

LYNX Audit Committee Agenda



Board Date: 1/27/2011
Time: 10:30 A.M.

Central Florida Regional Transportation Authority
455 N. Garland Ave.
2nd Floor Conference Room
Orlando, FL 32801






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

1. Call to Order

2. Approval of Minutes

-  Minutes from the September 23, 2010 Audit Committee Meeting Pg. 1

3. Audit Agenda Items

- A.  FY2012 Proposed Budget Development Assumptions Pg. 8
 - Attachment 
- B.  Update on the Downtown Circulator LYMMO Expansion Pg. 17
- C.  Update on LYNX' Property and Liability Insurance Program Pg. 18
 - Attachment 

5. Information Items

(For Review Purposes Only - No action required)

- I.  LYNX' 12-Month Rolling Calendar Pg. 40

LYNX
Central Florida Regional Transportation Authority
Audit Committee Meeting Minutes

PLACE: LYNX Central Station
455 N. Garland Avenue
Conference Room, 2nd Floor
Orlando, FL 32801

DATE: September 23, 2010

TIME: 10:30 a.m.

Members in Attendance:

Seminole County Commissioner, Carlton Henley, Chairman
Osceola County Commissioner, Brandon Arrington
FDOT District 5 Secretary, Noranne Downs, Secretary
Orange County, Jim Harrison, Director of Growth Management
City of Orlando, Christine Kefauver, Transportation Policy Advisor

1. Call to Order

The Chairman, Commissioner Carlton Henley, called the meeting to order at 10:30 a.m.

2. Approval of Minutes

Motion was made and seconded to approve the Minutes of the July 28, 2010 Audit Committee meeting. The motion passed unanimously.

3. Audit Agenda Items

The Chairman announced the Committee will take up Agenda Item D prior to Agenda Item A.

D. Discussion on South Street Clean Up Options

The Chairman recognized Bert Francis, Chief Financial Officer, for presentation.

Mr. Francis noted that in the mid 1990's, leaking piping in the vehicle lifts caused subsurface hydraulic fluid contamination under the maintenance building at the South Street Facility. At that time, an Initial Remedial Action

Plan (IRAP) was prepared and submitted to the Florida Department of Environmental Protection (FDEP). The Plan was approved by FDEP in August of 1999, (Consent Order No. 92-0125).

This Remedial Action Plan has had limited success over the years as only about one-third (1/3) of the free product has been removed from the contaminated site. FDEP has asked that LYNX modify the existing Consent Order.

Mr. Francis outlined three proposals that have been identified for decontamination:

1) Trenching

The first option consists of installing an active recovery collection system using strategically located trenches and a collection sump and piping to the existing vacuum pump. This option may be a faster way to resolve the issues with FDEP but may not be the best option.

- The total estimated cost to do the trenching now and monitoring requirements for the next 6 years will be \$513,016 (Trenching \$142,778 and monitoring \$370,238). In addition, this option does not guarantee the complete removal of the contamination.

2) Bio-Slurping & Enhanced in-situ soil Washing.

The second option consists of the addition of a vacuum component to the product recovery system (Vacuum-Enhanced Product Recovery/Bio-Slurping). This technique has been employed by AECOM at multiple project locations with notable success.

- The total preliminary estimated cost to do the Bio-Slurping & Enhanced in-situ soil washing will be \$601,100. This price includes required testing over the next 6 years. This option does not guarantee the complete removal of the contamination.

3) Demolition and soil removal.

The third option consists of demolition of the maintenance building and digging up and removing the contaminated soil. It is estimated that the product plume is approximately 6000 to 7000 square feet. The depth of the excavation is about 9 to 10 feet. The total volume of soil to be removed would be approximately 2500 cubic yards.

- The total estimated cost for demolition and source removal, including subsequent testing for 1 year, is \$500,000 (Demolition \$150,000 and Source Removal \$350,000). This is the only option that would guarantee the complete removal of the contamination.

In the past, Option #3 was not viewed as viable due to the fact the South Street Facility served as LYNX' principal operating base; however, with the completion of the LYNX Operations Center, this is no longer the case.

In addition, if LYNX considers the utilization of the South Street Facility for Paratransit activities in the future, the existing body shop can be modified to handle light maintenance of a Paratransit fleet.

It was noted that FDEP requires a response by September 30, 2010 as to the remedial action for the site decontamination.

Without objection, the Audit Committee will recommend demolition of the maintenance building and digging up and removing the contaminated soil.

A. Review Establishing an Administrative Committee for the LYNX’ Money Purchase and the Deferred Compensation Plan

The Chairman recognized Bert Francis, Chief Financial Officer, for presentation.

Mr. Francis noted that at the July 2010 Audit Committee meeting, staff was asked to present various scenarios for changes to the current Administrative Retirement Pension Contribution rate. The projected FY2011 twelve percent outlay is used as the baseline. Mr. Francis discussed 3 charts that illustrate the effects of various contribution rates that could be utilized for the LYNX retirement plan.

Chart #1: LYNX’ contribution to the retirement plan for the full administrative staff (208 positions) at the current rate of 12%.

Chart #1

Full Administrative Staffing Level (208 Positions)

Admin. Pension Projected %	Proposed FY11 Admin. Pension Outlay - Estimated Budget Needed	Net Savings Effect to Budget Current Employees FY11
12%	\$1,112,417.20	\$0.00
11%	\$1,019,715.77	(\$92,701.43)
FRS, 10.77%	\$998,394.44	(\$114,022.76)
10%	\$927,014.33	(\$185,402.87)
9%	\$834,312.90	(\$278,104.30)
8%	\$741,611.47	(\$370,805.73)

He noted that Florida Retirement System (FRS) data was included in the charts for comparison purposes.

Chart #2: LYNX' contribution to the retirement plan for the current administrative staff (196 positions) at the current rate of 12%

Chart #2

Current Staffing Level (196 Positions)

Admin. Pension Projected %	Proposed FY11 Admin. Pension Outlay Estimated Budget Needed	Net Savings Effect to Budget Current Employees FY11
12%	\$1,065,155.37	\$0.00
11%	\$976,392.42	(\$88,762.95)
FRS, 10.77%	\$955,976.95	(\$109,178.43)
10%	\$887,629.48	(\$177,525.90)
9%	\$798,866.53	(\$266,288.84)
8%	\$710,103.58	(\$355,051.79)

Chart #3

New Hires and Projected Staff Turnover FY11
(12 Vacancies Filled & 5 Turnovers, 17 Positions)

Admin. Pension Projected %	Proposed FY11 Admin. Pension Outlay New Hires - Estimated Budget Needed	Net Savings Effect to Budget Current Employees FY11
12%	\$64,961.63	\$0.00
11%	\$59,548.34	(\$5,413.49)
FRS, 10.77%	\$58,303.24	(\$6,658.59)
10%	\$54,134.86	(\$10,826.97)
9%	\$48,721.37	(\$16,240.46)
8%	\$43,307.89	(\$21,653.94)

Chart #3: LYNX' contribution to the retirement plan for the administrative staff hired in FY11 to fill vacancies or turnovers (17 positions used for projections)

The Committee requested staff to continue to evaluate the Administrative Retirement Pension Contribution rate and discuss it with the members during budget workshops and presentations.

B. Follow Up on LYNX Fuel Hedging Program

The Chairman recognized Bert Francis, Chief Financial Officer, for presentation.

Mr. Francis noted that at the July 2010 Audit Committee meeting, staff discussed with the Committee their desire to continue exploration of a fuel hedging program. It was understood that the consensus was to continue to explore fuel hedging options. Since that time, staff, with the assistance of Burgees Chambers, LYNX' investment advisor, has reviewed in more depth the program presented to the Committee by Jeff Lemunyan of Linwood Capital, LLC, at its September 2009 meeting.

Mr. Francis discussed option may be available for hedging fuel Purchases in the future.

- 1) Earmark Reserves;
- 2) Swap Program – fixed and variable rate swaps to defer the payment of the future contracts to a later date;

- 3) Call Option – a call price for the contracts without taking delivery of the fuel that provides assurance that the payment does not exceed a price certain.

Mr. Francis reported that he is working with Burgees Chambers to meet with the City Manager in Palm Bay. The City of Palm Bay is utilizing the Linwood capital fuel hedging program.

He noted that staff will continue to evaluate the program and come back to the Committee with an additional follow-up.

C. Update on Proposed FY2011 Operating and Capital Budgets

The Chairman recognized Bert Francis, Chief Financial Officer, for presentation.

Mr. Francis noted that staff made a presentation of the preliminary FY2011 Operating Budget to the Board of Directors at the March 25, 2010 meeting.

The proposed Operating Budget is \$112,996,516. The proposed Capital Budget is \$54,879,149.

Mr. Francis reported that in FY2012 the American Recovery and Reinvestment Act (ARRA) funds which are available to fund operations in FY2011 will not be available in FY2012. The utilization of the ARRA funds has enabled the budget reductions for FY2011.

Staff would like to begin preliminary discussions with the Board regarding the FY2012 budget. The Committee requested staff's review of the use of consultants and purchases that can be reduced without an impact to service.

E. Briefing on the Proposed Administrative Committee for the LYNX Money Purchase and Deferred Compensation Plans

The Chairman recognized Edward Johnson, Interim Chief Executive Officer, for presentation.

Mr. Johnson reported that LYNX, as the employer, is the Plan Administrator for both the LYNX Money Purchase Plan and Deferred Compensation Plan. As such, the employer/Plan Administrator has a number of responsibilities, duties and obligations in maintaining and operating each of the Plans.

LYNX, as the Administrator, has the power to appoint and may appoint any person(s) to perform its duties as the Administrator.

The primary responsibility of the Administrator is to administer the Plan for the exclusive benefit of the participants and their beneficiaries in accordance with its terms. Other Administrator duties that could be performed by an appointed Proposed Administrative Committee are:

- (a) the discretion to determine all questions relating to the eligibility of employees to participate in the Plan;
- (b) the authority to review and settle all claims against the Plan;

Mr. Johnson noted that staff will be requesting the Board of Directors' authorization to approve the Administrative Committee for the LYNX Money Purchase and Deferred Compensation Plans and appoint Lisa Darnall, Bert Francis and Edward Johnson to the Committee.

Without objection, the Audit Committee will recommend the authorization to approve the Administrative Committee and make the appointments to the Committee.

F. Update on Chief Executive Officer Search Activities

The Chairman recognized Pat Christiansen, LYNX General Counsel, for presentation.

Mr. Christiansen noted that at the meeting of the LYNX Board on July 1, 2010, the Board accepted the early resignation of Ms. Linda Watson as Chief Executive Officer, to be effective July 31, 2010. At that same meeting, the Board directed LYNX' General Counsel to undertake a search for a replacement Chief Executive Officer and to undertake that through the engagement of a search firm, similar to the process that was followed in 2004.

The Chief Executive Officer Profile was provided to the Board of Directors at its July 1st meeting and subsequently revised to incorporate comments from one or more of the Board Members or their staff.

The Board authorized Legal Counsel, after consulting with the Board Chairman, to select a search firm. Mr. Christiansen noted that he followed the search process conducted in 2004.

A search firm was selected with the concurrence of the Board Chairman engaged the firm and negotiated the compensation structure with the firm. The search firm conducted the search based on the Chief Executive Officer Profile.

The search firm's proposed timing was 45 to 60 days to conduct the search which would have resulted in the search being concluded by the end of September 2010.

During the first week of September, the firm presented 5 candidates to submit for interviews by LYNX. The 5 candidates came to town to be interviewed by the Board members as well as other individuals in the community.

Mr. Christiansen recommended that 2 or 3 candidates be asked to return for final interviews. As was done for the CEO search in 2004, final interviews take place in a public meeting of the Board of Directors concluding with a candidate selection. In addition, Mr. Christiansen recommended the final interviews and meeting of the Board of Directors take place mid-October.

Mr. Christiansen noted that a standard form of Employment Contract that was previously used was sent to the search firm in order for the firm to advise on the terms. He further noted that he is waiting for the firm to provide compensation and benefit range. Once the ranges are received, Mr. Christiansen will provide the information to the Chairman and participants. Mr. Christiansen asked that the participants provide a response as to which 2 or 3 candidates they would like to ask to return for final interviews.

4. Review of Board Package

The Chairman recognized Edward Johnson, Interim Chief Executive Officer, to provide an overview of items that will come before the Board.

1. Staff will be seeking authorization to Release a Request for Proposal (RFP) for Architectural and Engineering Services for projects related to facility improvements and major repairs.
2. Staff will be seeking authorization to approve the Agreement with Florida Department of Transportation (FDOT) for Construction, Operation and maintenance of the Kissimmee Intermodal Center and authorization to Release an Invitation for Bid (IFB) for the construction of the facility.
3. Staff will be seeking authorization to award a sole source contract to Trapeze and purchase Blockbuster Run Cutting Optimizer Software. This award is to purchase a replacement of a system that LYNX has had for a number of years. The system is used for run cutting for the fixed route service planning.
4. Staff will be seeking authorization to execute a vehicle lease agreement with MV Transportation, Inc., for paratransit services.
5. Staff will be seeking authorization for the Chief Governmental Affairs Officer to travel to Tallahassee as needed to advocate and work with LYNX' lobbying teams to pass legislative initiatives and the adoption of LYNX' 2011 state legislative priorities.

Discussion ensued and the Committee requested that upcoming federal issues be added to the monthly Governmental Relations Report.

6. Osceola County Commissioner, Brandon Arrington, will provide an update on the American Public Transportation Association's Transit Board Member Seminar.
7. The Board of Directors will go into Executive Session to discuss collective bargaining issues.

The meeting adjourned at 11:30 am.

LYNX Board Audit Committee Agenda

Audit Committee Agenda Item #3.A

To: LYNX Board of Directors

From: **Bert Francis**
CHIEF FINANCIAL OFFICER
Blanche Sherman
(Technical Contact)
Christopher Plummer
(Technical Contact)

Phone: 407.841.2279 ext: 6047

Item Name: FY2012 Proposed Budget Development Assumptions

Date: 1/27/2011

Staff is in the process of developing the FY2012 Operating and Capital Budgets. The key assumptions that LYNX' budget team will use in the preparation of these budgets will be presented. This item gives the Audit Committee an opportunity to provide direction and feedback to management at the beginning of the budget development process. Staff will also present the budget calendar for the FY2012 budget

FY 2012 Budget Development Assumptions

Presented to the LYNX Audit Committee

January 27, 2011



Key Budget Assumptions - Overall

- Funding Partner requests for FY 2012
- Maintain same level of service throughout the system
- Add additional Flex services
- Impact of Southern Operations Base
- Closing of South Street

Key Budget Assumptions - Revenue

- ARRA funding expiring FY2011
- Federal Preventative Maintenance Funding Level
- No plan to utilize Operating Reserves
- Fare Increase in FY2012 (?)
- Advertising Revenue program decrease
- Lease more space in LCS

Key Budget Assumptions - Expenses

- Maintain current staffing levels
- Pay increase in 2012 (?)
- Hiring freeze for all but the most crucial positions
- Effects of new Group Health Insurance program
- Impact of Union negotiations
- Decrease retirement contribution rate (?)

Key Budget Assumptions - Expenses

- Continue bio-diesel program
- Reduced deadhead cost due to change in operating facility
- Reductions based on LYNX ownership of paratransit vehicles

Pending Items

- Apply Regional Funding Model (?)
- AARA under budget issue – additional P.M.
- Advertising RFP for shelters
- Re-negotiate Contract Maintenance agreements
- Fuel cost hedging options
- Impact of New Para-transit Provider

Future Items

- Review type of fixed route vehicles used in future operations
- Increased efficiency of additional interlining with Southern Operating Base
- Review of Southern Operations base expenses

Budget Calendar

Key Budget Assumptions Presentation to Audit Committee	January 27
Preliminary Budget Presentation	March 24
Funding Request Letters Submitted to Funding Partners	April
Budget Presentation Osceola & Orange Counties	June/July
Budget Presentation Seminole County	August
Final Board Action	September 22
Budget Year 11 – 12 Commences	October 1

Audit Committee Agenda Item #3.B

To: LYNX Board of Directors

From: Edward Johnson
CHIEF ADMINISTRATIVE OFFICER
Rudolph Walter
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Update on the Downtown Circulator LYMMO Expansion

Date: 1/27/2011

BACKGROUND:

In January LYNX awarded a contract to PB Americas to conduct an Alternatives Analysis Study for the Downtown Transit Circulator Expansion proposed in the City of Orlando's Downtown Transit Circulator Expansion Study. The Downtown Transit Circulator Expansion Study recommended that three components be advanced in an Alternatives Analysis study. Those three components are:

1. **East-West Circulator** – a proposed Circulator serving the Lake Eola Thornton Park area west to the Parramore area.
2. **Downtown-Uptown Loop** – a proposed connection from Orlando Health (OH) to Florida Hospital possibly extending further south to the SODO development (South of Downtown Orlando) located at Grant Street and S. Orange Avenue.
3. **Alternative corridors** – include the possible extensions of proposed corridor with service between the Creative Village Project to the new Downtown venues.

LYNX staff will brief the Board on the progress to date, seek input from the Board and review the next steps for the project.

LYNX Board Audit Committee Agenda

Audit Committee Agenda Item #3.C

To: LYNX Board of Directors

From: Bert Francis
CHIEF FINANCIAL OFFICER
Blanche Sherman
(Technical Contact)
Rich Bannon
(Technical Contact)

Phone: 407.841.2279 ext: 6047

Item Name: Update on LYNX' Property and Liability Insurance Program

Date: 1/27/2011

Staff will make a brief presentation on the LYNX insurance program that renewed on October 1, 2010. The presentation will include a brief description of the coverage's in place as well as the premiums associated with each policy. The presentation will include but not be limited to the following coverage's: Property, General Liability, Fiduciary Liability, Storage Tanks/Environmental, Road Rangers, etc. Staff will also discuss the various programs that LYNX is self-insured for such as Workers Compensation and Liability.

Due to the recent legislative changes to the limits of sovereign immunity, staff will also discuss the impact of these changes to the LYNX program. Comparisons with other Local Public Entities will also be included.

At the conclusion, staff will be reviewing with the board, various plan and coverage options as we move the program forward.

LYNX

Insurance Program

**Presented to the
LYNX Board of Directors
November 10, 2010**

**Albert J. Francis, II, CPA
Chief Financial Officer**



LYNX Insurance Program

- Overview of LYNX Insurance Coverage's and Limits
- Workers Compensation
- Coverage Comparisons With Other Local Public Entities
- Sovereign Immunity Changes and Possible Impacts
- Premium Costs – FY2011 vs. FY2010
- Questions, Comments & Recommendations

LYNX Current Insurance

- Property Coverage
 - \$70,912,301 Limit for All Other Perils
 - Various deductibles: \$10,000 for all perils, except 2% per building for Named Windstorm
 - \$25,000,000 Windstorm Insurance Limit
 - \$2,100,000 Various Shelters and Superstops Limit

LYNX Current Insurance

- Automobile Coverage

- Coverage for physical damage to LYNX buses valued \$25,000 or above and private passenger vehicles 2003 and newer
- Deductibles: \$10,000 deductible per bus / \$1,000 per private passenger

- Crime Coverage

- Various limits: Employee Dishonesty, Fraud, and Theft
- Self-insured over the \$250,000
- Deductible for all covered limits per incident - \$1,000

LYNX Current Insurance

- Corporate Fiduciary Liability
 - Covers Money Purchase Plan & Deferred Compensation Plan
- Public Officials / Employment Practices Liability
 - Public Officials Liability: extends coverage to “wrongful acts” made by the Board, or officers of LYNX
 - Employment Practices Liability: centers around employment litigation, such as wrongful termination, failure to promote, workplace harassment, etc.
 - \$100,000 self-insured retention per occurrence;
 - \$2,000,000 limit

LYNX Current Insurance

- General Liability
 - \$200,000 self-insured retention per occurrence;
 - \$1,000,000 per occurrence limit / \$2,000,000 annual aggregate limit
 - Bodily Injury; Property Damage; Personal Injury; Advertising Injury; Ratable payroll; Fire Damage; Herbicide & Pesticide Aggregate; etc.

LYNX Current Insurance

- Automobile Liability (Buses & Support Vehicles)
 - Entirely self-insured (with exception for 21 leased buses)

LYNX Current Insurance

- 21 Leased Buses
 - Per contract – special limits required
 - Separate policy purchased
 - \$200,000 SIR - \$3,000,000 per occurrence limit

LYNX Current Insurance

- Storage Tank/Corrective Action/Cleanup Coverage
 - \$25,000 self-insured retention per occurrence
 - \$1,000,000/\$2,000,000 limits

LYNX Current Insurance

- Environmental/Storage Tank
Pollution Liability/Clean-up

New Policy pending:

- Buses, maintenance activities, spills, etc.
- \$25,000 self-insured retention per occurrence
- \$50,000 self-insured retention which applies to underground storage tanks
- \$1,000,000/\$3,000,000 limits

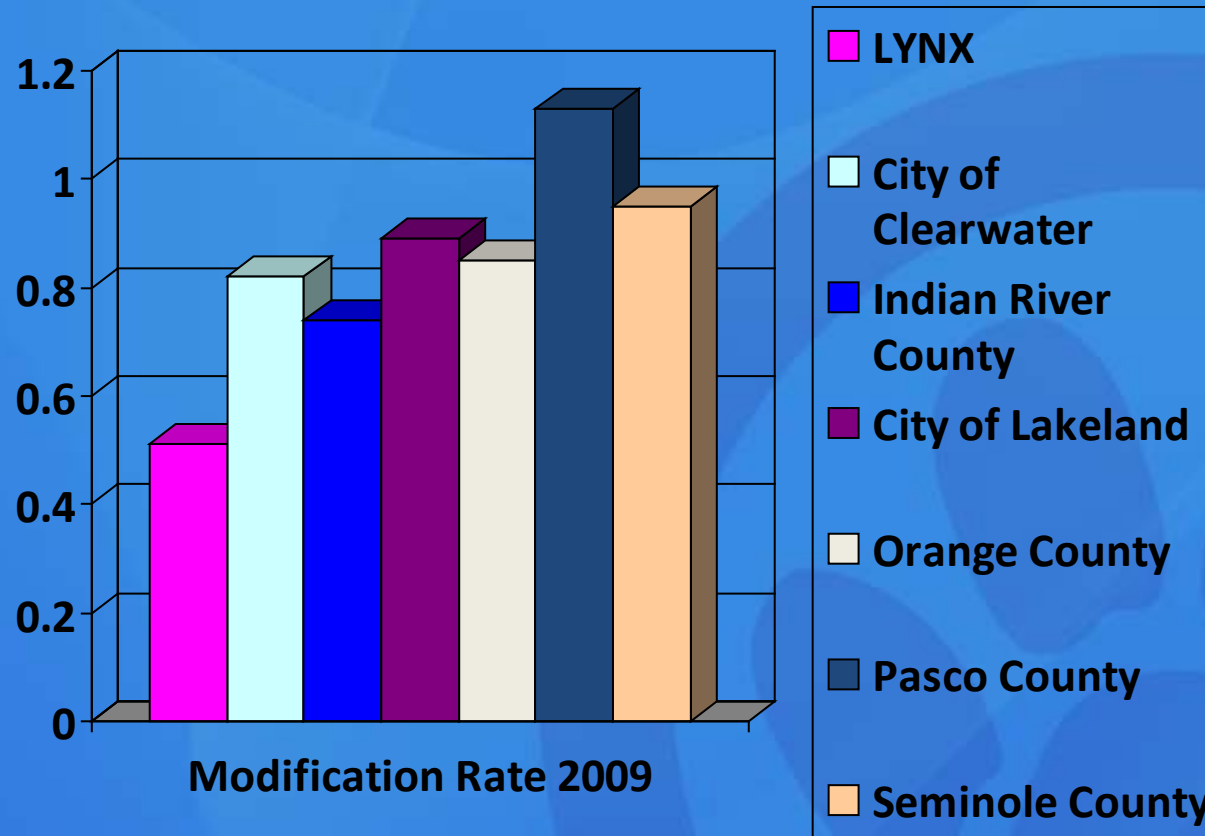
LYNX Current Insurance

- Road Rangers/Automobile Liability
 - PIP statutory
 - \$300,000 limits
 - \$50,000 uninsured/underinsured

LYNX Current Insurance

- Workers Compensation
 - Required to provide workers compensation benefits per Chapter 440, FL Statutes – Statutory
 - Entirely self-insured;
 - No excess insurance coverage – estimated cost was between \$150,000 to \$200,000 for \$1,000,000 CAP
 - LYNX Experience Modifier .51

Self-Insured Experience Modification Rate



LYNX Current Insurance

- **LYNX**
 - Third Party Liability
 - \$100,000/\$200,000 Self-Insured Sovereign Immunity
 - No excess coverage
 - Workers Compensation
 - No CAPS
 - No excess coverage

Other Local Public Entities

- **Orange County BOCC**

- Third Party Liability

- \$1,000,000 Self-Insured Retention

- \$10,000,000 per occurrence / \$20,000,000 aggregate limits (Except \$5,000,000 EPL/SML); includes Convention Center

- Workers Compensation

- \$2,000,000 Self-Insured Retention, Statutory

Other Local Public Entities

- **Seminole County BOCC**

- Third Party Liability

- \$100,000 Self-Insured Retention
- \$5,000,000 per occurrence / \$8,000,000 Aggregate Limit

- Workers Compensation

- \$200,000 Self-Insured Retention, Statutory

Other Local Public Entities

- **Pinellas Suncoast Transit Auth. (2009)**
 - Auto / General / Public Officials Liability
 - \$100,000 self-insured retention
 - \$2,000,000 limit of insurance
 - Workers Compensation
 - \$250,000 Self-Insured Retention, Statutory

Sovereign Immunity Changes

- **Tort cap increased by \$100,000**
 - Current tort caps of \$100,000 per person; \$200,000 per occurrence
 - Effective 10/1/2011, \$200,000 per person; \$300,000 per occurrence
 - Claim costs may increase after 10/01/2011

LYNX Comparison Chart

Coverage/Product	Policy Period		Cost Comparison		
			2011	vs.	2010
Property	10/01/10	to 10/01/11	\$ 154,482.00		\$ 168,351.00
General Liability	10/01/10	to 10/01/11	\$ 185,635.00		\$ 190,420.00
Fiduciary Liability	10/01/10	to 10/01/11	\$ 4,292.00		\$ 4,156.00
21 Leased Buses	08/02/10	to 08/02/11	\$ 58,316.00		\$ 79,960.00
Storage Tanks (Environmental)*	12/29/09	to 12/29/10	\$ 22,000.00		\$ 7,266.00
Road Rangers	10/01/10	to 10/01/11	\$ 33,867.00		\$ 30,506.00
Brokers Fee	10/01/10	to 10/01/11	\$ 50,000.00		\$ 50,000.00
			<u>\$ 508,592.00</u>		<u>\$ 530,659.00</u>

* Estimated - Environmental Coverage Policy - \$20,000 to \$22,000



LYNX Summary

- Workers' Compensation – LYNX is 100% self-insured
 - Continue self-insurance only
 - Look into excess coverage
- Automobile Liability – LYNX is 100% self-insured
 - Continue self-insurance only
 - Look into excess coverage
- Environmental/Storage Tank/Pollution Liability/Clean-up
- Property Coverage – LYNX has moved coverage out of hurricane season and is reevaluating property schedule
- 21 Leased Buses – Working on lease changes or updates
- Claims made coverage

Thank You !



LYNX Board Audit Committee Agenda

Audit Committee Information Item #.I

To: LYNX Board of Directors

From: Edward Johnson
CHIEF ADMINISTRATIVE OFFICER
Rich Bannon
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: LYNX' 12-Month Rolling Calendar

Date: 1/27/2011

March 2011

- Contract #08-C14 Authorization to exercise the first option year with Akerman Senterfitt for General Counsel Legal Services
- Contract #07-C06 Authorization to exercise the first option year with Berman Property Management for the Pressure Washing of the LCS and Superstops.
- Authorization to Issue and Invitation for Bid for the printing of Schedule Books and Printing of Public Time Tables.
- Authorization to Issue an Invitation for Bid for Ultra Low Sulfur Diesel Fuel and 87 Octane Unleaded Gasoline.
- Authorization to accept year-end financial audit
- Preliminary approval of the annual operating and capital budget submission to the funding partners
- Review of draft Transportation Development Plan

May 2011

- Contract #08-C04 Authorization to exercise the third option year with JEJ Associates for State Consulting Services.
- Contract #08-C05 Authorization to exercise the third option year with Gray Robinson for State Consulting Services.
- Authorization to adopt the Transportation Development Plan

July 2011

- No Activity

September 2011

- Adoption of the annual operating and capital budget
- Authorization to execute local funding agreements
- Annual Board of Directors' selection of officers

LYNX Board Audit Committee Agenda

November 2011

- Acceptance of the Chief Executive Officer's (CEO) annual appraisal
- Authorization to submit annual certifications
- Authorization to submit annual appropriations grant to FTA
- Authorization to submit grant applications to the FDOT for rural transportation services

January 2012

- No Activity