Department of Administration.

#### **Funding Policy**

The Authority's contributions to the FRS were equal to the required contribution for each fiscal year. Contributions for fiscal years ended September 30, 2012 through 2014 approximated the following:

<u>Fiscal Year</u>	<u>Contributions</u>
2014	\$ 32,000
2013	\$ 30,000
2012	\$ 26,000

The Authority has historically contributed amounts equal to the required contributions for the FRS and, therefore, does not have a pension asset or liability as determined in accordance with GASB No. 27.

### *Union Plan -*

#### **Plan Description**

Substantially all Union employees of the Authority are participants in the Amalgamated Transit Union Local 1596 Pension Plan (the "Union Plan"), a defined benefit, single-employer public employee retirement system, formed April 22, 1986 by agreement between the Authority and the Union. All Authority Union employees are eligible to participate in the Union Plan as of their hire date. Employees who have reached the age of 62 are entitled to a



retirement union benefit, payable monthly for life, equal to 2.13% of their average compensation for each unit of benefit credit. Average compensation is the average of the highest sixty consecutive calendar months preceding retirement or termination. Participants are credited with units of benefit credit for hours of service worked in a plan year. Benefits fully vest upon reaching 10 years of vested service. Vested employees who retire on or after age 62 will receive full benefits. Participants who have reached age 58 and have 20 years of service are entitled to an unreduced pension benefit. The monthly payment is reduced by 0.56% for each month for the first three years the early retirement date precedes the unreduced early retirement date for participants with 20 or more years of services. In addition, the monthly payment is reduced by 0.56% for each month up to a maximum of 60 months the early retirement date precedes the normal retirement date for participants with less than 20 years of service. Participants' benefits are established by the Trustees of the Union Plan.

Available historical information showing the Union Plan's progress in accumulating sufficient assets to pay benefits when due is presented in the Union Plan's financial statements. The Union Plan's financial statements may be obtained by writing the Union Plan Trustees.

### **Funding Policy**

The Authority and Union employees are obligated to contribute to the Union Plan in accordance with requirements of the Union Collective Bargaining Agreement; regular contribution rates are actuarially determined. Union Plan members are required to contribute 5.25% of earnings; the Authority is required to contribute 9.75% of Union Plan members' earnings. The amount by which the required contribution rate exceeds the regular contribution rate in the contract is shared on the same bases as the contribution rate – 65% employer and 35% employee. Employees may elect to enhance their future benefits by up to .25% and .50% by contributing an additional 2.5% and 5.0% of earnings, respectively. Shared contributions are the amount by which the required contribution rate exceeds the regular contribution rates, which is shared as 35% employee and 65% employer in the subsequent year.

### **Annual Pension Cost and Net Pension Obligation**

The Authority's latest available union plan annual pension information, which includes costs for fiscal years 2014, 2013 and 2012 and a net pension asset at September 30, 2014, 2013 and 2012, is as follows:

	September 30		
	2014	2013	2012
Annual required contribution	\$ 3,521,356	\$ 3,422,542	\$ 3,543,980
Interest on net pension (asset)	(16,879)	(6,040)	1,077
Adjustment to annual required contribution	21,527	7,755	(1,383)
Annual pension cost	3,526,004	3,424,257	3,543,674
Contributions made	(3,535,697)	(3,588,761)	(3,618,585)
Increase in net pension (asset)	(9,693)	(164,504)	(74,911)
Net pension (asset), beginning of yr.	(224,757)	(60,253)	14,658
Net pension (asset), end of year	\$ (234,450)	\$ (224,757)	\$ (60,253)

The annual required contribution for fiscal year 2014 was determined as part of the October 1, 2013 actuarial valuation using the entry age actuarial cost method. The actuarial assumptions included (a) 7.5% investment rate of return (net of administrative expenses) and (b) projected salary increases ranging from 4.00% to 13.13% per year, dependent on years of service. Both (a) and (b) included an inflation component of 3.5%. The assumptions did not include post-retirement benefit increases, which are funded by the Authority when granted. Such assumptions are subject to future changes due to certain market conditions. The actuarial value of assets was determined using techniques that smooth the effects of short-term volatility in the market value of investments over a five-year period. The unfunded actuarial accrued liability is being amortized as a level dollar amount of projected payroll on a closed basis. The remaining amortization period at September 30, 2013 was 17 years.

Three-Year Trend			
Fiscal Year Ended	Annual Pension Cost (APC)	Percentage of APC Contributed	Net Pension (Asset)/Obligation
9/30/14	\$ 3,526,004	100.3%	\$(234,450)
9/30/13	\$ 3,424,257	102.7%	\$(224,757)
9/30/12	\$ 3,543,674	102.1%	\$ (60,253)

### **Funded Status and Funding Progress**

The most recent actuarial report for the Union Plan was prepared as of October 1, 2013. As of this point in time, the actuarial value of the Union Plan's assets was \$102,676,017 and the actuarial accrued liability for benefits was \$105,637,539, resulting in an unfunded actuarial liability of \$2,961,522 and a funded ratio of 97.20%. The annual covered payroll was \$34,962,723 and the ratio of the funded excess to covered payroll was 8.47%.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment and mortality trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

***Employee 401(a) Pension Plan - Employee 401(a) Pension Plan*** - The Authority maintains a single-employer, defined contribution pension plan, Central Florida Regional Transportation Authority Money Purchase Plan (the "Plan"), administered by Mass Mutual Financial Group for employees who are not represented by the Union, effective October 1, 1994. The Plan is a tax-qualified plan pursuant to section 401(a) of the Internal Revenue Code. All full-time administrative employees not represented by the Union are eligible for participation in the plan, with the exception of employees hired before October 1, 1994 who opted to stay in the FRS and supervisors represented by Union 1749.

The Plan provisions provide for the Authority to contribute 12% or 6% of employee earnings; employees are not required to make contributions. On October 1, 2013, Authority contribution changed from 12% to 6% for new employees. All plan amendments are administered and authorized by the Plan's trustees. At the Plan's inception, employees who switched from the FRS were automatically 100% vested and all other employees are 100% vested after five years of employment with the Authority or other public service or transportation agencies. All employees may withdraw vested balances upon the normal retirement age of 65. The Plan permits withdrawals for retirement, termination, and disability but does not allow participants to borrow against their accounts.

The payroll for Authority employees covered by the plan for the years ended September 30, 2014 and 2013 was \$9,699,702 and \$9,810,567 respectively. The Authority's contribution to the plan for the years ended September 30, 2013 and 2012 amounted to \$1,231,432 and \$1,177,268 respectively, representing 12% or 6% of covered payroll less forfeitures.

## **7. POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS**

In addition to the pension benefits described in Note 6, effective October 1, 1999, the Authority entered into a contractual agreement with Local 1596 of the Amalgamated Transit Union to provide postemployment health care benefits for those employees who, in accordance with Article 28 of the Amalgamated Transit Union Local 1596 Pension Plan, have at least ten (10) years vesting and retire between the ages of 62 and 67 or until they are eligible for Medicare benefits (whichever occurs first). Benefit provisions and contribution obligations have been established by the Authority's Board. Eligibility for retirement health care benefits will be determined by the years of credited services.

In order to comply with the requirements of GASB 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other than Pensions*, the Authority contracted with a certified actuarial firm to provide an actuarial valuation of postemployment benefits. The postemployment health insurance benefits will continue to be offered on a pay-as-you-go basis a percentage of the cost of the Consumer Driven Health Plan (CDHP, Employee Only) in accordance with the following schedule:

<u>Years of Service</u>	<u>Contribution Rate</u>
10-14	60% of CDHP, Employee Only
15-19	75% of CDHP, Employee Only
20+	100% of CDHP, Employee Only

Employees who elect to continue their health care coverage upon retirement are responsible for the employee and employer share over and above the previously stated contributions. Dependent coverage is available at the retiree's expense provided the retiree elects to continue health care coverage. As required by the State of Florida Statute 112.08011, the claims experience of the retirees is co-mingled with active employees in determining the health plan cost. In accordance with GASB 45, the co-mingling of claims requirements equates to an implicit subsidy to retirees that creates another postemployment benefit (OPEB) liability on the part of the Authority. Therefore, the Authority will incur a liability at the beginning of this fiscal year for the implicit rate subsidy as the Authority implements GASB 45. The Authority does not intend to fund the actuarial accrued liability.

The Authority's annual OPEB cost is calculated based on the annual required contribution (ARC) of the employer, an amount actuarially determined in accordance with the parameters of GASB 45. In the year of implementation, the net OPEB Obligation and the ARC are the same amount. The following table shows the components of the Authority's OPEB cost for the year, the amount contributed to the plan, and changes in the Authority's net OPEB obligation at September 30, 2014, 2013 and 2012, as follows:

	September 30		
	2014	2013	2012
Annual required contribution	\$ 426,000	\$ 402,000	\$ 329,109
Interest on net OPEB obligation	48,000	39,000	29,148
Adjustment to annual required contribution	(53,000)	(42,000)	(40,519)
Annual OPEB cost	421,000	399,000	317,738
Contributions made	(186,000)	(172,000)	(83,901)
Increase in net OPEB obligation	235,000	227,000	233,837
Net OPEB obligation, beginning of year	1,189,525	962,525	728,688
Net OPEB obligation, end of year	<u>\$ 1,424,525</u>	<u>\$ 1,189,525</u>	<u>\$ 962,525</u>

As of the October 1, 2013 actuarial valuation date, the unfunded actuarial accrued liability (UAAL) was \$2,995,000. The covered payroll (annual payroll of active employees covered by the OPEB Plan) was \$41,350,461 and the ratio of the UAAL to the covered payroll was 7.2%. The Authority's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for the year are as follows:

<u>Year Ending</u>	<u>Annual OPEB Cost</u>	<u>Percentage of OPEB Cost Contributed</u>	<u>Net OPEB Obligation</u>
September 30, 2014	\$421,000	44.2%	\$1,424,525
September 30, 2013	\$399,000	43.1%	\$1,189,525
September 30, 2012	\$317,738	26.4%	\$ 962,525

(A schedule of funding progress is presented on page 39.)

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information

about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits. (As an unfunded plan, there are no plan assets to report.)

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short term volatility in actuarial accrued liabilities and the actuarial value of assets consistent with the long-term perspective of the calculations. The information presented in the required supplementary schedule was determined as a part of the actuarial valuation at the date indicated:

Valuation date	October 1, 2013
Actuarial cost method	Projected unit credit
Amortization method	Level dollar/open
Remaining amortization period	30 years
Asset valuation method	Pay as you go
Actuarial assumptions:	
Projected salary increases	2.50%
Investment rate	4.0% per year
Healthcare cost trend (including 2.80% inflation)	7.5% initially and 5.49% ultimately, in 2049

## 8. COMMITMENTS

**Operating Lease** - Total lease expense amounted to \$231,530 and \$154,888 during the years ended September 30, 2014 and 2013, respectively.

## 9. FUEL HEDGE SWAP AGREEMENTS

The Authority first entered into fuel hedge swap agreements (“swaps”) during fiscal year 2011 in order to smooth out the fluctuation in diesel fuel cost and to set predetermined upper limits with respect to the cost of fuel. Eighteen swaps have occurred to date through September 30, 2014 as follows:

Trade Date	Effective Period	Total Quantity - Gallons	Fixed Price Per Gallon
05/03/2011	05/01/11 – 10/31/11	720,000	\$3.3160
05/06/2011	05/06/11 – 10/31/11	360,000	\$3.0050
05/06/2011	11/01/11 – 09/30/12	1,430,000	\$3.0420
09/23/2011	11/01/11 – 09/30/12	770,000	\$2.8900
05/15/2012	10/01/12 – 09/30/13	840,000	\$3.0125
05/17/2012	10/01/12 – 09/30/13	840,000	\$2.9400
06/29/2012	10/01/12 – 09/30/13	756,000	\$2.3800
06/29/2012	10/01/12 – 09/30/13	1,104,000	\$2.7300
04/05/2013	10/01/13 – 09/30/14	840,000	\$2.9500
04/05/2013	10/01/13 – 09/30/14	264,000	\$2.6050
04/15/2013	10/01/13 – 09/30/14	840,000	\$2.8900
04/15/2013	10/01/13 – 09/30/14	264,000	\$2.5700
04/16/2013	10/01/13 – 09/30/14	840,000	\$2.8650
04/16/2013	10/01/13 – 09/30/14	264,000	\$2.5200
04/23/2014	10/01/14 – 09/30/15	1,430,000	\$3.0420
04/23/2014	10/01/14 – 09/30/15	396,000	\$2.6025
04/28/2014	10/01/14 – 09/30/15	204,000	\$2.5990
04/28/2014	10/01/14 – 09/30/15	1,680,000	\$2.8950

Settlements with the counterparty are made monthly based on the difference between the number of gallons hedged at the fixed price and the number of gallons hedged at the average price per gallon based on the U.S. Gulf Coast Pipeline Ultra Low Sulfur Diesel Platts Index and the U.S. Gulf Coast Pipeline Gasoline Unleaded 87 Platts Index (“Platts”). If the Platts price is higher than the fixed price the counterparty pays the Authority a settlement amount and if the fixed price is higher than the Platts price the Authority pays the counterparty. The Authority is exposed to basis risk on the swaps if the index on which fuel is purchased differs from the Platts index specified in the related fuel hedge agreements. During fiscal year 2013, the Authority purchased all diesel fuel from vendors using the Platts index.

The Authority is also exposed to rollover risk on the swaps to the extent that the maturities of fuel hedges differ from the timing of fuel purchases. To the extent there are timing differences, the Authority is re-exposed to the fuel price risks being hedged.

The swaps are considered effective hedges at September 30, 2014 under the dollar-offset method, which compares the changes in expected cash flows of the hedging instruments to the cash flows of the diesel fuel subjected to hedge. Accordingly, the swaps are presented at estimated fair value on the statement of net position, with \$828,151 as a deferred outflow of resources and derivative financial instrument on the statement of net position at September 30, 2014. The estimated fair value of the swaps is determined based on contracted strike prices and applicable futures prices at September 30, 2014, and these values represent the change in fair value of the swaps during the fiscal year.

The fixed price per gallon has declined significantly from hedged prices subsequent to September 30, 2014. Deferred outflows arising from such declines are recognized as fuel expense throughout the effective period of the hedge.

## **10. LITIGATION**

The Authority is contingently liable with respect to lawsuits and other claims incidental to the ordinary course of its operation, most of which are covered by the self-insurance program discussed in Note 5. In the opinion of management, any adjustments that would result from the settlement of lawsuits and other claims would not be significant.

**REQUIRED SUPPLEMENTARY INFORMATION**

**UNION PENSION PLAN**

**Schedule of Funding Progress**

**Valuation Dates, October 1**

	<b>2013</b>	<b>2012</b>	<b>2011</b>
Actuarial value of assets	\$102,676,017	\$ 92,836,502	\$ 87,639,137
Actuarial accrued liability	105,637,539	97,947,220	93,786,097
Unfunded actuarial liability	\$ 2,961,522	\$ 5,110,718	\$ 6,146,960
Funded Ratio	97.20%	94.78%	93.45%
Annual covered payroll	\$ 34,962,723	\$ 32,821,564	\$ 34,369,299
Unfunded actuarial liability as a percent of annual covered payroll	8.47%	15.57%	17.89%

**REQUIRED SUPPLEMENTARY INFORMATION**

**Schedule of Other Postemployment Benefits (OPEB)  
For the Years Ended September 30, 2014, 2013 and 2012**

**Schedule of Funding Progress**

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (normal cost) Entry Age (b)	Unfunded Actuarial Accrued Liability (UAAL) (b-a)	Funded Ratio (a/b)	Annual Covered Payroll (c)	UAAL as a % of Covered Payroll ((b-a)/c)
October 1, 2013	\$ -	\$2,995,000	\$2,995,000	0.0%	\$41,350,461	7.2%
October 1, 2012	\$ -	\$2,793,000	\$2,793,000	0.0%	\$39,371,561	7.1%
October 1, 2011	\$ -	\$4,074,600	\$4,074,600	0.0%	\$38,177,711	10.7%

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX  
SUPPLEMENTAL SCHEDULE OF REVENUES AND EXPENSES  
BUDGET VS ACTUAL (BUDGET BASIS)  
YEAR ENDED SEPTEMBER 30, 2014**

	Budget	Actual	Variance Favorable/ (Unfavorable)
<b>OPERATING REVENUES</b>			
Customer fares	\$ 29,429,794	\$ 29,081,116	\$ (348,678)
Contract services:			
Local financial assistance	11,813,896	11,768,912	(44,984)
Other contractual services	9,702,406	8,568,980	(1,133,426)
Advertising -on Buses	1,730,000	1,765,543	35,543
Other income	417,099	371,905	(45,194)
	<u>53,093,195</u>	<u>51,556,456</u>	<u>(1,536,739)</u>
<b>OPERATING EXPENSES:</b>			
Transportation	41,957,565	40,327,241	1,630,324
Maintenance and operations	69,591,304	65,536,760	4,054,544
General and administrative	17,367,177	14,673,106	2,694,071
	<u>128,916,046</u>	<u>120,537,107</u>	<u>8,378,939</u>
<b>OPERATING LOSS</b>	<b>(75,822,851)</b>	<b>(68,980,651)</b>	<b>6,842,200</b>
<b>NONOPERATING REVENUES/(EXPENSES):</b>			
Federal	20,940,968	16,257,851	(4,683,117)
State of Florida	11,510,852	11,669,237	158,385
Local	42,957,976	42,889,695	(68,281)
Interest income	75,000	32,427	(42,573)
Interest expense	(78,101)	(72,079)	6,022
	<u>75,406,695</u>	<u>70,777,131</u>	<u>(4,629,564)</u>
<b>Total nonoperating revenues/(expenses), net</b>	<b>75,406,695</b>	<b>70,777,131</b>	<b>(4,629,564)</b>
<b>Increase/(decrease) in net position</b>	<b>\$ (416,156)</b>	<b>1,796,480</b>	<b>\$ 2,212,636</b>
<b>BASIS DIFFERENCES:</b>			
Depreciation		(23,469,896)	
Other income (expenses)		(34,661)	
Capital contribution		<u>35,357,613</u>	
<b>Increase in net position - GAAP basis</b>		<b>\$ 13,649,536</b>	



# STATISTICAL INFORMATION

This section contains statistical tables reflecting various supplemental financial data concerning the Authority's operations. Where applicable, a 10-year history has been depicted to disclose trends in financial operations and other finance-related matters. These tables have been included as a part of this report for information purposes only, and, therefore, have not been subjected to audit by the Authority's independent auditors. Below is a summary of the components and purpose for the tables provided here-in.

	<u>Pages</u>
<b><u>Debt Capacity</u></b>	
This schedule presents information to help the reader assess the ability of LYNX to service its outstanding debt.	46
<b><u>Revenue Capacity</u></b>	
These schedules contain information to help the reader assess LYNX' most significant revenue sources.	47-49
<b><u>Financial Trends</u></b>	
These schedules contain trend information to help the reader understand how LYNX' financial performance and financial position have changed over time.	44-45, 50-52, 60-62
<b><u>Demographic and Economic Information</u></b>	
These schedules contain demographic and economic indicators to help the reader understand the environment within which LYNX' financial activities take place.	43, 53-58
<b><u>Other Operating Information</u></b>	
These schedules contain service levels and capital asset data and insurance information to help the reader understand how the information in LYNX' financial report relates to the services the Authority provides to its customers and the community.	59, 63-64

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**LYNX**  
**Miscellaneous Statistics**  
**Year End September 30, 2014**  
(Unaudited)

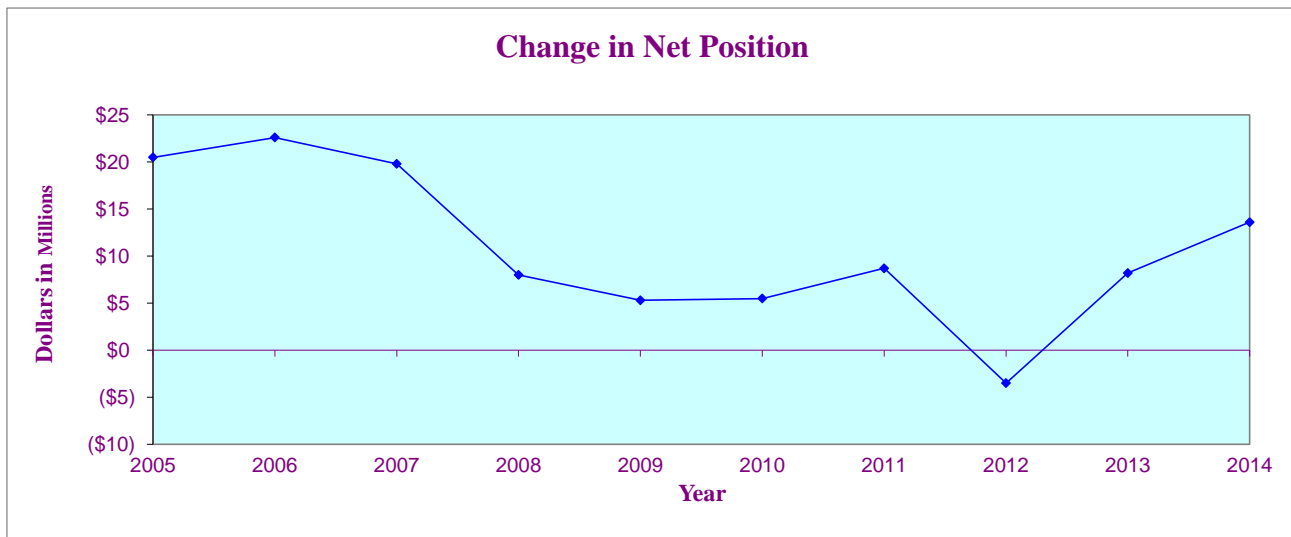
Form of Government	Local Government (Independent Special District)
Number of Directors	Five (5) Voting
Area Population	1,960,634
Counties Served	Orange, Seminole and Osceola
Number of Service Routes	77
Peak Vehicle Requirement	248
Hours of Operation	4:00 a.m. to 3:10 a.m.
Average Weekday Passengers	92,049
Vehicle Miles Operated	16,040,104
Vehicle Hours Operated	1,132,713

Sources: Metro Orlando Economic Development Commission

National Transit Database Report

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX**  
**Revenue, Expenses, and Change in Net Position**  
**Last Ten Years**  
Dollars in Millions  
(Unaudited)

	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
<b>Operating Revenue:</b>										
Customer Fares	\$ 17.2	\$ 18.9	\$ 19.1	\$ 21.7	\$ 21.5	\$ 22.4	\$ 26.1	\$ 28.6	\$ 29.4	\$ 29.1
Other	18.0	17.1	21.0	20.1	20.8	20.8	20.6	18.0	20.0	22.5
<b>Total Operating Revenue</b>	35.2	36.0	40.1	41.8	42.3	43.2	46.7	46.6	49.4	51.6
<b>Operating Expenses:</b>										
Administration, Transportation, and Maintenance	86.1	89.1	97.8	110.7	106.6	106.7	110.6	112.0	119.8	120.5
Depreciation	8.7	9.2	10.1	15.2	16.7	17.0	18.2	19.1	19.9	23.5
Write-off of Assets (Note 1)	-	-	-	-	-	-	-	-	-	-
<b>Total Operating Expenses</b>	94.8	98.3	107.9	125.9	123.3	123.7	128.8	131.1	139.7	144.0
<b>Operating Loss</b>	(59.6)	(62.3)	(67.8)	(84.1)	(81.0)	(80.5)	(82.1)	(84.5)	(90.3)	(92.4)
<b>Non-Operating Revenue (Expenses):</b>										
Operating Assistance	37.6	38.9	53.1	50.1	54.3	48.9	46.4	47.8	49.0	53.4
Planning and Other Income (Expenses)	13.3	16.0	14.1	14.0	14.9	18.5	20.2	20.3	19.3	17.3
Capital Contributions	29.2	30.0	20.4	28.0	17.1	18.6	24.2	12.9	30.2	35.3
<b>Total Non-Operating Revenue (Expenses)</b>	80.1	84.9	87.6	92.1	86.3	86.0	90.8	81.0	98.5	106.0
<b>Change in Net Position</b>	\$ 20.5	\$ 22.6	\$ 19.8	\$ 8.0	\$ 5.3	\$ 5.5	\$ 8.7	\$ (3.5)	\$ 8.2	\$ 13.6



For the past 10 years the chart shows the change in net position each year versus the immediately preceding year. Net position peaked in fiscal year 2006 at \$22.6 million due to the design, development and construction of the new LYNX Central Station (LCS) and LYNX Operations Center (LOC), as well as the acquisition of rolling stock and other capital assets. The 13.6 million increase in fiscal year 2014 is due primarily to completion of LYMMO Grapefruit Line BRT and replacement and expansion revenue vehicles.

Source: Financial Statements

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX**

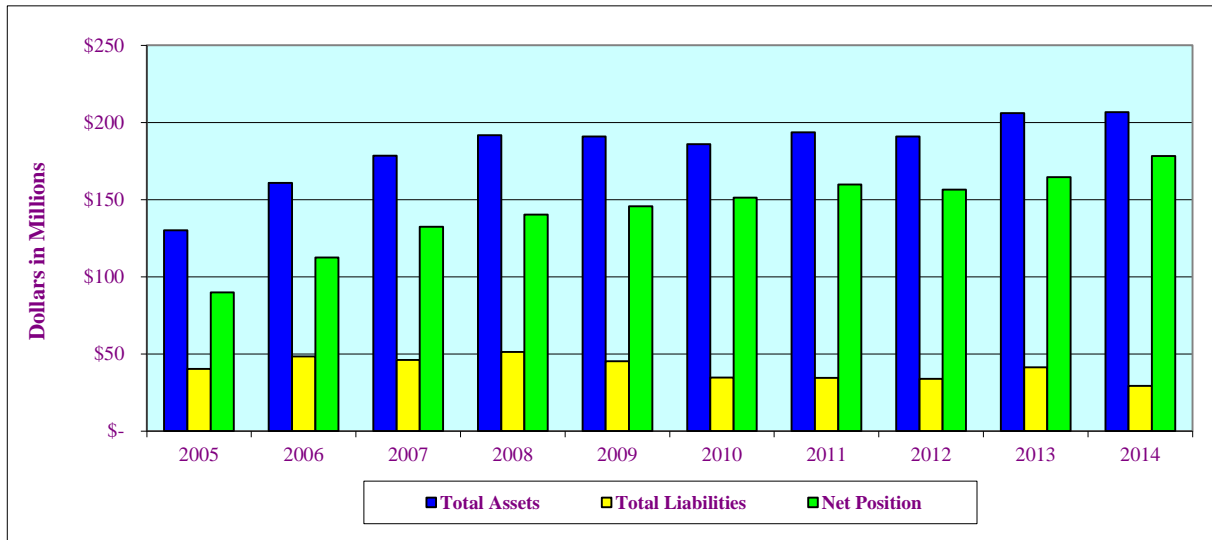
**Condensed Summary of Net Position**

**Last Ten Years**

Dollars in Millions

(Unaudited)

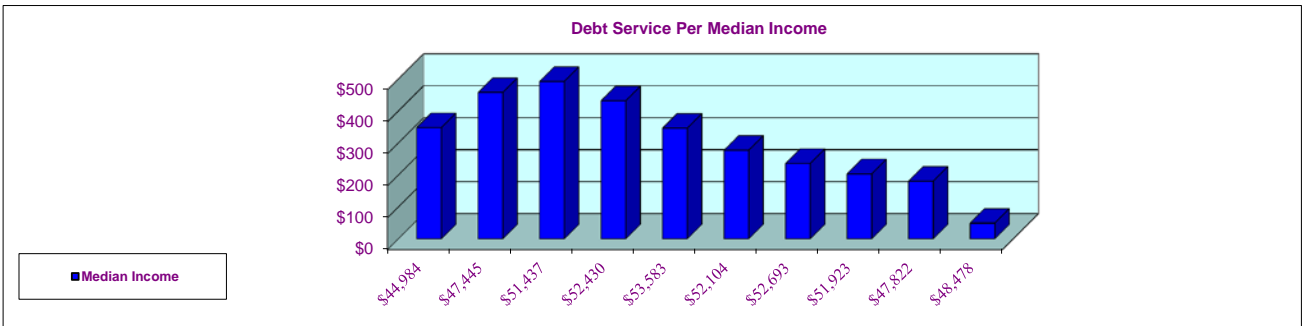
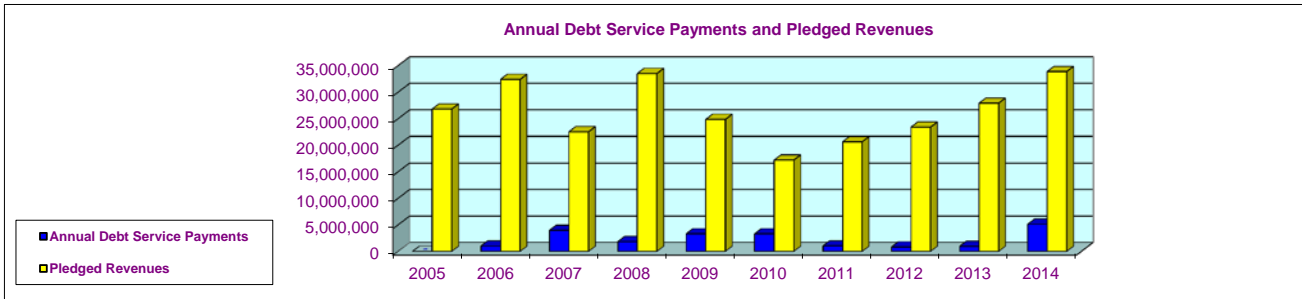
Year	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Total Assets	\$130.1	\$160.9	\$178.5	\$191.7	\$190.9	\$185.9	\$193.7	\$191.0	\$206.0	\$206.7
Deferred Outflow of Resources	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.6	\$0.0	\$0.1	\$0.8
Deferred Inflow of Resources	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.7	\$0.0	\$0.0
Total Liabilities	\$40.2	\$48.3	\$46.1	\$51.3	\$45.2	\$34.7	\$34.4	\$33.8	\$41.4	\$29.2
Ending Net Position	\$89.9	\$112.6	\$132.4	\$140.4	\$145.7	\$151.2	\$159.9	\$156.5	\$164.7	\$178.3
Net investment in capital assets	\$80.2	\$98.0	\$110.2	\$123.7	\$123.5	\$125.1	\$131.1	\$124.9	\$135.6	\$147.6
Restricted	\$0.0	\$3.1	\$1.3	\$0.5	\$0.5	\$0.5	\$0.5	\$0.5	\$0.1	\$0.0
Unrestricted	\$9.7	\$11.5	\$20.9	\$16.2	\$21.7	\$25.6	\$28.3	\$31.1	\$29.0	\$30.7
Ending Net Position	\$89.9	\$112.6	\$132.4	\$140.4	\$145.7	\$151.2	\$159.9	\$156.5	\$164.7	\$178.3



This chart compares Total Assets, Total Liabilities, and Net Position values over the last 10 years. Total Assets increased 66% during this period as the Authority expanded service, acquired new rolling stock, developed land, constructed the LYNX Operations Center and LYMMO BRT. Total Liabilities at the end of fiscal year 2014 are 27% lower than at the end of fiscal year 2005. The decrease is due mainly to repayment of State Infrastructure Bank loans taken in fiscal years 2004 and 2006, and a 2007 a bus lease agreement. Net Position increased every year, except for fiscal year 2012; at \$178.3 million as of this fiscal year end it is 98% greater than fiscal year 2005.

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX  
Total Debt  
Last Ten Years  
(Unaudited)**

Year	Total Debt	SIB Loans	Capital Leases	Annual Debt Service Payments	Pledged Revenues	Debt Service Coverage	Median Income	Debt per Median Income
2005	\$15,656,517	\$15,558,991	\$97,526	-	\$26,818,013	-	\$44,984	\$348.05
2006	\$21,722,909	\$21,677,898	\$45,011	\$1,021,093	\$32,413,802	31.74	\$47,445	\$457.85
2007	\$25,331,967	\$17,698,991	\$7,632,976	\$3,978,907	\$22,551,897	5.67	\$51,437	\$492.49
2008	\$22,662,882	\$15,996,355	\$6,666,527	\$1,850,585	\$33,529,785	18.12	\$52,430	\$432.25
2009	\$18,576,071	\$12,914,638	\$5,661,433	\$3,321,419	\$24,881,390	7.49	\$53,583	\$346.68
2010	\$14,446,041	\$9,829,891	\$4,616,150	\$3,321,420	\$17,211,000	5.18	\$52,104	\$277.25
2011	\$12,430,432	\$8,901,362	\$3,529,070	\$1,046,219	\$20,649,873	19.74	\$52,693	\$235.90
2012	\$10,563,319	\$8,164,797	\$2,398,522	\$829,492	\$23,411,900	28.22	\$51,923	\$203.44
2013	\$8,636,268	\$7,413,500	\$1,222,768	\$958,423	\$27,936,006	29.15	\$47,822	\$180.59
2014	\$2,392,156	\$2,392,156	-	\$5,127,064	\$33,892,077	6.61	\$48,478	\$49.35



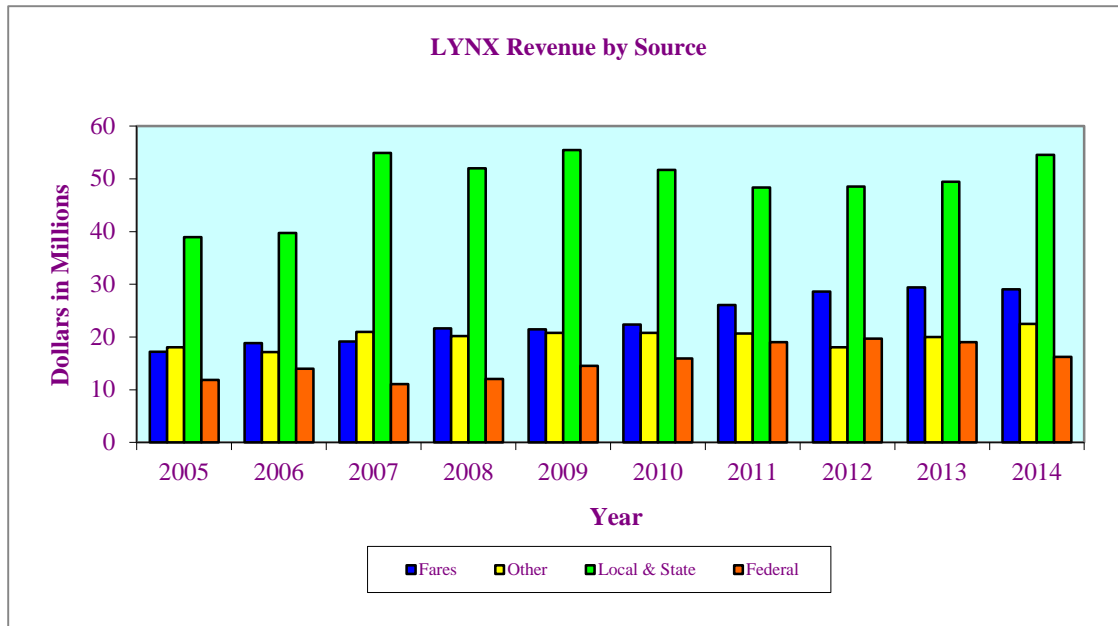
Source: Financial Statements, NTD Report, and Orlando Economic Development Commission.

Note: Total debt consists of State Infrastructure Bank loans and capital lease obligations but annual debt service payments consist only of payments on State Infrastructure Bank loans. Available pledged revenues are for capital expenditures and debt service payments.

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX**

**Revenue by Source  
Last Ten Years  
Dollars in Millions  
(Unaudited)**

Fiscal Year	MISCELLANEOUS REVENUE		OPERATING AND OTHER			Total Revenue
	Fares	Other	Total	Local & State	Federal	
2005	\$17.184	\$18.032	\$35.216	\$38.921	\$11.887	\$86.024
2006	\$18.869	\$17.134	\$36.003	\$39.757	\$14.006	\$89.766
2007	\$19.127	\$21.003	\$40.130	\$54.914	\$11.103	\$106.147
2008	\$21.661	\$20.179	\$41.840	\$51.997	\$12.077	\$105.914
2009	\$21.454	\$20.790	\$42.244	\$55.466	\$14.509	\$112.219
2010	\$22.363	\$20.800	\$43.163	\$51.684	\$15.917	\$110.764
2011	\$26.098	\$20.661	\$46.759	\$48.370	\$19.031	\$114.160
2012	\$28.620	\$18.047	\$46.667	\$48.521	\$19.678	\$114.866
2013	\$29.394	\$19.985	\$49.379	\$49.433	\$19.060	\$117.872
2014	\$29.081	\$22.475	\$51.556	\$54.558	\$16.257	\$122.371



The table and graph show the primary sources of revenues, the amount received from each source over the last ten years and, consequently, the Authority's relative dependency on each of the revenue sources. Local and state governments have consistently been the biggest providers of operating funds. Passenger fare revenue decreased slightly in 2014, down 1% compared to 2013. The increase of other revenues and local & state revenues offset the decrease in federal assistance from 2013. Total revenue was higher primarily due to the increase in local and state revenue. In 2014 federal revenue decreased, amounting to 13% of LYNX's total revenue, as compared to 16% of total revenue in 2013.

Source: Financial statements and schedules included in the Comprehensive Annual Financial Reports

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX  
Revenues by Source  
Last Ten Years  
(Unaudited)**

FISCAL YEAR	OPERATING AND OTHER MISCELLANEOUS REVENUE			OPERATING ASSISTANCE			TOTAL REVENUE
	FARES	OTHER	TOTAL	LOCAL & STATE	FEDERAL	TOTAL	
<b>INDUSTRY</b>							
2005	32.4%	7.2%	39.6%	53.1%	7.3%	60.4%	100.0%
2006	33.2%	7.0%	40.2%	52.1%	7.7%	59.8%	100.0%
2007	31.4%	6.5%	37.9%	54.6%	7.5%	62.1%	100.0%
2008	31.3%	6.4%	37.7%	55.3%	7.0%	62.3%	100.0%
2009	31.5%	5.8%	37.4%	54.4%	8.2%	62.6%	100.0%
2010	32.1%	5.4%	37.5%	53.1%	9.4%	62.5%	100.0%
2011	32.8%	4.9%	37.7%	52.5%	9.8%	62.3%	100.0%
2012	32.5%	4.6%	37.1%	54.0%	8.9%	62.9%	100.0%
2013	*	*	0.0%	*	*	0.0%	0.0%
2014	*	*	0.0%	*	*	0.0%	0.0%
<b>LYNX</b>							
2005	20.0%	21.0%	41.0%	45.2%	13.8%	59.0%	100.0%
2006	21.0%	19.1%	40.1%	47.8%	12.1%	59.9%	100.0%
2007	18.0%	19.8%	37.8%	51.7%	10.5%	62.2%	100.0%
2008	20.4%	19.1%	39.5%	49.1%	11.4%	60.5%	100.0%
2009	19.1%	18.5%	37.6%	49.5%	12.9%	62.4%	100.0%
2010	20.2%	18.8%	39.0%	46.6%	14.4%	61.0%	100.0%
2011	22.9%	18.1%	41.0%	42.4%	16.6%	59.0%	100.0%
2012	24.9%	15.7%	40.6%	42.3%	17.1%	59.4%	100.0%
2013	24.9%	17.0%	41.9%	41.9%	16.2%	58.1%	100.0%
2014	23.8%	18.4%	42.2%	44.6%	13.2%	57.8%	100.0%

Source: Financial Statements

APTA 2014 Transportation Fact Book - Appendix A Page 325

\* Not available

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX  
Fare Structure  
Year Ended September 30, 2014  
(Unaudited)**

Cash Fare/Single Ride	\$ 2.00
Transfer	Free
Elderly and Disabled/Single Ride	\$ 1.00
Youth	\$ 1.00
Daily Pass	\$ 4.50
Elderly and Disabled Daily Pass	\$ 2.25
Youth Daily Pass	\$ 2.25
Express 208 Daily Pass	\$ 6.50
Express 208 (Students, Elderly and Disabled)	\$ 3.25
Children (6 years and under with an adult)	Free
<b>TICKETS</b>	
Express Single Ride	\$ 3.50
Lake County Link 204 Daily	\$ 7.00
Lake County Link 204 Daily (Students, Elderly and Disabled)	\$ 3.50
Express Seniors/Students	\$ 1.75
Polk County Link 416 & 427 Single Ride	\$ 1.50
Polk County Link 416 & 427 Students	\$ 1.25
Polk County Link 416 & 427 Seniors / Disabled	\$ 0.80
Votran	\$ 3.50
Votran Discount (Students, Elderly and Disabled)	\$ 1.75
Votran 10-Ticket Booklet	\$ 31.50
Votran 10-Ticket Booklet Discount (Students, Elderly and Disabled)	\$ 15.75
Votran Monthly Pass	\$ 80.00
Votran Monthly Pass Discount (Students, Elderly and Disabled)	\$ 40.00
<b>PASSES</b>	
7 Day Pass	\$ 16.00
Discounted 7 Day Pass (Students, Elderly and Disabled)	\$ 8.00
Express 7 Day Pass	\$ 23.00
Express Discounted 7 Day Pass (Students, Elderly and Disabled)	\$ 11.50
Youth Pass 7 Day	\$ 8.00
30 Day	\$ 50.00
AdvantAge Pass 30 Day (Elderly and Disabled)	\$ 25.00
Youth Pass 30 Day	\$ 25.00
Express 30 Day	\$ 70.00
Express AdvantAge Pass 30 Day (Elderly and Disabled)	\$ 35.00
Express Youth Pass 30 Day	\$ 35.00
Lake County 204 30 Day Pass	\$ 140.00
Lake County 204 30 Day Pass (Students, Elderly and Disabled)	\$ 70.00

SOURCE: LYNX Fare Structure Policy



**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX**

**Fare Trends  
Last Ten Years**

(Unaudited)

Fiscal Year	CASH FARES				PASSES			
	Single Fare	Discount Single	1 Day Fare	Discount 1 Day	7 Day Pass	Discount 7 Day	30 Day Pass	Discount 30 Day
2005	\$1.50	\$0.75	\$3.50	\$1.75	\$12.00	\$6.00	\$38.00	\$18.00
2006	\$1.50	\$0.75	\$3.50	\$1.75	\$12.00	\$6.00	\$38.00	\$18.00
2007	\$1.50	\$0.75	\$3.50	\$1.75	\$12.00	\$6.00	\$38.00	\$18.00
2008	\$1.75	\$0.85	\$4.00	\$2.00	\$14.00	\$7.00	\$44.00	\$22.00
2009	\$2.00	\$1.00	\$4.50	\$2.25	\$16.00	\$8.00	\$50.00	\$25.00
2010	\$2.00	\$1.00	\$4.50	\$2.25	\$16.00	\$8.00	\$50.00	\$25.00
2011	\$2.00	\$1.00	\$4.50	\$2.25	\$16.00	\$8.00	\$50.00	\$25.00
2012	\$2.00	\$1.00	\$4.50	\$2.25	\$16.00	\$8.00	\$50.00	\$25.00
2013	\$2.00	\$1.00	\$4.50	\$2.25	\$16.00	\$8.00	\$50.00	\$25.00
2014	\$2.00	\$1.00	\$4.50	\$2.25	\$16.00	\$8.00	\$50.00	\$25.00

Discounted Fares Include:

- Students
- Elderly and Handicapped
- Does Not Include Xpress Link 200 & 208
- Does Not Include Lake County 204
- Does Not Include Polk County 416 & 427

Discounted Passes Include:

- Youth
- Advantage
- IQ

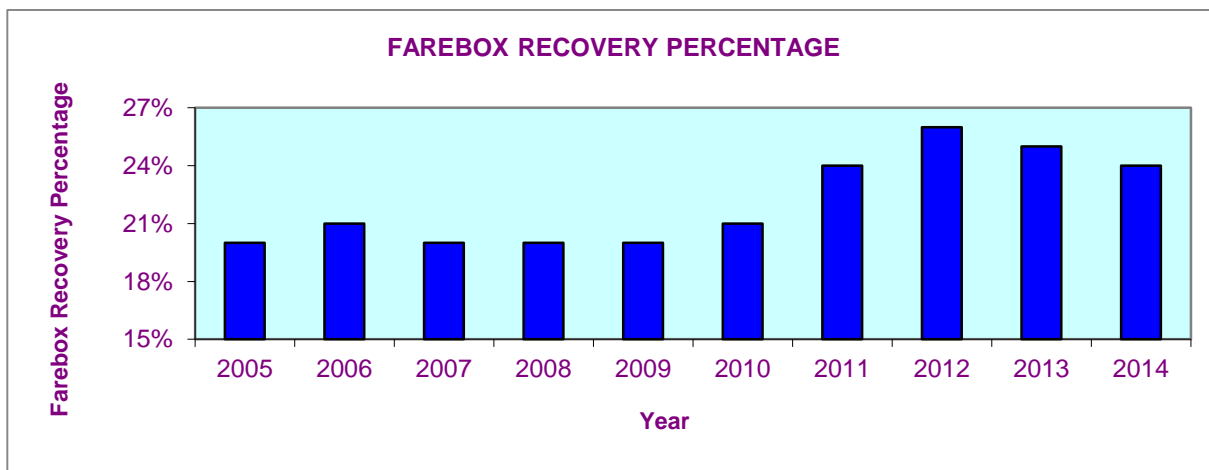


The table and graph show the amount of each standard fixed-route fare type by year. In keeping with the Authority's commitment to keep fares as low as fiscally feasible and to make relatively small rate increases periodically, no fare rate increases were made in 2014. In 2014 customer fares were approximately 56.4% of operating revenues and 24.1% of total revenues. The last increase was implemented in January 2009.

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX**

**Farebox Recovery Percentage  
Last Ten Years  
(Unaudited)**

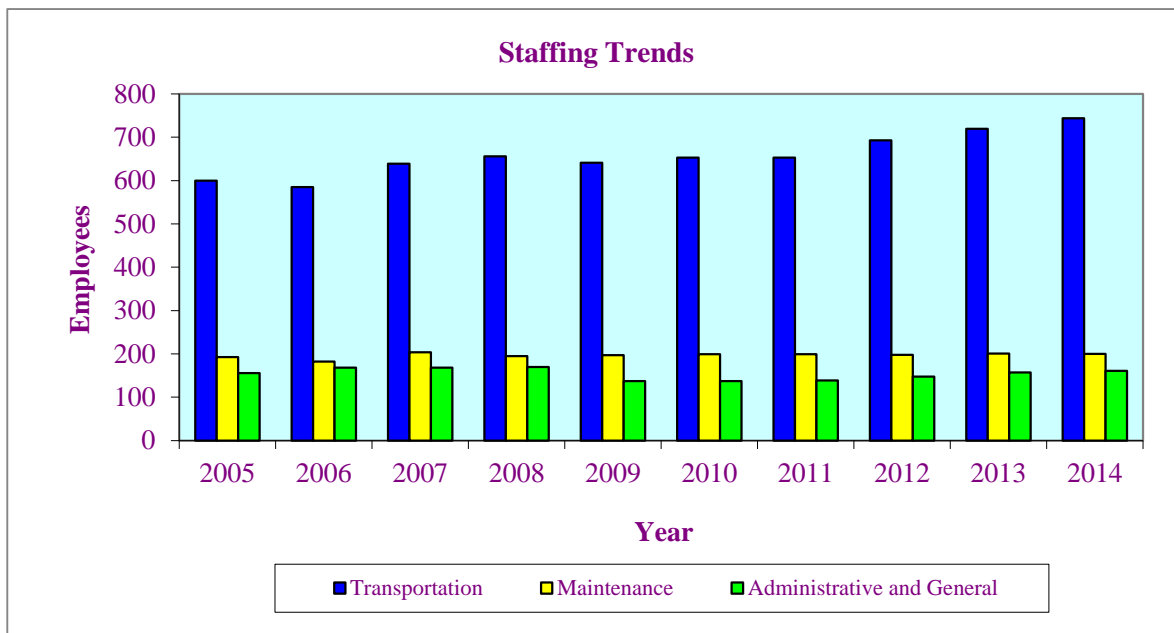
<b>Fiscal Year</b>	<b>Percentage</b>
2005	20%
2006	21%
2007	20%
2008	20%
2009	20%
2010	21%
2011	24%
2012	26%
2013	25%
2014	24%



Farebox Recovery Percentage is the percentage of the total operating cost that is funded by customer fares. It is calculated by dividing total customer fares by total operating cost before depreciation. Beginning with 2005, the recovery rate has remained fairly constant, varying by approximately 1% from year to year. The 2014 rate was 1% lower than 2013 and 4% above the 2005 level.

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX**  
**Budgeted Staffing Trends**  
**Last Ten Years**  
(Unaudited)

<b>Year</b>	<b>Transportation</b>	<b>Maintenance</b>	<b>Administrative and General</b>	<b>Total</b>
2005	600	193	156	949
2006	585	182	168	935
2007	639	204	168	1,011
2008	656	195	170	1,021
2009	641	197	137	975
2010	653	199	137	989
2011	653	199	139	991
2012	693	198	148	1,039
2013	719	201	157	1,077
2014	744	200	161	1,105



The greatest fluctuation during the 10-year period was in the Transportation area, with 2014 staffing approximately 3.47% above the previous peak level of the 10-year period shown above. Staffing level increased as a result of increase in service demand. Despite the Transportation staff increase, the organization-wide total from year to year varied less than 18.18%, with an overall increasing trend.

Source: Annual Budgets

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX**

**Top Ten Employers  
Service Area Employers  
Current Year and Nine Years Ago  
(Unaudited)**

Company	2014			2005		
	Number of Full Time Employees	Rank	Percentage of Total Employment	Number of Full Time Employees	Rank	Percentage of Total Employment
Walt Disney World Company	69,000	1	5.64%	53,800	1	6.04%
Orange County Public Schools	22,000	2	1.80%	22,361	2	2.51%
Florida Hospital	17,600	3	1.44%	19,270	3	2.16%
Universal Studios Florida	17,300	4	1.41%	12,500	6	1.40%
Orlando Regional Healthcare	14,310	5	1.17%	11,093	7	1.25%
University of Central Florida	11,078	6	0.91%	N/A	N/A	N/A
Seminole County Public Schools	7,758	7	0.63%	8,327	10	0.93%
Orange County Government	7,642	8	0.63%	9,826	8	1.10%
Darden Restaurants	7,600	9	0.62%	N/A	N/A	N/A
Sea World Parks and Entertainment	6,032	10	0.49%	N/A	N/A	N/A
Wal Mart	N/A	N/A	N/A	16,757	4	1.88%
Publix Supermarkets Inc.	N/A	N/A	N/A	15,606	5	1.75%
Winn Dixie Supermarkets, Inc	N/A	N/A	N/A	8,763	9	0.98%
Other Employers	1,042,714		85.26%	711,797		80.00%
Region Total	1,223,034		100.00%	890,100		100.00%

## Notes:

N/A = Not Available

## Sources:

Metro Orlando Economic Development Commission

Orange County Public Schools

Orlando Health

University of Central Florida Office of Institutional Research

Seminole County Public Schools

Orange County Government, Florida

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX**

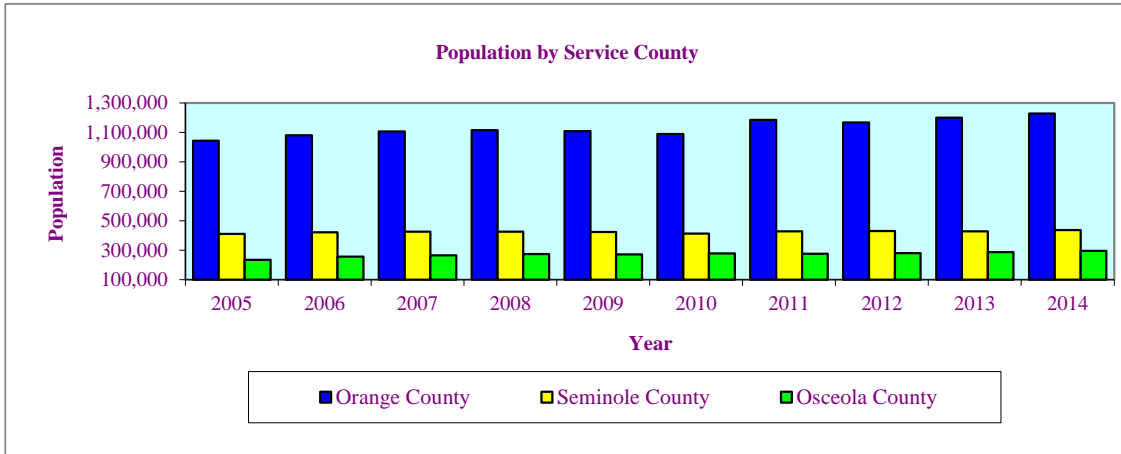
**Employment Percentage by Industry  
Service Region  
Last Ten Years  
(Unaudited)**

<b>Year</b>	<b>Manufacturing</b>	<b>Construction</b>	<b>Transportation</b>	<b>Finance</b>	<b>Government</b>	<b>Retail Trade</b>	<b>Service</b>	<b>Total</b>
2005	4.3%	7.6%	4.3%	6.0%	10.8%	22.8%	44.2%	100.0%
2006	4.1%	8.0%	4.9%	6.2%	10.6%	20.3%	45.9%	100.0%
2007	4.0%	7.8%	4.9%	5.9%	11.0%	20.6%	45.8%	100.0%
2008	3.8%	6.6%	3.9%	6.2%	11.0%	15.3%	53.2%	100.0%
2009	3.9%	6.0%	3.1%	6.4%	11.7%	11.1%	57.8%	100.0%
2010	3.7%	4.8%	3.0%	6.0%	11.7%	11.4%	59.4%	100.0%
2011	3.6%	4.6%	3.1%	6.1%	11.5%	11.8%	59.3%	100.0%
2012	3.6%	4.2%	3.0%	6.2%	11.3%	12.3%	59.4%	100.0%
2013	3.5%	4.5%	2.9%	6.4%	11.0%	12.2%	59.5%	100.0%
2014	3.5%	5.1%	2.9%	6.2%	10.7%	12.7%	58.9%	100.0%

Source: Metro Orlando Economic Development Commission

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX  
Population by Service County  
Last Ten Years  
(Unaudited)**

<b>Year</b>	<b>Orange County</b>	<b>Seminole County</b>	<b>Osceola County</b>	<b>Region Total</b>
2005	1,043,437	411,744	235,156	1,690,337
2006	1,079,524	420,667	255,903	1,756,094
2007	1,105,603	425,698	266,123	1,797,424
2008	1,114,979	426,413	273,709	1,815,101
2009	1,108,882	423,759	272,788	1,805,429
2010	1,087,971	412,660	278,153	1,778,784
2011	1,183,903	429,169	275,010	1,888,082
2012	1,166,730	430,738	281,294	1,878,762
2013	1,199,801	427,977	286,001	1,913,779
2014	1,227,995	437,086	295,553	1,960,634

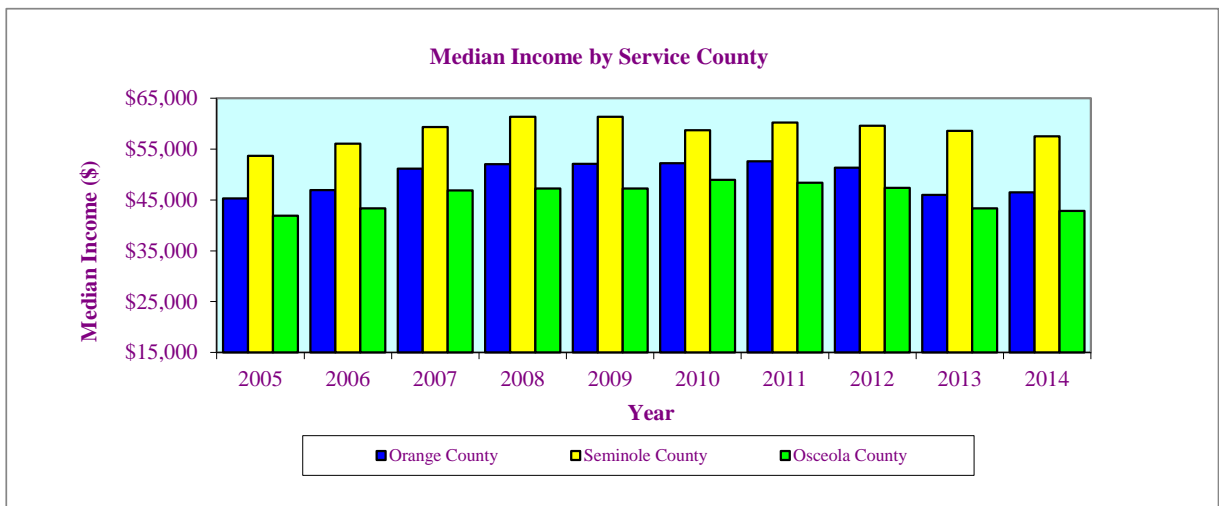


The population of the tri-county area, as a whole, increased approximately 2.4% from 2013. There was an increase every year except for 2009, 2010 and 2012. The greatest percentage growth was in Osceola County, where the population grew approximately 3.34% compared to the previous year.

Source: Metro Orlando Economic Development Commission

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX  
Median Household Income by Service County  
Last Ten Years  
(Unaudited)**

Year	Orange County	Seminole County	Osceola County
2005	\$45,330	\$53,675	\$41,872
2006	\$46,963	\$56,072	\$43,336
2007	\$51,188	\$59,354	\$46,890
2008	\$52,062	\$61,378	\$47,228
2009	\$52,130	\$61,374	\$47,244
2010	\$52,232	\$58,703	\$48,942
2011	\$52,624	\$60,210	\$48,367
2012	\$51,338	\$59,609	\$47,386
2013	\$45,968	\$58,573	\$43,332
2014	\$46,507	\$57,538	\$42,838



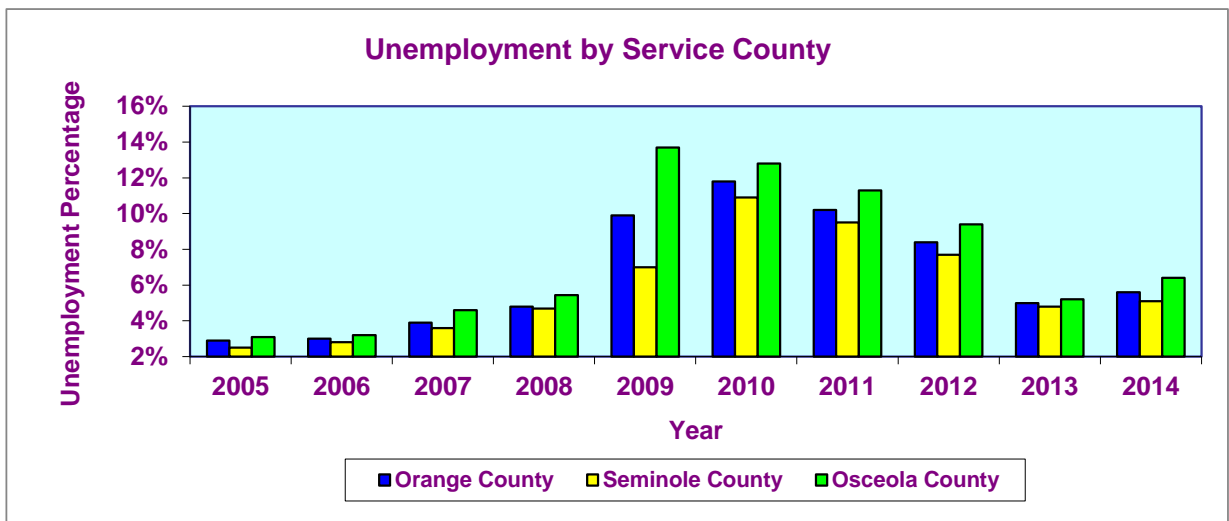
Median household income is useful in public transportation planning because it is one determinant of the need for, and probability of use, of public transportation. The lower the median income the greater, in most cases, will be the need for, and use of, public transportation. Overall the tri-county area median income increased from 2013.

Source: Metro Orlando Economic Development Commission

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX**

**Unemployment by Service County  
Last Ten Years  
(Unaudited)**

<b>Year</b>	<b>Orange County</b>	<b>Seminole County</b>	<b>Osceola County</b>	<b>Region Average</b>
2005	2.9%	2.5%	3.1%	3.0%
2006	3.0%	2.8%	3.2%	3.1%
2007	3.9%	3.6%	4.6%	3.3%
2008	4.8%	4.7%	5.5%	5.0%
2009	9.9%	7.0%	13.7%	10.2%
2010	11.8%	10.9%	12.8%	11.8%
2011	10.2%	9.5%	11.3%	10.3%
2012	8.4%	7.7%	9.4%	8.4%
2013	5.0%	4.8%	5.2%	4.9%
2014	5.6%	5.1%	6.4%	5.7%



Employment and Unemployment trends are useful in the analysis of the economic vitality of a local economy. The availability of public transportation removes transportation barriers to employment, a factor which contributes to the continued need for public transportation. The yearly percentages by county are annual averages, non-seasonal based. The tri-county average for fiscal year 2014 was 5.7%, with Osceola at 6.4% having the highest unemployment. Each service county posted a increase in unemployment compared to 2013.

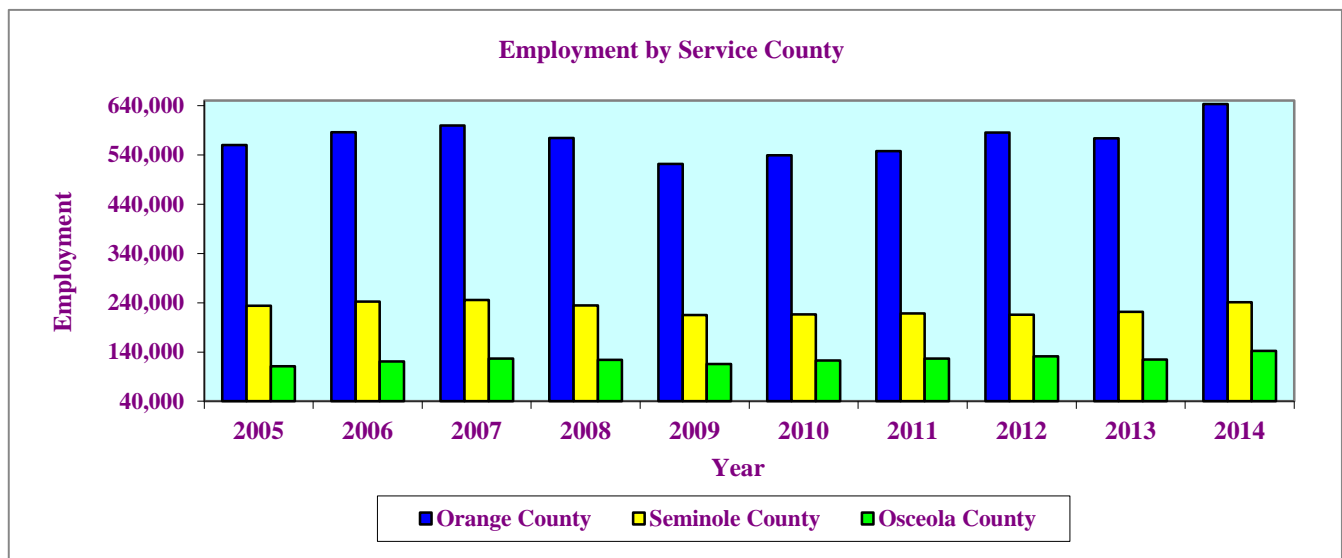
Source: Metro Orlando Economic Development Commission



**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX**

**Employment by Service County  
Last Ten Years  
(Unaudited)**

<b>Year</b>	<b>Orange County</b>	<b>Seminole County</b>	<b>Osceola County</b>	<b>Region Total</b>
2005	559,852	233,747	110,867	904,466
2006	586,102	242,061	120,684	948,847
2007	599,487	245,764	126,783	972,034
2008	574,090	234,275	124,406	932,771
2009	521,623	215,016	115,643	852,282
2010	539,404	216,202	122,843	878,449
2011	547,816	218,049	126,431	892,296
2012	585,472	215,521	131,146	932,139
2013	573,570	221,385	124,539	919,494
2014	643,006	241,166	142,437	1,026,609



The tri-county area has experienced growth in employment every year except 2008, 2009 & 2013 due to the recession. 2014 was 11.6% above the depressed level of 2013 and 20.5% above the 2009 level. The largest percentage increase was Osceola County, where employment in 2014 was 14.4% above the 2013 level.

Source: Metro Orlando Economic Development Commission

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX  
General Statistical Trends  
Last Ten Years  
(Unaudited)**

<b>FISCAL YEAR</b>	<b>RIDERSHIP</b>	<b>NUMBER OF PEAK VEHICLES</b>	<b>ACTUAL VEHICLE MILES</b>	<b>ACTUAL VEHICLE HOURS</b>
2005	24,030,234	237	14,478,451	1,013,865
2006	24,570,957	240	14,726,834	1,033,796
2007	26,078,255	240	15,475,289	1,058,929
2008	26,427,067	238	16,739,475	1,162,852
2009	23,747,795	234	16,225,409	1,108,783
2010	24,780,704	223	16,570,711	1,111,073
2011	26,996,158	225	16,503,043	1,108,489
2012	28,184,740	225	17,258,824	1,125,323
2013	28,801,896	232	16,058,513	1,126,466
2014	28,868,418	248	16,040,104	1,132,713

SOURCES: NTD report (MotorBus)

Number of vehicles exclude vehicles not in service at the end of the fiscal year.

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX**

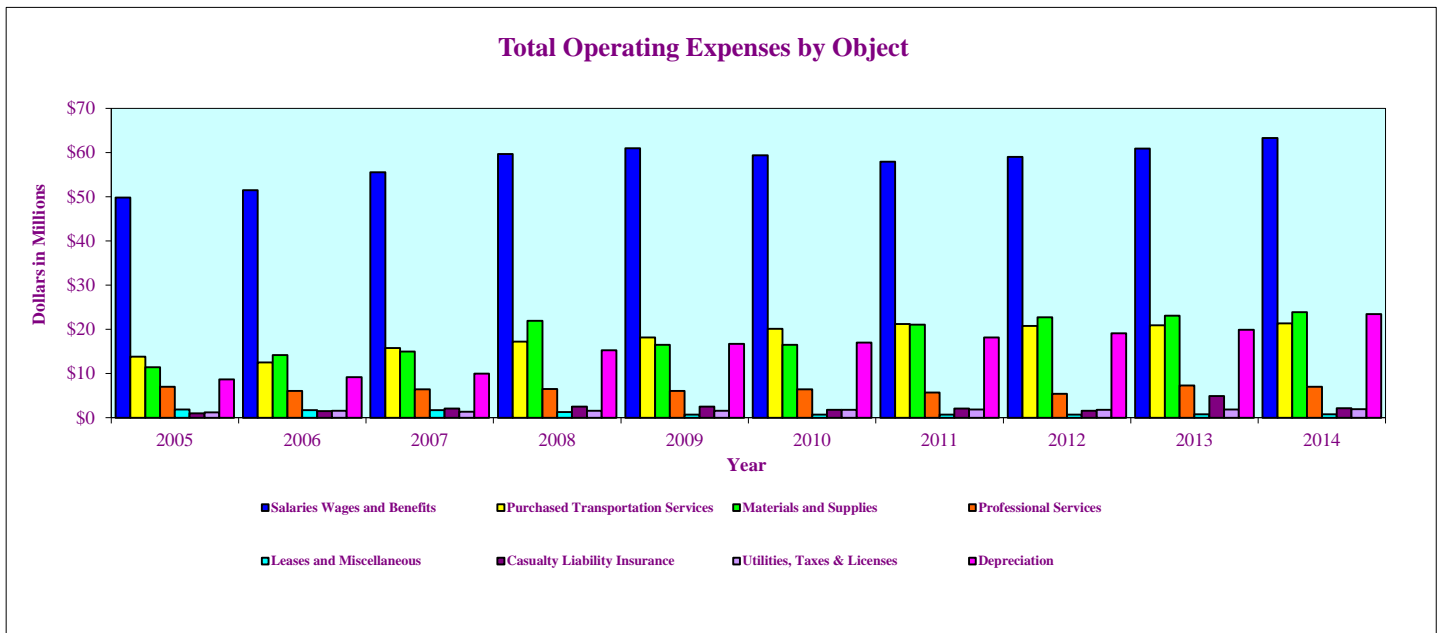
**Operating Expenses by Object**

**Last Ten Years**

Dollars in Millions

(Unaudited)

Fiscal Year	Salaries Wages and Benefits	Purchased Transportation Services	Materials and Supplies	Professional Services	Leases and Miscellaneous	Casualty Liability Insurance	Utilities, Taxes & Licenses	Depreciation	Total Operating Expenses
2005	\$49.8	\$13.8	\$11.4	\$7.0	\$1.9	\$1.0	\$1.2	\$8.7	\$94.8
2006	\$51.5	\$12.5	\$14.2	\$6.1	\$1.7	\$1.5	\$1.6	\$9.2	\$98.3
2007	\$55.5	\$15.8	\$15.0	\$6.4	\$1.7	\$2.1	\$1.4	\$10.0	\$107.9
2008	\$59.7	\$17.2	\$21.9	\$6.5	\$1.3	\$2.5	\$1.6	\$15.3	\$126.0
2009	\$61.0	\$18.2	\$16.5	\$6.1	\$0.7	\$2.5	\$1.6	\$16.7	\$123.3
2010	\$59.4	\$20.1	\$16.5	\$6.4	\$0.7	\$1.8	\$1.8	\$17.0	\$123.7
2011	\$57.9	\$21.2	\$21.1	\$5.7	\$0.7	\$2.1	\$1.9	\$18.2	\$128.8
2012	\$59.0	\$20.8	\$22.7	\$5.4	\$0.7	\$1.6	\$1.8	\$19.1	\$131.1
2013	\$60.9	\$20.9	\$23.1	\$7.3	\$0.8	\$4.9	\$1.9	\$19.9	\$139.7
2014	\$63.3	\$21.4	\$23.9	\$7.0	\$0.8	\$2.2	\$2.0	\$23.5	\$144.0

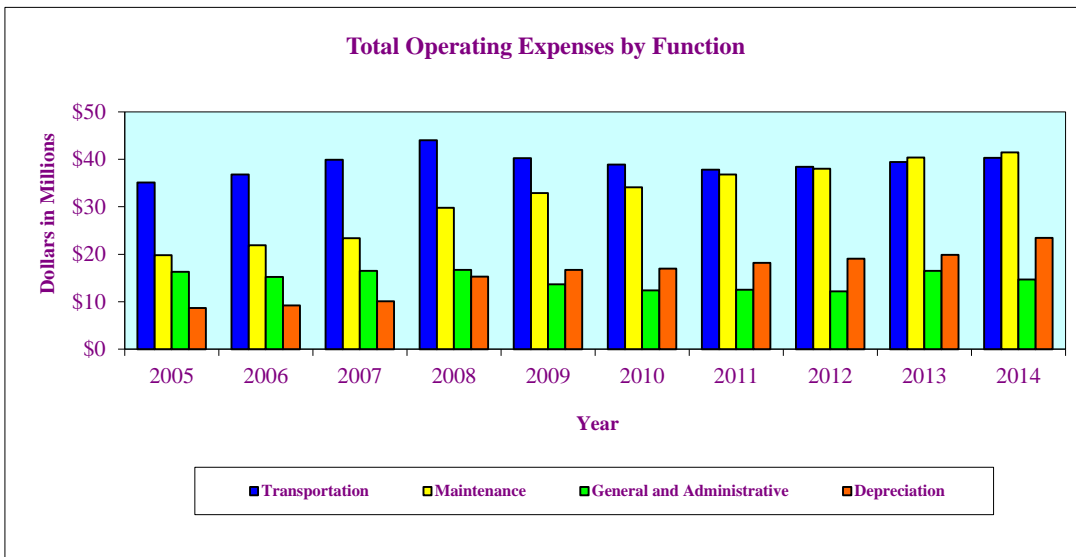


The table and graph show the annual amount for each of the 8 primary object classifications of operating expenses during the last ten years. Total operating expenses for fiscal year 2014 reflects a 51.89% increase from fiscal year 2005. At 43.95% of total operating expenses in fiscal year 2014, the Salaries, Wages and Benefits object is the largest object and has increased by 3.9% as compared to fiscal year 2013 due to increases in scheduled services to meet ridership demand combined with cost of living salary increases.

Source: Financial Statements

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX**  
**Operating Expenses by Function**  
**Last Ten Years**  
Dollars in Millions  
(Unaudited)

Fiscal Year	Transportation	Maintenance	Paratransit	General and Administrative	Depreciation	Total Operating Expenses
2005	\$35.1	\$19.8	\$14.9	\$16.3	\$8.7	\$94.8
2006	\$36.8	\$21.9	\$15.2	\$15.2	\$9.2	\$98.3
2007	\$39.9	\$23.4	\$18.0	\$16.5	\$10.1	\$107.9
2008	\$44.0	\$29.8	\$20.2	\$16.7	\$15.3	\$126.0
2009	\$40.2	\$32.9	\$19.8	\$13.7	\$16.7	\$123.3
2010	\$38.9	\$34.1	\$21.3	\$12.4	\$17.0	\$123.7
2011	\$37.8	\$36.8	\$23.5	\$12.5	\$18.2	\$128.8
2012	\$38.4	\$38.0	\$23.4	\$12.2	\$19.1	\$131.1
2013	\$39.4	\$40.4	\$23.5	\$16.5	\$19.9	\$139.7
2014	\$40.3	\$41.4	\$24.1	\$14.7	\$23.5	\$144.0



This table and graph show operating expenses by function for the last ten years. Total operating expenses for 2014 are 51.89% greater than 2005. Maintenance expenses in 2014 are 109% over the 2005 level; the greatest increase is due to increased demand for maintenance services resulting from an expanded revenue vehicles fleet and completion of office and maintenance facilities during the last 10-year period. Depreciation costs rose 170% over the same period due to acquisition of new vehicles and completion of new office and maintenance buildings in 2007 and 2008. Transportation expenses increased each year through 2008 due mainly to expanded service routes. Efficiencies resulting mainly from route elimination and rearrangement lead to a decrease in the transportation cost beginning 2009. General and Administrative costs have fluctuated during the period reaching a peak in 2008 and decreasing from 2009 through 2012 due to reduction in staffing level. The 2014 increase for General and Administrative costs is due largely to a decrease in casualty and liability expenses during the fiscal year.

Source: Financial Statements

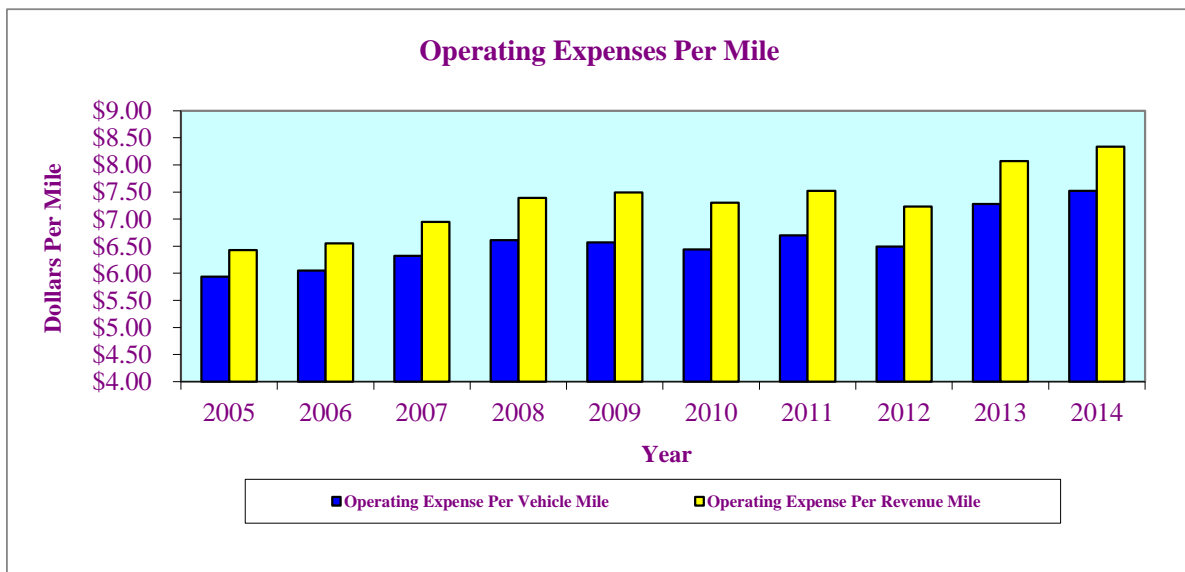
**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX**

**Operating Expenses Per Mile**

**Last Ten Years**

(Unaudited)

<b>Fiscal Year</b>	<b>Vehicle Miles</b>	<b>Revenue Miles</b>	<b>Operating Expense Per Vehicle Mile</b>	<b>Operating Expense Per Revenue Mile</b>
2005	14,488,566	13,398,280	\$5.94	\$6.43
2006	14,726,834	13,593,266	\$6.05	\$6.55
2007	15,475,289	14,072,186	\$6.32	\$6.95
2008	16,739,475	14,985,672	\$6.61	\$7.39
2009	16,215,911	14,230,128	\$6.57	\$7.49
2010	16,570,711	14,612,279	\$6.44	\$7.30
2011	16,503,043	14,714,555	\$6.70	\$7.52
2012	17,258,824	15,487,372	\$6.49	\$7.23
2013	16,058,513	14,468,719	\$7.28	\$8.07
2014	16,040,104	14,464,800	\$7.52	\$8.34



The table and graph show total miles and operating expenses per mile by year for the past ten years. These provide, directly and indirectly, some key operational indicators such as efficiency in use of operating assistance funding and the quality of the maintenance program. There was a steady increase in Revenue Miles and Vehicles Miles until 2009 when service was reduced due to budgetary constraints. The increase in Operating Expense Per Revenue Mile is reflective of increase in cost for material and services without a corresponding increase in miles and ridership. In 2014 the increase in Operating Expense Per Vehicle Mile and Revenue Mile is due to increases labor and maintenance and costs. The ratio of Revenue Miles versus Vehicle Miles represents the level of service miles delivered to patrons versus the total level of miles required to service all routes.

Source: Financial Statements  
National Transit Database report

**CENTRAL FLORIDA REGIONAL TRANSPORTATION d/b/a  
LYNX  
Risk Management  
Insurance Policies - Fiscal Year 2014  
(Unaudited)**

Insurance Company	Policy	Premium	Limits	Deductible/SIR	Commission/Fee
<b>Zurich American Insurance Co.</b>			\$76,960,831	\$10,000 per occurrence, except	0%
	Property	\$178,856		FLAT Named Windstorm	
	Named Windstorm	Included	\$1,950,000	Per Occurrence	
	Flood	Included	\$10,000,000	\$100,000	
	Ordinance & Law	Included	Included		
	Debris Removal	Included	Included		
	Boiler & Machinery	Included	Included		
	<b>Sub-total</b>	<b>\$178,856</b>			
<b>PGIT (Preferred Governmental Insurance Trust)</b>	<b>Crime</b>	\$1,175			0%
	Forgery & Alteration	Included	\$250,000	\$1,000	
	TDD	Included	\$250,000	\$1,000	
	Employee Dishonesty	Included	\$250,000	\$1,000	
	Computer Fraud	Included	\$250,000	\$1,000	
	<b>Sub-total</b>	<b>\$1,175</b>			
	<b>General Liability</b>				0%
	General Liability	\$26,019	\$1,000,000	\$200,000	
	EBL	Included	\$1,000,000	\$200,000	
	<b>Sub-total</b>	<b>\$26,019</b>			
	<b>Public Officials/EPLI</b>				0%
	Public Officials	\$76,386	\$2,000,000	\$100,000	
	EPLI	Included	\$2,000,000	\$100,000	
	<b>Sub-total</b>	<b>\$76,386</b>			
	<b>Automobile</b>				0%
	Auto Liability/UM/MedPay	Rejected	N/A	N/A	
	Auto Physical Damage	\$109,451	Symbol 10	\$1,000 / \$10,000	
	<b>Sub-total</b>	<b>\$109,451</b>			
	<b>Total Premium This Page</b>	<b>\$391,887</b>			

**CENTRAL FLORIDA REGIONAL TRANSPORTATION d/b/a  
LYNX  
Risk Management  
Insurance Policies - Fiscal Year 2014  
(Unaudited)**

<b>Insurance Company</b>	<b>Policy</b>	<b>Premium</b>	<b>Limits</b>	<b>Deductible/SIR</b>	<b>Commission/Fee</b>
Lynx Self-Insured	Workers Compensation		Rejected	N/A	
PGIT (Preferred Governmental Insurance Trust)	<b>Automobile (Road Rangers)</b>				0%
	Auto Liability	\$37,228	\$300,000	\$0	
	PIP	Included	Statutory	\$0	
	UM/UIM	Included	\$50,000		
	Auto Physical Damage	\$10,608	Symbol 10		
	<b>Sub-total</b>	<b>\$47,836</b>			
Travelers Indemnity Co. (through August 2014)	<b>Automobile</b>				0%
	Auto Liability	\$66,179	\$3,000,000	\$200,000	
	UM/UIM	Rejected			
	Auto Physical Damage	Not Covered			
	<b>Sub-total</b>	<b>\$66,179</b>			
U.S. Specialty	<b>Fiduciary</b>	\$5,171	\$2,000,000	\$5,000	0%
Great American E&S Insurance	<b>Environmental</b>	\$26,532	\$1,000,000/\$3,000,000	\$25,000 / \$50,000	0%
Arthur J. Gallagher	<b>Brokerage Fee</b>	\$50,000			\$50,000
	<b>Total Premium This Page</b>	<b>\$195,718</b>			
<b>Grand Total Premiums</b>		<b>\$584,524</b>			

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX  
 SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
 YEAR ENDED SEPTEMBER 30, 2014

FEDERAL GRANT OR/PROGRAM TITLE	Federal CFDA Number	Project Number	Program or Award Amount	September 30, 2013 Receivable	Receipts	Expenditures	September 30, 2014 Receivable
<b>Department of Transportation Federal Highway Administration</b>							
Highway Planning and Construction							
State Infrastructure Bank Loan passed through Florida Department of Transportation	20.205	AO170	7,140,000	-	(2,873,751)	2,873,751	-
Capital assistance	20.205	FL15-X005	2,071,000	8,281	(20,837)	39,542	26,986
			<u>9,211,000</u>	<u>8,281</u>	<u>(2,894,588)</u>	<u>2,913,293</u>	<u>26,986</u>
<b>Department of Transportation Federal Transit Cluster</b>							
Passed through the City of Orlando	20.500	FL03-0126	11,144,100	20,265	-	-	20,265
Capital assistance	20.500	FL03-0340	7,920,000	1,327,074	(4,665,520)	3,668,586	330,140
Capital assistance	20.500	FL04-0052	5,903,200	22,046	(11,360)	-	10,686
Capital assistance	20.500	FL04-0112	1,149,050	5,872	(7,052)	1,180	-
Capital assistance	20.500	FL04-0116	5,565,528	6,272	(6,272)	-	-
Capital assistance	20.500	FL04-0147	1,233,132	-	(533)	1,183	650
Capital assistance	20.500	FL04-0161	2,050,000	1,515,209	(1,571,197)	55,988	-
Capital assistance	20.500	FL04-0163	2,000,000	411,101	(534,754)	123,924	271
Capital assistance	20.500	FL04-0172	1,056,800	6,851	(57,387)	59,941	9,405
Capital assistance	20.500	FL04-0179	3,360,000	-	(2,018,541)	2,095,844	77,303
Capital assistance	20.500	FL05-0113	722,205	129,985	(206,873)	79,846	2,958
			<u>42,104,015</u>	<u>3,444,675</u>	<u>(9,079,489)</u>	<u>6,086,492</u>	<u>451,678</u>
Capital assistance	20.507	FL90-X688	22,317,593	139,912	(613,945)	519,572	45,539
Capital assistance	20.507	FL90-X726	22,243,009	315,117	(1,102,015)	937,471	150,573
Capital assistance	20.507	FL90-X757	1,274,422	2,927	(844,830)	880,825	38,922
Capital assistance	20.507	FL90-X773	20,549,869	702,460	(1,219,326)	636,511	119,645
Capital assistance	20.507	FL90-X789	20,903,149	12,251,297	(16,401,650)	4,173,952	23,599
Capital assistance	20.507	FL90-X826	23,509,503	2,334,169	(12,134,928)	12,032,375	2,231,616
Capital assistance	20.507	FL90-X858	11,496,748	-	-	1,949,739	1,949,739
Capital assistance	20.507	FL95-X026	6,013,990	1,727	(1,727)	-	-
Capital assistance	20.507	FL95-X054	6,025,050	15,075	(379,940)	378,798	13,933
Capital assistance	20.507	FL95-X060	8,767,706	385,586	(6,695,482)	6,396,308	86,412
Capital assistance	20.507	FL95-X068	6,297,975	343,470	(5,870,261)	5,569,085	42,294
Capital assistance	20.507	FL95-X071	7,685,383	-	(412,197)	417,441	5,244
Capital assistance	20.507	FL96-X003 ARRA	29,574,615	2,073,368	(2,583,630)	795,360	285,098
			<u>186,659,012</u>	<u>18,565,108</u>	<u>(48,259,931)</u>	<u>34,687,437</u>	<u>4,992,614</u>
<b>Federal Transit - State of Good Repair Formula Grant</b>							
Capital assistance	20.525	FL54-0002	426,112	-	(88,238)	102,008	13,770
			<u>426,112</u>	<u>-</u>	<u>(88,238)</u>	<u>102,008</u>	<u>13,770</u>
<b>Total Federal Transit Cluster</b>							
			<u>229,189,139</u>	<u>22,009,783</u>	<u>(57,427,658)</u>	<u>40,875,937</u>	<u>5,458,062</u>
<b>Federal Transit: National Infrastructure Investments</b>							
Capital assistance	20.933	FL79-0001	13,000,000	348,724	(1,239,758)	936,476	45,442
			<u>13,000,000</u>	<u>348,724</u>	<u>(1,239,758)</u>	<u>936,476</u>	<u>45,442</u>



CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX  
 SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
 YEAR ENDED SEPTEMBER 30, 2014

FEDERAL GRANTOR/PROGRAM TITLE	Federal CFDA Number	Project Number	Program or Award Amount	September 30, 2013 Receivable	Receipts	Expenditures	September 30, 2014 Receivable
<b>Federal Transit: Metropolitan Transportation Planning Passed through the Metroplan Orlando</b>							
	20.505	FL80-X021	260,183	11,327	(11,327)	-	-
	20.505	FL80-X022	260,746	33,049	(33,049)	-	-
	20.505	FL80-X023	262,531		(136,641)	223,606	86,965
			<u>783,460</u>	<u>44,376</u>	<u>(181,017)</u>	<u>223,606</u>	<u>86,965</u>
<b>Federal Transit: Formula Grants for Rural Areas Passed through Florida Department of Transportation Capital Assistance</b>							
	20.509	AQU34	963,774	253,942	(556,984)	468,470	165,428
			<u>963,774</u>	<u>253,942</u>	<u>(556,984)</u>	<u>468,470</u>	<u>165,428</u>
<b>Federal Transit: Public Transportation Research Planning assistance</b>							
	20.514	FL26-7107	500,000	22,420	(22,420)	-	-
			<u>500,000</u>	<u>22,420</u>	<u>(22,420)</u>	<u>-</u>	<u>-</u>
<b>Federal Transit: Job Access Reverse Commute</b>							
	20.516	APF84	805,692	32,370	(33,573)	1,203	-
	20.516	AQN92	587,775	118,854	(246,473)	166,020	38,401
	20.516	AR064	1,421,955	13,024	(447,438)	536,976	102,562
	20.516	FL37-X062	1,440,377	80,827	(485,002)	404,175	-
	20.516	FL37-X076	1,412,661	3,516	(1,224,520)	1,229,252	8,248
			<u>5,668,460</u>	<u>248,591</u>	<u>(2,437,006)</u>	<u>2,337,626</u>	<u>149,211</u>
<b>Federal Transit: Enhanced Mobility of Seniors and Individuals with Disabilities</b>							
Capital assistance	20.513	FL16-0037	800,064	-	(115,236)	115,236	-
			<u>800,064</u>	<u>-</u>	<u>(115,236)</u>	<u>115,236</u>	<u>-</u>
<b>Federal Transit: New Freedom Program</b>							
	20.521	AQN91	859,729	16,412	(70,706)	73,013	18,719
	20.521	FL57-X034	866,759	27,834	(182,481)	169,288	14,641
	20.521	FL57-X042	868,092	75,260	(371,080)	347,530	51,710
			<u>2,594,580</u>	<u>119,506</u>	<u>(624,267)</u>	<u>589,831</u>	<u>85,070</u>
Total Transit Services Program Cluster			<u>9,063,104</u>	<u>368,097</u>	<u>(3,176,509)</u>	<u>3,042,693</u>	<u>234,281</u>
<b>Federal Transit - Alternatives Analysis Planning Assistance</b>							
	20.522	FL39-0011	800,000	6,913	(17,751)	10,838	-
	20.522	FL39-0013	1,200,000	190,783	(457,344)	408,349	141,788
			<u>2,000,000</u>	<u>197,696</u>	<u>(475,095)</u>	<u>419,187</u>	<u>141,788</u>
<b>TOTAL EXPENDITURES OF FEDERAL AWARDS</b>			<b>\$ <u>264,710,477</u></b>	<b>23,253,319</b>	<b>\$ <u>(65,974,029)</u></b>	<b>48,879,662</b>	<b>6,158,952</b>
<b>Total Receivable</b>				<b>\$ <u>23,253,319</u></b>			<b>\$ <u>6,158,952</u></b>
<b>NONOPERATING REVENUE PORTION</b>						16,257,851	
<b>SIB LOAN</b>						2,873,751	
<b>CONTRIBUTED CAPITAL</b>						<b>\$ <u>29,748,060</u></b>	

See Notes to Schedules of Expenditures of Federal Awards and Local and State Financial Assistance

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX  
SCHEDULE OF LOCAL FINANCIAL ASSISTANCE  
YEAR ENDED SEPTEMBER 30, 2014

GRANT NUMBER/ SOURCE	Program or Award Amount	September 30,			September 30, 2014 Unearned (Receivable)
		2013 Unearned (Receivable)	Transfers/ Receipts	Expenditures	
<b>LOCAL MATCHING GRANTS:</b>					
N/A, APF84	\$ 873,576	\$ -	\$ 1,204	\$ 1,204	\$ -
N/A, AQN91	537,729	-	73,013	73,013	-
N/A, AQN92	587,775	-	166,020	166,020	-
N/A, AQU34	495,304	-	468,470	468,470	-
N/A, AQV49	9,843,318	-	9,843,318	9,843,318	-
N/A, AR064	1,421,955	-	536,976	536,976	-
N/A, AR205	3,728,927	-	310,612	310,612	-
N/A, ARC29	178,000	-	124,220	124,220	-
N/A, ARG21	3,728,407	-	103,567	103,567	-
N/A, FL-37-X062	1,440,377	-	397,922	397,922	-
N/A, FL-37-X076	1,412,661	-	1,222,728	1,222,728	-
N/A, FL-39-0011	800,000	-	2,709	2,709	-
N/A, FL-39-0013	1,200,000	-	102,087	102,087	-
N/A, FL-57-X034	866,759	-	149,750	149,750	-
N/A, FL-57-X042	868,092	-	339,727	339,727	-
N/A, FL-90-X757	1,274,422	-	865,923	865,923	-
N/A, FL-90-X789	20,903,149	-	741,000	741,000	-
N/A, FL90-X826	23,509,503	-	143,087	143,087	-
Orange County (LYNX Operating Center)	-	984 *	-	984	-
Orange County (Bus Lease)	-	90,292 *	-	90,292	-
Private Partners (Shelters and Vans)	-	111,244	-	-	111,244
City of Orlando (LYNX-Orlando Trail)	1,541,415	307,952	-	296	307,656
City of Orlando (LYMMO East-West)	9,920,000	1,126,746	-	917,146	209,600
City of Orlando (LYMMO Parramore)	16,250,000	554,000	-	-	554,000
City of Orlando (Mills District Shelters)	70,000	70,000	-	22,245	47,755
City of Orlando (Parramore Environmental)	662,581	-	-	47,582	(47,582)
City of Orlando (LYMMO CEI)	896,000	-	122,956	122,956	-
Orange County (Pine Hills Super Stop)	1,250,000	-	250,000	-	250,000
Orange County Capital	1,677,044	-	1,677,044	1,677,044	-
Osceola County Capital	211,165	-	211,165	211,165	-
Seminole County Capital	225,537	-	225,537	225,537	-
Other Local Capital	-	86,115	-	-	86,115
<b>Total matching grants</b>	<b>\$ 106,373,696</b>	<b>\$ 2,347,333</b>	<b>\$ 18,079,035</b>	<b>18,907,580</b>	<b>\$ 1,518,788</b>
Customer fares and operating assistance				15,597,626	
Contributed capital portion				\$ 3,309,954	
<b>LOCAL GRANTS AND CONTRACT SERVICES:</b>					
<b>Operating assistance:</b>					
Orange County		\$ -	\$ 35,768,389	\$ 35,768,389	\$ -
City of Orlando		-	3,755,199	3,755,199	-
Seminole County		-	1,792,817	1,792,817	-
Osceola County		-	1,573,290	1,573,290	-
<b>Total nonoperating revenue portion</b>		<b>\$ -</b>	<b>\$ 42,889,695</b>	<b>\$ 42,889,695</b>	<b>\$ -</b>
<b>Contract services:</b>					
Seminole County		\$ -	\$ 3,824,399	\$ 3,824,399	\$ -
Osceola County		-	3,635,077	3,635,077	-
City of Orlando (LYMMO)		(143,407)	1,532,382	1,701,509	(312,534)
City of Altamonte Springs		-	120,900	120,900	-
City of St. Cloud		-	161,999	161,999	-
City of Sanford		-	396,668	396,668	-
Walt Disney World		-	460,200	259,253	200,947
University of Central Florida		(44,490)	143,126	124,988	(26,352)
Shingle Creek		(8,457)	100,143	100,121	(8,435)
Polk County		(25,824)	811,925	872,848	(86,747)
Votran		(18,287)	114,282	95,995	-
State Farm		253,499	-	338,000	(84,501)
Lake County		(43,390)	180,545	137,155	-
<b>Total local contract services</b>		<b>(30,356)</b>	<b>11,481,646</b>	<b>11,768,912</b>	<b>(317,622)</b>
<b>Other Contractual Services</b>					
Local - Shuttles		-	90,637	90,637	-
State - Transportation Disadvantage		(933,420)	3,728,927	3,727,610	(932,103)
State - Medicaid		(926,607)	5,533,683	4,739,409	(132,333)
Other Contractual Services		-	11,324	11,324	-
<b>Total other contract services</b>		<b>(1,860,027)</b>	<b>9,364,571</b>	<b>8,568,980</b>	<b>(1,064,436)</b>
<b>Total contract services</b>		<b>\$ (1,890,383)</b>	<b>\$ 20,846,217</b>	<b>\$ 20,337,892</b>	<b>\$ (1,382,058)</b>

\*These amounts are not receivables or deferrals, but are included as restricted net position, as they relate to receipts that are restricted for matching. See notes to Schedules of Expenditures of Federal Awards and Local and State Financial Assistance.

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX  
SCHEDULE OF STATE FINANCIAL ASSISTANCE  
YEAR ENDED SEPTEMBER 30, 2014

STATE GRANTOR PROGRAM TITLE, CONTRACT NO., WPI NO., JOB NO.	CSFA Number	Program or Award Amount	September 30, 2013 Receivable	Receipts/ Adjustments	Expenditures	September 30, 2014 Receivable
<b>Florida Department of Transportation</b>						
N/A, FL16-0037	N/A	\$ 100,008	\$ -	\$ (14,404)	\$ 14,404	\$ -
		<u>100,008</u>	<u>-</u>	<u>(14,404)</u>	<u>14,404</u>	<u>-</u>
N/A, AQV49	55.010	19,192,988	4,674,835	(9,596,494)	9,843,318	4,921,659
		<u>19,192,988</u>	<u>4,674,835</u>	<u>(9,596,494)</u>	<u>9,843,318</u>	<u>4,921,659</u>
N/A, ARC29	55.012	178,000	-	(78,468)	124,220	45,752
N/A, ARD60	55.012	1,265,430	-	-	465,625	465,625
		<u>1,443,430</u>	<u>-</u>	<u>(78,468)</u>	<u>589,845</u>	<u>511,377</u>
N/A AOE57	55.026	6,077,000	955,729	(3,437,000)	2,481,271	-
		<u>6,077,000</u>	<u>955,729</u>	<u>(3,437,000)</u>	<u>2,481,271</u>	<u>-</u>
<b>Total Florida Department of Transportation</b>		<u>26,813,426</u>	<u>5,630,564</u>	<u>(13,126,366)</u>	<u>12,928,838</u>	<u>5,433,036</u>
<b>Florida Transportation Disadvantaged Commission</b>						
N/A, AR205	55.001	3,728,927	933,420	(3,728,928)	2,795,508	-
N/A, AR809	55.001	32,729	-	(32,729)	32,729	-
N/A, ARG21	55.001	3,728,407	-	-	932,103	932,103
		<u>7,490,063</u>	<u>933,420</u>	<u>(3,761,657)</u>	<u>3,760,340</u>	<u>932,103</u>
<b>TOTAL STATE FINANCIAL ASSISTANCE</b>		<b>\$ 34,303,489</b>	<b>\$ 6,563,984</b>	<b>\$ (16,888,023)</b>	<b>\$ 16,689,178</b>	<b>\$ 6,365,139</b>
<b>Other State Contracts</b>						
N/A, BDV03	N/A	1,238,500	308,250	(1,337,585)	1,238,500	209,165
		<u>1,238,500</u>	<u>308,250</u>	<u>(1,337,585)</u>	<u>1,238,500</u>	<u>209,165</u>
<b>TOTAL STATE FINANCIAL ASSISTANCE AND OTHER STATE CONTRACTS</b>			<b>\$ 6,872,234</b>	<b>\$ (18,225,608)</b>	17,927,678	<b>\$ 6,574,304</b>
<b>CONTRACT SERVICES PORTION</b>					3,727,611	
<b>NONOPERATING REVENUE PORTION</b>					<u>11,669,237</u>	
<b>CONTRIBUTED CAPITAL PORTION</b>					<u>\$ 2,530,830</u>	

See notes to Schedules of Expenditures of Federal Awards  
and Local and State Financial Assistance.

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**

**NOTES TO SCHEDULES OF EXPENDITURES OF FEDERAL AWARDS AND  
LOCAL AND STATE FINANCIAL ASSISTANCE  
YEAR ENDED SEPTEMBER 30, 2014**

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1. The Schedules of Expenditures of Federal Awards and Local and State Financial Assistance are prepared on the accrual basis of accounting.
2. All grants subject to the Florida Single Audit Act are included in the Schedule of State Financial Assistance.
3. The Authority utilized state toll revenue credits received from the Florida Department of Transportation under the following awards to satisfy federal and state matching requirements:

<u>Grant</u>	<u>Award Amount</u>	<u>Toll Revenue Credits Applied during Fiscal 2014</u>
FL-04-0112	\$ 1,149,050	\$ 296
FL-04-0161	2,050,000	13,997
FL-04-0172	1,056,800	14,985
FL-04-0179	3,360,000	523,961
FL-05-0113	722,205	19,961
FL-15-X005	2,071,000	9,885
FL-54-0002	426,112	25,502
FL-90-X688	22,317,593	88,577
FL-90-X726	22,243,009	234,367
FL-90-X773	20,549,869	159,128
FL-90-X789	20,903,149	579,785
FL-90-X826	23,509,503	2,972,322
FL-90-X858	11,496,748	487,435
FL-95-X054	6,025,050	94,700
FL-95-X060	8,767,706	1,599,077
FL-95-X068	6,297,975	1,392,271
FL-95-X071	7,685,383	104,360
<b>Total</b>	<b>\$ <u>160,631,152</u></b>	<b>\$ <u>8,320,609</u></b>

**Report of Independent Auditor on Internal Control over  
Financial Reporting and on Compliance and Other Matters  
Based on an Audit of Financial Statements Performed in  
Accordance with *Government Auditing Standards***

To the Board of Directors of  
Central Florida Regional Transportation Authority:

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the statements of net position of Central Florida Regional Transportation Authority d/b/a LYNX (the "Authority") as of September 30, 2014, and the related statements of revenues, expenses and changes in net position, and cash flows for the year then ended, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements, and have issued our report thereon dated March 18, 2015.

### **Internal Control over Financial Reporting**

In planning and performing our audit, we considered the Authority's internal control over financial reporting ("internal control") as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designated to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Authority's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audits, and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Orlando, Florida  
March 18, 2015

**DRAFT**

**Report of Independent Auditor on Compliance for  
Each Major Program and State Financial Assistance Project and on Internal  
Control Over Compliance Required by OMB Circular A-133 and  
Chapter 10.550, Rules of the Auditor General**

To the Board of Directors  
Central Florida Regional Transportation Authority:

**Report on Compliance for Each Major Federal Program and State Financial Assistance Project**

We have audited Central Florida Regional Transportation Authority d/b/a LYNX's (the "Authority") compliance with the types of compliance requirements described in the U.S. Office of Management and Budget ("OMB") Circular A-133 *Compliance Supplement*, and the requirements described in the State of Florida Department of Financial Services' State Projects Compliance Supplement, that could have a direct and material effect on each of the Authority's major federal programs and state financial assistance projects for the year ended September 30, 2014. The Authority's major federal programs and state financial assistance projects are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs and state financial assistance projects.

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for each of the Authority's major federal programs and state financial assistance projects based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and Chapter 10.550, *Rules of the Auditor General*. Those standards, OMB Circular A-133 and Chapter 10.550, *Rules of the Auditor General*, require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program or state financial assistance project occurred. An audit includes examining, on a test basis, evidence about the Authority's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program and state financial assistance project. However, our audit does not provide a legal determination of the Authority's compliance.

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### ***Unmodified Opinion on Each Major Federal Program and State Financial Assistance Project***

In our opinion, the Authority complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs and state financial assistance projects for the year ended September 30, 2014.

### **Report on Internal Control over Compliance**

Management of the Authority is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Authority's internal control over compliance with requirements that could have a direct and material effect on a major federal program or state financial assistance project to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and state financial assistance project and to test and report on internal control over compliance in accordance with OMB Circular A-133 and Chapter 10.550, *Rules of the Auditor General*, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program or state financial assistance project on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program or state financial assistance project will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program or state financial assistance project that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133 and Chapter 10.550, *Rules of the Auditor General*. Accordingly, this report is not suitable for any other purpose.

Orlando, Florida  
March 18, 2015

**DRAFT**



**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS -  
FEDERAL AWARDS PROGRAMS AND STATE FINANCIAL ASSISTANCE PROJECTS**

*FOR THE YEAR ENDED SEPTEMBER 30, 2014*

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**Part I - Summary of Auditor's Results**

**Financial Statement Section**

Type of auditor's report issued:	<u>Unmodified</u>		
Internal control over financial reporting:			
Material weakness(es) identified?	_____ yes	_____ <u>x</u> no	
Significant deficiency(ies) identified?	_____ yes	_____ <u>x</u> none reported	
Noncompliance material to financial statements noted?	_____ yes	_____ <u>x</u> no	

**Federal Awards and State Projects Section**

Internal control over major programs:			
Material weakness(es) identified?	_____ yes	_____ <u>x</u> no	
Significant deficiency(ies) identified?	_____ yes	_____ <u>x</u> none reported	
Type of auditor's report on compliance for major federal programs and state projects:	<u>Unmodified</u>		
Any audit findings disclosed that are required to be reported in accordance with Circular A-133 for federal awards?	_____ yes	_____ <u>x</u> no	
Any audit findings disclosed that are required to be reported in accordance with Chapter 10.550 for state projects?	_____ yes	_____ <u>x</u> no	

LYNX

SCHEDULE OF FINDINGS AND QUESTIONED COSTS -  
FEDERAL AWARDS PROGRAMS AND STATE FINANCIAL ASSISTANCE PROJECTS

FOR THE YEAR ENDED SEPTEMBER 30, 2014

Part I - Summary of Auditor's Results (continued)

Federal Awards and State Projects Section (continued)

Identification of major federal programs and state projects:

Federal Programs:

Name of Program or Cluster	CFDA Number
U.S. Department of Transportation:	
Federal Transit Cluster	20.500/20.507/20.525

State Projects:

Name of Project	CSFA Number
State of Florida Department of Transportation:	
Public Transit Block Grant	55.010

Dollar threshold used to determine Type A programs:

Federal	\$ 1,390,885
State	\$ 500,675

Auditee qualified as low-risk auditee for federal purposes?

yes  no

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**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS -  
FEDERAL AWARDS PROGRAMS AND STATE FINANCIAL ASSISTANCE PROJECTS**

*FOR THE YEAR ENDED SEPTEMBER 30, 2014*

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**Part II - Schedule of Financial Statement Findings**

This section identifies the significant deficiencies, material weaknesses, fraud, illegal acts, violations of provisions of contracts and grant agreements, and abuse related to the financial statements that are required to be reported in accordance with *Government Auditing Standards*.

There were no findings required to be reported in accordance with *Government Auditing Standards*.

**Part III - Federal Award Findings and Questioned Costs**

This section identifies the significant deficiencies, material weaknesses, and material instances of noncompliance, including questioned costs, as well as any material abuse findings, related to the audit of major federal programs, as required to be reported by Section 510(a) of OMB Circular A-133.

There were no findings required to be reported by Section 510(a) of OMB Circular A-133.

**Part IV - State Project Findings and Questioned Costs**

This section identifies the significant deficiencies, material weaknesses, and material instances of noncompliance, including questioned costs, as well as any material abuse findings, related to the audit of major state projects, as required to be reported by Chapter 10.550, *Rules of the Auditor General - Local Governmental Entity Audits*.

There were no findings required to be reported by Chapter 10.550, *Rules of the Auditor General - Local Governmental Entity Audits*.

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**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX**  
**SCHEDULE OF PRIOR AUDIT FINDINGS AND CORRECTIVE ACTION PLAN**  
**FEDERAL AWARDS PROGRAMS AND STATE FINANCIAL ASSISTANCE PROJECTS**

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*FOR THE YEAR ENDED SEPTEMBER 30, 2014*

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**Prior Year Audit Finding:**

**Federal Transit Cluster - CFDA #20.500/20.507**

Fiscal year 2013 audit finding was addressed during fiscal year 2014 as follows:

*Statement of Condition 2013-001:* During our procedures related to the National Transit Database report, we found that LYNX' internal controls over Motor Bus Directly Operated (MBDO) sampling requirements for passenger miles traveled were insufficient, resulting in noncompliance with requirements.

**Current Status:**

For FY 2014, the goal of 100 manual samples using ride checkers on the MBDO/RBDO system was achieved.

The task was achieved by:

1. Service Planning staff generated a weekly list of randomly selected blocks for APC-equipped bus assignments to insure all routes were sampled during the year.
2. Service Planning staff generated a ride check calendar to insure sufficient on-board ride checks were conducted. LYNX staff identified on the calendar were adequately trained and approved to perform on-board ride checks.
3. Throughout the year, Service Planning generated APC reports for each ride check trip and compared the output to the manual ride check for that trip to insure data completeness and notified Maintenance if there were any data issues.
4. The Service Planner responsible for managing the ride check program made regular reports to the Service Planning Manager on the number of checks performed, number of checks remaining, and any data issues noted during the sampling process.

**Current Year Audit Findings:**

There were no audit findings in the current year that required corrective action.

**DRAFT**

## Independent Auditor's Management Letter

To the Board of Directors  
Central Florida Regional Transportation Authority:

### Report on the Financial Statements

We have audited the financial statements of Central Florida Regional Transportation Authority d/b/a LYNX (the "Authority") as of and for the year ended September 30, 2014, and have issued our report thereon dated March 18, 2015.

### Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*; and Chapter 10.550, Rules of the Auditor General.

### Other Reports and Schedule

We have issued our Report of Independent Auditor on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*; Report of Independent Auditor on Compliance for Each Major Federal Program and State Financial Assistance Project and on Internal Control Over Compliance Required by OMB Circular A-133 and Chapter 10.550, *Rules of the Auditor General*; Schedule of Findings and Questioned Costs – Federal Awards Programs and State Financial Assistance Projects; and Report of Independent Accountant on Compliance with Local Government Investment Policies regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports and schedule, which are dated March 18, 2015, should be considered in conjunction with this management letter.

### Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address significant findings and recommendations made in the preceding annual financial audit report. Corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

### Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in the management letter, unless disclosed in the notes to the financial statements. Such disclosure is included in the notes to the financial statements.

### Financial Condition

Section 10.554(1)(i)5.a., Rules of the Auditor General, requires that we report the results of our determination as to whether or not the Authority has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific condition(s) met. In connection with our audit, the results of our tests did not indicate the Authority met any of the specified conditions of a financial emergency contained in Section 218.503(1), Florida Statutes. However, our audit does not provide a legal determination on the Authority's

compliance with this requirement.

Pursuant to Sections 10.554(1)(i)5.c. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures. It is management's responsibility to monitor the Authority's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

### **Annual Financial Report**

Section 10.554(1)(i)5.b., Rules of the Auditor General, requires that we determine whether the annual financial report for the Authority for the fiscal year ended September 30, 2014, filed with the Florida Department of Financial Services pursuant to Section 218.32(1)(a), Florida Statutes, is in agreement with the annual financial audit report for the fiscal year ended September 30, 2014. Our comparison of these two reports resulted in no material differences.

### **Other Matters**

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we address in the management letter any recommendations to improve financial management. Reference to this matter is provided in Appendix A for the Authority. We did not audit the Authority's response to the recommendation, which is also provided in Appendix A, and accordingly, we express no opinion on it.

Section 10.554(1)(i)3., Rules of the Auditor General, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

### **Purpose of this Letter**

The purpose of this management letter is to communicate certain matters prescribed by Chapter 10.550, Rules of the Auditor General. Accordingly, this management letter is not suitable for any other purpose.

Orlando, Florida  
March 18, 2015

**DRAFT**

FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2014

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## CURRENT YEAR FINDING AND RECOMMENDATION

### Information provided for Self-Insurance Program Actuary

**Statement of Condition 2014-01:** During our review of the information provided for the fiscal 2014 actuarial report for the Authority's self-insured plan for claims related to its general liability and worker compensation coverage, we noted instances where information relating to outstanding claims in litigation had not been communicated or had been incorrectly communicated to the actuary.

**Criteria:** All claims information should be maintained to allow for comprehensive tracking and accurate and timely reporting.

**Cause:** Claims information was not sufficiently organized to ensure comprehensive reporting.

**Recommendation:** We recommend that the Authority strengthen internal controls for the accumulation and review of claims information to ensure that it is complete, timely and accurate.

### **Management's Response:**

Management concurs with the issues identified in the Management Letter Comments and agrees with the recommendations.

In late FY2014, the Authority's executive team became aware of concerns with certain claims-related information. This led to an immediate internal investigation into the systems and functionalities of the Risk Management Department.

As a direct result of that investigation, the Authority implemented staffing changes. Additionally, Management has made the strong recommendation to its governing board that all claims be administered externally by a qualified third-party administrator.

Management remains committed to identifying and prioritizing both immediate and long-range solutions that will strengthen internal controls for the accumulation of claims information to ensure that it is complete, timely and accurate.

**DRAFT**

**Report of Independent Accountant on Compliance  
with Local Government Investment Policies**

To the Board of Directors  
Central Florida Regional Transportation Authority:

**Report on Compliance**

We have examined the Central Florida Regional Transportation Authority d/b/a LYNX (the "Authority") compliance with the local government investment policy requirements of Section 218.415, Florida Statutes, during the year ended September 30, 2014. Management is responsible for the Authority's compliance with those requirements. Our responsibility is to express an opinion on the Authority's compliance based on our examination.

**Scope**

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about the Authority's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the Authority's compliance with specified requirements.

**Opinion**

In our opinion, the Authority complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2014.

Orlando, Florida  
March 18, 2015

**DRAFT**



Action Agenda Item #7.C

**To:** LYNX Board of Directors

**From:** Andrea Ostrodka  
DIRECTOR OF PLAN & DEVELOP  
**JAMES RODRIGUEZ**  
(Technical Contact)  
**Antonio Pimpinella**  
(Technical Contact)  
**Walter Gant**  
(Technical Contact)

**Presented By:** Andrea Ostrodka, Director of Planning & Development

**Phone:** 407.841.2279 ext: 6019

**Item Name:** Authorization to Implement the April 19, 2015 Proposed Service Changes

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to implement the proposed service changes effective April 19, 2015, contingent upon the funding partners approval.

**BACKGROUND:**

On May 22, 2014 staff received authorization from the Board of Directors to initiate the Public Participation Process for consideration of proposed service changes that would go into effect April 19, 2015. A total of three (3) public workshops/public hearings were held between February 18, 2015 and February 20, 2015. LYNX customers and the general public were able to provide input on the service changes through the following locations:

Date/Time: Wednesday, February 18, 2015 6-7 PM  
Location: Winter Spring City Hall, Winter Springs, FL  
Public Participation: 0 attendees, 0 comments

Date/Time: Thursday, February 19, 2015 5-6 PM  
Location: Kissimmee City Hall, Kissimmee, FL  
Public Participation: 0 attendees, 0 comments

Date/Time: Friday, February 20, 2015 3-5 PM

Location: LYNX Central Station, Orlando, FL  
Public Participation: 4 attendees, 4 comments

The public comment period on the proposed service changes ran from February 9, 2015 to March 11, 2015. Generally comments were favorable or neutral with respect to the April service change proposal. Public notices for the service change information and the public meetings were posted in LYNX Central Station terminal lobby and at bus bays, at Super Stops throughout the service area, on [www.golynx.com](http://www.golynx.com), and on LYNX' social media sites including Facebook and Twitter.

Additionally, LYNX conducted community meetings on February 20, 2015 and February 23, 2015 in Bithlo to evaluate potential service adjustments to NeighborLink 621.

## **PROPOSED SERVICE CHANGES:**

The major change proposed for April is the extension of the LYMMO Orange Line (Link 31) north via Magnolia Avenue, Marks Street and Orange Avenue to serve the Marks Street Senior Recreational Center and numerous apartments and businesses in the area.

Other major changes will be to add service on Links 10, 37, 56, 104, FastLink 441, and NeighborLink 621.

LYNX staff also proposes minor route adjustments in order to improve service. Additional efficiencies to be gained will include routing or time changes on Links 8, 11, 13, 18, 26, 34, 36, 40, 42, 45, 46E, 46W, 51, 55, 56, 57, 62 (LYMMO Grapefruit), 105, 106, 107, 108, 111, Xpress 208, 302, 304, 434, 443 and FastLink 441 and 17-92.

Maps and schedules are being finalized and once complete will be posted on [www.golynx.com](http://www.golynx.com). The next service change is scheduled to take place August 2015.

## **April 19 Service Change**

### **ADJUSTED SERVICE:**

- **Link 8** – West Oak Ridge Road/International Drive (Orange County) – Adjustments on Saturday and Sunday/Holiday schedules. Service will be rerouted from Adrianna Avenue and Altamira Drive to Oak Ridge and International Drive in both directions.
- **Link 10** – East U.S. 192/St. Cloud (Osceola County) – A new trip will be added leaving Walmart at 4:25a.m. on weekdays and 4:27a.m. on Saturdays to the LYNX Kissimmee Intermodal Station. Departure times from the LYNX Kissimmee Intermodal Station will move to :00. Additional minor adjustments will be made to weekday and Saturday schedules.
- **Link 11** – South Orange Avenue/Orlando International Airport (Orange County) – Minor schedule adjustments.
- **Link 13** – University of Central Florida (Orange County) – Minor schedule adjustments.

- **Link 18** – South Orange Avenue/Kissimmee (Orange County/Osceola County) – Minor schedule adjustments.
- **Link 26** – Pleasant Hill Road/Poinciana (Osceola County) – Minor schedule adjustments. Departure times from the Poinciana Walmart will change to :05 and :35 on weekdays and :05 on Saturdays.
- **Link 31** – LYMMO Orange Line (Orange County) – Route will extend north via Livingston Street, Magnolia Avenue, Marks Street, Orange Avenue and back to Livingston Street. The frequency will be every seven minutes during weekday peak and every 15 minutes during off-peak and weekends.
- **Link 34** – Sanford (Seminole County) – Minor schedule adjustments.
- **Link 36** – Lake Richmond (Orange County) – Minor schedule adjustments
- **Link 37** – Pine Hills/Florida Mall (Orange County) – Minor schedule adjustments. An additional weekday trip will be added from Silver Star Road/Hiwassee Road at 7 a.m.
- **Link 40** – Americana Boulevard/Universal Orlando (Orange County) – Minor schedule adjustments.
- **Link 42** – International Drive/OIA (Orange County) – Service will no longer pull into the Orlando International Premium Outlets. It will operate along Oak Ridge Road. Additional minor schedule adjustments.
- **Link 45** – Lake Mary (Seminole County) – Minor schedule adjustments.
- **Link 46E** – SR 46/Downtown Sanford (Seminole County) – Minor schedule adjustments.
- **Link 46W** – SR 46/Seminole Towne Center (Seminole County) – Minor schedule adjustments.
- **Link 51** – Conway Road/Orlando International Airport (Orange County) – Minor schedule adjustments.
- **Link 55** - West U.S. 192/Citrus Ridge (Osceola County) – Minor schedule adjustments. Timepoints No. 3 (U.S. 192/SR 535) and No. 5 (U.S. 192/Formosa Gardens Boulevard) will be removed.
- **Link 56** – U.S. 192/Magic Kingdom (Osceola County) – Minor schedule adjustments. New trips from Osceola Square Mall to the LYNX Kissimmee Intermodal Station will be added at 4:07, 4:37, 5:07, 5:37, 6:07, 6:37 and 7:07a.m. Timepoint No. 3 (U.S. 192/SR 535) will be removed.
- **Link 57** – John Young Parkway (Orange County/Osceola County) – Minor schedule adjustments. Departure time from Kissimmee Intermodal Station will change to :15 on weekdays and Saturdays. Saturday departure time from the Washington Shores SuperStop will change to :20.
- **Link 62** – LYMMO Grapefruit Line (Orange County) – Minor schedule adjustments.
- **Link 104** – East Colonial (Orange County) – Minor schedule adjustments. An additional weekday 6:33 p.m. trip from the University of Central Florida Super Stop to LYNX Central Station will be added.
- **Link 105** – West Colonial (Orange County) – Minor schedule adjustments. Timepoint No. 3 will be removed from Colonial Drive/Powers Drive.
- **Link 106** – North U.S. 441/Apopka (Orange County) – Minor schedule adjustments.
- **Link 107** – U.S. 441/Florida Mall (Orange County) – Minor schedule adjustments.
- **Link 108** – South U.S. 441/Kissimmee (Orange County/Osceola County) – Minor schedule adjustments. The final daily trip from the LYNX Kissimmee Intermodal Station to Osceola Square Mall will be eliminated.

## LYNX Board Agenda

- **Link 111** – OIA/SeaWorld (Orange County) – Minor schedule adjustments.
- **Xpress 208** – Downtown Kissimmee Xpress (Orange County/Osceola County) –Morning trips will now leave the LYNX Kissimmee Intermodal Station at :00 instead of :30, and from the Sand Lake SunRail Station at :10 instead of :40.
- **Link 302** – Downtown Disney Direct (Orange County) – Timepoint No. 7 (Kirkman Road/Vineland Road) will be removed from the schedule.
- **Link 304** – Downtown Disney Direct (Orange County) – The afternoon trip from Walt Disney World Resort to LYNX Central Station will be rerouted to exit I-4 at Universal Boulevard and travel along Sand Lake Road before resuming the current routing.
- **Link 434** – SR 434 Crosstown (Orange County/Seminole County) – Minor schedule adjustments.
- **Link 443** – Winter Park/Pine Hills (Orange County) – Minor schedule adjustments.
- **FastLink 441** – Kissimmee/Orlando (Osceola County) – Service will be added to operate all day once every hour. Buses will now depart LYNX Central Station at :30 beginning at 6:30 a.m. with the last trip departing at 6:30 p.m.; and from the LYNX Kissimmee Intermodal Station at :30 beginning at 5:30 a.m. with the last trip departing at 5:30 p.m.
- **NeighborLink 621** – Bithlo (Orange County) – Service area will be adjusted based on public input.
- **FastLink 17-92** – Sanford/Orlando (Orange County/Seminole County) – Minor schedule adjustments.

### **FISCAL IMPACT:**

All proposed changes will be supported with funds included in the FY2015 Amended Operating Budget or additional funding, if necessary, from FDOT and/or LYNX Local Funding Partners upon their approval of the proposed service change.

**Action Agenda Item #7.D**

**To:** LYNX Board of Directors

**From:** Susan Black  
GENERAL MANAGER  
**BRENDA HERNANDEZ**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6058

**Item Name:** Authorization to Extend Scope and Term of Contract #13-A62 with CorVel for Third Party Administration (TPA) Services

**Date:** 3/26/2015

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to extend the scope and term of Contract #13-A62 with CorVel Corporation for Third Party Administration ("TPA") Services effective April 1, 2015 and to amend the FY2015 Operating Budget accordingly. The scope of the current contract is limited to Workers Compensation claims and expires 7/30/2015. The proposed new contract would include TPA services for General Liability claims and extend the contract term to 7/30/2016.

**BACKGROUND:**

On July 30, 2013, LYNX entered into a one-year contract with CorVel to provide TPA services for LYNX' Workers' Compensation claims. The contract was renewed for an additional year in 2014.

In December, 2014, LYNX' risk management consultant Nonprofit Risk Management Center ("NRMC") began working with LYNX staff to identify opportunities to strengthen risk management at LYNX, with a particular focus on claims handling, claims reporting, and claims analysis. To date, NRMC has identified essential department functions and proposed a structure and reporting framework that will ensure LYNX' risk management function and associated operations are handled in the most professional, efficient and cost effective manner possible.

The requested change in the scope of work provided by CorVel has been recommended by NRMC as a strategy to consolidate and improve claims handling and reporting. The General Manager and CEO of LYNX both concur with this recommendation. Additional benefits to LYNX include:

- **Claims Adjuster Expertise** – CorVel is staffed by licensed claims adjusters uniquely qualified to establish reserves, recommend reasonable settlements, and gather all of the information needed to close claims in a timely fashion.
- **Accurate, Timely Compliance** – CorVel has an excellent reputation with the relevant regulatory agencies and CorVel is an A-graded submitter per the Florida Department of Insurance. CorVel ensures that all compliance requirements are met in a timely fashion.
- **Sophisticated Reporting Capabilities** – CorVel’s proprietary system, CareMC is accessible to LYNX via a license between LYNX and CorVel. This sophisticated system is the repository for detailed information on claims, including claim details, claim expenses, accident date, claim date, claim type and status. Numerous reports can be generated from CareMC that will enable the LYNX risk management team to shift its focus from duplicative data entry to claims trend analysis and forecasting. Under the license with CorVel, LYNX retains ownership of its data and is guaranteed delivery of that data in a usable format should the LYNX procurement process lead to the selection of a new TPA in 2016.
- **Efficient Resolution of Claims** - CorVel’s staff of licensed claims adjusters are highly experienced in claims evaluation and management. This expertise is needed by LYNX to enable the timely, cost-effective resolution of claims alleging bodily injury and property damage. The per-claim per-contract period pricing model proposed by CorVel incentivizes the TPA’s claims adjusters to manage claims in an expeditious manner. The retention of CorVel to provide these services frees up department staff to provide appropriate oversight.

### **RECOMMENDATION:**

That the current contract between LYNX and CorVel be expanded to include the coordination and administration of claims handling for pre-suit bodily injury claims, property damage only claims and subrogation claims, and that the term of the existing contract be extended to July 30, 2016.

### **FISCAL IMPACT:**

LYNX staff included \$75,000 in the FY2015 Adopted Operating Budget for Professional Fees - Workers Compensation and \$2,500 for Professional Fees – General Liability. The FY2012 expenses were \$95,486 for Professional Fees – Workers Compensation and \$132,400 for Professional Fees – General Liability. The FY2016 Preliminary Operating Budget includes \$100,000 for Professional Fees – Workers Compensation and \$200,000 for Professional Fees – General Liability. Upon approval, LYNX staff will amend the FY2015 Operating Budget. The estimated additional expenses will be covered by savings/transfers or reserves.

Work Session Item #8.A

**To:** LYNX Board of Directors

**From:** Blanche Sherman  
DIRECTOR OF FINANCE  
Julie Caple  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6100

**Item Name:** Overview of the FY2016 Preliminary Operating Budget

**Date:** 3/26/2015

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**BACKGROUND:**

On January 28, 2015, staff presented a list of budget assumptions and the budget calendar to LYNX' Audit Committee for discussion and input. The FY2016 Preliminary Operating Budget was prepared based on the following key assumptions:

- FY2016 Funding based on the adopted LYNX Funding Model
- Maximize current service levels through efficiencies
- Apply additional Flex (NeighborLink) services, where appropriate
- Maintain current Preventative Maintenance funding level
- Maximize use of anticipated Advertising Revenue
- Potential Royalties from third party usage of Compressed Natural Gas (CNG)
- Salary increases consistent with Funding Partners
- Anticipated impact of a new Union contract
- Continuation of Fuel Hedging Program, as appropriate
- Impacts of conversion to Compressed Natural Gas (CNG)
- Continued application of reductions based on LYNX ownership of paratransit vehicles
- Continuation of Bio-diesel Program, as appropriate
- Evaluate LYNX' current Health Insurance Program for consideration of becoming self-insured

# LYNX Board Agenda

## **OVERVIEW:**

The FY2016 Preliminary Operating Budget totals \$126,493,478 in revenues and \$126,493,478 in expenses. The Preliminary Operating Budget is funded by a combination of LYNX - generated revenue and federal, state and local dollars. These funds are used to fund personnel expenses, services, materials, supplies, taxes, utilities, casualty and liability expenses, purchased transportation expenses, leases and miscellaneous expenses. Again, this preliminary budget does not include a fare increase, additional Preventative Maintenance funding, ARRA funding, or the utilization of reserves.

Specifically, this budget includes funds from the following sources:

### **Revenues:**

Fund Balance	\$ 571,571 *
Customer Fares	29,344,754
Contract Services	5,398,265
Advertising on Buses	2,050,000
Advertising – Trade	30,000
Interest & Other Income	462,853
Local	58,676,420
State	14,137,823
Federal	15,821,792
<b>Total Revenues</b>	<b><u>\$126,493,478</u></b>

*\*Use of prepaid funding from Osceola County and the City of Orlando for new Service Development routes.*

The funds are programmed to fund the following types of expenses:

### **Expenses:**

Salaries & Wages & Fringe	\$ 73,142,628
Other Services	10,861,200
Fuel	13,220,707
Materials & Supplies	8,284,043
Utilities	1,454,571
Casualty & Liability	1,524,850
Taxes & Tags	434,605
Purchased Transportation	16,259,095
Miscellaneous	826,779
Leases	485,000
<b>Total Expenses</b>	<b><u>\$126,493,478</u></b>

Based on discussions with the LYNX Board of Directors, County and City Commissioners, and staff, LYNX is continuing the utilization of its funding model to allocate each jurisdiction's share of the costs of operations in FY2016. Through use of the model, LYNX is able to properly fund its operation and the cost of services is appropriately distributed based on service supplied.



As a result of utilizing the funding model, the FY2016 local funding amounts have increased by 0.5%, as follows:

<b>LYNX FY2016 Preliminary Local Funding</b>				
	<b>Amended Local Funding FY2015</b>		<b>Preliminary Regional Model Need for FY2016</b>	
<b>Orange County</b>	\$ 40,321,585 *		\$ 39,744,904	-1.4%
<b>Osceola County</b>	5,479,172 *		5,931,221 *	8.3%
<b>Seminole County</b>	6,249,068		6,218,460	-0.5%
<b>City of Orlando</b>	3,895,598 *		4,046,660 *	3.9%
<b>City of Orlando - LYMMO</b>	2,060,215		2,305,411	11.9%
<b>Subtotal</b>	<b>\$ 58,005,638</b>		<b>\$ 58,246,656</b>	<b>0.4%</b>
<b>St. Cloud</b>	161,999		161,999	0.0%
<b>Altamonte Springs</b>	120,900		120,900	0.0%
<b>Sanford</b>	93,000		93,000	0.0%
<b>Lake County</b>	242,180		259,990	7.4%
<b>Subtotal</b>	<b>\$ 618,079</b>		<b>\$ 635,889</b>	<b>2.9%</b>
<b>Capital Contributions</b>	\$ 2,098,684		\$ 2,118,590	0.9%
<b>Subtotal</b>	<b>\$ 2,098,684</b>		<b>\$ 2,118,590</b>	<b>0.9%</b>
<b>Total Local Funds</b>	<b>\$ 60,722,401</b>		<b>\$ 61,001,135</b>	<b>.5%</b>

*\*Includes prepaid funding from Osceola County, City of Orlando, and Orange County for new Service Development routes.*

LYNX staff has included approximately \$1,194,626 in feeder services funded by the Florida Department of Transportation (FDOT) and other operating expenses to support SunRail in FY2016. Also, LYNX staff has included approximately \$1,327,500 in facility maintenance operating expenses to support the federal commitments to ensuring safe, efficient, and reliable public transit system facilities. The Federal Transit Administration encourages programming federal funds to maintain transit assets in a “State of Good Repair”. As such, these expenses are funded 100% with federal funds.

**CONCLUSION:**

LYNX’ staff will be seeking direction from the Board to finalize the FY2016 Operating Budget. Based on the Board’s direction, the FY2016 budget will be updated as necessary.

## LYNX Board Agenda

In accordance with the FY2016 budget calendar, the proposed FY2016 budget will be presented to the funding partners. After which, the FY2016 budget will be presented to the Board of Directors for final consideration and approval in September of 2015.

# FY2016 Preliminary Operating Budget

Presented to the

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LYNX Board of Directors

by Blanche W. Sherman, CPA

Director of Finance

March 26, 2015

# Key Budget Assumptions - Overall



- FY2016 Funding based on LYNX adopted Funding Model
- Maximize current service levels through efficiencies
- Apply additional Flex (NeighborLink) services, where appropriate

# Key Budget Assumptions - Revenue



- Maintain current Preventative Maintenance funding level
- Maximize use of Anticipated Advertising Revenue
- Potential Royalties from third party usage of Compressed Natural Gas (CNG)

# Key Budget Assumptions - Expenses



- Salary increases consistent with Funding Partners
- Anticipated impact of new Union contract
- Continuation of Fuel Hedging Program, as appropriate
- Impacts of conversion to Compressed Natural Gas (CNG)

# Key Budget Assumptions - Expenses



- Continued application of reductions based on LYNX ownership of paratransit vehicles
- Continuation of Bio-diesel Program, as appropriate
- Evaluate LYNX' current Health Insurance Program for consideration of becoming self insured.

# Pending Items



- Consideration of a Fare increase in FY2016
- Toll Revenue Credits – Continued Application
- Implementation of Funding Partner approved COA Recommendations
- Impacts of SunRail Phase 2 expansion



# FY2016 Operating Budget Overview



	FY2015 Amended	FY2016 Preliminary	% Change
<b>Operating Revenue</b>	\$ 126,576,107	\$ 126,493,478	-0.1%
<b>Operating Expenses</b>	126,576,107	126,493,478	-0.1%
<b>Operating Income/(Deficit)</b>	\$ -	\$ -	N/A



# FY2016 Operating Revenue

	FY2015 Amended Budget	FY2016 Preliminary Budget	% Change
Fund Balance	\$ 1,665,286	\$ 571,571	-66.0%
Customer Fares	29,530,910	29,344,754	-1.0%
Contract Services	6,593,296	5,398,265	-18.1%
Advertising on Buses	1,875,000	2,050,000	9.3%
Advertising - Trade	30,000	30,000	0.0%
Interest & Other Income	417,000	462,853	11.0%
Federal	15,875,297	15,821,792	-0.3%
State	13,263,175	14,137,823	6.6%
Local	57,326,743	58,676,420	2.4%
<b>Total Operating Revenue</b>	<b>\$ 126,576,707</b>	<b>\$126,493,478</b>	<b>-0.1%</b>

# FY2016 Operating Expenses



	FY2015	FY2016	
	Amended	Preliminary	% Change
Salaries/Wages/Fringes	\$ 70,796,959	\$ 73,142,628	3.3%
Other Services	11,138,951	10,861,200	-2.5%
Fuel	16,108,610	13,220,707	-17.9%
Materials & Supplies	7,411,652	8,284,043	11.8%
Utilities	1,439,337	1,454,571	1.1%
Casualty and Liability	1,399,850	1,524,850	8.9%
Taxes & Tags	409,841	434,605	6.0%
Purchased Transportation	16,929,333	16,259,095	-4.0%
Miscellaneous	676,674	826,779	22.2%
Leases	265,500	485,000	82.7%
<b>Total Operating Expenses</b>	<b>\$ 126,576,707</b>	<b>\$ 126,493,478</b>	<b>-0.1%</b>

# FY2016 Local Revenue by Jurisdiction



	FY2015 Amended	FY2016 Preliminary	% Change
Orange County	\$ 40,321,585	\$ 39,744,904	-1.4%
Osceola County	5,479,172	5,931,221	8.3%
Seminole County	6,249,068	6,218,460	-0.5%
City of Orlando	3,895,598	4,046,660	3.9%
City of Orlando - LYMMO	2,060,215	2,305,411	11.9%
Total Local Funds	\$ 58,005,638	\$ 58,246,656	0.4%
Cities, Other Agenices & Private	618,079	635,889	2.9%
Subtotal	\$ 58,623,717	\$ 58,882,545	0.4%
Capital Contributions	2,098,684	2,118,590	0.9%
<b>Total</b>	<b>\$ 60,722,401</b>	<b>\$ 61,001,135</b>	<b>0.5%</b>

# Future Items



- Consideration of Public/Private Partnership (P3) (satellite facilities/BRT)
- Continue to review the type of fixed route vehicles used in future operations
- Seek State grant funding opportunities for capital projects

# Operating Budget Calendar



Preliminary Budget Presentation	March 26
Funding Request Letters Submitted to Funding Partners	May
Budget Presentation Osceola & Orange Counties	June/July
Budget Presentation Seminole County	August
Final Board Action	September 25
Budget Year 15– 16 Commences	October 1

# Board Action Requested



LYNX staff will be seeking direction from the Board regarding the FY2016 Operating Budget. After Board direction, the proposed budget will be submitted to the funding partners for their consideration.

**Monthly Report A: Financial Reports**

**To:** LYNX Board of Directors

**From:** Blanche Sherman  
DIRECTOR OF FINANCE  
Patricia Bryant  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6100

**Item Name:** Monthly Financial Reports - January 31, 2015

**Date:** 3/26/2015

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Please find attached the monthly financial report for the four months ending January 31, 2015. LYNX' Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the four months ending January 31, 2015 reflect total revenue earned in the amount of \$40,706,163 and total expenses incurred in the amount of \$38,366,530 resulting in a net operating profit of \$2,339,633.

- Fixed route, Vanpool, and NeighborLink services resulted in an operating profit of \$2,325,992 for the four months of the fiscal year.
- Paratransit services resulted in an operating profit of \$13,641 for the four months of the fiscal year.

**Fixed Route Operations:**

The year-to-date Operating Revenues are 99% of budgeted amount. Customer fares are 1% lower than the budgeted amount year-to-date.

Advertising revenue is 62% higher than budget for the month of January 2015 and year-to-date is 12% higher than the budgeted amount. Actual revenues through January 2015 for advertising on buses, shelters, and in-kind (trade) transactions are \$472,543, \$226,396 and \$0, respectively. Direct Media's staff continue to enhance LYNX' advertising program and to increase the advertising revenue stream. Direct Media's sales staff is actively seeking new clients and working with existing clients to offer an attractive and affordable advertising program.

In an attempt to stabilize fuel cost in the future, LYNX' staff entered into a fuel hedging arrangement with Merrill Lynch Commodities, Incorporated. During the month of January 2015, LYNX locked in ninety-four percent (94%) of the total monthly purchases, resulting in the cap (LYNX locked) prices higher than the future (float) prices. At this time, LYNX is 15% under budget year-to-date. In the month of January LYNX paid an average price of \$1.68 (net) per gallon for diesel fuel and \$1.82 (net) per gallon for bio-diesel, plus fuel hedging losses which is



lower than the budgeted price per gallon of \$3.17 (net). The national diesel fuel price for the month of January 2015 was \$2.66 (net).

LYNX' staff proactively seeks ways to maximize operational efficiencies and improve services. As a result, fixed route operating expenses for salaries, wages, and fringe benefits are under budget due to various vacancies combined with pension and health insurance costs that are lower than anticipated as of January 31, 2015. Vehicle repairs and maintenance expenses are 6% under budget year-to-date. Legal services expenses are 44% higher than budget year to date, however expenses related to custodial, contract maintenance and other miscellaneous expenses are less than budgeted. Professional services related to various planning projects also less than anticipated year to date.

**Paratransit Operations:**

The operating profit from Paratransit operations as of January 2015 reflects the decrease in Medicaid trips combined with an increase in contract service revenue. The year to date cost of unleaded fuel is 6% higher than budgeted. During the month of January 2015, LYNX locked in forty nine percent (49%) of the total monthly purchases, resulting in cap (LYNX locked) prices higher than the future (float) prices. The fuel is budgeted at a net price of \$2.97 (net) per gallon in the FY2015 budget. LYNX is currently paying \$1.36 (net) per gallon, plus fuel hedging losses. The national unleaded fuel price for the month of January 2015 was \$1.88 (net). An analysis of year-to-date purchased transportation trips and costs follows:

<b>ACCESS LYNX</b>			
<b>FY2015</b>	<b>Trips (Year-to-Date)</b>	<b>Blended Trip Rate</b>	<b>Costs</b>
<b>Actual (with est.)</b>	<b>167,658</b>	<b>\$28.66</b>	<b>\$4,805,702</b>
<b>Budget (rounding)</b>	<b>171,684</b>	<b>\$28.67</b>	<b>\$4,921,733</b>
<b>Trips / Costs Over (Under) Budget</b>	<b>(4,026)</b>	<b>(\$.01)</b>	<b>(\$116,031)</b>

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH OF JANUARY 2015 AND THE FOUR MONTHS ENDED JANUARY 31, 2015**  
**(UNAUDITED)**

	Year to Date			Month of January		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 9,843,636	\$ 9,725,084	99%	\$ 2,460,909	\$ 2,198,715	89%
Contract Services:						
Local Financial Assistance	4,430,743	4,330,129	98%	1,107,686	1,113,306	101%
Other Contractual Services	1,602,121	1,812,640	113%	400,530	456,311	114%
Advertising	635,000	708,939	112%	158,750	257,205	162%
Other Operating Income	122,333	84,882	69%	30,583	17,589	58%
Total Operating Revenues	<u>16,633,833</u>	<u>16,661,674</u>	100%	<u>4,158,458</u>	<u>4,043,126</u>	97%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	-	-		-	-	
State of Florida	3,315,915	3,367,761	102%	828,979	841,940	102%
Local	15,260,797	15,364,659	101%	3,815,199	3,841,335	101%
Planning and other assistance grants:						
Federal - Other	5,546,726	4,390,379	79%	1,386,681	1,163,587	84%
State of Florida - Other	903,830	882,642	98%	225,958	205,760	91%
Local Matching - Other	-	526	N/A	-	27	N/A
Interest Income	16,667	13,513	81%	4,167	1,913	46%
Gain / (Loss) on Sale of Assets	-	25,009	N/A	-	(26,836)	N/A
Total Nonoperating Revenues	<u>25,043,935</u>	<u>24,044,489</u>	96%	<u>6,260,984</u>	<u>6,027,726</u>	96%
Total Revenues	<u>41,677,768</u>	<u>40,706,163</u>	98%	<u>10,419,442</u>	<u>10,070,852</u>	97%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	14,881,228	14,217,366	96%	3,720,307	3,547,118	95%
Fringe Benefits	8,717,759	7,962,459	91%	2,179,440	1,916,839	88%
Purchased Transportation Services	5,617,072	5,603,043	100%	1,404,268	1,069,356	76%
Fuel	5,369,537	4,729,097	88%	1,342,384	1,112,424	83%
Other Materials and Supplies	2,470,551	2,311,317	94%	617,638	562,822	91%
Professional Services	1,691,367	585,897	35%	422,867	247,110	58%
Other Services	1,887,450	1,504,567	80%	471,838	365,592	77%
Lease and Miscellaneous Expenses	298,110	256,254	86%	74,528	51,258	69%
Casualty and Liability Insurance	595,117	561,587	94%	148,779	76,071	51%
Utilities	479,779	451,627	94%	119,945	109,056	91%
Taxes and Licenses	142,280	172,579	121%	35,570	42,634	120%
Interest Expense	15,947	10,737	67%	3,987	2,684	67%
Total Operating Expenses	<u>42,166,197</u>	<u>38,366,530</u>	91%	<u>10,541,549</u>	<u>9,102,964</u>	86%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (488,429)</u>	<u>\$ 2,339,633</u>	N/A	<u>\$ (122,107)</u>	<u>\$ 967,888</u>	N/A

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**FIXED-ROUTE, VANPOOL AND NEIGHORLINK SEGMENT**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH OF JANUARY 2015 AND THE FOUR MONTHS ENDED JANUARY 31, 2015**  
**(UNAUDITED)**

	Year to Date			Month of January		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 9,231,958	\$ 9,167,455	99%	\$ 2,307,989	\$ 2,067,606	90%
Contract Services:						
Local Financial Assistance	4,430,743	4,330,129	98%	1,107,686	1,113,306	101%
Other Contractual Services	-	43,278	N/A	-	14,705	N/A
Advertising	635,000	708,939	112%	158,750	257,205	162%
Other Operating Income	122,333	84,882	69%	30,583	17,589	58%
Total Operating Revenues	<u>14,420,034</u>	<u>14,334,683</u>	99%	<u>3,605,008</u>	<u>3,470,411</u>	96%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	-	-	N/A	-	-	
State of Florida	3,315,915	3,367,761	102%	828,979	841,940	102%
Local	12,278,698	12,382,565	101%	3,069,674	3,095,813	101%
Planning and other assistance grants:						
Federal - Other	4,632,093	3,604,321	78%	1,158,023	1,031,242	89%
State of Florida - Other	903,830	882,642	98%	225,958	205,760	91%
Local Matching - Other	-	526	N/A	-	27	N/A
Interest Income	16,667	13,513	81%	4,167	1,913	46%
Gain / (Loss) on the Sale of Assets	-	25,009	N/A	-	(26,836)	N/A
Total Nonoperating Revenues	<u>21,147,203</u>	<u>20,276,337</u>	96%	<u>5,286,801</u>	<u>5,149,859</u>	97%
Total Revenues	<u>35,567,237</u>	<u>34,611,020</u>	97%	<u>8,891,809</u>	<u>8,620,270</u>	97%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	14,738,374	14,103,110	96%	3,684,593	3,521,217	96%
Fringe Benefits	8,624,785	7,895,518	92%	2,156,196	1,898,695	88%
Purchased Transportation Services	677,006	720,368	106%	169,251	185,695	110%
Fuel	4,584,807	3,900,422	85%	1,146,202	925,215	81%
Other Materials and Supplies	2,463,184	2,311,211	94%	615,796	562,716	91%
Professional Services	1,604,967	545,465	34%	401,267	240,294	60%
Other Services	1,807,009	1,393,483	77%	451,727	301,248	67%
Lease and Miscellaneous Expenses	295,810	255,905	87%	73,953	51,258	69%
Casualty and Liability Insurance	595,117	561,587	94%	148,779	76,071	51%
Utilities	461,170	439,564	95%	115,292	104,482	91%
Taxes and Licenses	130,681	147,658	113%	32,670	37,123	114%
Interest Expense	15,947	10,737	67%	3,987	2,684	67%
Total Operating Expenses	<u>35,998,857</u>	<u>32,285,028</u>	90%	<u>8,999,714</u>	<u>7,906,698</u>	88%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (431,620)</u>	<u>\$ 2,325,992</u>	N/A	<u>\$ (107,905)</u>	<u>\$ 713,572</u>	N/A

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**PARATRANSIT SEGMENT**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH OF JANUARY 2015 AND THE FOUR MONTHS ENDED JANUARY 31, 2015**  
**(UNAUDITED)**

	Year to Date			Month of January		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 611,678	\$ 557,629	91%	\$ 152,920	\$ 131,109	86%
Contract Services:						
Local Financial Assistance	-	-	N/A	-	-	N/A
Other Contractual Services	1,602,121	1,769,362	110%	400,530	441,606	110%
Advertising	-	-	N/A	-	-	N/A
Other Operating Income	-	-	N/A	-	-	N/A
Total Operating Revenues	<u>2,213,799</u>	<u>2,326,991</u>	105%	<u>553,450</u>	<u>572,715</u>	103%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	-	-	N/A	-	-	N/A
State of Florida	-	-	N/A	-	-	N/A
Local	2,982,099	2,982,094	100%	745,525	745,522	100%
Planning and other assistance grants:						
Federal - Other	914,633	786,058	86%	228,658	132,345	58%
State of Florida - Other	-	-	N/A	-	-	N/A
Local Matching - Other	-	-	N/A	-	-	N/A
Interest Income	-	-	N/A	-	-	N/A
Gain / (Loss) on the Sale of Assets	-	-	N/A	-	-	N/A
Total Nonoperating Revenues	<u>3,896,732</u>	<u>3,768,152</u>	97%	<u>974,183</u>	<u>877,867</u>	90%
Total Revenues	<u>6,110,531</u>	<u>6,095,143</u>	100%	<u>1,527,633</u>	<u>1,450,582</u>	95%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	142,854	114,256	80%	35,714	25,901	73%
Fringe Benefits	92,974	66,941	72%	23,244	18,144	78%
Purchased Transportation Services	4,940,066	4,882,675	99%	1,235,017	883,661	72%
Fuel	784,730	828,675	106%	196,183	187,209	95%
Other Materials and Supplies	7,367	106	1%	1,842	106	6%
Professional Services	86,400	40,432	47%	21,600	6,816	32%
Other Services	80,441	111,084	138%	20,110	64,344	320%
Lease and Miscellaneous Expenses	2,300	349	15%	575	-	0%
Casualty and Liability Insurance	-	-	N/A	-	-	N/A
Utilities	18,609	12,063	65%	4,652	4,574	98%
Taxes and Licenses	11,599	24,921	215%	2,900	5,511	190%
Interest Expense	-	-	N/A	-	-	N/A
Total Operating Expenses	<u>6,167,340</u>	<u>6,081,502</u>	99%	<u>1,541,835</u>	<u>1,196,266</u>	78%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (56,809)</u>	<u>\$ 13,641</u>	N/A	<u>\$ (14,202)</u>	<u>\$ 254,316</u>	N/A

**Monthly Report B: Financial Reports**

**To:** LYNX Board of Directors

**From:** Blanche Sherman  
DIRECTOR OF FINANCE  
Patricia Bryant  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6100

**Item Name:** Monthly Financial Reports - February 28, 2015

**Date:** 3/26/2015

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Please find attached the monthly financial report for the five months ending February 28, 2015. LYNX' Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the five months ending February 28, 2015 reflect total revenue earned in the amount of \$50,646,485 and total expenses incurred in the amount of \$47,855,094 resulting in a net operating profit of \$2,791,391.

- Fixed route, Vanpool, and NeighborLink services resulted in an operating profit of \$2,603,576 for the five months of the fiscal year.
- Paratransit services resulted in an operating profit of \$187,815 for the five months of the fiscal year.

**Fixed Route Operations:**

The year-to-date Operating Revenues are 98% of budgeted amount as of February 28, 2015. Customer fares are 2% lower than the budgeted amount year-to-date.

Advertising revenue is 1% lower than budget for the month of February 2015 and year-to-date is 9% higher than the budgeted amount. Actual revenues through February 28, 2015, for advertising on buses, shelters, and in-kind (trade) transactions are \$576,740, \$276,317 and \$0, respectively. Direct Media's staff continue to enhance LYNX' advertising program and to increase the advertising revenue stream. Direct Media's sales staff is actively seeking new clients and working with existing clients to offer an attractive and affordable advertising program.

In an attempt to stabilize fuel cost in the future, LYNX' staff entered into a fuel hedging arrangement with Merrill Lynch Commodities, Incorporated. During the month of February 2015, LYNX locked in ninety-four percent (94%) of the total monthly purchases, resulting in the cap (LYNX locked) prices higher than the future (float) prices. At this time, LYNX is 17% under budget year-to-date. In the month of February LYNX paid an average price of \$1.95 (net) per gallon for diesel fuel and \$2.07 (net) per gallon for bio-diesel, plus fuel hedging losses which

is lower than the budgeted price per gallon of \$3.17 (net). The national diesel fuel price for the month of February 2015 was \$2.52 (net).

LYNX' staff proactively seeks ways to maximize operational efficiencies and improve services. As a result, fixed route operating expenses for salaries, wages, and fringe benefits are 6% under budget due to various vacancies, and less vacation and holiday pay than anticipated year-to-date. Sick leave and workers compensation expenses are 9% over budget for the same period. Vehicle repairs and maintenance expenses are 6% under budget year-to-date, while overall materials and supplies expenses are 8% under budget. Legal service expenses are 43% higher than budget year-to-date, however overall other services are 17% less than budget year-to-date. Casualty and liability expenses are 13% higher than budgeted year-to-date. Professional service expenses related to various planning projects remain less than anticipated year-to-date.

**Paratransit Operations:**

The operating profit from Paratransit operations as of February 28, 2015, reflects the continued decrease in Medicaid trips combined with an increase in contract services revenue. The year-to-date cost of unleaded fuel is 5% higher than budgeted. During the month of February 2015, LYNX locked in fifty four percent (54%) of the total monthly purchases, resulting in cap (LYNX locked) prices higher than the future (float) prices. The fuel is budgeted at a net price of \$2.97 (net) per gallon in the FY2015 budget. LYNX is currently paying \$1.68 (net) per gallon, plus fuel hedging losses. The national unleaded fuel price for the month of February 2015 was \$1.97 (net). An analysis of year-to-date purchased transportation trips and costs follows:

<b>ACCESS LYNX</b>			
<b>FY2015</b>	<b>Trips (Year-to-Date)</b>	<b>Blended Trip Rate</b>	<b>Costs</b>
<b>Actual (with est.)</b>	<b>208,466</b>	<b>\$28.79</b>	<b>\$6,002,442</b>
<b>Budget (rounding)</b>	<b>214,605</b>	<b>\$28.67</b>	<b>\$6,152,166</b>
<b>Trips / Costs Over (Under) Budget</b>	<b>(6,139)</b>	<b>(\$.12)</b>	<b>(\$149,724)</b>

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH OF FEBRUARY 2015 AND THE FIVE MONTHS ENDED FEBRUARY 28, 2015**  
**(UNAUDITED)**

	Year to Date			Month of February		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 12,304,544	\$ 12,008,262	98%	\$ 2,460,909	\$ 2,283,178	93%
Contract Services:						
Local Financial Assistance	5,538,429	5,396,134	97%	1,107,686	1,066,005	96%
Other Contractual Services	2,002,652	2,255,572	113%	400,530	442,933	111%
Advertising	793,750	865,557	109%	158,750	156,618	99%
Other Operating Income	152,917	128,591	84%	30,583	43,708	143%
Total Operating Revenues	<u>20,792,292</u>	<u>20,654,116</u>	99%	<u>4,158,458</u>	<u>3,992,442</u>	96%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	-	-	N/A	-	-	N/A
State of Florida	4,144,894	4,209,702	102%	828,979	841,940	102%
Local	19,075,995	19,205,996	101%	3,815,199	3,841,337	101%
Planning and other assistance grants:						
Federal - Other	6,933,407	5,440,370	78%	1,386,681	1,049,993	76%
State of Florida - Other	1,129,788	1,094,815	97%	225,958	212,173	94%
Local Matching - Other	-	766	N/A	-	239	N/A
Interest Income	20,833	15,172	73%	4,167	1,659	40%
Gain / (Loss) on Sale of Assets	-	25,548	N/A	-	540	N/A
Total Nonoperating Revenues	<u>31,304,917</u>	<u>29,992,369</u>	96%	<u>6,260,984</u>	<u>5,947,881</u>	95%
Total Revenues	<u>52,097,209</u>	<u>50,646,485</u>	97%	<u>10,419,442</u>	<u>9,940,323</u>	95%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	18,601,535	17,722,800	95%	3,720,307	3,505,434	94%
Fringe Benefits	10,897,198	9,834,135	90%	2,179,440	1,871,676	86%
Purchased Transportation Services	7,021,340	7,025,442	100%	1,404,268	1,422,399	101%
Fuel	6,711,921	5,786,445	86%	1,342,384	1,057,348	79%
Other Materials and Supplies	3,088,188	2,841,439	92%	617,638	530,123	86%
Professional Services	2,114,208	717,587	34%	422,867	131,690	31%
Other Services	2,359,313	1,980,427	84%	471,838	475,859	101%
Lease and Miscellaneous Expenses	372,638	325,100	87%	74,528	68,846	92%
Casualty and Liability Insurance	743,896	841,686	113%	148,779	280,099	188%
Utilities	599,724	562,545	94%	119,945	110,918	92%
Taxes and Licenses	177,850	204,067	115%	35,570	31,489	89%
Interest Expense	19,934	13,421	67%	3,987	2,684	67%
Total Operating Expenses	<u>52,707,745</u>	<u>47,855,094</u>	91%	<u>10,541,549</u>	<u>9,488,565</u>	90%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (610,536)</u>	<u>\$ 2,791,391</u>	N/A	<u>\$ (122,107)</u>	<u>\$ 451,758</u>	N/A

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**FIXED-ROUTE, VANPOOL AND NEIGHORLINK SEGMENT**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH OF FEBRUARY 2015 AND THE FIVE MONTHS ENDED FEBRUARY 28, 2015**  
**(UNAUDITED)**

	Year to Date			Month of February		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 11,539,947	\$ 11,319,098	98%	\$ 2,307,989	\$ 2,151,645	93%
Contract Services:						
Local Financial Assistance	5,538,429	5,396,134	97%	1,107,686	1,066,005	96%
Other Contractual Services	-	43,278	N/A	-	-	N/A
Advertising	793,750	865,557	109%	158,750	156,618	99%
Other Operating Income	152,917	128,591	84%	30,583	43,708	143%
Total Operating Revenues	<u>18,025,043</u>	<u>17,752,658</u>	98%	<u>3,605,008</u>	<u>3,417,976</u>	95%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	-	-	N/A	-	-	
State of Florida	4,144,894	4,209,702	102%	828,979	841,940	102%
Local	15,348,372	15,478,378	101%	3,069,674	3,095,813	101%
Planning and other assistance grants:						
Federal - Other	5,790,115	4,322,840	75%	1,158,023	718,521	62%
State of Florida - Other	1,129,788	1,094,815	97%	225,958	212,173	94%
Local Matching - Other	-	766	N/A	-	239	N/A
Interest Income	20,833	15,172	73%	4,167	1,659	40%
Gain / (Loss) on the Sale of Assets	-	25,548	N/A	-	540	N/A
Total Nonoperating Revenues	<u>26,434,002</u>	<u>25,147,221</u>	95%	<u>5,286,801</u>	<u>4,870,885</u>	92%
Total Revenues	<u>44,459,045</u>	<u>42,899,879</u>	96%	<u>8,891,809</u>	<u>8,288,861</u>	93%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	18,422,967	17,580,557	95%	3,684,593	3,477,447	94%
Fringe Benefits	10,780,980	9,750,512	90%	2,156,196	1,854,994	86%
Purchased Transportation Services	846,257	922,493	109%	169,251	202,125	119%
Fuel	5,731,008	4,756,630	83%	1,146,202	856,208	75%
Other Materials and Supplies	3,078,980	2,841,226	92%	615,796	530,017	86%
Professional Services	2,006,208	672,547	34%	401,267	127,082	32%
Other Services	2,258,762	1,869,343	83%	451,727	475,859	105%
Lease and Miscellaneous Expenses	369,763	324,751	88%	73,953	68,846	93%
Casualty and Liability Insurance	743,896	841,686	113%	148,779	280,099	188%
Utilities	576,463	546,531	95%	115,292	106,967	93%
Taxes and Licenses	163,351	176,606	108%	32,670	28,949	89%
Interest Expense	19,934	13,421	67%	3,987	2,684	67%
Total Operating Expenses	<u>44,998,569</u>	<u>40,296,303</u>	90%	<u>8,999,714</u>	<u>8,011,277</u>	89%
<b>OPERATING GAIN / (LOSS)</b>	\$ <u>(539,524)</u>	\$ <u>2,603,576</u>	N/A	\$ <u>(107,905)</u>	\$ <u>277,584</u>	N/A



**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**PARATRANSIT SEGMENT**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH OF FEBRUARY 2015 AND THE FIVE MONTHS ENDED FEBRUARY 28, 2015**  
**(UNAUDITED)**

	Year to Date			Month of February		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 764,597	\$ 689,164	90%	\$ 152,920	\$ 131,533	86%
Contract Services:						
Local Financial Assistance	-	-	N/A	-	-	N/A
Other Contractual Services	2,002,652	2,212,294	110%	400,530	442,933	111%
Advertising	-	-	N/A	-	-	N/A
Other Operating Income	-	-	N/A	-	-	N/A
Total Operating Revenues	<u>2,767,249</u>	<u>2,901,458</u>	105%	<u>553,450</u>	<u>574,466</u>	104%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	-	-	N/A	-	-	N/A
State of Florida	-	-	N/A	-	-	N/A
Local	3,727,623	3,727,618	100%	745,525	745,524	100%
Planning and other assistance grants:						
Federal - Other	1,143,292	1,117,530	98%	228,658	331,472	145%
State of Florida - Other	-	-	N/A	-	-	N/A
Local Matching - Other	-	-	N/A	-	-	N/A
Interest Income	-	-	N/A	-	-	N/A
Gain / (Loss) on the Sale of Assets	-	-	N/A	-	-	N/A
Total Nonoperating Revenues	<u>4,870,915</u>	<u>4,845,148</u>	99%	<u>974,183</u>	<u>1,076,996</u>	111%
Total Revenues	<u>7,638,164</u>	<u>7,746,606</u>	101%	<u>1,527,633</u>	<u>1,651,462</u>	108%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	178,568	142,243	80%	35,714	27,987	78%
Fringe Benefits	116,218	83,623	72%	23,244	16,682	72%
Purchased Transportation Services	6,175,083	6,102,949	99%	1,235,017	1,220,274	99%
Fuel	980,913	1,029,815	105%	196,183	201,140	103%
Other Materials and Supplies	9,208	213	2%	1,842	106	6%
Professional Services	108,000	45,040	42%	21,600	4,608	21%
Other Services	100,551	111,084	110%	20,110	-	0%
Lease and Miscellaneous Expenses	2,875	349	12%	575	-	0%
Casualty and Liability Insurance	-	-	N/A	-	-	N/A
Utilities	23,261	16,014	69%	4,652	3,951	85%
Taxes and Licenses	14,499	27,461	189%	2,900	2,540	88%
Interest Expense	-	-	N/A	-	-	N/A
Total Operating Expenses	<u>7,709,176</u>	<u>7,558,791</u>	98%	<u>1,541,835</u>	<u>1,477,288</u>	96%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (71,012)</u>	<u>\$ 187,815</u>	N/A	<u>\$ (14,202)</u>	<u>\$ 174,174</u>	N/A

**Monthly Report C: LYNX American Recovery and Reinvestment Act Project Status Report**

**To:** LYNX Board of Directors

**From:** **Andrea Ostrodka**  
DIRECTOR OF PLAN & DEVELOP  
**Belinda Balleras**  
(Technical Contact)  
**Selita Stubbs**  
(Technical Contact)  
**Prahallad Vijayvargiya**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6019

**Item Name:** LYNX American Recovery and Reinvestment Act Project Status Report

**Date:** 3/26/2015

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LYNX staff is working diligently to complete the Design and acquisition of the Fare Collection Equipment Project approved under this grant.

**Project Activities – On-going Activities:**

*Fare Collection Equipment:*

The development of a GPS (TripSpark Streets – CAD/AVL Solution) software program which will allow the existing Trapeze system to communicate with the new Xerox system being implemented is still underway. Once this task is accomplished, LYNX will receive a revised schedule from the vendor.

**Monthly Report D: Ridership Report**

**To:** LYNX Board of Directors

**From:** **Andrea Ostrodka**  
DIRECTOR OF PLAN & DEVELOP  
**JAMES RODRIGUEZ**  
(Technical Contact)  
**OLANREWAJU ADELEKAN**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6019

**Item Name:** Ridership Report January, 2015 (Final)

**Date:** 3/26/2015

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**January 2015 HIGHLIGHTS**

**RIDERSHIP**

- Total system-wide ridership in January 2015 is 2,498,049. This represents an increase of 0.33% over the previous year (January 2014).

**ELIMINATED SERVICE**

The following routes were discontinued on December 15, 2014

- **Xpress Link 204** – Clermont Xpress (Lake County)
- **Link 505** – Longwood/Winter Springs (Seminole County) – FDOT will no longer fund service

**ADJUSTED SERVICE**

- LYNX adjusted services on 10 existing routes

ORANGE COUNTY: Link 21, Link 36, Link 104, Link 111, FastLink 418

OSCEOLA COUNTY: Link 26, Link 55, Link 57, Link 426

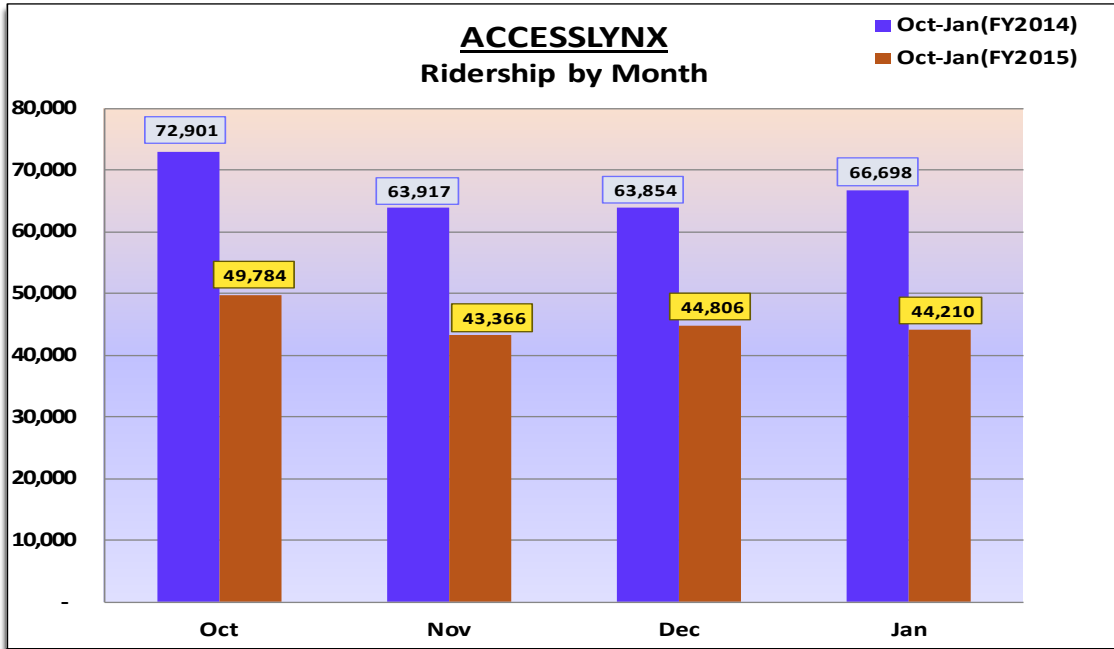
SEMINOLE COUNTY: Link 434

**Year to date (October - January)**

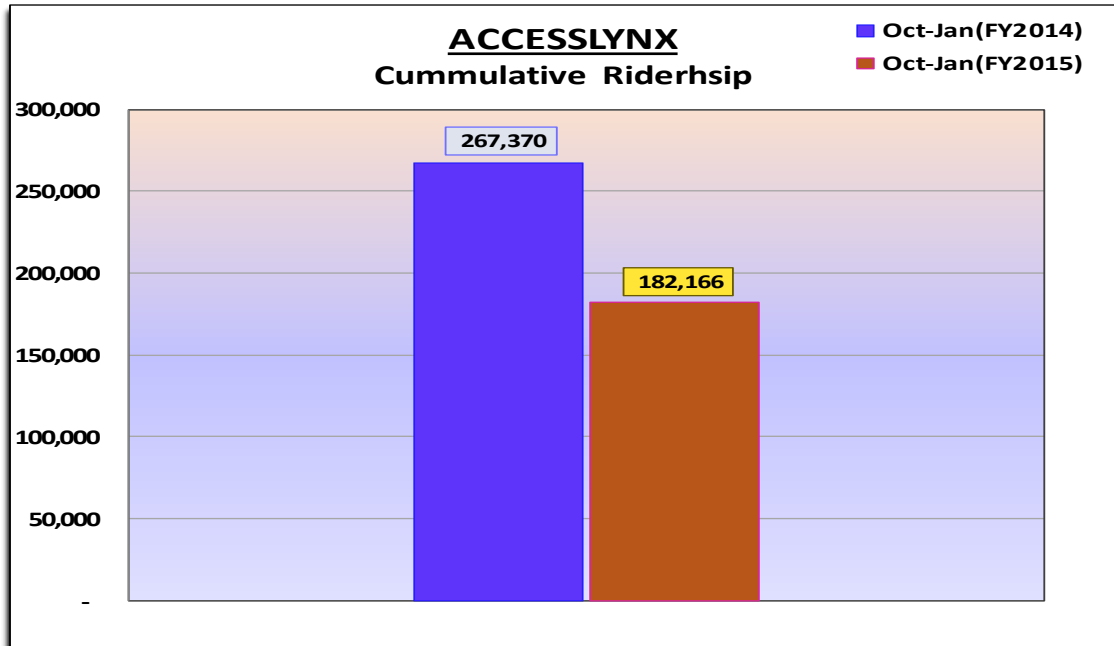
<i>Service Mode</i>	<i>Oct-Jan(FY2014)</i>	<i>Oct-Jan(FY2015)</i>	<i>% Change</i>
LYMMO (ORANGE LINE)	264,345	307,864	16.46%
LYMMO (GRAPEFRUIT LINE)	-	156,631	N/A
Fixed Route	9,510,133	9,344,085	-1.75%
NeighborLink	52,360	61,365	17.20%
<b>SUBTOTAL - FIXED ROUTE</b>	<b>9,826,838</b>	<b>9,869,945</b>	<b>0.44%</b>
Special Shuttles	17,918	14,810	N/A
CBPT (Link 208)	-	4,083	N/A
ACCESS LYNX	267,370	182,166	-31.87%
VanPool	99,329	111,305	12.06%
<b>SUBTOTAL - OTHER SERVICES</b>	<b>384,617</b>	<b>312,364</b>	<b>-18.79%</b>
<b>TOTAL ALL SERVICES</b>	<b>10,211,455</b>	<b>10,182,309</b>	<b>-0.29%</b>

**Average Daily Ridership by Mode**

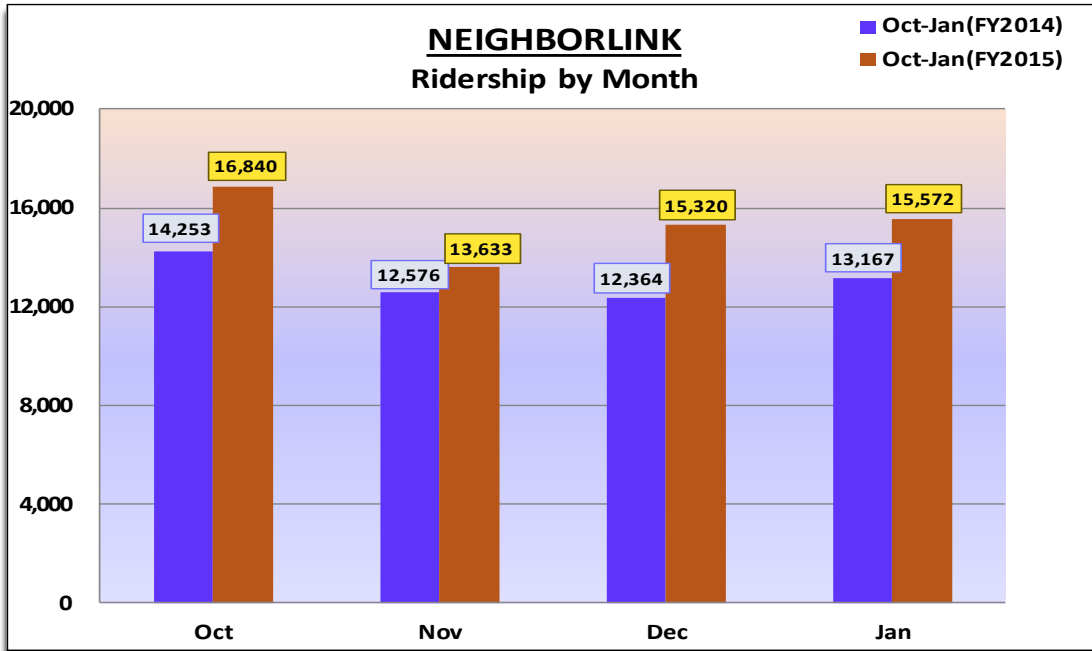
<i>Service Mode</i>	<i>Day</i>	<i>January-14</i>	<i>January-15</i>	<i>% Change</i>
LYMMO (ORANGE LINE)	Weekday	2,484	2,824	13.69%
	Saturday	1,203	1,393	15.80%
	Sunday	822	1,129	37.32%
LYMMO (GRAPEFRUIT LINE)	Weekday	-	1,519	N/A
	Saturday	-	731	N/A
	Sunday	-	830	N/A
All Other Links	Weekday	85,861	85,792	-0.08%
	Saturday	60,356	60,967	1.01%
	Sunday	36,474	37,342	2.38%
Total Fixed Route	Weekday	88,345	90,135	2.03%
	Saturday	61,558	63,090	2.49%
	Sunday	37,296	39,301	5.38%
CBPT (Link 208)	Weekday	-	46	N/A
	Saturday	-	-	N/A
	Sunday	-	-	N/A
ACCESS LYNX	Weekday	2,594	1,705	-34.25%
	Saturday	1,094	867	-20.71%
	Sunday	473	516	9.04%
NeighborLink	Weekday	506	593	17.05%
	Saturday	355	405	14.22%
VanPool	Weekday	1,054	1,086	3.02%
	Saturday	303	375	23.80%
	Sunday	263	289	9.89%
<b>TOTAL LYNX SERVICES</b>	<b>Weekday</b>	<b>92,500</b>	<b>93,519</b>	<b>1.10%</b>
	<b>Saturday</b>	<b>63,310</b>	<b>64,737</b>	<b>2.25%</b>
	<b>Sunday</b>	<b>38,032</b>	<b>40,106</b>	<b>5.45%</b>



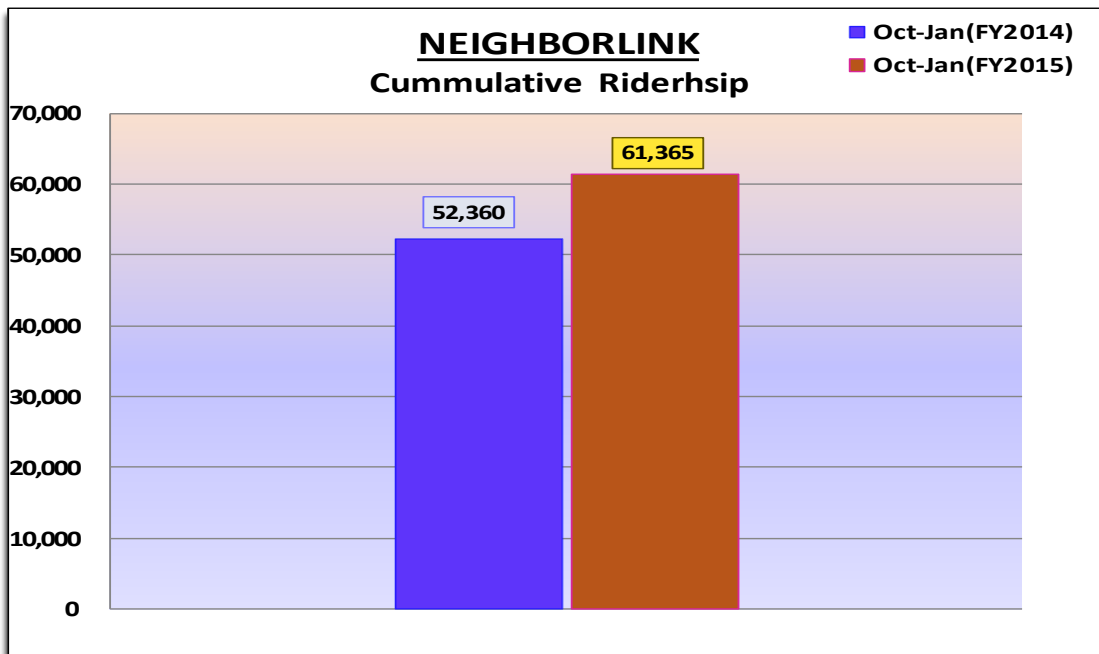
	Oct	Nov	Dec	Jan
Oct-Jan(FY2014)	72,901	63,917	63,854	66,698
Oct-Jan(FY2015)	49,784	43,366	44,806	44,210
Change (%)	-31.71%	-32.15%	-29.83%	-33.72%



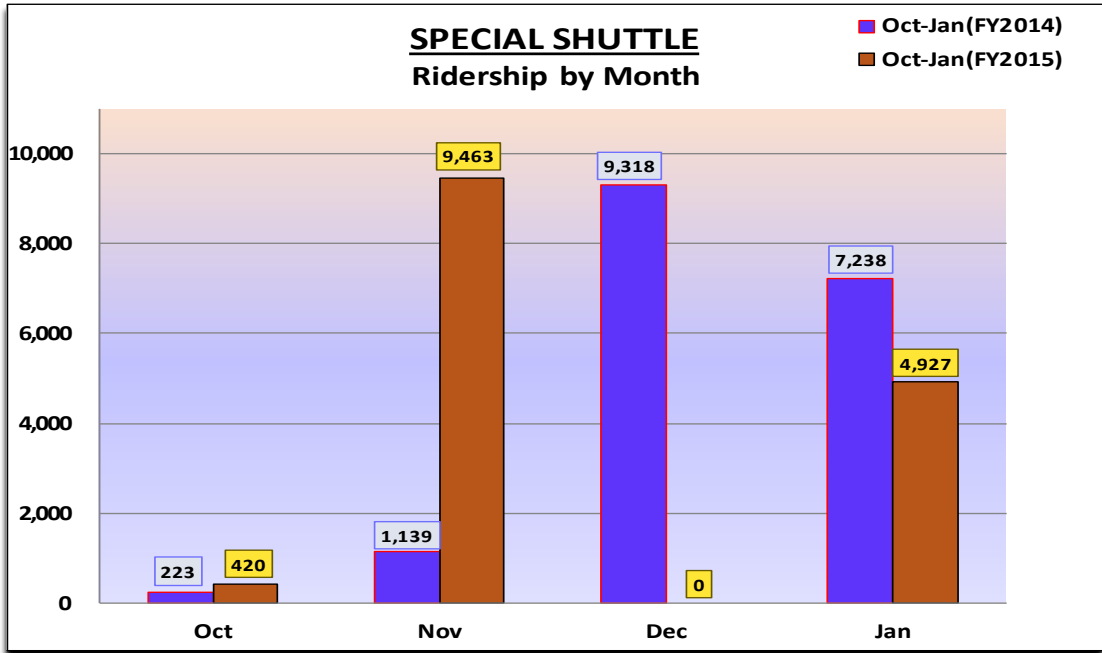
	<b>Fy TOTAL</b>
Oct-Jan(FY2014)	267,370
Oct-Jan(FY2015)	182,166
Change (%)	-31.87%



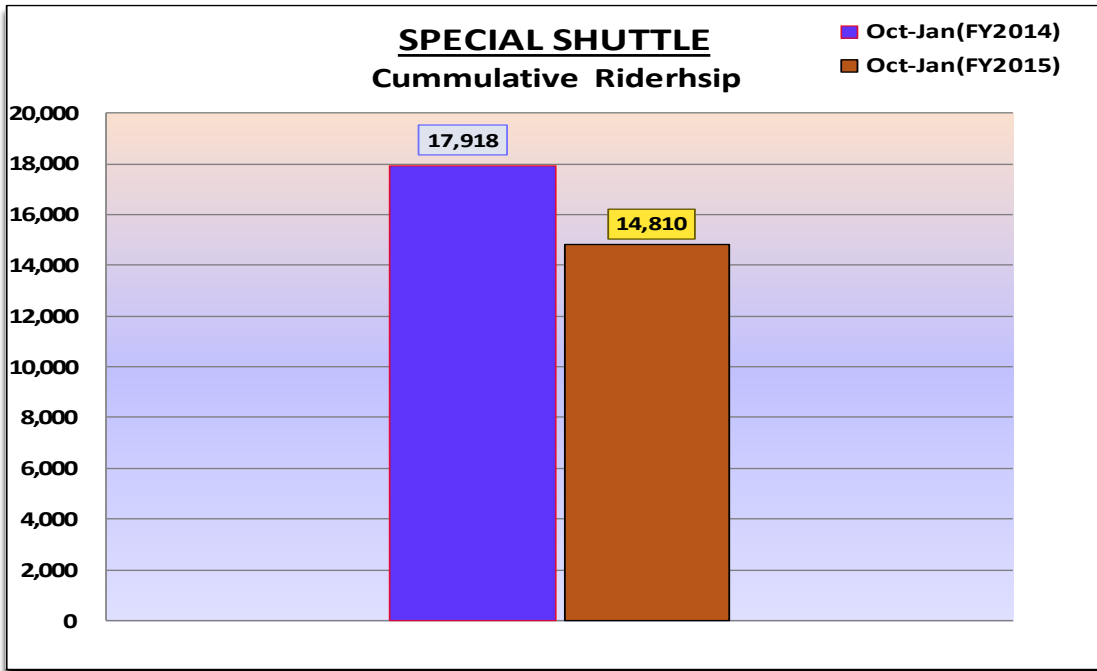
	Oct	Nov	Dec	Jan
Oct-Jan(FY2014)	14,253	12,576	12,364	13,167
Oct-Jan(FY2015)	16,840	13,633	15,320	15,572
Change (%)	18.15%	8.40%	23.91%	18.27%



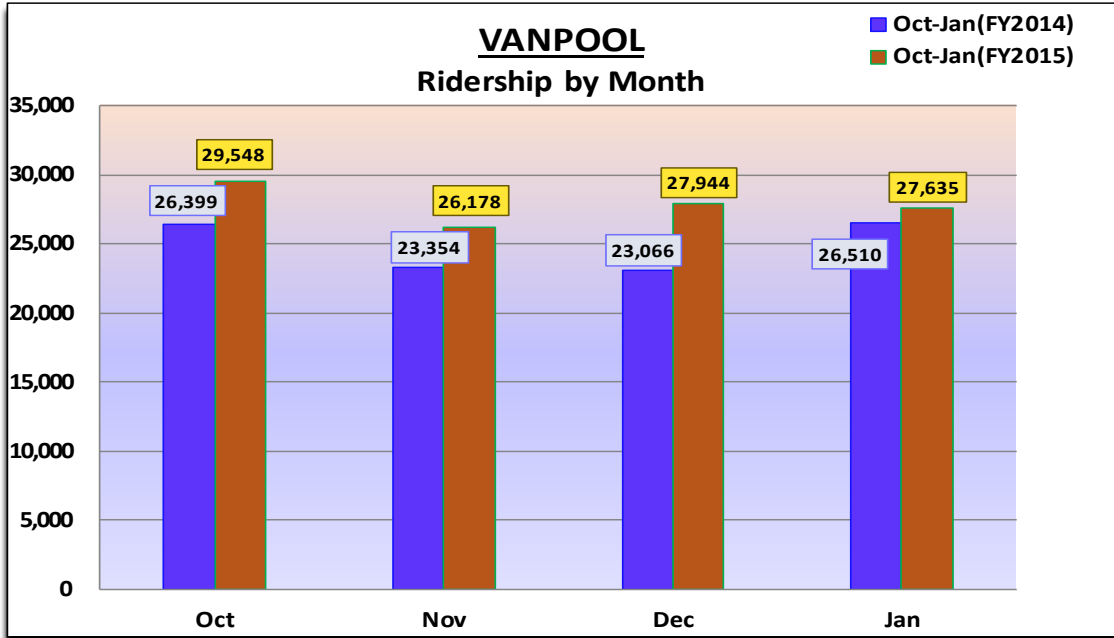
	Fy TOTAL
Oct-Jan(FY2014)	52,360
Oct-Jan(FY2015)	61,365
Change (%)	17.20%



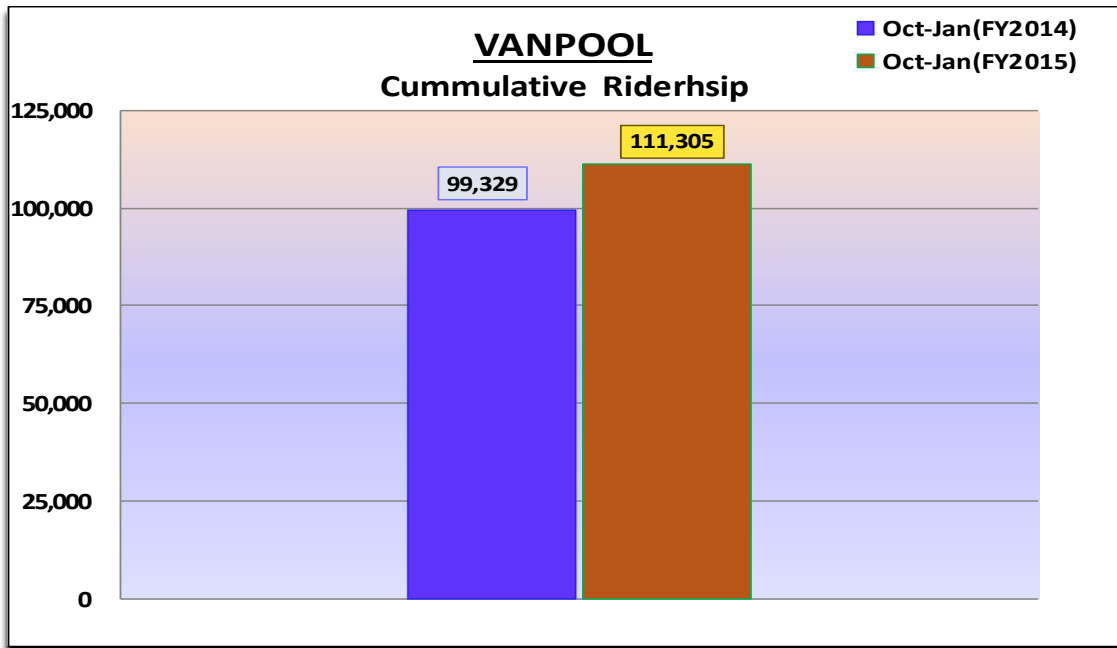
	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>
Oct-Jan(FY2014)	223	1,139	9,318	7,238
Oct-Jan(FY2015)	420	9,463	0	4,927
Change (%)	N/A	N/A	N/A	N/A



	<i>Fy TOTAL</i>
Oct-Jan(FY2014)	17,918
Oct-Jan(FY2015)	14,810
Change (%)	N/A

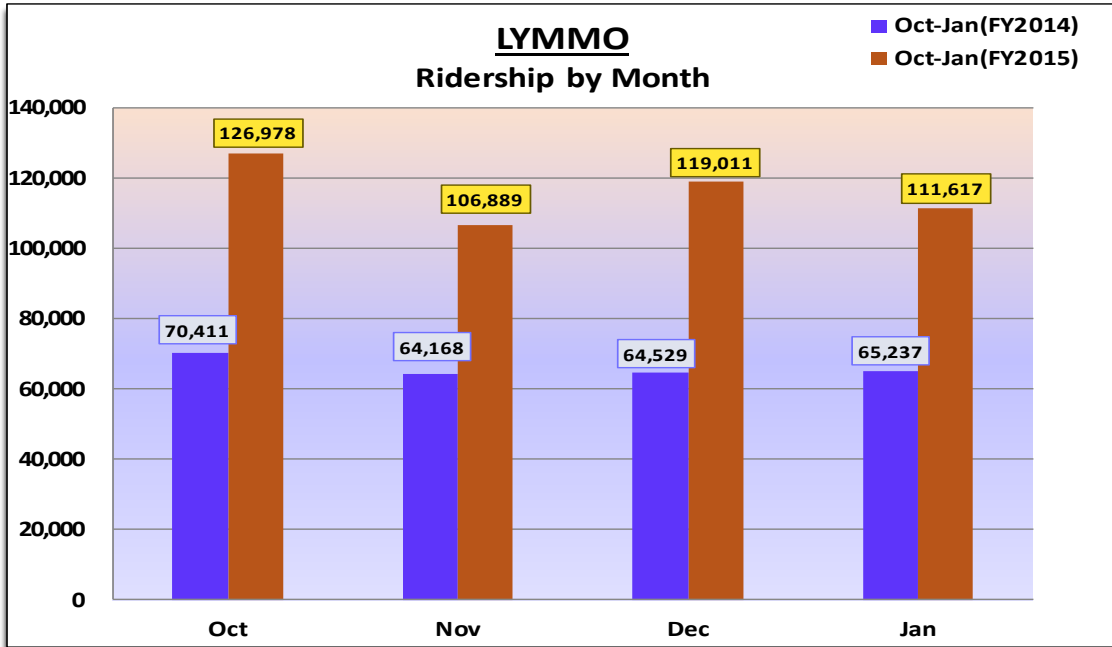


	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>
Oct-Jan(FY2014)	26,399	23,354	23,066	26,510
Oct-Jan(FY2015)	29,548	26,178	27,944	27,635
Change (%)	11.93%	12.09%	21.15%	4.24%

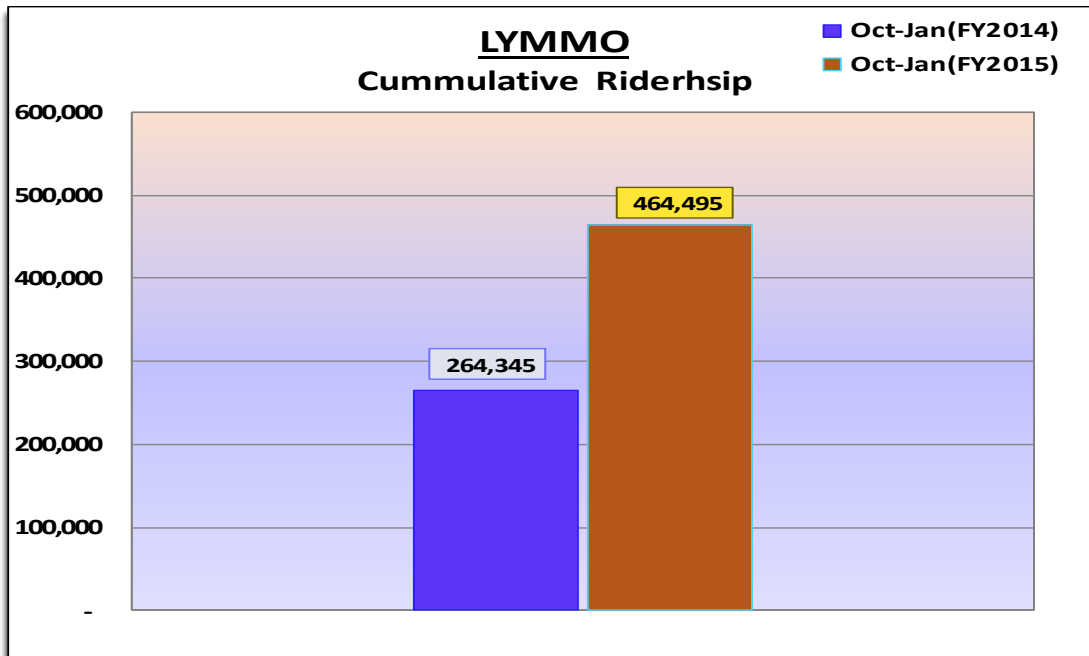


	<i>Fy TOTAL</i>
Oct-Jan(FY2014)	99,329
Oct-Jan(FY2015)	111,305
Change (%)	12.06%

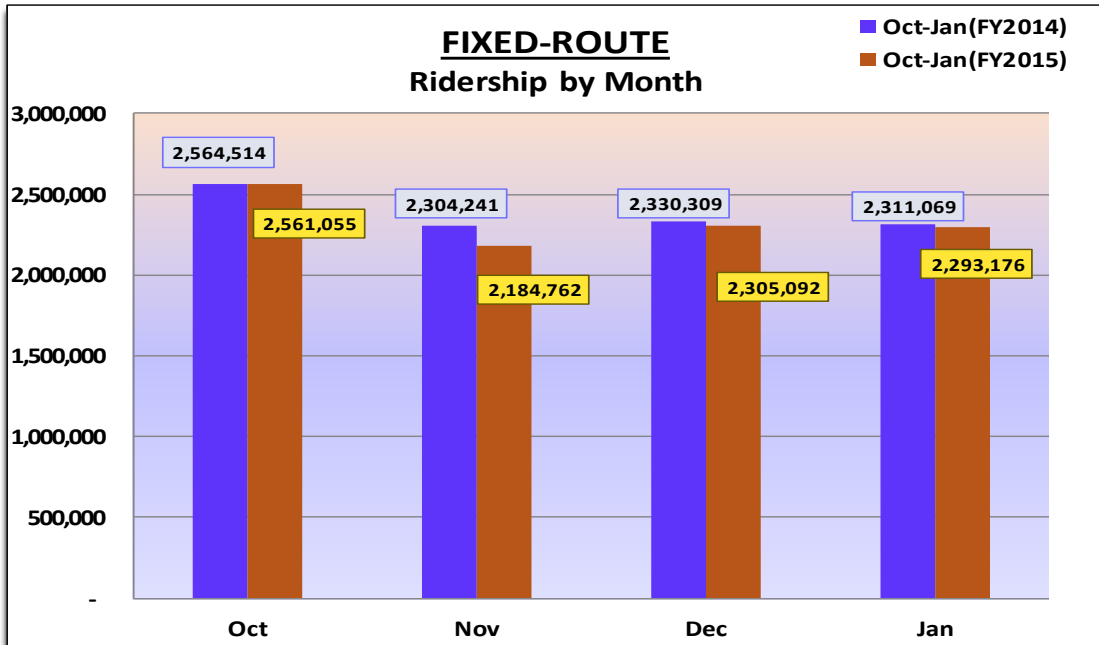




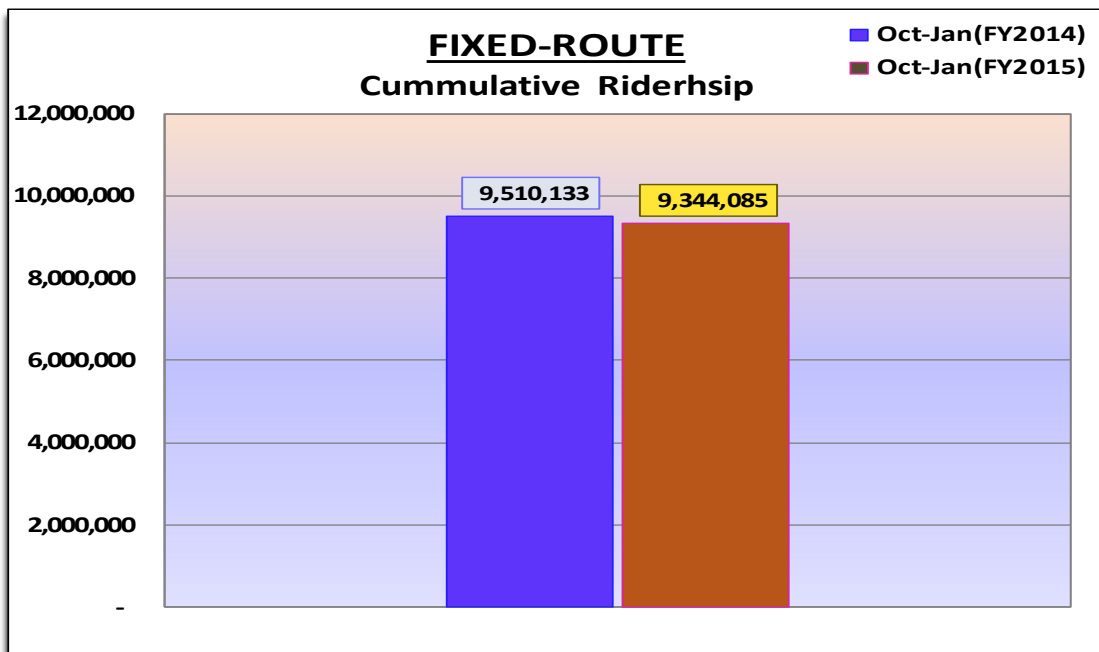
	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>
Oct-Jan(FY2014)	70,411	64,168	64,529	65,237
Oct-Jan(FY2015)	126,978	106,889	119,011	111,617
Change (%)	80.34%	66.58%	84.43%	71.09%



	<i>Fy TOTAL</i>
Oct-Jan(FY2014)	264,345
Oct-Jan(FY2015)	464,495
Change (%)	75.72%



	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>
Oct-Jan(FY2014)	2,564,514	2,304,241	2,330,309	2,311,069
Oct-Jan(FY2015)	2,561,055	2,184,762	2,305,092	2,293,176
Change (%)	-0.13%	-5.19%	-1.08%	-0.77%



	<i>Fy TOTAL</i>
Oct-Jan(FY2014)	9,510,133
Oct-Jan(FY2015)	9,344,085
Change (%)	-1.75%

**LYNX Monthly Ridership by Mode**

<b>Fiscal Year 2015</b>													
<i>Service Mode</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>TOTAL YEAR</i>
LYMMO (ORANGE LINE)	85,372	71,119	79,455	71,918									307,864
LYMMO (GRAPEFRUIT LINE)	41,606	35,770	39,556	39,699									156,631
Fixed Route	2,561,055	2,184,762	2,305,092	2,293,176									9,344,085
NeighborLink	16,840	13,633	15,320	15,572									61,365
<b>SUBTOTAL - FIXED ROUTE</b>	<b>2,704,873</b>	<b>2,305,284</b>	<b>2,439,423</b>	<b>2,420,365</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,869,945</b>
Special Shuttles	420	9,463	-	4,927									14,810
CBPT (Link 208)	1,141	1,007	1,023	912									4,083
ACCESS LYNX	49,784	43,366	44,806	44,210									182,166
VanPool	29,548	26,178	27,944	27,635									111,305
<b>SUBTOTAL - OTHER SERVICES</b>	<b>80,893</b>	<b>80,014</b>	<b>73,773</b>	<b>77,684</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>312,364</b>
<b>TOTAL ALL SERVICES</b>	<b>2,785,766</b>	<b>2,385,298</b>	<b>2,513,196</b>	<b>2,498,049</b>									<b>10,182,309</b>
<b>% Change From Fiscal Year 2014 To Fiscal Year 2015</b>													
<i>Service Mode</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>TOTAL YEAR</i>
LYMMO (ORANGE LINE)	21.25%	10.83%	23.13%	10.24%									16.46%
LYMMO (GRAPEFRUIT LINE)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Fixed Route	-0.13%	-5.19%	-1.08%	-0.77%									-1.75%
NeighborLink	18.15%	8.40%	23.91%	18.27%									17.20%
<b>SUBTOTAL - FIXED ROUTE</b>	<b>2.10%</b>	<b>-3.18%</b>	<b>1.34%</b>	<b>1.29%</b>	<b>-100.00%</b>	<b>-100.00%</b>	<b>-100.00%</b>	<b>-100.00%</b>	<b>-100.00%</b>	<b>-100.00%</b>	<b>-100.00%</b>	<b>-100.00%</b>	<b>0.44%</b>
Special Shuttles	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
CBPT (Link 208)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
ACCESS LYNX	-31.71%	-32.15%	-29.83%	-33.72%									-31.87%
VanPool	11.93%	12.09%	21.15%	4.24%									12.06%
<b>SUBTOTAL - OTHER SERVICES</b>	<b>-18.72%</b>	<b>-9.50%</b>	<b>-23.34%</b>	<b>-22.66%</b>	<b>-100.00%</b>	<b>-100.00%</b>	<b>-100.00%</b>	<b>-100.00%</b>	<b>-100.00%</b>	<b>-100.00%</b>	<b>-100.00%</b>	<b>-100.00%</b>	<b>-18.79%</b>
<b>TOTAL ALL SERVICES</b>	<b>1.35%</b>	<b>-3.41%</b>	<b>0.39%</b>	<b>0.33%</b>									<b>-0.29%</b>
<b>Fiscal Year 2014</b>													
<i>Service Mode</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>TOTAL YEAR</i>
LYMMO (ORANGE LINE)	70,411	64,168	64,529	65,237	66,305	68,043	75,886	80,039	81,889	82,252	80,116	82,708	881,583
LYMMO (GRAPEFRUIT LINE)	-	-	-	-	-	-	11,442.00	24,668.00	25,529.00	28,959.00	32,737.00	38,430.00	161,765.00
Fixed Route	2,564,514	2,304,241	2,330,309	2,311,069	2,231,834	2,286,001	2,241,944	2,331,162	2,201,845	2,288,736	2,362,742	2,344,314	27,798,711
NeighborLink	14,253	12,576	12,364	13,167	13,119	12,597	14,016	13,939	13,332	14,990	15,627	15,528	165,508
<b>SUBTOTAL - FIXED ROUTE</b>	<b>2,649,178</b>	<b>2,380,985</b>	<b>2,407,202</b>	<b>2,389,473</b>	<b>2,311,258</b>	<b>2,366,641</b>	<b>2,343,288</b>	<b>2,449,808</b>	<b>2,322,595</b>	<b>2,414,937</b>	<b>2,491,222</b>	<b>2,480,980</b>	<b>29,007,567</b>
Special Shuttles	223	1,139	9,318	7,238	990	242	1,234	1,359	377	1,204	20	47	23,391
CBPT (Link 208)	-	-	-	-	-	-	-	425.00	528.00	643.00	613.00	759.00	2,968.00
ACCESS LYNX	72,901	63,917	63,854	66,698	63,561	67,289	69,123	68,432	66,438	70,066	57,116	53,376	782,771
VanPool	26,399	23,354	23,066	26,510	26,295	27,758	30,534	31,260	29,110	29,761	29,047	30,319	333,413
<b>SUBTOTAL - OTHER SERVICES</b>	<b>99,523</b>	<b>88,410</b>	<b>96,238</b>	<b>100,446</b>	<b>90,846</b>	<b>95,289</b>	<b>100,891</b>	<b>101,476</b>	<b>96,453</b>	<b>101,674</b>	<b>86,796</b>	<b>84,501</b>	<b>1,142,543</b>
<b>TOTAL ALL SERVICES</b>	<b>2,748,701</b>	<b>2,469,395</b>	<b>2,503,440</b>	<b>2,489,919</b>	<b>2,402,104</b>	<b>2,461,930</b>	<b>2,444,179</b>	<b>2,551,284</b>	<b>2,419,048</b>	<b>2,516,611</b>	<b>2,578,018</b>	<b>2,565,481</b>	<b>30,150,110</b>

**Monthly Report E: Planning and Development Report**

**To:** LYNX Board of Directors

**From:** **Andrea Ostrodka**  
DIRECTOR OF PLAN & DEVELOP  
**Carleen Flynn**  
(Technical Contact)  
**JAMES RODRIGUEZ**  
(Technical Contact)  
**Stanimira Bourova**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6019

**Item Name:** Planning and Development Report

**Date:** 3/26/2015

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**STRATEGIC PLANNING:**

**SR 50/UCF CONNECTOR ALTERNATIVES ANALYSIS**

The project team participated in a series of community events to solicit public input on the final alternatives in the months of November and December. The results of the public outreach efforts yielded an overwhelming community support for the Bus Rapid Transit in Mixed Traffic option, with 97% approval. The team is coordination with the Federal Transit Administration on the demand modeling results and the recommended alternative. Work has also started on the final documentation of the project and preliminary branding efforts.

The Project team has been actively presenting the Recommended Alternative to major stakeholders and Metroplan Orlando. The team provided briefings to City of Orlando City Commissioners the week of January 12, 2015. The recommended alternative was presented to the Orange County Board of County Commissioners on January 13, 2015, the City of Orlando Municipal Planning Board on January 20, 2015, and the LYNX Board of Directors on January 28, 2015, in which the Board approved by resolution the Locally Preferred Alternative move forward to Metroplan Orlando. The project team has been presenting to the Metroplan Orlando Committees during the last week of February and first week of March with a presentation scheduled for the Metroplan Orlando Board on March 11, 2015.

## OTHER STUDIES

LYNX Planning and Development Staff are actively participating in the following studies being completed by other agencies:

- Volusia Connector Study
- SR 436/Red Bug Lake Small Area Study (Casselberry)
- Poinciana - Southport Connector PD&E

## SERVICE PLANNING:

Service Planning Division activities during this period have been primarily devoted to developing the April 2015 service change. The Division conducted three workshops and public hearings on the service change. Service Planning also had three meetings each month with operators and three meetings with transportation supervisors to receive comments on the upcoming service change.

The Division has also been active in facilitating the preparation of the Agency's FY 2014 National Transit Database Annual Report to FTA. Division activities for the annual report include working with internal agency stakeholders to collect and proof data being used for inclusion into the agency's annual report and working with the Agency's independent auditor which review and approve processes LYNX uses to gather, analyze, and present system performance and financial data to FTA.

Other activities during the period have included working with SunRail to refine the Phase 2 feeder bus plan, working with the Transportation Department to develop a sequential pullout plan for bus assignments to routes, and working with the Grants Division on developing project ideas for the upcoming TIGER grant submittal.

## GRANTS:

- The Grants Division has been working with departments on grant funded budgeted projects and miscellaneous supports to initiate FY 15 grant applications and approvals. We also provided support and participated in the completion of the annual A-133 Single Audit of grants.

Grants hosted two National Transit Institute (NTI) Trainings in February: Introduction to Asset Management and Quality Assurance and Quality Control in Transit, attended by peer professionals and LYNX staff.

- Grants staff held internal conversations about next steps for development of a Memorandum of Understanding between LYNX and the Heart of Florida United Way, regarding information, technology, resources and maintenance for the VTRACS system.

## **GEOGRAPHIC INFORMATION SYSTEMS:**

GIS staff completed the descriptive documentation and detailed Standard Operation Procedures for the stop collection, data update, and data quality assurance processes and the update the VUEWorks Asset Management work order forms and the reports accordingly. Training sessions with maintenance were conducted in accordance with the updated procedures.

The GIS web site LYNX Map, accessible from the GoLYNX website, has been updated with current GIS Data for download. Additional interactive maps are process of development and the focus it on targeted functionality - mobile application and adding applications that will allow for finding and filtering map features and data. GIS staff is providing training and support for the interactive web applications and focusing on empowering LYNX users to develop their own maps with LYNX transit data.

No progress has been made in the definition of the structure for SQL/SDE database, due to challenges with the procurement process for continuing the work with the vendor doing the work on that task.

New geocoding services with the current NavTeq data has been added to the GIS data structures. Title VI evaluation for the proposed changes in April was conducted using TBEST tools and the Title VI report updated.

**Monthly Report F: Communications Report**

**To:** LYNX Board of Directors

**From:** **Matthew Friedman**  
DIRECTOR OF MARKETING COMM  
**Matthew Friedman**  
(Technical Contact)  
**Theresa Veley**  
(Technical Contact)  
**Cindy Zuzunaga**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6206

**Item Name:** Marketing Communications Report

**Date:** 3/26/2015

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**LYNX Finalizes Agreement with Nopetro**

The negotiations with Nopetro have been finalized, Florida's leading compressed natural gas (CNG) fueling infrastructure provider, to build and operate a CNG fueling station, provide improvements to our maintenance facility, and convert the public bus fleet to CNG.

Nopetro's public-private partnership (P3) with LYNX is the first step in the construction of a turnkey CNG fueling station and the generation of revenue from third-party customers. In addition to fueling LYNX's bus fleet, Nopetro's station would also be available to serve private commercial fleets and the public at large.

As part of the contract, Nopetro will build and operate a fueling station located at the intersection of John Young Parkway and LYNX Lane, and make certain renovations and improvements to the adjacent maintenance facility to meet CNG-compliance standards. Under the terms of the public-private partnership, switching from diesel to CNG is expected to provide the agency with annual positive returns on its investment approximately three years from the scheduled completion, in the second half of 2015. LYNX will purchase and/or lease an initial 35 CNG buses and is projected to have more than 150 CNG buses within the next five years. The 150 CNG buses would represent half of its current pool of 300 diesel vehicles, resulting in a more fuel-diversified and environmentally friendly fleet.

Converting to CNG offers more than financial savings to local government agencies. Experts note that switching to CNG cuts emissions drastically, including particulate matter by 89 percent, carbon monoxide by 70 percent, carbon dioxide by 25 percent and nitrous oxide by 80 percent.

## LYNX Hosts Tourism Orlando Leadership Class

On Feb. 6, LYNX hosted the Tourism Orlando Leadership Class. Forty guests were provided a behind the scenes look at LYNX. For many of them it was their first time here. The group of young professionals representing the I-Drive Chamber took a tour of LYNX, drove in our state of the art transit simulator, witnessed how we service our vehicles, an upholstery demonstration from our in-house expert and watched a bus being painted and wrapped in the body shop.

## January – February, 2015

<u>Press Releases   Media Notes</u>	
• Jan. 28	LYNX and Unions Reach Agreement.
• Feb. 4	LYNX to Accept Applications for 14th Annual Public Service Bus Contest.
• Feb. 9	LYNX to Hold Public Hearings and Workshops for April Service Proposal.
• Feb. 16	LYNX Prepares for Local Operator and Maintenance Roadeo .
<u>Stories</u>	
• Jan. 2	Orlando Sentinel; News Channel 13; WKMG/Local News Channel 6 and WOFL/News Channel My Fox 35: LYNX bus struck by vehicle, crashed into Apopka church.
• Jan. 7	Capital Soup On-line News: LYNX CEO John M. Lewis to Chair Floridians for Better Transportation in 2015.
• Jan. 29	Orlando Business Journal and Mass Transit Magazine: LYNX, unions reach agreement on contracts.
• Feb. 5	Orlando Business Journal: Charles Baldwin named Director of Procurement at LYNX.
• Feb. 6	Florida Trend Magazine: LYNX, began a van service linking Maitland Center office complex with SunRail.
• Feb. 14	Orlando Business Journal: LYNX, Nopetro finalize agreement for CNG fueling station.
• Feb. 22	Orlando Sentinel: Charles Baldwin was promoted to Director of Procurement at LYNX.
<u>Social Media</u>	
• Jan. 1	Citrus Bowl detour. Happy New Year! LYMMO Grapefruit Line service to and from the Citrus Bowl.
• Jan. 2	What would you like to see more of on Facebook in 2015?
• Jan. 3	Shared a link to LYNX' official YouTube channel.
• Jan. 4	LYNX trivia questions on National Trivia Day. Trivia answers.
• Jan. 5	Have a great Monday.
• Jan. 6	2014 bus wraps – which one is your favorite?
• Jan. 7	Name that stop!
• Jan. 8	Updated cover photo.



# LYNX Board Agenda

	<p>Throwback Thursday – MLK bus wrap.          Addressed customer complaint about Vanpool.          Thanked customer for positive feedback.</p>
• Jan. 9	<p>Updated cover photo.          Response to customer complaint about no lights in a shelter. Team replaced the lights at this shelter.          Service Alert: Walt Disney World marathon.          Correction on alert date.</p>
• Jan. 10	<p>Response to question about strollers on the bus.          Visit LCS and take LYMMO to many places around downtown Orlando.          Service alert: Removal of holiday star.          Service Alert: Walt Disney World marathon.</p>
• Jan. 11	<p>One of our favorite stops is Disney world. What about you?          Response to customer question about pets on buses.</p>
• Jan. 12	<p>LYNX Central Station Terminal.          Response to customer question.          Response to customer complaint – referred to customer service.</p>
• Jan. 13	<p>LYNX will be running regular service on MLK day.          Response to route question.</p>
• Jan. 14	<p>Omar our upholsterer is always busy at the shop. Any guesses as to what he's working on?</p>
• Jan. 15	<p>LYNX maintenance facility question.          Response to route question.          Service alert – MLK Parade downtown Orlando.          Service alert – Eatonville's MLK Parade.</p>
• Jan. 16	<p>Answer to maintenance facility question.          Name that stop answer: downtown Sanford.          The view of downtown Orlando from the top of LCS.          Response to online orders question.</p>
• Jan. 17	<p>Consider using LYNX as your mode of transportation.          Reminder of LYNX bus schedule on MLK day.</p>
• Jan. 18	<p>New LYNX buses are on the way.</p>
• Jan. 19	<p>Happy MLK Day.</p>
• Jan. 20	<p>Response to questions about our new buses.          Response to customer complaint about Universal Orlando bus stop hours.          Shared "Orlando. You don't know the half of it" bus wrap.</p>
• Jan. 21	<p>Response to customer question about Xpress link 208.          It's a beautiful day in central Florida – Happy hump day!</p>
• Jan. 22	<p>Can you guess the average PSI of a LYNX bus tire?          Bithlo service.</p>
• Jan. 23	<p>Orlando ranked no. 4 as one of the nation's happiest place to work.          Service alert: Monster Jam Show.</p>
• Jan. 24	<p>Service alert reminder for Citrus Bowl area.</p>
• Jan. 25	<p>Nice day for a stroll! Have a great Sunday.</p>

# LYNX Board Agenda

• Jan. 26	Have a great week wherever you're headed. Bithlo meeting canceled.
• Jan. 27	Please consider others when riding LYNX.
• Jan. 28	Did you know Maitland Center now connects to SunRail? Addressed customer concerns about Universal Orlando stop. Installed notice stating the stop will not be serviced by Link 21 after 8:30 p.m. on Saturdays. Board elections. Service alert – Eatonville's Zora Neale Festival.
• Jan. 29	Throwback Thursday. Response to customer question about Universal Orlando stop.
• Jan. 30	What's your mode of transportation today? Response to question about job openings.
• Jan. 31	Big Game weekend.
• Feb. 1	The Big Game is today! Who do you think will win?
• Feb. 2	Happy Groundhog Day! Response to customer concern. Shared comment with customer service.
• Feb. 3	Here's all you need to know about I-4 construction. Response to customer question about transfers to SunRail. Thanked customer for notifying us her issue with transferring to SunRail was resolved. Response to Link 8 route question.
• Feb. 4	Shared a link from OBJ: Which I-Drive 360 attractions are you looking forward to most?
• Feb. 5	Throwback Thursday. Service Alert: Cupid's Undie Run Orlando. Thanked customer for feedback. Provided link to submit feedback for future consideration.
• Feb. 6	At this moment billions of people are using Public Transportation. Are you one of them?
• Feb. 7	Bird's eye view of the City Beautiful! Welcome to the weekend!
• Feb. 8	It's a beautiful evening in Central Florida! What was your day like?
• Feb. 9	Updated cover photo. Public Service Bus registration begins in one week. April 19 proposed service changes. Presidents' Day schedule. Response to question about bus tracker.
• Feb. 10	Who we are video. Thanked customer for sharing a photo of LYNX social media bus. Response to customer complaint. Response to customer question about riding LYMMO. Thanked customer for their feedback. Response to customer complaint. Shared complaint with transportation and customer service teams. Response in Spanish concerning job openings at LYNX. Response to question about transportation in Florida. Provided link to site.

# LYNX Board Agenda

	Response to route questions. Referred to customer service.
• Feb. 11	Response to customer complaint about Link 21. It's lunchtime! What's your favorite lunch spot? #RideLYNX. Thanked customers for feedback and shared all comments with our Service Planning team. Response to customer question about the Public Service Bus contest. Response to customer question about stops that were removed.
• Feb. 12	Throwback Thursday. Response to customer complaint about stops that were removed. Provided information about bus fares.
• Feb. 13	Response to customer complaint and asked for contact details to resolve issue. Presidents' Day schedule reminder. Changed cover photo to promote Public Service bus. Thanked customer for positive feedback. Alert: Several changes are being made to bus stops in the area to accommodate customers and community requests. Apr. 19 proposed service changes.
• Feb. 14	Happy Valentine's Day!
• Feb. 15	Public Service Bus registration begins tomorrow. Public Workshops and Hearings to begin Feb. 18.
• Feb. 16	Happy Presidents' Day. We are running a regular schedule today. We will be adding bus stops to FastLink 418 route. Medicaid notification. Register now for the 2015-2016 Public Service Bus.
• Feb. 17	Response to customer complaint about Medicaid changes. Public Service Bus Instagram contest. Response to question about Disney marathon detour. Service Alert: Luke Bryan concert. Service Alert: Eagle 5k run.
• Feb. 18	Public Service Bus promotional video. Service Alert: Disney Princess Marathon detour. Public workshop/hearing for Apr. 19 service changes.
• Feb. 19	Throwback Thursday. Updated cover photo. Retweeted Orlando Sentinel article: Ways to enjoy the cool weather in Central Florida. Invitation to community meetings in Bithlo to discuss transit service needs.
• Feb. 20	Good morning from LYNX Central Station. Response to customer concern. Referred to customer service. Final public workshop/hearing at LYNX Central Station. Response to customer complaint. Service Alert: Downtown Food & Wine Festival at Lake Eola Park. Retweeted several tweets about OBJ Business of Transportation event. Response to bus pass question. Provided link to golyx.

# LYNX Board Agenda

	<p>Response to question about bike share at LYNX Courtyard area.</p> <p>Response to question about LYMMO shuttle service for the March 8 Orlando City Soccer game.</p>
• Feb. 21	<p>There's a lot happening around Central Florida this weekend. Please allow for extra travel time. (Provided link to service alerts).</p> <p>Response to question about purchasing bus passes. Provided link to golynx.</p>
• Feb. 22	<p>It's sunny and going up to 80°. Another great day in Central Florida!</p> <p>Public Service Bus Instagram contest.</p>
• Feb. 23	<p>Added photo of buses rolling out of LYNX Operations Center early morning.</p> <p>Alert: We will be consolidating bus stops on Link 106.</p> <p>Alert: We will be adding two new bus stops to Link 105.</p> <p>Provided customer with a link to LYNX site to purchase bus passes.</p> <p>Response to customer complaint. Asked for further details.</p> <p>Response to customer complaint concerning delay on Link 50.</p> <p>Response to customer complaint. Referred to customer service.</p>
• Feb. 24	<p>Provided customer step by step instructions for purchasing passes online.</p> <p>Thanked customer for feedback. Provided link to submit feedback online.</p> <p>Response to customer complaint. Referred to customer service.</p> <p>Response to customer complaint about Link 21.</p> <p>Created photo album for 2015 LYNX Rodeo.</p> <p>Response to customer question about purchasing a bus pass.</p> <p>Attention: Due to construction we will be rerouting the area along McCoy Road relocating a couple of stops for customer safety.</p> <p>Response to question about NeighborLink. Referred to customer service.</p>
• Feb. 25	<p>Provided helpful information for new LYNX riders.</p> <p>Response to customer question about LYNX Rodeo.</p> <p>Response to question about where to purchase passes. Provided link to retail locations.</p>
• Feb. 26	<p>Throwback Thursday: Public Service bus.</p> <p>Service alert: Best Damn Race Orlando.</p> <p>Service alert: 9<sup>th</sup> Annual Blue B-Q.</p>
• Feb. 27	<p>Bright new LYNX buses coming your way soon.</p>
• Feb. 28	<p>Medicaid notification.</p>

## LYNX Media Articles

- Jan. 2     **LYNX bus struck by vehicle, crashed into Apopka church**  
 Orlando Sentinel  
 The crash happened around 5:15 a.m. on Park Avenue and East Magnolia Street, according to Matthew Friedman, spokesman for **LYNX**. Both streets ...
- Jan. 3     **LYNX bus crashes into church in Apopka**  
 WESH Orlando  
 "It's a 20-plus year operator, great operator, and we're glad that our operator will be OK," said **LYNX** spokesman Matt Friedman. The church's pastor ...

**LYNX bus crashes into Apopka church**  
 News 13 Orlando  
 The Park Avenue Worship Center Church of God posted photos of the damage on its Facebook page. (PHOTO/Park Avenue Worship Center Church ...

**WKMG Local 6**  
 RIGHT NOW: A **LYNX** bus has crashed into an Apopka church, leaving the bus driver and passenger injured. Kala Rama has the latest on ...

**News 13**  
**LYNX** bus crashes into Apopka church causing extensive damage to building  
<http://bit.ly/1xlZZrV>

**LYNX bus crashes into Apopka church**  
 Orlando Echo  
 A **LYNX** bus crashed into an Apopka church early Friday morning causing extensive damage to the building. It happened around 5 a.m. at the Park ...

**LYNX bus struck by vehicle, crashed into Apopka church a**  
 Newstral.com  
 News that are related to the article [orlandosentinel.com](http://orlandosentinel.com): **LYNX** bus struck by vehicle, crashed into Apopka church» from papers and blogs

**LYNX bus crashes into church in Apopka**  
 LocalXXL  
 Apopka: **LYNX** bus crashes into church in Apopka. - A **LYNX** bus crashed into a church on North ...

**LYNX bus struck by vehicle, crashed into Apopka church**  
 News.Press.US  
 A **LYNX** bus crashed into an Apopka church after it was hit by a vehicle that ran a stop sign this morning, officials said.. Read the rest of the news ...

# LYNX Board Agenda

<ul style="list-style-type: none"> <li>• Jan. 4</li> </ul>	<p><u><b>LYNX bus crashes into church</b></u>          Awning News And Reviews          Reporter: ALL MORNING A <b>LYNX BUS HELD UP THE AWNING. POLICE SAY THE BUS WITH THE DRIVER AND ONE PASSENGER ON BOARD ...</b></p>
<ul style="list-style-type: none"> <li>• Jan. 7</li> </ul>	<p><u><b>LYNX CEO John M. Lewis to Chair Floridians for Better Transportation in 2015</b></u>          Capital Soup - Florida News Straight from the Source  <b>LYNX CEO John M. Lewis to Chair Floridians for Better Transportation in ...</b>          Executive Officer of <b>LYNX</b>, the Central Florida Regional Transit Authority, ...</p>
<ul style="list-style-type: none"> <li>• Jan. 9</li> </ul>	<p><u><b>Converting a LYNX bus into a farmer's market to combat diabetes</b></u>          WMFE          It might look like an old orange and yellow <b>LYNX bus</b> on the outside, but inside, it's a cornucopia of fruit and vegetables: bright oranges, crisp red ...</p>
<ul style="list-style-type: none"> <li>• Jan. 11</li> </ul>	<p><u><b>This farmers market's on wheels, bringing produce to 'food deserts'</b></u>          Orlando Sentinel          Janice Choice shops in the fresh start bus. Hebni Nutrition has refitted a retired <b>LYNX bus</b> into a rolling farmers market serving local 'food deserts' ...</p>
<ul style="list-style-type: none"> <li>• Jan. 14</li> </ul>	<p><u><b>Central Florida mobile farmers market needs your help to win grant</b></u>          Bungalower          Equipped with a revamped <b>LYNX bus</b>, the Fresh Stop Bus (Website/Facebook) will be wheeling into 16 neighborhoods near you “sometime soon,” as ...</p> <p><u><b>LYNX bus struck by vehicle, crashed into Apopka church #Orlando</b></u>          DotNewZ          A <b>LYNX bus</b> crashed into an Apopka church after it was hit by a vehicle that ran a stop sign this morning, officials said...</p>
<ul style="list-style-type: none"> <li>• Jan. 19</li> </ul>	<p><u><b>LYNX Public Transportation Services for Orange Seminole</b></u>          Airports.cf          Rail and bus service in the Chicago area. Includes schedule, route, and fare information. News and Updates More MBTA News. Mass DOT &amp; MBTA ...</p> <p><u><b>Polk county public school bus transportation</b></u>          camiyuna.ga  <b>LYNX</b> (Central Florida Regional Transportation Authority) . ... Transportation Planning will transition management of Polk Transit and its county ...</p>
<ul style="list-style-type: none"> <li>• Jan. 21</li> </ul>	<p><u><b>Taking art from passive to active, community-engaged social practice art takes off in Orlando</b></u>          Orlando Weekly          Supportive <b>LYNX CEO John Lewis</b> even showed up at last January's reading of a chapbook produced from the project, telling Greene, "You guys make ...</p>

# LYNX Board Agenda

<ul style="list-style-type: none"> <li>• Jan. 22</li> </ul>	<p><u>Oakland Commission denies request for rezone</u> West Orange Times A <b>LYNX</b> bus has been repurposed and has special refrigerated racks for fresh vegetables and fruit. The program reaches about 16 communities each ...</p>
<ul style="list-style-type: none"> <li>• Jan. 29</li> </ul>	<p><u><b>LYNX</b>, unions reach agreement on contracts</u> Orlando Business Journal The Central Florida Regional Transportation Authority — <b>LYNX</b> — and the Amalgamated Transit Union Locals 1596 and 1749 have reached contract ...</p>
<ul style="list-style-type: none"> <li>• Jan. 30</li> </ul>	<p><u><b>LYNX</b> and Unions Reach Agreement</u> Mass Transit Magazine 28, the <b>LYNX</b> Board of Directors (BOD) ratified a modification to the wage article in the ... Bus · Central Florida Regional Transportation Authority (<b>LYNX</b>) ...</p>
<ul style="list-style-type: none"> <li>• Feb. 4</li> </ul>	<p><u>Charles Baldwin Recognition Plaque</u> Orlando Business Journal Charles Baldwin was named Director of Procurement at <b>LYNX</b>...</p> <p><u>Business Briefs</u> Florida Trend Magazine Maitland – <b>LYNX</b>, the region’s bus agency, began a van service linking the Maitland Center office complex, one of the city’s biggest employment centers, with its SunRail station in hopes of boosting ridership on the commuter train. The state and Orange County will split the cost of the shuttle for one year.</p>
<ul style="list-style-type: none"> <li>• Feb. 5</li> </ul>	<p><u>Florida Regional Transportation Authority (<b>LYNX</b>)</u> TheDailyCity.com Florida Regional Transportation Authority (<b>LYNX</b>) Looking to Promote Non-Profits on Its Public Service Bus. We told you about this program in 2011, ...</p>
<ul style="list-style-type: none"> <li>• Feb. 7</li> </ul>	<p><u><b>LYNX</b> bus</u> MbuhSopo <b>LYNX</b> public transportation services for orange Seminole. <b>ACCESS LYNX</b> is a shared ride door-to-door transportation service provided by MV ...</p>
<ul style="list-style-type: none"> <li>• Feb. 11</li> </ul>	<p><u>Medicaid Notification</u> <b>LYNX</b> Effective March 1, 2015, <b>ACCESS LYNX</b> will no longer be your Medicaid transportation provider. Access 2 Care has been named as the transportation ...</p>
<ul style="list-style-type: none"> <li>• Feb. 12</li> </ul>	<p><u>Nopetro Nets Major CNG Project with Transit Agency <b>LYNX</b></u> NGT News Nopetro, a Florida-based compressed natural gas (CNG) fueling ... with the Central Florida Regional Transportation Authority (<b>LYNX</b>) for one of Nopetro's ... <b>LYNX</b> serves more than 30 million riders each year through its public transit ...</p>

<ul style="list-style-type: none"> <li>• Feb. 13</li> </ul>	<p><u>Nopetro Nets Major CNG Project with Transit Agency <b>LYNX</b></u>            NGT News            “Once again, LYNX is at the forefront of the nationwide movement to build sustainable public transportation systems,” says John M. Lewis Jr., CEO of ...</p> <p><u>Central Florida Officials Strengthen Commitment to Sustainable Public Transportation</u>            NGV Global            Central Florida Officials Strengthen Commitment to Sustainable Public ... negotiations with Central Florida Regional Transportation Authority (<b>LYNX</b>) to ...</p> <p><u>Central Florida Officials Strengthen Commitment to Sustainable Public Transportation</u>            Shale Markets            Central Florida Officials Strengthen Commitment to Sustainable Public ... negotiations with Central Florida Regional Transportation Authority (<b>LYNX</b>) to ...</p>
<ul style="list-style-type: none"> <li>• Feb. 14</li> </ul>	<p><u><b>LYNX</b>, Nopetro finalize agreement for CNG fueling station</u>            Orlando Business Journal            "Once again, <b>LYNX</b> is at the forefront of the nationwide movement to build sustainable public transportation systems," said John M. Lewis Jr., CEO of ...</p>
<ul style="list-style-type: none"> <li>• Feb. 16</li> </ul>	<p><u>Public Service Bus Registration</u>  <b>LYNX</b>            Would your non-profit organization benefit from a year of free advertising on a <b>LYNX</b> bus? <b>LYNX</b> will donate advertising space on one of its buses to ...</p> <p><u>Free public transportation Polk County FL</u>            wimisage.cf            Central Florida Regional Transportation Authority (<b>LYNX</b>). Martin County Public Transit; Polk County Transit Services Division. Polk County, FL ...</p> <p><u>USA: Nopetro Gets CNG Fleet Contract</u>            Petrol World            In addition to fueling LYNX's bus fleet, Nopetro's station will also be available to serve private commercial fleets and the public at large. “Once again ...</p>
<ul style="list-style-type: none"> <li>• Feb. 18</li> </ul>	<p><u><b>LYNX</b> Prepares for Local Operator and Maintenance Roadeo</u>            Mass Transit Magazine            Bus · Central Florida Regional Transportation Authority (<b>LYNX</b>) ... Technicians will locate and troubleshoot planted defects on a bus, in an engine, in the ...</p>
<ul style="list-style-type: none"> <li>• Feb. 19</li> </ul>	<p><u>Nopetro signs contract with <b>LYNX</b> to convert fleet to natural gas</u>            Mysanfordherald            In addition to fueling LYNX's bus fleet, Nopetro's station would also be ... makes</p>



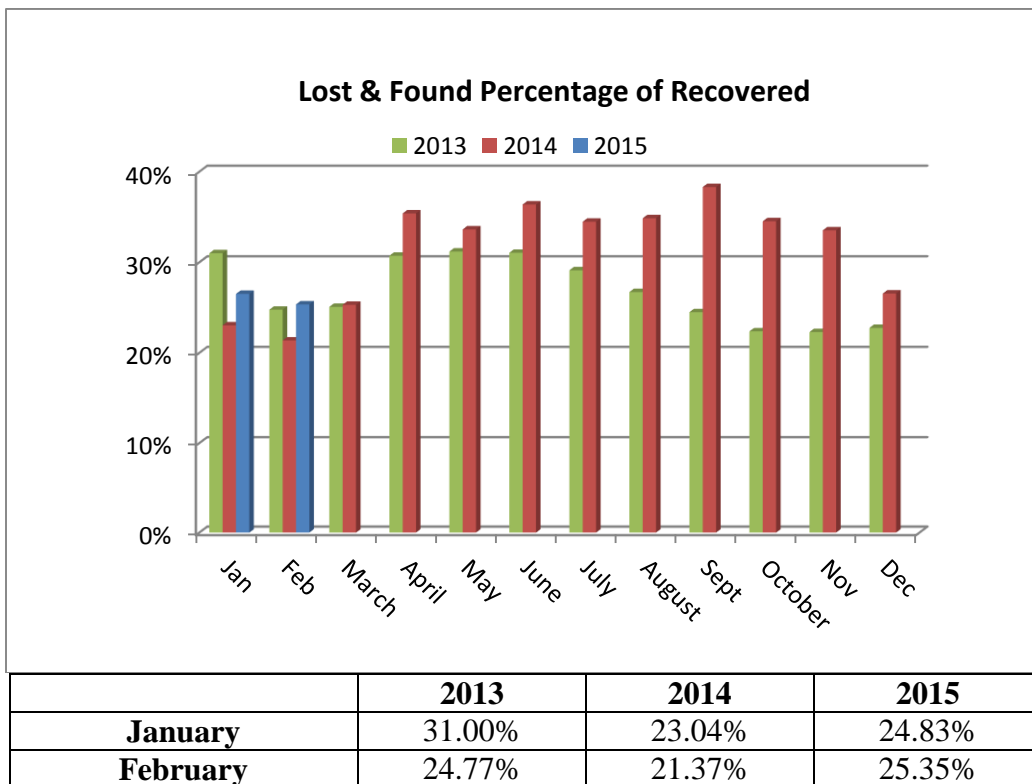
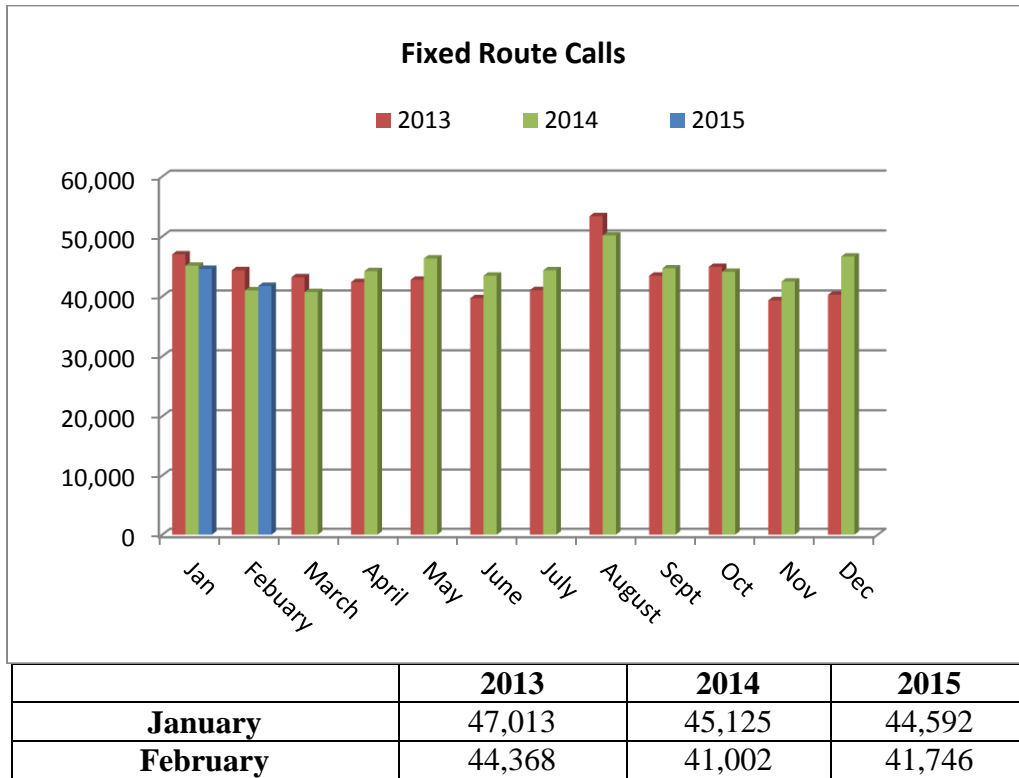
# LYNX Board Agenda

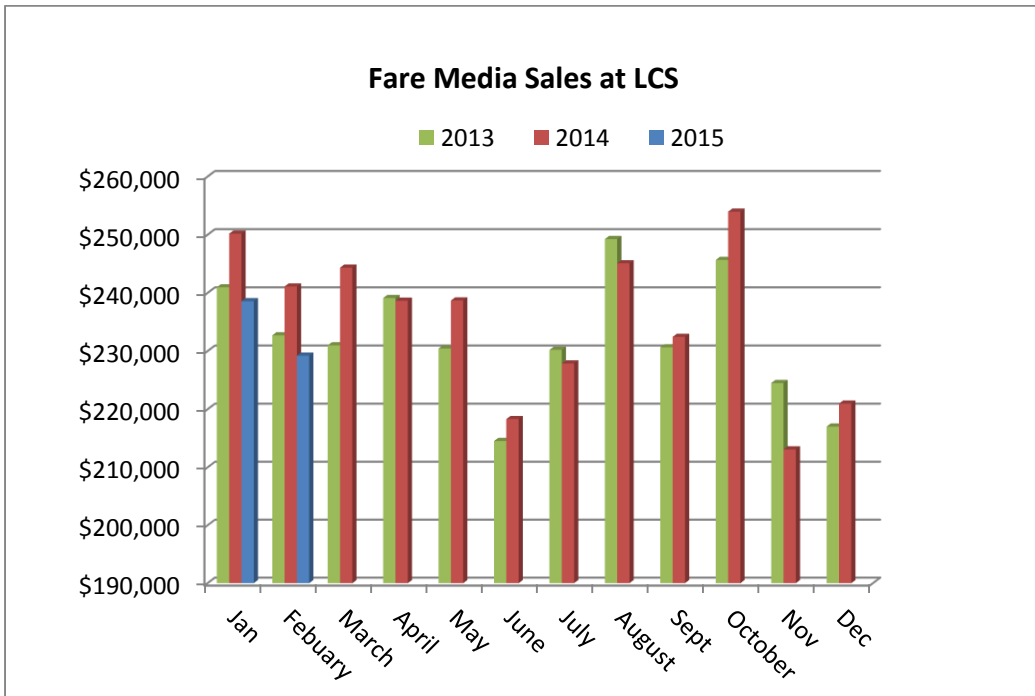
	<p>sense both financially and environmentally for Central Florida transit, ...</p> <p><u>Orlando's LYNX to move ahead with 150 CNG bus deployment after fueling agreement with Nopetro</u> NGV Today <b>LYNX</b>, the transit agency serving metropolitan Orlando, Florida, has taken a big step in its plan to deploy at least 150 CNG buses, which would ...</p> <p><u>LYNX, Nopetro finalize agreement for CNG fueling station</u> Nopetro In addition to fueling Lynx's bus fleet, Nopetro's station also would be available to serve private commercial fleets and the public at large, according to ...</p>
• Feb. 28	<p><u>Public Bus Transportation In Florida</u> Happy New Year 2015 Greeting Nopetro will build and operate a compressed natural gas fueling station for the Central Florida Regional Transportation Authority (<b>LYNX</b>). Nopetro will ...</p>

SOCIAL MEDIA USAGE	JANUARY 2015	FEBRUARY 2015
Facebook Likes	2,686	2,733
Facebook – # of People Reached The number of people who saw LYNX Page posts in news feed or ticker, or on our Page's timeline. (Unique users)	142,527	131,931
Twitter Followers	1,897	2,030

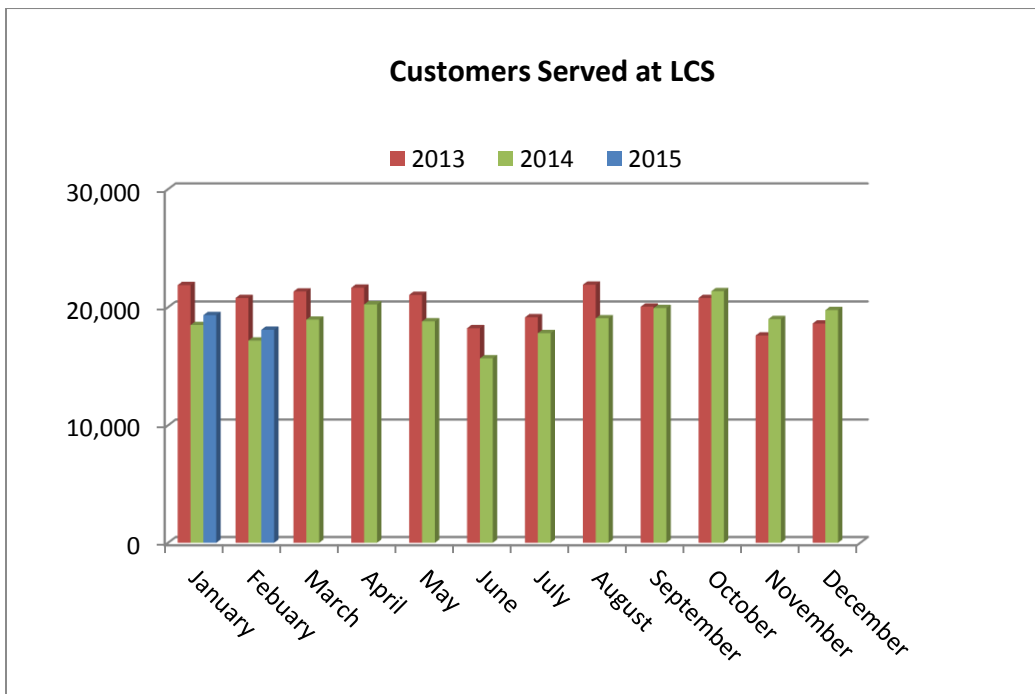
WEBSITE USAGE	JANUARY 2015	FEBRUARY 2015
Total Page Views	799,944	678,053
Total User Visits	223,147	195,218

## Customer Service

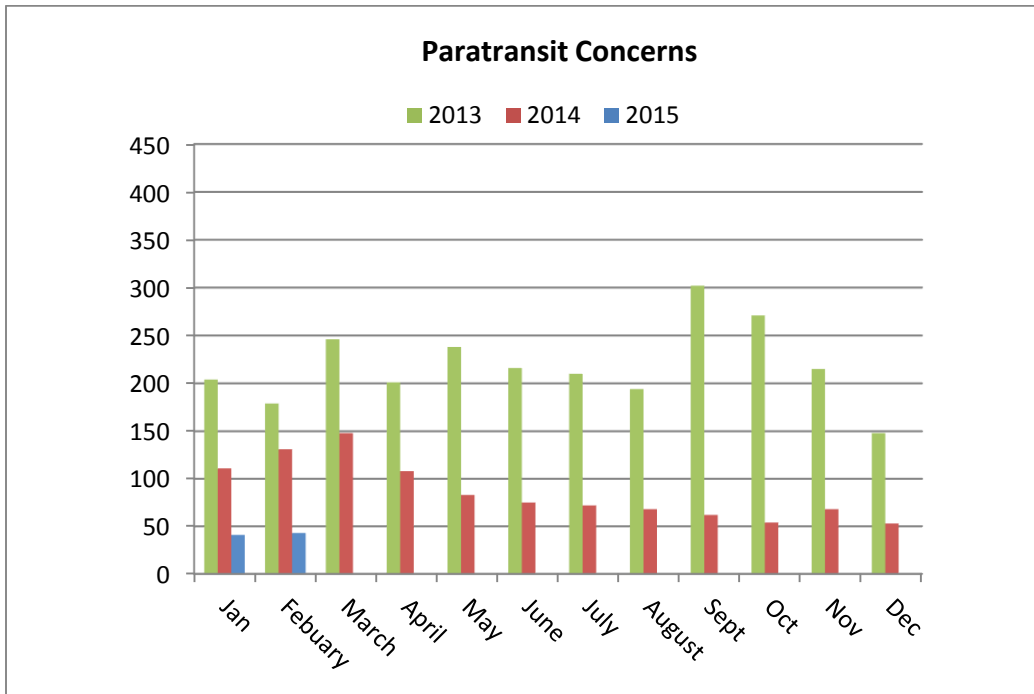




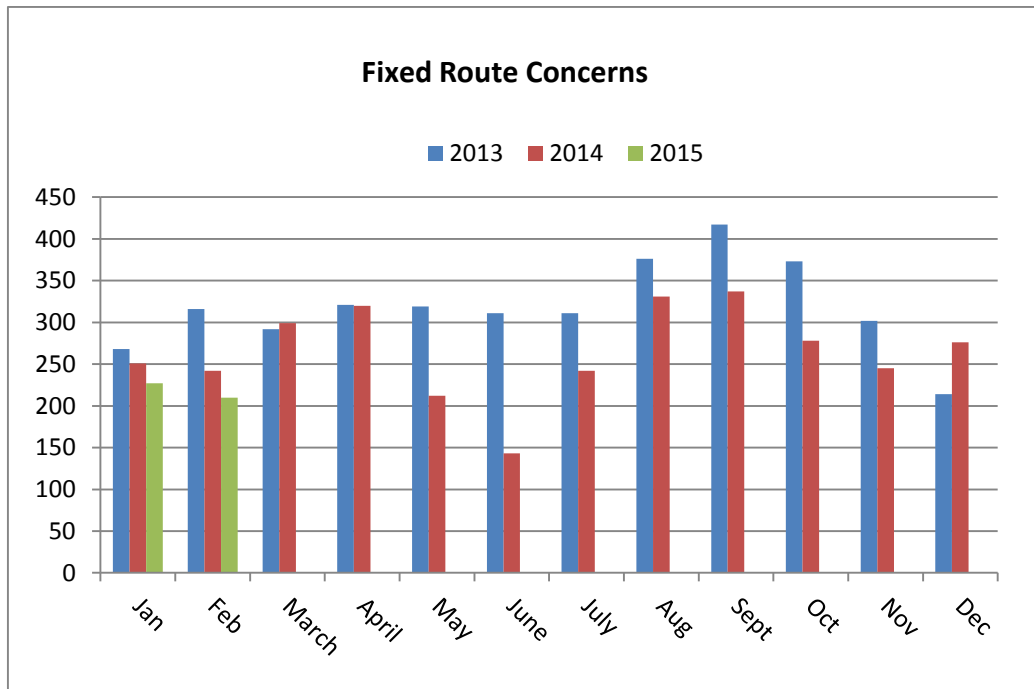
	2013	2014	2015
<b>January</b>	\$240,955	\$250,183	\$238,573
<b>February</b>	\$232,702	\$241,097	\$229,210



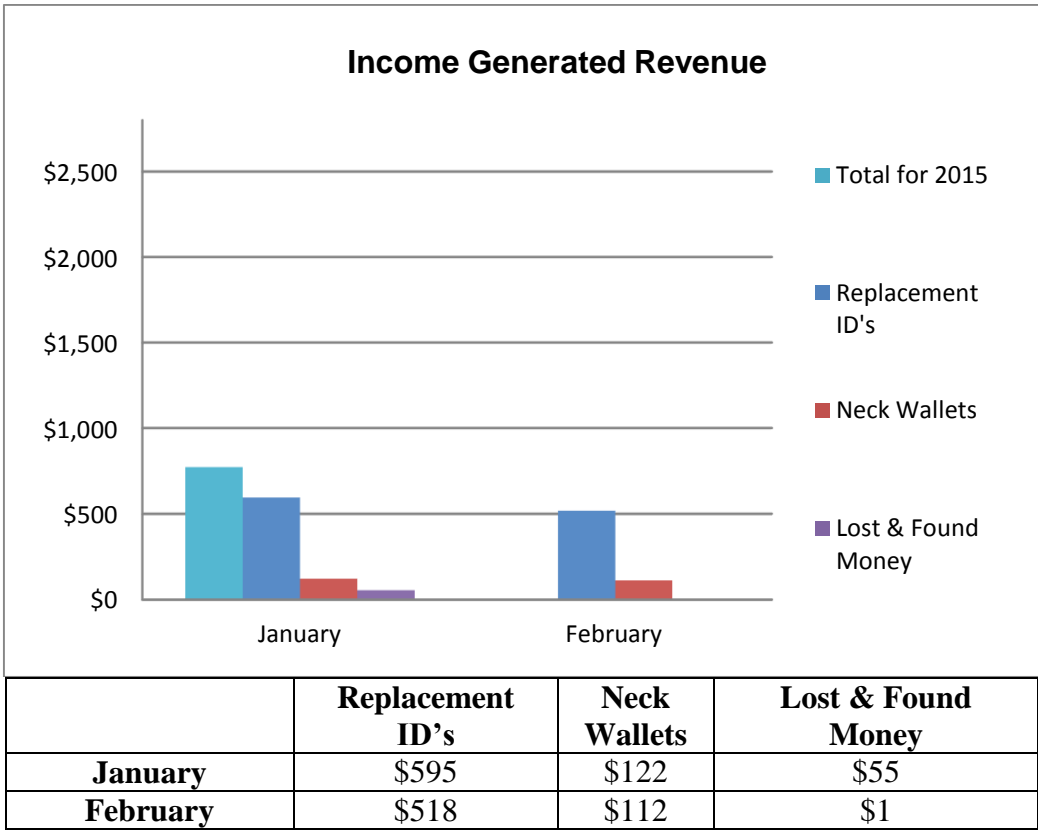
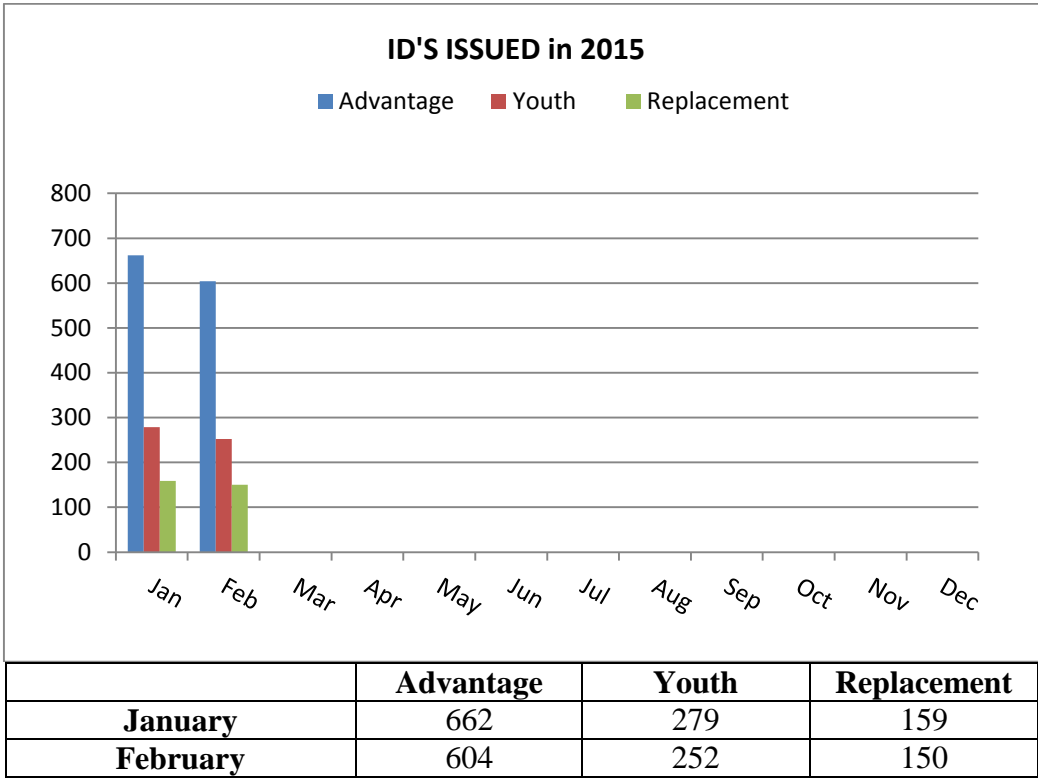
	2013	2014	2015
<b>January</b>	21,881	18,495	19,334
<b>February</b>	20,783	17,179	18,092



	2013	2014	2015
<b>January</b>	204	111	41
<b>February</b>	179	131	43



	2013	2014	2015
<b>January</b>	268	251	227
<b>February</b>	316	242	210



**Monthly Report G: Business Development Report**

**To:** LYNX Board of Directors

**From:** **Kathy Clary**  
BUSINESS DEVELOPMENT OFFICER  
**Cindy Zuzunaga**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6180

**Item Name:** Business Development Report

**Date:** 3/26/2015

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**Outreach Events & Meetings**

Bikeshare Ribbon Cutting Ceremony – 1/9  
What’s Up Downtown: Building a Better I-4 – 2/5

**Advertising Sales**

<b>ADVERTISING SALES</b>	<b>DECEMBER 2014</b>	<b>JANUARY 2015</b>
Advertising Sales Revenue	\$91,667	\$254,705
Net Revenue to LYNX Fiscal Year to Date	\$444,234	\$698,939

**Commuter Services**

<b>COMMUTER CHOICE TRANSPORTATION PROGRAM</b>		
<b>VANPOOLS</b>	<b>DECEMBER 2014</b>	<b>JANUARY 2015*</b>
Vanpool Participants	833	830
Total Revenue Miles YTD	619,065	826,974
New Vanpools	2	1
Returned Vanpools	2	2
Current Vans in Service	130	129
Pending Vanpool Interest	KSC (1)	KSC (1)
	TSA (4)	TSA (4)
	DEPARTMENT OF DEFENSE (1)	DEPARTMENT OF DEFENSE (1)
	VETERANS AFFAIRS	VETERANS AFFAIRS

# LYNX Board Agenda

	(5)	(5)
	LOCKHEED MARTIN(2)	LOCKHEED MARTIN(2)
	COLEMAN PRISON(3)	COLEMAN PRISON(3)
	DISNEY(10)	DISNEY(10)
	DARDEN(1)	DARDEN(1)
	SEAWORLD(4)	SEAWORLD(4)
	FLAGLER DEV(1)	FLAGLER DEV(1)
	FLORIDA HOSPITAL (1)	FLORIDA HOSPITAL (1)
Phone Inquiries	48	43

\*Estimated numbers

**Monthly Report H: Employee Travel Report**

**To:** LYNX Board of Directors

**From:** **John Lewis**  
CHIEF EXECUTIVE OFFICER  
**Deborah Morrow**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6017

**Item Name:** Monthly Employee Travel - March 2015

**Date:** 3/26/2015

EMPLOYEE / DEPARTMENT	DESTINATION	PURPOSE	DEPARTURE AND RETURN DATES	TOTAL ESTIMATED AGENCY COST	AGENCY COST
John Lewis Executive	Washington DC	To attend, as a Board member, the APTA Legislative Conference & Board meeting	03/07/2015 – 03/11/2015	2,598	2,598
Jeff Reine Engineering & Construction	San Antonio, TX	To attend DBIS Conference Transportation Series to provide staff skills need to be proficient in Design Bid process	03/07/2015 – 03/11/2015	480	480
Laura Minns Engineering & Construction	San Antonio, TX	To attend DBIS Conference Transportation Series to provide staff skills need to be proficient in Design Bid process	03/08/2015 – 03/11/2015	480	480
Tiffany Homler Govt. Affiars	Washington DC	To attend the APTA Legislative Conference	03/08/2015 – 03/10/2015	2,412	2,412
Videsh Deonarine Operations	Tampa, FL	To attend Transit Supervisor Certification Course at CUTR	03/22/2015 - 03/27/2015	755	755
<b>TOTAL ESTIMATED COSTS and AGENCY COSTS</b>				<b>6,725</b>	<b>6,725</b>



**Monthly Report I: Employee Travel Report**

**To:** LYNX Board of Directors

**From:** **John Lewis**  
 CHIEF EXECUTIVE OFFICER  
**Deborah Morrow**  
 (Technical Contact)  
**Blanche Sherman**  
 (Technical Contact)

**Phone:** 407.841.2279 ext: 6017

**Item Name:** Monthly Employee Travel - February 2015

**Date:** 3/26/2015

EMPLOYEE / DEPARTMENT	DESTINATION	PURPOSE	DEPARTURE AND RETURN DATES	TOTAL ESTIMATED AGENCY COST	AGENCY COST
John Lewis Executive	Tallahassee, FL	To attend, as Chairman, the Floridians for Better Transportation Board meeting	02/03/2015 – 02/03/2015	303	303
John Lewis Executive	Phoenix, AZ	To attend American Public Transportation Association, Directors meeting and the Transit CEO Conference.	02/07/2015-02/10/2015	2,782	2,782
<b>TOTAL ESTIMATED COSTS and AGENCY COSTS</b>				<b>3,085</b>	<b>3,085</b>