




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

## 1. Call to Order & Pledge of Allegiance

## 2. Approval of Minutes

-  Minutes from the November 8, 2012 Board of Directors' Meeting

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## 3. Recognition

- Service Awards 20 Years: Agapito Flores, Transportation Supervisor; Charlie Elmore, Bus Operator; Jack Etienne, Bus Operator; Ismael Gonzalez, Bus Operator; Ernest Lehmann, Bus Operator; Victor Perez, 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. Release Requests for Proposal (RFP)

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-  Authorization to Release a Request for Proposal (RFP) for Heavy Duty Transit Buses Pg 15
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### B. Invitation for Bid (IFB)


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-Attachments



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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 Sarah Tirado at 455 N. Garland Ave, Orlando, FL 32801 (407) 841-2279, extension 6012, 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:** November 8, 2012

**TIME:** 1:09 p.m.

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**Members in Attendance:**

City of Orlando, Mayor Buddy Dyer, Chairman  
Osceola County Commissioner, Brandon Arrington, Vice Chair  
Orange County, Mayor Teresa Jacobs, Secretary  
Seminole County Commissioner, Bob Dallari  
FDOT District 5 Secretary, Noranne Downs

**Members Absent:**

Seminole County Commissioner, Carlton Henley

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

The Chairman, Mayor Buddy Dyer, called the meeting to order at 1:09 p.m. Chairman Dyer asked Commissioner Brandon Arrington to lead the Pledge of Allegiance.

**2. Approval of Minutes**

**Motion** was made and seconded to approve the Minutes of the September 27, 2012 Board of Directors. The Motion passed unanimously.

**3. Recognition**

The Chairman welcomed Seminole County Commissioner, Bob Dallari, representing Seminole County for Commissioner Carlton Henley.

Chairman Dyer congratulated Osceola County Commissioner, Brandon Arrington on his District re-election. The Chairrman also recognized Commissioner Arrington for being elected as Chairman of the SunRail Commission.

The Chairman recognized that December will mark the second anniversary of John Lewis' leadership as Chief Executive Officer. He noted that on an annual basis, the Board members

provide a performance evaluation of the CEO. LYNX' General Counsel will provide an evaluation form and asked each member to complete and return the form to Counsel.

The Chairman recognized John Lewis, Chief Executive Officer, to present LYNX employee Passion, Pride and Performance Award.

Mr. Lewis noted that the Passion, Pride and Performance Award is awarded to employees that have taken the extra step to make sure LYNX' customers have a positive experience.

Mr. Lewis recognized Mike Cocomazze, Road Ranger, for his excellent customer service assisting a motorist on I-4.

Mr. Lewis recognized Alex Ortiz and Jose Monero, Bus Operators, who assisted a woman in distress by stopping a potentially dangerous situation.

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

**20 Years of Service:**

Ramon Franqui, Bus Operator  
Wanda Campbell, Bus Operator  
Donald Tate, Bus Operator

**25 Yes of Service:**

William Mendoza, Bus Operator  
Carlton Summers, Bus Operator

**30 Years of Service:**

Terill (Terry) Whitaker, Transportation Supervisor

**4. Public Comments**

James Coppens addressed the Board regarding LYNX' Policy requiring seniors to obtain a LYNX ID.

The Chairman stated that the Board has addressed the Policy of both student and senior ID's and noted that both have been successful in averting fraud. He recognized John Lewis, CEO.

Mr. Lewis noted LYNX' Bus Operators raised the concern of fraudulent use of discount passes. In the first month of implementing the ID program, a measureable reduction in fraud and increase in fare was realized. He stated that many seniors have commented on their appreciation for the program as it stopped the uncomfortable approach of people wanting to purchase their pass. While a senior pass can be purchased, it cannot be used without the ID card.

Laurie Smith addressed the Board regarding the curbing at certain bus stops in Kissimmee, the amount of time and transfers required to come to LYNX Central Station from Kissimmee to purchase a discount pass, and termination of LINK 111.

Nona Dorsky addressed the Board regarding bus stop accessibility, lack of sidewalks on International Drive making it difficult to get to bus stops, the change in Link 8 to cover the area previously covered by Link 42 at Westwood and I-Drive (Outlet Mall side) which is making it difficult to transfer to Link 111 to the airport. She was also concerned that the Link does not have a connection to Link 21, 50 or 42. Ms. Dorsky provided an alternative route for Link 8 to provide better connections.

Denise Diaz addressed the Board regarding the change to Link 111 and riders who depend upon it to get to work at Disney.

Maria Bolton addressed the Board regarding change to Link 111. She also requested the installation of shelters and benches at more bus stops in the 32803 zip code.

Jeff Rushing addressed the Board regarding cigarette smoking at LYNX Central Station.

Gary Rauen addressed the Board regarding the recent ATU 1596 Contract resolution. He thanked the Board for their leadership. He stated that Mr. Lewis is a leader the Union can work with and cares about the transit industry. Mr. Rauen addressed the community need for a dedicated source of funding for LYNX.

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

The Chairman recognized John Lewis, Chief Executive Officer.

Mr. Lewis reported that contract negotiations were concluded with Amalgamated Transit Union (ATU) 1596 which represents LYNX' operators and mechanics. He noted that an agreement was reached at 11:53 pm on October 10<sup>th</sup>. Mr. Lewis thanked the Board for their leadership and direction. He then recognized the hard work and diligence of LYNX' management negotiating team as well as ATU 1596 President, Norm Audet, and his team members for the leadership and willingness to reach compromise. While the discussions were challenging, both sides believe the contract before the Board for consideration will provide labor and management harmony for the next three years.

Mr. Lewis reported that LYNX' FY 2012 ridership continues on an increasing trend. Over 29 million passengers were moved last year which outpaced the record 28 million the year before. While the goal of 30 million was not reached, it is attainable. It is particularly important now that Federal funding has become increasingly tied to formula driven allocations based largely upon ridership.

LYNX continues to experience gains in the fuel hedging program. In October, LYNX was paid \$87,000.00 as a result of the innovative program. The average price of diesel fuel over the time period was \$3.79 and LYNX paid \$3.32.

Last year, LYNX entered into a contract on January 1, 2012 with Direct Media to manage the bus and shelter advertising program. As a result, over \$1.1 million was realized in advertising revenue for nine months in FY2012.

LYNX received over \$31.5 million in Federal funding through the American Recovery and Reinvestment Act (ARRA). The majority of the grant funds provided for 19 projects of which 90% is substantially complete. Mr. Lewis reported that \$25 million has been encumbered and paid. Many of the projects were completed under budget which has afforded LYNX the opportunity to use these savings to fund other projects. Mr. Lewis provided as examples, LYNX will acquire additional paratransit vehicles; purchase signage to display schedule and real-time information for customers; acquire 300 on-board ticket validators in conjunction with LYNX' partner, FDOT, to encourage seamless connectivity with SunRail. Mr. Lewis recognized staff for the diligent oversight and management of the ARRA funds.

Mr. Lewis announced that the groundbreaking ceremony for the LYMMO expansion project will be held November 14. The ceremony will kick-off the East / West Bus Rapid Transit (BRT) construction. Construction is scheduled to begin the end of November 2012 and be complete Fall, 2013.

Mr. Lewis provided an update on LYNX' vanpool program. The program continues to outperform expectations. LYNX is partnering with FDOT's "reThink Your Commute" program, an outreach to businesses to ensure the right resources are in place to meet the demand of Central Floridians. LYNX will purchase 22 new vehicles in November. Mr. Lewis noted the Board had conversation in Spring, 2012 regarding the loss of vanpools in Lake County. As an update to that conversation, Mr. Lewis stated that as a result of the Census, some portions of Lake County will now be considered in the LYNX service area and staff has reached out to the vanpool participants to invite them back into LYNX' program.

## **6. Executive Session**

The Chairman announced the Board will temporarily adjourn for an Executive Session of the members. He called on Patrick Christiansen, LYNX' General Counsel, to read a statement on how the Session will be conducted.

At the conclusion of Mr. Christiansen's statement, the Chairman asked if there were any questions of the Board or public. Hearing none, the meeting was adjourned at 2:10 pm.

The Chairman reconvened the November 8, 2012 meeting of the Board of Directors at 2:31 pm.

## **7. Consent Agenda**

Commissioner Arrington asked that Consent Agenda Item B.ii., Authorization to Award Multiple Contracts on a Task Order Basis to Gray Robinson, P.A., Southern Strategy Group of Orlando and William J. Peebles, P.A. for State Lobbying Services, be pulled from the Consent Agenda for consideration by the Board.

Mayor Jacobs asked to comment on Consent Agenda Item D.viii., Authorization to Adopt the FY2013 Service Funding Agreements Final Amounts. Mayor Jacobs stated that the Boards' approval will be contingent upon each jurisdictional Partner's Board approval of the service funding agreement amount.



**A. Release Requests for Proposal (RFP)**

- i. Authorization to Release a Request for Proposal (RFP) for the Existing LYMMO Guideway and Station Rehabilitation

**B. Award Contracts**

- i. Authorization to Award a Contract to Data Transfer Solutions, Inc. for the Bus Stop Facility Database and Accessibility Study
- ii. Authorization to Award Multiple Contracts on a Task Order Basis to Gray Robinson P.A., Southern Strategy Group of Orlando and William J. Peebles, P.A. for State Lobbying Services
- iii. Authorization to Award a Contract to Process Architecture, LLC for Non-Traditional Style Shelter Design, engineering and Installation Services
- iv. Authorization to Ratify the Award of Contract to Kittelson & Associates, Inc. for the State Road 50 Alternative Analysis (AA)
- v. Authorization to Award Contract #13-C06 Landscape Maintenance – LYNX' Facilities to D3 Enviroscap, LLC.
- vi. Authorization to Negotiate and Award a Contract to Vanasse H. Brustlin, Inc. for the 2013 Comprehensive Operations Analysis (COA)

**C. Extension of Contracts**

- i. Authorization to Exercise the Second Option Year of Contract #09-C07 with Data Transfer Solutions, LLC for General Consultant Services
- ii. Authorization to Exercise Second Option Year of Contract #09-C08 with Reynolds, Smith and Hills, Inc. for General Consultant Services
- iii. Authorization to Exercise the First Option Year of Contract #10-C21 with MV Transportation, Inc., for NeighborLink Services

**D. Miscellaneous**

- i. Authorization to Purchase Twenty-Two Vanpool Vehicles for Replacement and Expansion
- ii. Authorization to Amend Contract #11-C18 with Diamond Investigations and Security, Inc.
- iii. Authorization to Purchase Nineteen (19) Diesel Replacement Transit Buses under LYNX Contract #09-C05 with Gillig, LLC
- iv. Authorization to Execute FY 2013 Job Access Reverse Commute (JARC) and New Freedom Program (NFP) Agreements with Local Coordinating Human Services Agencies
- v. Authorization to File Grant Applications with the Florida Department of Transportation (FDOT) for FY 2014 Section 5311 Federal Transit Administration (FTA) Non-Urbanized Area Program Funds and FY 2014 Section 5310 Federal Transit Administration Transportation for Elderly Person and Persons with Disabilities Program Funds
- vi. Authorization to Execute Sub-recipient Agreements between LYNX and Meals On Wheels Etc., Seminole Behavioral Healthcare, The Opportunity Center, and Independent Transportation Network Orlando for Section 5317 (New Freedom Program - NFP) Federal Transit Administration Large Urbanized Area Program Funds and Section 5316 (Job Access and Reverse Commute - JARC) Federal Transit Administration Small Urbanized Area Program Funds

- vii. Authorization to Adopt Metroplan Orlando's FY2012/2013 Unified Planning Work Program (UPWP)
- viii. Authorization to Adopt the FY2013 Service Funding Agreements Final Amounts
- ix. Authorization to Approve and Execute the Construction Agreement with PCL for the East/West LYMMO Expansion Project

**Motion** was made and seconded to approve the Consent Agenda Items 7.A.i through 7.D.ix. excluding Item 7.B.ii. The Motion passed unanimously.

The Chairman recognized Commissioner Brandon Arrington. Commissioner Arrington noted that staff's recommendation was for the contract to be awarded on a task order basis to the top three ranked firms. Commissioner Arrington stated that he would like to amend staff's recommendation.

**Motion** was made by Commissioner Arrington and seconded for the Contract to be awarded on a task order basis to Gray Robinson, P.A., Southern Strategy Group of Orlando, William J. Peebles, P.A, and JEJ & Associates, Inc. for state lobbying services.

Under discussion, Mr. Lewis noted that staff's recommendation of awarding the contract to the three firms included a fiscal impact of \$100,000. With a fourth firm included in the award, Mr. Lewis requested the Board to authorize a \$20,000 increase to the contract amount for a total of \$120,000.

The Chairman asked the maker and second of the Motion if they would accept the addition to the contract amount as an amendment to the Motion.

**Amended Motion** was made and seconded for the contract to be awarded on a task order basis to Gray Robinson, P.A., Southern Strategy Group of Orlando, William J. Peebles, P.A. and JEJ & Associates, Inc. for state lobbying services and for staff to include \$120,000 in the FY2013 Operating Budget to support state lobbying services. Motion passed unanimously.

## 8. Action Agenda

- A. **Authorization to Enter into a Joint Use Agreement with Rida Development Corporation for the Construction of a Public Accessway Along the 60' strip of Land Adjacent to the East Side of the SunRail Corridor Linking a Transit Facility to a Transit-Oriented Development (TOD)**

The Chairman recognized Edward Johnson, General Manager, to make the presentation.

Mr. Johnson noted that at the meeting of the Audit Committee, the members were provided a review of an agreement between LYNX and Rida Development Corporation (also 400 North Orange Avenue, LLC) relating to the development of a transit oriented development project by Rida Development Corporation east of the 60' strip of land owned by LYNX. The agreement related to Rida Development having rights over and improving the 60' strip of land owned by LYNX and also providing for a pedestrian

access corridor through its property, all to be complementary to the upcoming SunRail System and to serve as a transit oriented development.

The Audit Committee recommended the Chief Executive Officer (CEO) with concurrence of the Chairman of LYNX' Board of Directors be authorized to negotiate and execute a Transit Oriented Development Agreement with the Rida Development Corporation (or 400 North Orange Avenue) subject to the approval of the City of Orlando, Florida Department of Transportation (FDOT), and the Federal Transit Administration (FTA).

**Motion** was made and seconded authorizing the Chief Executive Officer (CEO), with concurrence of the Chairman of LYNX' Board of Directors, to negotiate and execute a Transit oriented Development Agreement with Rida Development Corporation (400 North Orange Avenue) subject to the approval of the city of Orlando, Florida Department of Transportation (FDOT), and the Federal Transit Administration (FTA) for the joint use and/or development of the 60' strip of land adjacent to the east side of the SunRail corridor linking a Transit Facility to a Transit Oriented Development (TOD). Motion passed unanimously.

**B. Authorization to Implement the December 16, 2012 Proposed Service Changes**

The Chairman recognized Edward Johnson, General Manager, to make the presentation.

Mr. Johnson noted that staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to implement proposed service changes effective December 16, 2012.

He stated that staff received customer input during the public workshops regarding the service reduction of the LINK 111 for access to Disney. LYNX' Planning staff communicated to customers the LINK 111 will be re-routed to connect to other LINKS that will take them to work at Disney.

**Motion** was made and seconded to authorize the implementation of the December 16, 2012 proposed service changes. Motion passed unanimously.

**C. Authorization to Enter into a Collective Bargaining Agreement with Amalgamated Transit Union (ATU) Local 1596**

The Chairman recognized John Lewis, Chief Executive Officer, to make the presentation.

Mr. Lewis noted that staff has reached a tentative agreement with Amalgamated Transit Union (ATU) Local 1596. The agreement will be for three years for the period of October 1, 2012 through September 30, 2015 which will bring labor and management stability.

Staff is requesting the Board of Directors' authorization to enter into the Collective Bargaining Agreement with Amalgamated Transit Union (ATU) Local 1596.

**Motion** was made and seconded authorizing the Chief Executive Officer (CEO) or designee to enter into a Collective Bargaining Agreement with Amalgamated Transit Union (ATU) local 1596. Motion passed unanimously.

**8. Other Business**

The Chairman recognized Tony Walter, LYNX' Director of Planning and Development, on his retirement from LYNX and wished him well in his future endeavors.

**9. Monthly Reports**

Monthly Reports are for review purposes only. No action is required.

**Meeting adjourned at 3:02 p.m.**

Consent Agenda Item #6.A. i

**To:** LYNX Board of Directors

**From:** Blanche Sherman  
-DIRECTOR OF FINANCE  
Bernard Guida  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6100

**Item Name:** Release Requests for Proposal (RFP)  
Authorization to Release a Request for Proposal (RFP) for the Printing of  
Bus Passes

**Date:** 1/31/2013

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer or designee to release a Request for Proposal (RFP) for the printing of bus passes in an amount not-to- exceed \$195,000. The initial term of the contract will be for three (3) years with two (2) one-year options.

**BACKGROUND:**

Over the past nine (9) or more years, LYNX has purchased its bus passes from Electronic Data Magnetics, Incorporated (EDM) out of Winston-Salem, North Carolina. EDM has provided LYNX with a pricing structure consistent with their contract with Hillsborough Area Regional Transit (HART) in Tampa, Florida. The current contract #10-C09 expired on January 6, 2013. The RFP process will confirm that LYNX is paying the most competitive price in the current market.

**DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION**

Although this procurement is not funded with federal funds, outreach efforts will be made to certified small business to make them aware of the contracting opportunity for this proposal. The DBE Officer will work with procurement to identify contracting opportunities for certified small business.

**FISCAL IMPACT:**

LYNX staff included \$61,000 in the FY2013 Adopted Operating Budget for the printing of bus passes. The prior year expense for printing bus passes totaled \$92,350; however, with LYNX' implementation of the Point of Sale (POS) system passes can be printed at LCS by customer

## LYNX Board Agenda

service representatives. The POS system will allow LYNX to reduce external printing costs. Therefore, the FY2013 budget for printing bus passes was reduced.

The previous contract had a three-year time period from January 7, 2010 to January 6, 2013 with a not to exceed amount of \$330,000. The RFP currently being requested will be for a three-year time period with an annual estimated cost of \$65,000 and a not to exceed amount of \$195,000 over the three-year contract term.

Consent Agenda Item #6.A. ii

**To:** LYNX Board of Directors

**From:** **Ellisa Darnall**  
CHIEF OPERATING OFFICER  
**Joseph Cheney**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6036

**Item Name:** **Release Requests for Proposal (RFP)**  
**Authorization to Release a Request for Proposal (RFP) for Heavy Duty Transit Buses**

**Date:** 1/31/2013

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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 acquisition of Heavy Duty Transit Buses for a five (5) year period on behalf of the members of the Florida Public Transportation Association (FPTA).

**BACKGROUND:**

The current contract with Gillig, LLC expires in December 2013. Several Florida transit agencies will be assisting in the development of the specifications and assisting with the evaluations of the proposals.

LYNX serves as the procuring agency for the state of Florida, which allows LYNX to save on the cost of transaction fees during the term of this contract. The FPTA will reimburse LYNX for the amount of time spent by staff to develop, issue, and award this contract. The current contract was awarded December 2008 and expires December 10, 2013. Under the contract a minimum of twenty-five (25) vehicles must be purchased from Gillig, LLC with a maximum of one thousand eight hundred forty-four (1,844) allowable for purchase. LYNX has purchased eighty-three (83) buses off this contract and there have been a total of nine hundred fifty-seven (957) bus purchases off this contract from all other transit properties. LYNX is not financially responsible for vehicles procured by other Florida transit agencies under this contract. The RFP currently being requested will be for a period of five (5) years and will include minimum and maximum bus purchase requirements.

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

The DBE requirement for the purchasing of rolling stock is monitored by the Federal Transportation Agency (FTA). Transit Vehicle Manufacturers (TVM) as a condition of being authorized to bid or propose on FTA-assisted transit vehicle procurements, certify that they complied with the requirements of 49 C.F.R. § 26.( 49 C.F.R. § 26.49(a).

**FISCAL IMPACT:**

On average, LYNX purchases twenty (20) replacement / expansion vehicles per year. Each vehicle costs approximately \$472,121 (current pricing); therefore, LYNX anticipates obligating at least \$9,442,420 per year for an approximate total contract cost of \$47,212,100.



Consent Agenda Item #6.A. iii

**To:** LYNX Board of Directors

**From:** Daniel Healey  
DIRECTOR OF ENGINEERING  
Kenneth Jamison  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6023

**Item Name:** Release Requests for Proposal (RFP)  
Authorization to Release Requests for Proposal (RFP) for FlexBus Capital Components

**Date:** 1/31/2013

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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 procure an integrated Intelligent Transportation Systems (ITS) solution for the FlexBus technology design.

**BACKGROUND:**

LYNX and the Cities of Altamonte Springs, Casselberry, Longwood, and Maitland have worked with Transystems to update the design to provide demand response transit service in an area overlapping each of the four cities. Twenty-six (26) stations have been identified with ridership between the stations estimated using the adopted regional transportation model and the SunRail ridership estimates. The technology design has been updated to reflect technology advancements since the completion of the final design in 2007.

LYNX will release an RFP for an integrated ITS solution for the updated technology design with the successful responder providing all systems and technology components, integration and implementation. The request details the functional capabilities of the various systems and how they must work together for the demonstration service to operate. The systems include:

- Mobile communications between vehicles and the central system
- Computer Aided Dispatch (CAD)/Automatic Vehicle Location (AVL) capabilities
- Automated annunciation for on-board vehicle stop announcements
- Station and wayside trip booking and information kiosks and dynamic message signs
- Real-time trip information and arrival systems

The Independent Cost Estimate (ICE) provided through Transystems is \$2,565,216 for the provision, integration, and implementation of all systems. This estimate is based on industry averages for recent technology acquisitions by transit providers.

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

LYNX' procurement policy requires contractors to use a good faith effort to subcontract portions of their work for material, supplies and services to Disadvantaged Business Enterprise (DBE) Firms. LYNX has an overall agency goal of 14%. The DBE officer will work with the project manager to identify subcontracting opportunities for DBE participation and to determine the appropriate goal for the project to ensure compliance.

**FISCAL IMPACT:**

LYNX staff included \$2,870,050 in the FY2013 Adopted Capital Budget to support the procurement of the integrated Intelligent Transportation Systems solution.

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

**To:** LYNX Board of Directors

**From:** Daniel Healey  
DIRECTOR OF ENGINEERING  
Daniel Healey  
(Technical Contact)  
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 Pressure Cleaning Services for LYNX Central Station and Transfer Centers

**Date:** 1/31/2013

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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) to award a fixed price services contract for pressure cleaning services.

**BACKGROUND:**

Contract 08-C06 was awarded June 1, 2008, to Berman Property Maintenance. The original contract was for three years with two (2) one-year options. The maximum five-year duration of this contract will expire May 31, 2013.

The following locations require pressure cleaning services according to LYNX' Facilities Maintenance Division. In addition, LYNX Central Station will be pressure washed weekly and the transfer centers will be pressure washed monthly until the end of FY2013 and then bi-monthly starting in FY2014.

- (1) LYNX Central Station, located at 455 North Garland Ave., Orlando, FL. 32801.
- (2) Colonial Plaza Superstop, located at 430 Primrose Dr. (Primrose & Amelia St.)
- (3) Washington Shores Superstop, located at 1100 Bethune Dr. (Bethune Dr. & Lewis Ct.)
- (4) West Oaks Mall Transfer Center, located at 9401 West Colonial Drive
- (5) Sanford Walmart Transfer Center, located at 3629 S Orlando Drive
- (6) Osceola Square Mall Transfer Center, located at 3831 West Vine Street
- (7) Kissimmee Transfer Station (Neptune and Broadway-Currently Under Construction)
- (8) Apopka Transfer Station located at South Central Avenue and railroad tracks
- (9) Rosemont Transfer Center, located at 3975 Rosewood Way

The IFB will solicit bids for a three year initial term contract, with two(2) one-year options. Services will include:

- (1) Pressure cleaning of passenger tarmac areas
- (2) Pressure cleaning of all brick pavers at LCS
- (3) Graffiti, stain and gum removal
- (4) Reporting of any and all damages at each location

## **FISCAL IMPACT:**

LYNX staff included \$59,660 in the FY2013 Adopted Operating Budget for pressure cleaning services at LCS and LYNX transfer facilities. The prior year expense for pressure cleaning services totaled \$19,956.

The previous contract had a three-year time period with the option for two one-year extensions with a not to exceed of \$99,108 over the five-year timeframe. LYNX has exercised the final option for extension and the contract will expire May 2013.

The new annual contract costs will be approximately \$59,660. This contract is \$199,192 more than the last contract over the five-year term due to increased pressure washing services to maintain the appearance of LYNX' facilities. The IFB will request bids for a three-year contract term with two optional renewal years at a five-year contract not to exceed total of \$298,300. Future year operating budgets will include the associated costs that are estimated to cover pressure cleaning services.

Consent Agenda Item #6.C. i

**To:** LYNX Board of Directors

**From:** **Craig Bayard**  
DIRECTOR OF INFORMATION TECH  
**Craig Bayard**  
(Technical Contact)  
**Juan Torres**  
(Technical Contact)  
**James Butler**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6008

**Item Name:** Award Contracts  
Authorization to Negotiate and Award Contract(s) for Computer Servers

**Date:** 1/31/2013

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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 award contract(s) in the not-to-exceed amount of \$285,000 for computer servers for fiscal year 2013.

**BACKGROUND:**

LYNX utilizes a five (5) year useful life for computer servers. There are several servers that are at this end of life and are in the need of replacement. There are also several projects that will be using new servers to increase operational efficiencies throughout the organization. These projects include virtualizing desktops, replacing old systems with ones that are compatible with today's computer software, and improvements to the data warehouse.

LYNX may utilize GSA Schedule 70 (IT) to "piggyback" on existing contracts for these purchases as permitted by the Federal Government as well as LYNX Administrative Rule # 4.

**FISCAL IMPACT:**

LYNX staff included \$285,000 in the FY2013 Adopted Capital Budget for the purchase of computer servers. The FY2012 expenses for servers purchased from Dell and Mobile were \$71,330.

Consent Agenda Item #6.C. ii

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6023

**Item Name:** Award Contracts  
Authorization to Award a Contract to PCL Construction for the  
Rehabilitation of the Existing LYMMO Stations

**Date:** 1/31/2013

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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 for design and construction services to repair, enhance and refurbish the existing LYMMO guideway, passenger amenities and Intelligent Transportation System (ITS) components to PCL Construction Services Inc. Accordingly, LYNX staff is requesting authorization to amend the FY2013 Adopted Operating and Capital Budgets, as appropriate, in the aggregate amount of \$750,000 for this project.

**BACKGROUND:**

The existing LYMMO system has been in operation for over 14 years. During that time frame numerous minor repairs have been made, the most recent 2 years ago when failing sections of the guideway were repaired. Since that time LYNX has accumulated the formula funds provided for fixed guideway maintenance and repairs to use on a comprehensive project to refurbish and enhance the existing system. Some of the funds received will lapse by the end of the current fiscal year if not encumbered for this project.

LYNX and the City have developed a scope of work to repair and replace failing portions of the guideway, shelters, benches and trash containers and to upgrade the ITS components to the latest technology available for dissemination of customer information, traffic signal operation and management of operations. These improvements will be consistent and compatible with similar technologies and improvement that are part of the Parramore BRT and the East West BRT Circulator LYMMO expansion projects underway. As such, LYNX the bidding of this associated work was included in the larger related procurement for the East/West LYMMO BRT project.

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

LYNX' procurement policy requires contractors to use a good faith effort to subcontract portions of their work for material, supplies and services to Disadvantaged Business Enterprise (DBE) Firms. PCL Construction Services Inc. has submitted documentation with DBE participation of 15% for the project.

**FISCAL IMPACT:**

LYNX received federal formula funding the last three (3) years designated for repair, enhancement and refurbishment in the cumulative amount of \$750,000. The current estimated cost for this work is approximately \$738,000.00. LYNX staff will amend the FY2013 Adopted Operating and Capital Budgets, as appropriate, in the aggregate amount of \$750,000 to support this project.

Consent Agenda Item #6.C. iii

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6023

**Item Name:** Award Contracts  
Authorization to Award a Contract to West Construction Inc., in the amount of \$798,103 for the Construction of LYNX Multimodal Center at Kissimmee

**Date:** 1/31/2013

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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 West Construction, Inc. in the amount of \$798,103 for the construction of the LYNX Multimodal Center at Kissimmee.

**BACKGROUND:**

In January 2012 staff received authorization from the Board to issue an Invitation for Bid (IFB) for the construction of the LYNX Multimodal Center at Kissimmee. In accordance with LYNX' Transit Development Plan, staff is coordinating with the City of Kissimmee for the construction of an 8-bay facility associated with the future Kissimmee Intermodal Transportation Center located in Downtown Kissimmee. The facility will serve as a hub for transit service in Osceola County and as a connecting point to the SunRail station.

LYNX has completed the design and engineering for the property. The 8-bay facility will accommodate 6 buses up to 40 feet in length and two articulated buses up to 60 feet in length.

In order to ensure satisfactory maintenance and continuing control, Florida Department of Transportation (FDOT) ownership of the parcel has been verified by LYNX. At the time of transfer by FDOT of the operation phase of SunRail system, the transfer center will also be transferred with the operations to the Central Florida Commuter Rail Commission.



## LYNX Board Agenda

FDOT and LYNX have entered into a Joint Participation Agreement (JPA) to satisfy the Federal requirements for funding the project and to memorialize the relationships and responsibilities of the two parties. As part of this agreement, FDOT has signed off on the plans and given its written authorization to move forward. In addition, the plans have been submitted to the City of Kissimmee Development Review Committee and Planning Advisory Board and all local permits have been applied for and have been approved.

The IFB was issued on December 7, 2012 and was due on January 8, 2013. Five (5) bids were received as follows:

West Construction, Inc.	\$798,103
Gomez Construction, Inc.	\$823,700
Gibbs and Register, Inc.	\$1,155,000
Mulligan Construction, Inc.	Non-responsive
Johnson & Laux Const., Inc.	Non-responsive

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

LYNX' procurement policy requires contractors to use a good faith effort to subcontract portions of their work for material, supplies and services to Disadvantaged Business Enterprise (DBE) Firms. West Construction, Inc. has submitted documentation that the following firm will be performing work on the project as a subcontractor. Rodriguez Concrete & Construction, Inc. with DBE participation of 34.4%

### **FISCAL IMPACT:**

LYNX staff has included funds in the FY2013 Adopted Capital Budget for this project. A contract will be issued to West Construction, Inc. with a not to exceed amount of \$798,103.

Consent Agenda Item #6.C. iv

**To:** LYNX Board of Directors

**From:** Blanche Sherman  
-DIRECTOR OF FINANCE  
Starlin Rolle  
(Technical Contact)  
Bernard Guida  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6100

**Item Name:** Award Contracts  
Authorization to Award a Contract to Bank of America for Banking Services

**Date:** 1/31/2013

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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 Bank of America to perform the services as outlined in LYNX' Request for Proposal (RFP) #13-R01, Banking Services. This contract is for three years with two (2) one-year options, with fixed unit prices (rates and fees).

**BACKGROUND:**

The current contract with Bank of America was for a three-year time period with the option for two one-year extensions. The contract began January 14, 2008 with a set fee schedule for the various banking transactions to be utilized by LYNX. The current contract with Bank of America including all available options expired January 13, 2013; however, Bank of America advised that they would continue to honor the terms of the Agreement until the Board of Directors' action on January 31, 2013.

In accordance with LYNX' Board approval, a Request for Proposal (RFP) was released on December 10, 2012. The proposal due date was January 4, 2013. Two proposals were received from the following firms:

1. Bank of America
2. TD Bank

**RFP EVALUATION**

The Source Evaluation Committee (SEC), consisting of Blanche Sherman, Denise Callihan and Pedro Bustamante, met on January 18, 2013. The firms were scored as follows:

	<u>Score</u>	<u>Ordinal Rank</u>	<u>Estimated Annual Pricing</u>
Bank of America	282	3	\$1,996
TD Bank	217	6	\$4,863

Based on the scoring above, the SEC recommends to the Board of Directors that the Banking Services Contract be awarded to Bank of America.

**FISCAL IMPACT:**

LYNX staff included \$10,000 in the FY2013 Adopted Operating Budget to support the anticipated services under this contract. The FY2012 expense for banking services was \$8,014.

The RFP currently being requested is for a three-year period with two (2) one (1) year options with an estimated cost of \$50,000 based on LYNX' current banking fees and estimated services necessary to conduct LYNX business.

Consent Agenda Item #6.C. v

**To:** LYNX Board of Directors

**From:** **Ellisa Darnall**  
CHIEF OPERATING OFFICER  
**Joseph Cheney**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6036

**Item Name:** Award Contracts  
Authorization to "Piggyback" the Osceola County Public School District  
Contract with ARAMARK Uniform & Career Apparel, LLC for Employee  
Uniforms, Shop Supplies, and Floor Mats

**Date:** 1/31/2013

---

**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to "piggyback" the Osceola County Public Schools competitively let contract with ARAMARK Uniform & Career Apparel, LLC for the rental and cleaning of employee uniforms, shop supplies and floor mats for a contract term of three (3) years with 2 one-year options.

**BACKGROUND:**

LYNX is required to provide a weekly supply of laundered uniforms under labor agreements with the Supervisors Union and the Union representing Maintenance Employees. Additionally, LYNX furnishes administrative employees working in the Material Control and Revenue Collection areas with a weekly supply of laundered uniforms.

Currently, LYNX utilizes UniFirst for uniform rental and laundering services through the Shared Interest Cooperative Purchasing (SICOP) program under the City of Orlando's contract which expires February 21, 2013. LYNX staff has researched the Osceola County Public Schools contract with ARAMARK Uniform & Career Apparel, LLC and based on current usage estimates a savings of 44% per year compared to current contract cost. See attached comparison.

**FISCAL IMPACT:**

LYNX staff included \$143,460 in the FY2013 Adopted Operating Budget for uniform, shop supplies, and floor mats. The FY2012 expenses related to uniform, shop supplies, and floor mats services totaled \$111,112. The new contract will be for a term of three (3) years with 2 one-year options, annual cost per year of \$55,891 with a not-to-exceed amount of \$279,455 if both option years are exercised.

Department	Unifirst		Invoice Date	ARAMARK		items in service
	# wearers	Total		Total	Variance	
1200 South Street (Facilities)	8	\$179.20	10/13/2012	\$122.55	(\$56.65)	Items #1 #5 #15 #17 #53 #54 #55
1200 South Street (Facilities)	11	\$95.07	11/21/2012	\$90.92	(\$4.15)	Items #1 #5 #15 #17 #53 #54 #55
1200 W. South Street	4	\$13.80	11/28/2012	\$14.78	\$0.98	Items #1 and #15
455 Garland Ave	All Mats	\$76.00	11/21/2012	\$58.64	(\$17.36)	Items #54 and #55
Lynx- Maintenance	3	\$14.25	11/28/2012	\$15.24	\$0.99	Items #5 and #17
Lynx- Maintenance	11	\$45.60	11/28/2012	\$45.50	(\$0.10)	Items #5 #15 #17
Money Room	32 lab coats	\$38.40	10/31/2012	\$11.20	(\$27.20)	Addendum lab coat @ \$.35 each
Transportation	28	\$170.43	10/3/2012	\$155.22	(\$15.21)	Items #5 #17 #53 #55
Princeton D	37	\$124.67	11/28/2012	\$132.89	\$8.22	Items #1 and #5
Princeton Maint	57	\$487.41	11/28/2012	\$259.22	(\$228.19)	Items #1 #5 #15 #17 #53 #54 #55 #63
Princeton-Road Rangers	17	\$33.84	11/21/2012	\$36.88	\$3.04	Items #15 and #17
1200 W. South Street	22	\$645.85	11/28/2012	\$131.78	(\$514.07)	Items #1 #5 #15 #17 and #63
Total Wearers	198 employees					
<b>TOTAL WEEKLY AMOUNTS</b>		<b>\$1,924.52</b>		<b>\$1,074.82</b>	<b>(\$849.70)</b>	
<b>Annual Totals</b>		<b>\$100,075.04</b>		<b>\$55,890.64</b>	<b>44%+ Savings</b>	

**The items in service included:**

- #1 Uniform Service Work Shirts (65% polyester/35% cotton) \$.14 unit cost (includes long sleeve & short sleeve)
- #5 Uniform Service Work Shirts (100% cotton) \$.20 unit cost (includes L/S & S/S and dress shirts)
- #15 Uniform Service Work Pants (65/35) \$18 unit cost (includes shorts)
- #17 Uniform Service Work Pants (100% cotton) \$.23 unit cost (includes dress pants)
- #53 Track Control Mat 3x4 \$.63 unit cost
- #54 Track Control Mat 4x6 \$.1.19 unit cost
- #55 Track Control Mat 3x10 \$1.57 unit cost
- #63 shop towels 18x18 \$.025 unit cost

Consent Agenda Item #6.C. vi

**To:** LYNX Board of Directors

**From:** Edward Johnson  
GENERAL MANAGER  
Donna Tefertiller  
(Technical Contact)  
Bernard Guida  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6058

**Item Name:** Award Contracts  
Authorization to Award a Contract to Baker Hostetler LLP for  
Labor/Employment Legal Services

**Date:** 1/31/2013

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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 Baker Hostetler LLP for labor and employment legal services.

**BACKGROUND:**

At the March 22, 2012 Governing Board Meeting, the Board authorized staff to issue an RFP for Labor and Employment Law Services. The RFP was issued on April 9, 2012 with responses due on May 16, 2012. The following three firms responded to the RFP:

Baker Hostetler LLP  
Becker & Poliakoff PA  
Fisher, Rushmer, Werrenrath, Dickson, Tally & Dunlap PA

Upon confirming pricing submitted with proposal responses from each of the firms, the firm of Becker & Poliakoff PA opted not to be considered further in the evaluation process due to a change in the firm's professional staffing.

On December 13, 2012 the Source Evaluation Committee (SEC) met and reviewed the two proposals. The SEC consisted of the following individuals:

Donna Tefertiller  
Baunie McConnell  
Desna Hunte

# LYNX Board Agenda

The following is the result after the SEC discussions and scoring/ordinal ranking process:

	<u>Score</u>	<u>Ordinal Ranking</u>
Baker Hostetler LLP	250	3
Fisher,Rushmer PA	210	6

The SEC unanimously agreed on the following recommendation to LYNX' Board of Directors:

To award a three (3) year contract with 2 one-year options, at the Board's discretion, to Baker Hostetler LLP for labor and employment legal services.

## **FISCAL IMPACT:**

LYNX staff included \$100,000 in the FY2013 Adopted Operating Budget to support labor and employment legal services. The FY2012 expense related to these services was \$88,251. Such expenses include union negotiations and other labor related matters. The contract being requested will be for an initial term of three (3) years with 2 one-year options and a five-year not-to-exceed total of \$500,000, if both option years are exercised.

Consent Agenda Item #6.C. vii

**To:** LYNX Board of Directors

**From:** Daniel Healey  
DIRECTOR OF ENGINEERING  
William Zielonka  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6023

**Item Name:** Award Contracts  
Authorization to Award a Contract to A & Z General Cleaning Services,  
Inc. for Janitorial Services

**Date:** 1/31/2013

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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 three (3) year contract with 2 one-year options to A & Z General Cleaning Services, Inc. for janitorial services.

**BACKGROUND:**

At the September 27, 2012 LYNX meeting of the Board of Directors, the Board authorized the issuance of an Invitation for Bids (IFB) for janitorial services. Services required at LYNX facilities under this contract include:

- (1) Office cleaning
- (2) Trash removal
- (3) Maintenance of carpeted and waxed floors
- (4) Cleaning of interior windows
- (5) Provide soaps, chemicals, toiletries, paper products and trash bags



# LYNX Board Agenda

The IFB was issued on November 28, 2012 and responses were due on December 28, 2012. Fifteen (15) firms responded to the IFB as follows:

<b>Firm</b>	<b>Five Year Bid Amount</b>
<b>A &amp; Z General Cleaning Services, Inc</b>	<b>\$691,980.</b>
American Facility Services, Inc.	\$825,888.
Tribond, LLC	\$832,614.
Eastco Building Services	\$839,016.
RJA Cleaning Services, Inc.	\$858,384.
Groundtek of Central Florida, LLC	\$872,760.
Grosvenor Building Services	\$875,544.
Prestige Janitorial Systems Corp.	\$909,840.
D&A Building Services, Inc.	\$929,936.
Sterling Building Service	\$938,234.
Owens,Renz & Lee Inc.	\$951,845.
Sunshine Cleaning Systems	\$953,904.
Sharp Janitorial Inc.	\$961,562.
Gen. Building Maint., Inc.	\$1,041,000.
Job 1 America	\$1,126,632.

The lowest responsive and responsible bidder is A & Z General Cleaning Services, Inc.

## **FISCAL IMPACT:**

LYNX staff included \$203,000 in the FY2013 Adopted Operating Budget to support janitorial services for four LYNX locations. The FY2012 expense for janitorial services was \$181,766. The contract currently being awarded will be to A & Z General Cleaning Services, Inc. in the amount of \$415,188 for the first three years. If LYNX decides to exercise the two option years, the first option year will cost \$138,396 and the second option year will cost \$138,396 for a total contract amount of \$691,980.

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

**To:** LYNX Board of Directors

**From:** Donna Tefertiller  
DIRECTOR OF HUMAN RESOURCES  
Deborah Toler  
(Technical Contact)  
Bernard Guida  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6119

**Item Name:** Extension of Contracts  
Authorization to Execute Second Option Year of Contract #09-C04 with Solantic of Orlando, LLC for Occupational Health Services

**Date:** 1/31/2013

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to execute the second and final option year of Contract #09-C04 with Solantic of Orlando, LLC for occupational health services. This will enable staff to continue the process of conducting employee Florida Department of Transportation (FDOT) physicals, random drug and alcohol testing and pre-employment screening.

**BACKGROUND:**

The Board approved the award of Contract 09-C04 in September, 2008 to Solantic of Orlando, LLC for an initial three year term with 2 one-year options. This is the last option year and the current contract once renewed will expire September 30, 2013.

**FISCAL IMPACT:**

LYNX Staff included \$44,280 in the FY2013 Adopted Operating Budget to support the anticipated services under this contract. The prior year expense for occupational health services was \$44,945.

Consent Agenda Item #6.D. ii

**To:** LYNX Board of Directors

**From:** **Baunie McConnell**  
DIRECTOR OF RISK MGMT & SAFETY  
**Linda Connell**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6127

**Item Name:** **Extension of Contracts**  
**Authorization to Execute Second Option Year of Contract 09-C29 with**  
**Zimmerman Kiser Sutcliffe for General Liability Legal Services**

**Date:** 1/31/2013

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to execute the second option year of Contract #09-C29 with Zimmerman Kiser Sutcliffe for general liability legal services.

**BACKGROUND:**

The Board approved the award of Contract #09-C29 on April 22, 2009 with the law firm of Zimmerman Kiser Sutcliffe for General Liability Legal Services. The initial term of the Contract is three (3) years with 2 one-year options. The current Contract expires on April 30, 2013. LYNX contracts with this law firm to provide LYNX with legal representation for litigated matters related to commercial general liability claims.

**FISCAL IMPACT:**

LYNX staff included \$215,000 in the aggregate in the FY2013 Adopted Operating Budget for General Liability Legal Services. The FY2012 expenses for general liability legal services related to this contract were \$108,348.

Consent Agenda Item #6.D. iii

**To:** LYNX Board of Directors

**From:** Baunie McConnell  
DIRECTOR OF RISK MGMT & SAFETY  
Linda Connell  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6127

**Item Name:** Extension of Contracts  
Authorization to Execute the Second Option Year of Contract 09-C27 with Fishback, Dominick, Bennett, Stepter, Ardaman, Ahlers, Bolton & Langley, LLP, for Worker's Compensation Legal Services

**Date:** 1/31/2013

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to execute the second option year of Contract #09-C27 with Fishback, Dominick, Bennett, Stepter, Ardaman, Ahlers, Bolton & Langley, LLP, for Worker's Compensation Legal Services.

**BACKGROUND:**

The Board approved the award of Contract #09-C27 on April 22, 2009 with Fishback, Dominick, Bennett, Stepter, Ardaman, Ahlers, Bolton & Langley, LLP, for Workers Compensation Legal Services. The initial term of the Contract is three (3) years with 2 one-year options. The current Contract expires on April 30, 2013. LYNX contracts with this law firm to provide legal representation for most litigated workers' compensation matters.

**FISCAL IMPACT:**

LYNX staff included \$66,200 in the FY2013 Adopted Operating Budget for Workers Compensation Legal Services. The FY2012 expenses for worker's compensation legal services were \$68,595.

Consent Agenda Item #6.D. iv

**To:** LYNX Board of Directors

**From:** Baunie McConnell  
DIRECTOR OF RISK MGMT & SAFETY  
Linda Connell  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6127

**Item Name:** Extension of Contracts  
Authorization to Execute the second Option Year of Contract #09-C28 with Fisher, Rushmer, Werrenrath, Dickson, Talley & Dunlap P.A. for General Liability Legal Services

**Date:** 1/31/2013

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to execute the second option year of Contract #09-C28 with Fisher, Rushmer, Werrenrath, Dickson, Talley & Dunlap P.A. for general liability legal services.

**BACKGROUND:**

The Board approved the award of Contract #09-C28 on April 29, 2009 with the law firm of Fisher, Rushmer, Werrenrath, Dickson, Talley & Dunlap P.A. to provide general liability legal services. The initial term of the Contract is three years with 2 one-year options. The current Contract expires on April 30, 2013. LYNX contracts with this law firm to provide legal representation for most litigated matters related to commercial general liability claims.

**FISCAL IMPACT:**

LYNX staff included \$215,000 in the aggregate in the FY2013 Adopted Operating Budget for General Liability Legal Services. The FY2012 expenses for general liability legal services related to this contract were \$204,734.

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

**To:** LYNX Board of Directors

**From:** **Belinda Balleras**  
INTERIM DIRECTOR OF PLANNING  
**Gerald Bryan**  
(Technical Contact)  
**Michael Knispel**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6115

**Item Name:** **Miscellaneous**  
**Authorization to Initiate the Public Participation Process for Consideration of Proposed Service Efficiency Changes for April 14, 2013**

**Date:** 1/31/2013

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to initiate the public participation process for consideration of proposed service efficiency changes. Authorization is requested for this process to begin immediately for the April 14, 2013 service changes.

**BACKGROUND:**

In an effort to streamline the fixed route bus service for efficiency, route restructuring proposals are being developed which may impact some Links. Staff is seeking public input as to how proposed changes will affect the community. LYNX' Public Participation Program requires that these proposals be presented to the public in the form of workshops and/or public hearings. Staff will compile comments from the workshops and incorporate them into final restructuring proposals. At this time staff does not anticipate any service reductions that would mandate public hearings, but prefers to seek public participation to further provide input on the proposed changes.

LYNX' Public Participation Program mandates public hearings to take place should a route or routes be reduced by 25% or more of the total route's hours, as recommended by the Federal Transportation Administration (FTA). If warranted, staff will then take the proposals to the public in the form of public hearings if a proposed change could affect 25% or more of the total route's hours.

To date, staff has identified the following proposed service efficiencies under review for the April 14, 2013 service changes:

## LYNX Board Agenda

- Links 8 & 42: Remove timepoint #6 (Wet n Wild) from public schedule (routes will still serve the stop)
- Link 23: Remove timepoint #2 (Orlando Avenue & Fairbanks) from public schedule (routes will still serve the stop)
- Link 34: Do not serve the Seminole County Health Center on Saturdays (Center is closed)
- Link 426: Re-route to serve new Poinciana Hospital on Cypress Parkway
- Link 416: Re-route to serve new Poinciana Hospital on Cypress Parkway
- NL 621: Modify the NeighborLink to include additional fixed points from Alafaya Trail to the Bithlo Health Center. The NeighborLink area east of the Bithlo Health Center will be expanded.

Staff will seek their approval of the final proposed service changes for April 14, 2013 at the April 11, 2013 Board meeting.

### **FISCAL IMPACT:**

All proposed changes will be supported with funds included in the FY2013 Operating Budget.

Consent Agenda Item #6.E. ii

**To:** LYNX Board of Directors

**From:** **Ellisa Darnall**  
CHIEF OPERATING OFFICER  
**Joseph Cheney**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6036

**Item Name:** **Miscellaneous**  
**Authorization to Purchase Twelve (12) Hybrid Electric or Diesel Expansion Buses for SunRail Feeder Service**

**Date:** 1/31/2013

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to purchase three (3) 40-foot hybrid electric buses, seven (7) 40-foot diesel buses and two (2) 60-foot hybrid electric buses for the SunRail feeder bus expansion program at a not-to-exceed price of \$7,363,987. The ten (10) 40-foot buses would be purchased from Gillig, LLC under Contract #09-C05. The purchase of two (2) 60-foot buses would be from Nova Bus under the Minnesota DOT Contract. All twelve buses would be hybrid electric and scheduled to arrive in Orlando by early 2014 in time for the opening of SunRail.

**BACKGROUND:**

At the December 2008 Board meeting, LYNX awarded a five (5) year supplier contract for heavy-duty buses for the State of Florida to Gillig, LLC. As lead agency, LYNX is exempt from paying the transaction fee of \$500 per bus, not to exceed \$10,000 per contract order. LYNX will use assignable options from the Minnesota Materials Management Cooperative Purchasing Venture to purchase the 60-foot buses. There is no cost for these assignable options.



# LYNX Board Agenda

The requested buses are part of the feeder SunRail bus expansion program. The cost breakdown is as follows:

Qty	Item	Unit Cost	Extended Amount
2	NOVA ARTIC BUSES	\$978,502	\$1,957,004
3	GILLIG 40 HYBRID BRT LF BUS	\$679,952	\$2,039,856
7	GILLIG 40 DIESEL BRT LF BUS	\$472,121	\$3,304,847
2	Pre-Production Meetings-Gillig	\$1,000	\$2,000
10	Vehicle Inspection at Plant-Gillig	\$428	\$4,280
2	Vehicle Inspection at Plant-Nova (includes training and site visit)	\$3,000	\$6,000
1	Training & Spare Parts	\$50,000	\$50,000
	TOTAL ( final cost is determined following the pre-production meeting)		\$7,363,987

\*Expansion buses require additional equipment such as the farebox and camera system.

## **FISCAL IMPACT:**

LYNX staff will amend the FY2013 Capital Budget in the amount of \$3,926,987 in SIB Loan Proceeds and \$3,437,000 in TRIP grant funding for the purchase of twelve (12) hybrid electric buses for a total budget of \$7,363,987.

Consent Agenda Item #6.E. iii

**To:** LYNX Board of Directors

**From:** **Belinda Balleras**  
INTERIM DIRECTOR OF PLANNING  
**Gerald Bryan**  
(Technical Contact)  
**William Hearndon**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6115

**Item Name:** **Miscellaneous**  
**Authorization to Ratify the Submittal of Grant Applications to the Florida Department of Transportation (FDOT) for FY 2013/14 Solicitations for Rural and Small Urban Job Access Reverse Commute (JARC) and New Freedom (NFP) Projects and the Authority to Execute Agreements Upon Notification of Awards**

**Date:** 1/31/2013

---

**ACTION REQUESTED:**

Staff is requesting the Board of Directors' ratification of the FY2013/2014 Rural and Small Urban Job Access Reverse Commute (JARC) and New Freedom Program (NFP) Grant Applications submitted to the Florida Department of Transportation (FDOT) and the authority to execute enabling Resolution and grant Agreements upon project selection in FY2014.

Grant applications were submitted to FDOT for \$100,000 each of Non-urbanized area Section 5316 JARC and Section 5317 NFP FTA funds; \$1.0 million each of small urban Section 5316 JARC and Section 5317 NFP FTA funds. Since projects to be funded under the JARC and NFP programs must be competitively selected, any amounts to be awarded to LYNX may vary from the initial funding requests submitted by LYNX.

**BACKGROUND:**

On November 29, 2012, the Florida Department of Transportation (FDOT) solicited applications for FY13/14 JARC and NFP projects. Applications were due on January 25, 2013. As the designated recipient of FTA funds for rural and small urbanized areas, FDOT solicited applications under each of the following carry over funding program before FY2013. Carryover funds are carryover JARC and NFP funds allocated before FY 2013 based on Census 2000 data.

### **Job Access and Reverse Commute Program (JARC) – Section 5316**

The JARC program provides funding for projects that assist welfare recipients and eligible low-income individuals in accessing jobs and other employment-related activities, as well as reverse commute projects transporting those in urban and rural areas to suburban employment opportunities.

The Section 5316 JARC rural and small urbanized area funds are apportioned annually by FTA to FDOT as the designated recipient. FDOT in turn sub-allocates the JARC funds from the statewide Federal apportionments to the Districts for competitive selection of projects. JARC funds can be used for operating or capital expenses.

### **New Freedom Program (NFP) – Section 5317**

The NFP provides funding for new public transportation services and service alternatives beyond those required by the Americans with Disabilities Act of 1991 (ADA) which assist individuals with disabilities to and from employment sites and other destinations that allow them full participation in community life.

The Section 5317 NFP rural and small urbanized area funds are apportioned annually by FTA to FDOT, as the designated recipient. FDOT in turn sub-allocates the NFP funds from the statewide Federal apportionment to the Districts for competitive selection of projects. FDOT has established that NFP funds be used for operating projects only.

LYNX has identified the following operating projects for competitive applications;

#### **JARC (Section 5316) Proposed Projects:**

- Fixed-route Service from Kissimmee to Medical City Lake Nona via Narcoossee Road
- Fixed-route service from Florida Mall to Medical city via Meadow Woods
- Limited Stop Service from Bithlo to downtown Orlando via Waterford Lakes and Valencia Community College

#### **NFP (Section 5317) Proposed Projects:**

- Hunter's Creek Neighbor Link
- Buena Ventura Lakes Neighbor Link
- Intercession City/Campbell City Neighbor Link

JARC and NFP operating projects require a 50% local match. LYNX is working diligently with potential jurisdictional partners for the 50% local match commitment, in conjunction with some of the proposed services identified for implementation in the adopted Transit Development Plan (TDP). The proposed services also considered paratransit cost containment efforts per the November 2012 Audit Committee Meeting presentation.

## LYNX Board Agenda

### **FISCAL IMPACT:**

LYNX staff will include any funding awards in the appropriate fiscal year's Capital and/or Operating Budget(s). Due to the competitive requirements of JARC and NFP grants funding, the amount LYNX will be awarded is currently unknown. It is anticipated that FDOT will make final award announcements in FY2014.

**CFRTA RESOLUTION 13-001**

**A RESOLUTION OF THE CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY; AUTHORIZATION FOR THE  
BOARD TO RATIFY THE SUBMITTAL OF GRANT APPLICATIONS TO THE  
FLORIDA DEPARTMENT OF TRANSPORTATION FOR FY 2013/14 JOB ACCESS  
REVERSE COMMUTE (JARC) AND NEW FREEDOM PROGRAM (NFP)  
PROJECTS FOR NON-URBANIZED AREAS AND SMALL URBAN AREAS**

**WHEREAS**, LYNX has completed a Transportation Disadvantaged Service Plan (TDSP) for FY 2008-2013, which has been adopted by the Board and submitted to FDOT's Florida Commission for the Transportation Disadvantaged with a most recent annual update in June 2012, and the projects identified in the TDSP are consistent with and have been adopted by METROPLAN ORLANDO's Joint Transportation Disadvantaged Local Coordinating Board of Orange, Osceola, and Seminole Counties.

**WHEREAS**, this is a resolution of the GOVERNING BOARD of the Central Florida Regional Transportation Authority (hereinafter BOARD), which hereby ratifies the submittal of the LYNX grant applications and supporting documents and assurances to the Florida Department of Transportation.

**WHEREAS**, this BOARD has the authority to authorize the execution of Joint Participation Agreements and any supplements thereof or other FTA Agreements, pursuant to grant awards made by the Florida Department of Transportation as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act, as amended.

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

1. The BOARD has the authority to authorize the execution of the Joint Participation Agreements to be issued by FDOT in FY 2014/15 or Agreements with the Federal Transit Administration.
2. The BOARD authorizes the Chief Executive Officer (CEO) to execute the Joint Participation Agreements with the Florida Department of Transportation or the Federal Transit Administration for JARC/NFP projects in the amounts to be awarded by FDOT and included in the state Work Program.
3. That the above authorizations shall be continuing in nature until revoked by the Chairman

# LYNX Board Agenda

of the Governing Board.

**APPROVED AND ADOPTED** this 31st day of January 2013, by the Governing Board of the Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY

By: Governing Board

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Chairman

Attest:

---

Assistant Secretary

**Consent Agenda Item #6.E. iv**

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6017

**Item Name:** **Miscellaneous**  
**Authorization to Amend the Amalgamated Transit Union (ATU) 1596 Pension Plan Under Amendment #6 for the Re-definition of Disability**

**Date:** 1/31/2013

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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 Amalgamated Transit Union (ATU) 1596 Pension Plan Document to redefine the definition of disability.

**BACKGROUND:**

Under the current plan document disability is defined as the inability to substantially find gainful employment with LYNX. Under this definition, an employee may apply for disability benefit immediately upon becoming disabled. Since 2010 the pension plan trustees have contemplated redefining disability. Through a review process led by the pension plan legal counsel at least four options were considered. Please see the attached chart that illustrates the various options. After several months of review and consideration, the pension plan trustees determined that the plan that offered to start a disabled benefit 36 months after they became disabled or 90 days after being denied Social Security Disability (SSD) and Long Term Disability (LTD) insurance. The benefit would cease following a death of the employee.

LYNX staff was originally concerned with escalating costs should the definition of disability were to change. It was originally anticipated that the cost of the long term disability insurance would increase by at least \$70,000 and that this would need to be collectively bargained. Since bargaining has concluded and one of the concessions was that LYNX would cover long-term disability at 100% of the cost, this began to make the point moot. Furthermore, it anticipated that should the trustee board amend the plan, more than \$416,495.00 will be saved by redirecting many of the applicants away from the plan for disability benefits to the long term disability insurance. This assists the agency in reducing its burden to make the plan whole in outer years.

**FISCAL IMPACT:**

Based on Alternative 1 provided by Gabriel Roder Smith & Company Consultants and Actuaries it is anticipated that LYNX could recognize a savings in the amount of \$416,495.



August 28, 2009

Board of Trustees, ATU Pension Plan  
c/o Mr. Nick Schiess  
Pension Resource Center, Inc.  
4360 Northlake Boulevard, Suite 206  
Palm Beach Gardens, FL 33410

RECEIVED

AUG 31 2009

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

Re: ATU Local 1596 Pension Plan – Disability Study

Dear Trustees:

As requested, we have updated the Supplemental Actuarial Valuation Report (SAVR) from our August 24, 2009 letter to add the following two alternatives:

- Alternative 1 - During the first six months of disability the participant will receive the difference between his most recent pay and the amount received from worker's compensation and short term disability<sup>1</sup>. After six months of disability there shall be no benefits paid from the pension plan until the participant reaches the later of age 65 or the expiration of the maximum benefit period<sup>2</sup>. At this point the participant will receive his accrued benefit. The accrued benefit will be based on the following:
  - Average Final Compensation on the date of disability.
  - Years of credited service earned through the date of disability plus one year for each year from the date of disability through the later of age 65 or the expiration of the maximum benefit period<sup>2</sup>. The total years of service is capped at the greater of 25 years or actual service at date of disability, if greater than 25.
- Alternative 2 – Same as Alternative 1 except the average final compensation will be determined at the later of age 65 or the expiration of the maximum benefit period<sup>2</sup> rather than at the date of disability, assuming salary increases of 3.5% per year from the date of disability forward. The 3.5% per year increase would be specified in the amendment.

We did not change the assumed rates of disability. In other words we did not assume there would be more or fewer participants going out on disability benefits than with the current benefit. There is always the possibility that the number of participants applying for disability benefits will increase if there is a perception that the benefit has become more attractive.

<sup>1</sup>Valued by assuming six months of pay without offsets for worker's compensation or short term disability.

<sup>2</sup>Valued by assuming the benefit would start at age 65.

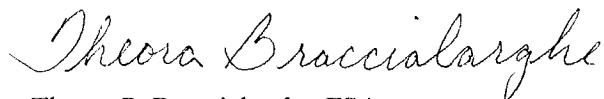
**Consulting Issues**

Disability benefits can present some unique issues, which should be addressed during the benefit design process.

- The proposed disability benefit is defined as a percent of pay with an offset for other disability-related benefits. For those with work-related injuries, this type of benefit tends to pay lower benefits to those who are severely disabled than to those who are less seriously disabled. The reason is that those who are severely disabled will generally be entitled to higher benefits, which in turn offset the disability payments paid from the pension plan.
- Similarly, for injuries covered by the short term disability policy, it appears that the pension plan will pay higher benefits to those who have elected the lowest STD coverage. Presumably, Plan participants will be made well aware of whatever level of STD benefits will be used as an offset so they can select their STD coverage accordingly. This is an example of how the terms of the Pension Plan can affect elections under other plans.
- Some participants have elected to contribute at a higher rate in order to receive an enhanced benefit. Would the projected service credits be at the basic benefit rate of 2.13% or at the enhanced rate selected by the participant? *(For purposes of this study, the enhanced rate was projected for those currently contributing at the higher rate. That is not intended to be a suggestion, but merely a disclosure of how the calculations were done.)* We would recommend that only the basic benefit rate of 2.13% be used for this purpose, on the basis that the participant is no longer contributing at the higher rate.

As indicated below, the undersigned are Members of the American Academy of Actuaries (MAAA) and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion herein. We welcome your questions and comments.

Sincerely,



Theora P. Braccialarghe, FSA  
Senior Consultant and Actuary



Jeffrey Amrose, EA  
Consultant and Actuary

Circular 230 Notice: Pursuant to regulations issued by the IRS, to the extent this communication (or any attachment) concerns tax matters, it is not intended or written to be used, and cannot be used, for the purpose of (i) avoiding tax-related penalties under the Internal Revenue Code or (ii) marketing or recommending to another party any tax-related matter addressed within. Each taxpayer should seek advice based on the individual's circumstances from an independent tax advisor.

## SUPPLEMENTAL ACTUARIAL VALUATION REPORT

### Plan

Amalgamated Transit Union Local 1596 Pension Plan

### Valuation Date

October 1, 2008

### Date of Report

August 28, 2009

### Report Requested by

Bob Sugarman

### Prepared by

Theora P. Braccialarghe and Jeffrey Amrose

### Plan Provisions Being Considered for Change

#### Present Provision Before Change

The disability benefit is equal to the accrued benefit.

#### Proposed Change

- Alternative 1 - During the first six months of disability the participant will receive the difference between his most recent pay and the amount received from worker's compensation and short term disability<sup>1</sup>. After six months of disability there shall be no benefits paid from the pension plan until the participant reaches the later of age 65 or the expiration of the maximum benefit period<sup>2</sup>. At this point the participant will receive his accrued benefit. The accrued benefit will be based on the following:
  - Average Final Compensation on the date of disability.
  - Years of credited service earned through the date of disability plus one year for each year from the date of disability through the later of age 65 or the expiration of the maximum benefit period<sup>2</sup>. The total years of service is capped at the greater of 25 years or actual service at date of disability, if greater than 25.
- Alternative 2 – Same as Alternative 1 except the average final compensation will be determined at the later of age 65 or the expiration of the maximum benefit period<sup>2</sup> rather than at the date of disability, assuming salary increases of 3.5% per year from the date of disability forward. If this alternative is chosen, we would recommend that the amendment specifies the assumed 3.5% per year increase.

#### Participants Affected

All active members as of October 1, 2008

<sup>1</sup> Valued by assuming six months of pay without offsets for worker's compensation or short term disability.

<sup>2</sup> Valued by assuming the benefit would start at age 65.

**Group Valued**

All active and inactive participants.

**Actuarial Assumptions and Methods**

Assumptions and methods are the same as in the Actuarial Valuation Report as of October 1, 2008. Some of the key assumptions/methods are:

Investment Return – 7.5% per year  
Salary increase – Service weighted for the first 5 years, then 5.0% per year thereafter  
Cost Method – Entry Age Normal

In addition, the salary at date of disability is increased by 3.5% per year until retirement age as part of the disability benefit described in Alternative 2.

**Amortization Period for Any Change in Actuarial Accrued Liability**

30 years.

**Summary of Data Used in Report**

See the Actuarial Valuation Report as of October 1, 2008..

**Actuarial Impact of Proposal(s)**

See attached.

**Special Risks Involved With the Proposal That the Plan Has Not Been Exposed to Previously**

Perceived improvements in the disability benefit may encourage more participants to apply for it.

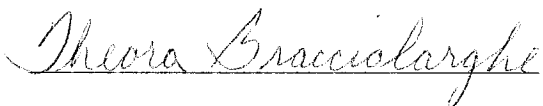
**Other Cost Considerations**

The decline in assets since October 1, 2008 will likely increase the required contribution whether or not this proposed amendment is passed.

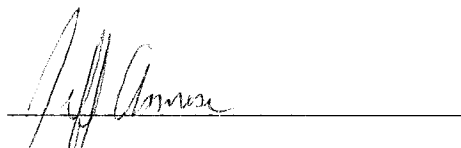
**Possible Conflicts With IRS Qualification Rules**

None

As indicated below, the undersigned are Members of the American Academy of Actuaries (MAAA) and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion herein.



Theora P. Braccialarghe, FSA, MAAA, FCA  
Enrolled Actuary No. 08-02826



Jeffrey Amrose, MAAA  
Enrolled Actuary No. 08-6599

**COMPARATIVE SUMMARY OF VALUATION RESULTS AS OF OCTOBER 1, 2008**

Valuation as of October 1	Valuation	Alternative 1	Alternative 2
<b>Covered Group</b>			
A. Number of Participants			
Actives	733	733	733
Retirees, Disabilities, Beneficiaries and Vested Terminations	206	206	206
Total Covered Annual Payroll	\$ 35,830,640	\$ 35,830,640	\$ 35,830,640
<b>Long Range Cost</b>			
B. Actuarial Present Value (APV) of Projected Benefits	\$ 120,003,684	\$ 115,576,942	\$ 117,712,753
C. APV of Future Normal Costs	41,488,522	39,237,922	40,367,605
D. Actuarial Accrued Liability (AAL): (B)-(C)	78,515,162	76,339,020	77,345,148
E. Valuation Assets	70,165,211	70,165,211	70,165,211
F. Unfunded AAL (UAAL): (D)-(E)	8,349,951	6,173,809	7,179,937
G. Credit Balance/(Funding Deficiency)	2,152,282	2,152,282	2,152,282
H. Outstanding Balances	10,502,233	8,326,091	9,332,219
<b>Current Cost</b>			
I. Amortization Payments	876,825	705,423	784,670
As % of Payroll	2.45%	1.97%	2.19%
J. Total Normal Cost	5,507,068	5,276,504	5,403,093
As % of Payroll	15.37%	14.73%	15.08%
K. Applies to Fiscal Year End	2008/2009	2008/2009	2008/2009
L. Total Required Contribution	6,614,636	6,198,141	6,411,417
As % of Payroll	18.46%	17.30%	17.89%
M. Member Contribution Rates (%)	5.78/8.28/10.78	5.78/8.28/10.78	5.78/8.28/10.78
Expected Member Contribution	2,302,189	2,302,189	2,302,189
N. Total Employer Contribution, before reflecting Credit Balance	4,312,447	3,895,952	4,109,228
As % of Payroll	12.04%	10.87%	11.47%
O. Change from Valuation Results	N/A	-416,495	-203,219
As % of Payroll	N/A	-1.17%	-0.57%

**ATU Local 1596 Pension Plan**  
*Disability Benefit Illustration I*  
**Participant Eligible for Full Worker's Compensation Benefit**

	Sample Ee 1	Sample Ee 2	Sample Ee 3	Sample Ee 4
Age at Disability	30	40	50	60
Past Service	10	15	20	25
Current Earnings	27,626	35,259	45,000	57,433

**Calculations**

Current AFC	25,117	32,057	40,914	52,217
Projected AFC age 65 (reflects a 3.5% salary increase per year)	86,073	77,877	70,461	63,752
Estimated Worker's Compensation <sup>1</sup>	18,417	23,506	25,116	25,116
Estimated STD Benefit	0	0	0	0

**Monthly Disability Benefit under Current Plan**

Age	Monthly Ben	Monthly Ben	Monthly Ben	Monthly Ben
30	446			
40	446	854		
50	446	854	1,452	
60	446	854	1,452	2,317
65	446	854	1,452	2,317

**Monthly Disability Benefit under Alternative 1**

Age	Monthly Ben	Monthly Ben	Monthly Ben	Monthly Ben
30	767 <sup>2</sup>	0	0	0
40	0	979 <sup>2</sup>	0	0
50	0	0	1,657 <sup>2</sup>	0
60	0	0	0	2,693 <sup>2</sup>
65	1,115	1,423	1,816	2,317

**Monthly Disability Benefit under Alternative 2**

Age	Monthly Ben	Monthly Ben	Monthly Ben	Monthly Ben
30	767 <sup>2</sup>	0	0	0
40	0	979 <sup>2</sup>	0	0
50	0	0	1,657 <sup>2</sup>	0
60	0	0	0	2,693 <sup>2</sup>
65	3,819	3,456	3,127	2,829

<sup>1</sup> use the lesser of \$483 per week or two-thirds of pay

<sup>2</sup> will be paid for six months

**ATU Local 1596 Pension Plan**  
*Disability Benefit Illustration II*  
 Participant Eligible for **Short Term Disability Benefit**

	Sample Ee 1	Sample Ee 2	Sample Ee 3	Sample Ee 4
Age at Disability	30	40	50	60
Past Service	10	15	20	25
Current Earnings	27,626	35,259	45,000	57,433

**Calculations**

Current AFC	25,117	32,057	40,914	52,217
Projected AFC age 65 (reflects a 3.5% salary increase per year)	86,073	77,877	70,461	63,752
Estimated Worker's Compensation <sup>1</sup>	0	0	0	0
Estimated STD Benefit <sup>3</sup>	16,576	21,155	27,000	34,460

**Monthly Disability Benefit under Current Plan**

Age	Monthly Ben	Monthly Ben	Monthly Ben	Monthly Ben
30	446			
40	446	854		
50	446	854	1,452	
60	446	854	1,452	2,317
65	446	854	1,452	2,317

**Monthly Disability Benefit under Alternative 1**

Age	Monthly Ben	Monthly Ben	Monthly Ben	Monthly Ben
30	2302 / 921 <sup>2</sup>	0	0	0
40	0	2,938 / 1,175 <sup>2</sup>	0	0
50	0	0	3,750 / 1,500 <sup>2</sup>	0
60	0	0	0	4,786 / 1,914 <sup>2</sup>
65	1,115	1,423	1,816	2,317

**Monthly Disability Benefit under Alternative 2**

Age	Monthly Ben	Monthly Ben	Monthly Ben	Monthly Ben
30	2302 / 921 <sup>2</sup>	0	0	0
40	0	2,938 / 1,175 <sup>2</sup>	0	0
50	0	0	3,750 / 1,500 <sup>2</sup>	0
60	0	0	0	4,786 / 1,914 <sup>2</sup>
65	3,819	3,456	3,127	2,829

<sup>1</sup> use the lesser of \$0 per week or two-thirds of pay

<sup>2</sup> the first amount is payable for 120 days, followed by the second amount for 60 days

<sup>3</sup> 60% for the last 60 days only -- the minimum STD Option 1 benefit

Consent Agenda Item #6.E. v

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6119

Item Name: Miscellaneous  
Authorization to Amend the Amalgamated Transit Union (ATU) 1596  
Pension Plan Vesting Interest Rate

Date: 1/31/2013

**ACTION REQUESTED:**

Staff is requesting the Board of Directors’ authorization for the Chief Executive Officer (CEO) or designee to amend the Amalgamated Transit Union (ATU) 1596 Pension Plan to decrease the vesting interest rate from five percent (5%) interest compounded annually to the current Money Market rate associated with the Deferred Retirement Option Plan (DROP) effective March 1, 2013.

**BACKGROUND:**

The Pension Trust and Plan is established for the exclusive benefit of certain employees of the transit system operated by the Employer, the Central Florida Regional Transportation Authority. Employees of the system are represented by the Amalgamated Transit Union Local 1596; and contributions are required by the terms of the Union’s collective bargaining agreement. The Employer is also obligated to maintain this plan and to fund certain benefits as part of a settlement agreement entered into by various parties, which agreement has been assumed by and is binding upon the Central Florida Regional Transportation Authority.

Article VII; Vesting and Forfeiture within the plan currently states:

- (A) A Participant’s accrued benefit resulting from Employer contributions shall be vested in accordance with the following schedule:

Up to five (5) years of employment:	Not vested
More than five (5) but fewer than six (6) years of employment:	Fifty percent (50%) vested



## LYNX Board Agenda

More than six (6) but fewer than seven (7) years of employment:	Sixty percent (60%) vested
More than seven (7) but fewer than eight (8) years of employment:	Seventy percent (70%) vested
More than eight (8) but fewer than nine (9) years of employment:	Eighty percent (80%) vested
More than nine (9) but fewer than ten (10) years of employment:	Ninety percent (90%) vested
Ten (10) or more years:	One hundred percent (100%) vested

- (B) A Participant shall be vested in his or her own contributions and shall be entitled to a refund of such contributions, along with five percent (5%) interest compounded annually, in the event the Participant terminates employment without being vested in Employer contributions.

ATU Pension Board recommends that the Amalgamated Transit Union (ATU) 1596 Pension Plan decrease the vesting interest rate from five percent (5%) interest compounded annually to current Money Market rate associated with the Deferred Retirement Option Plan (DROP) currently the Dreyfus Treasury Prime Cash Management Fund to be effective March 1, 2013. This conservative fund is directly tied to U.S Government Securities for which the return has been 0.95% over the last three years.

### **FISCAL IMPACT:**

This change is anticipated to result in savings, based on current market rates.



# THE PENSION RESOURCE CENTER, LLC

4360 Northlake Boulevard, Suite 206 ❖ Palm Beach Gardens, FL 33410  
Phone (561) 624-3277 ❖ Fax (561) 624-3278 ❖ WWW.RESOURCECENTERS.COM

January 11, 2013

Mr. Normand Audet  
Amalgamated Transit Union Local 1596  
231 E. Colonial Drive Suite 100  
Orlando, FL 32801

Mr. John Lewis  
Amalgamated Transit Union Local 1596  
455 N. Garland Avenue  
Orlando, FL 32801

RE: Amalgamated Transit Union Local 1596 Pension Fund  
Removal of Interest on Refunds of Contributions

Dear Mr. Audet and Mr. Lewis:

We serve as the Plan Administrator for the Amalgamated Transit Union Local 1596 Pension Fund. The Board of Trustees of the Plan has requested that we correspond with both the Union and Plan Sponsor regarding the removal of crediting of interest for refunds of contributions to non vested or partially vested terminated members of the Plan.

This is the very same matter that the Board requested, within prior correspondence dated December 6, 2011, to be considered within collective bargaining. Please find enclosed that correspondence for reference, which explains the matter in greater detail.

Since the matter was not addressed within the latest Collective Bargaining Agreement, the Board of Trustees assumes that the matter was not of significance to either bargaining party and, pursuant to the advice of legal counsel, considers the matter to be abandoned. Therefore the Trustees, at their last meeting held on November 27, 2012, decided to adopt this cost saving measure and reduce the interest rate on refunds of contributions to terminated members from the rate of 5% to a rate equivalent to the rate earned by DROP Participants that select a low risk earnings election method, currently the Dreyfus Treasury Prime Cash Management Fund. This very conservative fund is directly tied to U.S Government Securities for which the return has been 0.95% over the last three years.

At their next meeting scheduled for February 19, 2013, the Board of Trustees will proceed with the final adoption of this cost saving measure effective March 1, 2013 by amending the Plan Document unless there is any formal objection by either the LYNX or the Union. If either party has an objection or a mutually agreeable alternative, then please provide notice of such to the Board of Trustees care of my office no later than February 18, 2013.

If you have any additional questions regarding this matter, please do not hesitate to contact me at 561-624-3277, extension 2977.

Sincerely,

Nick Schiess  
Administrator

Enclosure



# THE PENSION RESOURCE CENTER, LLC

4360 Northlake Boulevard, Suite 206 ❖ Palm Beach Gardens, FL 33410  
Phone (561) 624-3277 ❖ Fax (561) 624-3278 ❖ WWW.RESOURCECENTERS.COM

December 6, 2011

Mr. Normand Audet  
Amalgamated Transit Union Local 1596  
231 E. Colonial Drive Suite 100  
Orlando, FL 32801

Mr. John Lewis  
Amalgamated Transit Union Local 1596  
455 N. Garland Avenue  
Orlando, FL 32801

RE: Amalgamated Transit Union Local 1596 Pension Fund  
Removal of Interest on Refunds of Contributions

Dear Mr. Audet and Mr. Lewis:

We serve as the Plan Administrator for the Amalgamated Transit Union Local 1596 Pension Fund. The Board of Trustees has requested that we correspond with both the Union and Plan Sponsor regarding the removal of crediting of interest for refunds of contributions to terminated members of the Plan.

The Plan currently provides for terminated non-vested and partially vested members of the system to be refunded their personal pension contributions to the Plan plus 5% interest on those contributions. The Pension Board conducted a survey among the practice of providing interest and discovered that many other pension plans do not provide interest at all in this situation. After careful consideration, the Pension Board determined that this interest represents an unnecessary expense and recommends the elimination of any future accrual of interest. Although this termination of additional interest will not impact retirement benefits, it still does represent a benefit to non-vested and partially vested members who will terminate service before retirement and therefore the matter should ultimately be decided within collective bargaining. It is important to note that the interest will only cease to accrue prospectively and not affect interest that has already accrued.

Please find attached a schedule of the interest paid in refunds of contributions during the last few years.

If you have any additional questions regarding this matter, please do not hesitate to contact me at 561-624-3277, extension 2977.

Sincerely,

Nick Schiess  
Administrator

Enclosure

Consent Agenda Item #6.E. vi

**To:** LYNX Board of Directors

**From:** **Belinda Balleras**  
INTERIM DIRECTOR OF PLANNING  
**Gerald Bryan**  
(Technical Contact)  
**Bernard Guida**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6115

**Item Name:** **Miscellaneous**  
**Authorization to Execute First Amendment to Bus Service Agreement**  
**between LYNX and University of Central Florida Student Government**  
**Association (UCF SGA) Adding Service from UCF Campus to Downtown**  
**Orlando**

**Date:** 1/31/2013

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to execute the First Amendment to the Bus Service Agreement between the University of Central Florida Student Government Association (UCF SGA) and LYNX to provide for additional three round-trips from the UCF campus to downtown Orlando for 24 operating days, coinciding with the UCF Spring 2013 calendar.

**BACKGROUND:**

In January 2011, LYNX, in conjunction with the University of Central Florida's Student Government Association (SGA), implemented KnightLYNX service. This service provides UCF students with access from the campus to various establishments along the areas adjoining the campus and along Alafaya Trail. The KnightLYNX service operates on Friday and Saturday evenings coinciding with the UCF school calendar.

In 2011 and 2012, the SGA and LYNX discussed the possibility of additional KnightLYNX service from the UCF campus to downtown Orlando. The SGA was able to secure \$15,000 to fund the service. Further discussion refined the service as described in Exhibits A, B and C in the attached contract amendment. This agenda item is to amend the current KnightLYNX contract in order to provide this service.

**PROPOSED NEW EXPANSION:**

This amendment to the agreement will expand KnightLYNX service by providing three round-trips from the UCF campus to downtown Orlando for 24 operating days, coinciding with the UCF Spring 2013 calendar.

**FISCAL IMPACT:**

LYNX staff will amend the FY2013 Operating Budget in the amount of \$12,652 to cover the cost of the additional 24 days of services requested by UCF. The cost related to LYNX providing this service will be funded 100 % by the UCF SGA.



**FIRST AMENDMENT TO BUS SERVICE AGREEMENT**

dated October 12, 2012 by and between

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

and

**UNIVERSITY OF CENTRAL FLORIDA,  
acting on behalf of its STUDENT GOVERNMENT ASSOCIATION  
(the Client)**

Relating to providing bus service to the  
University of Central Florida Campus, its environs and downtown Orlando

**THIS FIRST AMENDMENT TO THE BUS SERVICE AGREEMENT DATED OCTOBER 12, 2012** entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2013, by and between:

**THE CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY** (hereinafter referred to as "**LYNX**"), a body public and corporate, created by Part II, Chapter 343, Florida Statutes, whose address is 455 North Garland Avenue, Suite 500, Orlando, Florida 32801

and

**UNIVERSITY OF CENTRAL FLORIDA, acting on behalf of its STUDENT GOVERNMENT ASSOCIATION** (hereinafter referred to as the "**Client**"), a body politic, created by Title XLVIII, Chapter 1004, Florida Statutes, having an address of 4000 Central Florida Parkway, Student Union Building Room 214, Orlando Florida, 32816.

#### RECITALS

- A. LYNX and the Client entered into a Bus Service Agreement on October 12, 2012.
- B. LYNX and the Client agree to the following changes to the Bus Service Agreements outlined below.

#### AMENDMENT

NOW, THEREFORE, that for the mutual covenants in this Amendment, the parties agree as follows:

- 1. **PROVIDING OF BUS SERVICE.** LYNX agrees to provide the Bus Service to the route designated in Amendment 1 – Exhibit "A".
- 2. **SCHEDULE OF BUS SERVICE.** Attached hereto as Amendment 1 - Exhibit "B" is a Service Schedule showing the proposed times, stops and service for the Bus Service. This schedule is not a guarantee but rather reflects the anticipated times, stops, and service. During the term of this Agreement, LYNX, after discussion with the Client, may adjust the Service Schedule to better accommodate the overall Bus Service to be provided under this Amendment. Thus, for example, if a particular bus stop provides a safety hazard, then LYNX, in cooperation with the Client, could move that bus stop to a safer location.

3. **PAYMENT FOR BUS SERVICE.** The Bus Service to be provided by LYNX pursuant to this Amendment is in consideration of the Client paying to LYNX a monthly fee (per Amendment 1 – Exhibit “C” the “**Monthly Cost of Bus Service**”), which is determined, for any given month, by multiplying the number of actual total hours of Bus Service provided for that month by the Hourly Cost and subtracting any applicable Matching Contributions
4. Except as modified in this Amendment, all other terms of the Agreement and any subsequent supplements, extensions, or modifications shall remain in full force and effect.

**[Signatures Begin on Following Page]**




**IN WITNESS WHEREOF**, the authorized signatories named below have executed this Amendment on behalf of the parties as of the Effective Date.

**“CLIENT”**

**“LYNX”**

**UNIVERSITY OF CENTRAL  
FLORIDA,  
acting on behalf of its STUDENT  
GOVERNMENT ASSOCIATION**

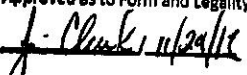
**CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY**

By:   
Name: Gregory Robinson  
Title: Director of Purchasing

By: \_\_\_\_\_  
Name: John M. Lewis, Jr.  
Title: Chief Executive Office

Date: 12/7/12

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

Approved as to Form and Legality  
 11/29/12



**EXHIBIT "B"**

**OPERATING/SERVICE SCHEDULE**

Block #	Report Time	Depart Garage	TO DOWNTOWN ORLANDO				Arrive Garage
			UCF	Colonial & Alafaya	South St & Bumby	Garland & South St.	
1	<b>8:10</b>	<b>8:25</b>	<b>1</b> 9:00	<b>2</b> 9:14	<b>3</b> 9:27	<b>4</b> 9:36	
2	<b>9:10</b>	<b>9:25</b>	10:00	10:14	10:27	10:36	10:51
1			11:00	11:14	11:27	11:36	11:51
TO UCF							
			Garland & South St.	Anderson St & Bumby	Colonial & Alafaya	UCF	
2		12:40	<b>4</b> 1:00	<b>3</b> 1:14	<b>2</b> 1:26	<b>1</b> 1:40	
1		1:40	2:00	2:14	2:26	2:40	3:10
2			3:00	3:14	3:26	3:40	4:10

P.M Times are shown in bold

**EXHIBIT "C"**

**COST OF BUS SERVICE**

Block #	Revenue Time	Non-Rev. Time	Total
1	01:52	03:19	5:11
2	01:56	03:15	5:11
<b>Time</b>	<b>3:48</b>	<b>6:34</b>	<b>10:22</b>
<b>Decimal</b>	<b>3.8</b>	<b>6.57</b>	<b>10.37</b>

Daily cost of service = 10.37 hours x \$55.46 hourly rate = \$575.12

Month	Days	Days	Cost
January 2012	2 days	2, 3, and 10	\$1,150.24
February 2012	8 days	1, 2, 8, 9, 15, 16, 22, and 23	\$4,600.96
March 2012	6 days	15, 16, 22, 23, 29, and 30	\$3,450.72
April 2012	8 days	5, 6, 12, 13, 19, 20, 26, and 27	\$4,600.96
May 2012	0 days	No Service	\$0
June 2012	0 days	No Service	\$0
<b>TOTAL</b>	<b>24 days</b>		<b>\$13,802.88</b>

**Consent Agenda Item #6.E. vii**

**To:** LYNX Board of Directors

**From:** **Ellisa Darnall**  
CHIEF OPERATING OFFICER  
**William Hearndon**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6036

**Item Name:** **Miscellaneous**  
**Authorization to Issue a Purchase Order in the Amount of \$852,396 to First Class Coach Sales Under the Florida Department of Transportation's (FDOT) Florida Vehicle Procurement Program's (TRIPS) State Contract #TRIPS-11-CA-FCCSC for Twelve (12) Paratransit Replacement Vehicles**

**Date:** 1/31/2013

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to issue a Purchase Order in the amount of \$852,396 to First Class Coach Sales under the Florida Department of Transportation's (FDOT) Florida Vehicle Procurement Program's (FVPP) State Contract #TRIPS-11-CA-FCCSC for twelve (12) paratransit replacement vehicles.

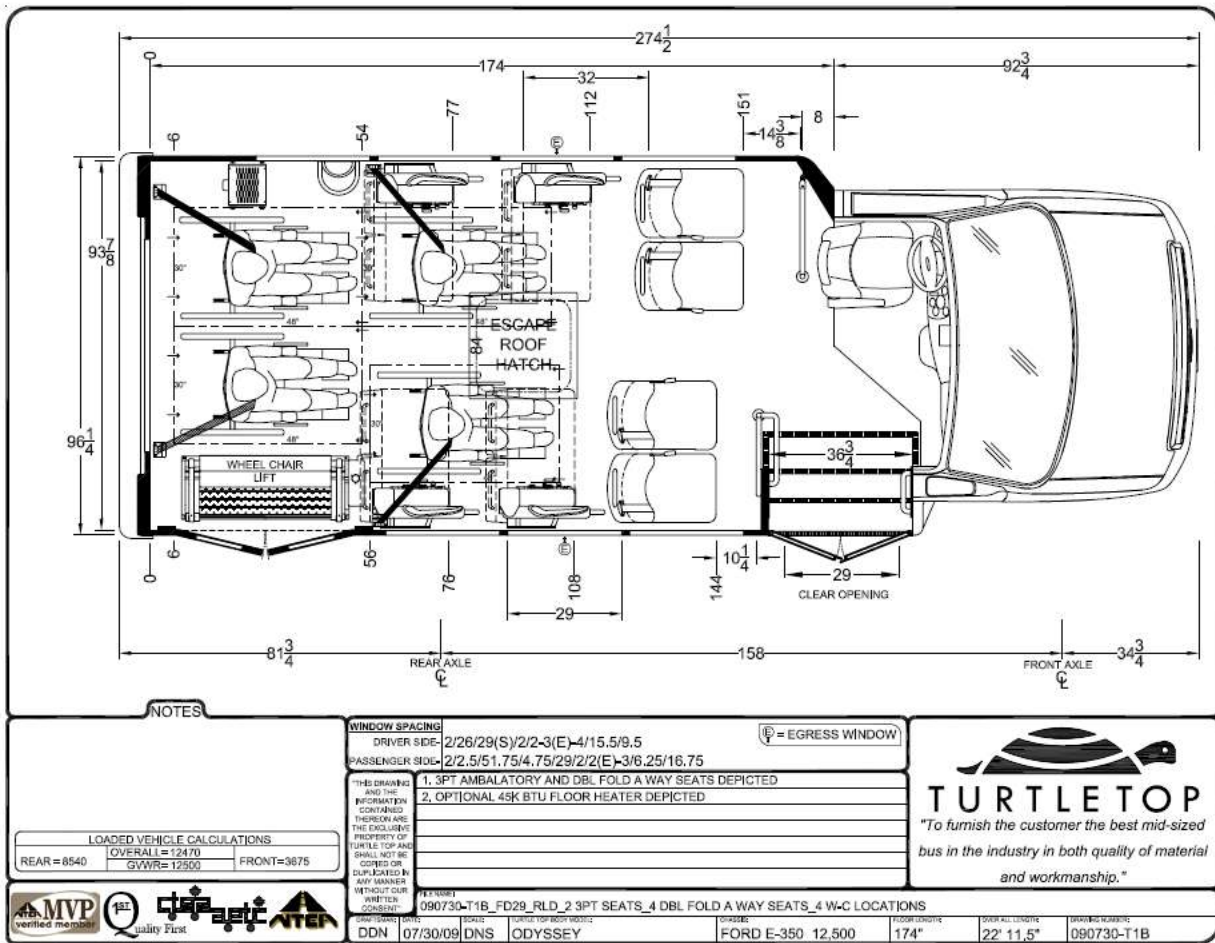
**BACKGROUND:**

LYNX' goal is to purchase all the paratransit vehicles operated in the future and provide them to our contracted provider for utilization. This will allow LYNX to use capital grant funds to procure the vehicles, rather than using local operating dollars paid to our contracted provider. Further, LYNX will save the financing costs and taxes that are passed through as an expense built into the provider's capital cost. LYNX has already provided ninety-nine (99) paratransit vehicles to MV Transportation to operate in exchange for a reduction in invoiced expenses. These additional twelve (12) replacement vehicles represent about 62% of the current fleet.

The Florida Vehicle Procurement Program (FVPP) is a state program that has been in existence since 1995, providing transit agencies with the means of procuring quality vehicles at the lowest possible price. The program is managed by the Florida Department of Transportation (FDOT) in Tallahassee and administered by the Center for Urban Transportation Research (CUTR), located in Tampa.

# LYNX Board Agenda

Through a competitive selection process, FVPP awarded a Florida Department of Transportation vehicle procurement contract (#TRIPS-11-CA-FCCSC) for “Small Cutaway Type Vehicles” to First Class Coach Sales, a local Orlando dealer of Turtle Top manufactured vehicles. First Class Coach Sales and Turtle Top meet all pre- and post-award requirements of the Federal Transit Administration (FTA). Additionally, Turtle Top is a manufacturer on the FTA’s approved “Transit Vehicle Manufacturer” list (which ensures Disadvantaged Business Enterprise participation).



The proposed procurement will be for twelve (12) Turtle Top “Odyssey” models (pictured), to be built on Ford chassis with three varying seating capacities on each vehicle (using foldaway seating) of:

## LYNX Board Agenda

- 12 ambulatory and 2 wheelchair customers
- 8 ambulatory and 3 wheelchair customers
- 4 ambulatory and 4 wheelchair customers

This varying capacity ability will allow for maximizing vehicle usage in scheduling and will thereby allow vehicles to operate at a higher productivity level, which will ultimately allow for additional cost savings to LYNX.

The cost breakdown on a per-vehicle basis is as follows:

Ford E450, 22'10" length, 5.4L Gas	\$61,538
Freedman Standard Seats	\$ 1,040
Freedom Foldaway Seats	\$ 3,320
Q'Straint QRTMAX Securement Systems	\$ 2,120
Braun Side Wheelchair Lift	\$ 3,000
Amerex Small Vehicle System (automatic fire suppression)	\$ 15
<b>Total</b>	<b>\$71,033</b>

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

LYNX' DBE program requires that each transit vehicle manufacturer as a condition to bid for or propose on FTA-assisted vehicle procurements must provide certification of compliance with the requirements of the regulations by having an established annual overall percentage goal approved by FTA. LYNX does not establish a specific goal for this project.

### **FISCAL IMPACT:**

LYNX staff included \$960,000 in the FY2013 Capital Budget for the purchase of these twelve (12) paratransit vehicles. The funding for these vehicles will be ninety percent funded with FDOT 5310 grant funds (\$864,000) and ten percent with local funding (\$96,000).

**Action Agenda Item #7.A**

**To:** LYNX Board of Directors

**From:** James McLawhorn  
CHIEF GOVT AFFAIRS OFFICER  
James McLawhorn  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6064

**Item Name:** Adoption of LYNX' 2013 Legislative Priorities

**Date:** 1/31/2013

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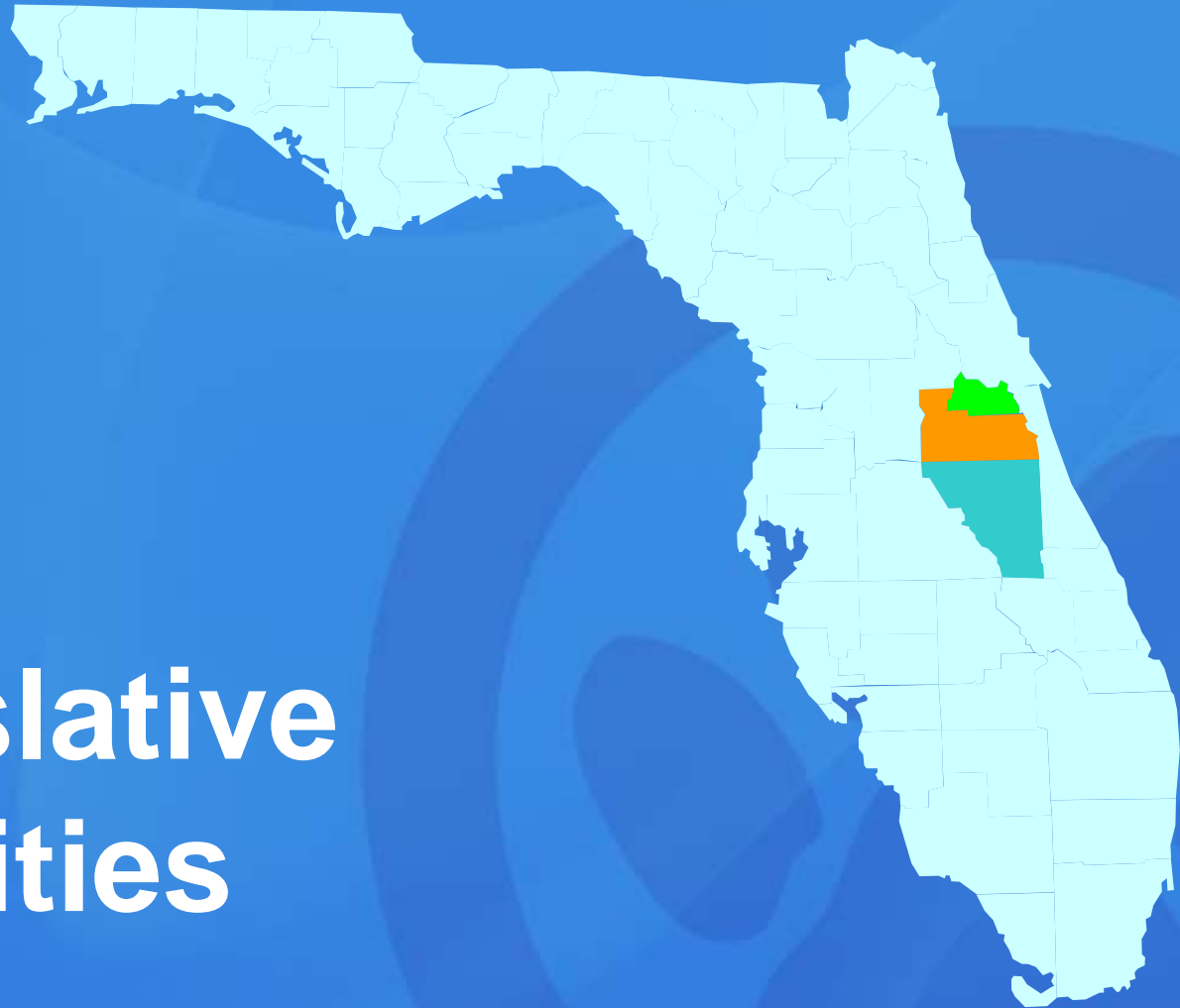
**ACTION REQUESTED:**

Staff is requesting the Board of Directors' to approve the 2013 legislative agenda.



2013

# Legislative Priorities





# Support

## Legislation to enable All Florida Colleges to establish Transportation Access Fees

In 2011, Santa Fe State College passed legislation to allow their student activity and service fees to fund public transportation to their campus.

LYNX supports transportation parity at all state colleges and seeks to expand this transit tool in our region.



# Support

## Local Option Rental Car Surcharge

LYNX Board of Directors supports an additional Local Option Rental Car Surtax which would remain within the region of origin to fund LYNX, SunRail, local roads and bike projects. The surcharge would not apply to the lease or rental of a motor vehicle by a person who owns a vehicle in need of maintenance or repair.

# Support

## Defining RTA's as Critical Infrastructure Facilities

Critical infrastructures are defined as Electrical Grids, Oil and Gas Production and Storage, Water Supplies, First Responder Emergency Services, Banking and Finance, Telecommunication systems, and Government Services.

Public Transportation systems also represent targets for terrorist activities to the traveling public and deserve the same protection for the traveling public.

LYNX Board of Directors support placing multi-jurisdictional RTA's into the definition of Critical infrastructure in keeping with the TSA "see something, say something".

# Support

## The Existing Coordinated System for Access LYNX Para-Transit Service

Medicaid Reform Legislation passed in 2011 shifts non-emergency transportation from Access LYNX to HMOs. Such changes may reduce the State budget, but would increase locally funded costs as a direct result of the federally mandated ADA trips not being offset by the revenue produced by Medicaid trips.

LYNX seeks language that the Agency for Health Care Administration directs HMO's to purchase transportation services through the Community Transportation Coordinator at the rate indicated by the Florida Commission for the Transportation Disadvantaged.



# Support

## Protect Transportation and TD Trust Funds

LYNX supports eliminating diversions of state transportation tax dollars to finance other general purpose governmental functions.

The state gas tax is collected from motorists to improve and maintain transportation in Florida. Diverting these tax dollars away from the Transportation Trust Funds impacts local work plans resulting in the deferral or deletion of transportation and road projects.

# LYNX will continue to

- Monitor transportation-related legislation to ensure transit efforts are not negatively influenced
- Support legislative priorities of partner organizations that are consistent with the direction of the LYNX Board of Directors

**Action Agenda Item #7.B**

**To:** LYNX Board of Directors

**From:** **John Lewis**  
CHIEF EXECUTIVE OFFICER  
**Edward Johnson**  
(Technical Contact)  
**Donna Tefertiller**  
(Technical Contact)  
**Ellisa Darnall**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6017

**Item Name:** Authorization to Enter into a Collective Bargaining Agreement Wage Re-opener with Amalgamated Transit Union (ATU) Local 1749

**Date:** 1/31/2013

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to enter into a collective bargaining agreement wage re-opener with the Amalgamated Transit Union (ATU) 1749 for fiscal year 2013.

**BACKGROUND:**

In 2002, employees who were classified as supervisors within the Operations Department unionized, thereby forming the Amalgamated Transit Union (ATU) Local 1749. The unionization established a three-year collective bargaining agreement that has been re-negotiated three times since its inception. The Union represents thirteen (13) Maintenance Supervisors and thirty-nine (39) Transportation Supervisors.

For Fiscal Year 2012 the monetary change included a wage increase of 2%, effective November 20, 2011 and a wage reopener in years two and three, FY13 and FY14, respectively. Additionally, an effort was made to provide a separation between supervisors and operators and maintenance employees.



On November 9, 2012 Labor Negotiations took place with the negotiating teams consisting of the following:

## **Management**

John Lewis, Chief Executive Officer  
Edward Johnson, General Manager  
Lisa Darnall, Chief Operating Officer  
Blanche Sherman, Director of Finance  
Donna Tefertiller, Director of Human Resources

## **Union**

Scott Penvose, Union President  
Jayne Walker, Financial Secretary

During this meeting the monetary change included a wage increase of 2% for Fiscal Year 2013.

Effective October 1, 2012 the pay rates for Transportation and Maintenance Supervisors shall be:

- Minimum – Transportation \$22.25 per hour and Maintenance \$25.19 per hour.
- Maximum – Transportation \$24.41 per hour and Maintenance \$26.53 per hour

There is a wage reopener in year three.

## **FISCAL IMPACT:**

LYNX staff included funds in the FY2013 Adopted Operating Budget to support the proposed wage increase of 2%.

Action Agenda Item #7.C

**To:** LYNX Board of Directors

**From:** John Lewis  
CHIEF EXECUTIVE OFFICER  
Blanche Sherman  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6017

**Item Name:** Authorization to Adopt LYNX' Reserve Policy

**Date:** 1/31/2013

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' adoption of LYNX' Reserve Policy. A copy of the LYNX Reserve Policy is attached.

**BACKGROUND:**

LYNX reserves are currently utilized on an as-needed basis as approved by the LYNX Board of Directors. In order to formalize this process and appropriately address the establishment and use of reserves, staff presented a proposed Reserve Policy to the Audit Committee for consideration and review on August 9, 2012. LYNX' Reserve Policy is based on sound fiscal principles designed to allow LYNX to maintain continuation of operations in adverse conditions. The LYNX Board realizes that it is essential for governments to maintain adequate levels of reserves to mitigate current and future risks such as revenue shortfalls, emergencies, natural disasters, and unanticipated expenditures. The final policy is being presented to the LYNX Board for approval.

The Reserve Policy is essential to maintain adequate levels of reserves to mitigate current and future risks and is based on sound fiscal principles. LYNX' Reserves will be as follows:

- **Reserves for Operations (Cash Reserves) \$10,000,000 minimum \$20,000,000 maximum**  
LYNX should establish a goal to maintain a reserve of forty-five to sixty days, or fifteen to twenty percent of regular operating expenditures to be used for short term cash flow purposes, or to ensure adequate resources for operating purposes at the beginning of the fiscal year. The cash reserve also helps to protect LYNX in the event it must respond to a natural or man-made disaster. This appropriation may also be considered to fund one-time capital outlay, but shall not be used to support ongoing operating expenses.

- **Reserves for Contingency (Emergencies) \$5,775,942**  
LYNX should establish a goal to maintain a contingency reserve at a not to exceed 5% of the total budget. The contingency is commonly known as the emergency reserve to be used in the case of a major storm or other unforeseen disaster. The contingency reserve may also be used to cover unanticipated expenditures of a non-recurring nature, to meet unexpected immediate increases in service delivery costs, and to temporarily maintain service levels in the event that an economic downturn should cause a shortfall in revenues.
- **Reserves for Capital Funds and Debt Service \$2,000,000 and \$4,300,000**  
In the event that the operating reserve balance exceeds the amount set forth in this policy, the excess will be transferred to Reserves for Capital. The goal will be to fund the future infrastructure. This only pertains to items and/or projects included in the annual capital budget. Debt Service Reserves are subjected to the creation of a very specific reserve amount as a part of the Loan Covenants. Therefore, the amount to be appropriated must adhere to these requirements and will be budgeted, accordingly.
- **Reserves for Self-Insurance Programs \$5,000,000**  
Risk Management should maintain a minimum reserve equal to the 80% to 90% undiscounted confidence level of the annual actuarial study to ensure financial viability for Workers Compensation and General Liability Claims. In addition, should a claim be made against LYNX that is identified subsequent to the actuarial report and prior to the issuance of the Comprehensive Annual Financial Report that is financially material to the fund and highly likely to succeed, additional reserves should be established to provide adequate funds in reserve. Also, LYNX should establish a reserve equals to two months to support unanticipated increase in medical insurance expenses.
- **Reserves for Fuel Stabilization \$1,000,000**  
In 2011, LYNX established a fuel hedging program to curtail some of the extreme volatility experienced in the price of fuel. The hedging program is not meant to “out-guess” the market for fuel, but rather is an attempt to eliminate some of the pricing volatility and provided budget stabilization. This program, combined with establishing a Fuel Stabilization Reserve, will give LYNX, and ultimately our funding partners, some assurance of price and funding stability, as it pertains to the costs of fuel. The reserve will be funded via reserving excess revenues.

The total impact is **\$28,075,942 minimum**, of which approximately \$21,563,352 is funded.

**OBJECTIVE:** To create a Reserve Fund Policy.

**POLICY:** This Reserve Fund Policy applies to reserves of the Central Florida Regional Transportation Authority (“LYNX” or “Authority”).

**RULE:** Administrative Rule 12

**WHEREAS,** the LYNX Board of Directors realize that it is essential for LYNX to maintain adequate levels of reserves to mitigate current and future risks such as revenue shortfalls, natural disasters, unanticipated expenditures, and to ensure stable customer fares; and

**WHEREAS,** LYNX’ reserve policies are based on sound fiscal principles designed to allow LYNX to maintain continuity of operations in adverse conditions while being mindful of our fiduciary responsibility to Federal, State, and local funding partners; and

**WHEREAS,** LYNX realizes that adequate reserve fund balance levels are an essential component of LYNX’ overall financial management strategy and a key factor in external agencies’ measurement of LYNX’ financial strength; and

**WHEREAS,** the Government Finance Officers Association of the United States and Canada (GFOA) recommends a minimum general fund reserve of no less than five to fifteen percent of operating revenues, or no less than one to two months of regular operating expenditures; and

**WHEREAS,** LYNX lies within a central zone susceptible to hurricane and storm damage; and

**WHEREAS,** there exists uncertainty in the economic markets around the world, especially in regards to the cost of fuel, taxes, personnel costs, medical insurance costs, and general inflation; and

**WHEREAS,** LYNX’ facilities and fleet require increasing repair and replacement; and

**WHEREAS,** LYNX wishes to mitigate other forms of uncertainty such as:

- Unanticipated changes in taxes and spending policies of federal, state, and county governments;
- Imposition of mandates by federal, state, and county governments or the courts;
- Financial impacts of labor agreements, particularly those stemming from collective bargaining;
- Financial impacts of workers compensation, general liability, and medical claims;
- Unforeseen increases in energy and fuel costs; and

**WHEREAS**, clarification is needed as to the amounts to be set forth in each reserve fund balance, reserves, stabilization funds, and rainy day funds, are all used interchangeably, thus leading to misinterpretations.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF LYNX, AS FOLLOWS:**

**SECTION 1.** The LYNX Board of Directors hereby establishes the following Reserves Fund Policy, pursuant to this Rule and as set forth below. The use of such reserves must be approved by the LYNX Board of Directors.

**SECTION 2. Enterprise Fund**

The components of the Enterprise Fund Reserves are the following:

1. **Reserves for Operations (Cash Reserves)**

This Reserve Fund should maintain a reserve of forty-five to sixty days of regular operating expenditures, or fifteen to twenty percent of regular operating expenditures, and can be used for short term cash flow purposes, or to ensure adequate resources for operating purposes at the beginning of the LYNX fiscal year. The cash reserve also helps to protect LYNX in the event it must respond to a natural or man-made disaster. This reserve may also be used to fund one-time capital outlay.

2. **Reserves for Contingency (Emergencies)**

This Reserve Fund should maintain a contingency reserve at a not to exceed 5% of the total LYNX annual budget. The contingency is commonly known as the emergency reserve to be used in the case of a major storm or other unforeseen disaster. The contingency reserve may also be use to cover unanticipated expenditures of a non-recurring nature, to meet unexpected immediate increases in service delivery costs, and to temporarily maintain service levels in the event that an economic downturn should cause a shortfall in revenues.

3. **Reserve for Capital Funds and Debt Service**

In the event that the Operating Reserve balance exceeds the amount set forth in this policy, the excess will be transferred to Reserves for Capital. The goal of this Reserve will be to fund future infrastructure that are included in LYNX' annual capital budget. To the extent LYNX is required to maintain any debt service reserves as a part of any loan covenants, this Reserve for Capital could also be used to meet those requirements.

#### 4. **Reserve for Self-Insurance Programs**

##### **A. Workers Compensation and General Liability Claims**

LYNX should maintain, in regard to workers compensation and general liability claims, a reserve equal to 80% to 90% undiscounted confidence level of the annual actuarial study. Risk management programs include workers compensation, bus and auto liability, general liability, and property claims. Due to the nature of workers compensation claims, i.e. extended time frames and uncertainty regarding resolution, the actuary must develop recommended reserves for the fund based on percentage levels of confidence. Because of the inherent risk of catastrophic losses associated with the operation of vehicles, a conservative approach should be taken when establishing the amount of reserves. LYNX holds to the conservative side of the recommendations, 80%. In addition, should a claim be made against LYNX that is identified subsequent to the actuarial report and prior to the issuance of the Comprehensive Annual Financial Report that is financially material to the fund and highly likely to succeed, additional monies should be added to these reserves to provide adequate funds in reserve. Insurance and safety industry best practices will be employed to militate against these risks.

##### **B. Medical Benefit Claims**

Recent history has shown that medical costs for LYNX are escalating at a rate beyond normal growth. The reserve for Medical Benefits Claims should be maintained in accordance with the annual actuarial analysis to ensure financial viability. The State of Florida reserve for self-insured plans is two months (or 16.67%) of projected claims. LYNX should establish a reserve to assist in offsetting the increasing cost of health insurance, with the reserve to be funded via reserving excess revenues to meet the minimum of two months of projected claims. LYNX will procure an actuarial study annually and will take a conservative approach when establishing the amount of reserves required.

#### 5. **Reserves for Fuel Stabilization**

In 2011, LYNX establish a fuel hedging program to curtail some of the extreme volatility experienced in the price of fuel. The hedging program is not meant to “out-guess” the market for fuel, but rather is an attempt to eliminate some of the pricing volatility and provided budget stabilization. In addition to this hedging program, LYNX should establish a Fuel Stabilization Reserve to provide LYNX, and ultimately our funding partners, some assurance of price and funding stability, as it pertains to the costs of fuel. The reserve will be funded via reserving excess revenues and generally be equal to \$1,000,000.

#### 6. **Compensated Absence Reserve**

The liability for Compensated Absences (payments to employees who retire or leave LYNX for accumulated benefits) will be fully funded on a current basis unless deemed

impractical or unavailable for accounting reasons by the Chief Executive Officer or designee.

**7. Replenishment of Reserves Balance**

If the reserves are less than the amounts per this Policy, the Chief Executive Officer or designee shall submit a plan to the Board for expenditure reductions and/or revenue increases. The Board shall review and amend the plan as a part of the annual budget review.

All corresponding calculations and interpretation of calculations of a definitive nature will be determined by the Chief Executive Officer or designee.

The policy will be reviewed internally every three years or when deemed necessary by the Finance Department for the possibility of amendments to be presented to the Board.

**PASSED AND DULY ADOPTED BY THE BOARD OF DIRECTORS OF LYNX,**  
this \_\_\_\_ day of \_\_\_\_\_, 2013.

**BOARD OF DIRECTORS OF LYNX**

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

**ATTEST:**

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

**Action Agenda Item #7.D**

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6100

**Item Name:** **Authorization to Adopt LYNX' Funding Model for Allocation of Costs to Funding Partners in FY2014**

**Date:** 1/31/2013

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' adoption of LYNX' Funding Model to allocate each funding partner's share of the costs of operations beginning with FY2014 and henceforth.

**BACKGROUND:**

Based on discussions with the LYNX Board and County and City staff, LYNX is requesting to resume utilizing its funding model to allocate each jurisdiction's share of the costs of operations in FY2014. Through use of the model, LYNX will be able to properly fund its operation and the costs of service will be appropriately distributed based on service supplied.

An overview is provided below.

**INTRODUCTION**

The purpose of this memo is to provide an overview of the Central Florida Regional Transportation Authority (LYNX) Funding Model developed as a part of the Authority's Annual Operating and Capital Budget Development process.

**LYNX' Funding Model:**

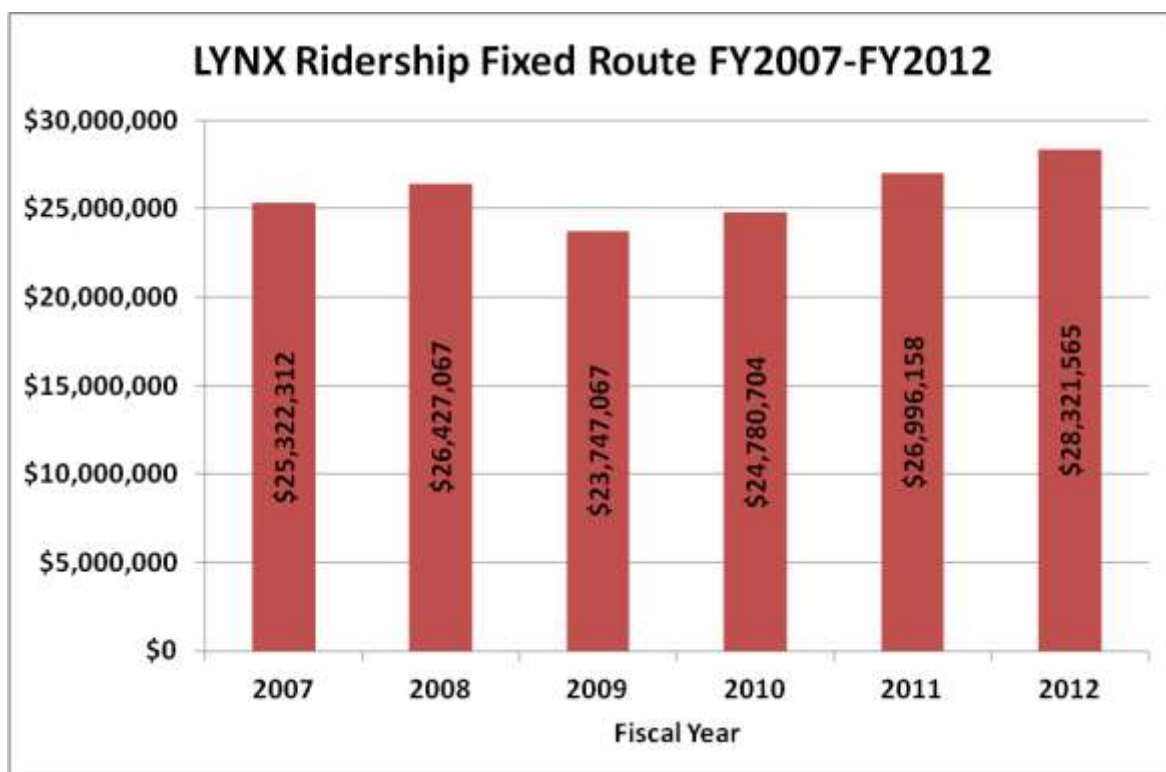
Based on discussions with the LYNX Board of Directors, County and City Commissioners, and staff, LYNX is considering resuming the utilizing of its funding model to allocate each jurisdiction's share of the costs of operations in FY2014. Through use of the model, LYNX will be able to properly fund its operation and the costs of services will be appropriately distributed based on service supplied.



## *Why is the Funding Model Key?*

LYNX' local funding has either decreased or remained constant over the past few years. This is a result of the significant downturn in the economy in 2009. As early as 2008, local governments begin to experience revenue decreases. With the reduced revenue, many local governments had to consider reducing service and staffing levels in 2009. The tri-county area, which includes Orange, Seminole, and Osceola Counties, experienced a decline in the rate of population growth between 2008 and 2009. The stifled economy, combined with increasing unemployment levels, fluctuating gas prices, and themes regarding protecting the environment had more people evaluating their transportation options.

After two years of decline, LYNX' ridership has significantly increased over the past few years. The following chart depicts record increases in FY2010, FY2011, and FY2012:



These record ridership increases have led to new challenges for LYNX. On-time performance and route capacity issues have become more prevalent throughout the system. As a temporary solution, LYNX staff obtained authorization to utilize \$1.6 million of LYNX operating reserves to fund the necessary service changes required to minimize these issues in FY2013. It is expected that the appropriate funding partner will assume this cost in FY2014, if not eliminated by the use of articulated buses or other sustainable means.

The use of LYNX reserves has become a necessity to fund recurring operating expenses instead of a resource for unanticipated expenses. This is not a sustainable position; therefore, LYNX staff has presented a proposed "Reserve Policy" to the LYNX Audit Committee with the expectation of a recommendation to the LYNX Board of Director's for approval in January 2013.

Beginning in May 2011, LYNX staff implemented the use of fuel hedging program to curtail the impact of fuel price fluctuations in an effort to stabilize the fuel budget. This program has been successful over the past two years, and we are anticipating better results in the upcoming fiscal year. LYNX staff was successful in securing fuel hedging contracts for FY2013 as follows:

<i>Percentage</i>	<i>Ultra Low Sulfur Diesel Gallons/Month</i>	<i>Ultra Low Sulfur Diesel Average Price/Gallon</i>	<i>Unleaded 87 Octane Gasoline Gallons/Month</i>	<i>Unleaded 87 Octane Gasoline Average Price/Gallon</i>
25%	70,000	\$3.01		
25%	70,000	\$2.94		
35%	92,000	\$2.73		
50%			42,000	\$2.38
25%			21,000	\$2.38
<b>Total/Average</b>	<b>232,000</b>	<b>\$2.89</b>	<b>63,000</b>	<b>\$2.38</b>

We monitored the fuel prices over the past few months and we have locked in 85% and 75% of our future purchases for diesel and unleaded fuels, respectively for FY2013. The other fifteen and twenty-five percent will continue to fluctuate with the spot market. We will continue to monitor fuel prices over the summer but at the present time we believe this program continues to be beneficial.

As the industry and legislation continues to offer funding for various alternatives for transit, LYNX staff is on the edge of evaluating those options. Currently underway are five major Bus Rapid Transit (BRT) projects and/or Alternative Analysis (AA):

1. LYMMO East West Expansion
2. LYMMO Paramore Expansion
3. LYMMO North South Expansion
4. State Road 50 AA
5. US 192 AA

One other alternative being considered is Compressed Natural Gas (CNG) fuel for future use in the LYNX bus fleet. In addition, LYNX staff is working closely with the Florida Department of Transportation, VOTRAN, and local funding partners to implement a seamless fare collection system and feeder service to support the success of SunRail in 2014.

**MODEL STRUCTURE OVERVIEW**

Annually, LYNX staff estimate operating and capital revenue and expenses based on recent year trends, anticipated needs, direction from local funding partners, and budget assumptions recommended by the LYNX Audit Committee during its January meeting. Net regional expenses are determined by subtracting all federal, state, and LYNX-generated revenue from total expenses.

The LYNX funding model is used to allocate net regional expenses to the three counties in the region (Orange, Osceola and Seminole). Net regional fixed-route expenses are allocated based on vehicle service hours. Net regional paratransit service (ADA, Transportation Disadvantaged (TD), and Medicaid) expenses are allocated based on projected trip levels. Net NeighborLink operating expenses are allocated based on projected revenue hours. Direct fixed-route expenses are allocated to the local jurisdiction based on estimated direct service costs.

The following summarizes the three components within the funding model; operating revenues, operating and maintenance (O&M) costs, and local \$2 capital assessment:

### ***Operating Revenues***

Operating revenues include directly operated revenue, grants, and subsidies. Directly operated revenues consist of the following:

- Customer fares;
- Contract services: includes contracts with local jurisdictions, private funding partners, Florida Department of Transportation (Road Rangers Program) ; and other entities; and
- Non-transportation: includes advertising (on buses, in kind, and at shelters) and other income.

Grants and subsidies include funding from the following federal, state, and local sources:

- Federal: includes funds for operating assistance, preventive maintenance, stimulus funds used for preventive maintenance, and other federal planning assistance including JARC and NFP funding;
- State: includes funds for operating assistance, new service development funding, other state funding; and
- Local: annual contributions from Orange County, Osceola County, Seminole County, City of Orlando, City of St. Cloud, City of Altamonte Springs, City of Sanford, other local jurisdictions, and private funding partners.

### ***Operating Costs***

Based estimated operating expenses and anticipated levels of service, the model distributes costs among various service types including: fixed-route; paratransit; NeighborLink; and direct cost fixed-route. Within each service type, costs are allocated based on annual vehicle hours, vehicle trips, revenue hours, and estimated direct cost using a series of cost factors.

The following table summarizes how costs are allocated to each service type by these factors.

Summary of O&M Cost Allocations

Cost Factors	Net Fixed Route Service Costs	Net Paratransit Service Costs	Net NeighborLink Service Costs	Fixed Route Direct Service Costs
<b>Labor</b>	<b>Allocation Variable Applied</b>			
Union Salaries/Wages	<b>Vehicle Hours</b>	<b>Vehicle Trips</b>	<b>Revenue Hours</b>	<b>Actual Cost</b>
Administrative Salaries/Wages				
Fringe Benefits				
Professional Services				
<b>Materials &amp; supplies</b>				
Fuel				
Lubricants				
Tires & tubes				
Other materials & supplies				
Utilities				
Casualty/Liability cost				
Taxes				
Purchased Transportation				
Miscellaneous expense				

**Local \$2 Capital Assessment**

**Toll Revenue Credits**

As LYNX plans for the outer fiscal years, the uncertainty of toll revenue credit availability leads to contingency planning to ensure the required local match is available to maintain capital needs.

If toll revenue credits are not available, the local match will be needed from LYNX' local resources.

The use of toll-credits have been applied to the non-Federal share match requirement by applying an equal amount of toll credit and therefore allowing a project to be funded with up to 100% federal funds for federally participating costs.

The statutory authority for the use of toll credits was first established in Section 1044 of ISTEA that permitted the use of certain toll revenue expenditures as a credit toward the non-Federal matching share of all programs authorized by ISTEA and Title 23, thus the term "Toll Credit". Section 1111(c) of TEA-21 was incorporated into 23 United States Code (USC) 120(j) toll credit provisions. This provision allows the federal obligation to be increased up to 100 percent of project costs to the extent that credits are available. The toll revenue credit availability and use was continued under SAFETEA-LU and MAP-21.

As of February 8, 2007 each state's toll revenue credit application and maintenance of effort (MOE) determination are to be approved by the Federal Highway Administration (FHWA) Division Administrator.

The amount of credit a state can earn is determined by the amount of toll revenue used for capital expenditures to build or improve public highway facilities. Once a credit amount is appropriately established, this credit will remain available until used by the state. The state is required to track the use of toll credit on a project-by-project basis and report such use to the FHWA on a regular basis.

It is the policy of the FDOT to make available the option to use toll revenue credits, authorized by Title 23 U.S.C. 120(j)(1), to Florida transit systems for use as a soft match on eligible federal transit capital projects. On an annual basis, the State Public Transportation and Modal Administrator are responsible for notifying Florida's transit systems of the availability of toll revenue credits and for approving the use of toll revenue credits on proposed transit capital projects.

Based on the MOE status in June 2011, the FDOT was concerned that toll revenue credit would not be available in FY2013; however, LYNX has included the use of toll revenue credit in the FY2013 budget based on recent indication from FDOT of availability.

It has been estimated that FDOT's MOE would be in compliance with federal standards and the federal obligations of the state would be sufficient to allow the use of toll revenue credit in FY2014, but that has not been confirmed to date. LYNX will continue communication with the FDOT to stay abreast of the availability of toll revenue credit.

Displayed below is a table with LYNX' current and projected annual capital budgets. The table also provides the estimated amount of capital match currently being provided by toll revenue credit. If toll revenue credit is not available, these numbers represent the additional dollars that will be needed locally to support capital purchases. Also shown for informational purposes is the dollar amount of capital related to vehicle needs and the percentage of the overall capital budget these vehicles comprise.

**Capital Needs Analysis**

Description	FY2012*	FY2013*	FY2014	FY2015	FY2016
LYNX Capital Budget	83,313,367	98,306,238	74,289,700	70,443,700	60,127,700
Federal Share	71,925,304	87,883,129	59,431,760	56,354,960	48,102,160
State Share	1,173,291	1,454,091	-	-	-
Local Match	10,214,772	8,969,018	14,857,940	14,088,740	12,025,540
Toll Revenue Credits	6,665,069	7,864,499	5,943,176	5,635,496	4,810,216
Preventative Maintenance	13,000,000	8,794,752	6,794,752	6,794,752	6,794,752
Amount of Capital Related to Vehicles	25,377,278	36,472,034	15,787,000	15,882,000	16,968,000
Percentage of Capital Related to Revenue Vehicles	30%	37%	21%	23%	28%

\*Based on LYNX's actual budget.

**Notes:**

- 1) FY2014 - FY2016 total capital budget based on MetroPlan's Prioritized Project List plus an average level of carryover based on the FY2013 budget.
- 2) FY2014 - FY2016 federal is 80% and local is 20% of total budgeted. Typically, the FDOT does not provide direct match to the federal share, but capital was paid by federal dollars with toll revenue credit match, local for special projects, or reserves as approved by LYNX Board of Directors.
- 3) Toll revenue credit is based on 8% of the total capital budget, consistent with the percentage of actual toll revenue credits applied to the FY11 capital budget.
- 4) Preventative Maintenance is maintained for all fiscal years representing the FY13 budget minus the \$2 million level that LYNX would like to maintain.

**Toll Revenue Credit Calculation Basis**

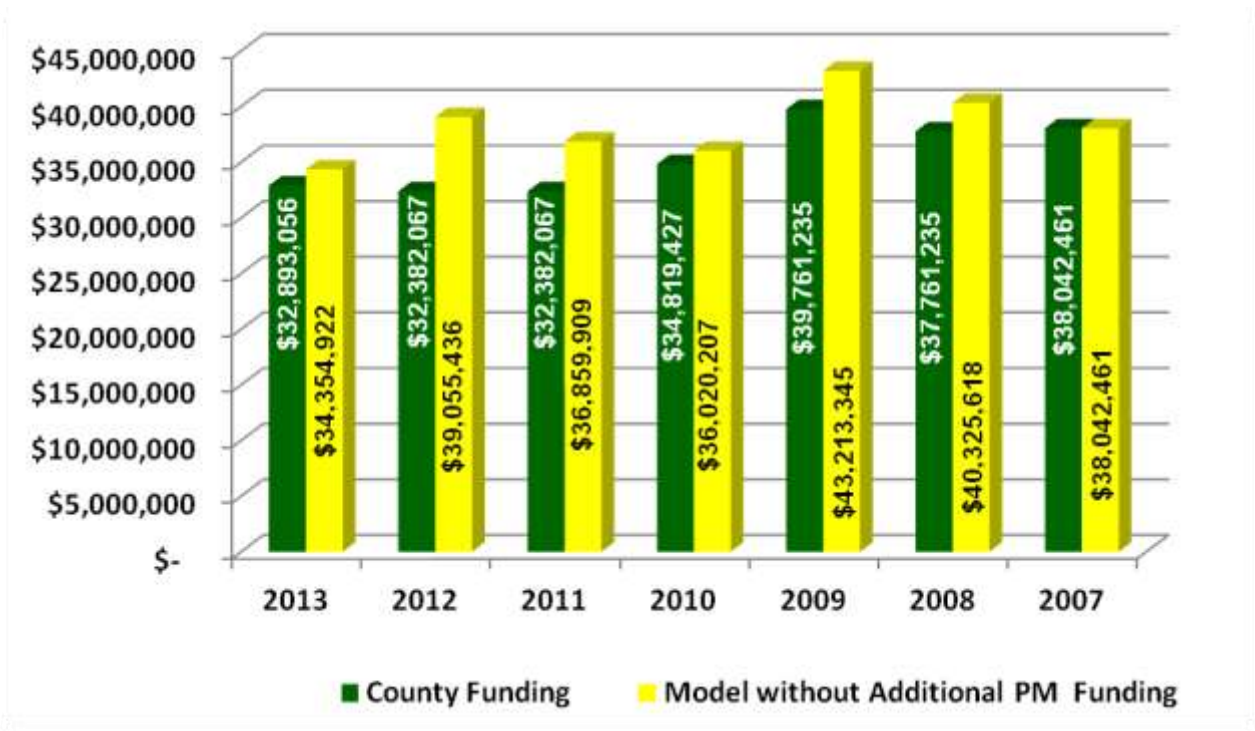
FY2012 Capital Budget	52,663,786
FY2012 Toll Revenue Credits to be applied	10,532,757
% Toll Credit to Budget	20%

Description	Vehicles in Budget				
	FY12	FY13	FY14*	FY15*	FY16*
Bus	53	72	42	51	39
Paratransit & NL	59	92	8	8	28
Vanpool	30	76	22	22	17
Support Vehicles	5	6	0	0	0
<b>Total</b>	<b>147</b>	<b>246</b>	<b>72</b>	<b>81</b>	<b>84</b>
Replacement Vehicles	21	17	10	22	22

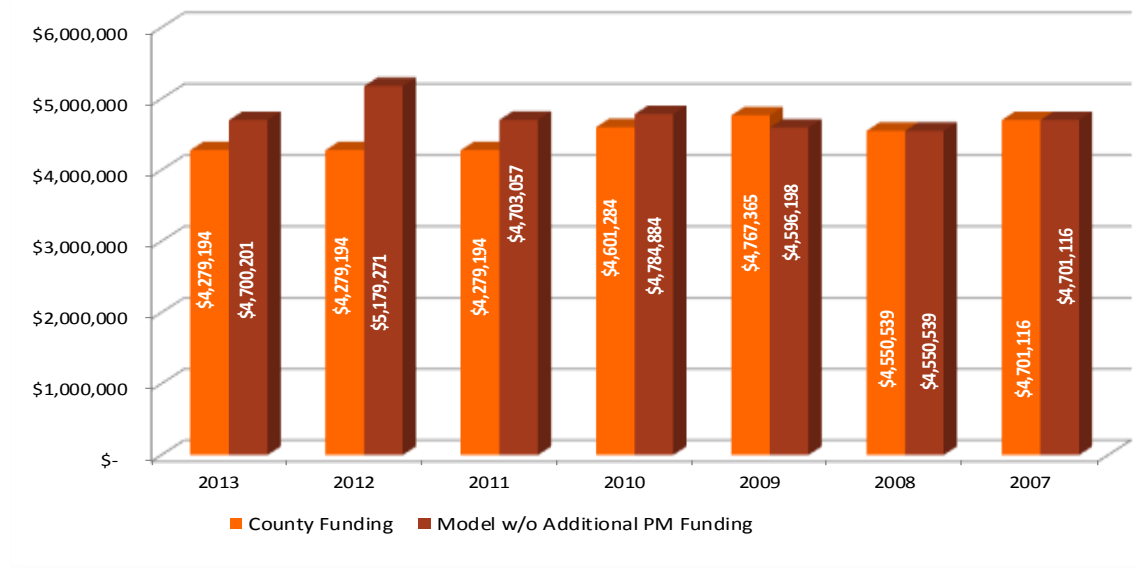
\*These amounts are estimated.

FUNDING TRENDS

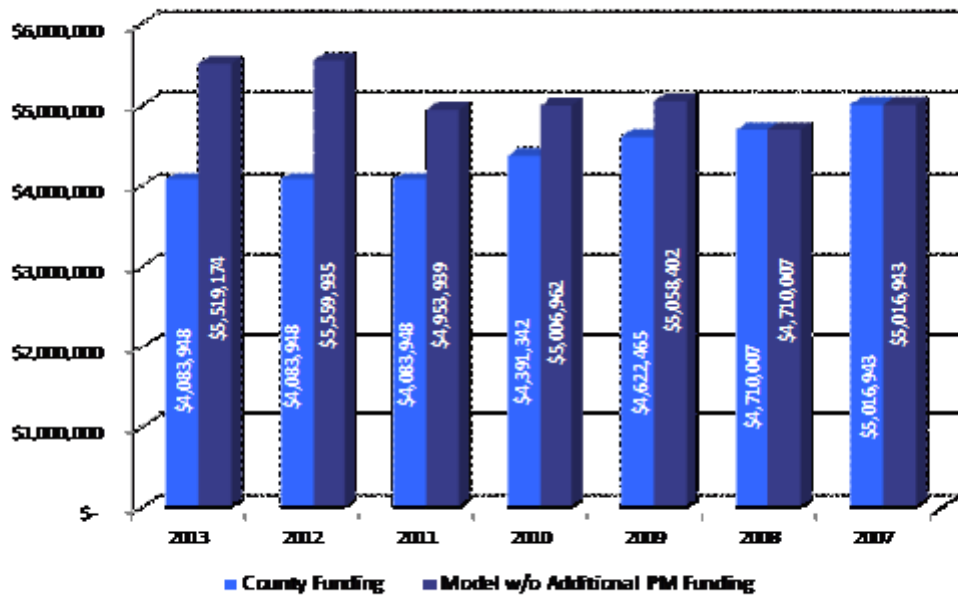
Orange County Funding Trend



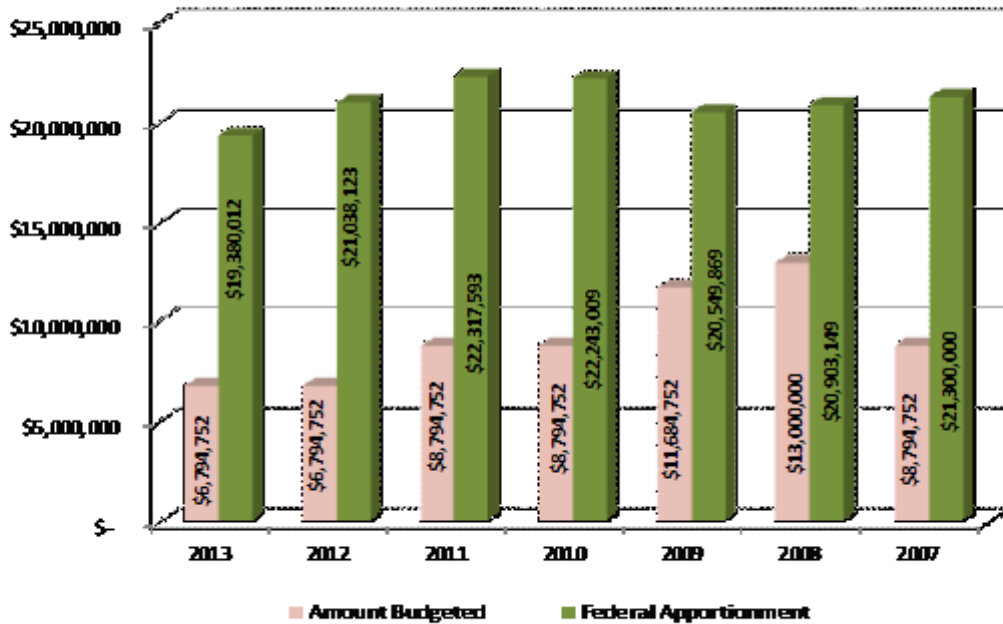
Osceola County Funding Trend



### Seminole County Funding Trend



### Federal Preventative Maintenance Funding Trends





## LYNX Board Agenda

### **FY2007:**

- FY2007 is considered the “Model Year” for LYNX, which was after the completion of the Sharon Green’s evaluation and acceptance of LYNX Funding Model.
- The Authority’s funding partners paid in accordance with the LYNX Funding Model, resulting in record increases.
- Orange, Osceola, and Seminole counties’ funding increased by 30%, 10%, and 20%, respectively.
- The funding increases provided for improvements in on-time performance, a lease for twenty-one (21) buses, 2% maintenance of service cost, new routes, the successful opening of LYNX Operation Center (LOC), union and administrative salary Increases, and the new paratransit contract increases.

### **FY2008:**

- In FY2008, concerns of the “Property Tax Reform” were prevalent among LYNX’ funding partners, therefore the Authority was faced with a budgetary shortfall in the amount of \$2.6 million.
- The shortfall was supported with LYNX’ reserves with the expectations of implementing various service efficiencies that actually occurred in FY2009.
- Other measures implemented to balance the budget included a fare increase in January of 2008.
- Although, Seminole County eliminated Link 33 in that year, Osceola County added services.

### **FY2009:**

- In FY2009, the impact of the “Property Tax Reform” was significant. LYNX was faced with a \$9.3 million shortfall in the preliminary stages of budget development.
- Although the funding partners increased their funding by 5.3%, several initiatives were implemented to reduce the deficit and balance the budget:
  - ✓ \$2 million in additional fuel savings
  - ✓ \$1 million in another fare increase for January 2009
  - ✓ \$2 million from Orange County to match the fare increase and other operating expenses
  - ✓ \$2 additional preventative maintenance funding
  - ✓ \$.8 million in services efficiencies, totaling \$3.4 million for FY2008 and FY2009
  - ✓ \$1.7 million from reserves.

## **FY2010:**

- The Authority's local funding partners decreased their funding by \$5.7 million dollars from FY2009 levels, due to various budget constraints. However, the Authority implemented operating efficiencies, including staff reductions and utilized \$1.9 in Federal stimulus funds to minimize the impact of funding reductions.
- Customer fares increased by \$.9 million due to an increase in ridership by 4.48% and the annualized impact of the January 2009 fare increase.

## **FY2011:**

- The Authority's local funding partners decreased their funding by 7%, \$3.6 million dollars from FY2010 levels, due to various budget constraints.
- The Authority continued to implement operating efficiencies and utilized \$5.9 million of Federal stimulus funds and \$1.4 million additional Federal 5307 funds to minimize the impact of funding reductions and increasing expenses.
- The price of fuel significantly increased in FY2011, resulting in a \$4.5 million dollar increase in fuel expenses compared to FY2010.
- Customer fares increased by \$3.7 million primarily due to an increase in ridership of 9%. As in previous years, rising gas prices translate into higher ridership.

## **FY2012:**

- The Authority's local funding partners provided status quo funding, due to various budget constraints.
- The Authority continued to implement operating efficiencies and utilized \$6.2 in additional Federal 5307 funds for preventative maintenance to balance the budget.
- In addition, \$2.8 million dollar in reserves was used to balance the budget deficit.

Fiscal Year 2013 Funding Model Results

LYNX FY2013 Preliminary Funding Model			
	Orange County	Osceola County	Seminole County
<i>Model w/o Additional PM</i>	\$ 34,354,922	\$ 4,700,201	\$ 5,519,174
21 Bus Lease	(1,005,094)	-	-
OTP & Route Capacity	675,118	785,274	139,421
Link 111	<u>690,000</u>	<u>-</u>	<u>-</u>
Total Operating Per Model	\$ 34,714,946	\$ 5,485,475	\$ 5,658,595
FY2013 Proposed Funding	<u>(33,583,056)</u>	<u>(4,279,194)</u>	<u>(4,083,948)</u>
<b>Operating Variance</b>	\$ 1,131,890 <b>3.4%</b>	\$ 1,206,281 <b>28.2%</b>	\$ 1,574,647 <b>38.6%</b>
Plus: \$2 Capital per Model	<u>1,648,276</u>	<u>171,440</u>	<u>173,594</u>
<b>Estimated Funding Increase</b>	<u>\$ 2,780,166</u> <b>8.3%</b>	<u>\$ 1,377,721</u> <b>32.2%</b>	<u>\$ 1,748,241</u> <b>42.8%</b>

**FY2013:**

- The Authority's local funding partners provided status quo funding in FY2013, except Orange County who provided a 4% increase over their FY2012 funding to maintain current service levels.
- For the fifth year, the Authority continued to implement operating efficiencies and utilized \$2.0 million in additional Federal 5307 funds for preventative maintenance expenses to balance the budget.
- In addition, \$1.3 million dollar in reserves was used to balance the budget deficit.
- Also, the LYNX Board of Directors authorized the one-time use of reserves in the amount of \$1.6 million dollars to improve on-time performance and capacity issues for various routes.

## CONCLUSION

Overall, LYNX cannot sustain the ongoing use of reserves and the shifting of capital dollars to fund operating expenses and balance the operating budget. LYNX reserves are needed to maintain the continuation of operations in adverse conditions. The LYNX Board realizes that it is essential for governments to maintain adequate levels of reserves to mitigate current and future risks such as revenue shortfalls, emergencies, natural disasters, and unanticipated expenditures. The excessive use of capital dollars to support operating expenses will have an adverse impact on future capital improvements needed to maintain and grow the system.

## OPTIONS, IF FUNDING MODEL NOT IMPLEMENTED

- Fare Increase, which will make LYNX the highest in Florida
- Service Reductions
- Continued use of Reserves to balance the budget
- Other Funding Sources (Dedicated Funding)
- Continue to Shift Capital Dollars to Operating, that impacts the capital needs for:
  1. Bus Replacement
  2. Bus Expansion
  3. Satellite Facilities
  4. Service Expansion
  5. SunRail
- Impacts on the Quality of Service, such on-time performance and capacity issues.

## TIMELINE:

LYNX Funding Model Presentations and Discussions	Date
Board of Directors Strategic Planning Retreat	April 12, 2012
LYNX Audit Committee	September 12, 2012
Orange County Staff	October 3, 2012
Seminole County Staff	October 16, 2012
Osceola County Staff	October 17, 2012
City of Orlando Staff	October 23, 2012
Seminole County Board of County Commissioners	November 13, 2012
LYNX Audit Committee Follow-up	November 8, 2012
Board of Directors – Authorization to Adopt LYNX Funding Model, effective FY2014 Budget	January 31, 2013

**Action Agenda Item #7.E**

**To:** LYNX Board of Directors

**From:** Edward Johnson  
GENERAL MANAGER  
Edward Johnson  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6058

**Item Name:** Approval of the Chief Executive Officer's (CEO) Annual Review

**Date:** 1/31/2013

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**ACTION REQUESTED:**

Patrick Christiansen, LYNX' General Counsel, will lead a discussion of the Chief Executive Officer's (CEO) annual review by LYNX' Board of Directors. Chairman Buddy Dyer will summarize the review of the CEO and any proposed action.

**BACKGROUND:**

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 Fiscal Year 2013 performance review.

**Action Agenda Item #7.F**

**To:** LYNX Board of Directors

**From:** John Lewis  
CHIEF EXECUTIVE OFFICER  
Edward Johnson  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6017

**Item Name:** Adoption of Resolution #13-002 Appointing a LYNX Board of Directors' Representative on the MetroPlan Orlando Board of Directors

**Date:** 1/31/2013

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors appoint an Agency representative on the MetroPlan Orlando Board of Directors and adopt Central Florida Regional Transportation Authority (d/b/a LYNX) Resolution No. 13-002 arising from the resignation of Osceola County Commissioner, Brandon Arrington, from LYNX' Board of Directors.

**CFRTA RESOLUTION NO. 13-002**

**RESOLUTION OF THE CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY (d/b/a/ LYNX) APPOINTING  
\_\_\_\_\_ 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, Brandon Arrington, has served as LYNX' representative on the MetroPlan Orlando Board of Directors; and

**WHEREAS**, Commissioner Brandon Arrington has resigned his position on LYNX' Board of Directors, effective December 7, 2012, and as a result can no longer represent LYNX on the MetroPlan Orlando Board of Directors; and

**WHEREAS**, \_\_\_\_\_ has extensive knowledge of transportation issues in Central Florida.

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

1. \_\_\_\_\_ 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. \_\_\_\_\_ 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.

**APPROVED AND ADOPTED** this 31<sup>st</sup> day of January, 2013 by the Governing Board of the Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY

By: Governing Board

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Chairman

ATTEST:

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Assistant Secretary



**Action Agenda Item #7.G**

**To:** LYNX Board of Directors

**From:** John Lewis  
CHIEF EXECUTIVE OFFICER  
Edward Johnson  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6017

**Item Name:** Election of the FY2013 Board of Directors' Vice-Chairman Arising from the Resignation of Osceola County Commissioner, Brandon Arrington

**Date:** 1/31/2013

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**ACTION REQUESTED:**

Patrick Christiansen, LYNX' General Counsel, will lead a discussion of the Board of Directors for the election of Vice-Chairman arising from the resignation of Osceola County Commissioner, Brandon Arrington.

The position shall exercise such powers and duties empowered within it as noted in Section 2.2 of Administrative Rule #2 – Board Governance (bylaws).

**Monthly Report A: Financial Reports**

**To:** LYNX Board of Directors

**From:** Blanche Sherman  
-DIRECTOR OF FINANCE  
Starlin Rolle  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6100

**Item Name:** Monthly Financial Reports - December 31, 2012

**Date:** 1/31/2013

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Please find attached the monthly financial report for the three months ending December 31, 2012. LYNX' Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the three months ending December 31, 2012 reflect total revenue earned in the amount of \$27,790,211 and total expenses incurred in the amount of \$27,626,917 resulting in a net operating profit of \$163,294.

- Fixed route, Vanpool, and NeighborLink services resulted in an operating profit of \$47,760 for the three months of the fiscal year.
- Paratransit services resulted in an operating profit of \$115,534 for the three months of the fiscal year.

**Fixed Route Operations:**

The year-to-date Operating Revenues are higher than the budget at 105%. Customer fares are at 112% of the budgeted amount year-to-date, and are 107% above the budget amount for the month of December. LYNX' ridership continues to increase into the new fiscal year. Ridership is up by 3.8% year-over-year as of December 31, 2012. If this trend continues, LYNX' ridership will reflect a greater increase for the new fiscal year.

LYNX has experienced a significant increase in advertising revenue for the month of December 2012 and year-to-date is higher than anticipated. Actual revenues through December 2012 for advertising on buses, shelters, and in-kind (trade) transactions are \$329,831, \$732, 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 December 2012, LYNX in ninety-one percent (91%) of the total monthly purchases, resulting in cap (LYNX locked) prices higher than the future (float) prices. At this time, LYNX is 7% above the budget year-to-date, which is primarily due to a higher than anticipated fuel consumption for

## LYNX Board Agenda

LYNX' services. In the month of December, LYNX paid an average price of \$3.08 (net) per gallon for diesel fuel and \$3.11 (net) per gallon for bio-diesel, less fuel hedging gains which is lower than the budgeted price of \$3.17 (net). The national diesel fuel price for the month of December 2012 was \$3.63 (net), which is an indication of potential increases in the price of fuel for LYNX throughout the year. LYNX is currently \$76,734 under the budget for the fiscal year.

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, and less vacation, sick, and holiday pay than anticipated as of December 31, 2012. In addition, expenses related to materials and supplies, security and contact maintenance services, leases, and other miscellaneous expenses are less than budgeted.

Professional services related to various planning projects and other training grant programs are also less than anticipated. Casualty and liability insurance expenses are under budget due to the timing of the settlement of several outstanding claims anticipated for the year.

### **Paratransit Operations:**

The operating profit from Paratransit operations is related to less trips and taxi services than anticipated as of December 2012. However, the price of unleaded fuel for the month is higher than the budgeted and the consumption of unleaded fuel is higher than anticipated as of December 2012 due to the increase in revenue hours. During the month of December 2012, LYNX in seventy-two percent (72%) 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 \$2.93 (net) per gallon in the FY2013 budget. LYNX is currently paying \$2.55 (net) per gallon. The national unleaded fuel price for the month of December 2012 was \$3.06 (net). This is an indication of an anticipated increase in the price of fuel for LYNX throughout the year. Also, the year-to-date purchased transportation costs are higher than the amounts budgeted due to higher trip costs. An analysis follows:

<b>ACCESS LYNX</b>			
<b>FY2013</b>	<b>Trips (Year-to-Date)</b>	<b>Blended Trip Rate</b>	<b>Costs</b>
<b>Actual (with est.)</b>	<b>174,467</b>	<b>\$27.72</b>	<b>\$4,835,374</b>
<b>Budget (rounding)</b>	<b>171,975</b>	<b>\$24.59</b>	<b>\$4,228,962</b>
<b>Excess Trips/Costs</b>	<b>2,492</b>	<b>\$ 3.13</b>	<b>\$ 606,412</b>

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH OF DECEMBER 2012 AND THE THREE MONTHS ENDED DECEMBER 31, 2012**  
**(UNAUDITED)**

	Year to Date			Month of December		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 6,625,653	\$ 7,364,063	111%	\$ 2,208,551	\$ 2,355,900	107%
Contract Services:						
Local Financial Assistance	2,074,401	1,822,930	88%	691,467	618,405	89%
Other Contractual Services	2,199,975	2,321,432	106%	733,325	761,411	104%
Advertising	381,249	330,564	87%	127,083	65,239	51%
Other Operating Income	104,124	95,283	92%	34,708	17,842	51%
Total Operating Revenues	<u>11,385,402</u>	<u>11,934,272</u>	105%	<u>3,795,134</u>	<u>3,818,797</u>	101%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	187,500	187,500	100%	62,500	62,500	100%
State of Florida	2,357,649	2,337,417	99%	785,883	779,139	99%
Local	9,830,277	9,527,021	97%	3,276,759	3,173,677	97%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	4,102,689	3,484,372	85%	1,367,563	1,258,439	92%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	299,001	303,000	101%	99,667	101,000	101%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	37,500	16,629	44%	12,500	5,567	45%
Gain / (Loss) on Sale of Assets	-	-	N/A	-	-	N/A
Total Nonoperating Revenues	<u>16,814,616</u>	<u>15,855,939</u>	94%	<u>5,604,872</u>	<u>5,380,322</u>	96%
Total Revenues	<u>28,200,018</u>	<u>27,790,211</u>	99%	<u>9,400,006</u>	<u>9,199,119</u>	98%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	10,139,493	9,783,427	96%	3,379,831	2,969,399	88%
Fringe Benefits	5,835,045	5,476,040	94%	1,945,015	2,274,671	117%
Purchased Transportation Services	4,553,910	5,159,230	113%	1,517,970	1,545,445	102%
Fuel	4,045,107	3,930,208	97%	1,348,369	1,252,164	93%
Other Materials and Supplies	1,448,430	1,518,998	105%	482,810	524,640	109%
Professional Services	642,873	87,158	14%	214,291	43,446	20%
Other Services	1,086,735	673,161	62%	362,245	279,474	77%
Lease and Miscellaneous Expenses	201,513	150,270	75%	67,171	33,313	50%
Casualty and Liability Insurance	447,870	308,054	69%	149,290	112,831	76%
Utilities	337,527	302,438	90%	112,509	106,981	95%
Taxes and Licenses	107,544	189,304	176%	35,848	45,391	127%
Interest Expense	33,663	48,629	144%	11,221	15,734	140%
Total Operating Expenses	<u>28,879,710</u>	<u>27,626,917</u>	96%	<u>9,626,570</u>	<u>9,203,489</u>	96%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (679,692)</u>	<u>\$ 163,294</u>	N/A	<u>\$ (226,564)</u>	<u>\$ (4,370)</u>	2%

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**FIXED-ROUTE, VANPOOL AND PICK-UP LINE SEGMENT**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH OF DECEMBER 2011 AND THE THREE MONTHS ENDED DECEMBER 31, 2011**  
**(UNAUDITED)**

	Year to Date			Month of December		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 6,218,619	\$ 6,938,589	112%	\$ 2,072,873	\$ 2,224,070	107%
Contract Services:						
Local Financial Assistance	2,074,401	1,822,930	88%	691,467	618,405	89%
Other Contractual Services	94,104	122,918	131%	31,368	40,631	130%
Advertising	381,249	330,564	87%	127,083	65,239	51%
Other Income	104,124	95,283	92%	34,708	17,842	51%
Total Operating Revenues	<u>8,872,497</u>	<u>9,310,284</u>	105%	<u>2,957,499</u>	<u>2,966,187</u>	100%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	187,500	187,500	100%	62,500	62,500	100%
State of Florida	2,357,649	2,337,417	99%	785,883	779,139	99%
Local	7,107,744	6,807,488	96%	2,369,248	2,269,166	96%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	3,652,689	3,034,372	83%	1,217,563	1,108,439	91%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	299,001	303,000	101%	99,667	101,000	101%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	37,500	16,629	44%	12,500	5,567	45%
Gain / (Loss) on the Sale of Assets	-	-	0%	-	-	0%
Total Nonoperating Revenues	<u>13,642,083</u>	<u>12,686,406</u>	93%	<u>4,547,361</u>	<u>4,325,811</u>	95%
Total Revenues	<u>22,514,580</u>	<u>21,996,690</u>	98%	<u>7,504,860</u>	<u>7,291,998</u>	97%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	10,050,450	9,685,268	96%	3,350,150	2,942,832	88%
Fringe Benefits	5,778,714	5,416,946	94%	1,926,238	2,251,739	117%
Purchased Transportation Services	324,948	323,856	100%	108,316	105,665	98%
Fuel	3,354,936	3,278,202	98%	1,118,312	1,053,345	94%
Other Materials and Supplies	1,441,770	1,515,689	105%	480,590	524,519	109%
Professional Services	590,199	86,923	15%	196,733	43,446	22%
Other Services	1,037,367	673,161	65%	345,789	279,474	81%
Lease and Miscellaneous Expenses	199,281	147,541	74%	66,427	33,293	50%
Casualty and Liability Insurance	447,870	308,054	69%	149,290	112,831	76%
Utilities	322,581	292,342	91%	107,527	104,125	97%
Taxes and Licenses	96,495	172,319	179%	32,165	41,671	130%
Interest Expense	33,663	48,629	144%	11,221	15,734	140%
Total Operating Expenses	<u>23,678,274</u>	<u>21,948,930</u>	93%	<u>7,892,758</u>	<u>7,508,674</u>	95%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (1,163,694)</u>	<u>\$ 47,760</u>	N/A	<u>\$ (387,898)</u>	<u>\$ (216,676)</u>	56%

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**PARATRANSIT SEGMENT**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH OF DECEMBER 2012 AND THE THREE MONTHS ENDED DECEMBER 31, 2012**  
**(UNAUDITED)**

	Year to Date			Month of December		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 407,034	\$ 425,474	105%	\$ 135,678	\$ 131,830	97%
Contract Services:						
Local Financial Assistance	-	-	0%	-	-	0%
Other Contractual Services	2,105,871	2,198,514	104%	701,957	720,780	103%
Advertising	-	-	0%	-	-	0%
Other Operating Income	-	-	0%	-	-	0%
Total Operating Revenues	<u>2,512,905</u>	<u>2,623,988</u>	104%	<u>837,635</u>	<u>852,610</u>	102%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	-	-	0%	-	-	0%
State of Florida	-	-	0%	-	-	0%
Local	2,722,533	2,719,533	100%	907,511	904,511	100%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	450,000	450,000	100%	150,000	150,000	100%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	-	-	0%	-	-	0%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	-	-	0%	-	-	0%
Gain / (Loss) on the Sale of Assets	-	-	0%	-	-	0%
Total Nonoperating Revenues	<u>3,172,533</u>	<u>3,169,533</u>	100%	<u>1,057,511</u>	<u>1,054,511</u>	100%
Fund Balance	-	-	0%	-	-	0%
Total Revenues	<u>5,685,438</u>	<u>5,793,521</u>	102%	<u>1,895,146</u>	<u>1,907,121</u>	101%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	89,043	98,159	110%	29,681	26,567	90%
Fringe Benefits	56,331	59,094	105%	18,777	22,932	122%
Purchased Transportation Services	4,228,962	4,835,374	114%	1,409,654	1,439,780	102%
Fuel	690,171	652,006	94%	230,057	198,819	86%
Other Materials and Supplies	6,660	3,309	50%	2,220	121	5%
Professional Services	52,674	235	0%	17,558	-	N/A
Other Services	49,368	-	N/A	16,456	N/A	N/A
Lease and Miscellaneous Expenses	2,232	2,729	122%	744	20	3%
Casualty and Liability Insurance	-	-	0%	-	-	0%
Utilities	14,946	10,096	68%	4,982	2,856	57%
Taxes and Licenses	11,049	16,985	154%	3,683	3,720	101%
Interest Expense	-	-	0%	-	-	0%
Total Operating Expenses	<u>5,201,436</u>	<u>5,677,987</u>	109%	<u>1,733,812</u>	<u>1,694,815</u>	98%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ 484,002</u>	<u>\$ 115,534</u>	24%	<u>\$ 161,334</u>	<u>\$ 212,306</u>	132%

**Monthly Report B: Financial Reports**

**To:** LYNX Board of Directors

**From:** Blanche Sherman  
-DIRECTOR OF FINANCE  
Starlin Rolle  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6100

**Item Name:** Monthly Financial Reports - November 30, 2012

**Date:** 1/31/2013

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Please find attached the monthly financial report for the two months ending November 30, 2012. LYNX' Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the two months ending November 30, 2012 reflect total revenue earned in the amount of \$18,591,092 and total expenses incurred in the amount of \$18,423,428 resulting in a net operating profit of \$167,664.

- Fixed route, Vanpool, and NeighborLink services resulted in an operating profit of \$264,436 for the two months of the fiscal year.
- Paratransit services resulted in an operating loss of \$(96,772) for the two months of the fiscal year.

**Fixed Route Operations:**

The year-to-date Operating Revenues are higher than the budget at 107%. Customer fares are at 114% of the budgeted amount year-to-date, and are 105% above the budget amount for the month of November. LYNX' ridership continues to increase into the new fiscal year. Ridership is up by 5.6% year-over-year as of November 30, 2012. If this trend continues, LYNX' ridership will reflect a greater increase for the new fiscal year.

LYNX has experienced a significant increase in advertising revenue for the month of November 2012 and year-to-date is higher than anticipated. Actual revenues through November 2012 for advertising on buses, shelters, and in-kind (trade) transactions are \$264,831, \$493, 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 November 2012, LYNX in one hundred and four percent (104%) of the total monthly purchases, resulting in cap (LYNX locked) prices higher than the future (float) prices. At this time, LYNX is 7% above the budget year-to-date, which is primarily due to a higher than anticipated fuel consumption for LYNX' services. In the month of November, LYNX paid an average price of \$3.12 (net) per

gallon for diesel fuel and \$3.08(net) per gallon for bio-diesel, less fuel hedging gains which is lower than the budgeted price of \$3.17 (net). The national diesel fuel price for the month of November 2012 was \$3.67 (net), which is an indication of potential increases in the price of fuel for LYNX throughout the year. LYNX is currently \$11,767 under the budget for the fiscal year.

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, and less vacation, sick, and holiday pay than anticipated as of November 30, 2012. In addition, expenses related to materials and supplies, security and contact maintenance services, leases, and other miscellaneous expenses are less than budgeted.

Professional services related to various planning projects and other training grant programs are also less than anticipated. Casualty and liability insurance expenses are under budget due to the timing of the settlement of several outstanding claims anticipated for the year.

**Paratransit Operations:**

The operating profit from Paratransit operations is related to less trips and taxi services than anticipated as of November 2012. However, the price of unleaded fuel for the month is higher than the budgeted and the consumption of unleaded fuel is higher than anticipated as of November 2012 due to the increase in revenue hours. During the month of November 2012, LYNX in sixty-four percent (64%) 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 \$2.93 (net) per gallon in the FY2013 budget. LYNX is currently paying \$2.60 (net) per gallon. The national unleaded fuel price for the month of November 2012 was \$3.20 (net). This is an indication of an anticipated increase in the price of fuel for LYNX throughout the year. Also, the year-to-date purchased transportation costs are higher than the amounts budgeted due to higher trip costs. An analysis follows:

ACCESS LYNX			
FY2013	Trips (Year-to-Date)	Blended Trip Rate	Costs
<b>Actual (with est.)</b>	<b>130,038</b>	<b>\$26.11</b>	<b>\$3,395,594</b>
<b>Budget (rounding)</b>	<b>114,650</b>	<b>\$24.59</b>	<b>\$2,819,308</b>
<b>Excess Trips/Costs</b>	<b>15,388</b>	<b>\$ 1.52</b>	<b>\$ 576,286</b>



**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH OF NOVEMBER 2012 AND THE TWO MONTHS ENDED NOVEMBER 30, 2012**  
**(UNAUDITED)**

	Year to Date			Month of November		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 4,417,102	\$ 5,008,163	113%	\$ 2,208,551	\$ 2,323,060	105%
Contract Services:						
Local Financial Assistance	1,382,934	1,204,525	87%	691,467	620,974	90%
Other Contractual Services	1,466,650	1,560,021	106%	733,325	781,100	107%
Advertising	254,166	265,325	104%	127,083	200,262	158%
Other Operating Income	69,416	77,441	112%	34,708	19,954	57%
Total Operating Revenues	<u>7,590,268</u>	<u>8,115,475</u>	107%	<u>3,795,134</u>	<u>3,945,350</u>	104%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	125,000	125,000	100%	62,500	62,500	100%
State of Florida	1,571,766	1,558,278	99%	785,883	779,139	99%
Local	6,553,518	6,353,344	97%	3,276,759	3,176,672	97%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	2,735,126	2,225,933	81%	1,367,563	1,103,967	81%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	199,334	202,000	101%	99,667	101,000	101%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	25,000	11,062	44%	12,500	5,470	44%
Gain / (Loss) on Sale of Assets	-	-	0%	-	-	0%
Total Nonoperating Revenues	<u>11,209,744</u>	<u>10,475,617</u>	93%	<u>5,604,872</u>	<u>5,228,748</u>	93%
Total Revenues	<u>18,800,012</u>	<u>18,591,092</u>	99%	<u>9,400,006</u>	<u>9,174,098</u>	98%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	6,759,662	6,814,028	101%	3,379,831	3,614,430	107%
Fringe Benefits	3,890,030	3,201,369	82%	1,945,015	1,714,990	88%
Purchased Transportation Services	3,035,940	3,613,785	119%	1,517,970	1,929,446	127%
Fuel	2,696,738	2,678,044	99%	1,348,369	1,223,491	91%
Other Materials and Supplies	965,620	994,358	103%	482,810	484,385	100%
Professional Services	428,582	43,712	10%	214,291	36,565	17%
Other Services	724,490	393,687	54%	362,245	200,497	55%
Lease and Miscellaneous Expenses	134,342	116,957	87%	67,171	63,403	94%
Casualty and Liability Insurance	298,580	195,223	65%	149,290	111,703	75%
Utilities	225,018	195,457	87%	112,509	103,412	92%
Taxes and Licenses	71,696	143,913	201%	35,848	89,028	248%
Interest Expense	22,442	32,895	147%	11,221	16,170	144%
Total Operating Expenses	<u>19,253,140</u>	<u>18,423,428</u>	96%	<u>9,626,570</u>	<u>9,587,520</u>	100%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (453,128)</u>	<u>\$ 167,664</u>	N/A	<u>\$ (226,564)</u>	<u>\$ (413,422)</u>	N/A

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**FIXED-ROUTE, VANPOOL AND PICK-UP LINE SEGMENT**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH OF NOVEMBER 2012 AND THE TWO MONTHS ENDED NOVEMBER 30, 2012**  
**(UNAUDITED)**

	Year to Date			Month of November		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 4,145,746	\$ 4,714,519	114%	\$ 2,072,873	\$ 2,174,221	105%
Contract Services:						
Local Financial Assistance	1,382,934	1,204,525	87%	691,467	620,974	90%
Other Contractual Services	62,736	82,287	131%	31,368	46,402	148%
Advertising	254,166	265,325	104%	127,083	200,262	158%
Other Income	69,416	77,441	112%	34,708	19,954	57%
Total Operating Revenues	<u>5,914,998</u>	<u>6,344,097</u>	107%	<u>2,957,499</u>	<u>3,061,813</u>	104%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	125,000	125,000	100%	62,500	62,500	100%
State of Florida	1,571,766	1,558,278	99%	785,883	779,139	99%
Local	4,738,496	4,538,322	96%	2,369,248	2,269,161	96%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	2,435,126	1,925,933	79%	1,217,563	953,967	78%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	199,334	202,000	101%	99,667	101,000	101%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	25,000	11,062	44%	12,500	5,470	44%
Gain / (Loss) on the Sale of Assets	-	-	0%	-	-	0%
Total Nonoperating Revenues	<u>9,094,722</u>	<u>8,360,595</u>	92%	<u>4,547,361</u>	<u>4,171,237</u>	92%
Total Revenues	<u>15,009,720</u>	<u>14,704,692</u>	98%	<u>7,504,860</u>	<u>7,233,050</u>	96%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	6,700,300	6,742,436	101%	3,350,150	3,585,085	107%
Fringe Benefits	3,852,476	3,165,207	82%	1,926,238	1,694,796	88%
Purchased Transportation Services	216,632	218,191	101%	108,316	106,457	98%
Fuel	2,236,624	2,224,857	99%	1,118,312	1,024,633	92%
Other Materials and Supplies	961,180	991,170	103%	480,590	481,197	100%
Professional Services	393,466	43,477	11%	196,733	36,330	18%
Other Services	691,578	393,687	57%	345,789	200,497	58%
Lease and Miscellaneous Expenses	132,854	114,248	86%	66,427	62,809	95%
Casualty and Liability Insurance	298,580	195,223	65%	149,290	111,703	75%
Utilities	215,054	188,217	88%	107,527	98,266	91%
Taxes and Licenses	64,330	130,648	203%	32,165	82,457	256%
Interest Expense	22,442	32,895	147%	11,221	16,170	144%
Total Operating Expenses	<u>15,785,516</u>	<u>14,440,256</u>	91%	<u>7,892,758</u>	<u>7,500,400</u>	95%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (775,796)</u>	<u>\$ 264,436</u>	N/A	<u>\$ (387,898)</u>	<u>\$ (267,350)</u>	N/A

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**PARATRANSIT SEGMENT**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH OF NOVEMBER 2012 AND THE TWO MONTHS ENDED NOVEMBER 30, 2012**  
**(UNAUDITED)**

	Year to Date			Month of November		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 271,356	\$ 293,644	108%	\$ 135,678	\$ 148,839	110%
Contract Services:						
Local Financial Assistance	-	-	0%	-	-	0%
Other Contractual Services	1,403,914	1,477,734	105%	701,957	734,698	105%
Advertising	-	-	0%	-	-	0%
Other Operating Income	-	-	0%	-	-	0%
Total Operating Revenues	<u>1,675,270</u>	<u>1,771,378</u>	106%	<u>837,635</u>	<u>883,537</u>	105%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	-	-	0%	-	-	0%
State of Florida	-	-	0%	-	-	0%
Local	1,815,022	1,815,022	100%	907,511	907,511	100%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	300,000	300,000	100%	150,000	150,000	100%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	-	-	0%	-	-	0%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	-	-	0%	-	-	0%
Gain / (Loss) on the Sale of Assets	-	-	0%	-	-	0%
Total Nonoperating Revenues	<u>2,115,022</u>	<u>2,115,022</u>	100%	<u>1,057,511</u>	<u>1,057,511</u>	100%
Fund Balance	-	-	0%	-	-	0%
Total Revenues	<u>3,790,292</u>	<u>3,886,400</u>	103%	<u>1,895,146</u>	<u>1,941,048</u>	102%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	59,362	71,592	121%	29,681	29,345	99%
Fringe Benefits	37,554	36,162	96%	18,777	20,194	108%
Purchased Transportation Services	2,819,308	3,395,594	120%	1,409,654	1,822,989	129%
Fuel	460,114	453,187	98%	230,057	198,858	86%
Other Materials and Supplies	4,440	3,188	72%	2,220	3,188	144%
Professional Services	35,116	235	1%	17,558	235	1%
Other Services	32,912	-	N/A	16,456	-	N/A
Lease and Miscellaneous Expenses	1,488	2,709	182%	744	594	80%
Casualty and Liability Insurance	-	-	0%	-	-	0%
Utilities	9,964	7,240	73%	4,982	5,146	103%
Taxes and Licenses	7,366	13,265	180%	3,683	6,571	178%
Interest Expense	-	-	0%	-	-	0%
Total Operating Expenses	<u>3,467,624</u>	<u>3,983,172</u>	115%	<u>1,733,812</u>	<u>2,087,120</u>	120%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ 322,668</u>	<u>\$ (96,772)</u>	N/A	<u>\$ 161,334</u>	<u>\$ (146,072)</u>	N/A

**Monthly Report C: Financial Reports**

**To:** LYNX Board of Directors

**From:** Blanche Sherman  
-DIRECTOR OF FINANCE  
Starlin Rolle  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6100

**Item Name:** Monthly Financial Reports - October 31, 2012

**Date:** 1/31/2013

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Please find attached the monthly financial report for the one month ending October 31, 2012. LYNX' Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the one month ending October 31, 2012 reflect total revenue earned in the amount of \$9,416,994 and total expenses incurred in the amount of \$8,835,908 resulting in a net operating profit of \$581,086.

- Fixed route, Vanpool, and NeighborLink services resulted in an operating profit of \$531,786 for the one month of the fiscal year.
- Paratransit services resulted in an operating profit of \$49,300 for the one month of the fiscal year.

**Fixed Route Operations:**

The year-to-date Operating Revenues are higher than the budget at 110%. Customer fares are at 122% of the budgeted amount year-to-date, and are 122% above the budget amount for the month of October. LYNX' ridership continues to increase into the new fiscal year. Ridership is up by 8.1% year-over-year as of October 31, 2012. If this trend continues, LYNX' ridership will reflect a greater increase for the new fiscal year.

LYNX has experienced a significant increase in advertising revenue for the month of October 2012 and year-to-date is higher than anticipated. Actual revenues through October 2012 for advertising on buses, shelters, and in-kind (trade) transactions are \$65,000 \$63, 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 October 2012, LYNX in eighty-seven percent (87%) of the total monthly purchases, resulting in cap (LYNX locked) prices higher than the future (float) prices. At this time, LYNX is 7% above the budget year-to-date, which is primarily due to a higher than anticipated fuel consumption for LYNX' services. In the month of October, LYNX paid an average price of \$3.27 (net) per gallon

for diesel fuel and \$3.20 (net) per gallon for bio-diesel, less fuel hedging gains which is lower than the budgeted price of \$3.17 (net). The national diesel fuel price for the month of October 2012 was \$3.77 (net), which is an indication of potential increases in the price of fuel for LYNX throughout the year. LYNX is currently \$81,912 over the budget for the fiscal year.

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, and less vacation, sick, and holiday pay than anticipated as of October 31, 2012. In addition, expenses related to materials and supplies, security and contact maintenance services, leases, and other miscellaneous expenses are less than budgeted.

Professional services related to various planning projects and other training grant programs are also less than anticipated. Casualty and liability insurance expenses are under budget due to the timing of the settlement of several outstanding claims anticipated for the year.

**Paratransit Operations:**

The operating profit from Paratransit operations is related to less trips and taxi services than anticipated as of October 2012. However, the price of unleaded fuel for the month is higher than the budgeted and the consumption of unleaded fuel is higher than anticipated as of October 2012 due to the increase in revenue hours. During the month of October 2012, LYNX in sixty-two percent (62%) 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 \$2.93 (net) per gallon in the FY2013 budget. LYNX is currently paying \$2.99 (net) per gallon. The national unleaded fuel price for the month of October 2012 was \$3.49 (net). This is an indication of an anticipated increase in the price of fuel for LYNX throughout the year. Also, the year-to-date purchased transportation costs are higher than the amounts budgeted due to higher trip costs. An analysis follows:

<b>ACCESS LYNX</b>			
<b>FY2013</b>	<b>Trips (Year-to-Date)</b>	<b>Blended Trip Rate</b>	<b>Costs</b>
<b>Actual (with est.)</b>	<b>53,692</b>	<b>\$29.29</b>	<b>\$1,572,605</b>
<b>Budget (rounding)</b>	<b>57,325</b>	<b>\$24.59</b>	<b>\$1,409,654</b>
<b>Excess Trips/Costs</b>	<b>(3,633)</b>	<b>\$ 4.70</b>	<b>\$ 162,951</b>

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH OF OCTOBER 2012 AND THE ONE MONTH ENDED OCTOBER 31, 2012**  
**(UNAUDITED)**

	Year to Date			Month of October		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 2,208,551	\$ 2,685,103	122%	\$ 2,208,551	\$ 2,685,103	122%
Contract Services:						
Local Financial Assistance	691,467	583,551	84%	691,467	583,551	84%
Other Contractual Services	733,325	778,921	106%	733,325	778,921	106%
Advertising	127,083	65,063	51%	127,083	65,063	51%
Other Operating Income	34,708	57,487	166%	34,708	57,487	166%
Total Operating Revenues	<u>3,795,134</u>	<u>4,170,125</u>	110%	<u>3,795,134</u>	<u>4,170,125</u>	110%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	62,500	62,500	100%	62,500	62,500	100%
State of Florida	785,883	779,139	99%	785,883	779,139	99%
Local	3,276,759	3,176,672	97%	3,276,759	3,176,672	97%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	1,367,563	1,121,966	82%	1,367,563	1,121,966	82%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	99,667	101,000	101%	99,667	101,000	101%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	12,500	5,592	45%	12,500	5,592	45%
Gain / (Loss) on Sale of Assets	-	-	0%	-	-	0%
Total Nonoperating Revenues	<u>5,604,872</u>	<u>5,246,869</u>	94%	<u>5,604,872</u>	<u>5,246,869</u>	94%
Total Revenues	<u>9,400,006</u>	<u>9,416,994</u>	100%	<u>9,400,006</u>	<u>9,416,994</u>	100%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	3,379,831	3,199,598	95%	3,379,831	3,199,598	95%
Fringe Benefits	1,945,015	1,486,379	76%	1,945,015	1,486,379	76%
Purchased Transportation Services	1,517,970	1,684,339	111%	1,517,970	1,684,339	111%
Fuel	1,348,369	1,454,553	108%	1,348,369	1,454,553	108%
Other Materials and Supplies	482,810	509,973	106%	482,810	509,973	106%
Professional Services	214,291	7,147	3%	214,291	7,147	3%
Other Services	362,245	193,190	53%	362,245	193,190	53%
Lease and Miscellaneous Expenses	67,171	53,554	80%	67,171	53,554	80%
Casualty and Liability Insurance	149,290	83,520	56%	149,290	83,520	56%
Utilities	112,509	92,045	82%	112,509	92,045	82%
Taxes and Licenses	35,848	54,885	153%	35,848	54,885	153%
Interest Expense	11,221	16,725	149%	11,221	16,725	149%
Total Operating Expenses	<u>9,626,570</u>	<u>8,835,908</u>	92%	<u>9,626,570</u>	<u>8,835,908</u>	92%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (226,564)</u>	<u>\$ 581,086</u>	N/A	<u>\$ (226,564)</u>	<u>\$ 581,086</u>	N/A

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**FIXED-ROUTE, VANPOOL AND PICK-UP LINE SEGMENT**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH OF OCTOBER 2012 AND THE ONE MONTH ENDED OCTOBER 31, 2012**  
**(UNAUDITED)**

	Year to Date			Month of October		
	<u>Budget</u>	<u>Actual</u>	<u>%</u>	<u>Budget</u>	<u>Actual</u>	<u>%</u>
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 2,072,873	\$ 2,540,298	123%	\$ 2,072,873	\$ 2,540,298	123%
Contract Services:						
Local Financial Assistance	691,467	583,551	84%	691,467	583,551	84%
Other Contractual Services	31,368	35,885	114%	31,368	35,885	114%
Advertising	127,083	65,063	51%	127,083	65,063	51%
Other Income	34,708	57,487	166%	34,708	57,487	166%
Total Operating Revenues	<u>2,957,499</u>	<u>3,282,284</u>	111%	<u>2,957,499</u>	<u>3,282,284</u>	111%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	62,500	62,500	100%	62,500	62,500	100%
State of Florida	785,883	779,139	99%	785,883	779,139	99%
Local	2,369,248	2,269,161	96%	2,369,248	2,269,161	96%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	1,217,563	971,966	80%	1,217,563	971,966	80%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	99,667	101,000	101%	99,667	101,000	101%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	12,500	5,592	45%	12,500	5,592	45%
Gain / (Loss) on the Sale of Assets	-	-	0%	-	-	0%
Total Nonoperating Revenues	<u>4,547,361</u>	<u>4,189,358</u>	92%	<u>4,547,361</u>	<u>4,189,358</u>	92%
Total Revenues	<u>7,504,860</u>	<u>7,471,642</u>	100%	<u>7,504,860</u>	<u>7,471,642</u>	100%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	3,350,150	3,157,351	94%	3,350,150	3,157,351	94%
Fringe Benefits	1,926,238	1,470,411	76%	1,926,238	1,470,411	76%
Purchased Transportation Services	108,316	111,734	103%	108,316	111,734	103%
Fuel	1,118,312	1,200,224	107%	1,118,312	1,200,224	107%
Other Materials and Supplies	480,590	509,973	106%	480,590	509,973	106%
Professional Services	196,733	7,147	4%	196,733	7,147	4%
Other Services	345,789	193,190	56%	345,789	193,190	56%
Lease and Miscellaneous Expenses	66,427	51,439	77%	66,427	51,439	77%
Casualty and Liability Insurance	149,290	83,520	56%	149,290	83,520	56%
Utilities	107,527	89,951	84%	107,527	89,951	84%
Taxes and Licenses	32,165	48,191	150%	32,165	48,191	150%
Interest Expense	11,221	16,725	149%	11,221	16,725	149%
Total Operating Expenses	<u>7,892,758</u>	<u>6,939,856</u>	88%	<u>7,892,758</u>	<u>6,939,856</u>	88%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (387,898)</u>	<u>\$ 531,786</u>	N/A	<u>\$ (387,898)</u>	<u>\$ 531,786</u>	N/A

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**PARATRANSIT SEGMENT**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH OF OCTOBER 2012 AND THE ONE MONTH ENDED OCTOBER 31, 2012**  
**(UNAUDITED)**

	Year to Date			Month of October		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 135,678	\$ 144,805	107%	\$ 135,678	\$ 144,805	107%
Contract Services:						
Local Financial Assistance	-	-	0%	-	-	0%
Other Contractual Services	701,957	743,036	106%	701,957	743,036	106%
Advertising	-	-	0%	-	-	0%
Other Operating Income	-	-	0%	-	-	0%
Total Operating Revenues	<u>837,635</u>	<u>887,841</u>	106%	<u>837,635</u>	<u>887,841</u>	106%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	-	-	0%	-	-	0%
State of Florida	-	-	0%	-	-	0%
Local	907,511	907,511	100%	907,511	907,511	100%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	150,000	150,000	100%	150,000	150,000	100%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	-	-	0%	-	-	0%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	-	-	0%	-	-	0%
Gain / (Loss) on the Sale of Assets	-	-	0%	-	-	0%
Total Nonoperating Revenues	<u>1,057,511</u>	<u>1,057,511</u>	100%	<u>1,057,511</u>	<u>1,057,511</u>	100%
Fund Balance	-	-	0%	-	-	0%
Total Revenues	<u>1,895,146</u>	<u>1,945,352</u>	103%	<u>1,895,146</u>	<u>1,945,352</u>	103%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	29,681	42,247	142%	29,681	42,247	142%
Fringe Benefits	18,777	15,968	85%	18,777	15,968	85%
Purchased Transportation Services	1,409,654	1,572,605	112%	1,409,654	1,572,605	112%
Fuel	230,057	254,329	111%	230,057	254,329	111%
Other Materials and Supplies	2,220	-	N/A	2,220	-	N/A
Professional Services	17,558	-	N/A	17,558	-	N/A
Other Services	16,456	-	N/A	16,456	-	N/A
Lease and Miscellaneous Expenses	744	2,115	284%	744	2,115	284%
Casualty and Liability Insurance	-	-	0%	-	-	0%
Utilities	4,982	2,094	42%	4,982	2,094	42%
Taxes and Licenses	3,683	6,694	182%	3,683	6,694	182%
Interest Expense	-	-	0%	-	-	0%
Total Operating Expenses	<u>1,733,812</u>	<u>1,896,052</u>	109%	<u>1,733,812</u>	<u>1,896,052</u>	109%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ 161,334</u>	<u>\$ 49,300</u>	31%	<u>\$ 161,334</u>	<u>\$ 49,300</u>	31%



**Monthly Report D: LYNX American Recovery and Reinvestment Act Project Status Report**

**To:** LYNX Board of Directors

**From:** **Belinda Balleras**  
INTERIM DIRECTOR OF PLANNING  
**Jeffrey Reine**  
(Technical Contact)  
**Blanche Sherman**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6115

**Item Name:** LYNX American Recovery and Reinvestment Act Project Status Report

**Date:** 1/31/2013

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LYNX received over \$29.5 million in a 2009 American Recovery and Reinvestment Act (ARRA) Grant. The majority of the 19 projects approved in this grant are substantially completed. As of December 31, 2012, LYNX has encumbered \$25,900,621 or 88 percent of the total funds awarded. Of this amount, a total of \$24,408,182 was spent and received.

Many of the original ARRA projects have been completed under budget. This has afforded LYNX the opportunity to use these savings on other related projects. We will continue working with Federal Transit Administration (FTA) to allow us the use project savings for other ARRA related projects to ensure maximum use of the funds. One project that could benefit from the use of other projects' savings is the acquisition of on-board ticket validators and Ticket Vending Machines (TVM) in support of the LYNX/FDOT joint procurement for SunRail fare collection equipment.

The FTA and ARRA Project Management Oversight Consultant (PMOC) most recently met with LYNX staff on November 14, 2012 to review ARRA projects status. The next FTA/LYNX ARRA quarterly meeting is scheduled for February 13, 2013. All ARRA projects must be completed and closed out by September 30, 2013. LYNX has applied to FTA for a waiver to extend the deadline by 12 months to complete the purchase of fare collection equipment and the development and installation of the "back office" system to operate the equipment. LYNX is still awaiting FTA's decision on this issue.

LYNX submitted the quarterly 1512 report on January 10, 2013 and the Milestone Progress Report and Federal Financial Report are due January 30, 2013 for the quarter ending December 31, 2012. The next 1512 quarterly report is due April 10, 2013.

Monthly Report E: Ridership Report

To: LYNX Board of Directors

From: **Belinda Balleras**  
 INTERIM DIRECTOR OF PLANNING  
**Gerald Bryan**  
 (Technical Contact)  
**William Hearndon**  
 (Technical Contact)

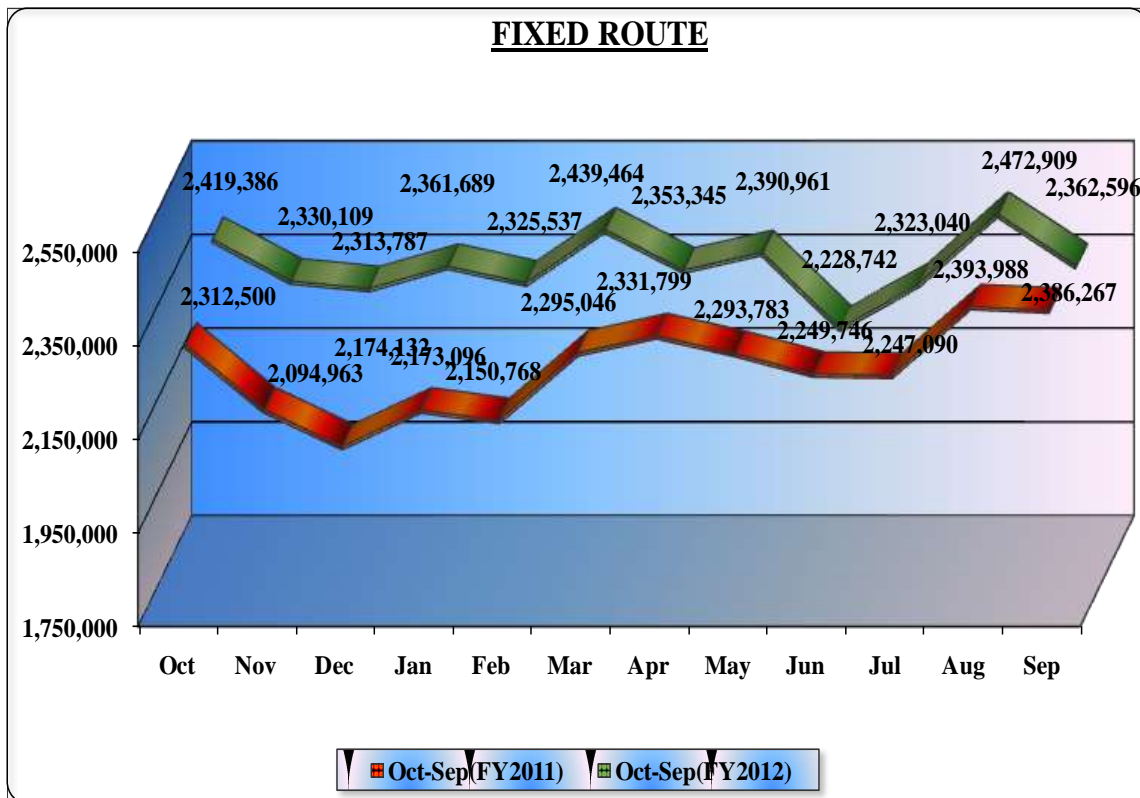
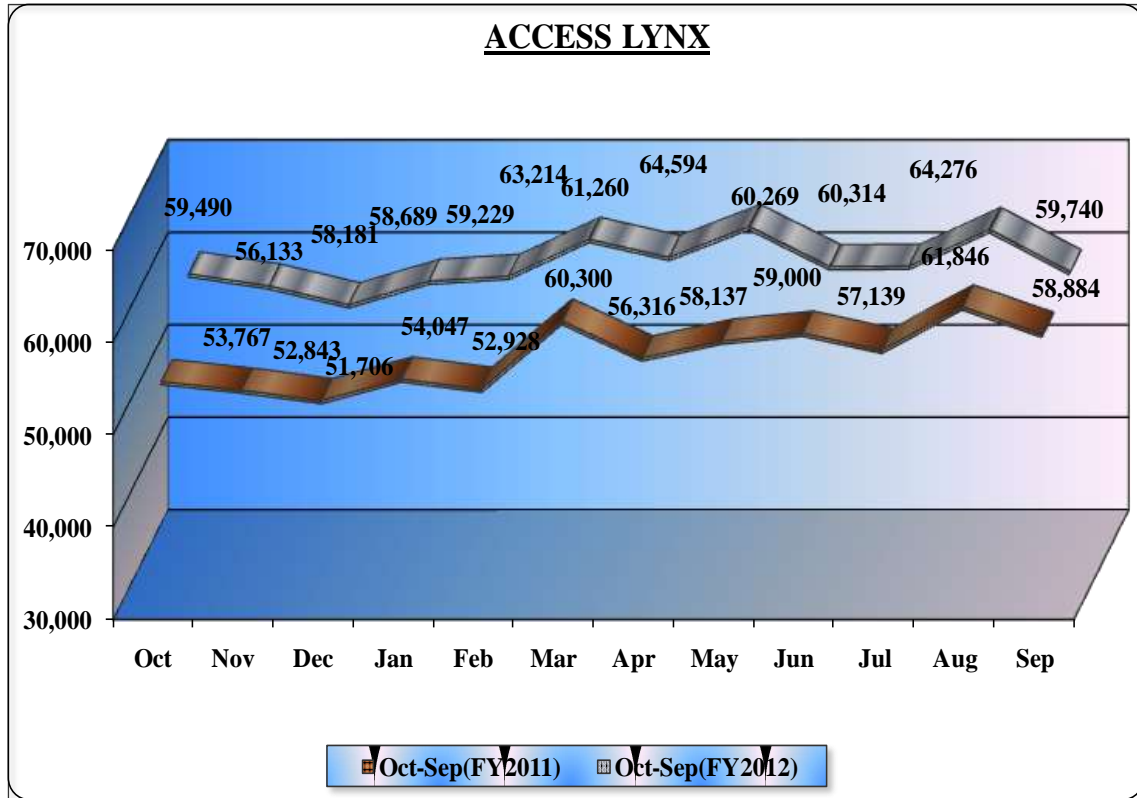
Phone: 407.841.2279 ext: 6115

Item Name: Ridership Report for September, October, November and December (Final)

Date: 1/31/2013

**Year to date (October 2011 – September 2012) Final**

<i>Service Mode</i>	<i>Oct-Sep(FY2011)</i>	<i>Oct-Sep(FY2012)</i>	<i>% Change</i>
LYMMO	1,014,521	913,623	-9.95%
Fixed Route	25,944,401	27,269,306	5.11%
NeighborLink	144,256	139,796	-3.09%
<b>SUBTOTAL - FIXED ROUTE</b>	<b>27,103,178</b>	<b>28,322,725</b>	<b>4.50%</b>
Special Shuttles	37,236	1,811	-95.14%
ACCESS LYNX	676,913	725,389	7.16%
Van Pool	205,859	200,970	-2.37%
<b>SUBTOTAL - OTHER SERVICES</b>	<b>920,008</b>	<b>928,170</b>	<b>0.89%</b>
<b>TOTAL ALL SERVICES</b>	<b>28,023,186</b>	<b>29,250,895</b>	<b>4.38%</b>



*Average Daily Ridership by Mode*

<i>Service Mode</i>	<i>Day</i>	<i>September-11</i>	<i>September-12</i>	<i>% Change</i>
<b>LYMMO</b>	Weekday	3,241	3,246	0.15%
	Saturday	1,327	1,337	0.73%
	Sunday	986	1,076	9.10%
<b>All Other Links</b>	Weekday	88,902	91,323	2.72%
	Saturday	61,886	63,126	2.00%
	Sunday	36,077	37,562	4.12%
<b>Total Fixed Route</b>	Weekday	92,142	94,569	2.63%
	Saturday	63,213	64,463	1.98%
	Sunday	37,063	38,638	4.25%
<b>ACCESS LYNX</b>	Weekday	2,930	3,048	4.05%
	Saturday	1,287	1,382	7.36%
	Sunday	416	423	1.73%
<b>NeighborLink</b>	Weekday	545	500	-8.37%
	Saturday	318	326	2.74%
<b>Van Pool</b>	Weekday	772	698	-9.63%
	Saturday	128	129	0.63%
	Sunday	132	157	18.79%
<b>TOTAL LYNX SERVICES</b>	<b>Weekday</b>	<b>96,389</b>	<b>98,814</b>	<b>2.52%</b>
	<b>Saturday</b>	<b>64,946</b>	<b>66,300</b>	<b>2.08%</b>
	<b>Sunday</b>	<b>37,611</b>	<b>39,218</b>	<b>4.27%</b>

The following new links began service in December 2011:

- Link 104 - East Colonial
- Link 105 - West Colonial
- Link 445 - Apopka to West Oaks Mall

The following new links began service in October 2012:

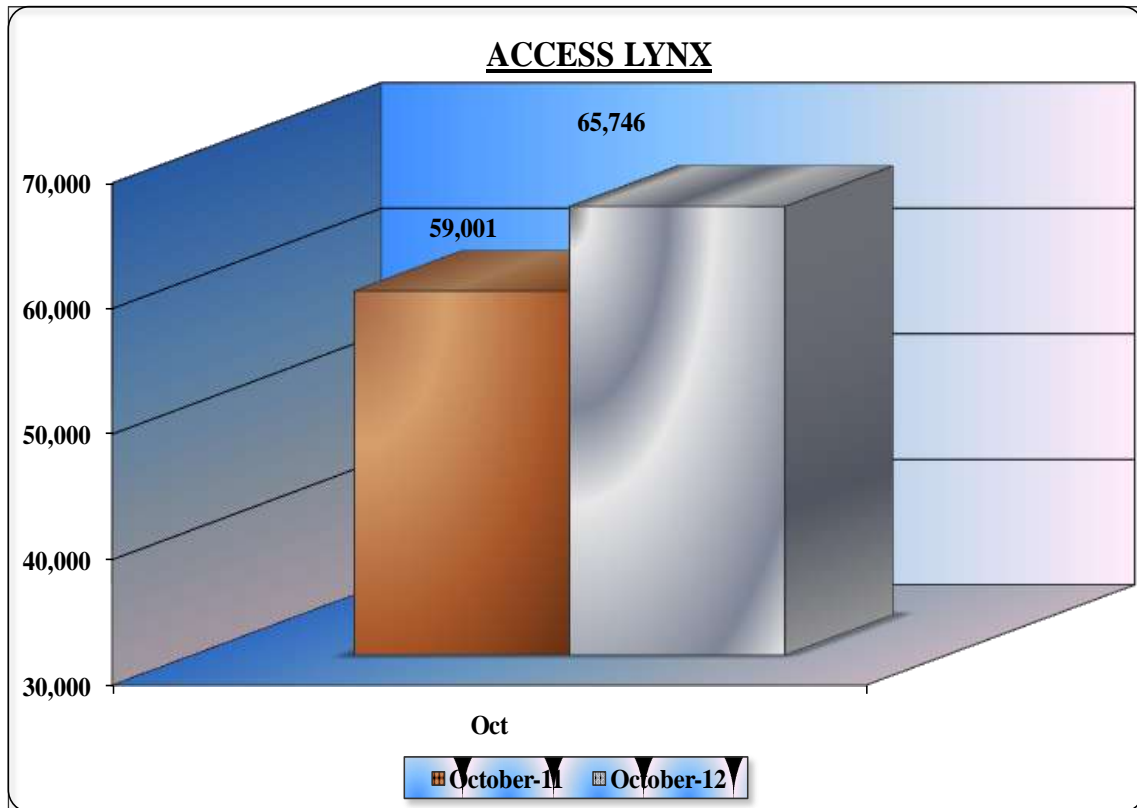
- NeighborLink 604 - Intercession City/Campbell City

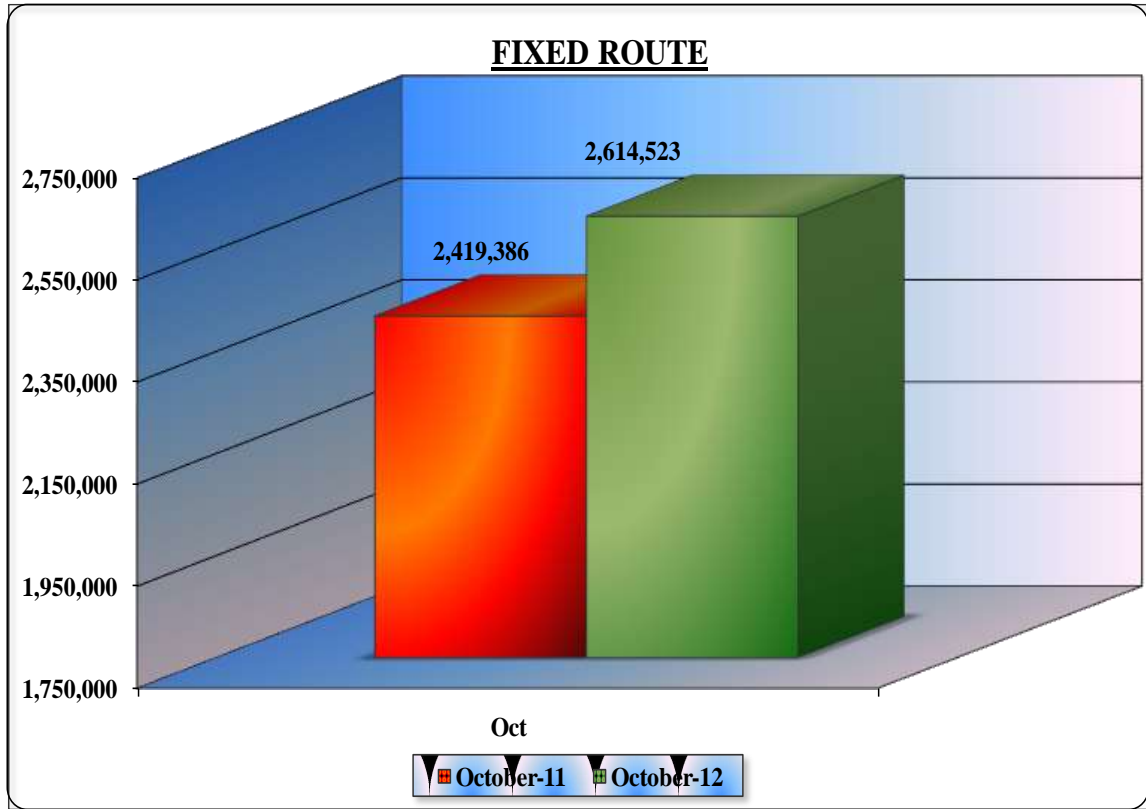
**LYNX Monthly Ridership**

<b>Fiscal Year 2012</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	81,115	74,997	70,620	73,192	72,865	72,108	72,986	79,549	74,688	79,452	87,248	74,803	913,623
Fixed Route	2,325,994	2,243,145	2,231,487	2,276,526	2,240,809	2,355,372	2,268,883	2,299,512	2,143,013	2,233,588	2,374,307	2,276,670	27,269,306
NeighborLink	12,277	12,023	11,955	12,413	11,942	11,993	11,775	11,900	11,041	10,000	11,354	11,123	139,796
SUBTOTAL - FIXED ROUTE	2,419,386	2,330,109	2,313,787	2,361,689	2,325,537	2,439,464	2,353,345	2,390,961	2,228,742	2,323,040	2,472,909	2,362,596	28,321,565
Special Shuttles	-	121	1	86	651	348	146	198	4	19	-	237	1,811
ACCESS LYNX	59,490	58,181	56,133	58,689	59,229	63,214	61,260	64,594	60,269	60,314	64,276	59,740	725,389
VanPlan	17,228	16,648	14,962	17,131	17,332	17,985	18,054	16,780	15,782	15,644	17,774	15,650	200,970
SUBTOTAL - OTHER SERVICES	76,229	74,232	70,642	75,793	76,719	81,050	79,174	80,867	75,464	75,192	75,949	73,475	914,786
<b>TOTAL ALL SERVICES</b>	<b>2,496,104</b>	<b>2,405,059</b>	<b>2,384,883</b>	<b>2,437,595</b>	<b>2,402,749</b>	<b>2,521,011</b>	<b>2,432,805</b>	<b>2,472,533</b>	<b>2,304,797</b>	<b>2,399,017</b>	<b>2,554,959</b>	<b>2,438,223</b>	<b>29,249,735</b>
<b>% Change From Fiscal Year 2011 To Fiscal Year 2012</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	-20.8%	-27.3%	-16.7%	-8.3%	0.3%	-12.5%	-11.1%	-2.4%	-10.4%	1.2%	2.0%	-4.5%	-9.9%
Fixed Route	5.8%	8.9%	11.6%	9.4%	8.5%	7.1%	1.4%	4.5%	-0.5%	3.5%	3.4%	-0.8%	5.1%
NeighborLink	5.5%	10.8%	6.0%	1.7%	-0.9%	-7.9%	-9.5%	2.5%	-8.6%	-7.9%	-12.2%	-12.5%	-3.1%
SUBTOTAL - FIXED ROUTE	4.6%	7.2%	10.4%	8.7%	8.1%	6.3%	0.9%	4.2%	-0.9%	3.4%	3.3%	-1.0%	4.5%
Special Shuttles	-100.0%	-98.4%	-100.0%	-99.6%			186.3%	340.0%	-69.2%				-95.1%
ACCESS LYNX	10.6%	10.1%	8.6%	8.6%	11.9%	4.8%	8.8%	11.1%	2.2%	5.6%	3.9%	1.5%	7.2%
VanPlan	4.7%	6.9%	1.1%	0.0%	9.3%	-2.0%	6.7%	-7.2%	-15.0%	-5.7%	-8.9%	-13.2%	-2.4%
SUBTOTAL - OTHER SERVICES	8.5%	-2.1%	-6.1%	-17.8%	11.5%	3.0%	8.0%	6.0%	-2.7%	2.0%	-6.6%	-4.5%	-0.6%
<b>TOTAL ALL SERVICES</b>	<b>4.8%</b>	<b>6.9%</b>	<b>9.9%</b>	<b>7.6%</b>	<b>8.3%</b>	<b>6.2%</b>	<b>1.2%</b>	<b>4.3%</b>	<b>-1.0%</b>	<b>3.4%</b>	<b>3.2%</b>	<b>-1.0%</b>	<b>4.4%</b>
<b>Fiscal Year 2011</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	102,397	103,140	84,775	79,809	72,642	82,411	82,094	81,526	83,348	78,536	85,554	78,289	1,014,521
Fixed Route	2,198,468	2,060,142	1,998,905	2,081,077	2,066,081	2,199,619	2,236,690	2,200,645	2,154,317	2,157,696	2,295,501	2,295,260	25,944,401
NeighborLink	11,635	10,850	11,283	12,210	12,045	13,016	13,015	11,612	12,081	10,858	12,933	12,718	144,256
SUBTOTAL - FIXED ROUTE	2,312,500	2,174,132	2,094,963	2,173,096	2,150,768	2,295,046	2,331,799	2,293,783	2,249,746	2,247,090	2,393,988	2,386,267	27,103,178
Special Shuttles	13	7,370	8,696	21,048	0	0	51	45	13	0	0	0	37,236
ACCESS LYNX	53,767	52,843	51,706	54,047	52,928	60,300	56,316	58,137	59,000	57,139	61,846	58,884	676,913
VanPlan	16,454	15,574	14,798	17,124	15,852	18,358	16,927	18,074	18,572	16,588	19,510	18,028	205,859
SUBTOTAL - OTHER SERVICES	70,234	75,787	75,200	92,219	68,780	78,658	73,294	76,256	77,585	73,727	81,356	76,912	920,008
<b>TOTAL ALL SERVICES</b>	<b>2,382,734</b>	<b>2,249,919</b>	<b>2,170,163</b>	<b>2,265,315</b>	<b>2,219,548</b>	<b>2,373,704</b>	<b>2,405,093</b>	<b>2,370,039</b>	<b>2,327,331</b>	<b>2,320,817</b>	<b>2,475,344</b>	<b>2,463,179</b>	<b>28,023,186</b>

**Year to date (October) Final**

<i>Service Mode</i>	<i>October-11</i>	<i>October-12</i>	<i>% Change</i>
LYMMO	81,115	79,272	-2.27%
Fixed Route	2,325,994	2,522,633	8.45%
NeighborLink	12,277	12,618	2.78%
<b>SUBTOTAL - FIXED ROUTE</b>	<b>2,419,386</b>	<b>2,614,523</b>	<b>8.07%</b>
Special Shuttles	-	50	N/A
ACCESS LYNX	59,001	65,746	11.43%
Van Pool	17,228	15,894	-7.74%
<b>SUBTOTAL - OTHER SERVICES</b>	<b>76,229</b>	<b>81,690</b>	<b>7.16%</b>
<b>TOTAL ALL SERVICES</b>	<b>2,495,615</b>	<b>2,696,213</b>	<b>8.04%</b>





*Average Daily Ridership by Mode*

<i>Service Mode</i>	<i>Day</i>	<i>October-11</i>	<i>October-12</i>	<i>% Change</i>
<b>LYMMO</b>	Weekday	3,333	3,026	-9.23%
	Saturday	1,250	1,641	31.34%
	Sunday	974	779	-19.99%
<b>All Other Links</b>	Weekday	88,858	91,297	2.74%
	Saturday	56,517	63,243	11.90%
	Sunday	35,478	35,980	1.41%
<b>Total Fixed Route</b>	Weekday	92,191	94,323	2.31%
	Saturday	57,766	64,884	12.32%
	Sunday	36,452	36,759	0.84%
<b>ACCESS LYNX</b>	Weekday	3,003	3,244	8.00%
	Saturday	1,278	1,333	4.23%
	Sunday	363	419	15.23%
<b>NeighborLink</b>	Weekday	511	489	-4.24%
	Saturday	309	341	10.19%
<b>Van Pool</b>	Weekday	729	638	-12.48%
	Saturday	120	150	24.58%
	Sunday	131	125	-4.43%
<b>TOTAL LYNX SERVICES</b>	<b>Weekday</b>	<b>96,434</b>	<b>98,693</b>	<b>2.34%</b>
	<b>Saturday</b>	<b>59,474</b>	<b>66,707</b>	<b>12.16%</b>
	<b>Sunday</b>	<b>36,946</b>	<b>37,303</b>	<b>0.96%</b>

The following new links began service in December 2011:

- Link 104 - East Colonial
- Link 105 - West Colonial
- Link 445 - Apopka to West Oaks Mall

The following new links began service in October 2012:

- NeighborLink 604 - Intercession City/Campbell City

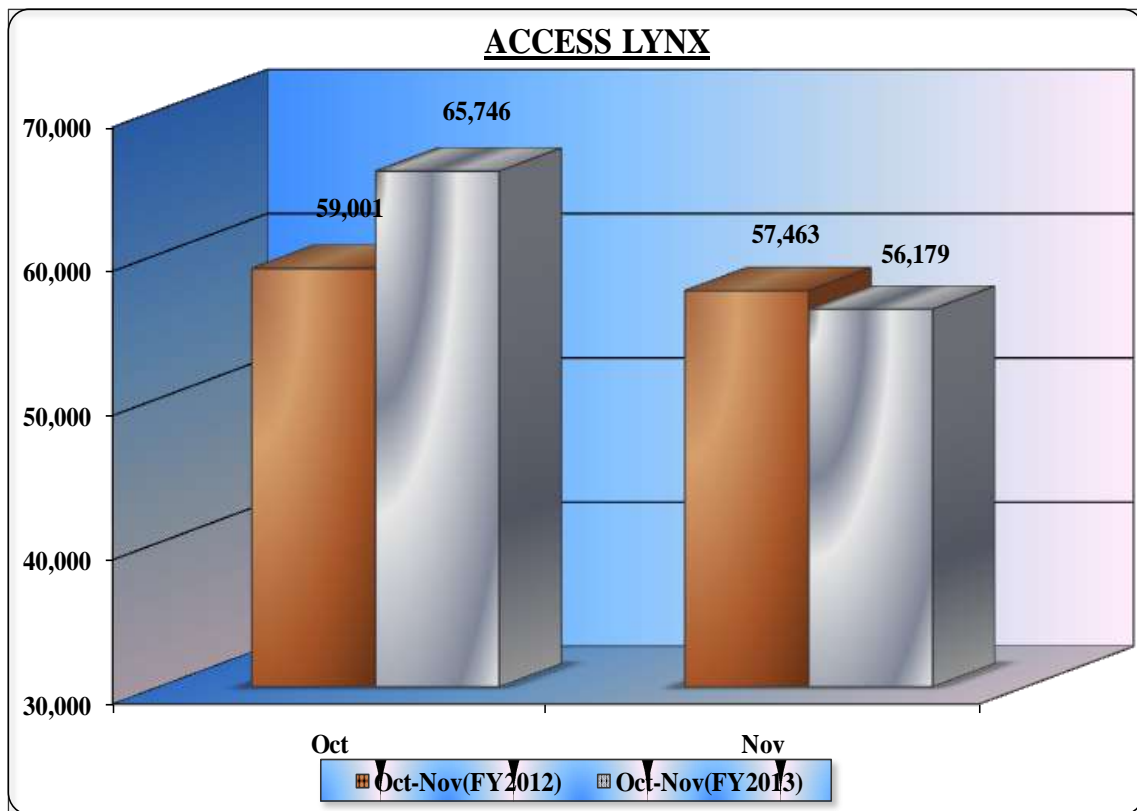


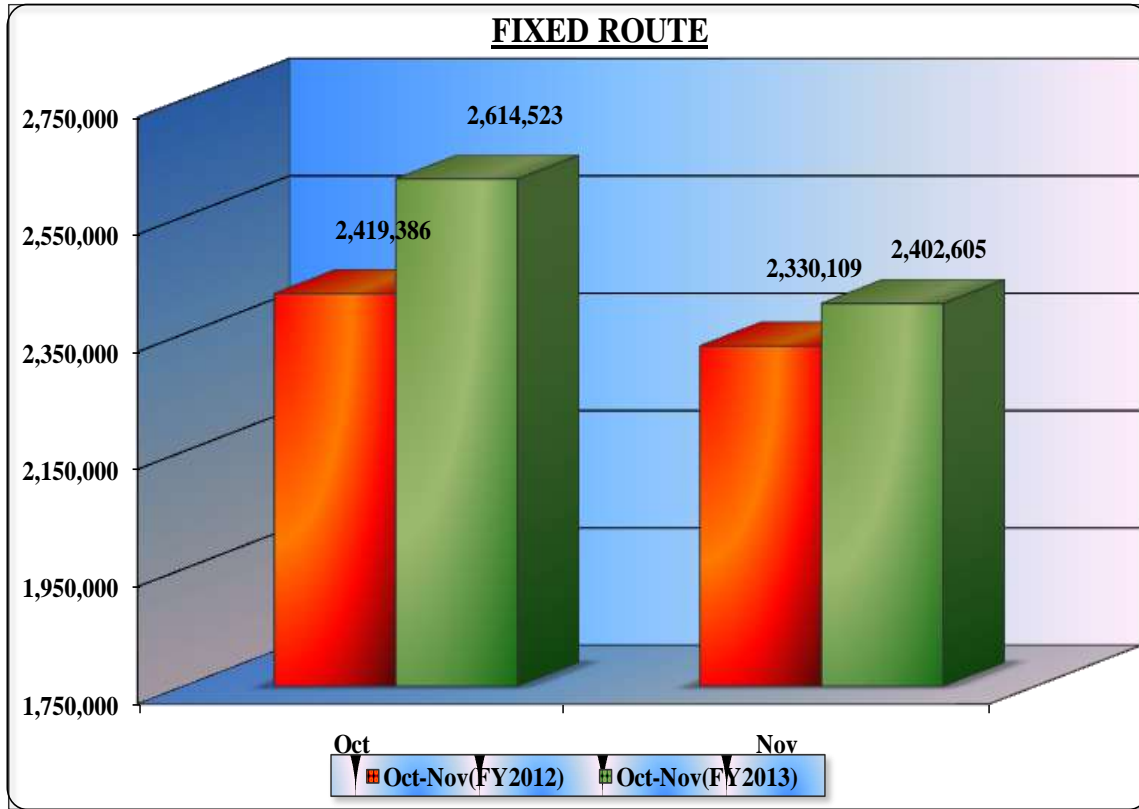
**LYNX Monthly Ridership**

<b>Fiscal Year 2013</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	79,272												79,272
Fixed Route	2,522,633												2,522,633
NeighborLink	12,618												12,618
SUBTOTAL - FIXED ROUTE	2,614,523												2,614,523
Special Shuttles	50												50
ACCESS LYNX	65,746												65,746
VanPlan	15,894												15,894
SUBTOTAL - OTHER SERVICES	81,690												81,690
<b>TOTAL ALL SERVICES</b>	<b>2,696,213</b>												<b>2,696,213</b>
<b>% Change From Fiscal Year 2012 To Fiscal Year 2013</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	-2.3%												-2.3%
Fixed Route	8.5%												8.5%
NeighborLink	2.8%												2.8%
SUBTOTAL - FIXED ROUTE	8.1%												8.1%
Special Shuttles													0.0%
ACCESS LYNX	11.4%												11.4%
VanPlan	-7.7%												-7.7%
SUBTOTAL - OTHER SERVICES	7.2%												7.2%
<b>TOTAL ALL SERVICES</b>	<b>8.0%</b>												<b>8.0%</b>
<b>Fiscal Year 2012</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	81,115	74,997	70,620	73,192	72,865	72,108	72,986	79,549	74,688	79,452	87,248	74,803	913,623
Fixed Route	2,325,994	2,243,145	2,231,487	2,276,526	2,240,809	2,355,372	2,268,883	2,299,512	2,143,013	2,233,588	2,374,307	2,276,670	27,269,306
NeighborLink	12,277	11,967	11,680	11,971	11,863	11,984	11,476	11,900	11,041	10,000	11,354	11,123	138,636
SUBTOTAL - FIXED ROUTE	2,419,386	2,330,109	2,313,787	2,361,689	2,325,537	2,439,464	2,353,345	2,390,961	2,228,742	2,323,040	2,472,909	2,362,596	28,321,565
Special Shuttles	0	121	1	86	651	348	146	198	4	19	0	237	1,811
ACCESS LYNX	59,001	57,463	55,679	58,576	58,736	62,717	60,974	63,889	59,678	59,529	58,175	58,406	712,823
VanPlan	17,228	16,648	14,962	17,131	17,332	17,985	18,054	16,780	15,782	15,644	17,774	14,832	200,152
SUBTOTAL - OTHER SERVICES	76,229	74,232	70,642	75,793	76,719	81,050	79,174	80,867	75,464	75,192	75,949	73,475	914,786
<b>TOTAL ALL SERVICES</b>	<b>2,495,615</b>	<b>2,404,341</b>	<b>2,384,429</b>	<b>2,437,482</b>	<b>2,402,256</b>	<b>2,520,514</b>	<b>2,432,519</b>	<b>2,471,828</b>	<b>2,304,206</b>	<b>2,398,232</b>	<b>2,548,858</b>	<b>2,436,071</b>	<b>29,236,351</b>

**Year to date (October- November) Final**

<i>Service Mode</i>	<i>Oct-Nov(FY2012)</i>	<i>Oct-Nov(FY2013)</i>	<i>% Change</i>
LYMMO	156,112	146,401	-6.22%
Fixed Route	4,569,139	4,846,646	6.07%
NeighborLink	24,244	24,081	-0.67%
<b>SUBTOTAL - FIXED ROUTE</b>	<b>4,749,495</b>	<b>5,017,128</b>	<b>5.63%</b>
Special Shuttles	121	102	-15.70%
ACCESS LYNX	116,464	121,925	4.69%
Van Pool	33,876	34,132	0.76%
<b>SUBTOTAL - OTHER SERVICES</b>	<b>150,461</b>	<b>156,159</b>	<b>3.79%</b>
<b>TOTAL ALL SERVICES</b>	<b>4,899,956</b>	<b>5,173,287</b>	<b>5.58%</b>





*Average Daily Ridership by Mode*

<i>Service Mode</i>	<i>Day</i>	<i>November-11</i>	<i>November-12</i>	<i>% Change</i>
<b>LYMMO</b>	Weekday	3,096	2,738	-11.59%
	Saturday	1,272	1,405	10.43%
	Sunday	977	804	-17.72%
<b>All Other Links</b>	Weekday	87,301	90,063	3.16%
	Saturday	59,996	63,542	5.91%
	Sunday	33,968	35,579	4.74%
<b>Total Fixed Route</b>	Weekday	90,397	92,800	2.66%
	Saturday	61,269	64,947	6.00%
	Sunday	34,946	36,383	4.11%
<b>ACCESS LYNX</b>	Weekday	2,857	2,757	-3.48%
	Saturday	1,258	1,289	2.49%
	Sunday	389	458	17.82%
<b>NeighborLink</b>	Weekday	509	487	-4.33%
	Saturday	321	311	-3.19%
<b>Van Pool</b>	Weekday	705	647	-8.22%
	Saturday	140	183	30.71%
	Sunday	144	152	5.57%
<b>TOTAL LYNX SERVICES</b>	<b>Weekday</b>	<b>94,468</b>	<b>96,691</b>	<b>2.35%</b>
	<b>Saturday</b>	<b>62,987</b>	<b>66,729</b>	<b>5.94%</b>
	<b>Sunday</b>	<b>35,478</b>	<b>36,992</b>	<b>4.27%</b>

The following new links began service in December 2011:

- Link 104 - East Colonial
- Link 105 - West Colonial
- Link 445 - Apopka to West Oaks Mall

The following new links began service in October 2012:

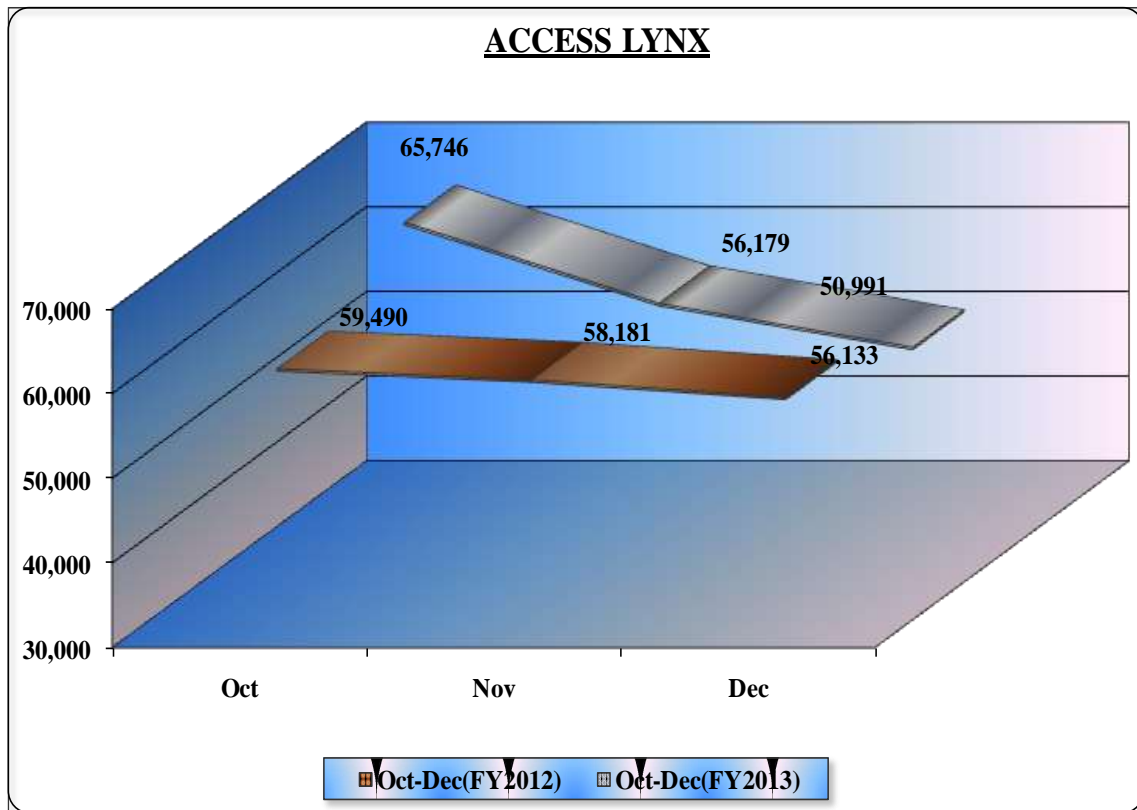
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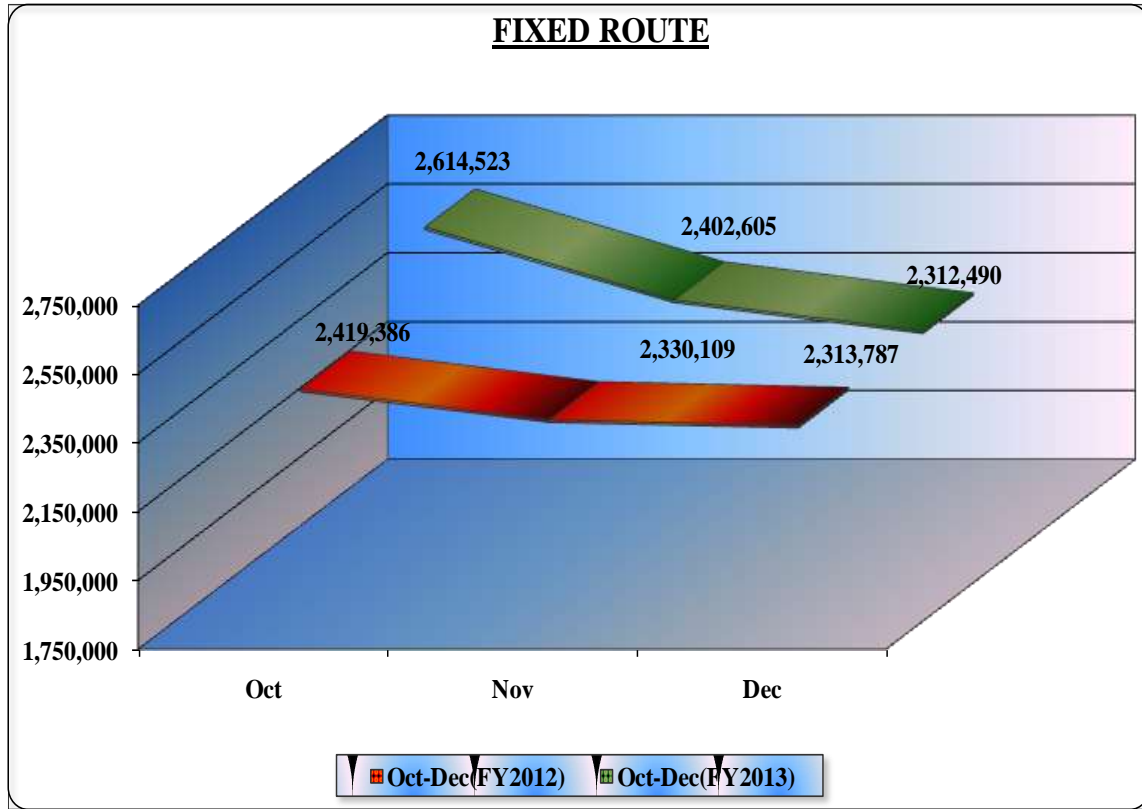
**LYNX Monthly Ridership**

<b>Fiscal Year 2013</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	79,272	67,129											146,401
Fixed Route	2,522,633	2,324,013											4,846,646
NeighborLink	12,618	11,463											24,081
SUBTOTAL - FIXED ROUTE	2,614,523	2,402,605											5,017,128
Special Shuttles	50	52											102
ACCESS LYNX	65,746	56,179											121,925
VanPlan	18,552	15,580											34,132
SUBTOTAL - OTHER SERVICES	84,348	71,811											156,159
<b>TOTAL ALL SERVICES</b>	<b>2,698,871</b>	<b>2,474,416</b>											<b>5,173,287</b>
<b>% Change From Fiscal Year 2012 To Fiscal Year 2013</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	-2.3%	-10.5%											-6.2%
Fixed Route	8.5%	3.6%											6.1%
NeighborLink	2.8%	-4.2%											-0.7%
SUBTOTAL - FIXED ROUTE	8.1%	3.1%											5.6%
Special Shuttles		-57.0%											-15.7%
ACCESS LYNX	11.4%	-2.2%											4.7%
VanPlan	7.7%	-6.4%											0.8%
SUBTOTAL - OTHER SERVICES	10.7%	-3.3%											3.8%
<b>TOTAL ALL SERVICES</b>	<b>8.1%</b>	<b>2.9%</b>											<b>5.6%</b>
<b>Fiscal Year 2012</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	81,115	74,997	70,620	73,192	72,865	72,108	72,986	79,549	74,688	79,452	87,248	74,803	913,623
Fixed Route	2,325,994	2,243,145	2,231,487	2,276,526	2,240,809	2,355,372	2,268,883	2,299,512	2,143,013	2,233,588	2,374,307	2,276,670	27,269,306
NeighborLink	12,277	11,967	11,680	11,971	11,863	11,984	11,476	11,900	11,041	10,000	11,354	11,123	138,636
SUBTOTAL - FIXED ROUTE	2,419,386	2,330,109	2,313,787	2,361,689	2,325,537	2,439,464	2,353,345	2,390,961	2,228,742	2,323,040	2,472,909	2,362,596	28,321,565
Special Shuttles	0	121	1	86	651	348	146	198	4	19	0	237	1,811
ACCESS LYNX	59,001	57,463	55,679	58,576	58,736	62,717	60,974	63,889	59,678	59,529	58,175	58,406	712,823
VanPlan	17,228	16,648	14,962	17,131	17,332	17,985	18,054	16,780	15,782	15,644	17,774	14,832	200,152
SUBTOTAL - OTHER SERVICES	76,229	74,232	70,642	75,793	76,719	81,050	79,174	80,867	75,464	75,192	75,949	73,475	914,786
<b>TOTAL ALL SERVICES</b>	<b>2,495,615</b>	<b>2,404,341</b>	<b>2,384,429</b>	<b>2,437,482</b>	<b>2,402,256</b>	<b>2,520,514</b>	<b>2,432,519</b>	<b>2,471,828</b>	<b>2,304,206</b>	<b>2,398,232</b>	<b>2,548,858</b>	<b>2,436,071</b>	<b>29,236,351</b>

Year to date (October- December) Final

<i>Service Mode</i>	<i>Oct-Dec(FY2012)</i>	<i>Oct-Dec(FY2013)</i>	<i>% Change</i>
LYMMO	226,732	207,449	-8.50%
Fixed Route	6,800,626	7,087,517	4.22%
NeighborLink	36,255	34,652	-4.42%
<b>SUBTOTAL - FIXED ROUTE</b>	<b>7,063,613</b>	<b>7,329,618</b>	<b>3.77%</b>
Special Shuttles	122	126	3.28%
ACCESS LYNX	173,804	172,916	-0.51%
Van Pool	48,838	48,555	-0.58%
<b>SUBTOTAL - OTHER SERVICES</b>	<b>222,764</b>	<b>221,597</b>	<b>-0.52%</b>
<b>TOTAL ALL SERVICES</b>	<b>7,286,377</b>	<b>7,551,215</b>	<b>3.63%</b>





**Average Daily Ridership by Mode**

<i>Service Mode</i>	<i>Day</i>	<i>December-11</i>	<i>December-12</i>	<i>% Change</i>
<b>LYMMO</b>	Weekday	2,818	2,517	-10.66%
	Saturday	1,093	1,113	1.87%
	Sunday	792	856	8.11%
<b>All Other Links</b>	Weekday	81,978	85,762	4.62%
	Saturday	59,451	62,331	4.84%
	Sunday	32,657	35,629	9.10%
<b>Total Fixed Route</b>	Weekday	84,795	88,279	4.11%
	Saturday	60,544	63,444	4.79%
	Sunday	33,449	36,485	9.08%
<b>ACCESS LYNX</b>	Weekday	2,720	2,465	-9.36%
	Saturday	1,537	1,309	-14.85%
	Sunday	343	649	89.29%
<b>NeighborLink</b>	Weekday	482	449	-6.92%
	Saturday	310	318	2.64%
<b>Van Pool</b>	Weekday	609	601	-1.31%
	Saturday	174	142	-18.43%
	Sunday	174	146	-16.09%
<b>TOTAL LYNX SERVICES</b>	<b>Weekday</b>	<b>88,607</b>	<b>91,794</b>	<b>3.60%</b>
	<b>Saturday</b>	<b>62,564</b>	<b>65,213</b>	<b>4.23%</b>
	<b>Sunday</b>	<b>33,966</b>	<b>37,279</b>	<b>9.76%</b>

October 2012:

NeighborLink 604 - Intercession City/Campbell City



**LYNX Monthly Ridership**

<b>Fiscal Year 2013</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	79,272	67,129	61,048										207,449
Fixed Route	2,522,633	2,324,013	2,240,871										7,087,517
NeighborLink	12,618	11,463	10,571										34,652
SUBTOTAL - FIXED ROUTE	2,614,523	2,402,605	2,312,490										7,329,618
Special Shuttles	50	52	24										126
ACCESS LYNX	65,746	56,179	50,991										172,916
VanPlan	18,552	17,376	12,627										48,555
SUBTOTAL - OTHER SERVICES	84,348	73,607	63,642										221,597
<b>TOTAL ALL SERVICES</b>	<b>2,698,871</b>	<b>2,476,212</b>	<b>2,376,132</b>										<b>7,551,215</b>
<b>% Change From Fiscal Year 2012 To Fiscal Year 2013</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	-2.3%	-10.5%	-13.6%										-8.5%
Fixed Route	8.5%	3.6%	0.4%										4.2%
NeighborLink	2.8%	-4.7%	-11.6%										-4.4%
SUBTOTAL - FIXED ROUTE	8.1%	3.1%	-0.1%										3.8%
Special Shuttles		-57.0%	2300.0%										3.3%
ACCESS LYNX	10.5%	-3.4%	-9.2%										-0.5%
VanPlan	7.7%	4.4%	-15.6%										-0.6%
SUBTOTAL - OTHER SERVICES	10.7%	-0.8%	-9.9%										0.2%
<b>TOTAL ALL SERVICES</b>	<b>8.1%</b>	<b>3.0%</b>	<b>-0.4%</b>										<b>3.6%</b>
<b>Fiscal Year 2012</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	81,115	74,997	70,620	73,192	72,865	72,108	72,986	79,549	74,688	79,452	87,248	74,803	913,623
Fixed Route	2,325,994	2,243,145	2,231,487	2,276,526	2,240,809	2,355,372	2,268,883	2,299,512	2,143,013	2,233,588	2,374,307	2,276,670	27,269,306
NeighborLink	12,277	12,023	11,955	12,413	11,942	11,993	11,775	11,900	11,041	10,000	11,354	11,123	139,796
SUBTOTAL - FIXED ROUTE	2,419,386	2,330,109	2,313,787	2,361,689	2,325,537	2,439,464	2,353,345	2,390,961	2,228,742	2,323,040	2,472,909	2,362,596	28,321,565
Special Shuttles	0	121	1	86	651	348	146	198	4	19	0	237	1,811
ACCESS LYNX	59,490	58,181	56,133	58,689	59,229	63,214	61,260	64,594	60,269	60,314	64,276	59,740	725,389
VanPlan	17,228	16,648	14,962	17,131	17,332	17,985	18,054	16,780	15,782	15,644	17,774	15,650	200,970
SUBTOTAL - OTHER SERVICES	76,229	74,232	70,642	75,793	76,719	81,050	79,174	80,867	75,464	75,192	75,949	73,475	914,786
<b>TOTAL ALL SERVICES</b>	<b>2,496,104</b>	<b>2,405,059</b>	<b>2,384,883</b>	<b>2,437,595</b>	<b>2,402,749</b>	<b>2,521,011</b>	<b>2,432,805</b>	<b>2,472,533</b>	<b>2,304,797</b>	<b>2,399,017</b>	<b>2,554,959</b>	<b>2,438,223</b>	<b>29,249,735</b>

LYNX B ard Agenda

**Monthly Report F: Planning and Development Report**

**To:** LYNX Board of Directors

**From:** **Belinda Balleras**  
INTERIM DIRECTOR OF PLANNING  
**Stanimira Bourova**  
(Technical Contact)  
**Laura Minns**  
(Technical Contact)  
**Gerald Bryan**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6115

**Item Name:** Planning and Development Report

**Date:** 1/31/2013

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**GIS**

**Bus Stop Accessibility Study:**

LYNX and the project team from Data Transfer Solutions started work on the Bus Stop Accessibility Study and Database Design project. The first project meeting was held in December, where the team discussed the project mile stones and clarified some specifics for LYNX' environment that will play key role for completing the project successfully and on time.

At the beginning, DTS will run a mobile data collection unit along route 103 in order to evaluate the quality of the collected data in regard of LYNX' requirements for stop accessibility information. LYNX' project management will contact the Washington DC, transit agency, WMATA and discuss their agency approach about integration between the GIS stop information and Trapeze's scheduling system. The input from WAMATA will be used for defining the steps for LYNX stop database design and the integration process between the stop GIS database, Trapeze's Maltese database and Fleet Focus database. LYNX' GIS staff attended the local VEUWorks user conference by invitation from DTS and as part of the preparatory work for the Bus Stop Accessibility Study and Database Design project.

**December 2012 Service Changes:**

The stops and route information for December bid was exported from Trapeze to the GIS databases. GIS staff is working on updating LYNX' geodatabases with the information from the December bid and with APC ridership information for the period May 2012 – December 2012.

**COMPREHENSIVE OPERATIONAL ANALYSIS (COA)**

The Kickoff Meeting for the COA was conducted on Tuesday December 18, 2012. Staffs from LYNX and the contractor, VHB, were in attendance. The COA will be on an aggressive schedule, with anticipated completion on August 2013.

The COA will entail a detailed analysis of current LYNX operating conditions to identify heavily-used and under-used routes, in order to provide recommendations for service efficiencies as well as determining future transit needs based on current demand.

**SHELTERS**

LYNX has begun the initial installation of shelters for FY 2013. As of the January Board of Directors meeting it is anticipated that a total of 14 shelters will be installed and another 7 in process of installation. In addition, a total of shelters 46 are on order and should be installed as they become available over the next quarter of the fiscal year. The breakdown by jurisdiction is found below.

**Orange County:**

Shelters: 2 shelters have been installed with another 5 in the process of installation. Approximately 40 shelters are on order and are planned for distribution with a focus on SR 50.

Transit Centers/SunRail Stations: LYNX is still in the process of trying to identify a new location for Park Promenade. As part of the SunRail project LYNX will be providing shelters during FY 2013 for the Sand Lake Road station. LYNX is waiting on guidance from both SunRail and the County on color schemes prior to the initiation of the order for these shelters.

**Seminole County**

Shelters: LYNX has not installed any shelters during the first quarter of the FY in unincorporated Seminole County. LYNX is currently in negotiations with the County for the possibility of taking over shelters in the County once their contract expires with Signal Outdoor. Upon expiration, LYNX will immediately be able to submit 9 sites for permitting.

Transit Centers/SunRail Stations: As part of the SunRail project, LYNX has ordered shelters for the associated stations including Sanford, Lake Mary, Longwood and Altamonte Springs.

**Osceola County:**

Shelters: LYNX did not install shelters within the county during the past quarter as most of the focus was on preparing for construction of the Kissimmee Transfer Center.

Transit Centers: LYNX released the IFB for the Kissimmee Transfer Center and expects bids to be reviewed prior to the board meeting. In addition, LYNX has received sign-off from Avatar for the transfer center at the Poinciana Wal-Mart. As such, LYNX has initiated the process to start procurement activities related to this.

## LYNX Board Agenda

### **City of Orlando:**

Shelters: LYNX has installed 12 shelters during the first quarter of the fiscal year with another 2 in process of installation.

Transit Centers: LYNX is currently pursuing options for the relocation of the Rosemont Superstop. Preliminary engineering has been programmed for the FY 2013 budget. LYNX received approval to use remaining ARRA funds to perform a rehabilitation of the passenger waiting area for Colonial Plaza.

**Monthly Report G: Communications Report**

**To:** LYNX Board of Directors

**From:** **Kathy Clary**  
 DIRECTOR OF MARKETING COMM  
**Ro Norman**  
 (Technical Contact)  
**Matthew Friedman**  
 (Technical Contact)  
**Maria Colon**  
 (Technical Contact)

**Phone:** 407.841.2279 ext: 6161

**Item Name:** Communications Report

**Date:** 1/31/2013

**Advertising Sales**

ADVERTISING SALES	OCTOBER 2012	NOVEMBER 2012	DECEMBER 2012
Advertising Sales Revenue	\$62,562	\$197,762	\$62,739
Net Revenue to LYNX Fiscal Year to Date	\$62,562	\$260,324	\$323,063

**Website Usage**

WEBSITE USAGE	OCTOBER* 2012	NOVEMBER 2012	DECEMBER 2012 1-25
Total Page Views	394,977	359,710	373,581
Total User Visits	101,152	93,567	94,361

\*Only partial month in Nov. 8 board package

SOCIAL MEDIA USAGE	NOVEMBER 2012	DECEMBER 2012
Facebook Likes	758	816
Facebook – # of People Talking About Us	18-29	85-169
Twitter Followers	79	153

**Vanpool Program**

VANPOOLS	NOVEMBER 2012	DECEMBER 2012
Vanpool Participants	497	510*
Total Revenue Miles YTD	216,238	326,200*
New Vanpools	9	1
Returned Vanpools	2	1
Current Vans in Service	65	65
Pending Vanpool Interest	KSC (1)	KSC (1)
	TSA (2)	TSA (2)
	DEPARTMENT OF DEFENSE (3)	DEPARTMENT OF DEFENSE (1)
	VETERANS AFFAIRS (2)	VETERANS AFFAIRS (3)
	LOCKHEED MARTIN(1)	COLEMAN PRISON(5)
	DISNEY(20)	DISNEY(20)
Phone Inquiries	14	25*

\*Estimated numbers

**LYMMO Expansion Unveiling**

The City of Orlando, in partnership with LYNX, unveiled the LYMMO Expansion on November 14, 2012. The event took place at the corner of South Street and Garland Avenue and drew more than 75 attendees. The expansion will provide frequent and free transit services to 22 destinations including Thornton Park, Parramore, the Creative Village and future Downtown SunRail stations. Scheduled completion is Fall 2013 with the two stops on Livingston expected to be operational by Spring 2014.

**Orlando Sentinel Convenience Fair**

The LYNX Marketing Communications department attended the Orlando Sentinel Convenience Fair on December 6, 2012. Approximately 100 Orlando Sentinel employees visited the LYNX booth during the event to get additional information about various LYNX services. More than a dozen Sentinel employees took advantage of the buy one get one free 7-Day pass LYNX special offer. This was LYNX' second year participating in the event.

**Holiday Customer Appreciation**

LYNX offered a variety of customer appreciation events during the month of December to spread holiday cheer. Events included a fourteen day giveaway of 30 day bus passes, Santa in the terminal, and the 15th annual holiday bus. More than one hundred passengers visited Santa in the

terminal on December 20th and more than 5,800 passengers enjoyed a free ride on the holiday bus between November 26th and December 21st.

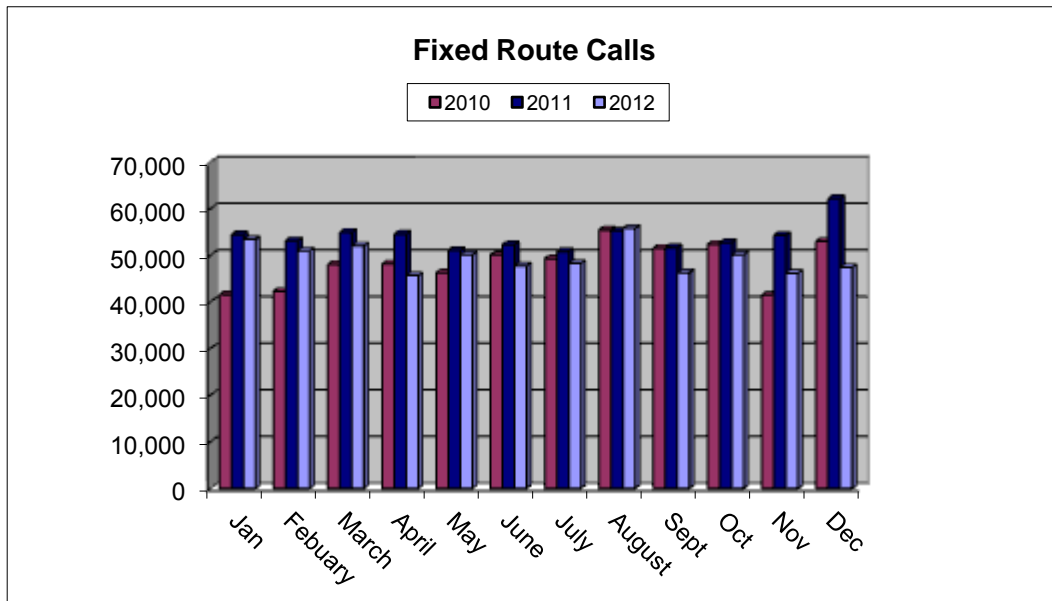
**Seminole County Centennial Bus Unveiling**

Nine (9) students from Lake Howell High School worked with the LYNX Marketing Communications department to design a bus wrap for Seminole County’s Centennial Celebration. The bus artwork focused on education, agriculture, quality of life, historical preservation and transportation. The bus will be unveiled after the Seminole County Board meeting on January 22, 2013.

**Employee Alternative Transportation Program**

The Lynx Program entitled Employee Alternative Transportation (EAT) was a yearlong promotion to encourage Lynx employees to utilize public transportation. For year 2012 a monthly average of 52 Lynx employees enrolled in the EAT program.

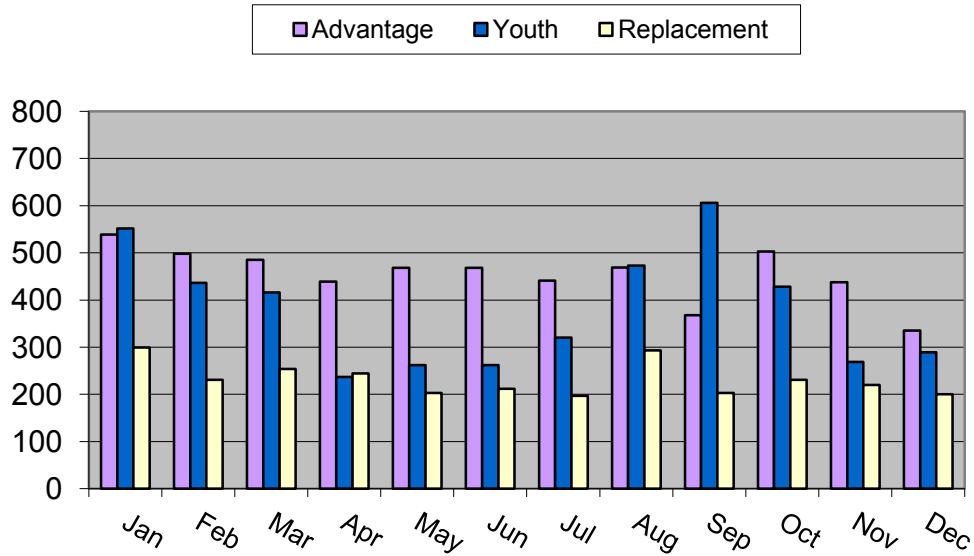
Customer Service



	2012	2011	2010
November	46,166	54,293	41,487
December	47,435	62,203	53,007

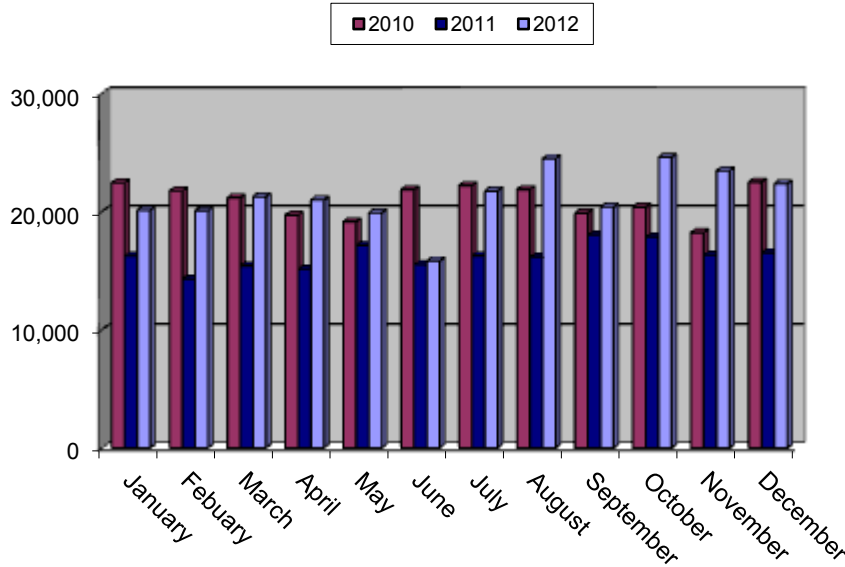


**ID'S ISSUED**



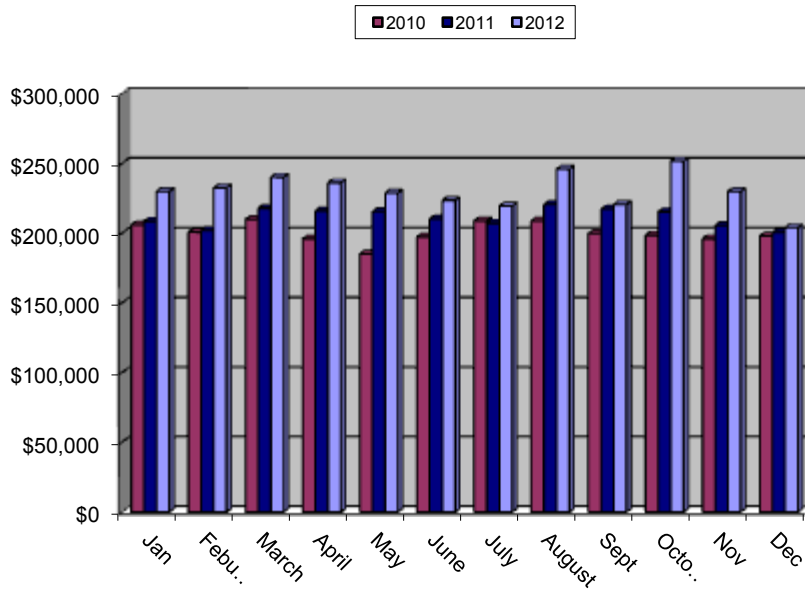
	Advantage	Youth	Replacement
November	438	269	220
December	335	289	200

**Customers Served at LCS**



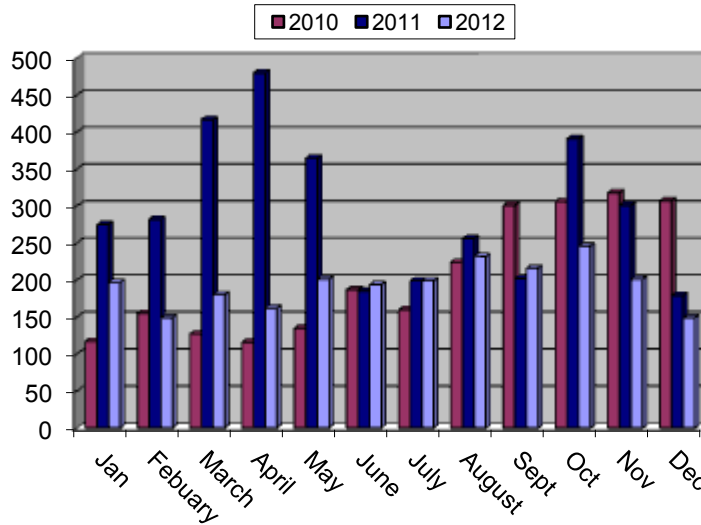
	2012	2011	2010
November	23,442	16,315	18,209
December	22,343	16,502	22,476

### Fare Media Sales at LCS

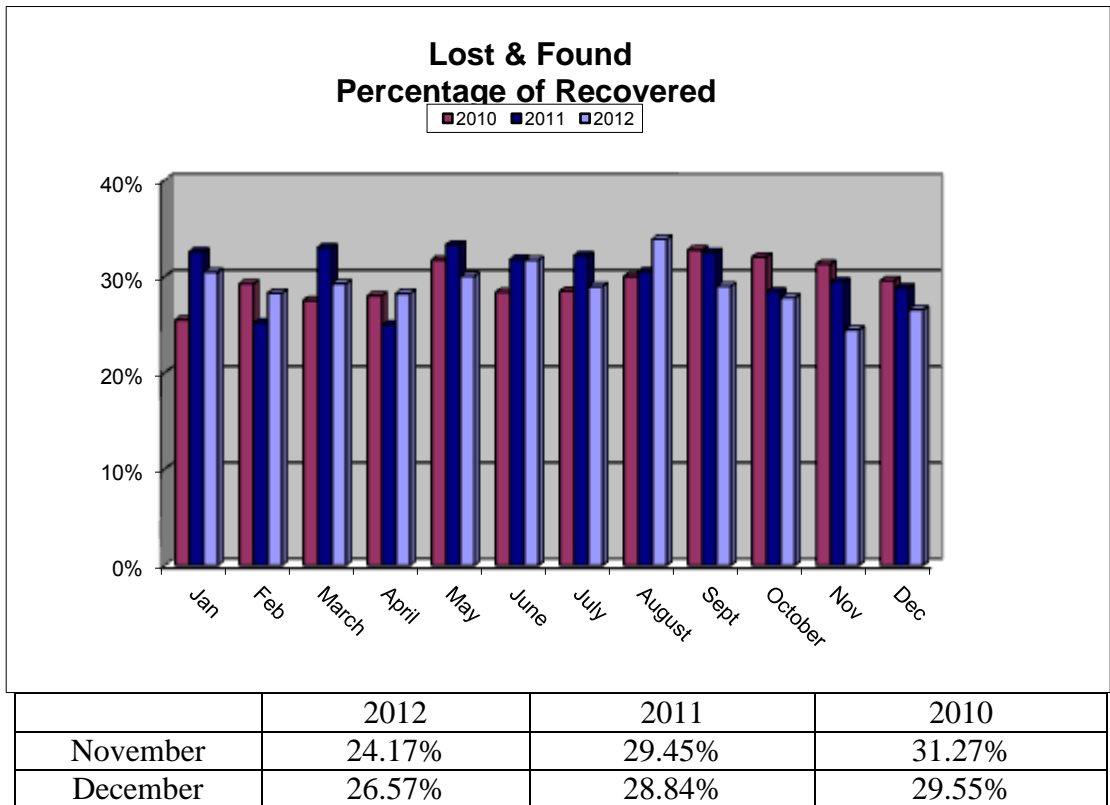
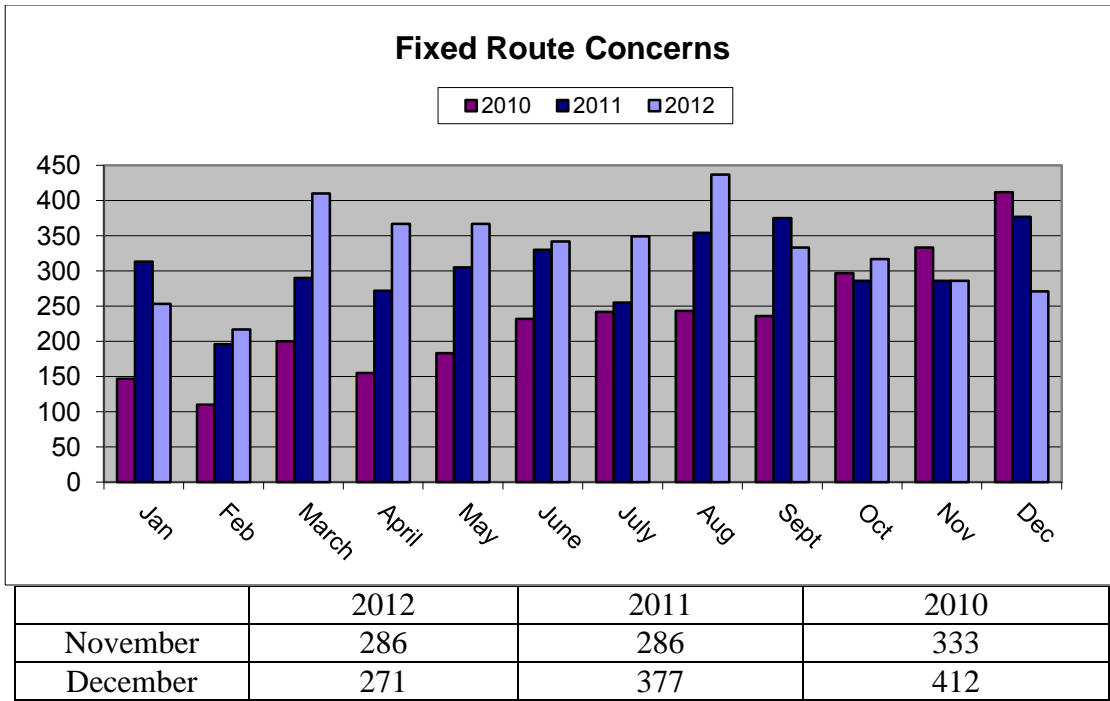


	2012	2011	2010
November	229,916	205,561	196,080
December	204,019	200,516	197,956

### Paratransit Concerns



	2012	2011	2010
November	201	301	318
December	149	179	307



November & December Presentations	
Jones High School	How to Ride
Dr Philips High School	Bus Tour
Orlando Sentinel Fair	How to Ride
Maverick High School	ID's

## **Press Releases/Media Notes**

- Nov. 08...December service changes.
- Nov. 16...Holiday Bus.
- Nov. 16...Thanksgiving schedule.
- Dec. 10...Kissimmee multimodal groundbreaking.
- Dec. 12...Dec. 10...Kissimmee multimodal groundbreaking.
- Dec. 19...Christmas and New Year's Day holiday schedule.
- Dec. 20...Reminder Santa photos at LCS.
- Dec. 21...Reminder holiday hours on Christmas.

## **Stories**

- Nov. 02...WFTV-TV/Channel 9 on possible Greyhound terminal across from LCS.
- Nov. 05...Orlando Business Journal on possible Greyhound terminal across from LCS.
- Nov. 06...Orlando Sentinel on possible Greyhound terminal across from LCS.
- Nov. 07...WFTV-TV/Channel 9 on LYMMO project update.
- Nov. 08...December service changes.
- Nov. 14...Orlando Business Journal, WESH-TV/Channel 2 and WFTV-TV/Channel 9 on LYMMO expansion.
- Nov. 15...Orlando Sentinel mention on MetroPlan Orlando transportation study funding.
- Nov. 15...Orlando Sentinel on LYMMO expansion.
- Nov. 27...Orlando Sentinel photo in story on SR 436 resurrection.
- Nov. 30...Amtrak/dump truck mention for relief buses.
- Dec. 06...WFTV-TV/Channel 9 on Commissioner Arrington resigning from transit boards.
- Dec. 07...Mention in story on Commissioner Arrington resigning from transit boards.
- Dec. 12...WFTV-TV/Channel 9 on Kissimmee multimodal facility groundbreaking.
- Dec. 13...Osceola News Gazette on Kissimmee multimodal facility groundbreaking.
- Dec. 14...Orlando Sentinel on Kissimmee multimodal facility groundbreaking.
- Dec. 31...WFTV-TV/Channel 9 on holiday rerouting.

## **Social Media**

- Nov. 01 (2)...Service delay/I-4 accident.
- Nov. 06...Response to buying international passes.
- Nov. 06...Response to route question.
- Nov. 07...Detour information.
- Nov. 07...Detour information.
- Nov. 08...Veterans Day thank you to our employee veterans.
- Nov. 09 (2)...Deleted passenger comments with inappropriate language and reposted policy.
- Nov. 12 (2)...Responded to passenger complaint about service and post deletion. Responded with inappropriate language policy.

## LYNX Board Agenda

- Nov. 13... ReThink food truck and Econlockhatchee Park N Ride lot opening.
- Nov. 14...Response to buses not having a roach problem.
- Nov. 15...LYMMO route naming contest.
- Nov. 15...Phone lines down.
- Nov. 15...Phone lines working.
- Nov. 15...Response to passenger claims of a dirty bus.
- Nov. 16...Champs closed for a remodel.
- Nov. 16...Thanksgiving holiday schedule.
- Nov. 16 (2)...Non-bus accident service delay alert.
- Nov. 26...Day pass issue.
- Nov. 28 (2)...Train derailment service delay.
- Nov. 30...OUC marathon detours.
- Dec. 04...Photo Contest to engage.
- Dec. 04 (2)...Car accident caused reroute.
- Dec. 05...Mentioned by MetroPlan Orlando.
- Dec. 06...Mentioned by Ivanhoe Village.
- Dec. 07...Responded to customer about the Holiday Bus going to the routes he mentioned it never went to.
- Dec. 07...Shared passenger's compliment.
- Dec. 07...Mentioned by Orlando FL, Orlando Solar Bears, Amway Center, D&E Landscaping.
- Dec. 08...Respond to customer service about late bus.
- Dec. 10...Mentioned by MetroPlan Orlando and Mass Transit.
- Dec. 10...Invite Kissimmee Multimodal event.
- Dec. 10...Service changes announcement.
- Dec. 11...Mentioned by IKEA Orlando and Experience Kissimmee.
- Dec. 11...Invite Kissimmee Multimodal event.
- Dec. 11...Holiday Bus YouTube video.
- Dec. 12...WebACCESS now working.
- Dec. 12...Service changes announcement.
- Dec. 13...Mentioned by SafeHighways.org and Carol Alfonso.
- Dec. 14...Service changes reminder.
- Dec. 14...Responded to a customer complaint about the color of our buses. Referred him to Customer Service.
- Dec. 15...Service changes reminder.
- Dec. 16...Service changes in effect.
- Dec. 17...Photos of newly renovated Champs.
- Dec. 17...Kissimmee Multimodal groundbreaking YouTube video.
- Dec. 17...Christmas Day schedule reminder.
- Dec. 17...Free Santa photos in LCS terminal.
- Dec. 17...Responded to service changes complaint and responded to a compliment.
- Dec. 18...Orlando Sentinel article about bus station taking shape in Kissimmee.
- Dec. 18...Mentioned by Kissimmee Main St., Florida CTD and MetroPlan Orlando.
- Dec. 19...Responded to complaint about Link 111 and customers having to walk across the street now.
- Dec. 19...Free Santa photos reminder.
- Dec. 19...Bay Change.

## LYNX Board Agenda

- Dec. 19... Responded to complaint about smoking in smoke free zone, but security already handled.
- Dec. 19... Responded to question about schedule book.
- Dec. 20... LYMMO photo.
- Dec. 20... Responded to a customer asking that something be done about Link 8.
- Dec. 20... Responded to a customer's compliment of liking the new buses.
- Dec. 20... Share Santa video package.
- Dec. 21... Share passengers Santa photos.
- Dec. 22... Last minute stocking stuffer ideas – bus passes.
- Dec. 23... Did you know: LYNX environmental efficiency highlights?
- Dec. 24... Christmas schedule reminder and photos of last two holiday buses.
- Dec. 25... Happy Holidays and reminder about Christmas schedule.
- Dec. 26... Share our mission.
- Dec. 27... Question: What are the three counties LYNX serves?
- Dec. 28... Passenger compliment/story.
- Dec. 29... Xpress service highlight.
- Dec. 30... Safety and security.
- Dec. 31... Feature destinations for New Year's.

**Monthly Report H: Government Relations Report**

**To:** LYNX Board of Directors

**From:** James McLawhorn  
CHIEF GOVT AFFAIRS OFFICER  
James McLawhorn  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6064

**Item Name:** Government Relations Report

**Date:** 1/31/2013

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**Sequestration:**

In August 2011 2012, Congress passed the Budget Control Act (Public Law 112-25) to increase the debt ceiling. The law created the Joint Select Committee on Deficit Reduction, better known as the "Super Committee", that was required to reach a bipartisan agreement for cutting the federal deficit by \$1.2 trillion over ten years. The Super Committee failed to reach an agreement by the November 2011 deadline established in the law.

As a result, the Budget Control Act requires \$1.2 trillion over the next ten years in automatic across-the-board spending cuts, a process known as "sequestration". Half the cuts are required to come from defense, half are to come from domestic programs, including both discretionary spending and some mandatory (or entitlement) spending.

The Budget Control Act did make some exceptions to the sequester. Medicaid, Social Security, military pay, veterans' spending and programs aimed at helping low-income individuals, such as food stamps, are exempt from the automatic cuts. Taking out the exempted programs, all other defense programs would be subject to an 11.2% cut. All non-defense programs would be subject to an 8% cut.

Under the law, the first automatic cuts were scheduled to take effect January 2, 2013. For Fiscal Year 2013 the sequestration is scheduled to cut \$109 billion. The second cuts will be included in the President's budget request for Fiscal Year 2014. Subsequent cuts will occur each year with the submission of the President's budget request until FY2021.

However, as sequestration deadline approached, Republicans were increasingly concerned about the significant cuts to defense spending. Democrats were concerned about the level of cuts to domestic programs and mandatory spending. Both sides were concerned about the impact such significant cuts might have on the economy.

Congress began looking at ways to avoid sequestration. Following the elections, Congressional leaders and the White House began working on a deal to avert the automatic across-the-board

spending cuts and address the Bush era tax cuts that were due expire at the end of the year as well as a number of other expiring tax and spending provisions.

Attempts by the House Republican leadership and the White House to work out an agreement fell apart before Christmas over strong opposition from conservative members. Congress left town for the holidays without a deal. After Christmas, Senate leaders began serious negotiations with the White House. As the midnight deadline approached on December 31, 2012, an agreement on the fiscal cliff was reached between the Senate Republican Leader Mitch McConnell (R-KY) and Vice President Joe Biden.

Under the agreement, known as the American Taxpayer Relief Act, sequestration was postponed for two months. The sequester for FY2013 will be implemented on March 27, 2013, the same day that the current six-month Continuing Resolution funding the federal government expires. Since Republican Leader Mitch McConnell (R-KY) and Vice President Joe Biden reached a deal late on New Year's Eve = Congress will be working to reach an agreement to again avert the automatic spending cuts due to take place on March 1.

### **Fiscal Cliff Agreement**

Congress left Washington, D.C. before Christmas because House Republicans could not produce an agreement due to strong opposition from their conservative members. Therefore, in the early morning hours of January 1, 2013, the Senate approved a fiscal cliff agreement, known as the American Taxpayer Relief Act, by a vote of 89 to 8, with 3 Democrats and 5 Republicans voting against the bill. Senator Marco Rubio (R-FL) voted against the bill. Senator Bill Nelson (D-FL) voted for it.

Initially, it appeared that House Republicans would refuse to take the bill for consideration. However, Speaker Boehner decided to bring the bill to the floor for a straight up or down vote and late on January 1st the House passed the bill.

The vote was 257 to 167, 172 Democrats and 85 Republicans voted for the bill.

Representatives John Mica, Daniel Webster, Bill Posey and Sandy Adams voted against the bill, while Representative Corrine Brown voted for it. The President signed the bill into law on January 2, 2013.

The American Taxpayer Relief Act addresses several of the fiscal cliff items. In general, the bill:

- permanently extends the Bush era tax cuts for taxable income up to \$400,000 for individuals and \$450,000 for couples, but allows tax rates to rise from 35% to 39.6%, as well as capital gains and dividend tax rates to rise from 15% to 20%, on taxable income over those levels;
- permanently extends the current exemption amount from the estate tax, exempting estates up to \$5.12 million for 2012, but increases the maximum rate from 35% to 40% for estate values above the exemption amount;
- permanently fixes the alternative minimum tax;
- postpones sequestration for two months;
- extends unemployment benefits for one year;
- delays for one year the 27% cut in Medicare physician reimbursement rates (the "doc fix");
- extends most farm bill programs and policies for the rest of FY 2013.

The bill also extends a number of other tax credits and deductions that benefit families and businesses.



Including two extenders of great importance to LYNX.

The bill includes an extension of parity for employer-provided mass transit and parking benefits. The current parity expired on December 31, 2011. The bill extends the benefit retroactively to that date, and extends it until January 1, 2014. The current monthly limit of \$125 for mass transit expenses will increase to \$240, the same as the qualified parking limit, until the end of the year.

The bill also extends the biodiesel and renewable diesel tax credit until December 31, 2013. The tax credit expired on December 31, 2011. The bill applies the credit retroactively to fuel sold or used after that date until the end of the year.

The bill does not include an extension of the payroll tax break that has been in effect for the past two years. Under the payroll tax holiday, the 6.2 percent payroll tax was cut to 4.2 percent for all workers. Without an extension, the payroll tax will revert to the full 6.2 percent effective January 1, 2013.

The agreement does not address all of the issues, such as the debt ceiling and a long term solution to sequestration and deficit reduction.

Since the federal government reached its borrowing limit on December 31<sup>st</sup>, Congress will need to raise the debt ceiling in February to avoid a default.

In the meantime:

Congress needs to address the sequester before the end of February

President Obama is due to release his Fiscal Year 2014 budget in early February

Congress must address the expiration of the Continuing Resolution which funds the federal government through March 27, 2013.

Addressing these issues will keep Congress busy for the first three months of the year and possibly longer.

## **Appropriations**

The 2013 federal fiscal year began on October 1, 2012. Congress failed to complete the 12 appropriations bills that together make up the federal budget before the new fiscal year began. In order to avoid a government shutdown they passed a Continuing Resolution that kept the government operating through March 27, 2013.

In October, the Federal Transit Administration (FTA) released a partial-year apportionment notice for FY2013 since the federal government is currently operating under the six-month Continuing Resolution. The apportionment for the remainder of the fiscal year will be released when they finish the FY2013 bills.

The House and Senate Appropriations Committees wanted to complete an omnibus appropriations bill during the post-election lame duck session. However, the fiscal cliff

negotiations and the Hurricane Sandy emergency supplemental appropriations bill took precedence and there was no action on an omnibus bill in December.

The 113th Congress convenes on January 3, 2013. Before the current Continuing Resolution expires in March, Congress will need to resolve the FY2013 appropriations process. Their options include passing an omnibus bill that combines all twelve appropriations bills into one large spending bill or passing another Continuing Resolution for the remainder of FY2013. If negotiations bog down over the next three months, Congress may decide to pass another Continuing Resolution for the remainder of the year so they can just move ahead with the FY2014 appropriations bills.

## **Elections/Committee Assignments**

President Obama won re-election to another four year term. He will be sworn into office on January 20, 2013. There will a number of changes to his cabinet in the second term. The Secretary of State Hillary Clinton, EPA Administrator Lisa Jackson and Treasury Secretary Timothy Geithner has already announced that they plan to step down shortly.

Transportation Secretary Ray LaHood has previously said that he would not remain for a second term, but has not made any public statements on stepping down since the election. With the resignations of Hillary Clinton and Timothy Geithner, the White House will likely want to focus on those high profile nominations first so Secretary LaHood may remain for a few months longer than originally expected.

House: The Republicans retained control of the House of Representatives. The 113th Congress convened on January 3, 2013. There is currently 233 Republicans and 201 Democrats in the House, a net Democratic gain of eight seats over the last Congress.

Senate: In the Senate, Democrats added to their majority. In the 113th Congress, Democrats control 55 seats (including the 2 Independent Senators from Maine and Vermont) and Republicans have 45 seats.

There were no significant changes in either the House or Senate Democratic or Republican leadership positions.

Central Florida delegation: Senator Nelson, Representatives Mica, Brown, Webster, and Posey were re-elected. Former Representative Alan Grayson was elected to the new Congressional seat that includes the Orlando south suburbs, Kissimmee, and St. Cloud.

House Transportation & Infrastructure Committee: Congressman John Mica, reached the term limit under the House Republican Conference rule that prohibits Republicans from serving from more than six years as Chair or Ranking Republican Member of a Committee. A waiver of this rule is very rare and Chairman Mica, and facing opposition, he decided not to seek a waiver from the House Republican Conference to remain Chair of the House Transportation and Infrastructure Committee. Instead, Mica will become chairman of the House Subcommittee on Government Operations, a post that could lead to a chairmanship of that committee in two years.

The committee has oversight over government management and federal procurement among a wide range of duties. Congressman Mica will retain a seat on the House Transportation Committee.

Congressman Bill Shuster (R-PA), the son of the famous Congressman Bud Shuster (R-PA), has been named as the new Transportation & Infrastructure Committee Chairman. Bill Shuster previously served as the chair of the Railroads, Pipelines, and Hazardous Materials Subcommittee. Chairman Bill Shuster has yet to announce his agenda for the committee in the 113th Congress. The Congressman is considered to be very knowledgeable about a wide variety of transportation issues. He has served on the Highways and Transit Subcommittee and has a transit system in his district that he has supported. We expect that he will be supportive of mass transit issues, but do not expect that to be his primary focus as the chairman.

In general, Chairman Shuster will need to look for ways to find more money for the next surface transportation reauthorization bill. The current transportation authorization bill, MAP-21, expires in September 2014. That means that the T&I Committee will work on the bill. Ideally they should pass another reauthorization bill before the current one expires, but it usually takes a few years and extensions to get a transportation reauthorization bill passed. However, this year the T&I Committee will be holding hearings on the implementation of MAP-21 while it is also starting to work on the next bill.

Chairman Shuster has announced the new Republican members of the Transportation & Infrastructure Committee. Eight Republicans will be joining the House Transportation and Infrastructure Committee, including Central Florida's Representative Daniel Webster and southwest Florida Representative-elect Trey Radel, who won Connie Mack's.

Subcommittee chairs will be announced in January. Representative Mica will get a subcommittee chair but it is not clear which one he will get. He may decide to select the Railroads Subcommittee recently vacated by Chairman Shuster so that he can continue to focus on rail issues. However, with Representative Mica giving up the full committee chair, many members of the Committee staff are leaving government service, including Joyce Rose who was the Railroads Subcommittee Staff Director, and a great friend of LYNX, Central Florida and SunRail.

Representative Corrine Brown will remain on the committee. While they have not yet announced the Ranking Members of the subcommittees, we can expect her to continue on as the Ranking Member of the Railroads, Pipelines, and Hazardous Materials Subcommittee. Ten Democrats have been named to the Transportation & Infrastructure Committee, including Lois Frankel from Florida.

House Appropriations Committee: There are a number of changes to the House Appropriations Committee. However, the full Committee Chairman Hal Rogers (R-KY) and the Transportation, Housing and Urban Development Subcommittee Chairman Tom Latham (R-IA) remain the same. The Republicans added six new members to the Committee including Tom Rooney of Florida.

## LYNX Board Agenda

Representative Nita Lowey (D-NY) is the new Ranking Member on the House Appropriations Committee. Subcommittee Ranking Members have yet to be announced. John Olver (D-MA) was the Ranking Member of the Transportation, HUD Subcommittee, but he did not seek re-election so a new Ranking Member will be named.

Senate Appropriations Committee: The Chairman of the Senate Appropriations Committee Daniel Inouye (D-HI) died in office late December. The new Chair of the Committee is Senator Barbara Mikulski (D-MD) – LYNX CEO John Lewis cut his teeth in politics working for her. There was leadership change on the Republican side - Senator Thad Cochran (R-MS) is term-limited under the House Republican Conference rules. It is expected that Richard Shelby (R-AL) will be named as the new Ranking Member. Both Senator Mikulski and Senator Shelby have served on the Transportation-HUD Appropriations Subcommittee and are familiar with transportation spending issues.

The subcommittee chairs have not yet been announced. The current subcommittee chairs are Patty Murray (D-WA) and Susan Collins (R-ME). However, there have been a number of changes to the committee roster and we can expect changes in the subcommittee leadership assignments.

Senate Authorizing Committees: Senator Tim Johnson (D-SD) will continue to serve as the Chair of the Senate Banking, Housing and Urban Affairs Committee which is the subcommittee with jurisdiction over transportation issues. If Senator Shelby (R-AL) becomes the new Ranking Member on the Appropriations Committee, he will have to give up his Banking Committee leadership. The next in seniority is Senator Mike Crapo (R-ID).

As for the Environment and Public Works Committee, Senator Boxer (D-CA) will continue to serve as Chair. Republican Senator Jim Inhofe (R-OK) has reached his term-limit and will be replaced in the 113th Congress. The next in seniority on the committee is Senator David Vitter (R-LA), but he is also in line to chair another Senate Committee so at this point it is not clear who the Ranking Member will be.

**Monthly Report I: Employee Travel Report**

**To:** LYNX Board of Directors

**From:** **John Lewis**  
 CHIEF EXECUTIVE OFFICER  
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**Item Name:** Monthly Employee Travel Report - December 2012

**Date:** 1/31/2013

EMPLOYEE / DEPARTMENT	DESTINATION	PURPOSE	DEPARTURE AND RETURN DATES	TOTAL ESTIMATED AGENCY COST	AGENCY COST
James McLawhorn Governmental Affairs	Tallahassee, FL	Attend the Winter Legislative Session	12/03/2012- 12/05/2012	252	252
James McLawhorn Governmental Affairs	Gainesville, FL	Attend Florida Transportation Committee Workshop	12/04/2012- 12/05/2012	181	181
<b>TOTAL ESTIMATED COSTS and AGENCY COSTS</b>				<b>433</b>	<b>433</b>