




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 December 4, 2013 Board of Directors' Meeting

Pg 4

3. Recognition

- Service Awards 20 Years: Dennis Hammett, Bus Operator; Christine Jackson, Bus Operator; Jose Vazquez, Bus Operator; Albert Holmes, Bus Operator; Madeline Barisic, Transportation Supervisor. Service Award 30 Years: Jerry Jenkins, Vehicle Maintenance Technician A. Service Award 40 Years: Wallace Flowers, Vehicle Maintenance Technician B.

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. Executive Session


7. Consent Agenda

A. Award Contracts


- i.  Authorization to Award Contract to Parsons Brinkerhoff, Vanasse Hagen & Brustlin (VHB), HDR Engineering and RS7H for General Transportation Planning & Consulting Services Pg 18


B. Extension of Contracts

- i.  Authorization to Exercise the Second Option Year of Contract #10-C21 with MV Transportation, Inc., for NeighborLink Services Pg 20


- ii.  Authorization to Exercise the First Option Year of Contract #11-C16 with Akerman Senterfitt for Federal Lobbying Services Pg 21






C. Miscellaneous

- i.  Authorization to Transfer a Retired Revenue Vehicle to the Hebni Nutrition Consultants Pg 22

- ii.  Authorization to Modify PCL Construction Services, Change Order #2 for LYMMO Expansion Projects Pg 24

8. Action Agenda

- A.  Authorization to Amend the Operations Agreement with the City of Orlando for the Downtown Orlando LYMMO Expansion Pg 26

- Attachments 
- B.  Authorization to Adopt the Comprehensive Operational Analysis (COA) Service Guidelines Pg 52
- Attachments 
- C.  Authorization to Initiate Public Outreach Process for April 2014 Proposed Service Changes Pg 57
- D.  Approval of the Chief Executive Officer's (CEO)Annual Review Pg 59

9. Work Session

- A.  Overview of LYNX' Van Pool Program Pg 60
- Attachments 

10. Information Items

- A.  LYMMO Expansion Projects Update Pg 71

11. Other Business

12. Monthly Reports

- A.  Monthly Financial Report - December 31, 2013 Pg 74
- Attachments 
- B.  Monthly Financial Report - November 30, 2013 Pg 79
- Attachments 
- C.  Monthly Financial Report - October 31, 2013 Pg 84
- Attachments 
- D.  LYNX American Recovery and Reinvestment Act Project Status Report Pg 89
- E.  Ridership Report: October - November (Final) and December (Preliminary) Pg 91
- F.  Planning and Development Report Pg 103
- G.  Communications Report Pg 106
- H.  Government Relations Report Pg 117
- I.  Business Development Report Pg 124
- J.  Monthly Employee Travel - January 2014 Pg 126



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, 2nd Floor
Orlando, FL 32801

DATE: December 4, 2013

TIME: 11:06 a.m.

Members in Attendance:

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

Members Absent:

Osceola County Commissioner, Frank Attkisson, Vice Chairman

1. Call to Order and Pledge of Allegiance

The Chairman, Mayor Buddy Dyer, called the meeting to order at 11:06 a.m. Chairman Dyer asked Commissioner Carlton Henley to lead the Pledge of Allegiance.

2. Approval of Minutes

Motion was made and seconded to approve the Minutes of the September 19, 2013 Board of Directors. The Motion passed unanimously.

3. Recognition

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

20 Years of Service:

Elba Seda, Bus Operator
Ricky Gonzalez, Maintenance Supervisor

35 Years of Service:

Ron Riccard, Facilities Maintenance Supervisor

The Chairman recognized Tangee Mobley, Director of Transportation and Maintenance, to recognize Earl Thomas, Bus Operator, for receiving 2nd Place as Operator of the Year.

4. Public Comments

Celeste Clifford addressed the Board in support of restoring LINK 55 service.

Christine Saint Louis addressed the Board in support of restoring LINK 55 service as well as LINK 427. She asked that some address having restrooms at the downtown Kissimmee terminal for operators and passengers. She expressed concern that LINK 55 will not be able to accommodate all passengers without the assistance of LINK 56.

Micheal Dickens addressed the Board in support of the ratification of the ATU 1596 Contract Wage Re-Opener.

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

5. Chief Executive Officer's Report

The Chairman recognized John Lewis, Chief Executive Officer.

Mr. Lewis noted that staff has added 3 Blue Sheet Agenda Items which are changes to the published agenda:

- Item 7.A.i: The title of the item and the item will delete the request for authorization to Release an RFP for general liability services.
- Item 8.I: The item will be added to the Action Agenda. Staff is requesting the Board to adopt Resolution #13-015 authorizing the CEO to adopt and implement the new Defined Contribution Plan which was included in the Contract negotiations with ATU 1596.
- Item 8.J: The item will be added to the Action Agenda. Staff is requesting the Board authorize the CEO to negotiate and execute the Sale Agreement with the City of Orlando for 1200 West South Street, LYNX' South Street operating facility.

Mr. Lewis recognized that Mayor Jacobs has shown interest in moving Item 7.B.iii, Authorization to Award a Contract to Gillig LLC on behalf of the Florida Public Transportation Association (FPTA) Bus Consortium for the Manufacture and Delivery of Heavy Duty Transit Buses, from the Consent Agenda to the Action Agenda.

6. Executive Session

The Chairman announced that the Board will go into Executive Session I regarding strategies related to Collective Bargaining Negotiations with Amalgamated Transit Union (ATU) 1596 and 1749. He then recognized LYNX' General Counsel, Pat Christiansen.

Pat Christiansen provided a statement as to the process and procedure for the conduct of the Session.

The Chairman temporarily adjourned the meeting at 11:22 am.

The Chairman reconvened the Board of Directors meeting at 11:32 am.

The Chairman announced that the Board will go into Executive Session II regarding litigation strategies. He then recognized LYNX' General Counsel, Pat Christiansen.

Pat Christiansen provided a statement as to the process and procedure for the conduct of the Session.

The Chairman temporarily adjourned the meeting at 11:34 am.

The Chairman reconvened the Board of Directors meeting at 12:19 pm.

7. **Consent Agenda**

The Chairman announced that staff has requested that Consent Agenda Item 7.A.i be pulled from the Consent Agenda and replaced with Blue Sheet Item 7.A.i.

A. Request for Proposal (RFP)

- i. Authorization to Release a Request for Proposal (RFP) for Workers' Compensation and Tort Legal Services

B. Award Contracts

- i. Authorization to Award a Contract to FAAC Incorporated for Transit Simulator System
- ii. Authorization to Award a Contract to Hub City Ford for Vanpool Conversions
- iii. Authorization to Award a Contract to Gillig LLC on behalf of the Florida Public Transportation Association (FPTA) Bus Consortium for the Manufacture and Delivery of Heavy Duty Transit Buses

C. Extension of Contracts

- i. Authorization to Exercise the First Option Year of Contract #11-C12 with AECOM Technical Services for Architecture and Engineering Services for Facilities Projects
- ii. Authorization to Exercise the First Option Year of Contract #10-C36 and Contract #10-C37 with Burgess Chambers for Investment Monitoring Services
- iii. Authorization to Award an Extension of Task Order #12-05 under Contract #09-C08 with Reynolds, Smith and Hills for Quality Assurance and Quality Control Administration for the Parramore BRT and East/West BRT LYMMO Expansion Projects

D. Miscellaneous

- i. Authorization to Increase the Contingency Amount of Contract #13-C12 with PCL Construction Services for the East/West BRT LYMMO Expansion
- ii. Authorization to Increase Contract #09-C28 with Fisher, Rushmer, Werrenrath, and Contract #09-C29 with Zimmerman Kiser Sutcliffe and for General Liability Legal Services

- iii. Authorization to Ratify the Execution of Metroplan Orlando's FY2013/2014 Unified Planning Work Program (UPWP) Agreement
- iv. Authorization to Ratify the Submittal of the Shirley Conroy Rural Capital Assistance Grant for Eleven (11) Expansion Mentor Ranger In-Vehicle Mobile Data Terminals
- v. Authorization to Upgrade the Motorola MCC 7500 Console
- vi. Authorization to Purchase Twenty (20) Diesel or CNG Replacement Buses under LYNX Contract with Gillig, LLC
- vii. Authorization to Amend Contract #10-C23 with Van Pool Services, Inc. (VPSI) for Commuter Vanpool Services
- viii. Ratification of the Authorization to Increase Contract #09-C07 with Data Transfer Solutions, LLC for General Consultant Services
- ix. Authorization to Submit the Title VI Program to the Federal Transit Administration
- x. Adoption of Resolution #13-014 to Reappoint Blanche Sherman to the Board of Trustees for the Amalgamated Transit Union (ATU) Local 1596 Pension Plan
- xi. Authorization to Amend Contract #13-C15 with Baker Hostetler LLP for Labor/Employment Legal Services
- xii. Authorization to Ratify the Public Participation Process and Implementation of Proposed Service Efficiency Changes for January 12, 2014
- xiii. Authorization to Ratify the Submittal of FY2014 Service Development Grant Proposal to the Florida Department of Transportation (FDOT) For New Meadow Woods Service
- xiv. Authorization to Submit FY2015/2016 Grant Applications to Florida Department of Transportation (FDOT) for the Enhanced Mobility of Seniors and Individuals with Disabilities Section 5310 Program and the Nonurbanized Area Formula 5311 Program
- xv. Authorization to Solicit Project Applications for the Federal Transit Administration Enhanced Mobility of Seniors and Individuals with Disabilities Section 5310 Program
- xvi. Authorization to Issue a Purchase Order to Alliance Bus Group d/b/a First Class Coach Sales Under the Florida Department of Transportation's (FDOT) Florida Vehicle Procurement Program's (TRIPS) State Contract #TRIPS-11-CAFCCSC for Sixteen (16) Paratransit Replacement Vehicles
- xvii. Authorization to Execute Sub-recipient Agreements between LYNX and Meals on Wheels, Etc., The Opportunity Center, Seminole Behavioral Healthcare and Independent Transportation Network Orlando for FY2014 Section 5316 Job Access Reverse Commute (JARC) and Section 5317 New Freedom Program (NFP)

Motion was made and seconded to approve the Consent Agenda Items 7.A.i through 7.D.xvii excluding 7.B.iii. The Motion passed unanimously.

8. Action Agenda

The Chairman announced that staff is requesting that a Blue Sheet Item, Authorizing the Chief Executive Officer to Adopt and Implement the New Defined Contribution Plan for Collective Bargaining Employees in Accordance with the Collective Bargaining Agreement (CBA) Entered Into with Amalgamated Transit Union (ATU) Local 1596 November 8, 2012, be added and taken up as Item 8.I.

He also announced that staff is requesting that a Blue Sheet Item, Authorization to Execute Sale of LYNX' South Street Facility to the City of Orlando, be added and taken up as Item 8.J.

A. Authorization to Enter into the FY2014 Service Funding Agreement with Lake County

The Chairman recognized Blanche Sherman, Director of Finance, to make the presentation.

Ms. Sherman noted that staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to enter into the FY2014 Service Funding Agreement with Lake County in the amount of \$50,685, with an effective date of December 2013 and to amend the FY2014 Amended Operating Budget accordingly.

To the extent there are any changes to the funding agreement, LYNX staff will negotiate those changes through an amendment to the addendum and if those changes are not materially adverse to LYNX. This will allow the Chief Executive Officer or designee to enter into those funding agreements without further Board approval.

Motion was made and seconded to enter into the FY2014 Service Funding Agreement with Lake County. The Motion passed unanimously.

B. Authorization to Execute an Interlocal Agreement with Lake County for Commuter Bus Service between Lake County and Downtown Orlando

The Chairman recognized Blanche Sherman, Director of Finance, to make the presentation.

Ms. Sherman noted that staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to execute a separate Inter-local Agreement between LYNX and Lake County to operate Link 204 as a commuter bus service between Lake County and Downtown Orlando effective January 1, 2014 and terminating September 30, 2014 in the amount of \$56,372 and to amend the FY2014 Operating Budget, accordingly.

Motion was made and seconded to execute an Interlocal Agreement with Lake County for commuter bus service between Lake County and Downtown Orlando. The Motion passed unanimously.

C. Authorization of the Recommended LYNX Fare Structure and Technology to include SunRail Fares

The Chairman recognized Blanche Sherman, Director of Finance, to make the presentation.

In September 2013, staff requested the Board of Directors' approval to initiate the public participation process for the proposed LYNX fare structure and technology. Public involvement meetings were scheduled for October 22, 2013 at Casselberry City Hall,

October 23, 2013 at LYNX Central Station, and October 24, 2013 at Osceola Square Mall. Public comments provided on the fare policy, structure, and technology have been included in the full Title VI Program Update document submitted for approval at this Board Meeting. Public comments regarding LYNX' fare policy, structure, and technology did not indicate that implementation would cause a disparate impact or disproportionate burden. Meeting participants did comment on the higher costs of the SunRail monthly pass as compared to the MARTA monthly pass, were pleased that discount fares will be offered for the elderly and disabled, and that there is the ability to transfer between SunRail and bus modes.

The recommendation for LYNX' fare structure is to maintain its existing fares for the current bus (regular fixed-route, Xpress, FastLink), NeighborLink, and paratransit services. Continuing the free fare on the existing LYMMO service is also being recommended at this time. The structure includes the introduction of activating the stored value card and its associated discount.

Consistent with the SunRail fare policy document, the SunRail zonal fare structure is being recommended as follows:

Number of Zones Traveled	Reduced											
	One Way	One Way	Round Trip	Reduced Round Trip	Weekly	Weekly	Monthly	Reduced Monthly	Annual	Reduced Annual	Transfer Upgrade	Reduced Transfer Upgrade
1	\$2.00	\$1.00	\$3.75	\$1.75	\$17.00	\$8.50	\$56.00	\$28.00	\$560.00	\$280.00	\$0.00	\$0.00
2	\$3.00	\$1.50	\$5.50	\$2.75	\$25.00	\$12.50	\$84.00	\$42.00	\$840.00	\$420.00	\$1.00	\$0.50
3	\$4.00	\$2.00	\$7.50	\$3.75	\$34.00	\$17.00	\$112.00	\$56.00	\$1,120.00	\$560.00	\$2.00	\$1.00
4	\$5.00	\$2.50	\$9.50	\$4.75	\$42.50	\$21.25	\$140.00	\$70.00	\$1,400.00	\$700.00	\$3.00	\$1.50

Consistent with the existing LYNX fare policy, and the stored value equity analysis completed by TOA, LYNX recommends the stored value fare option be offered at a flat discount rate of ten percent (10%) across the board.

Motion was made to implement the recommended fare structure and technology changes to include SunRail fares effective as of April 2014.

Prior to receiving a second to the Motion, the maker offered to revise the Motion.

Staff provided clarification of the requested action. LYNX and FDOT has come to a common agreement on the recommended fare structure and SunRail is adopting its fares through the FDOT rule making process. Staff is requesting the adoption of LYNX' fares.

The Chairman offered that he interprets staff's requested action as LYNX' Board is authorizing LYNX' fare structure and the technology to accommodate both the SunRail and the LYNX fare structure together.

Given the clarification, the maker of the Motion offered to restate the original Motion.

Motion was made and seconded to implement the recommended fare structure and technology changes to include SunRail fares effective as of April 2014. The Motion passed unanimously.

D. Authorization to Implement Recommendations Made as a Result of the Compensation Study

The Chairman recognized Donna Tefertiller, Director of Human Resources, to make the presentation.

Ms. Tefertiller noted that staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to implement recommendations to the Pay Plan made during the classification and compensation study (Study), effective January 2014.

The Chairman recognized Commissioner Carlton Henley, Chairman, LYNX' Audit Committee.

Commissioner Henley stated that LYNX' Audit Committee received a presentation at its meeting and that the Committee recommended approval.

Motion was made and seconded to implement the recommendations made as a result of the Compensation Study effective January 2014. The Motion passed unanimously.

E. Authorization to Adopt Proposed Service Standards

The Chairman recognized Commissioner Carlton Henley, Chairman, LYNX' Audit Committee.

Commissioner Henley stated that LYNX' Audit Committee received a presentation at its meeting and had extensive discussion of the proposed service standards. The Committee requested staff provide additional information; therefore, the Committee recommended the Board delay action on this item.

Motion was made and seconded that the Board delay action on the adoption of the proposed service standards until staff provides the additional information requested to the Audit Committee. The Motion passed unanimously.

F. Authorization to Enter into a Collective Bargaining Agreement Wage Re-Opener with Amalgamated Transit Union (ATU) Local 1749

The Chairman recognized Tangee Mobley, Director of Transportation and Maintenance, to make the presentation.

Ms. Mobley stated that 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 2014.

She noted that the wage reopener negotiations took place on October 18, 2013. During this meeting the monetary change included placing supervisors in a pay progression

system which includes steps that are not tied to years of service. Pay rates for Transportation and Maintenance Supervisors will become effective the first full pay period of October 2013.

Motion was made and seconded to enter into a Collective Bargaining Agreement Wage Re-Opener with Amalgamated Transit Union (ATU) Local 1759. The Motion passed unanimously.

G. Authorization to Enter into a Collective Bargaining Agreement Wage Re-Opener with Amalgamated Transit Union (ATU) Local 1596

The Chairman recognized Tangee Mobley, Director of Transportation and Maintenance, to make the presentation.

Ms. Mobley stated that 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) 1596 for fiscal year 2014.

Employees of the Amalgamated Transit Union (ATU) Local 1596 are classified as Bus Operators, Technicians, Building and Grounds, Road Rangers, Service Island Attendants, and Building and Grounds Keepers. The contract dated October 1, 2012 through September 30, 2015 is a three-year collective bargaining agreement that includes two wage reopeners in years two and three, FY2013 and FY2014, respectively.

She noted that the wage reopener in year two (FY2013) Labor Negotiations took place on November 12, 2013.

The tentative agreement resulting from this meeting is as follows:

1. Effective October 1, 2013, all employees in wage progression will receive a one-time step increase based upon the current top wage rate.
2. Employees at current top wage rates will receive a .20 cent per hour increase on October 1, 2013 and a .26 cent per hour increase on April 1, 2014 which shall not increase the current top wage rates until September 30, 2014 at which time the top wage rates shall be increased to reflect the additional total of .46 cents per hour. At that time, (i.e., September 30, 2014) all employees in pay progression will be adjusted to reflect the new top wage within their then current step.

Motion was made and seconded to enter into a Collective Bargaining Agreement Wage Re-Opener with Amalgamated Transit Union (ATU) Local 1596. The Motion passed unanimously.

H. Adoption of Resolution #13-010 Appointing a LYNX Board of Directors' Representative on the MetroPlan Orlando Board of Directors

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

Mr. Lewis stated that staff is requesting the Board of Directors adopt Central Florida Regional Transportation Authority (d/b/a LYNX) Resolution No. 13-010 appointing an Agency representative on the MetroPlan Orlando Board of Directors.

At the September 19, 2013 meeting of the Board of Directors, by unanimous vote of members, Osceola County Commissioner, Frank Attkisson, was approved as the Agency's representative on the MetroPlan Orlando Board of Directors.

Motion was made and seconded to adopt Resolution #13-010 appointing a LYN Board of Directors' Representative on the MetroPlan Orlando Board of Directors. The Motion passed unanimously.

7.B.iii Authorization to Award a Contract to Gillig LLC on behalf of the Florida Public Transportation Association (FPTA) Bus Consortium for the Manufacture and Delivery of Heavy Duty Transit Buses

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

Mr. Lewis stated that staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to award a five (5) year transit bus manufacturing contract to Gillig, LLC on behalf of the Florida Public Transportation Association bus consortium for heavy duty transit buses.

LYNX was designated as the lead procurement agency for the Consortium Contract in 2008, and again for the current solicitation (LYNX RFP 13-R06) which was released on June 24, 2013 based on LYNX Governing Board authorization provided on January 31, 2013. There are twenty-four (24) transit properties participating in the consortium. Each property submitted a five-year forecast identifying the number of anticipated bus purchased planned for the five year term of the contract.

Two changes were incorporated into the current solicitation and resulting contract in order to address FTA concerns regarding the number of options available under the contract, and how those options were being distributed.

In collaboration with LYNX procurement staff, the FPTA board, and their technical sub-committee, it was determined that it would be beneficial to provide the industry a draft of the RFP for review and comment. Based on industry feedback technical specifications were revised to more closely follow the APTA Standard Bus Procurement Guidelines specification.

Gillig LLC, the current supplier, submitted the single proposal, which was found to be a responsive and responsible offer.

The Chairman recognized Mayor Jacobs for comment.

Mayor Jacobs stated that she received a letter from John Andrews that raised two questions. He asked why the Contract of its magnitude had received only one responsive proposal and a question regarding variable size buses.

Mayor Jacobs asked Mr. Lewis to respond to the question of the number of proposals received. He responded that no protest of the procurement was received. He explained there are four large manufacturers in the United States: Gillig, Nova Bus, New Flyer and NABI Bus. At the time of the procurement, New Flyer was in the process of procuring NABI Bus resulting in the consolidation of the two agencies and did not participate in the procurement.

Mayor Jacobs asked Mr. Lewis to respond to the question of bus size. He provided there are three vehicle sizes.

Mayor Jacobs noted that staff had addressed her questions relating to the RFP and Contract.

The Chairman asked if there were other questions from the Board. Hearing none, the Chairman called for a Motion.

Motion was made and seconded to award a Contract to Gillig LLC on behalf of the Florida Public Transportation Association (FPTA) Bus Consortium for the manufacture and delivery of heavy duty transit buses. The Motion passed unanimously.

I. Adoption of Resolution 13-015 Authorizing the Chief Executive Officer to Adopt and Implement the New Defined Contribution Plan for Collective Bargaining Employees in Accordance with the Collective Bargaining Agreement (CBA) Entered Into with Amalgamated Transit Union (ATU) Local 1596 November 8, 2012

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

Mr. Lewis stated that staff is requesting the Board of Directors' adoption of Resolution #13-015 authorizing the Chief Executive Officer (CEO) or designee to adopt and implement the new LYNX Defined Contribution Plan outlined in Article 30 Section 5 of Collective Bargaining Agreement (CBA) with Local 1596 of the Amalgamated Transit Union. This authorization would further authorize the Chief Executive Officer (CEO) or designee to undertake such actions as may be necessary for LYNX to adopt and approve adoption of the contribution plan along with other terms and conditions associated and implement the Plan. As provided in the CBA, the Plan will be effective for all employees hired by LYNX after January 1, 2014.

At the November 8, 2012 meeting of the LYNX Board of Directors, the Collective Bargaining Agreement with the Amalgamated Transit Union (ATU) Local 1596 was ratified by the LYNX Board of Directors. One of the articles agreed upon by both parties dealt with the creation of a new defined contribution plan for newly hired LYNX employees.

Mr. Lewis noted that the Internal Revenue Service (IRS) requires a Resolution by the Board of Directors establishing the plan.

The Chairman asked Mr. Lewis if the Resolution memorializes action previously taken by the Board. Mr. Lewis responded that is the purpose of the Resolution.

Motion was made and seconded to adoption of Resolution #13-015 authorizing the Chief Executive Officer (CEO) to adopt and implement the new Defined Contribution Plan for Collective Bargaining Employees in accordance with the Collective Bargaining Agreement (CBA) entered into with Amalgamated Transit Union (ATU) Local 1596 November 8, 2012. The Motion passed unanimously.

J. Authorization for Chief Executive Officer or Designee to Negotiate and Execute the Sale Agreement with the City of Orlando for 1200 West South Street

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

Mr. Lewis stated that staff is requesting the Board of Director's authorization for the Chief Executive Officer (CEO) or designee to negotiate and execute a purchase and sale agreement with the City of Orlando for the City to purchase from Lynx the Lynx South Street facility (1200 West South Street).

Mr. Lewis deferred to LYNX' General Counsel, Pat Christiansen, to provide details of the Contract negotiations.

The Chairman recognized Mr. Christiansen.

For the record, Mr. Christiansen addressed the position of the Chairman, Orlando Mayor Dyer, regarding the matter as it relates to a transaction between LYNX and the City of Orlando. The Mayor can both conduct the meeting and vote on the mater.

He stated the transaction between LYNX and the City of Orlando is between Agencies. The Attorney General has ruled that a person sitting on the Board does not have a personal financial benefit; therefore, can vote on the particular matter and conduct the meeting.

The Audit Committee heard an extensive presentation on this matter.

Staff is requesting authorization to negotiate and enter into an Agreement with the City of Orlando for the sale of the 1200 West South Street property at the appraised price.

The site has been appraised at a value of \$3.35 million which includes the value of the land and the buildings upon it. This land and the improvements associated with it were purchased with Federal funds at an approximate 80% participation rate. Therefore, we are required to follow the federal regulations for disposal of real property and the ultimate sale agreement will have to be approved by the FTA.

LYNX has been working with the Florida Department of Environmental Protection (FDEP) since 1996 to mitigate environmental impacts of the South Street property's use as a transportation facility. LYNX will have to meet FDEP standards for total mitigation of the property as a part of this transaction. LYNX has included \$100,000 in its FY14 budget to complete the environmental mitigation of the property.

LYNX currently utilizes the site only for its Paratransit operations and leases a portion of the facility to the City of Orlando for blue print service. In August 2014, the impact of Medicaid Reform here in the State of Florida will reduce our operating needs for Paratransit services.

LYNX staff and MV Transportation are working diligently to find a new location to ensure that Paratransit services are continued efficiently without delays, curtailing costs, and with minimum impact to our customers.

Mr. Christiansen stated that staff is requesting Board authorization to negotiate and execute a purchase and sale agreement with the City of Orlando for their purchase of the South Street facility (1200 West South Street) at a minimum price of the appraised value of the property which is \$3.35 million. This agreement will be contingent upon Lynx reaching an acceptable purchase agreement with the City, on terms acceptable to the CEO and Lynx General Counsel, which would include, among other matters, matters as to the timing for delivery of the site as it relates to the present occupancy by MV, the timing for the destruction of buildings on the site, and the approval of the Federal Transit Administration (FTA). It is noted that the site has environmental contamination with the contamination to be cleaned up at the cost of Lynx.

The Chairman recognized Secretary Noranne Downs.

Secretary Downs asked if the appraisal had been reviewed by a third party appraiser.

Mr. Christiansen stated that in accordance with FTA guidelines an appraisal is conducted followed by a review appraisal. In each case, LYNX sought competitive bids. The review appraisal is scheduled with an Appraiser that is also on the City's approved list.

Motion was made and seconded to authorize the Chief Executive Officer or designee to negotiate and execute the Sale Agreement with City of Orlando for 1200 West South Street. The Motion passed unanimously.

9. Work Session

The Chairman recognized Mr. Lewis.

Mr. Lewis recommended that in the interest of time, the matter of the Performance Measures be deferred to another meeting.

B. Florida Department of Transportation (FDOT) Presentation on the SunRil Connectivity Plan

The Chairman recognized John Mason, HDR Engineering, to make the presentation.

Mr. Mason provided an Overview of the SunRail Feeder Bus Operations and Funding.

Overview

- FDOT will contract with LYNX and VOTRAN for the operations of feeder bus service to SunRail system.
 - Feeder bus service will be operated during weekdays during AM and PM peak periods.
 - FDOT will pay for net operating subsidy (the same hourly O & M costs that the Partners pay for the service less allocation for fare revenue)
 - Subsidy and service will be provided for 7 years from the start of operations
 - Service levels have been developed in consultation and coordination with LYNX and local funding partners
- FDOT paid local share for purchase of 16 LYNX buses in support of the feeder bus program

Planning History

- Coordination began in 2006
- Coordination with Local Jurisdictions
- Letters of Understanding executed with LYNX and VOTRAN in 2007

Sizing the Plan

- How much feeder bus service is needed
 - SunRail projected opening year ridership = 4,114
 - About 27% of SunRail riders will use bus
 - About 1/3 of LYNX bus riders will use LYMMO and other local routes for “Last Mile” connections at LCS, Church St.
 - About 700-800 daily LYNX riders connecting at non-CBD stations
- 2007 plan was for 9,600 annual hours of LYNX service
 - In 2012 FDOT agreed to develop funding strategy for peak period service on LINK #111 (OIA)
- 2013 plan is for 15, 259 annual hours of LYNX service
 - Current plan increases service by 59%
 - Results in 1-13 riders per bus hour (LYNX average is 26)

How much will it cost?

<u>Jurisdiction</u>	<u>FDOT</u>
Seminole County	4,918
Orange County	7,461
<u>Osceola County</u>	<u>2,880</u>
Incremental Hours	15,259

Total Annual Cost (FY2014) =	\$918,000
Ridership Revenue (20.64%) =	<u>\$189,000</u>
Net Annual Contract Cost =	\$729,000

- (1) Annual cost based on LYNX' FY2013 Regional Model cost per hour = \$58.42, less one-half of farebox revenue recovery (20.64%). Net FY2013 cost per hour = \$46.36
- (2) FY 2013 costs inflated to FY 2014 dollars using 3.0% inflation rate.

In the interest of time, Mr. Mason stated that information was provided to the members in the power point presentation and perhaps the members would like to review them and present any questions at a later time.

10. Information Items

The Chairman noted that information items were contained within the package of meeting materials for the members review.

11. Other Business

The Chairman asked if there was other business.

Mr. Lewis responded staff had no further business.

9. Monthly Reports

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

Meeting adjourned at 12:52 p.m.

Consent Agenda Item #7.A. i

To: LYNX Board of Directors

From: **Stuart Boggs**
DIRECTOR OF PLANNING & DEVELOPMENT
Andrew O'Neil
(Technical Contact)
Andrea Ostrodka
(Technical Contact)
Andrew Riddle
(Technical Contact)

Phone: 407.841.2279 ext: 6009

Item Name: Award Contracts
Authorization to Award Contract to Parsons Brinkerhoff, Vanasse Hagen & Brustlin (VHB), HDR Engineering and RS7H for General Transportation Planning & Consulting Services

Date: 1/29/2014

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to award a contract to Parsons Brinkerhoff, Vanasse Hagen & Brustlin (VHB), HDR Engineering and RS&H for General Consulting Services. The scope of work covers the areas of transportation and financial planning, technical studies, urban design and implementing geographic information systems as outlined in the LYNX Request for Proposal (RFP). The initial contract term shall be for three (3) years with two (2), one year options subject to annual funding availability. The contract will have task work orders issued as the need arises for services as described in the scope of services. The subject contracts are at an annual "Not to Exceed" cost of \$300,000 in the aggregate per contract year, total contract "Not-to-Exceed" is \$1,500,000.

BACKGROUND:

As approved by the LYNX Governing Board RFP 13-R09 for General Transportation Planning and Consulting Services was released on October 18, 2013. The solicitation was advertised in the Orlando Sentinel and separate notice was provided to thirteen firms that provide the relevant services. Eight firms (listed below) responded to the solicitation.

On January 7, 2014, the Selection Evaluation Committee (SEC) met to evaluate proposals (based on qualifications only) and make recommendation for award. Rankings were as follows:

LYNX RFP 13-R09

General Transportation Planning Services

January 7, 2014

	Rank	
Vanasse Hanger Brustlin (VHB)	1	
Parsons Brinckerhoff	2	
HDR Engineering	3	tie
Reynolds, Smith & Hills (RS&H)	3	tie
Data Transfer Solutions (DTS)	5	
Rummel, Klepper & Kahl (RK&K)	6	
STV dba Ralph Whitehead & Assoc	7	
Jacobs Eng (Jacobs)	8	

The language of the RFP stated that this solicitation would result in multiple award of up to three task order based contracts. The SEC ordinal ranking resulted in a tie for the third position. Procurement staff presented the SEC with two options:

1. Schedule a second round of interviews and scoring for the two third place firms, or;
2. Recommend to the Governing Board that both third ranked firms be awarded contracts along with the higher ranked firms.

The SEC determined that the best way to preserve the intent of the solicitation and to address the tie score would be to include both third place firms in their recommendation for award. The SEC recommended the firms of Vanasse Hanger Brustlin, Parsons Brinckerhoff, HDR Engineering, and Reynolds, Smith & Hills for contract award by the LYNX Governing Board and the meeting was concluded.

Fees and terms have been negotiated and contracts drafted for all four SEC recommended firms. Task Orders will be issued on an as needed basis under the terms and hourly rates included in each firm's master contract with LYNX.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE goal was established for this procurement. However, the firms recommended to be awarded have outlined in their RFP documents that were submitted to partner with various sub-consultants to include DBE and small businesses to perform the assigned tasks.

FISCAL IMPACT

LYNX staff included \$325,000 in the FY2014 Adopted Operating Budget for general transportation planning and consulting services that could be awarded under this contract. The FY2013 expenses were \$581,093 for general transportation planning and consulting services.

Consent Agenda Item #7.B. i

To: LYNX Board of Directors

From: Tangee Mobley
DIR OF TRANSPORTATION & MAINT
William Hearndon
(Technical Contact)

Phone: 407.841.2279 ext: 6036

Item Name: Extension of Contracts
Authorization to Exercise the Second Option Year of Contract #10-C21 with
MV Transportation, Inc., for NeighborLink Services

Date: 1/29/2014

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to exercise the second option year of Contract #10-C21 with MV Transportation, Inc., for NeighborLink services.

BACKGROUND:

MV Transportation has been the provider of NeighborLink service (formerly Pick Up Line) for LYNX since its inception as a demonstration project in South Poinciana in 2007. During the demonstration project the service proved to be a successful mode and additional routes were implemented.

At the January 7, 2010 Board of Directors' meeting, staff received authorization to award contract #10-C21 to MV Transportation to continue to provide the services originally marked as "Pick Up Line" services (currently marked as "NeighborLink" services). The original term of the contract and first option year is scheduled to expire on March 31, 2014, with one remaining one-year option available for contract extension.

FISCAL IMPACT:

LYNX staff included \$1,430,689 in the FY2014 Adopted Operating Budget for NeighborLink purchased transportation service. The FY2013 expenses were \$1,312,310 for NeighborLink purchased transportation service.

Consent Agenda Item #7.B. ii

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6064

Item Name: Extension of Contracts
Authorization to Exercise the First Option Year of Contract #11-C16 with Akerman Senterfitt for Federal Lobbying Services

Date: 1/29/2014

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to exercise the first option year of Contract #11-C16 with Akerman Senterfitt for federal lobbying services.

BACKGROUND:

At the April 7, 2011 Board of Directors' meeting, staff received authorization to issue contract #11-C16 with Akerman Senterfitt for federal lobbying services for three (3) years with two (2) one (1) year options.

The original three (3) year term will expire on March 31, 2014. This one (1) year option will extend the agreement through March 31, 2015.

FISCAL IMPACT:

LYNX staff included funding in the amount of \$126,000 in the FY2014 Adopted Operating Budget to support the fees associated with federal lobbying services. The FY2013 expenses were \$100,000 for federal lobbying services.

Consent Agenda Item #7.C. i

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6100

Item Name: **Miscellaneous**
Authorization to Transfer a Retired Revenue Vehicle to the Hebni Nutrition Consultants

Date: 1/29/2014

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to transfer one (1) revenue vehicle and components to the Hebni Nutrition Consultants.

BACKGROUND:

LYNX staff has identified a 2002 Gillig Phantom Bus (Bus #505) for retirement. The Hebni Nutrition Consultants has expressed an interest in receiving the LYNX retired revenue vehicle to convert into a mobile farmers' marketplace to serve neighborhoods that do not have food markets.

LYNX staff is preparing a submission to the Federal Transit Administration (FTA) for approval in order to waive or transfer any outstanding obligation associated with the vehicle and the related components, which is currently valued at \$0. Upon Board of Directors approval, LYNX staff will continue to work with Hebni Nutrition Consultants to facilitate the transfer of the vehicle. If the transfer of the vehicle is not successful, LYNX staff will then include it in the upcoming public auction.

Vehicle Profile

Acquisition Date	Acquisition Value	Activity Code	Class	Company Asset Number	Description	Mfg Serial No	Net Book as of 12/04/13
8/21/2002	\$222,871.22	A	RV	505	PHANTOM- C27D096N4 Gillig Bus	15GCD271921111356	\$0.00
9/30/2007	7,752.44	A	RV	505AA	ENGINE, CUMMINS REBUILT M-11	46216026	0.00
10/9/2008	9,900.00	A	RV	505BB	VOITH D864 TRANSMISSION	842264	0.00
Total	\$240,523.66						\$0.00

FISCAL IMPACT:

The net book value of the one (1) revenue vehicle and related components is \$0.

Consent Agenda Item #7.C. ii

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6023

Item Name: Miscellaneous
Authorization to Modify PCL Construction Services, Change Order #2 for LYMMO Expansion Projects

Date: 1/29/2014

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to modify a previously approved change order for ITS integration for the expanded LYMMO system (PCL Project C). This modification would allocate \$278,452 to the East/West BRT project and \$330,636 to the Parramore BRT project for a combined cost of \$609,088. The total amount of the change order is less than the board authorized amount of \$654,920 for project C and described in more detail below. Such modifications are contingent upon the Federal Transit Administrations' (FTA) approval.

BACKGROUND:

At the July 25, 2013 Board meeting the board authorized the Chief Executive Officer (CEO) or designee to modify Contract No. 13-C12, with PCL Construction Services, Inc. for ITS integration for the expanded LYMMO system (Real Time Information System) and construction of a portion of the Parramore BRT project. Change Change Order 2 added Project C and Project D to the PCL Contract. The Board authorized the contract modification as follows:

Project C – LYMMO ITS Components and System Integration - \$654,920
Project D – Central Blvd from Division St. To Garland Ave - \$350,000
LYNX Contingency - \$100,492

PROPOSED NEW EXPANSION:

Once completed, the LYMMO BRT will consist of three separate BRT lines with real time passenger information at all stations/shelters, including the existing LYMMO. Staff anticipates completing construction by Spring of 2014 for the East/West BRT and LYMMO rehabilitation project (which includes rehabilitation of existing shelters, new kiosks and real time information).

LYNX Board Agenda

The Parramore BRT project is scheduled to begin construction in early Spring 2014. An additional 6 miles of BRT will be added to the downtown LYMMO system and will require an 7 LYMMO expansion buses.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

There is no change to the DBE commitment.

FISCAL IMPACT:

LYNX staff included \$475,412 in unobligated funds for the East/West BRT in the FY2014 Adopted Capital Budget for design and build activities.

Action Agenda Item #8.A

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6100

Item Name: Authorization to Amend the Operations Agreement with the City of Orlando for the Downtown Orlando LYMMO Expansion

Date: 1/29/2014

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee(s) to negotiate and execute an amendment to the Operations Agreement with the City of Orlando to include the operations of the Parramore Bus Rapid Transit Project and the Orlando East/West Circulator New Start Project, as well as the Downtown Orlando LYMMO.

BACKGROUND:

The City of Orlando ("CITY"), the City of Orlando Redevelopment Agency ("CRA") and LYNX mutually desire to continue the cooperative relationship where LYNX will provide or cause to be provided the operational services associated with LYMMO. The CITY, CRA and LYNX desire to enter into this Agreement to set forth the terms and conditions of such a cooperative relationship including establishing the duties and responsibilities of each.

The Expanded LYMMO consists of the Parramore BRT Project and the Downtown Orlando East/West Circulator New Starts Project. The Parramore BRT Project consists of a bus rapid transit extension of the original LYMMO system to serve the Parramore community west of I-4 and the Creative Village future development. The Downtown Orlando East/West Circulator New Starts Project consists of a bus rapid transit extension of the Original LYMMO system to serve the downtown area east and west of I-4 along a corridor bounded by Westmoreland Dr. on the west, Summerland Ave. on the east, Central Blvd. on the north and Church and South St. on the south. The New Starts Project will serve the Parramore and Thornton Park neighborhoods as well as SunRail, the Amway Center and the Dr. Phillips Center for the Performing Arts. Additionally, the project also utilizes FTA New Starts Funding for the purchase of four (4) hybrid electric buses.

LYNX Board Agenda

A copy of the proposed operations agreement that will be entered into between LYNX and the CITY and the CRA is attached. Authorization is requested from the Board for LYNX staff to complete the operations agreement, including completion of the exhibits and addenda. To the extent there are any changes to the operations agreement, LYNX staff will negotiate those changes through an amendment to the addendum and if those changes are not materially adverse to LYNX. This will allow the Chief Executive Officer or designee(s) to enter into the operations agreement without further Board approval.

**AMENDED AND RESTATED OPERATIONS
AGREEMENT
("LYMMO")**

This Amended and Restated Operations Agreement, "Agreement," is made and entered into this ____ day of _____, _____ by and between the CITY OF ORLANDO, FLORIDA, a municipal corporation organized and existing under the laws of the State of Florida (hereinafter the "CITY", and the Community Redevelopment Agency of the City of Orlando , "CRA," and the CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY, a body politic and corporate created pursuant to Part II, Chapter 343, Florida Statutes (hereinafter "LYNX").

WITNESSETH

Whereas, the CITY is a Florida municipal corporation; and

Whereas, LYNX is the regional public transportation agency responsible for providing an integrated, efficient and comprehensive public surface transit system in the counties of Orange, Seminole and Osceola, including bus service; and

Whereas, on January 22, 1998, CITY and LYNX entered into an Operations Agreement (LYMMO), (hereinafter referred to as "Agreement,") which provided for the operation, funding and maintenance of the Original LYMMO system, as hereinafter defined; and

Whereas, the CITY in conjunction with the Community Redevelopment Agency of the City of Orlando, were actively involved in the establishment of the Downtown Orlando Transit Project, also known as LYMMO (and formerly known as OSCAR), hereinafter referred to as "Original LYMMO"; and

Whereas, the Original LYMMO route is shown in Exhibit "A", attached hereto and made a part hereof by reference; and

Whereas, Original LYMMO was designed and continues to operate, to provide expanded mobility service throughout the downtown Central Business District of the City of Orlando which is located within the area of operation of LYNX and within the Downtown Orlando Community Redevelopment Area (hereinafter referred to as "Area"); and

Whereas, the CITY has created a Downtown Orlando Transportation Plan to evaluate existing facilities, projects, future demand and identify future transportation enhancements, and which makes specific recommendations based on the analysis of streets, transit, parking, Intelligent Transportation Systems (ITS), traffic signalization,

transportation demand management, freight, land use, and the bicycle and pedestrian network; and

WHEREAS, pursuant to the Downtown Orlando Transportation Plan, the expansion of the Original LYMMO network, “Expanded LYMMO,” is a key component of the future multi-modal transportation system to mitigate congestion in Downtown Orlando and consists of the Parramore BRT Project and the Downtown Orlando East/West Circulator New Starts Project (hereinafter referred to as “Expanded LYMMO”); and

Whereas, the Downtown Orlando Transportation Plan has been incorporated into the CRA’s Downtown Orlando Community Redevelopment Area Plan; and

Whereas, Original LYMMO and Expanded LYMMO are hereinafter collectively referred to as LYMMO; and

Whereas, the CITY is fully responsible for improvements and maintenance of the LYMMO roadway, traffic operations/signalization, pedestrian facilities and physical infrastructure, and

Whereas, the CITY and LYNX entered into an Interlocal Agreement executed on July 25, 1994 which specifies in detail the financial, preliminary engineering, design, construction, and management responsibilities of each of the parties thereto pertaining to LYMMO (hereinafter referred to as the “Interlocal Agreement”); and

Whereas, the CITY, LYNX and the CITY of Orlando Redevelopment Agency, “CRA,” entered into an Amended and Restated Interlocal Agreement, as amended, relating to a Downtown Orlando Transit Circulator Expansion Alternatives Analysis Study and Subsequent Funding for the Expansion Program; the LYNX Orlando Trail Project; and the Creative Village Moving Parramore Forward Project; and the Downtown Orlando East/West Circulator New Starts Project, in August 2011; and

Whereas, the CITY, CRA and LYNX mutually desire to continue the cooperative relationship whereby LYNX will provide or cause to be provided the operational services associated with LYMMO; and

Whereas, the CITY, CRA and LYNX desire to enter into this Amended and Restated Operations Agreement to set forth the terms and conditions of such a cooperative relationship including establishing the duties and responsibilities of each.

Now, therefore, for and in consideration of the mutual promises herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree to as follows:

1. DESCRIPTION OF THE LYMMO PROJECT – The LYMMO Project consists of the Original LYMMO and the Expanded LYMMO.

The Original LYMMO consists of 2.3 miles of an exclusive and mixed use bus thoroughfare through downtown Orlando between the former Orlando Arena site and the Orlando City Hall. The Original LYMMO construction project included roadway improvements, traffic signalization, Compressed Natural Gas (referred to as “CNG”) vehicle procurement, CNG facility expansion, streetscape and customer amenities. The Original LYMMO route, as depicted in Figure ___ of the Scope of Services attached hereto and incorporated herein, comprises a one-way, single-lane loop at the northern end of downtown (along Alexander Place, Hughey Avenue, Garland Street, and Amelia Street), two-lanes along Livingstone Street and Magnolia Avenue (between Interstate 4 and Church Street), and a one-way, single-lane loop at the south end of downtown (along Magnolia Avenue, South Street, Orange Avenue, and Church Street). Starting at the CentroPlex I Garage, buses operate east on Alexander Place, south on Hughey Avenue, east on Livingston Street, south on Magnolia Avenue, and west on South Street. Returning buses turn north on Orange Avenue in an exclusive contra-flow bus lane, east on Church Street, north on Magnolia Avenue, west on Livingston Street, north on Garland Street, and west on Amelia Street. State-of-the-art, alternative fuel, low floor, rubber tired buses operate along the route.

The Expanded LYMMO consists of the Parramore BRT Project and the Downtown Orlando East/West Circulator New Starts Project. The Parramore BRT Project consists of a bus rapid transit extension of the Original LYMMO system to serve the Parramore community west of I-4 and the Creative Village future development. See Figure ____ of the Scope of Services attached hereto and made a part hereof by reference. The Downtown Orlando East/West Circulator New Starts Project consists of a bus rapid transit extension of the Original LYMMO system to serve the downtown area east and west of I-4 along a corridor bounded by Westmoreland Dr. on the west, Summerland Ave. on the east, Central Blvd. on the north and Church and South St. on the south. See Figure ___ of the Scope of Services attached hereto and made a part hereof by reference. The New Starts Project will serve the Parramore and Thornton Park neighborhoods as well as SunRail, the Amway Center and the Dr. Phillips Center for the Performing Arts. Additionally, the project also utilizes FTA New Starts Funding for the purchase of four (4) hybrid electric buses.

2. OPERATIONS STEERING COMMITTEE – The parties acknowledge that an Operations Steering Committee (hereinafter referred to as “OSC”) has been established to provide oversight and guidance to CITY, CRA and LYNX relative to ongoing operational issues of the Original LYMMO system and will assume such oversight and guidance responsibilities with respect to the Expanded LYMMO system as well, especially during the startup period. Operational issues shall include, though not exclusively, advertising, marketing, hourly rate, customer information systems, routing, fares, maintenance and

scheduling/headways related to the LYMMO system. The OSC will consist of one member each from LYNX, the CITY and the CRA. THE OSC will meet at least once every three (3) months or more frequently if deemed necessary by the OSC, throughout the term of this Agreement.

3. EQUIPMENT AND FACILITIES.

a. LYMMO BUSES –

(1). LYNX hereby agrees to use transit vehicles purchased specifically for LYMMO and further agrees to provide any bus or other public transit vehicle owned and operated by LYNX, or owned and operated by some other public or private person or entity and operated by them on behalf of LYNX, as part of LYMMO. LYNX will provide maintenance on the vehicles through its current maintenance facilities. As contemplated by the parties and the Amended and Restated Interlocal Agreement, as amended, LYNX has procured transit buses which have been built to specifications unique to LYMMO (such buses being hereinafter referred to as “LYMMO BUSES”).

(2). LYNX shall be responsible for maintaining, as part of its current Capital Improvement Program, a capital replacement schedule for LYMMO BUSES which shall describe the year of vehicle replacement and funding source. Vehicle replacement shall be treated in the same fashion as any other vehicle under LYNX’s Regional Fleet Replacement Program which is contingent upon eligible funding from a federal, state, or local grant. Minimum replacement criteria under LYNX’s current Regional Fleet Replacement Program is vehicle age of twelve (12) years or Five Hundred Thousand (500,000) operational vehicle miles. The CITY will cooperate and assist with obtaining a local funding match that may be required under a federal or state grant. In the event that eligible funding is unavailable through a federal, state or local grant for vehicle replacement, then the CITY will assist in obtaining funding of such replacement.

Notwithstanding the above, the CITY shall have the option for early vehicle replacement prior to the above minimum replacement criteria or modification of the vehicles subject to the availability of total funding by the CITY for such vehicle replacement or vehicle modification.

(3). Procurement for any replacement of LYMMO BUSES shall be conducted by LYNX in cooperation with the CITY in accordance with LYNX’s standard procurement policies and procedures.

- b. Upgrade of Current Facilities. LYNX hereby agrees to upgrade current facilities as necessary to service and operate the LYMMO BUSES. LYNX will provide maintenance for any such upgraded facilities.

- c. Passenger Amenities. For purposes of this Agreement and in accordance with the Customer Amenities Manual published by LYNX, Passenger Amenities means any passenger shelter, transit sign, specialty paving, system map/fare information, transit vehicle waiting benches (i.e. bus benches), leaning rail, trash receptacle, newspaper stand, landscaping, public telephone, courtesy telephone, lighting, bicycle storage, bus bay, reader board, computer bulletin, drinking fountain, landscaping, streetscape and any other item provided that may be for the use, comfort and convenience of customers using the LYMMO services. LYNX shall be responsible for the acquisition and installation of all Passenger Amenities associated with LYMMO including the costs thereof. Ownership and title to the passenger shelter shall reside with LYNX.
 - (1). The CITY/CRA will be responsible for the daily maintenance which includes cleaning and sweeping of the Passenger Amenities. Additionally, the CITY/CRA shall be responsible for light maintenance of the Passenger Amenities which shall be defined as graffiti removal, spot and touchup painting, and landscape maintenance.

 - (2). LYNX shall be responsible for the heavy maintenance of the Passenger Amenities which shall be defined as parts replenishment, replacement or repair of the Passenger Amenities whichever is necessary. Additionally, LYNX shall be responsible for heavy, overall painting of the Passenger Amenities.

- d. Customer Information Systems. LYNX shall be responsible for the construction, installation and costs associated with Customer Information Systems which shall include, though not exclusively, live surveillance technology and information kiosks which may be located at each passenger shelter and transponders located on the LYMMO BUSES. LYNX shall be responsible for the administration, operation and maintenance of all Customer Information Systems except that LYNX shall be responsible for on-going maintenance, repair and replacement of the transponders. Content of the Customer Information Systems shall be reviewed and approved by the OSC.

- e. In-Ground Hydraulic Bus Lifts. LYNX hereby agrees to modify its Current In-ground Hydraulic Bus Lifts to accommodate the customary and reasonably necessary maintenance of the LYMMO BUSES. Such

modifications are necessary due to the low-flooring of the bus. LYNX has procured under a separate contract the necessary modifications to the current In-Ground Hydraulic Bus Lifts.

4. LYMMO SERVICE.

- a. LYNX hereby agrees to provide or cause to be provided by other qualified public transit providers on behalf of LYNX, subject to the approval of the CITY, public transit service through the operation of the LYMMO BUSES in the Bus Service Area in accordance with the Scope of Services (attached hereto and incorporated herein as Exhibit "A") which describes the operation, service standards, maintenance and safety of LYMMO by LYNX.
- b. The parties shall mutually agree on the commencement date for the start-up, training and operation of the Expanded LYMMO service.
- c. The CITY, CRA and LYNX, may from time to time, mutually agree on changes, revisions or amendments to the Scope of Services including the effective date and any appropriate equitable adjustment, if any, to the payments to be made by the CITY or CRA to LYNX as provided in Paragraph 5 below, occasioned by such change, revision or amendment to the Scope of Services.
- d. If such change, revision or amendment to the Scope of Services has the effect of changing the level(s) of service, or transfers between LYMMO and other LYNX routes, it shall be approved by LYNX, the CRA, and the CITY before going into effect. Any party may propose changes to the Scope of Services by providing at least ninety (90) days written notice to the other party by mail or personal delivery and, if require by law, to the public. However, the parties agree that a two (2) week notification period shall be sufficient for the scheduling of service associated with special events.

5. CITY and CRA FINANCIAL SUPPORT.

- a. In consideration of LYNX operating the Original LYMMO as contemplated by this Agreement, the CITY and the CRA will reimburse LYNX in an amount each month equal to the total operating costs to provide the service calculated on the basis of the total number of actual hours of service provided for the Original LYMMO for the month multiplied by LYNX's hourly cost (as set forth in the Schedule of Costs, a copy which is attached hereto and incorporated herein as Exhibit "B") plus other direct costs not included in LYNX's hourly operating costs such as capital, marketing, and special event costs which the CRA and CITY have agreed to in advance of such

expenditure being made.. As between the CITY and the CRA, allocation of the funding for the Original LYMMO will occur as follows: CITY shall contribute funds from Centroplex Fund 399 and Fund 400, if any, and CRA shall contribute the remainder of the total operating costs.

In consideration of LYNX operating the Expanded LYMMO as contemplated by this Agreement, the CITY will reimburse LYNX in an amount each month equal to the total operating costs to provide the service calculated on the basis of the total number of actual hours of service provided for the Parramore BRT Project and the Downtown Orlando East/West Circulator New Starts Project for the month multiplied by LYNX's hourly cost (as set forth in the Schedule of Costs, a copy which is attached hereto and incorporated herein as Exhibit "B") plus other direct costs not included in LYNX's hourly operating costs such as capital, marketing, and special event costs which the CRA and CITY have agreed to in advance of such expenditure being made Subject to the terms of Paragraph 5(e) below, the parties may enter into an amendment to this Amended and Restated Agreement to transfer the CITY's obligation, or any portion thereof, to the CRA. The parties agree that any revenues generated by LYMMO through displays of artwork and advertising shall be collected by LYNX and remitted to the CITY and allocated between the CITY and CRA as set forth in subparagraph (7)(b)(3) below.. Such funds shall be used to pay for the cost of LYMMO service or such other transit costs as the CITY and LYNX may agree from time to time. When depicted as a formula, the monthly payment will be as follows:

(Actual Total Operating Hours x Hourly Cost) + Other Direct Costs (if any) = Monthly Payment

- b. Within fifteen (15) days after the end of each calendar month during the term, in which LYNX operates LYMMO, LYNX shall calculate the monthly payment for the preceding month as well as the number of passengers carried on the LYMMO BUSES. In addition, LYNX shall provide a schedule to the CITY for each LYMMO BUS detailing the hours and miles operated for LYMMO or other service, as approved by the CITY and CRA. It shall report that information to the CITY together with a statement or invoice in the amount of the payment to be made by the CITY or CRA to LYNX. The CITY and CRA will review the information and the invoice and pay LYNX the amount of the invoice within thirty (30) days after its receipt.
- c. In addition to the payments described in subparagraph (a) above, the CITY and CRA shall also pay or reimburse LYNX for certain other additional costs not included in the base service payments described in

subparagraph (a) and caused by any changes to the LYMMO service as may be mutually agreed between the CITY, CRA and LYNX that result in increased or additional costs to LYNX and that is incurred by LYNX from time to time during the term of this Agreement. Such costs will be agreed upon by LYNX, the CRA and the CITY before being incurred, and the CITY and CRA agree to make payment to LYNX within thirty (30) days after receipt of an invoice from LYNX for such costs.

- d. At least 120 days prior to the end of each fiscal year (September 30), and subject to the approval of the OSC, the parties shall mutually agree to any adjustment to LYNX's hourly cost for the next fiscal year.. LYNX shall provide the CITY and CRA on a yearly basis with a detailed schedule identifying all costs of operations used to determine LYNX's hourly rate and an audited financial statement for the previous year.
- e. CITY and CRA acknowledge that the CITY has identified funding to satisfy its obligations under subparagraphs "a" and "b" above through the end of fiscal year 2021, (September 30, 2021). The CITY and CRA therefore agree to negotiate timely and in good faith to resolve the issue of funding the operating costs of Expanded LYMMO after October 1, 2021, which resolution may include CRA's financial participation.

- 6. TERM. The term of this Agreement shall commence on the date this Agreement is filed in accordance with Section 19 below and continue for a period of three (3) years. The term of this Agreement shall be extended for successive one (1) year periods without need for any notices or additional action being taken by any party hereto, provided, however, that unless waived or as otherwise mutually agreed to by the parties that the term shall not be extended if at least ninety (90) days prior to the expiration of the initial term or any extended term any party notifies the other that it does not desire to extend the term beyond its then scheduled expiration date. Such notice shall be in writing.

In the event that any party wishes to extend the service for an additional term but desires to modify the fare(s), route, or the levels of service during such term, or change the monthly costs payable to LYNX, notice to that effect shall be provided to the other party at least 180 days prior to the expiration of the term and agreement reached by the parties on the proposed modification not later than 90 days prior to the commencement of the new term.

7. LYMMO DESIGN AND GRAPHICS

a. LYMMO GRAPHICS

1. LYNX shall design graphics to be used for the LYMMO Visual Image Program (“LYMMO Graphics”). The CITY and CRA shall have the right of approval of the LYMMO graphics. The LYMMO Graphics shall be unique enough to distinguish LYMMO from Regular LYNX service. However, the parties agree that the LYMMO graphics shall coordinate with the LYNX Visual Image Program.

2. LYNX shall establish an annual marketing program for the LYMMO service using the LYMMO Graphics. Such annual marketing program shall be subject to approval by the CITY and CRA. The LYMMO Graphics shall be used on all passenger amenities on the LYMMO route as described in subparagraph a (1) above. 3. The parties acknowledge LYNX as creator of the design for the LYMMO Graphics (including the trademark “LYMMO”), and

Therefore the CITY agrees that LYNX shall retain the rights to such design and may therefore grant the CITY the license and right to use such trademark design.. LYNX and the CITY entered into that certain Trademark License Agreement providing for a nonexclusive license to the CITY to use the trademark “LYMMO” and the LYMMO Graphics as provided in that agreement (referred to as the “Trademark License Agreement”). The parties agree to amend the Trademark License Agreement to incorporate Expanded LYMMO and attendant LYMMO BUSES.

4. LYNX shall be responsible for preparing the marketing materials to be used for the LYMMO Visual Image Program subject to the approval of the OSC.

5. The CITY shall reimburse LYNX for all reasonable costs actually incurred by LYNX for the marketing and advertising activities referenced in subparagraph a. (4) above. The CITY’s above reimbursement obligations are contingent on LYNX obtaining the CITY’s prior approval of marketing and advertising strategies related to the applicable costs.

b. Bus Exterior Design and Finish.

1. LYNX shall be responsible for the design and finish on the LYMMO BUSES in a manner which implements the LYMMO Visual Image Program and utilizes the LYMMO Graphics.

2. Subject to the CITY or CRA’s prior approval of the design, preparation and finish specifications, the CITY or CRA shall

reimburse LYNX for all costs associated with the bus exterior design, preparation and finish which are not compensated for in subparagraph b. (3) below.

3. The Parties may anytime during the term of this Agreement mutually agree that LYNX may enter into separate contracts with companies, firms or persons for the use of the exterior of the LYMMO BUSES for advertising purposes in accordance with the rules and policies for such advertising established by LYNX and subject to approval of the CITY. All revenues derived from such advertising shall be remitted to the CITY pursuant to subparagraph 5(a) above. The CITY and CRA agree that the remitted funds will be allocated between the CITY and CRA based on the ratio of the operating cost of the Original LYMMO to the operating cost of the Expanded LYMMO . The allocation for each system shall be disbursed to the entity funding the operation of that system. For example, if the CRA funds the operating cost of the Original LYMMO then the CRA will be entitled to the above-described revenue allocation for the Original LYMMO.

c. Bus Interior Advertising.

The parties agree that LYNX may enter into separate contracts with companies, firms, or persons for the use of the interior of the LYMMO BUSES for advertising purposes in accordance with the rules and policies for such advertising established by LYNX and approved by the CITY. All revenues derived from such advertising shall be remitted to the CITY pursuant to subparagraph 5(a) above and allocated as described in subparagraph 7(b)(3), above.

- d. Customer Information Kiosks. – The parties agree that LYNX may Enter into separate contracts with companies, firms, or persons for the use of Customer Information Kiosks for advertising purposes in accordance with the rules and policies for such advertising established by LYNX and subject to approval of the CITY and CRA. All revenues derived from such advertising shall be remitted to the CITY and CRA pursuant to subparagraph 5(a) above and allocated as described in subparagraph 7(b)(3), above.

8. SIGNALIZATION/TRAFFIC CONTROL

LYNX shall, at its sole cost, be responsible for the procurement and installation of all signalization and traffic control associated with the LYMMO system. The CITY shall, at its cost, be responsible for the operation and maintenance of all signalization and traffic control associated with the LYMMO system.

9. STREETScape.

- a. LYNX shall, at its sole cost, initiate, continue and support required construction, landscaping and installation of all streetscape improvements associated with the LYMMO system. The streetscape shall not interfere with safe and timely operation of the LYMMO system service.

10. OFFICE SPACE.

The CITY shall continue to provide a supervisory booth to LYNX for its personnel as is currently being provided in the CentroPlex I Garage at no cost to LYNX, which shall include access to the Customer Information Systems reference in subparagraph 3(d) above allowing LYNX personnel to monitor the LYMMO service and administration of computerized messages and data. If necessary for any reason, CITY reserves the right to relocate the supervisory booth to a location that is convenient for operation of LYMMO and which has amenities that are similar to the CentroPlex I Garage site.

11. INSURANCE

- a. LYNX represents and warrants that it currently has and will maintain a risk management program, including a self-insurance program for LYNX's operations and that the cost of such risk management program and self-insurance is included in LYNX's monthly cost of service specified in the Schedule of Costs (Exhibit "B"). Before commencing operations as contemplated by this Agreement, LYNX shall mail to the CITY Certificates of Insurance satisfactory to the CITY from each insurance company evidencing that such insurance is in force. The Certificates shall state the policy number, dates of expiration and limits of liability thereunder.
- b. The CITY represents and warrants to LYNX that it currently has and will maintain a risk management program, including a self-insurance program. Before commencing operations as contemplated by this Agreement, the CITY shall mail to LYNX Certificates of Insurance satisfactory to LYNX from each insurance company evidencing that such insurance is in force. The Certificates shall state the policy number, dates of expiration and limits of liability thereunder.

12. INDEMNIFICATION.

- a. Indemnification by the CITY. The CITY shall, to the extent provided by Florida law and without waiving sovereign immunity or the limits of liability established under Florida law, indemnify, hold harmless and defend the LYNX, its officers, employees and agents, from and against all claims, damages, losses, expenses and liability, including

reasonable attorney's fees and costs, and reasonable attorney's fees and costs on appeal, arising out of or resulting from the negligent performance, non-performance or intentional misconduct of the CITY in performing its obligations and responsibilities under this Agreement and caused by the CITY, any of its employees, agents or anyone for whose acts it may be liable.

- b. Indemnification by LYNX. LYNX shall, to the extent provided by Florida law and without waiving sovereign immunity or the limits of liability established under Florida law, indemnify, hold harmless and defend the CITY, its officers, employees and agents from and against all claims, damages, losses, expenses and liability, including reasonable attorney's fees and costs, and reasonable attorney's fees and costs on appeal, arising out of or resulting from the negligent performance, non-performance or intentional misconduct of LYNX in performing its obligations and responsibilities under this Agreement and caused by LYNX, any of its employees, agents or anyone for whose acts it may be liable.

13. **Indemnification by Third Parties.** On and after the effective date of this Agreement, the LYNX shall require all third party vendors providing any goods or services related to the LYMMO system to defend, indemnify, and hold harmless the CITY, CRA and the LYNX, and each of their respective officers, directors, agents, and employees, whether elected, appointed, or otherwise (collectively referred to as the "**Indemnitees**" and individually as the "**Indemnitee**") from and against any and all liabilities, losses, damages, costs, expenses, claims, obligations, penalties, and causes of action (including without limitation, reasonable fees and expenses for attorneys, paralegals, expert witnesses, and other consultants, at their respective prevailing market rates for such services) (collectively, "**Damages**") whether based upon negligence, strict liability, absolute liability, product liability, misrepresentation, contract, implied or express warranty, or any other principle or theory of law or equity, that are imposed upon, incurred by, or asserted against an Indemnitee or the Indemnitees or which an Indemnitee or the Indemnitees may suffer or be required to pay and which arise out of or relate in any manner from the respective third party's performance of any work (or failure to perform any obligation or duty associated with such work) associated with LYMMO , and which is caused in whole or in part by the respective third party, or any of its agents, employees, officers, directors, contractors, subcontractors, affiliates, or anyone directly or indirectly employed by any of them, or anyone for whose acts or omissions any of them may be liable. Except as otherwise provided in this Agreement, nothing contained in this section shall constitute or be construed to mean or result in any indemnification of any matter by the CITY or LYNX to any other party, nor shall it constitute a waiver by the CITY or LYNX of its grants and privileges under the principles of sovereign immunity, including the limitations on liability contained therein. Nothing in this Agreement shall inure to the benefit of any third party for

the purpose of allowing a claim otherwise barred by sovereign immunity or other operation of law.

14. **Third Party Insurance.** On and after the effective date of this Agreement, LYNX shall require all third party vendors providing any goods or services related to the LYMMO system to provide and maintain insurance in accordance with the insurance coverage policies of the CITY, CRA and LYNX for such third party goods and services providers. The respective policy or policies must name the CITY, CRA and LYNX as an additional insured. Nothing contained herein shall require the CITY, CRA or LYNX to itself obtain any insurance. Nothing in this Agreement, including the requirement to list the CITY and LYNX as “additional insureds” on any insurance policy shall constitute a waiver by the CITY or LYNX of its grants and privileges under the principles of sovereign immunity, including the limitations of liability contained therein.

15. **No Personal Liability.** No provision of this Agreement is intended, nor shall any be construed, as a covenant, promise, or obligation of any official, officer, director, agent, or employee, whether elected, appointed, or otherwise, of the CITY, CRA or LYNX in their respective individual or private capacity and neither shall any such persons or entities be subject to personal or private liability by reason of any covenant, promise, or obligation of the CITY, CRA or LYNX hereunder.

16. **No Joint Venture or Agency.** Nothing contained in this Agreement or any other document executed in connection herewith is intended or shall be construed to establish the CITY or CRA as a joint adventurer or partner, team member, contractor, agent or assign of LYNX. The CITY and CRA represent and warrant that they cannot create any obligation or responsibility on behalf of LYNX, nor bind LYNX in any manner. LYNX represents and warrants that it cannot create any obligation or responsibility on behalf of the CITY or CRA, nor bind the CITY or CRA in any manner. Each party hereto is acting on its own behalf, and have made its own independent decision to enter into this Agreement, and have likewise determined that the same is appropriate, proper, and in its own self-interest based upon its own judgment and the advice from such advisers as it may deem necessary and proper. Additionally, the CITY, CRA and LYNX, along with their respective agents, contractors, and subcontractors, shall perform all activities that are required and anticipated by this Agreement as separate and independent entities and not as agents of the other party hereto.

17. MISCELLANEOUS.

This Agreement constitutes the entire agreement between the parties with respect to the specific matters contained herein and supersedes and replaces all prior discussions, understandings and agreements between the parties relating to such matters provided, however, that this Agreement shall not replace nor supersede the Interlocal Agreement and Trademark License Agreement, which shall remain in full force and effect between

the parties. The above-referenced agreements shall be construed and interpreted together as if in one document, but in the event of any conflict or inconsistency between them, the terms of this Operations Agreement shall control.

18. CONTROLLING LAWS.

- a. This Agreement and the provisions contained herein shall be construed, controlled and interpreted according to the laws of the State of Florida, and all duly adopted ordinances, regulations, and policies of the CITY now in effect and those hereinafter are adopted.
- b. The location for the settlement of any and all claims, controversies, or disputes arising out of or relating to any part of this Agreement, or any breach hereof, shall be Orange County, Florida.
- c. The parties to this Agreement agree to comply with all applicable federal, state, and local laws, ordinances, rules and regulations pertaining to the actions contemplated by this Agreement.

19. BINDING NATURE OF AGREEMENT

This Agreement shall be binding only between the CITY and LYNX, and inure to the benefit of successors or assigns of the parties. Any assignment of any party's duties or responsibilities under this Agreement, in whole or in part, is subject to the prior approval of the other party.

20. NOTICES.

All notices, consents, approvals, waivers and deletions which a party shall be required or shall desire to make or give under this Agreement shall be in writing and shall be sufficient only when mailed, first-class postage affixed, addressed as follows:

CITY: City of Orlando
400 South Orange Avenue
Orlando, FL 32801
Attn: Director of Economic Development

With a copy to:
City of Orlando
City Attorney's Office
400 South Orange Avenue
Orlando, FL 32801

CRA: Community Redevelopment Agency of the City of Orlando
400 South Orange Avenue
Orlando, FL 32801
Attn: Executive Director

LYNX: Central Florida Regional Transportation Authority
455 N. Garland Ave.
Orlando, FL 32801
Attn: Executive Director

21. AUDIT AND RECORD KEEPING PROCEDURES.

LYNX shall keep and maintain accurate records of all costs associated with the performance of this Agreement and shall keep such records open for the inspection or audit by the CITY or CRA at reasonable hours during the entire term of this Agreement, plus three (3) years after the expiration or termination of this Agreement or such other term as may be specified by the Federal Transit Administration or the Florida Department of Transportation. If any litigation, claim or audit is commenced prior to the expiration of the term of this Agreement and extends beyond such term, the records shall be maintained until all litigation, including appeals, claims or audits have been concluded or resolved. Any person authorized by the CITY or CRA shall have access to and the right to examine any of LYNX's records associated with LYMMO.

22. FILING OF AGREEMENT.

This Agreement shall be filed by LYNX with the Clerk of the Circuit Court of Orange County, Florida, in accordance with Section 163.01 (11), Florida Statutes. This Agreement is intended by the parties hereto and shall be considered to be an Interlocal agreement such as that described in Section 163.01 (11), Florida Statutes.

IN WITNESS WHEREOF, the parties hereunto executed this Agreement as of the day and year first written above.

CENTRAL FLORIDA REGIONAL
TRANSPORTATION AUTHORITY

By: _____

Print Name: _____

Title: _____

{Seal}

Approved by General Counsel

City of Orlando

By: _____
Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM AND LEGALITY
For use and reliance by the City of Orlando, Florida only.

By: _____
City Attorney, Orlando, Florida

COMMUNITY REDEVELOPMENT
AGENCY OF THE CITY OF ORLANDO,
FLORIDA

By: _____
Buddy Dyer, as its Chairman

ATTEST:

By: _____
Thomas Chatmon, as its Executive

Director

LYMMO

TRANSIT OPERATIONS SERVICE PLAN

1.0 Introduction

The Central Florida Regional Transportation Authority (CFTRA) d.b.a. LYNX, is responsible for public transportation services to the general public in the three county area which includes: Orange, Seminole and Osceola Counties. LYNX offers alternative transportation services in the form of fixed route bus service, paratransit services and mobility assistance services including vanpool/carpool services.

LYNX has been operating fixed route transit circulator services, originally known as the Freebee, in Downtown Orlando. The Freebee service operated in the downtown area originating at the Centroplex I garage. This circulator service provided circulation every 4 to 7 minutes along Orange Avenue and Rosalind Avenue in a counterclockwise loop returning to the Centroplex I garage.

2.0 LYMMO Description (consisting of the Original LYMMO , the Parramore BRT Project and the Downtown Orlando East/West Circulator New Starts Project.) 2.1 Original LYMMO AlignmentThe Original LYMMO operates within the right-of-way of existing streets between the Orlando Arena and the Orlando City Hall. The route consists of approximately 2.3 miles of exclusive and mixed-use lanes. Figure 2.1 shows the station locations and alignment plan. The project is divided into four geographical segments. These segments do not reflect the operating route of the project.

North Loop Segment

The North Loop segment is comprised of a one-way, single-lane loop along Alexander Place, Hughey Avenue, Livingston Street, Garland Avenue and Amelia Street. Beginning at Garland Avenue and Livingston Street, an exclusive bus lane (northbound) is provided on Garland Avenue along the east curb lane. At Amelia Street, the alignment turns west with an exclusive bus lane along the north curb lane. After crossing Hughey Avenue, the alignment then turns left to enter the Centroplex I garage. When exiting the parking garage, the alignment turns east onto Alexander Place along the south curb lane. The alignment turns south at Hughey Avenue along the west curb lane. The alignment then turns east onto Livingstone Street, with the bus lane provided along the north curb lane. The alignment crosses Garland Avenue, where two-way bus operations begin (Livingston Street segment). A station is proposed inside the Centroplex I garage. Two passenger stops are also proposed on Garland Avenue south of Amelia Street and on Hughey Avenue north of Livingston Street.

Livingston Street Segment

Two-Way bus operations begin at Garland Avenue and Livingston Street. The two exclusive bus-lanes are along the north curb lane of Livingston Street. The alignment extends east; across the CSX railroad tracks and Orange Avenue to Magnolia Avenue. Modification to the CSX railroad crossing gates will be required. The alignment then turns south onto Magnolia Avenue.

Two “side platform” stations are proposed for this segment. The first station is located immediately west of Orange Avenue. The second station is located immediately west of Magnolia Avenue, adjacent to the new Orange County Courthouse. The bus lanes are located between two side platforms at both stations. A bus stop is located on Livingston Street east of Garland Avenue.

Magnolia Avenue Segment

Two-way bus operations are proposed along Magnolia Avenue from Livingston Street to Church Street. The two center lanes of Magnolia Avenue are designated as exclusive bus-lanes from Livingston Street to Robinson Street. General purpose traffic lanes (one northbound, one southbound) are located outside of the two bus lanes. Between Robinson Street and Church Street, the two bus lanes shift to the west curb line. There is only one general purpose traffic lane in this segment, for northbound traffic only.

Three side platform stations are proposed at Jefferson Street, Washington Street and Central Boulevard.

South Loop Segment

One-way bus operations begin at Magnolia Avenue and Church Street. Southbound buses continue in a bus lane on the Westside of Magnolia Avenue. Two traffic lanes are provided on the east side of the street for general purpose traffic. The bus alignment then turns west onto South Street. The bus lane is located along the north curb lane of South Street. At Orange Avenue, the alignment turns north, traveling contra flow to general traffic on Orange Avenue. The alignment then turns east on Church Street. The exclusive bus lane is located along the south curb from Orange Avenue to Magnolia Avenue. Two-lane bus operations then resume at Magnolia Avenue.

Side platform stations are proposed at South Street east of Orange Avenue And Church Street east of Orange Avenue. Three stops are proposed at M Magnolia Avenue south of Church Street, Magnolia Avenue north of South Street and Church Street west of Magnolia Avenue.

2.2 The Parramore BRT Project Alignment.

2.3 The Downtown Orlando East/West Circulator New Starts Project Alignment.

2.0 SERVICE STANDARDS

3.1 Hours of Operation

LYMMO will operate in revenue service from approximately 6:00AM until approximately 10:00 PM (16 hours) Mondays through Thursdays, 6:00AM until approximately 12:00 midnight (18 hours) Fridays, 10:00AM to 12:00 midnight (16 hours) Saturdays, and from approximately 10:00AM to 10:00PM Sundays and holidays (12 hours). Sunday schedules will be in effect on New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas, or other holidays set by the operating entity. Scheduled service may be augmented for special events.

Weekday operations will consist of the following operating periods, corresponding to the required service level (i.e., frequency of service):

Early Morning	6:00AM to 6:30AM
AM Peak	6:30AM to 9:00AM
Late Morning	9:00AM to 11:00AM
Midday	11:00AM to 2:00PM
Early PM	2:00PM to 3:30PM
PM Peak	3:30PM to 6:00PM
Evening	6:00PM to 10:00PM (Monday-Thursday) 6:00 PM to 12:00 AM (Fridays)

Saturday, Sunday and holiday operations will consist of the following operating periods:

Saturday	Midday	10:00AM to 6:00PM
	Evening	6:00PM to 12:00 AM
Sunday & Holidays	Midday	10:00AM to 6:00PM
	Evening	6:00PM to 10:00PM

Operating schedules will be revised, if necessary, once actual operations begin and actual ridership demands are identified.

2.1 Frequency

The following service frequencies have been established:

Day	Time Period	Headway (Minutes)	
Weekdays	Peak	10	
	Off-Peak	15	
Weekends/ Holidays			
		15	

2.2 Travel Times

LYMMO operations will be characterized by frequent stops, heavy cross street automotive traffic, and heavy parallel automotive traffic with conflicting turns across the exclusive bus lanes. Bus movements will be enhanced through traffic signal priority at cross streets and exclusive lanes.

Station-to-station run times were calculated for each route using the performance characteristics of a typical 35' diesel bus. Station dwell times and simulated intersection delays were then added to the station-to-station run times to derive total travel times. The round-trip travel time (excluding schedule recovery and layover time) is estimated to be about 18 minutes. To provide adequate running time along the route, running times have been adjusted to operate between 19 and 23 minutes per roundtrip based upon non-peak and peak service periods. This includes 15 second dwell times at most stations (thirty (30) seconds at the Centroplex I garage and 5 seconds at secondary stops) and takes into account delays at signalized intersections.

Schedule recover and layover time is currently provided at the Centroplex I garage. Approximately two (2) to seven (7) minutes of schedule recover and layover time are provided for each round-trip, depending on the time of day.

2.3 Service Hours and Miles

	Daily Total Service Hours	Daily Total Service Miles	Service Days	Peak Buses
Monday - Thursday	85:39	422.7	204	8
Friday	91:57	452.6	51	8
Saturday	44:54	217.1	52	3
Sunday	34:25	167.5	58	3
Annual	26,489	130,317.6	365	8

2.4 Peak Vehicle Requirements

The year _____ service plan for LYMMO will require a total of _____ buses operating during the AM, Midday and PM peak periods (6:30am – 6:00pm). During the midday time period, _____ buses will be required for each service plan. _____ buses will be required for Saturdays, Sundays and holidays and weekday evenings.

2.5 Vehicle Fleet Size

The number of vehicles required in the LYMMO fleet are a function of the vehicles required during the AM and PM peak periods plus maintenance spares. A 20% spare ratio is proposed for LYMMO, with a minimum of two spare buses. The year 1997 service plan will require a fleet of eight buses based on a peak requirement of six buses plus two maintenance spares.

3.0 Maintenance

Lymmo service vehicle maintenance will be performed by the LYNX maintenance department at the LYNX Operations and Maintenance base located at 2500 Lynx Ln. These Maintenance activities will be performed in conformance with LYNX’s “Preventative Maintenance Plan”.

4.0 Safety

LYNX will comply with the LYNX “System Safety Plan” when resolving Lymmo safety related issues. This plan has been designed to cover all safety and security related issues throughout the entire LYNX fixed route service operation.

Exhibit "B"
LYMMO Schedule of Service Costs

Action Agenda Item #8.B

To: LYNX Board of Directors

From: **Stuart Boggs**
DIRECTOR OF PLANNING & DEVELOPMENT
Andrea Ostrodka
(Technical Contact)

Phone: 407.841.2279 ext: 6009

Item Name: **Authorization to Adopt the Comprehensive Operational Analysis (COA) Service Guidelines**

Date: 1/29/2014

ACTION REQUESTED:

Staff is requesting the Board of Directors' Authorization for the Chief Executive Officer (CEO) or designee to adopt the Comprehensive Operational Analysis (COA) Service Guidelines.

BACKGROUND:

LYNX contracted with VHB to undertake a Comprehensive Operational Analysis (COA) of LYNX transit operations. The consultant analyzed LYNX's route network to identify and recommend short and long term modifications that would improve system efficiencies. As part of that effort, the consultant worked with the agency's planning staff to develop service guidelines and associated measures that would be used in the development of new routes as well as the evaluation of existing routes to enhance their operational efficiencies.

PROPOSED SERVICE GUIDELINES:

Service guidelines are regularly employed by transit agencies across the country as a way to measure the performance of transit service in order to document the efficiency of service in operation, and to identify opportunities for improvements or savings. Service guidelines can also serve as a framework for evaluating the potential success of new services and/or the modification of existing services. Assessments are data-driven. Service guidelines balance the competing goals of maximizing potential ridership, providing transportation services to those without the ability to drive or who do not own a vehicle, and minimizing overall operating costs.

The proposed Service Guidelines are based on best practices from across the nation.

Adoption of the proposed Service Guidelines would serve to provide LYNX staff a framework for analysis and decision-making on operational and transit planning issues. LYNX staff will

LYNX Board Agenda

work in collaboration with regional partners to prioritize implementation of recommended changes or improvements based on available financial resources.

FISCAL IMPACT:

Upon subsequent Board approval and funding, LYNX staff will include any impacts relating to the implementation of the adopted service guidelines in future budgets.



Table 2-5: Summary of LYNX Service Guidelines

Guideline		Metric																									
Route Design Guidelines	Fixed Route Network Spacing In Residential Areas	<ul style="list-style-type: none"> Routes should be spaced between ¼ and 1 mile apart, based on population density and percent of households without automobiles When planning for service, every attempt should be made to locate routes on roads that are appropriate for reliable operations. These include roads with TSP and/or synchronized signal progression based on posted speed limits. When planning for service, every attempt should be made to locate routes on roads with appropriate amenities (sidewalks/crosswalks/ pedestrian signals). <table border="1"> <thead> <tr> <th>Percent of Households without Autos</th> <th>Over 10 (Urban)</th> <th>7 to 10 (High Density Suburban)</th> <th>4 to 6.9 (Low Density Suburban)</th> <th>Under 4 (Rural)</th> </tr> </thead> <tbody> <tr> <td>Over 15.0</td> <td>1,300 Feet (1/4 Mile)</td> <td>1,300 Feet (1/4 Mile)</td> <td>1,300 Feet (1/4 Mile)</td> <td>2,600 Feet (1/2 Mile)</td> </tr> <tr> <td>10.0 to 15.0</td> <td>1,300 Feet (1/4 Mile)</td> <td>1,300 Feet (1/4 Mile)</td> <td>2,600 Feet (1/2 Mile)</td> <td>5,280 Feet (1 Mile)</td> </tr> <tr> <td>5.0 to 9.9</td> <td>1,300 Feet (1/4 Mile)</td> <td>2,600 Feet (1/2 Mile)</td> <td>5,280 Feet (1 Mile)</td> <td>*</td> </tr> <tr> <td>Below 5.0</td> <td>2,600 Feet (1/2 Mile)</td> <td>5,280 Feet (1 Mile)</td> <td>*</td> <td>*</td> </tr> </tbody> </table> <p>* These areas should be served with NeighborLink</p>	Percent of Households without Autos	Over 10 (Urban)	7 to 10 (High Density Suburban)	4 to 6.9 (Low Density Suburban)	Under 4 (Rural)	Over 15.0	1,300 Feet (1/4 Mile)	1,300 Feet (1/4 Mile)	1,300 Feet (1/4 Mile)	2,600 Feet (1/2 Mile)	10.0 to 15.0	1,300 Feet (1/4 Mile)	1,300 Feet (1/4 Mile)	2,600 Feet (1/2 Mile)	5,280 Feet (1 Mile)	5.0 to 9.9	1,300 Feet (1/4 Mile)	2,600 Feet (1/2 Mile)	5,280 Feet (1 Mile)	*	Below 5.0	2,600 Feet (1/2 Mile)	5,280 Feet (1 Mile)	*	*
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	Below 5.0	2,600 Feet (1/2 Mile)	5,280 Feet (1 Mile)	*	*																						
Fixed Route Network Spacing In Commercial and Other Areas	Criteria for extending or adding transit service to major commercial and institutional uses based on overall square footage and/or number of employees.																										
Bus Stop Spacing Guidelines	<ul style="list-style-type: none"> There should be an average of 4 bus stops per mile when population density is over 10 households per acre. There should be an average of 2 bus stops per mile when population density is from 4 to 9.9 households per acre. There should be an average of 1 bus stop (as needed) per mile when population density is 4 households per acre. FastLink service should have an average of 1 bus stop per mile where the route overlays with local service. 																										
Guideline for Serving a Park and Ride Directly	<ul style="list-style-type: none"> Direct service should be provided to park and rides that attract over 150 daily passengers (weekday). Park-and-ride facilities should be provided at appropriate stops on rapid and express services to serve transit users from Low and High density residential areas. 																										
Overall Directness of Route Guideline	Fixed Route diversions should be allowed only when they are less than 10-15 percent of the overall route length.																										
Bus Rapid Transit Design Guideline	Bus Rapid Transit (BRT) routes should be designed consistent with the Federal Transit Administration’s guidelines on the development of BRT routes. These guidelines include defined stations, traffic signal priority for public transportation vehicles, short headway bidirectional services for a substantial part of weekday and weekend days.																										

Table 2-5: Summary of LYNX Service Guidelines

	Guideline	Metric
Schedule Design Guidelines	Frequency of Service	<ul style="list-style-type: none"> Bus service should be scheduled to allow for loading on the vehicle with no standees during the off-peak and to allow for 1.25 passengers per seat during the peak hour. Routes which are experiencing capacity issues for a single trip should be candidates for articulated buses rather than increased frequency. NeighborLink service should operate at a minimum headway of one hour. XpressLink bus service should be scheduled to allow for no standees at all times. FastLink service should be scheduled based on the demand of a FastLink route or the combined FastLink and local bus service demand.
	Policy Headway Guideline	<ul style="list-style-type: none"> Local Service should be scheduled at a policy headway of 30 minutes or better. BRT service should be scheduled at a policy headway of 15 minutes or better. FastLink service should be scheduled at a policy headway of 15 minutes or better.
	Guideline for enhancing headway on routes with “Plug Buses”	If plug buses are used more than twice in one week or more than three times in one month to address crowding, a route should be examined for enhanced headways.
Schedule Design Guidelines	Guideline for Span of Service	<ul style="list-style-type: none"> Base hours of service should be between 6:00 AM and 10:00 PM on weekdays. Expansion of the span of service should occur when ridership is such that it begins to exceed the off-peak service guideline in the first or last hours of service.
	Guideline wait time for transferring between services	Routes should be scheduled so that the wait time for transferring passengers is no more than ½ the headway of the connecting service.
Economic and Productivity Guidelines	Guideline for Route Investigation based on Farebox Recovery	Routes that are in the lowest quartile (25%) of farebox recovery for their route type should be examined for improvements that might increase ridership or lower costs.
	Guideline for Route Investigation based on Passengers per Vehicle Hour and Vehicle Mile	Routes that are in the lowest quartile (25%) for all routes ranked by passengers per vehicle hour and/or passengers per vehicle mile should be examined for potential operating improvements.
	Guideline for Route Investigation based on Ratio of Non-Revenue to Revenue Miles	Routes that are in the lowest quartile for all routes as ranked by the ratio of non-revenue to revenue miles should be examined for potential operating improvements including interlining and utilizing satellite operating centers to reduce non-revenue miles.



Table 2-5: Summary of LYNX Service Guidelines

	Guideline	Metric
Service Delivery Guidelines	Guideline for Route Investigation based on On-Time Performance	Routes which are in the bottom ten percent for this metric (buses arriving earlier than scheduled or over five minutes after schedule) should be examined further for potential improvements.
	Guideline for Route Investigation based on Average Speed	Routes with runtime more than twice the runtime for a single occupancy vehicle should be examined for potential speed improvements.
	Guideline for Route Investigation based on Trips Operated and Trips Completed	<ul style="list-style-type: none"> Any route that has a missed trip average 20 percent or greater than the system average should be investigated for potential improvements. Maintenance staff should be alerted during any month where the mean distance between failures is below 19,000 miles to identify potential causes of breakdowns.
	Guideline for Route Investigation based on Passenger Complaints	Routes that are in the top quartile (25%) for all routes ranked by number of passenger complaints should be examined for potential operating improvements.
	Guideline for Amenities at Bus Stops	<ul style="list-style-type: none"> Bus stops with 25 average daily boardings should be prioritized for shelters and benches. Bus stops with 15 average daily boardings should be prioritized benches. Facilities should follow applicable codes of governing jurisdictions. Co-location of non-LYNX facilities should be avoided unless expressly requested by governing jurisdiction or partner.

- The purpose of the service guidelines is to provide LYNX with a framework for continuous improvement. They are not ranked, and one guideline is not more important than any other. They have been designed to balance the competing needs of the LYNX system, which seeks to optimize network coverage, financial efficiency and customer mobility. These guidelines provide LYNX staff and the community targets which to work toward over time.
- The guidelines may be modified from time to time at the discretion of the LYNX Board of Directors.
- These guidelines will be used by the transit agency to conduct an annual overall performance assessment of existing routes and anticipated performance of proposed routes. LYNX staff will work in collaboration with regional partners to prioritize implementation of recommended changes or improvements based on available financial resources.
- Guidelines apply to fixed route service only.
- The service guidelines can be divided into two categories: fixed and rolling. Fixed service guidelines have a definite pass/fail metric. Routes that fail can be improved, however improvements are subject to funding availability and consideration of other system needs. Rolling guidelines rank each route relative to each other. There will always be routes at the bottom of the list.
- LYNX staff and regional partners must use professional judgment how best to invest limited resources to work toward the goals outlined in the service guidelines.
- The 30 minute policy headway is a guideline for new routes only, and will be applied to existing routes as resources are available.

Action Agenda Item #8.C

To: LYNX Board of Directors

From: **Stuart Boggs**
DIRECTOR OF PLANNING & DEVELOPMENT
Antonio Pimpinella
(Technical Contact)
Michael Knispel
(Technical Contact)
Walter Gant
(Technical Contact)

Phone: 407.841.2279 ext: 6009

Item Name: Authorization to Initiate Public Outreach Process for April 2014 Proposed Service Changes

Date: 1/29/2014

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 the April 13, 2014 proposed service changes.

BACKGROUND:

Due to the start of SunRail passenger service, 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.

LYNX' Public Participation Program mandates public hearings to take place should a route or routes be reduced by 25% or more of the route's revenue 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 affects 25% or more of the total route's revenue hours.

To date, staff has identified the following proposed service changes under review for the April 2014 service changes:

LYNX Board Agenda

- The major change proposed will adjusting the following Link routes to provide access to and from SunRail stations:
 - Links 1, 9, 11, 14, 23, 18, 18L, 34, 41, 42, 45, 46E, 46W, 102, 125, 434, and 443
- Other proposed changes include:
 - Link 20 - Remove from Silver Star Rd and reroute inbound from WalMart via JYP, and Princeton St
 - LYMMO East-West Extension
 - Link 505 - Peak service only, Monday to Friday. Longwood circulator serving Longwood Sun Rail Station from Winter Springs to South Seminole Hospital

FISCAL IMPACT:

All proposed changes will be supported with funds included in the FY2014 Operating Budget, FDOT and/or LYNX Local Funding Partners upon their approval.

Action Agenda Item #8.D

To: LYNX Board of Directors

From: John Lewis
CHIEF EXECUTIVE OFFICER
John Lewis
(Technical Contact)

Phone: 407.841.2279 ext: 6017

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

Date: 1/29/2014

ACTION REQUESTED:

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 2014 performance review.

Work Session Item #9.A

To: LYNX Board of Directors

From: Kathy Clary
BUSINESS DEVELOPMENT OFFICER
Brenda HERNANDEZ
(Technical Contact)

Phone: 407.841.2279 ext: 6161

Item Name: Overview of LYNX' Van Pool Program

Date: 1/29/2014

ACTION REQUESTED:

Staff will provide the Board of Directors an overview of LYNX' Van Pool Program.

LYNX VanPool

Presentation

LYNX Board of Directors

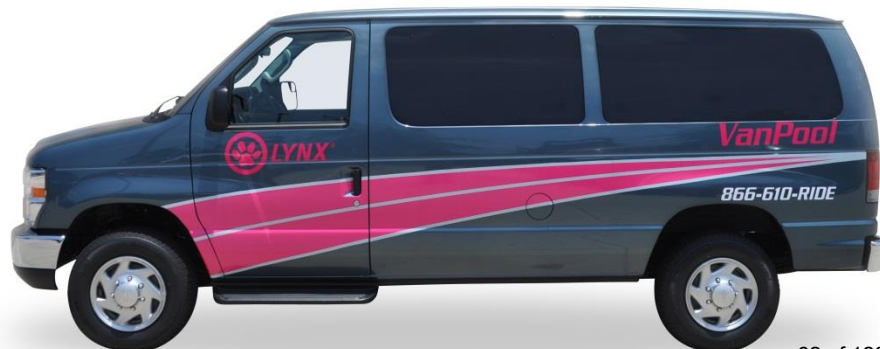
January 29, 2014

LYNX Vanpool: Introduction

The LYNX vanpool program was developed 21 years ago to provide another commuting option for the Central Florida Community. LYNX purchases commuter vans with funds granted through the FTA. VanPool will become a self-sustaining program, generating additional income as the fleet grows.

What is LYNX Vanpool?

- A group 4-15 people sharing a ride to work
- Program was established over 20 years ago
- Two different segments of service
 - Agency
 - Commuter
- LYNX purchases, maintains, and insures a vehicle
- Group pays for lease cost, fuel, and tolls



Agency vs Commuter

How does Agency work

- Organization based service
- Driver is paid by employer/3rd party
- Organization determines route
- Operates multiple trips per day
- Demand based service

How does Commuter work

- Group-share based system
- Multiple volunteer drivers (part of group)
- Group determines route and schedule
- Operates single roundtrip each day
- Cost is shared among riders/drivers

Included in both:

- Well-equipped van
- Florida auto liability insurance
- Scheduled preventative maintenance
- Any necessary repairs
- 24hr roadside service

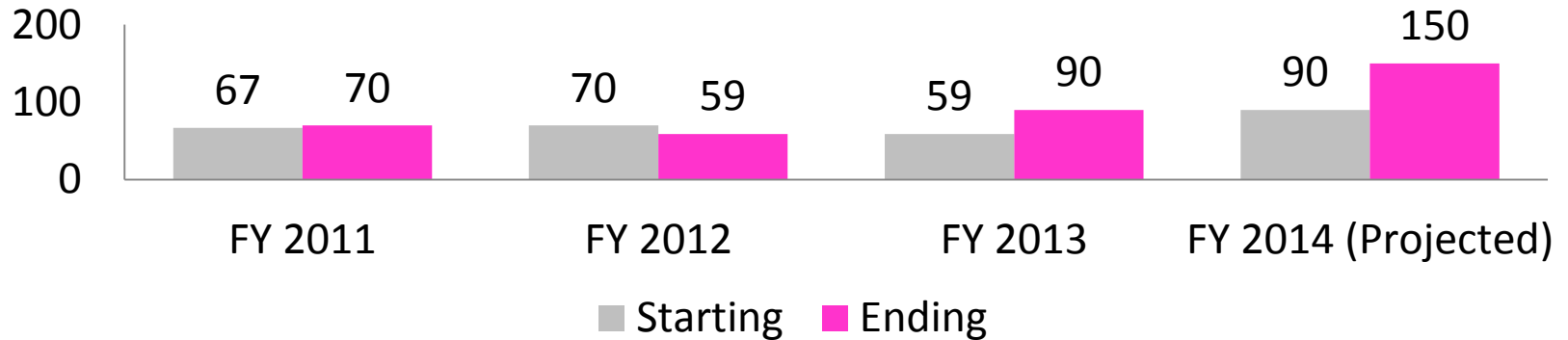
Agency Program Cost

- 7, 8, 10, 12, or 15 Passenger: \$690

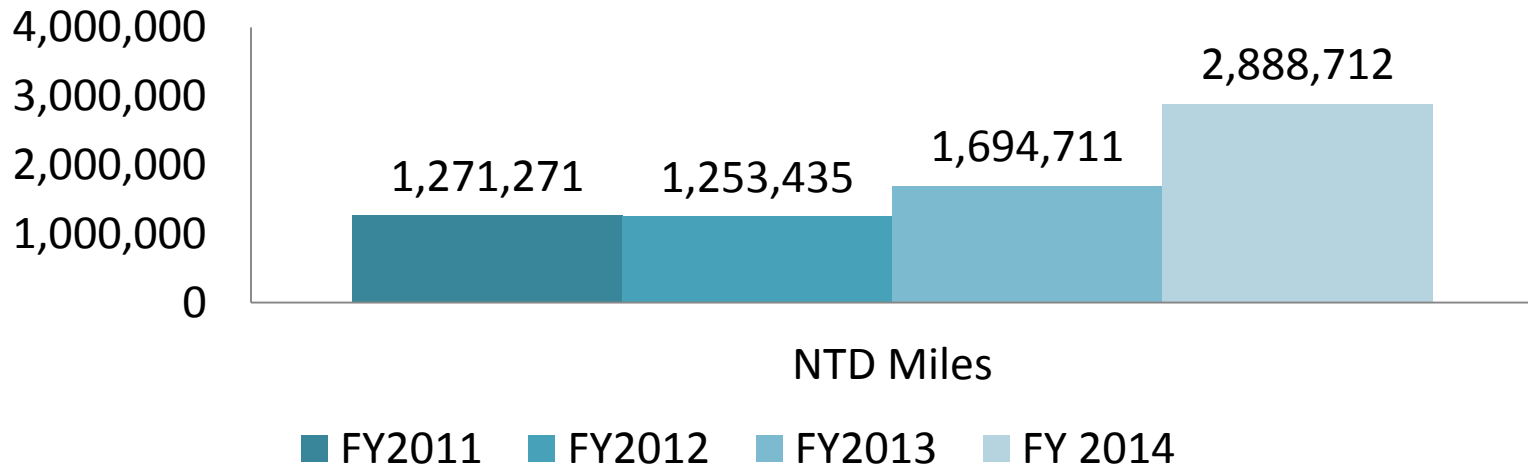
Commuter Program Costs

- 7-8 Passenger Van: \$490
- 10 Passenger Van: \$510
- 12 Passenger Van: \$540

LYNX VanPool Growth



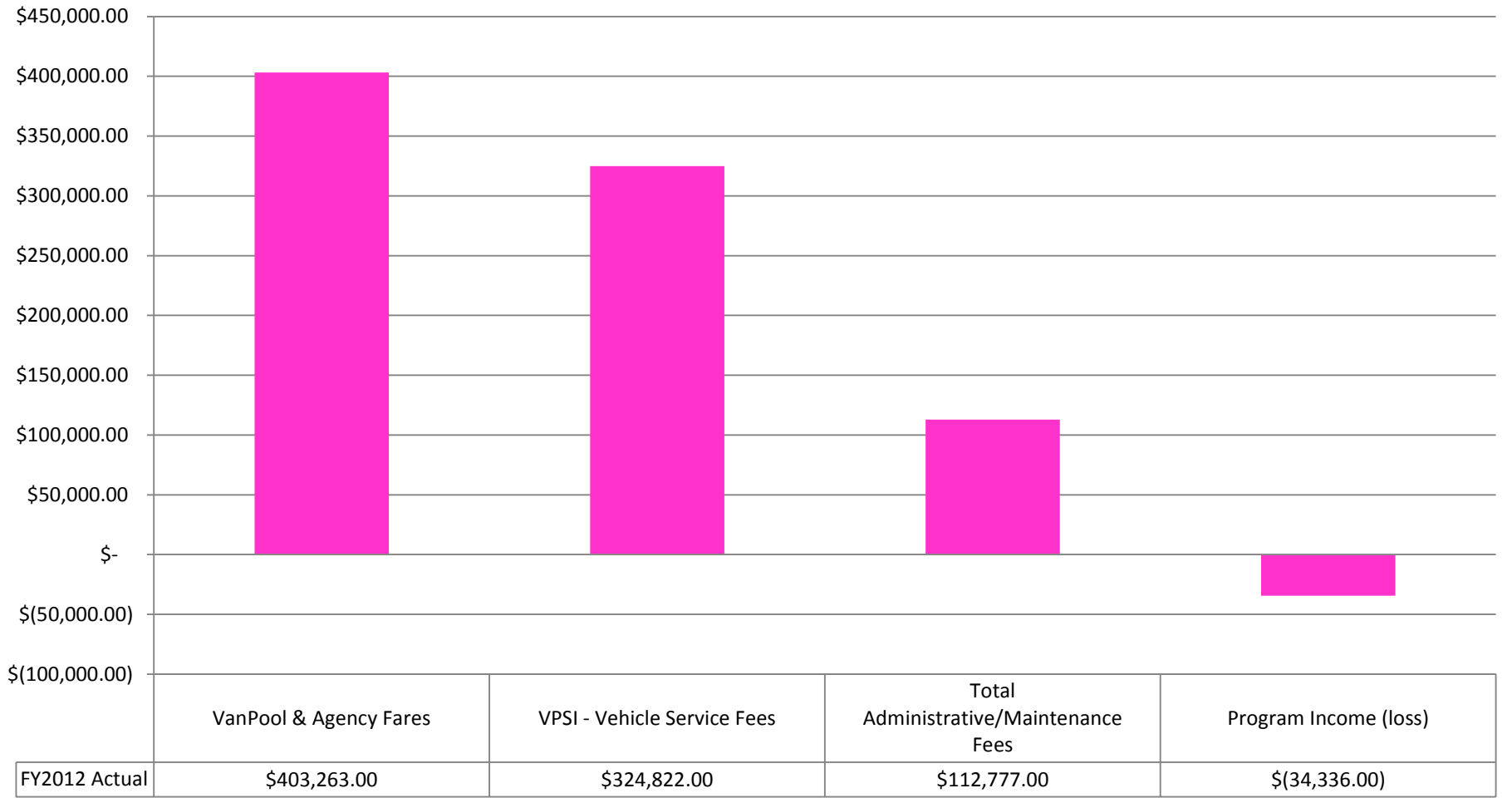
LYNX VanPool NTD Revenue Miles



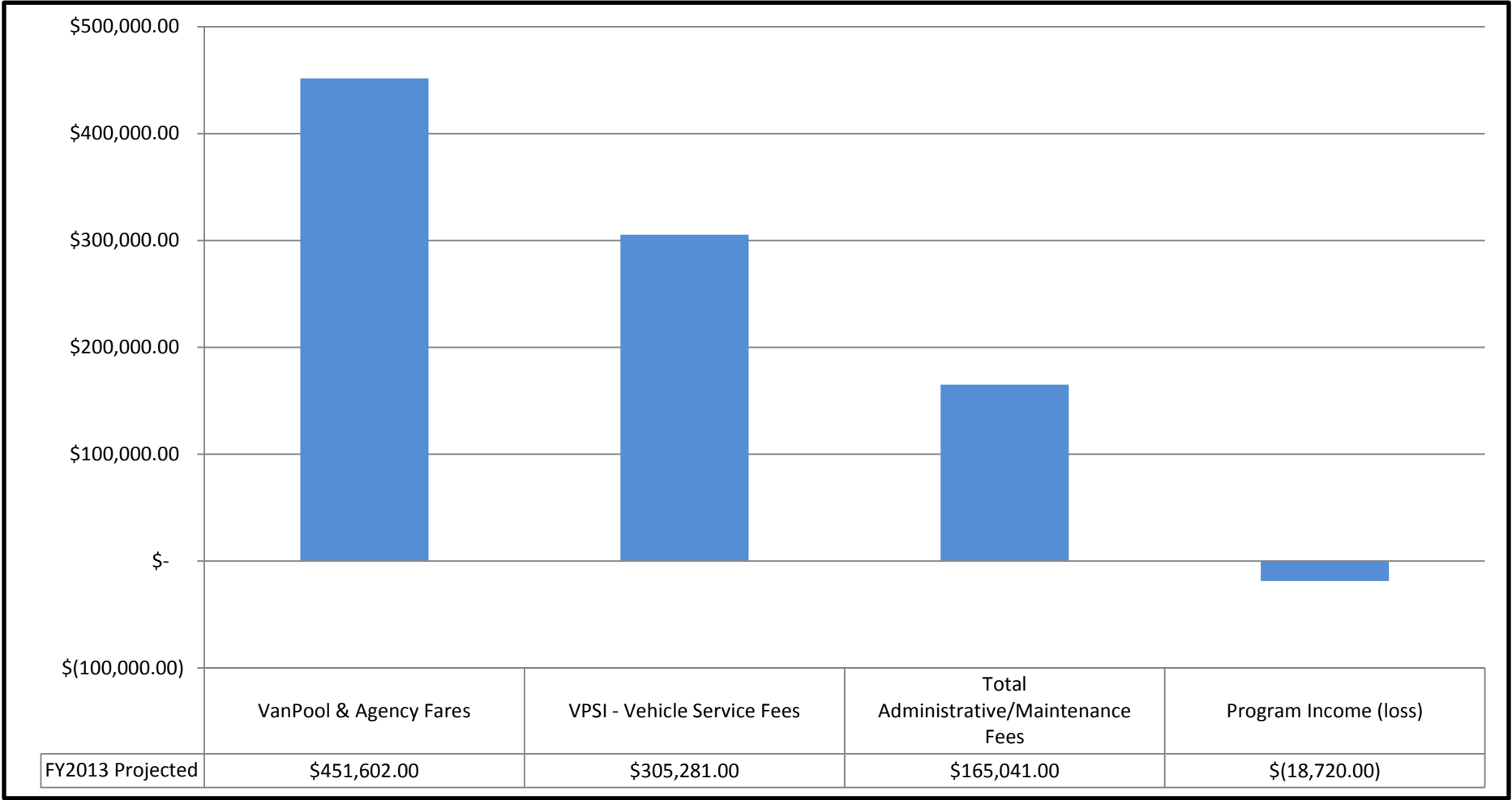
(Funding is based two year prior mileage)



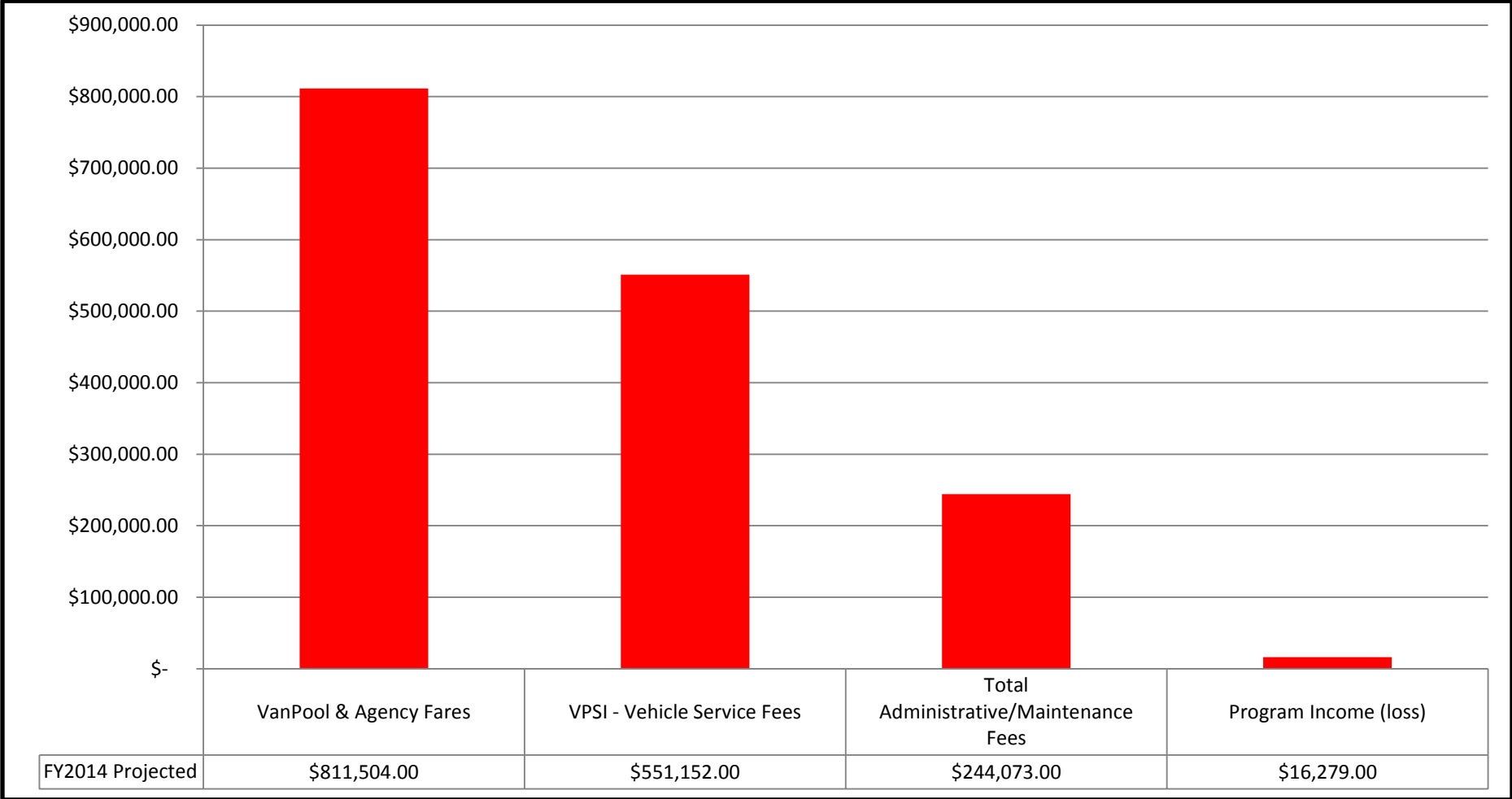
LYNX VanPool Cost Revenue FY2012



LYNX VanPool Cost Revenue FY2013 Projected



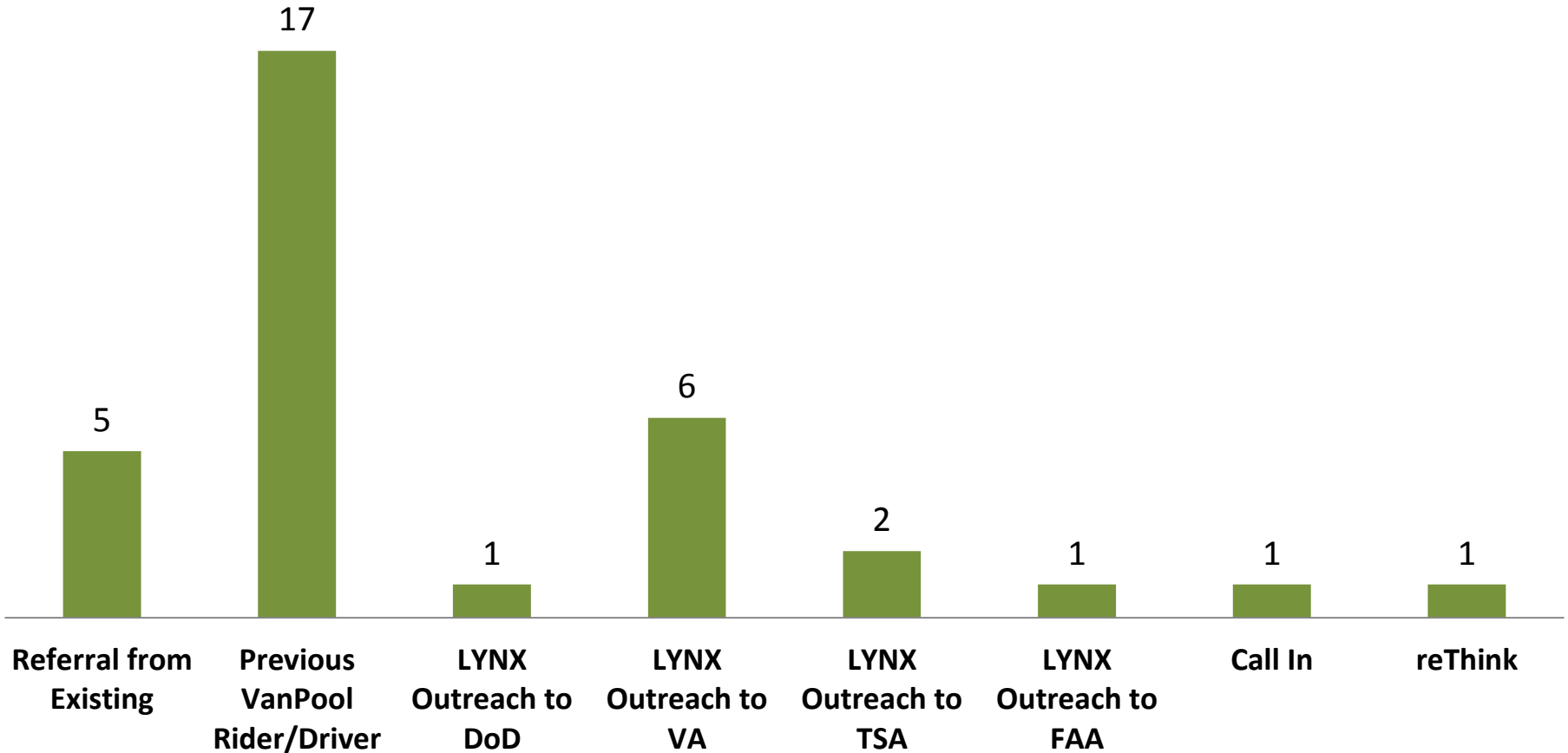
LYNX VanPool Cost Revenue FY2014 Projected



Sampling of VanPool Referral

(April 2013 – October 2013)

How Customer Heard of Us



LYNX VanPool

Fiscal 2014 Goal:

SunRail Connectivity

LYNX will be able to provide direct connection for the SunRail station to the worksite with both components of the program. The commuter will have the additional option of connectivity through the LYNX bus service, and LYMMO, as well as biking, walking, or carpooling.



Thank you!

Information Item A: LYNX Project List

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6023

Item Name: LYNX Project List
LYMMO Expansion Projects Update

Date: 1/29/2014

LYMMO Rehabilitation Project (Orange Line)

The following details a single change order completed and remaining contingency for the LYMMO Rehabilitation Project. The change order represents the use of greater than 50 percent of the contingency of the project. The total board authorized contract amount was \$750,000.00. The initial purchase order issued for this project was for \$727,058.00. The purpose of this change order was for code required electrical boxes and design changes to the kiosks to further harden them against the elements.

		Total product Budget	Project Funding	Contingency
Original Order		\$750,000.00	\$727,058.00	\$22,942.00
PR #21964				
LYNX CRX # 1	ALI #	CRX Description	PCL CRX #	Cost of change order
PR # 23343	11.32.20	Added electrical disconnects	20	(\$7,386.00)
	11.32.20	Totem Modifications	22	(\$9,019.00)
	11.94.02	Scaffold at Bohemian	28	(\$4,235)
	11.94.02	Credit for shelter not painted		\$4,786
Balance in contingency				\$7,088.00

East/West BRT (Grapefruit Line)

The following details the change orders processed to date for the East West BRT project, which will become officially referred to as the Grapefruit Line for the LYMMO service. The total board

authorized contract amount was \$5,757,051. The initial purchase order issued for this project was for \$5,657,684 including \$244,943 in contingency. The Change Orders are summarized below:

January 15, 2014		PCL Change Order Log East/West Expansion			
SCC Description/Activity	Change Order	PO Number	Status	Cost	
Systems: Nextbus to Clever Change	Chg 1: CRX 002	1301361	Approved	\$ 88,239.00	
Stations: Deduct Safety/MOT savings	Chg 1: CRX 002	-	Approved	\$ (88,239.00)	
Roadwork: Add Crosswalks In Brick	Chg 1: CRX 003	1301361	Approved	\$ 19,061.00	
Stations: Deduct Safety/MOT savings	Chg 1: CRX 003	-	Approved	\$ (19,061.00)	
Deduct Roadwork: Asphalt Mill & Resurface	Chg 1: CRX 004.1	-	Approved	\$ (207,815.00)	
Sitework: Tree trimming	Chg 1: CRX 005	1301361	Approved	\$ 17,845.00	
Sitework: Deduct Safety/MOT savings	Chg 1: CRX 005	-	Approved	\$ (17,845.00)	
Stations/Stops: Dedication Plaques	Chg 3: CRX 010	TBD	Processed	\$ 6,433.00	
Professional Services: Out reach Materials	Chg 3: CRX 015	TBD	Processed	\$ 15,000.00	
Systems: TSP Integration	Chg 4: CRX 014		Pending	\$ 86,344.00	
Roadwork: Modify Striping	Chg 3: CRX 019	TBD	Processed	\$ 17,602.00	
Roadwork: Add Transition Striping	Chg 3: CRX 024	TBD	Processed	\$ 5,485.00	
Systems: Transit Signal Priority Module	Chg 4: CRX 013	TBD	Pending	\$ 133,125.00	
Systems: Cameleon Licenses for Vicon cameras	CRX 0011.1	TBD	Pending	\$ 1,629.00	
Stations: Weatherproof Totems	CRX0021	TBD	Pending	\$ 3,162.00	
Sitework: Replace additional hardscape	CRXB003	TBD	Pending	\$ 8,600.00	
Roadwork: thermoplastic in place of paint	CRXB002	TBD	Pending	\$ 12,000.00	
Sitework: Repair Irrigation	CRXB002	TBD	Pending	\$ 5,479.00	
			Approved CRX	\$ (163,295.00)	
			Pending CRX	\$ 238,339.00	
			Remaining PCL Contingency*	\$ 188,769.00	

Parramore BRT (Lime Line)

The following change order log represents the change orders completed for the Parramore BRT project design phase contract. These change orders represent minor no-cost changes as a result of contract language, additions to scope based on the additional \$3M in TIGER II funds received from FTA in August of 2012, and also to complete environmental testing required as a result of Phase 1 and Phase 2 Environmental Site Assessment (ESA). These change orders are within the board authorized amount for the Design Phase of \$2,525,575. Remaining contingency for the design phase is \$312,778.

Parramore BRT Change Order Log - Design Phase			
	Contingency:	\$680,000.00	
DESCRIPTION	REQUEST DATE	TOTAL PRICE	STATUS
CO#1 Contractural Language Change			
	10/3/2012		Executed 11/20/2012
Amend Contract 12-C-14 revise text on pg 5		No Cost	
CO#2 - Terry Avenue Re-Alignment			
	12/5/2012		Executed 4/23/2013
1 Credit for Pre-Con Mgmt & Design for Terry		\$ (56,403.00)	
2 Pre-Con Mgmt & Design for Terry Realignment		\$194,692.00	
Total CO#2		\$138,289.00	
CO #3 - BRT Guideway Enhancements			
	12/10/2012		Executed 4/23/13
1 Specialty Concrete Design for guideway		\$ 26,880.00	
Total CO#3		\$ 26,880.00	
CO #4- BRT Intersection Enhancements			
	12/10/2012		Executed 4/23/2013
1 Add Design for Mast Arms at New Signalized Intersections		\$ 27,000.00	
2 Credit for Design for Strain poles at new signalized intersections		\$ (6,500.00)	
Total CO#4		\$ 20,500.00	
CO #5 - BRT Station Area Enhancement at Livingston			
	12/10/2012		Executed 4/23/2013
1 Design for Hardscape/Landscape Enhancements		\$ 4,620.00	
Total CO#5		\$ 4,620.00	
CO #6 - Pre-Construction Environmental Assessment			
	6/19/2013		Executed 7/2/2013
Supplemental pre-construction environmental services		\$146,426.00	
CO #7 - Finalize ISRP + Addl. Soil Samples			
	10/25/2013		Executed 11/22/2013
Additonal soil sampling required by FDEP		\$ 30,507.00	
		Total Change Orders to Date	\$367,222.00
		Remaining Contingency:	\$312,778.00

Monthly Report A: Financial Reports

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6100

Item Name: Monthly Financial Report - December 31, 2013

Date: 1/29/2014

Please find attached the monthly financial report for the three months ending December 31, 2013. LYNX' Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the three months ending December 31, 2013 reflect total revenue earned in the amount of \$30,435,416 and total expenses incurred in the amount of \$28,830,057 resulting in a net operating profit of \$1,604,909.

- Fixed route, Vanpool, and NeighborLink services resulted in an operating profit of \$2,004,031 for the three months of the fiscal year.
- Paratransit services resulted in an operating loss of \$399,122 for the three months of the fiscal year.

Fixed Route Operations:

The year-to-date Operating Revenues are lower than the budget at 99%. Customer fares are at 98% of the budgeted amount year-to-date.

Advertising revenue is higher than anticipated for the month of December 2013 and year-to-date is 114% of the budgeted amount. Actual revenues through December 2013 for advertising on buses, shelters, and in-kind (trade) transactions are \$362,255, \$132,605 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 2013, LYNX locked in eighty-eight percent (88%) of the total monthly purchases, resulting in cap (LYNX locked) prices lower than the future (float) prices. At this time, LYNX is 1% below the budget year-to-date. In the month of December LYNX paid an average price of \$3.10 (net) per gallon for diesel fuel and \$2.96 (net) per gallon for bio-diesel, less fuel hedging gains which

is lower than the budgeted price per gallon of \$3.17 (net). The national diesel fuel price for the month of December 2013 was \$3.55 (net), which is an indication of potential increases in the price of fuel for LYNX throughout the year. LYNX is currently \$32,535 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 and holiday pay than anticipated as of December 31, 2013. Repairs and maintenance expenses for revenue vehicles are 14% above the budget year-to-date, however other materials and supplies costs are under budget. Temporary services and legal services are higher than budgeted, while expenses related to custodial, security and other miscellaneous expenses are less than budgeted. Professional services related to various planning projects also less than anticipated year to date.

Paratransit Operations:

The operating loss from Paratransit operations is related to an actual blended trip rate that is higher than the budgeted trip rate, combined with lower than budgeted contract revenues. However, the price of unleaded fuel for the month is lower than the budgeted amount as of December 31, 2013. During the month of December 2013, LYNX in fifty-five percent (55%) of the total monthly purchases, resulting in cap (LYNX locked) prices higher than the future (float) prices. The fuel is budgeted at a net price of \$2.97 (net) per gallon in the FY2014 budget. LYNX is currently paying \$2.69 (net) per gallon. The national unleaded fuel price for the month of December 2013 was \$3.03 (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			
FY2014	Trips (Year-to-Date)	Blended Trip Rate	Costs
Actual (with est.)	179,752	\$27.48	\$4,939,121
Budget (rounding)	192,768	\$25.03	\$4,824,990
Excess Trips/Costs	(13,016)	\$2.45	\$114,131

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF DECEMBER 2013 AND THE THREE MONTHS ENDED DECEMBER 31, 2013
(UNAUDITED)

	Year to Date			Month of December		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 7,357,449	\$ 7,234,240	98%	\$ 2,452,483	\$ 2,388,603	97%
Contract Services:						
Local Financial Assistance	2,921,322	\$ 2,740,149	94%	973,774	872,157	90%
Other Contractual Services	2,425,602	\$ 2,287,010	94%	808,534	802,905	99%
Advertising	432,501	\$ 494,860	114%	144,167	179,428	124%
Other Operating Income	104,274	\$ 85,494	82%	34,758	20,887	60%
Total Operating Revenues	<u>13,241,148</u>	<u>12,841,753</u>	97%	<u>4,413,716</u>	<u>4,263,980</u>	97%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	185,250	185,250	100%	61,750	61,750	100%
State of Florida	2,348,070	2,460,830	105%	782,690	820,276	105%
Local	10,739,493	10,706,268	100%	3,579,831	3,568,757	100%
Planning and other assistance grants:						
Federal - Other	4,909,299	3,928,162	80%	1,636,433	1,330,248	81%
State of Florida - Other	458,208	305,824	67%	152,736	100,324	66%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	18,750	7,329	39%	6,250	4,187	67%
Gain / (Loss) on Sale of Assets	-	-	N/A	-	-	0%
Total Nonoperating Revenues	<u>18,659,070</u>	<u>17,593,663</u>	94%	<u>6,219,690</u>	<u>5,885,542</u>	95%
Total Revenues	<u>31,900,218</u>	<u>30,435,416</u>	95%	<u>10,633,406</u>	<u>10,149,522</u>	95%
OPERATING EXPENSES						
Salaries and Wages	10,667,034	9,830,917	92%	3,555,678	3,179,948	89%
Fringe Benefits	5,842,401	5,663,145	97%	1,947,467	1,955,010	100%
Purchased Transportation Services	5,225,613	5,322,984	102%	1,741,871	1,546,042	89%
Fuel	4,180,005	4,102,759	98%	1,393,335	1,312,943	94%
Other Materials and Supplies	1,859,097	1,586,024	85%	619,699	495,346	80%
Professional Services	1,286,640	266,791	21%	428,880	135,615	32%
Other Services	1,395,447	839,307	60%	465,149	340,479	73%
Lease and Miscellaneous Expenses	605,190	216,134	36%	201,730	63,087	31%
Casualty and Liability Insurance	427,443	461,377	108%	142,481	142,372	100%
Utilities	350,394	331,562	95%	116,798	115,764	99%
Taxes and Licenses	108,036	186,984	173%	36,012	49,884	139%
Interest Expense	19,524	22,523	115%	6,508	7,013	108%
Total Operating Expenses	<u>31,966,824</u>	<u>28,830,507</u>	90%	<u>10,655,608</u>	<u>9,343,503</u>	88%
OPERATING GAIN / (LOSS)	<u>\$ (66,606)</u>	<u>\$ 1,604,909</u>	N/A	<u>\$ (22,202)</u>	<u>\$ 806,019</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 DECEMBER 2013 AND THE THREE MONTHS ENDED DECEMBER 31, 2013
(UNAUDITED)

	Year to Date			Month of December		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 6,922,431	\$ 6,790,590	98%	\$ 2,307,477	\$ 2,262,386	98%
Contract Services:						
Local Financial Assistance	2,921,322	2,740,149	94%	973,774	872,157	90%
Other Contractual Services	-	169,570		-	85,705	
Advertising	432,501	494,860	114%	144,167	179,428	124%
Other Operating Income	104,274	85,494	82%	34,758	20,887	60%
Total Operating Revenues	<u>10,380,528</u>	<u>10,280,663</u>	99%	<u>3,460,176</u>	<u>3,420,563</u>	99%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	185,250	185,250	100%	61,750	61,750	100%
State of Florida	2,348,070	2,460,830	105%	782,690	820,276	105%
Local	8,152,425	8,152,393	100%	2,717,475	2,739,594	101%
Planning and other assistance grants:						
Federal - Other	4,341,348	3,372,067	78%	1,447,116	1,107,487	77%
State of Florida - Other	458,208	305,824	67%	152,736	100,324	66%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	18,750	7,329	39%	6,250	4,187	67%
Gain / (Loss) on the Sale of Assets	-	-	N/A	-	-	N/A
Total Nonoperating Revenues	<u>15,504,051</u>	<u>14,483,693</u>	93%	<u>5,168,017</u>	<u>4,833,618</u>	94%
Total Revenues	<u>25,884,579</u>	<u>24,764,356</u>	96%	<u>8,628,193</u>	<u>8,254,181</u>	96%
OPERATING EXPENSES						
Salaries and Wages	10,565,349	9,737,809	92%	3,521,783	3,152,062	90%
Fringe Benefits	5,776,218	5,598,460	97%	1,925,406	1,934,985	100%
Purchased Transportation Services	357,672	327,947	92%	119,224	106,332	89%
Fuel	3,323,469	3,290,934	99%	1,107,823	1,057,747	95%
Other Materials and Supplies	1,852,998	1,586,024	86%	617,666	495,346	80%
Professional Services	1,196,841	235,295	20%	398,947	104,119	26%
Other Services	1,339,776	793,782	59%	446,592	315,179	71%
Lease and Miscellaneous Expenses	602,265	212,505	35%	200,755	60,864	30%
Casualty and Liability Insurance	427,443	461,377	108%	142,481	142,372	100%
Utilities	335,448	323,218	96%	111,816	113,801	102%
Taxes and Licenses	95,670	170,451	178%	31,890	42,469	133%
Interest Expense	19,524	22,523	115%	6,508	7,013	108%
Total Operating Expenses	<u>25,892,673</u>	<u>22,760,325</u>	88%	<u>8,630,891</u>	<u>7,532,289</u>	87%
OPERATING GAIN / (LOSS)	<u>\$ (8,094)</u>	<u>\$ 2,004,031</u>	N/A	<u>\$ (2,698)</u>	<u>\$ 721,892</u>	N/A

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
PARATRANSIT SEGMENT
STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF DECEMBER 2013 AND THE THREE MONTHS ENDED DECEMBER 31, 2013
(UNAUDITED)

	Year to Date			Month of December		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 435,018	\$ 443,650	102%	\$ 145,006	\$ 126,217	87%
Contract Services:						
Local Financial Assistance	-	-	0%	-	-	0%
Other Contractual Services	2,425,602	2,117,440	87%	808,534	717,200	89%
Advertising	-	-	0%	-	-	0%
Other Operating Income	-	-	0%	-	-	0%
Total Operating Revenues	<u>2,860,620</u>	<u>2,561,090</u>	90%	<u>953,540</u>	<u>843,417</u>	88%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	-	-	0%	-	-	0%
State of Florida	-	-	0%	-	-	0%
Local	2,587,068	2,553,875	99%	862,356	829,163	96%
Planning and other assistance grants:	-	-		-	-	
Federal - Other	567,951	556,095	98%	189,317	222,761	118%
State of Florida - Other	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	-	-	0%	-	-	0%
Gain / (Loss) on the Sale of Assets	-	-	0%	-	-	0%
Total Nonoperating Revenues	<u>3,155,019</u>	<u>3,109,970</u>	99%	<u>1,051,673</u>	<u>1,051,924</u>	100%
Total Revenues	<u>6,015,639</u>	<u>5,671,060</u>	94%	<u>2,005,213</u>	<u>1,895,341</u>	95%
OPERATING EXPENSES						
Salaries and Wages	101,685	93,108	92%	33,895	27,886	82%
Fringe Benefits	66,183	64,685	98%	22,061	20,025	91%
Purchased Transportation Services	4,867,941	4,995,037	103%	1,622,647	1,439,710	89%
Fuel	856,536	811,825	95%	285,512	255,196	89%
Other Materials and Supplies	6,099	-	0%	2,033	-	0%
Professional Services	89,799	31,496	35%	29,933	31,496	105%
Other Services	55,671	45,525	82%	18,557	25,300	136%
Lease and Miscellaneous Expenses	2,925	3,629	124%	975	2,223	228%
Casualty and Liability Insurance	-	-	0%	-	-	0%
Utilities	14,946	8,344	111%	4,982	1,963	39%
Taxes and Licenses	12,366	16,533	0%	4,122	7,415	180%
Interest Expense	-	-	0%	-	-	0%
Total Operating Expenses	<u>6,074,151</u>	<u>6,070,182</u>	100%	<u>2,024,717</u>	<u>1,811,214</u>	89%
OPERATING GAIN / (LOSS)	<u>\$ (58,512)</u>	<u>\$ (399,122)</u>	N/A	<u>\$ (19,504)</u>	<u>\$ 84,127</u>	N/A

Monthly Report B: Financial Reports

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6100

Item Name: Monthly Financial Report - November 30, 2013

Date: 1/29/2014

Please find attached the monthly financial report for the two months ending November 30, 2013. LYNX' Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the two months ending November 30, 2013 reflect total revenue earned in the amount of \$20,285,894 and total expenses incurred in the amount of \$19,487,004 resulting in a net operating profit of \$798,890.

- Fixed route, Vanpool, and NeighborLink services resulted in an operating profit of \$1,282,139 for the two months of the fiscal year.
- Paratransit services resulted in an operating loss of \$483,249 for the two months of the fiscal year.

Fixed Route Operations:

The year-to-date Operating Revenues are lower than the budget at 99%. Customer fares are at 98% of the budgeted amount year-to-date. Ridership for November was down by 1% year-over-year as of November 30, 2013, and November 2013 ridership is down by 10% as compared to October 2013.

Advertising revenue is higher than anticipated for the month of November 2013 and year-to-date is 109% of the budgeted amount. Actual revenues through November 2013 for advertising on buses, shelters, and in-kind (trade) transactions are \$230,687, \$84,745 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 2013, LYNX locked in ninety-five percent (95%) of the total monthly purchases, resulting in cap (LYNX locked) prices higher than the future (float) prices. At this time, LYNX is 1% 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 \$3.01 (net) per gallon for diesel fuel and \$2.81 (net) per gallon for bio-diesel, less fuel hedging gains which is lower than the budgeted price per gallon of \$3.17 (net). The national diesel fuel price for the month of November 2013 was \$3.50 (net), which is an indication of potential increases in the price of fuel for LYNX throughout the year. LYNX is currently \$17,541 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 and holiday pay than anticipated as of November 30, 2013. Repairs and maintenance expenses for revenue vehicles are 22% above the budget year-to-date, however other materials and supplies costs are under budget. In addition, expenses related to security and contact maintenance services, and other miscellaneous expenses are less than budgeted. Professional services related to various planning projects also less than anticipated year to date.

Paratransit Operations:

The operating loss from Paratransit operations is related to an actual blended trip rate that is higher than the budgeted trip rate, combined with lower than budgeted contract revenues. However, the price of unleaded fuel for the month is lower than the budgeted amount as of November 30, 2013. During the month of November 2013, LYNX in sixty-one percent (61%) of the total monthly purchases, resulting in cap (LYNX locked) prices higher than the future (float) prices. The fuel is budgeted at a net price of \$2.97 (net) per gallon in the FY2014 budget. LYNX is currently paying \$2.53 (net) per gallon. The national unleaded fuel price for the month of November 2013 was \$3.00 (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			
FY2014	Trips (Year-to-Date)	Blended Trip Rate	Costs
Actual (with est.)	112,480	\$29.03	\$3,555,327
Budget (rounding)	128,512	\$25.03	\$3,216,661
Excess Trips/Costs	(6,032)	\$4.00	\$338,666

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF NOVEMBER 2013 AND THE TWO MONTHS ENDED NOVEMBER 30, 2013
(UNAUDITED)

	Year to Date			Month of November		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 4,904,966	\$ 4,845,637	99%	\$ 2,452,483	\$ 2,332,848	95%
Contract Services:						
Local Financial Assistance	1,947,548	\$ 1,867,992	96%	973,774	1,156,674	119%
Other Contractual Services	1,617,068	\$ 1,484,105	92%	808,534	765,402	95%
Advertising	288,334	\$ 315,432	109%	144,167	161,160	112%
Other Operating Income	69,516	\$ 64,607	93%	34,758	23,890	69%
Total Operating Revenues	<u>8,827,432</u>	<u>8,577,773</u>	97%	<u>4,413,716</u>	<u>4,439,974</u>	101%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	123,500	123,500	100%	61,750	61,750	100%
State of Florida	1,565,380	1,640,554	105%	782,690	820,277	105%
Local	7,159,662	7,137,511	100%	3,579,831	3,870,343	108%
Planning and other assistance grants:						
Federal - Other	3,272,866	2,597,914	79%	1,636,433	1,272,362	78%
State of Florida - Other	305,472	205,500	67%	152,736	102,750	67%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	12,500	3,142	25%	6,250	1,566	25%
Gain / (Loss) on Sale of Assets	-	-	N/A	-	-	0%
Total Nonoperating Revenues	<u>12,439,380</u>	<u>11,708,121</u>	94%	<u>6,219,690</u>	<u>6,129,048</u>	99%
Total Revenues	<u>21,266,812</u>	<u>20,285,894</u>	95%	<u>10,633,406</u>	<u>10,569,022</u>	99%
OPERATING EXPENSES						
Salaries and Wages	7,111,356	6,650,969	94%	3,555,678	3,230,855	91%
Fringe Benefits	3,894,934	3,708,135	95%	1,947,467	2,150,571	110%
Purchased Transportation Services	3,483,742	3,776,942	108%	1,741,871	2,025,700	116%
Fuel	2,786,670	2,789,816	100%	1,393,335	1,292,543	93%
Other Materials and Supplies	1,239,398	1,090,678	88%	619,699	589,918	95%
Professional Services	857,760	131,176	15%	428,880	73,665	17%
Other Services	930,298	498,828	54%	465,149	310,561	67%
Lease and Miscellaneous Expenses	403,460	153,047	38%	201,730	73,381	36%
Casualty and Liability Insurance	284,962	319,005	112%	142,481	171,034	120%
Utilities	233,596	215,798	92%	116,798	105,219	90%
Taxes and Licenses	72,024	137,100	190%	36,012	84,170	234%
Interest Expense	13,016	15,510	119%	6,508	7,507	115%
Total Operating Expenses	<u>21,311,216</u>	<u>19,487,004</u>	91%	<u>10,655,608</u>	<u>10,115,124</u>	95%
OPERATING GAIN / (LOSS)	<u>\$ (44,404)</u>	<u>\$ 798,890</u>	N/A	<u>\$ (22,202)</u>	<u>\$ 453,898</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 2013 AND THE TWO MONTHS ENDED NOVEMBER 30, 2013
(UNAUDITED)

	Year to Date			Month of November		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 4,614,954	\$ 4,528,204	98%	\$ 2,307,477	\$ 2,172,683	94%
Contract Services:						
Local Financial Assistance	1,947,548	1,867,992	96%	973,774	1,156,674	119%
Other Contractual Services	-	83,865		-	50,311	
Advertising	288,334	315,432	109%	144,167	161,160	112%
Other Operating Income	69,516	64,607	93%	34,758	23,890	69%
Total Operating Revenues	<u>6,920,352</u>	<u>6,860,100</u>	99%	<u>3,460,176</u>	<u>3,564,718</u>	103%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	123,500	123,500	100%	61,750	61,750	100%
State of Florida	1,565,380	1,640,554	105%	782,690	820,277	105%
Local	5,434,950	5,412,799	100%	2,717,475	3,043,551	112%
Planning and other assistance grants:						
Federal - Other	2,894,232	2,264,580	78%	1,447,116	1,105,695	76%
State of Florida - Other	305,472	205,500	67%	152,736	102,750	67%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	12,500	3,142	25%	6,250	1,566	25%
Gain / (Loss) on the Sale of Assets	-	-	N/A	-	-	N/A
Total Nonoperating Revenues	<u>10,336,034</u>	<u>9,650,075</u>	93%	<u>5,168,017</u>	<u>5,135,589</u>	99%
Total Revenues	<u>17,256,386</u>	<u>16,510,175</u>	96%	<u>8,628,193</u>	<u>8,700,307</u>	101%
OPERATING EXPENSES						
Salaries and Wages	7,043,566	6,585,747	94%	3,521,783	3,201,864	91%
Fringe Benefits	3,850,812	3,663,475	95%	1,925,406	2,123,164	110%
Purchased Transportation Services	238,448	221,615	93%	119,224	105,699	89%
Fuel	2,215,646	2,233,187	101%	1,107,823	1,039,876	94%
Other Materials and Supplies	1,235,332	1,090,678	88%	617,666	589,918	96%
Professional Services	797,894	131,176	16%	398,947	73,665	18%
Other Services	893,184	478,603	54%	446,592	309,221	69%
Lease and Miscellaneous Expenses	401,510	151,641	38%	200,755	71,975	36%
Casualty and Liability Insurance	284,962	319,005	112%	142,481	171,034	120%
Utilities	223,632	209,417	94%	111,816	101,475	91%
Taxes and Licenses	63,780	127,982	201%	31,890	80,594	253%
Interest Expense	13,016	15,510	119%	6,508	7,507	115%
Total Operating Expenses	<u>17,261,782</u>	<u>15,228,036</u>	88%	<u>8,630,891</u>	<u>7,875,992</u>	91%
OPERATING GAIN / (LOSS)	\$ <u>(5,396)</u>	\$ <u>1,282,139</u>	N/A	\$ <u>(2,698)</u>	\$ <u>824,315</u>	N/A

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
PARATRANSIT SEGMENT
STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF NOVEMBER 2013 AND THE TWO MONTHS ENDED NOVEMBER 30, 2013
(UNAUDITED)

	Year to Date			Month of November		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 290,012	\$ 317,433	109%	\$ 145,006	\$ 160,165	110%
Contract Services:						
Local Financial Assistance	-	-	0%	-	-	0%
Other Contractual Services	1,617,068	1,400,240	87%	808,534	715,091	88%
Advertising	-	-	0%	-	-	0%
Other Operating Income			0%			0%
Total Operating Revenues	<u>1,907,080</u>	<u>1,717,673</u>	90%	<u>953,540</u>	<u>875,256</u>	92%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	-	-	0%	-	-	0%
State of Florida	-	-	0%	-	-	0%
Local	1,724,712	1,724,712	100%	862,356	826,792	96%
Planning and other assistance grants:						
Federal - Other	378,634	333,334	88%	189,317	166,667	88%
State of Florida - Other	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	-	-	0%	-	-	0%
Gain / (Loss) on the Sale of Assets	-	-	0%	-	-	0%
Total Nonoperating Revenues	<u>2,103,346</u>	<u>2,058,046</u>	98%	<u>1,051,673</u>	<u>993,459</u>	94%
Total Revenues	<u>4,010,426</u>	<u>3,775,719</u>	94%	<u>2,005,213</u>	<u>1,868,715</u>	93%
OPERATING EXPENSES						
Salaries and Wages	67,790	65,222	96%	33,895	28,991	86%
Fringe Benefits	44,122	44,660	101%	22,061	27,407	124%
Purchased Transportation Services	3,245,294	3,555,327	110%	1,622,647	1,920,001	118%
Fuel	571,024	556,629	97%	285,512	252,667	88%
Other Materials and Supplies	4,066	-	0%	2,033	-	0%
Professional Services	59,866	-	0%	29,933	-	0%
Other Services	37,114	20,225	54%	18,557	1,340	7%
Lease and Miscellaneous Expenses	1,950	1,406	72%	975	1,406	144%
Casualty and Liability Insurance	-	-	0%	-	-	0%
Utilities	9,964	6,381	92%	4,982	3,744	75%
Taxes and Licenses	8,244	9,118	0%	4,122	3,576	87%
Interest Expense	-	-	0%	-	-	0%
Total Operating Expenses	<u>4,049,434</u>	<u>4,258,968</u>	105%	<u>2,024,717</u>	<u>2,239,132</u>	111%
OPERATING GAIN / (LOSS)	<u>\$ (39,008)</u>	<u>\$ (483,249)</u>	N/A	<u>\$ (19,504)</u>	<u>\$ (370,417)</u>	N/A

Monthly Report C: Financial Reports

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6100

Item Name: Monthly Financial Report - October 31, 2013

Date: 1/29/2014

Please find attached the monthly financial report for the one month ending October 31, 2013. LYNX' Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the one month ending October 31, 2013 reflect total revenue earned in the amount of \$9,716,872 and total expenses incurred in the amount of \$9,371,879 resulting in a net operating profit of \$344,993.

- Fixed route, Vanpool, and NeighborLink services resulted in an operating profit of \$457,825 for the one month of the fiscal year.
- Paratransit services resulted in an operating loss of \$112,832 for the one month of the fiscal year.

Fixed Route Operations:

The year-to-date Operating Revenues are lower than the budget at 95%. Customer fares are at 102% of the budgeted amount year-to-date. LYNX' ridership continues to increase into the new fiscal year. Ridership is up by 1.3% year-over-year as of October 31, 2013, and October 2013 ridership is up 11.7% as compared to September 2013. 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 2013 and year-to-date is higher than anticipated. Actual revenues through October 2013 for advertising on buses, shelters, and in-kind (trade) transactions are \$112,378, \$41,894 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 2013, LYNX locked in eighty-three percent (83%) of the total monthly purchases, resulting in cap (LYNX locked) prices lower than the future (float) prices. At this time, LYNX is 8% 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 \$3.09 (net) per gallon for diesel fuel and \$2.76 (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 2013 was \$3.55 (net), which is an indication of potential increases in the price of fuel for LYNX throughout the year. LYNX is currently \$85,488 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, 2013. Repairs and maintenance expenses for revenue vehicles are 22% above the budget year-to-date, however other materials and supplies costs are under budget. In addition, expenses related to security and contact maintenance services, and other miscellaneous expenses are less than budgeted. Professional services related to various planning projects also less than anticipated year to date.

Paratransit Operations:

The operating loss from Paratransit operations is related to more trips and taxi services than anticipated as of October 2013, combined with lower than anticipated contract revenue for the same period. In addition, fuel expenses are 6% higher than budgeted and the consumption of unleaded fuel is higher than anticipated as of October 2013 due to the increase in revenue hours. During the month of October 2013, LYNX in fifty percent (50%) of the total monthly purchases, resulting in cap (LYNX locked) prices higher than the future (float) prices. The fuel is budgeted at a net price of \$2.97 (net) per gallon in the FY2014 budget. LYNX is currently paying \$2.67 (net) per gallon. The national unleaded fuel price for the month of October 2013 was \$3.10 (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			
FY2014	Trips (Year-to-Date)	Blended Trip Rate	Costs
Actual (with est.)	65,208	\$25.08	\$1,635,326
Budget (rounding)	64,256	\$25.03	\$1,608,330
Excess Trips/Costs	952	\$.05	\$26,996

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF OCTOBER 2013 AND THE ONE MONTH ENDED OCTOBER 31, 2013
(UNAUDITED)

	Year to Date			Month of October		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 2,452,483	\$ 2,512,789	102%	\$ 2,452,483	\$ 2,512,789	102%
Contract Services:						
Local Financial Assistance	973,774	\$ 711,318	73%	973,774	711,318	73%
Other Contractual Services	808,534	\$ 718,703	89%	808,534	718,703	89%
Advertising	144,167	\$ 154,272	107%	144,167	154,272	107%
Other Operating Income	34,758	\$ 40,717	117%	34,758	40,717	117%
Total Operating Revenues	<u>4,413,716</u>	<u>4,137,799</u>	94%	<u>4,413,716</u>	<u>4,137,799</u>	94%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	61,750	61,750	100%	61,750	61,750	100%
State of Florida	782,690	820,277	105%	782,690	820,277	105%
Local	3,579,831	3,267,168	91%	3,579,831	3,267,168	91%
Planning and other assistance grants:						
Federal	1,636,433	1,325,552	81%	1,636,433	1,325,552	81%
State of Florida	152,736	102,750	67%	152,736	102,750	67%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	6,250	1,576	25%	6,250	1,576	25%
Gain / (Loss) on Sale of Assets	-	-	N/A	-	-	0%
Total Nonoperating Revenues	<u>6,219,690</u>	<u>5,579,073</u>	90%	<u>6,219,690</u>	<u>5,579,073</u>	90%
Total Revenues	<u>10,633,406</u>	<u>9,716,872</u>	91%	<u>10,633,406</u>	<u>9,716,872</u>	91%
OPERATING EXPENSES						
Salaries and Wages	3,555,678	3,420,114	96%	3,555,678	3,420,114	96%
Fringe Benefits	1,947,467	1,557,564	80%	1,947,467	1,557,564	80%
Purchased Transportation Services	1,741,871	1,751,242	101%	1,741,871	1,751,242	101%
Fuel	1,393,335	1,497,273	107%	1,393,335	1,497,273	107%
Other Materials and Supplies	619,699	500,760	81%	619,699	500,760	81%
Professional Services	428,880	57,511	13%	428,880	57,511	13%
Other Services	465,149	188,267	40%	465,149	188,267	40%
Lease and Miscellaneous Expenses	201,730	79,666	39%	201,730	79,666	39%
Casualty and Liability Insurance	142,481	147,971	104%	142,481	147,971	104%
Utilities	116,798	110,579	95%	116,798	110,579	95%
Taxes and Licenses	36,012	52,930	147%	36,012	52,930	147%
Interest Expense	6,508	8,002	123%	6,508	8,002	123%
Total Operating Expenses	<u>10,655,608</u>	<u>9,371,879</u>	88%	<u>10,655,608</u>	<u>9,371,879</u>	88%
OPERATING GAIN / (LOSS)	<u>\$ (22,202)</u>	<u>\$ 344,993</u>	N/A	<u>\$ (22,202)</u>	<u>\$ 344,993</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 2013 AND THE ONE MONTH ENDED OCTOBER 31, 2013
(UNAUDITED)

	Year to Date			Month of October		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 2,307,477	\$ 2,355,521	102%	\$ 2,307,477	\$ 2,355,521	102%
Contract Services:						
Local Financial Assistance	973,774	711,318	73%	973,774	711,318	73%
Other Contractual Services	-	33,554	N/A	-	33,554	N/A
Advertising	144,167	154,272	107%	144,167	154,272	107%
Other Operating Income	34,758	40,717	117%	34,758	40,717	117%
Total Operating Revenues	<u>3,460,176</u>	<u>3,295,382</u>	95%	<u>3,460,176</u>	<u>3,295,382</u>	95%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	61,750	61,750	100%	61,750	61,750	100%
State of Florida	782,690	820,277	105%	782,690	820,277	105%
Local	2,717,475	2,369,248	87%	2,717,475	2,369,248	87%
Planning and other assistance grants:						
Federal	1,447,116	1,158,885	80%	1,447,116	1,158,885	80%
State of Florida	152,736	102,750	67%	152,736	102,750	67%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	6,250	1,576	25%	6,250	1,576	25%
Gain / (Loss) on the Sale of Assets	-	-	N/A	-	-	N/A
Total Nonoperating Revenues	<u>5,168,017</u>	<u>4,514,486</u>	87%	<u>5,168,017</u>	<u>4,514,486</u>	87%
Total Revenues	<u>8,628,193</u>	<u>7,809,868</u>	91%	<u>8,628,193</u>	<u>7,809,868</u>	91%
OPERATING EXPENSES						
Salaries and Wages	3,521,783	3,383,883	96%	3,521,783	3,383,883	96%
Fringe Benefits	1,925,406	1,540,311	80%	1,925,406	1,540,311	80%
Purchased Transportation Services	119,224	115,916	97%	119,224	115,916	97%
Fuel	1,107,823	1,193,311	108%	1,107,823	1,193,311	108%
Other Materials and Supplies	617,666	500,760	81%	617,666	500,760	81%
Professional Services	398,947	57,511	14%	398,947	57,511	14%
Other Services	446,592	169,382	38%	446,592	169,382	38%
Lease and Miscellaneous Expenses	200,755	79,666	40%	200,755	79,666	40%
Casualty and Liability Insurance	142,481	147,971	104%	142,481	147,971	104%
Utilities	111,816	107,942	97%	111,816	107,942	97%
Taxes and Licenses	31,890	47,388	149%	31,890	47,388	149%
Interest Expense	6,508	8,002	123%	6,508	8,002	123%
Total Operating Expenses	<u>8,630,891</u>	<u>7,352,043</u>	85%	<u>8,630,891</u>	<u>7,352,043</u>	85%
OPERATING GAIN / (LOSS)	<u>\$ (2,698)</u>	<u>\$ 457,825</u>	N/A	<u>\$ (2,698)</u>	<u>\$ 457,825</u>	N/A

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
PARATRANSIT SEGMENT
STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF OCTOBER 2013 AND THE ONE MONTH ENDED OCTOBER 31, 2013
(UNAUDITED)

	Year to Date			Month of October		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 145,006	\$ 157,268	108%	\$ 145,006	\$ 157,268	108%
Contract Services:						
Local Financial Assistance	-	-	0%	-	-	0%
Other Contractual Services	808,534	685,149	85%	808,534	685,149	85%
Advertising	-	-	0%	-	-	0%
Other Operating Income	-	-	0%	-	-	0%
Total Operating Revenues	<u>953,540</u>	<u>842,417</u>	88%	<u>953,540</u>	<u>842,417</u>	88%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	-	-	0%	-	-	0%
State of Florida	-	-	0%	-	-	0%
Local	862,356	897,920	104%	862,356	897,920	104%
Planning and other assistance grants:						
Federal	189,317	166,667	88%	189,317	166,667	88%
State of Florida	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	-	-	0%	-	-	0%
Gain / (Loss) on the Sale of Assets	-	-	0%	-	-	0%
Total Nonoperating Revenues	<u>1,051,673</u>	<u>1,064,587</u>	101%	<u>1,051,673</u>	<u>1,064,587</u>	101%
Total Revenues	<u>2,005,213</u>	<u>1,907,004</u>	95%	<u>2,005,213</u>	<u>1,907,004</u>	95%
OPERATING EXPENSES						
Salaries and Wages	33,895	36,231	107%	33,895	36,231	107%
Fringe Benefits	22,061	17,253	78%	22,061	17,253	78%
Purchased Transportation Services	1,622,647	1,635,326	101%	1,622,647	1,635,326	101%
Fuel	285,512	303,962	106%	285,512	303,962	106%
Other Materials and Supplies	2,033	-	0%	2,033	-	0%
Professional Services	29,933	-	0%	29,933	-	0%
Other Services	18,557	18,885	102%	18,557	18,885	102%
Lease and Miscellaneous Expenses	975	-	0%	975	-	0%
Casualty and Liability Insurance	-	-	0%	-	-	0%
Utilities	4,982	2,637	111%	4,982	2,637	53%
Taxes and Licenses	4,122	5,542	0%	4,122	5,542	134%
Interest Expense	-	-	0%	-	-	0%
Total Operating Expenses	<u>2,024,717</u>	<u>2,019,836</u>	100%	<u>2,024,717</u>	<u>2,019,836</u>	100%
OPERATING GAIN / (LOSS)	<u>\$ (19,504)</u>	<u>\$ (112,832)</u>	N/A	<u>\$ (19,504)</u>	<u>\$ (112,832)</u>	N/A

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

To: LYNX Board of Directors

From: **Stuart Boggs**
DIRECTOR OF PLANNING & DEVELOP
Belinda Balleras
(Technical Contact)
Prahallad Vijayvargiya
(Technical Contact)
Selita Stubbs
(Technical Contact)

Phone: 407.841.2279 ext: 6009

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

Date: 1/29/2014

Of the nineteen projects approved under this grant there are only two left to complete as follows:

1. Design and acquisition - Fare Collection Equipment
2. Purchase signage for stops and stations

Project Activities This Quarter:

On December 19, 2013 the FTA officially approved LYNX Budget Revision #8 for the capital cost of contracting which is now complete and the funds have been drawn-down from the ECHO System.

The totems and kiosks have been installed for the East/West BRT station stops. The Real-time Passenger Information System LED screens are currently being installed and electrical work is well underway.

Fare Collection Equipment: The following activities are 100% complete:

- AFCS program management related tasks
- Project plan management
- Coordination and design/equipment discussions with FDOT and ACS
- Fare Policy and Interlocal Agreement
- Reviewed and design of mounting options for each type of vehicle for OSMP devices
- Bus and TVM pilot plan and logistics review.

LYNX Board Agenda

- Coordination pilot activities and training requirements with LYNX staff
- TVM design, locations, data management planning
- Regional Smartcard Program and Implementation Support
- Migration Planning

On-going Activities:

Trapeze was issued a PO by LYNX on 11/15/13 to complete integration of the MDT J1708 with the ACS validators. Trapeze completed the interface necessary for the integration and supplied the application to ACS on December 15, 2013. ACS is in the process of doing the final testing and plans to sign-off on the interface by January 9, 2014.

The fare collection system will be completed for CRT start-up next quarter.

Monthly Report E: Ridership Report

To: LYNX Board of Directors

From: **Stuart Boggs**
 DIRECTOR OF PLANNING & DEVELOP
OLANREWAJU ADELEKAN
 (Technical Contact)
Michael Knispel
 (Technical Contact)
Andrea Ostrodka
 (Technical Contact)

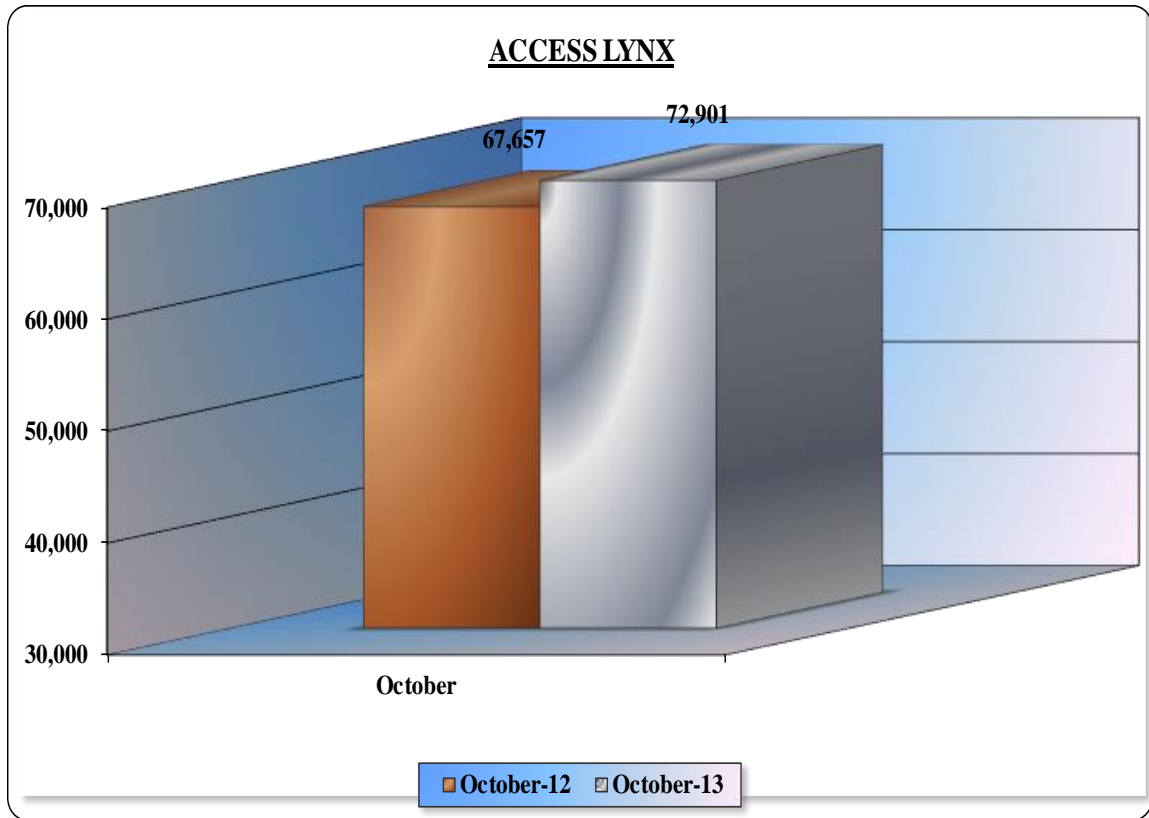
Phone: 407.841.2279 ext: 6009

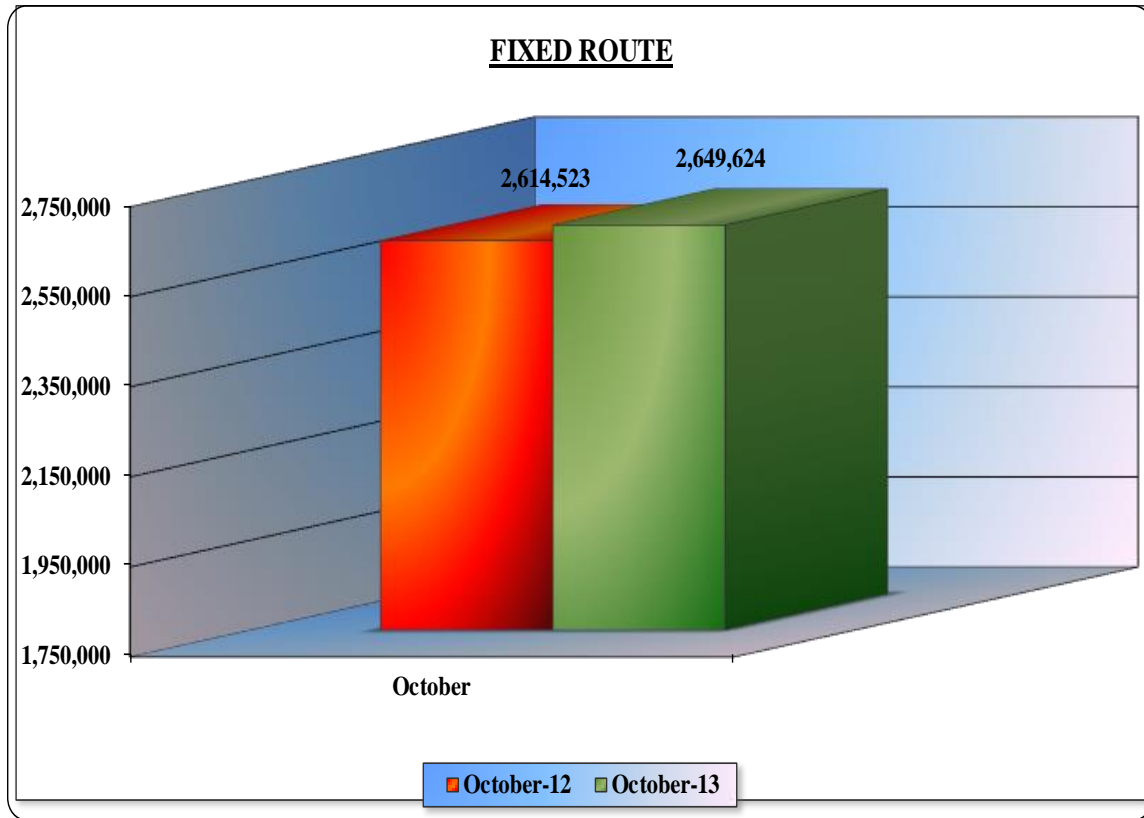
Item Name: Ridership Report: October - November (Final) and December (Preliminary)

Date: 1/29/2014

Year to date (October) Final

<i>Service Mode</i>	<i>October-12</i>	<i>October-13</i>	<i>% Change</i>
LYMMO	79,272	70,411	-11.18%
Fixed Route	2,522,633	2,564,960	1.68%
NeighborLink	12,618	14,253	12.96%
SUBTOTAL - FIXED ROUTE	2,614,523	2,649,624	1.34%
Special Shuttles	50	223	N/A
ACCESS LYNX	67,657	72,901	7.75%
Van Pool	18,552	24,265	30.79%
SUBTOTAL - OTHER SERVICES	86,259	97,389	12.90%
TOTAL ALL SERVICES	2,700,782	2,747,013	1.71%





Average Daily Ridership by Mode

<i>Service Mode</i>	<i>Day</i>	<i>October-12</i>	<i>October-13</i>	<i>% Change</i>
LYMMO	Weekday	3,026	2,771	-8.42%
	Saturday	1,641	972	-40.76%
	Sunday	779	698	-10.49%
All Other Links	Weekday	91,297	92,644	1.48%
	Saturday	63,243	63,988	1.18%
	Sunday	35,980	37,943	5.46%
Total Fixed Route	Weekday	94,323	95,415	1.16%
	Saturday	64,884	64,960	0.12%
	Sunday	36,759	38,640	5.12%
ACCESS LYNX	Weekday	3,244	2,736	-15.66%
	Saturday	1,333	1,116	-16.27%
	Sunday	419	470	12.12%
NeighborLink	Weekday	742	560	-24.57%
	Saturday	341	345	1.25%
Van Pool	Weekday	742	1,084	46.12%
	Saturday	200	272	36.00%
	Sunday	171	242	41.52%
TOTAL LYNX SERVICES	Weekday	99,050	99,795	0.75%
	Saturday	66,757	66,693	-0.10%
	Sunday	37,349	39,352	5.36%

The following new links were added in December 2012

- Link 416 – Poinciana/ Haines City
- Link 427 – US 27/ Haines City

On February 1st 2013, the following link was added:

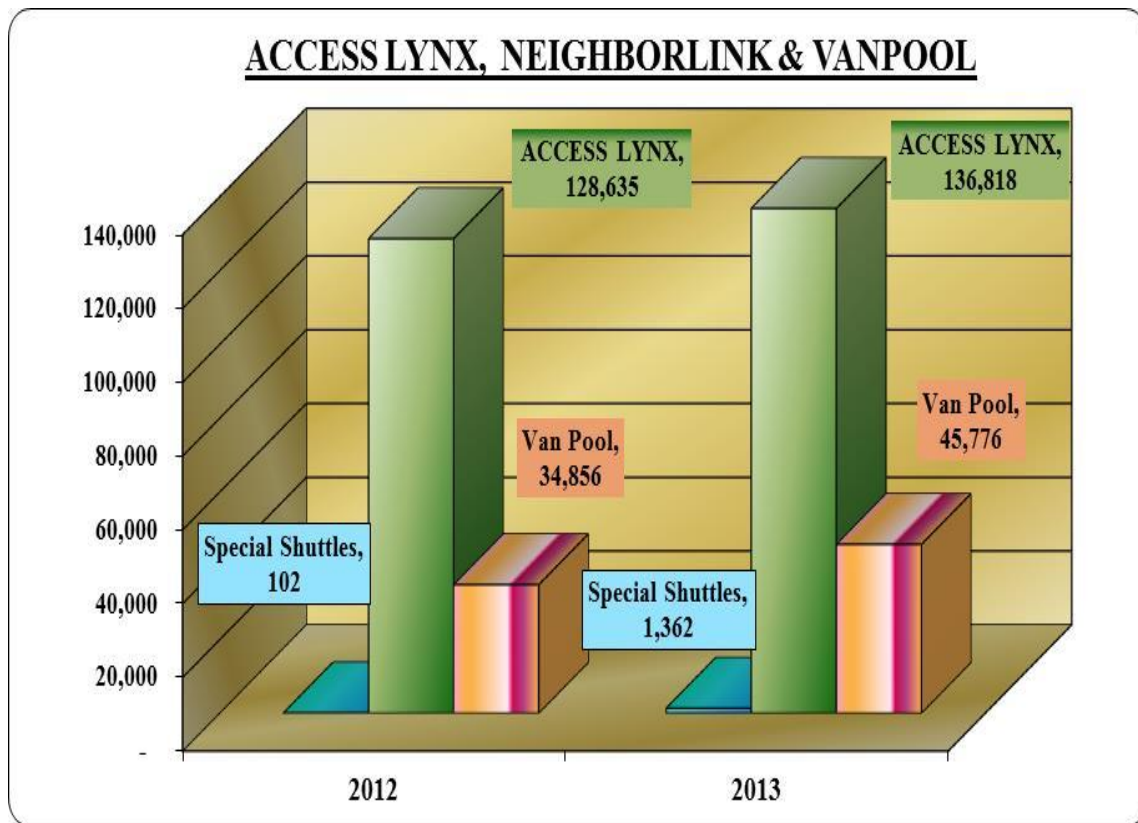
Link 212 – UCF Shuttle

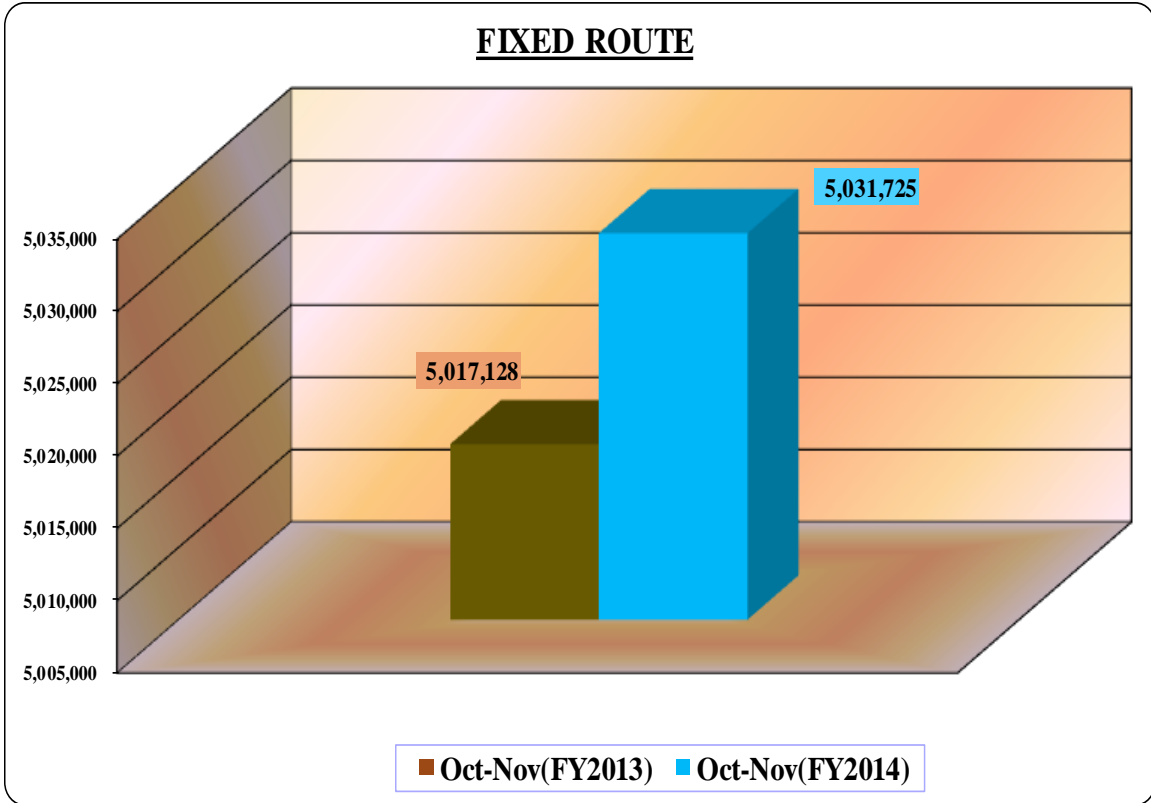
On August 11, 2013, Link 4 was split in two:

- Link 4 – Osceola to Florida mall (Southbound)
 - Link 107 – LCS to Florida mall (Northbound)

Year to date (October – November) Final

<i>Service Mode</i>	<i>Oct-Nov(FY2013)</i>	<i>Oct-Nov(FY2014)</i>	<i>% Change</i>
LYMMO	146,401	134,579	-8.08%
Fixed Route	4,846,646	4,870,317	0.49%
NeighborLink	24,081	26,829	11.41%
SUBTOTAL - FIXED ROUTE	5,017,128	5,031,725	0.29%
Special Shuttles	102	1,362	N/A
ACCESS LYNX	128,635	136,818	6.36%
Van Pool	34,856	45,776	31.33%
SUBTOTAL - OTHER SERVICES	163,593	183,956	12.45%
TOTAL ALL SERVICES	5,180,721	5,215,681	0.67%





Average Daily Ridership by Mode

<i>Service Mode</i>	<i>Day</i>	<i>November-12</i>	<i>November-13</i>	<i>% Change</i>
LYMMO	Weekday	2,738	2,610	-4.65%
	Saturday	1,405	1,131	-19.50%
	Sunday	804	924	14.93%
All Other Links	Weekday	90,063	87,069	-3.32%
	Saturday	63,542	60,728	-4.43%
	Sunday	35,579	38,404	7.94%
Total Fixed Route	Weekday	92,800	89,679	-3.36%
	Saturday	64,947	61,859	-4.75%
	Sunday	36,383	39,328	8.10%
ACCESS LYNX	Weekday	2,888	2,651	-8.19%
	Saturday	1,290	1,116	-13.52%
	Sunday	460	581	26.32%
NeighborLink	Weekday	666	536	-19.54%
	Saturday	311	372	19.71%
Van Pool	Weekday	666	940	41.09%
	Saturday	223	292	30.94%
	Sunday	191	267	40.16%
TOTAL LYNX SERVICES	Weekday	97,020	93,805	-3.31%
	Saturday	66,771	63,639	-4.69%
	Sunday	37,033	40,176	8.49%

The following new links were added in December 2012

- Link 416 – Poinciana/ Haines City
- Link 427 – US 27/ Haines City

On February 1st 2013, the following link was added:

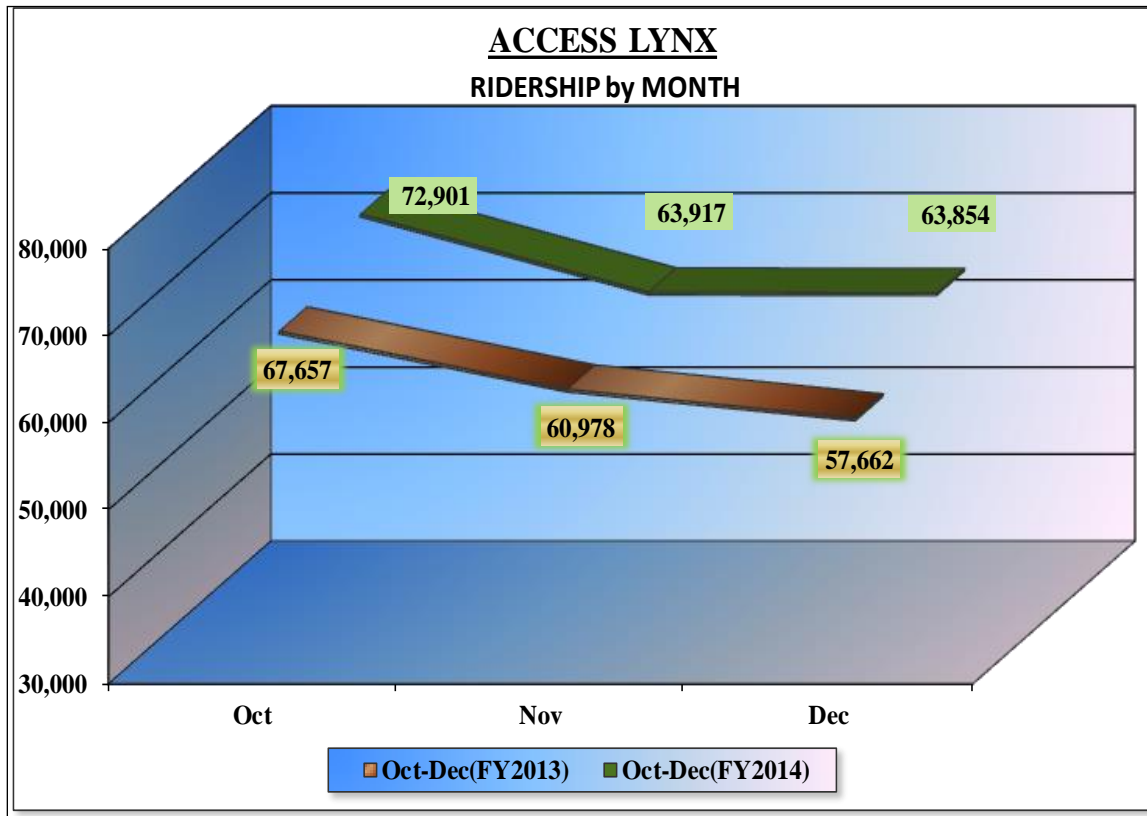
Link 212 – UCF Shuttle

On August 11, 2013, Link 4 was split in two:

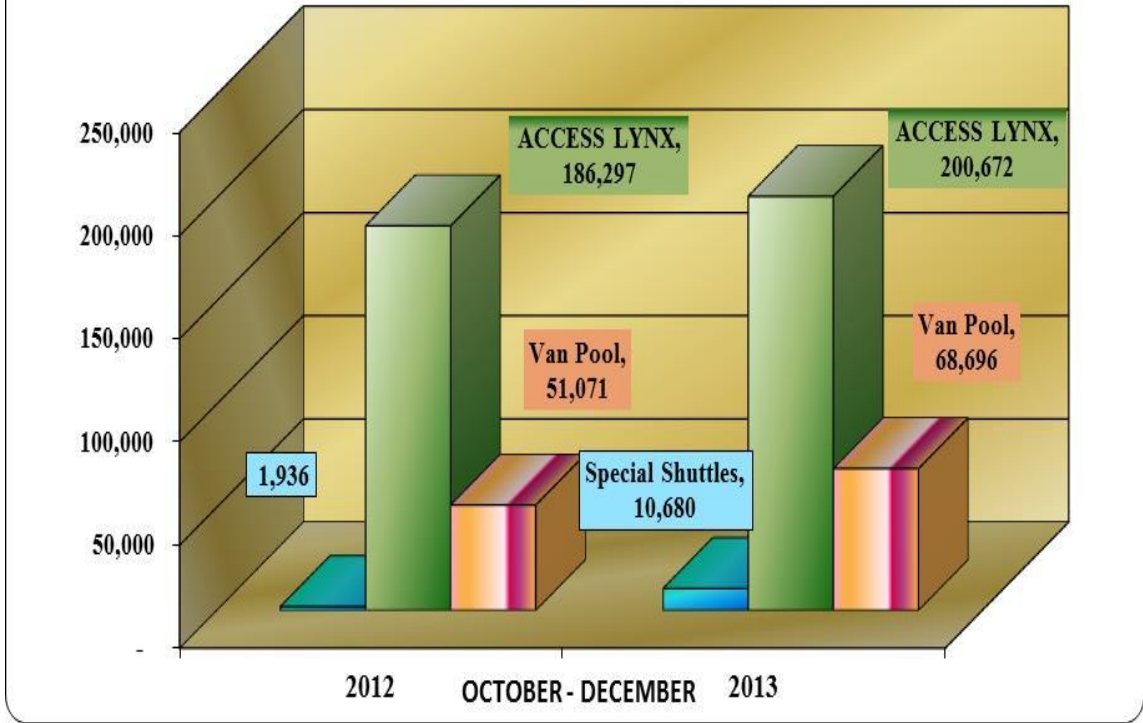
- Link 4 – Osceola to Florida mall (Southbound)
- Link 107 – LCS to Florida mall (Northbound)

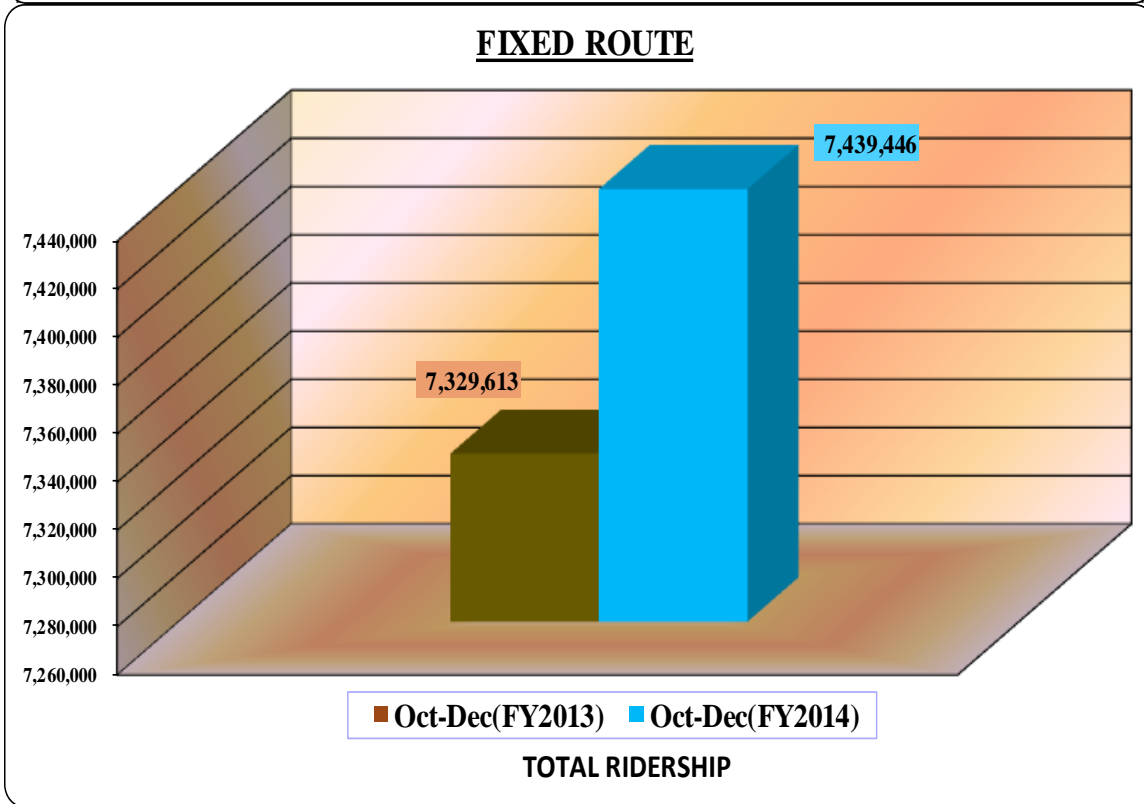
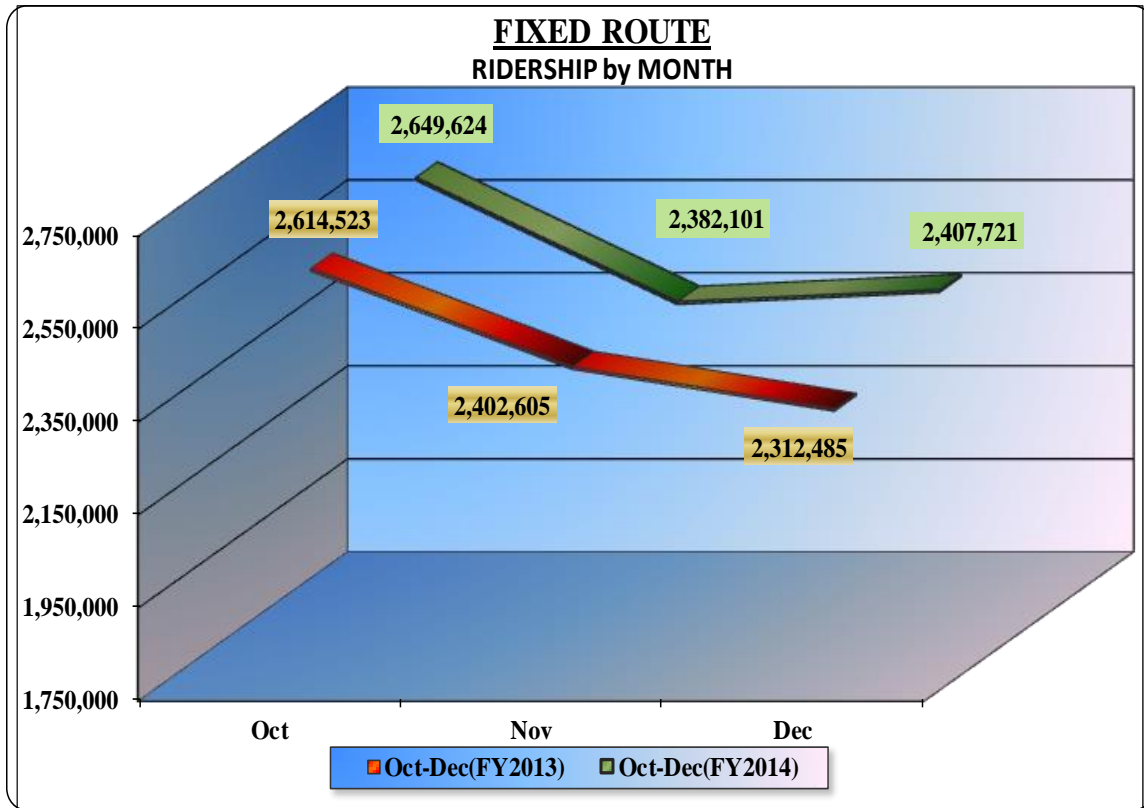
Year to date (October – December) **Preliminaries**

Service Mode	Oct-Dec(FY2013)	Oct-Dec(FY2014)	% Change
LYMMO	207,449	199,108	-4.02%
Fixed Route	7,087,517	7,201,145	1.60%
NeighborLink	34,647	39,193	13.12%
SUBTOTAL - FIXED ROUTE	7,329,613	7,439,446	1.50%
Special Shuttles	1,936	10,680	N/A
ACCESS LYNX	186,297	200,672	7.72%
Van Pool	51,071	68,696	34.51%
SUBTOTAL - OTHER SERVICES	239,304	280,048	17.03%
TOTAL ALL SERVICES	7,568,917	7,719,494	1.99%



ACCESS LYNX, NEIGHBORLINK & VANPOOL





Average Daily Ridership by Mode

<i>Service Mode</i>	<i>Day</i>	<i>December-12</i>	<i>December-13</i>	<i>% Change</i>
LYMMO	Weekday	2,517	2,570	2.08%
	Saturday	1,113	884	-20.61%
	Sunday	856	892	4.18%
All Other Links	Weekday	85,762	84,959	-0.94%
	Saturday	62,331	63,008	1.09%
	Sunday	35,629	37,918	6.43%
Total Fixed Route	Weekday	88,279	87,529	-0.85%
	Saturday	63,444	63,892	0.71%
	Sunday	36,485	38,810	6.37%
ACCESS LYNX	Weekday	2,687	2,496	-7.12%
	Saturday	1,348	1,115	-17.33%
	Sunday	651	817	25.64%
NeighborLink	Weekday	692	519	-25.03%
	Saturday	318	366	14.79%
Van Pool	Weekday	692	1,001	44.56%
	Saturday	157	296	88.54%
	Sunday	166	261	57.23%
TOTAL <i>LYNX</i> <i>SERVICES</i>	Weekday	92,351	91,545	-0.87%
	Saturday	65,268	65,668	0.61%
	Sunday	37,301	39,888	6.94%

The following new links were added in December 2012

Link 416 – Poinciana/ Haines City

Link 427 – US 27/ Haines City

On February 1st 2013, the following Route was added:

- Link 212 – UCF Shuttle

On August 11, 2013, Link 4 was split in two:

- Link 4 – Osceola to Florida mall (Southbound)
- Link 107 – LCS to Florida mall (Northbound)

On October 18th 2013, the following Route was discontinued:

- Link 204 – Clermont Express

LYNX Monthly Ridership

Fiscal Year 2014													
<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	70,411	64,168	64,529										199,108
Fixed Route	2,564,960	2,305,357	2,330,828										7,201,145
NeighborLink	14,253	12,576	12,364										39,193
SUBTOTAL - FIXED ROUTE	2,649,624	2,382,101	2,407,721	-	-	-	-	-	-	-	-	-	7,439,446
Special Shuttles	223	1,139	9,318										10,680
ACCESS LYNX	72,901	63,917	63,854										200,672
VanPlan	24,265	21,511	22,920										68,696
SUBTOTAL - OTHER SERVICES	97,389	86,567	96,092	-	-	-	-	-	-	-	-	-	280,048
TOTAL ALL SERVICES	2,747,013	2,468,668	2,503,813										7,719,494
% Change From Fiscal Year 2013 To Fiscal Year 2014													
<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	-11.2%	-4.4%	5.7%										-4.0%
Fixed Route	1.7%	-0.8%	4.0%										1.6%
NeighborLink	13.0%	9.7%	17.0%										13.1%
SUBTOTAL - FIXED ROUTE	1.3%	-0.9%	4.1%										1.5%
Special Shuttles	346.0%	2090.4%	408.1%										451.7%
ACCESS LYNX	7.8%	4.8%	10.7%										7.7%
VanPlan	30.8%	31.9%	41.4%										34.5%
SUBTOTAL - OTHER SERVICES	12.9%	11.9%	26.9%										17.0%
TOTAL ALL SERVICES	1.7%	-0.5%	4.8%										2.0%
Fiscal Year 2013													
<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	72,883	70,022	70,320	73,769	71,839	60,306	73,419	79,905	64,602	844,514
Fixed Route	2,522,633	2,324,013	2,240,871	2,390,425	2,269,566	2,302,479	2,340,319	2,292,457	2,164,454	2,275,199	2,415,110	2,294,517	27,832,043
NeighborLink	12,618	11,463	10,566	11,852	11,425	12,125	12,657	12,266	11,598	12,498	13,610	12,464	145,142
SUBTOTAL - FIXED ROUTE	2,614,523	2,402,605	2,312,485	2,475,160	2,351,013	2,384,924	2,426,745	2,376,562	2,236,358	2,361,116	2,508,625	2,371,583	28,821,699
Special Shuttles	50	52	1,834	5,307	1,098	139	661	1,725	0	3,638	41	46	14,591
ACCESS LYNX	67,657	60,978	57,662	65,311	61,216	63,918	67,548	65,130	61,903	68,070	68,397	65,643	773,433
VanPlan	18,552	16,304	16,215	19,460	18,760	20,307	21,728	23,271	22,161	23,669	23,760	23,233	247,420
SUBTOTAL - OTHER SERVICES	86,259	77,334	75,711	90,078	81,074	84,364	89,937	90,126	84,064	95,377	92,198	88,922	1,035,444
TOTAL ALL SERVICES	2,700,782	2,479,939	2,388,196	2,565,238	2,432,087	2,469,288	2,516,682	2,466,688	2,320,422	2,456,493	2,600,823	2,460,505	29,857,143

Monthly Report F: Planning and Development Report

To: LYNX Board of Directors

From: **Stuart Boggs**
DIRECTOR OF PLANNING & DEVELOPMENT
Andrea Ostrodka
(Technical Contact)
Belinda Balleras
(Technical Contact)
Andrew Riddle
(Technical Contact)

Phone: 407.841.2279 ext: 6009

Item Name: Planning and Development Report

Date: 1/29/2014

STRATEGIC PLANNING

SR 50 Alternatives Analysis

The SR 50 Alternatives Analysis Study convened its fourth Project Advisory Working Group (PAWG) meeting on November 20, 2013, at the Ocoee City Hall. The PAWG members discussed a comparison matrix that helped identify and evaluate alternative alignments. The evaluation resulted to a series of alternatives that will be advanced for more detailed screening and analysis in the coming months. The SR 50 Alternatives Analysis Study's project team has also been exploring case studies of successful transit projects throughout the country, including identifying applicable innovative funding strategies to implement SR 50 transit improvements. The second Community Liaison Group meeting and a series of interactive Public Open Houses are scheduled for February 2014.

Comprehensive Operational Analysis

LYNX staff and the project consultant team have met with staff at the City of Orlando, Orange County, Osceola County and Seminole County to further review the proposed Service Guidelines and the recommendations of the analysis. LYNX staff will continue to work with the agency's funding partners to determine which recommendations to target for implementation in the current and next fiscal year. The final report is anticipated to be completed by the end of January.

GEOGRAPHIC INFORMATION SYSTEM (GIS)

The GIS web site accessible from GoLYNX was completely migrated to a new web server and LYNX staff is working on enhancement within the GIS Data download page and the Interactive Map applications. Staff had coordinated with the GIS professor for UCF Public Affairs department to provide opportunity for students for real life GIS work they can use as class projects. One current project that will benefit from such cooperation is the LYMMO Expansion in Downtown Orlando. Students will collect information for various points of interests, organized in three groups and LYNX GIS staff will use ArcGIS Online technology to build Downtown Orlando Story map and share it with the community.

SERVICE PLANNING

JANUARY 12, 2014 SERVICE ADJUSTMENTS

Planning staff has completed the restructuring of Osceola and Kissimmee bus routes to serve the new Kissimmee Multi-modal Passenger Facility that became operational on January 12th. The new facility is located adjacent to the future Kissimmee SunRail Station that will see passenger rail service as part of the commuter railroad's phase two extension. With the arrival of SunRail, the Kissimmee Facility will provide connections between bus and rail transit, as well as the planned US 192 Bus Rapid Transit corridor.

SUNRAIL BUS FEEDER PLAN

Planning staff has been meeting with representatives of FDOT, HDR, and the funding partners on development of the bus feeder program that will provide transit connections to the SunRail Stations in Orange and Seminole Counties. The program will coordinate SunRail and LYNX schedules to insure short transfer wait times between bus and rail. Based on this interagency effort, a bus feeder plan has been finalized and will be incorporated into the April service bid.

SUNRAIL BUS BRIDGE

Planning staff formed an inter-department working group to develop a bus bridge plan that will address both scheduled and unscheduled commuter rail disruptions on the SunRail Corridor. This effort was initiated at the request of Bombardier which is the firm contracted by FDOT to operate and maintain SunRail passenger service. The working group met on November 25, December 5th, 12th and January 10th as part of developing the bus bridge service plan and associated operating agreement with Bombardier.

APRIL 2014 SERVICE CHANGE

Work associated with the April 2014 service change is already underway with the finalization of work on the SunRail Bus Feeder Plan, as well as work on the Title VI Service Equity Analysis. Planning staff is working with the agency's funding partners on the identification of other (non

SunRail) service improvements identified in the Comprehensive Operational Analysis (COA) that could be implemented in April 2014.

LAKE COUNTY SERVICE OPTIONS

Planning staff worked with Lake County on developing potential service options to replace the discontinued Link 204 express route and to address local bus demand in the Four Corners area originally served by Link 55. Planning staff developed and submitted cost estimates to Lake County staff for service options defined by the County. Based on their review and subsequent discussions with LYNX, the County has negotiated a funding agreement that will fund peak period service on Link 55 to the Cagan Crossing Walmart on Rt. 27, along with a resumption of Link 204 express bus service from Clermont to LCS in Orlando. Service to Cagan Crossing on Link 55 was implemented on January 12th. Link 204 express service to Clermont was also implemented on January 12th.

GRANTS

- SURFACE TRANSPORTATION PROGRAM (STP)- KISSIMMEE STATE URBAN (SU) FUNDS
- ORLANDO HOUSING AUTHORITY (OHA) PARTNERSHIP:
OHA staff informed LYNX that it is unable to provide the local match for the Service Development Grant award due to limitation in their overall funding. Grants staff is in communications with FDOT about how best to utilize the SDG funds.
- VETERANS TRANSPORTATION RESOURCES AND COMMUNITY SERVICES (TRACS):
On January 9, 2014, LYNX hosted the kick-off Concept of Operations meeting for its VTRACS project. About 20 people were in attendance, with representation from: Orange, Osceola and Seminole Counties' Veterans Offices, the Veterans Administration, FDOT, LYNX Paratransit, Human Service Agencies that provide transportation, Easter Seals, and Heart of Florida United Way. Channels of communication were established and the groundwork for the development of the Concept of Operations was laid. That document is being drafted and will be sent to those persons that were in attendance for their review and consensus approval before moving on to the next phase of the project.
- FEDERAL TRANSIT ADMINISTRATION (FTA) TRIENNIAL REVIEW:

Monthly Report G: Communications Report

To: LYNX Board of Directors

From: Matthew Friedman
DIRECTOR OF MARKETING COMM
Matthew Friedman
(Technical Contact)
Maria Colon
(Technical Contact)

Phone: 407.841.2279 ext: 6206

Item Name: Communications Report

Date: 1/29/2014

LYNX Customer Appreciation Week

This annual customer appreciation is a way for the agency to thank our customers for their support and to increase our award-winning social media engagement on Facebook and Twitter.

Customers had a chance to enter for an opportunity to win a 30-day fixed route bus pass through three methods of entry:

1. Entry form at LYNX Central Station Terminal.
2. "Like" us on Facebook and message us with name, telephone and email address.
3. "Follow us" on Twitter and tweet "I want to win a #LYNXHOLIDAYGIVEAWAY".

Winners were drawn daily in each category Dec. 16-20.

The team spent time interacting with customers at the terminal encouraging them to enter the giveaway by signing up on our social sites and through customer service during calls.

Facebook engagement increased 5.5 percent with a record high of 43 new "Likes" in one week. On Twitter, our followers increased 6.6 percent. Also, we had 560 customers complete entry forms at the terminal and secured 500 plus new email addresses.

We concluded Customer Appreciation Week with Santa taking a break from driving the holiday bus and visiting the terminal taking photos with his fans.

November – December 2013

Press Releases | Media Notes

- Nov. 8 Date change for November board of directors meeting.
- Nov. 11 LYNX announces December service proposal and public workshop and hearing.
- Nov. 20 Santa set to drive Holiday cheer: Customer appreciation to include bus pass raffle.
- Nov. 22 Temporary bus detours to promote safety at outlet mall.
- Dec. 17 LYNX announces January service changes.

Stories

- Nov. 4 Orlando Business Journal: SunRail shines during LYNX station preview.
- Nov. 6 Orlando Sentinel: Federal money expected to slow for big transportation projects.
Orlando Sentinel: Transportation links remain a challenge in Winter Park.
- Nov. 9 WKMG/Channel 6: Man punches woman on LYNX bus in unprovoked attack.
- Nov. 12 Bungalower: New LYMMO construction almost complete.
- Nov. 14 Daytona Times: Catching the bus will soon cost more. Votran new fare hikes will be comparable to LYNX fares.
- Nov. 26 Orlando Sentinel; WESH-TV/Channel 2 and WFTV/Channel 9: Deputies: Man robs Wells Fargo bank, gets on LYNX bus.
- Nov. 26 Orlando Weekly: Artists take a trip in the transit interpretation project.
- Nov. 28 WKMG/Channel 6 and Orlando Sentinel: 8 injured in Orange County LYNX bus crash.
- Dec. 1 Orlando Sentinel: Effort to restore LYNX 55 bus in four corners delayed.
- Dec. 4 Orlando Sentinel: SunRail could spend almost \$1 million a year on LYNX buses.
- Dec. 5 Orlando Sentinel: LYNX official-- SunRail needs to set aside more money for bus service.
- Dec. 5 Fox 35: LYNX to buy 355k simulator.
- Dec. 5 WFTV/Channel 9: FDOT plans to pay LYNX for feeder bus service to SunRail.
- Dec. 6 Orlando Sentinel: LYNX riders call 911 after spotting man with gun at bus stop.
- Dec. 10 Daily Commercial: LYNX routes to be reinstated.
- Dec. 11 Orlando Business Journal: Catch a ride to Lake Nona: LYNX to add 3 new routes in 2014.
- Dec. 12 Orlando Sentinel: Winter Park exploring SunRail options (LYNX extended bus routes, but did not add actual bus routes).
- Dec. 17 WFTV/Channel 9: Changes coming to Kissimmee LYNX schedules.
- Dec. 24 Osceola News-Gazette: New downtown Kissimmee depot changes LYNX routes.
- Dec. 30 WESH-TV/Channel 2; WFTV/Channel 9; News Channel 13; WOFL-TV/Fox 35 and Orlando Sentinel: LYNX van crashes into Popeye's Chicken in Orlando.
- Dec. 31 WFTV/Channel 9 and Orlando Sentinel: Driver who crashed LYNX SUV into

Popeyes now faces DUI charges.

Social Media

- Nov. 1 Response to bus fare question.
Winter service change coming soon.
Fall Fiesta in the Park service alert.
- Nov. 2 Service alert reminder.
SunRail train is at LCS and open for tours. Come check it out!
Response to several questions about Fiesta in the Park.
- Nov. 3 Thanked customer for positive feedback regarding a bus operator.
- Nov. 4 Good morning Central Florida from LCS. Have a wonderful day!
Response to LYNX Kissimmee Intermodal question.
- Nov. 5 Fill in the blank: One of my favorite places to visit in Orlando is _____.
- Nov. 6 New LYMMO lines to get you around Downtown Orlando coming this Spring and Summer! Here we Grow...
Response to LYMMO service question.
- Nov. 7 We've reached 1,500 LIKES! Thanked fans for their support.
Holiday service alert for Polk County riders.
- Nov. 8 Weekend plans – LYNX can help you plan your trip! Included link to trip planner.
Veterans' Day Parade service alert.
- Nov. 9 Veterans' Day Parade service alert reminder.
- Nov. 10 Polk County Veterans' Day service alert reminder.
Response to several questions regarding bus service on Veterans' day.
- Nov. 11 Changed Facebook cover photo to Veterans' Day bus.
Honoring all who served on Veterans' Day!
November 14th Board of Directors meeting moved to December 4th.
Happy Veterans' Day bus video.
December service proposal, public workshop and hearing.
- Nov. 12 We've just hit 100 Vanpools!
Response to questions about January service changes.
LYNX Kissimmee Intermodal station routing map.
January 12 service proposal.
- Nov. 13 The new Grapefruit Line for LYMMO is almost complete!
- Nov. 14 Good morning from LYNX Operations Center! Have a bright day!
- Nov. 15 Happy Friday LYNX Fans!
Service alert: Osceola Art Festival street closure.
Service alert: Amelia Street closure.
- Nov. 16 Service alert reminder for Osceola Art Festival.
- Nov. 17 Service alert: Amelia Street closure reminder.
- Nov. 18 Hey Orlando! Is that clear blue skies I see this morning? Have a brilliant Monday!
Thanksgiving holiday schedule.
- Nov. 20 Customer service holiday schedule.
Response to Thanksgiving holiday schedule question.

LYNX Board Agenda

- Nov. 21 Response to customer complaint.
Good morning! Sit back and let us get you where you need to go without all the stress.
- Nov. 22 Planning to explore Orlando this weekend? We can take you there!
Service alert: Orlando Premium Outlet relocation stop.
Service alert: Detours due to Florida Classic Bowl.
- Nov. 23 Service alert: Orange Avenue closure.
- Nov. 24 Service alert: Construction on I-Drive.
- Nov. 25 Good morning from LOC! Photo view of new LYMMO buses.
- Nov. 26 Sneak peek of holiday bus wrap.
- Nov. 27 Thanksgiving holiday schedule reminder.
We are thankful for our Fans. Thanks for your support!
Service alert: Seniors 1st Turkey Trot 5k.
- Nov. 28 Happy Thanksgiving!
Holiday service reminder.
- Nov. 29 Good morning from LCS! How was everyone's Thanksgiving?
- Dec. 2 Santa is driving our holiday bus.
Response to question regarding Santa's bus route.
Response to question regarding the Veterans' bus.
- Dec. 3 LYNX Holiday Giveaway announcement.
Holiday giveaway details.
Response to holiday giveaway questions.
- Dec. 4 Enter for your chance to win a 30-day bus pass.
Holiday bus promotional video.
- Dec. 5 Have you entered the LYNX holiday giveaway?
- Dec. 6 Holiday giveaway photo.
Response to customer complaint. Referred to customer service.
Service alert: Robinson Street closure.
- Dec. 7 Reminder of holiday giveaway rules and entry details.
Response to question about January 12th service changes.
Service alert: Amelia Street closure.
Response to holiday giveaway question.
- Dec. 9 Santa is out on the road today. Where could he be?
Response to question about the holiday bus.
- Dec. 10 Holiday giveaway: winners will be announced next week.
- Dec. 12 New maps and schedules for January 12, 2014 proposed service changes.
Link 427 Riders: two new stops starting December 16th.
- Dec. 13 Holiday giveaway.
- Dec. 14 Santa is coming to LCS terminal video promo.
- Dec. 15 Holiday giveaway.
Reminder: Link 427 new stops.
- Dec. 16 Holiday giveaway – selection of first three winners.
Congratulations to the winners.
- Dec. 17 We surpassed 1,600 "Likes".

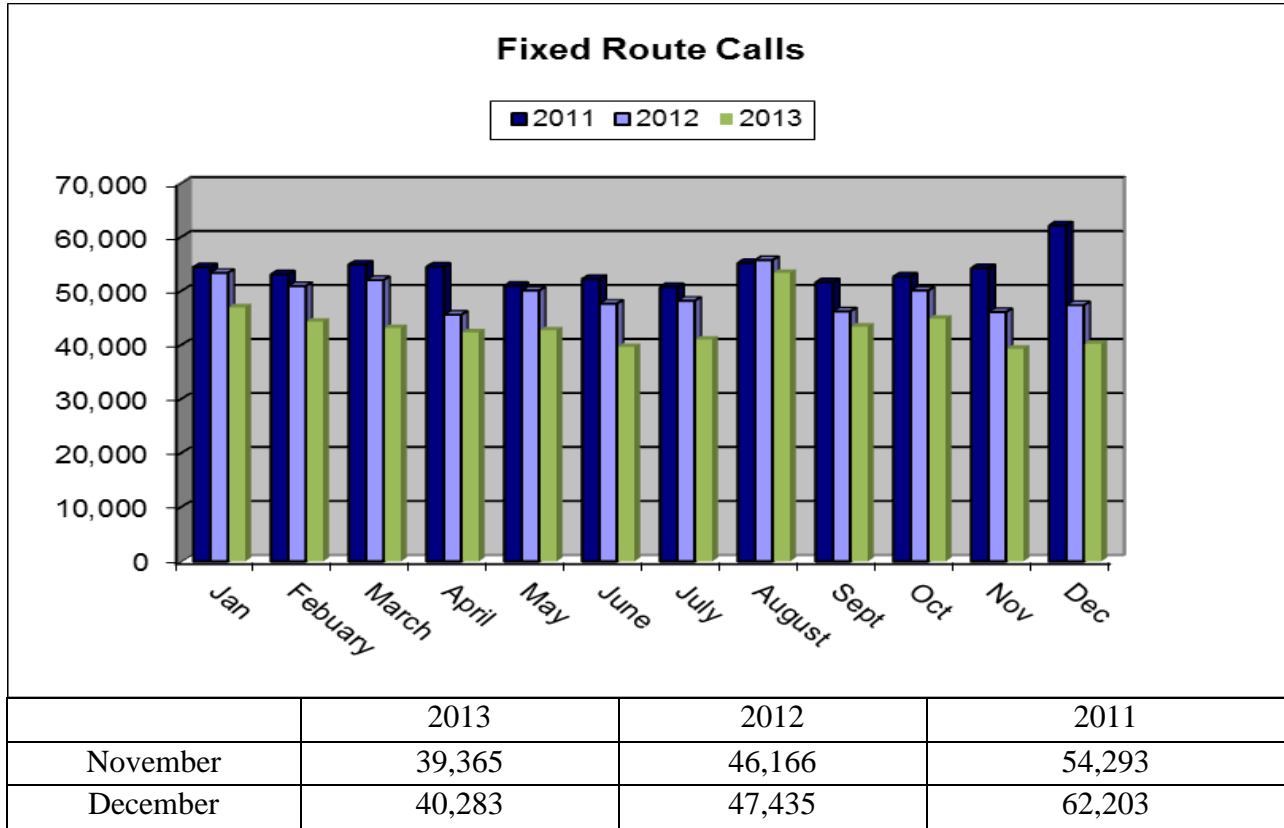
LYNX Board Agenda

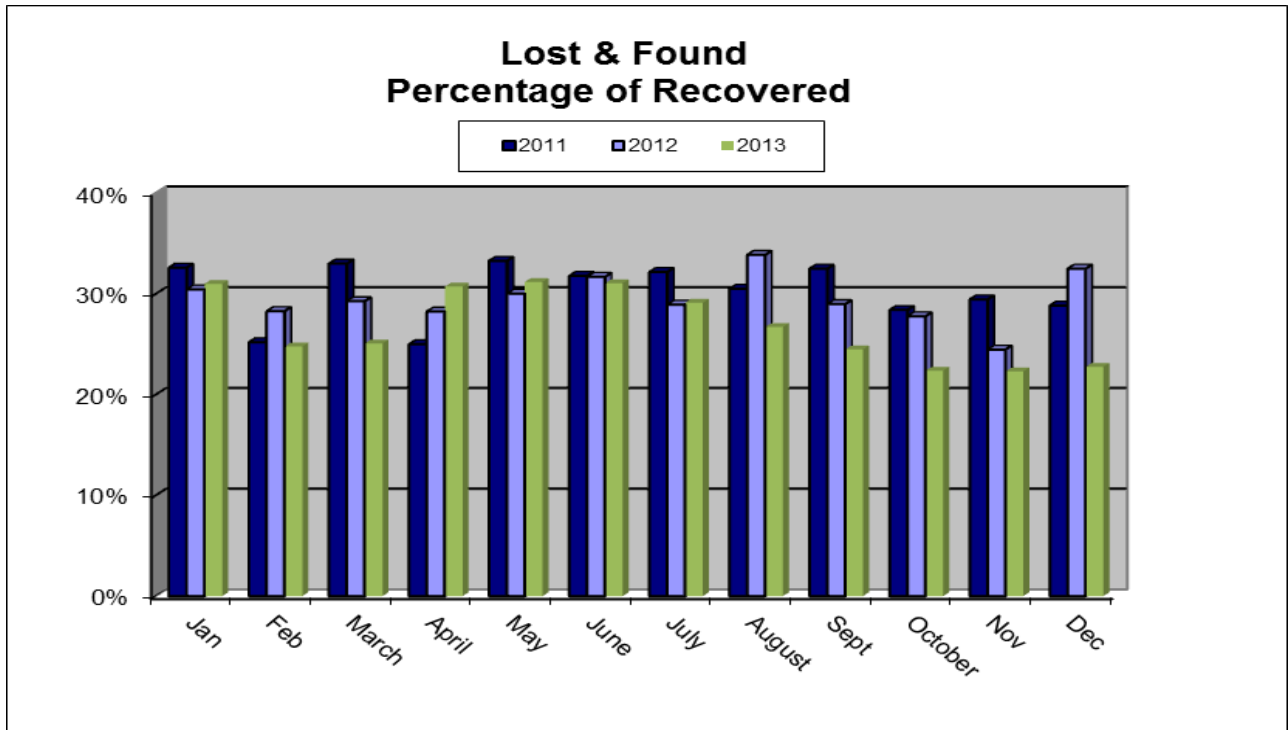
- Holiday schedule reminder.
- Final details for the January 12, 2014 service changes.
- Response to customer regarding Link 55.
- Announced holiday giveaway winners.
- Response to holiday giveaway question.
- Dec. 18 Holiday giveaway: There's still time to sign up.
- Announced holiday giveaway winners.
- Dec. 19 Tomorrow is your last chance to win. Enter today.
- Response to holiday giveaway questions.
- Response to Link 55 schedule question.
- Announced holiday giveaway winners.
- Dec. 20 Santa is coming to LCS terminal.
- Last chance to win a 30-day bus pass.
- Winner announcement.
- Dec. 21 Happy holidays from LYNX! (Video of Santa in the terminal).
- Changed cover photo.
- Dec. 22 Planning to do any last minute shopping this weekend? Avoid the traffic and parking nightmares. Let us be your driver! (included link to trip planner).
- Dec. 23 LYMMO can get you around downtown Orlando for free.
- Response to customer question about Christmas day schedule.
- To all of our great fans, thanks for participating in the LYNXHOLIDAYGIVEAWAY! Congrats to all the winners!
- Service update: Link 104 returns to regular route.
- Dec. 24 Reminder of holiday schedule.
- Today is the last day to catch the holiday bus! Where will Santa be? Have you seen him?
- Response to holiday schedule question.
- Added photos of Santa in the terminal.
- Dec. 25 Happy holidays!
- Holiday schedule reminder.
- Dec. 26 Greetings Central Florida! Hope you had a good holiday! Where are you headed today?
- Dec. 27 Service alert: Detour due to the Russell Athletic bowl.
- Dec. 28 January 12th service changes.
- Dec. 29 Hello Central Florida! It's a great day to go somewhere! Where can we take you?
- Dec. 30 Looking forward to 2014? We are!
- Dec. 31 LCS terminal will close at 2:30pm and the call center at 3:00pm. Have a safe and Happy New Year!

SOCIAL MEDIA USAGE	NOVEMBER 2013	DECEMBER 2013
Facebook Likes	1,539	1,660
Facebook – # of People Reached	3,722	3,634
Twitter Followers	614	678

WEBSITE USAGE	NOVEMBER 2013	DECEMBER 2013
Total Page Views	302,456	307,800
Total User Visits	80,420	81,326

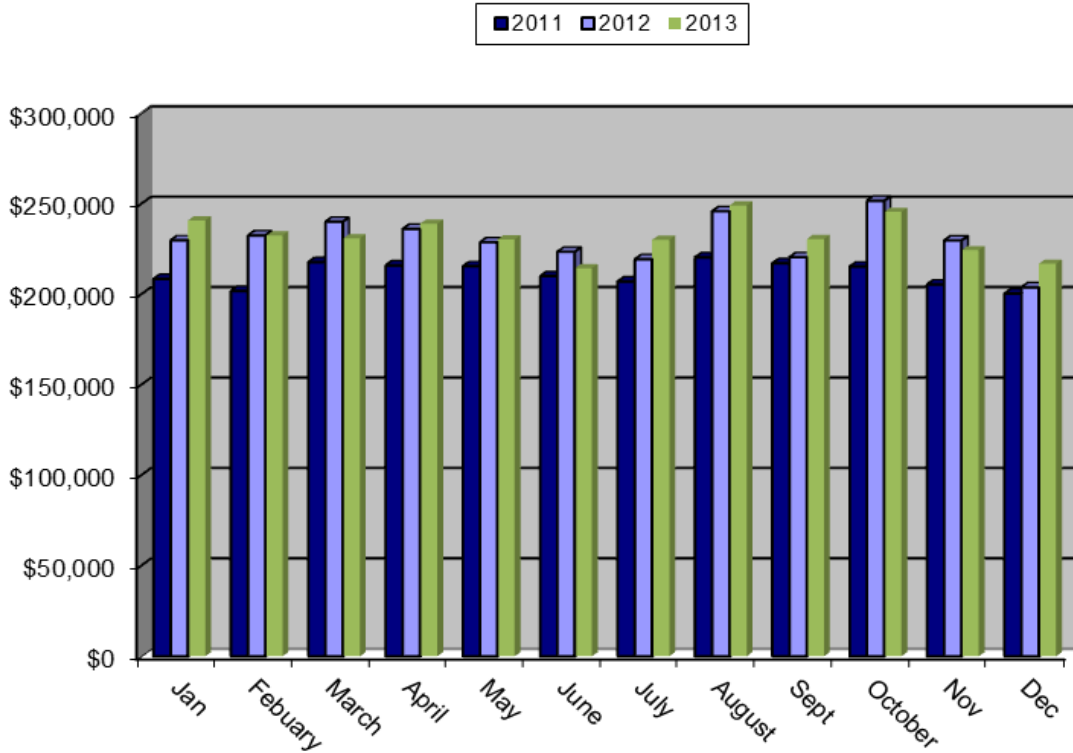
Customer Service





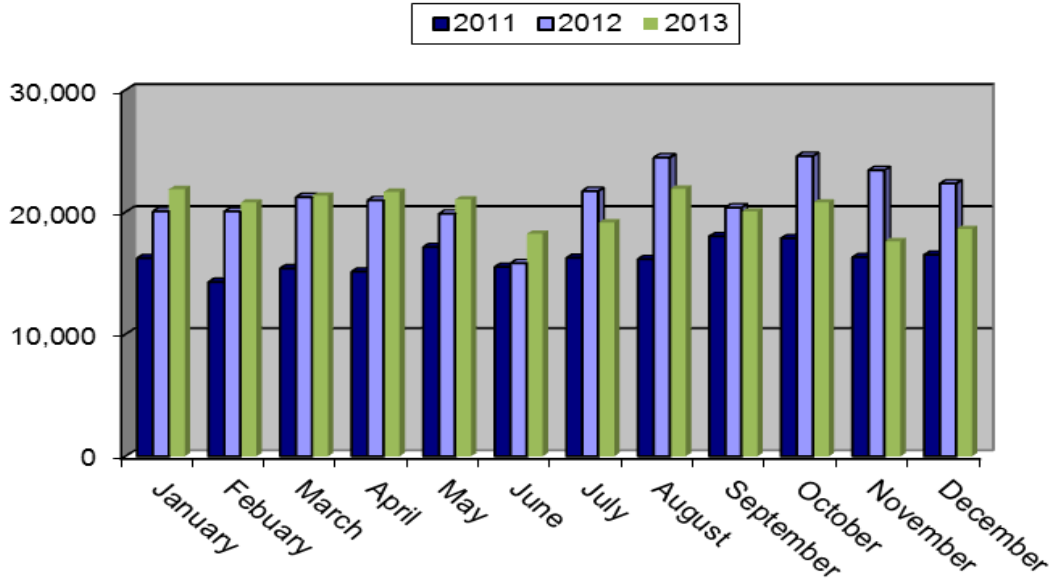
	2013	2012	2011
November	22.30%	24.47%	29.45%
December	22.76%	32.50%	28.84%

Fare Media Sales at LCS



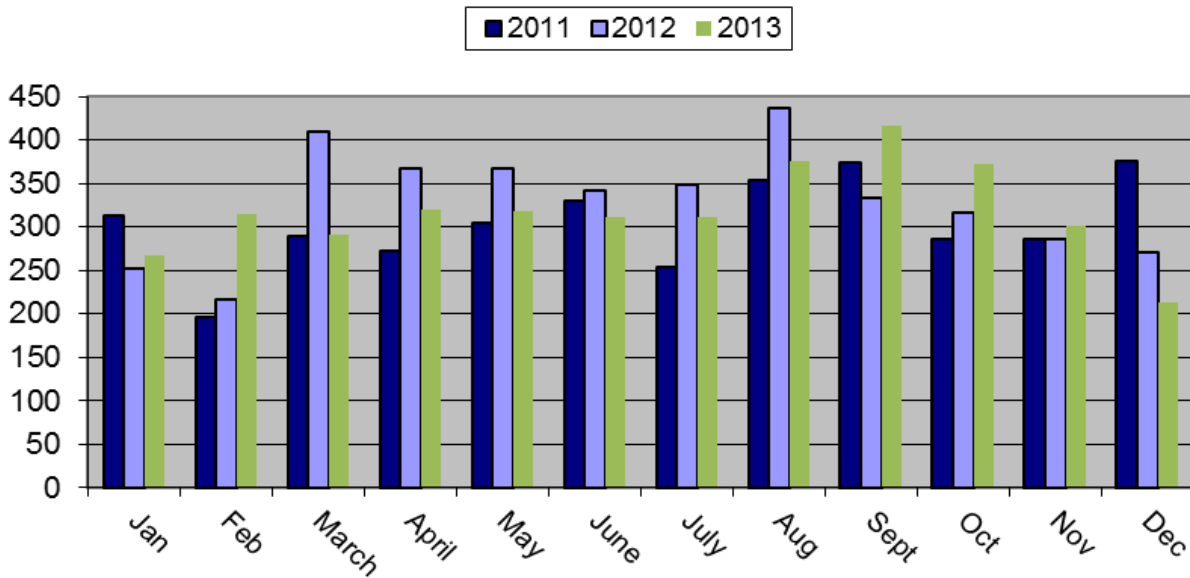
	2013	2012	2011
November	224,502	229,916	205,561
December	217,019	204,019	200,516

Customers Served at LCS



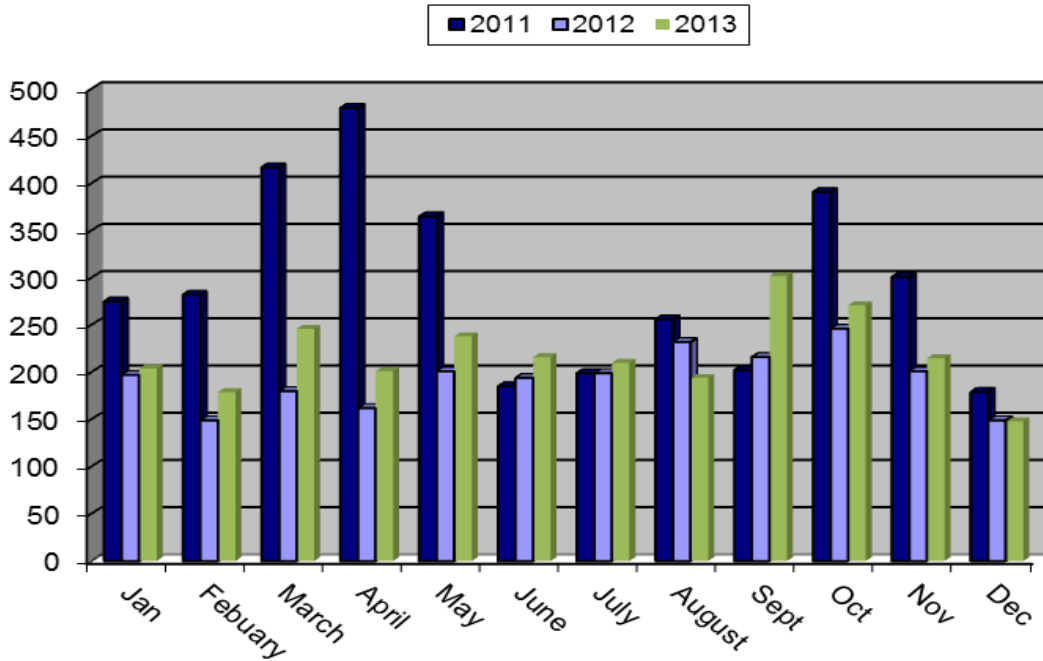
	2013	2012	2011
November	17,609	23,442	16,315
December	18,624	22,343	16,502

Fixed Route Concerns



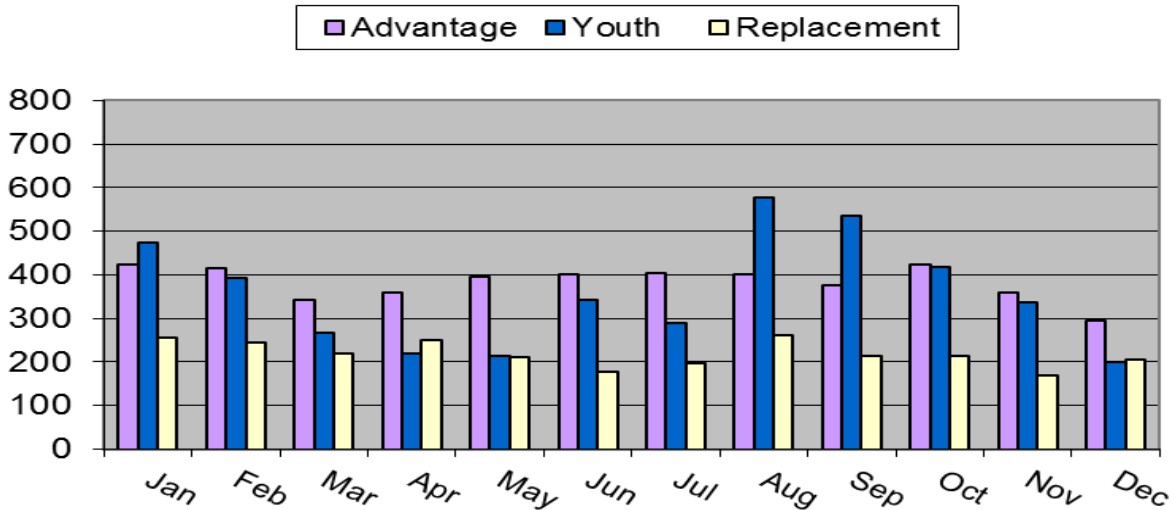
	2013	2012	2011
November	302	286	286
December	214	271	377

Paratransit Concerns

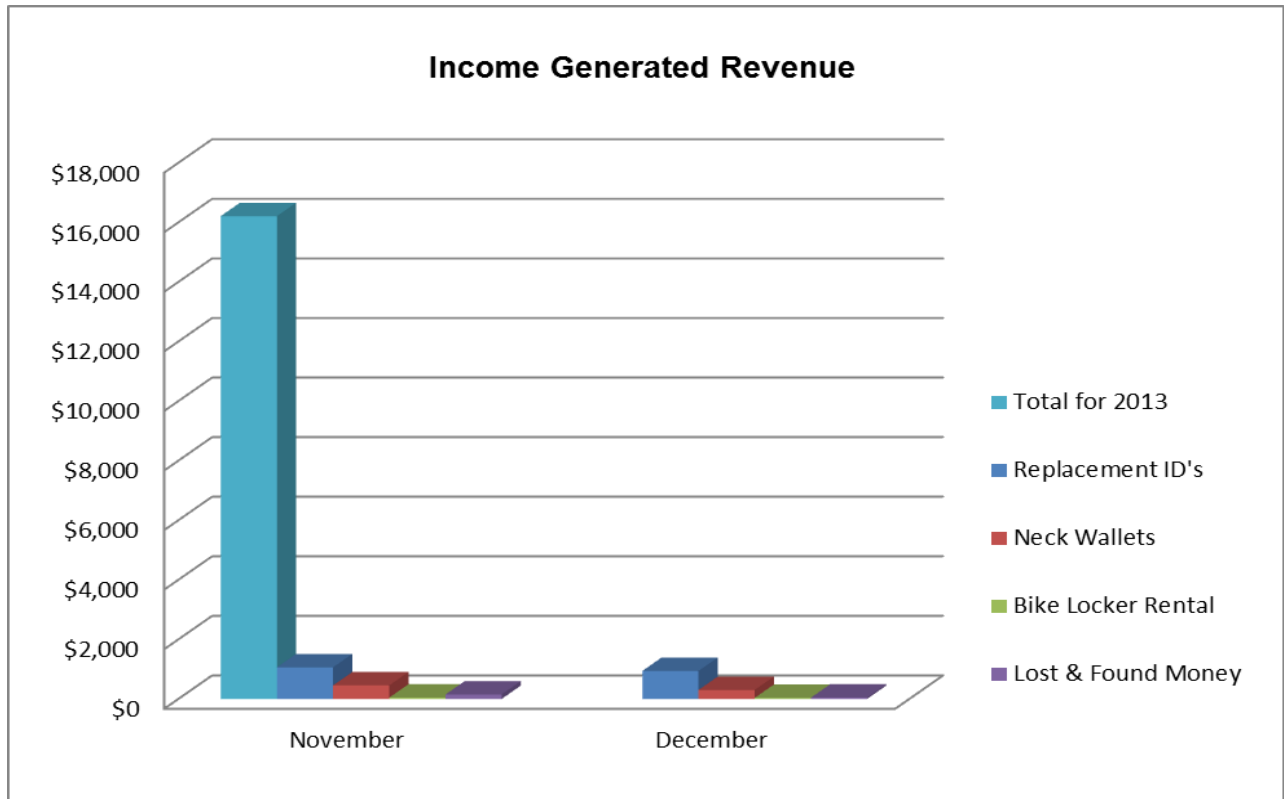


	2013	2012	2011
November	215	201	301
December	148	149	179

ID'S ISSUED in 2013



	Advantage	Youth	Replacement
November	358	338	169
December	294	200	205



	Replacement ID's	Neck Wallets	Bike Locker Rentals	Lost & Found Money
November	661.00	256.00	120.00	17.00
December	822.00	200.00	0.00	0.00

Monthly Report H: Government Relations Report

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6064

Item Name: Government Relations Report

Date: 1/29/2014

In December, Congress finally passed legislation to rescind the budget sequester for two years and to set into motion a process to finalize the Fiscal Year 2014 budget. The bill, H. J. Res. 59, passed the House by a vote of 332-94 and the Senate by a vote of 64-36. The terms were negotiated by Senator Patty Murray and Congressman Paul Ryan, the chairs of the Senate and House Budget Committees respectively.

In broad terms, the bill increased spending by \$63 billion over 2 years above the sequester levels. The increased spending was offset by \$85 billion in other budget cuts and fee increases over the next ten years. For FY2014, the legislation set a spending cap of \$1.012 trillion for all discretionary spending.

With the overall ceiling in place, the House and Senate Appropriations Committees are busy writing an omnibus appropriations bill to fund the government for the rest of FY2014. The current Continuing Resolution expires on January 15, so the budget bill needs to be done before that date.

With money issues mostly resolved, the key sticking points right now are a number of policy riders that the House wants included in the bill. These riders include provisions, for example, that prevent EPA from enforcing new clean air and water regulations. The House wants several dozen of these riders included, while the Senate and the President oppose them. Many believe that the House will eventually agree to drop the riders. As a result, a majority of House Republicans will vote against the measure - There should be enough Democratic votes to get the bill passed.

Also, in December the federal commuter transit benefits expired again along with a wide range of other tax provisions. Beginning January 1, transit commuters' pre-tax benefit was reduced from \$245 per month to \$130 per month, while the parking benefit increased to \$250 per month. The estimated cost of extending the higher transit benefits for another year would be \$220 million. It is unclear if Congress will restore the benefit anytime soon. The transit benefit is

very popular with a number of Members of Congress, but so are other expiring tax breaks and the cost of restoring all of them is huge.

Also, the House Subcommittee on Highway and Transit held a hearing on the Federal Transit Administration's (FTA) New Starts program. Demand for New Starts funding has grown significantly, currently FTA has signed Full Funding Grant Agreements for 17 projects that total \$14 billion. Another 12 projects are in the project development and engineering phases. The total federal costs of these projects is \$8.7 billion.

In addition there is another \$800 million in Small Starts projects that either have Full Funding Grant Agreements or are in design and engineering. At the same time, the funding available for all these projects is currently about \$2 billion. And, in recent years, with cuts and sequestration, FTA has not received all the money it has requested for New Starts.

MAP-21 expires at the end of September 2014. These issues will be further explored during the hearing process as Congress starts to reauthorize the law.

December 13, 2013

Following passage of the budget deal by a vote of 332 to 94, the House will recessed until after the first of the year. However, the Senate will remain in session for one more week. The Senate will vote on and is expected to pass the budget agreement early next week. Both bodies will return to session the week of January 6. On their way out the door, the House also voted to approve a one-month farm bill extension (including funding for food stamps), a three-month Medicare "doc fix", and the annual DOD National Defense Authorization Act.

The joint House-Senate Budget Conference led by Senator Patty Murray (D-WA) and Rep. Paul Ryan (R-WI) reached agreement this week on a two-year budget deal covering both FY'14 and FY'15, thereby avoiding the potential of another government shutdown. The agreement reduces the government-wide sequestration cuts by \$63B over the next two years which will permit overall discretionary spending to increase from the current \$967B to \$1.012T in FY'14 and to \$1.014T in FY'15. House and Senate appropriators will now work over the holidays to finalize the individual FY'14 federal agency funding bills. Those bills will likely be lumped together into a government-wide omnibus appropriations bill and will hopefully be passed quickly and easily, now that the top line numbers have been agreed to. The temporary Continuing Resolution (CR), which is currently funding the government, runs out on **January 15**. Another short-term CR lasting a week or two could be necessary in order to complete the agency funding bills.

It is currently unclear what impact the budget deal will have on transportation and other infrastructure programs for FY'14. The increased domestic discretionary funding levels will be divided up among the various appropriations subcommittees and will primarily impact programs funded with General Funds such as transit New Starts, rail, some aviation, and safety programs. The sequester cuts and budget caps do not directly impact highway and transit programs funded through the Highway Trust Fund and the budget deal does not address the dramatic revenue shortfall facing the Trust Fund at the end of FY'14.

The budget agreement accepts a provision from the House budget proposal that requires any General Fund transfers into the Highway Trust Fund be fully offset during the year in which the transfer occurs, either by new revenues or by spending reductions elsewhere in the federal budget. This will severely limit the ability of Congress to deal with the looming Highway Trust Fund solvency crisis by simply transferring additional money from the General Fund.

The budget deal should hopefully make the upcoming FY'15 annual appropriations process flow smoothly and quickly since the top line funding levels have already been agreed to, which will be very helpful in an election year when the process often becomes more politicized than usual.

Infrastructure Funding Bills

Several infrastructure funding bills designed to begin to set the stage for debate on MAP-21 reauthorization have been introduced in recent weeks. Senators Mark Warner (D-VA) and Roy Blunt (R-MO) introduced S. 1716, a bipartisan bill known as the Building and Renewing Infrastructure for Development and Growth in Employment Act or the BRIDGE Act, which would provide loans and loan guarantees for large-scale road, bridge, rail, airport, and port projects. The bill would establish an infrastructure financing authority (IFA) which would initially be funded with \$10B in federal General Funds. The IFA would fund up to 49% of total project costs, loans would have long maturity terms of up to 35 years, and selection criteria would focus on a clear public benefit and a dedicated revenue stream. The bill is similar to the “Build Act” which Senator Warner and others introduced in the previous Congress

Rep. Earl Blumenauer (D-OR), a member of the House Ways & Means tax writing committee, plans to introduce two bills. One, the Update Act of 2013, follows recommendations made by the Simpson-Bowles Deficit Reduction Commission calling for a phased-in, fifteen-cent federal gas tax increase indexed to inflation. The bill also recommends that the entire federal gas tax eventually be replaced with a more equitable, stable source of funding by 2024. In that regard, his second bill, the Road User Fee Pilot Project, establishes a competitive grant program to fund Vehicle Miles Traveled (VMT) pilot projects around the country to help answer questions about the viability of eventually moving to a VMT system to fund Federal-aid surface transportation infrastructure improvements. The bill authorizes \$30M for the grant program, \$2.5M to establish a working group to review the results of the pilots, and \$2.5M to produce follow-up reports.

Rep. John Delaney (D-MD) continues to add cosponsors to his bipartisan bill, HR 2084, The Partnership to Build America Act. The bill would finance a wide variety of infrastructure projects (transportation, water, energy, education, etc.) through the creation of the American Infrastructure Fund (AIF) which would provide loans or guarantees to states or local governments. It would be funded initially through the sale of \$50B in newly created Infrastructure Bonds. US corporations would be incentivized to purchase these new bonds by allowing them to repatriate a certain amount of their overseas earnings tax free for every \$1 they invest in the bonds.

Freight Activities

US DOT National Freight Advisory Committee (NFAC) held internal and public meetings. The Committee was established in MAP-21 to provide information, advice and recommendations to US DOT on matters relating to US freight transportation. The Committee developed a series of recommendations, adopting four of them by unanimous consent and sending them on to the Secretary: support for continuation of the TIGER discretionary grant program, support for fully utilizing the income and balance in the Harbor Maintenance Trust Fund, support for the continuation of the tax exemption of municipal bonds, and support for extending the public comment period on the Primary Freight Network.

Water Resources Development Act Reauthorization

Despite the best efforts of House T&I Committee Chairman Bill Shuster (R-PA) and Senate EPW Committee Chair Barbara Boxer (D-CA), the conferees negotiating the differences in the House and Senate versions of the Water Resources Development Act (WRDA) bills, were not able to complete their deliberations before the end of the year. They will continue their efforts in January. Of particular interest to the State of Florida is whether to extend the port maintenance dredging cost share point from 45 to 50 feet.

House T&I Committee Hearings

The House T&I Committee held two important hearings on transit New Start projects and on the state of the aviation industry.

The Highways & Transit Subcommittee, chaired by Rep. Tom Petri (R-WI), held a hearing on December 11 on “**Examining the Current and Future Demands on FTA’s Capital Investment Grants**”. FTA Administrator Peter Rogoff, representatives of the UTA and CTA transit systems, the mayor of St Paul, and long-time transit opponent Randal O’Toole testified. The major concern was how to assure sufficient, stable, long-term federal funding to meet the enormous needs of new construction, core capacity, and state of good repair.

Other News

- **US DOT Deputy Secretary John Porcari** has announced that he is resigning after five years of serving in the Obama Administration. He will be replaced on an acting basis, until a new Deputy Secretary is nominated by the White House, by Victor Mendez, the current FHWA Administrator. John Porcari will be joining the Parsons Brinckerhoff firm in Washington, DC office as Senior Vice President and National Director of Strategic Consulting.
- **David Strickland, Administrator of the National Highway Traffic Safety Administration (NHTSA)**, has announced he will be leaving US DOT.

U.S. Transportation Secretary Foxx Announces \$275 Million Loan for Project in Atlanta

Secretary Foxx announced a Transportation Infrastructure Finance Innovation Act (TIFIA) loan for \$275 million to build new reversible lanes along I-75 and I-575. The 29.7-mile-long project

will relieve congestion along the heavily trafficked corridor during morning and evening peak periods. The loan will go toward the \$833.7 million total cost of the project.

“The new reversible lanes on I-75 and I-575 will help commuters and businesses alike by easing congestion on one of the city’s most gridlocked highways,” said Secretary Foxx.

The TIFIA credit program is designed to fill market gaps and leverage substantial non-federal investments. Each dollar of federal funding can provide up to \$10 in TIFIA credit assistance and support up to \$30 in transportation infrastructure investment. Since its launch, the TIFIA program has helped 37 projects turn over \$12.7 billion in U.S. Department of Transportation assistance into more than \$49 billion in infrastructure investment across America.

The Moving Ahead for Progress in the 21st Century Act (MAP-21) transformed TIFIA into one of the largest transportation infrastructure loan programs in history, making up to \$17 billion available in credit assistance for critical infrastructure projects.

FTA issued a Federal Register notice on December 11 on the availability of draft guidance and a request for comments on the application of US Code to **corridor preservation for future transit projects**. Section 20016 of MAP-21 permits FTA, under certain circumstances, to assist in the acquisition of right-of-way (ROW) for corridor preservation before the environmental review process, and permit corridor preservation with local funds, under certain circumstances, for transit projects that may later receive FTA funding.

December 2, 2013

Linking Travel and Transportation Infrastructure

The travel industry is very concerned that deteriorating transportation infrastructure and the resulting air and surface congestion are having a tremendously negative impact on US tourism. They believe a strong federal role and dedicated federal funding is critical to ensuring the global competitiveness of the industry.

Of interest is a study done in conjunction with APTA entitled “A New Partnership: Rail Transit and Convention Growth” which shows that cities with airport rail links and transit systems have huge tourism advantages over other cities in terms of hotel occupancy, revenue per hotel room, etc.

On December 11, the House Subcommittee on Highways and Transit, chaired by Rep. Tom Petri (R-WI), held a hearing to examine demands on the Federal Transit Administration’s (FTA) New Starts program.

The witnesses who testified were:

The Honorable Peter M. Rogoff, Administrator, Federal Transit Administration (FTA)

The Honorable Gregory H. Hughes, Chairman, Board of Trustees, Utah Transit

Mr. Forrest Claypool, President, Chicago Transit Authority

The Honorable Chris Coleman, Mayor, St. Paul, Minnesota
Mr. Randal O'Toole, Senior Fellow, Cato Institute

Due to a long series of votes on the House floor, the hearing was cut short and questions were limited. Rep. John Mica (R-FL), who is on the subcommittee, did not attend the hearing. Below is a background on the hearing as well as an overview of the witnesses' testimony and highlights of the more relevant questions.

Purpose of the Hearing:

As you are aware, FTA's Fixed Guideway Capital Investment Grants program, commonly known as "New Starts," provides a competitive grant process for large transit projects that cannot traditionally be funded from a transit agency's annual formula funding. At this hearing, the Subcommittee focused on the changes made to the program in the Moving Ahead for Progress in the 21st Century Act (MAP-21; Public Law 112-141), expansion of eligible projects for the New Starts program, and the growth in grant applications for the approximately \$2 billion in annual funding.

MAP-21 reauthorized federal public transit programs for two years and provided approximately \$10.6 billion in annual funding. The majority of federal transit dollars are funded out of the Mass Transit Account of the Highway Trust Fund. Of the 18.4 cents per gallon collected in federal gasoline taxes, 2.86 cents are deposited into the Mass Transit Account for these purposes. In addition, approximately 20 percent of the federal transit programs are funded from the General Fund. The largest of these programs is New Starts. MAP-21 authorized \$1.9 billion in each of the fiscal years 2013 and 2014 for the program.

MAP-21 authorized \$1.9 billion in each FY2013 and FY2014 for the New Starts program. However, the total amount appropriated in FY2013 (\$1.855 billion) was slightly less than the authorized amount as a result of sequestration.

MAP-21 streamlined the project approval process for New Starts by setting time limits on environmental reviews and consolidating the steps to apply for funding.

MAP-21 also expanded eligibility for the New Starts program. Projects that would expand capacity of an existing corridor by at least 10 percent are now eligible. The expanded eligibility will impact current and future funding demands on the program. The Chairman expressed concern that with the expanded eligibilities, one could see a potential situation in which a handful of expensive projects in large urban areas could monopolize the New Starts funding over several years.

FTA has existing, signed Full Funding Grant Agreements (FFGAs) to provide approximately \$14 billion in funding for 17 projects. FTA also has existing, signed Small Start Grant Agreements (SSGAs) to provide approximately \$94 million in funding for two projects. In addition to these existing demands, there are 12 projects, which are currently in the project development and engineering phases, seeking approximately \$8.7 billion in New Starts funding

and 14 Small Starts projects, which are currently in the project development phase, seeking approximately \$680 million.

Because of these demands on program funding, projects that have completed the applicable requirements of the New Starts program may face delays in securing grant agreements or receiving their full grant amounts.

This is the situation the SunRail Phase 2 project is currently facing. While there continues to be strong support from the FTA and the Congressional delegation for the project, the funding pressures on the overall federal budget and the demand for transportation dollars are a concern. As we previously reported to LYNX, the local government partners and FDOT recently came to Washington to meet with the delegation, FTA and OMB to discuss the project and pressure them to make sure Phase 2 is included in the President's FY2015 budget so that the project stays on schedule.

Administrator Rogoff Testimony:

Administrator Rogoff reiterated the Administration's strong support for the New Starts program. He pointed out that the Administration has sought increased funding for the New Starts program in its budget proposals each of the last six fiscal years. He encouraged the committee to support the President's budget request, but acknowledged the reality of the challenging budget environment.

In FY2013, FTA had more than 30 New Starts projects in the pipeline, but FTA was unable to make new funding commitments for any of these projects or new projects. Funding continues to be a problem and they want to get back on track and to do that Congress needs to fully fund the President's budget request.

He reiterated the Administration's support for streamlining projects and are working to improve efficiency in the program. They are trying to get transit projects under construction more quickly without compromising a stringent project review process. These changes have helped to shave 6 months or possibly more off project timelines. They have made improvements and continuing to try to do more.

Administrator Rogoff cited the Initial Segment of [the SunRail project](#) in his written testimony as the type of New Starts projects that are improving public transit options and linking the regional with major job centers.

Monthly Report I: Business Development Report

To: LYNX Board of Directors

From: **Kathy Clary**
BUSINESS DEVELOPMENT OFFICER
Brenda HERNANDEZ
(Technical Contact)

Phone: 407.841.2279 ext: 6161

Item Name: Business Development Report

Date: 1/29/2014

Community Outreach

- Seminole County Regional Chamber of Commerce Mayor’s Update – November 7, 2013
- Winter Park Employer Outreach & Transportation Outreach – November 12, 2013
- Lake Mary Council Coffee Club – November 12, 2013
- See Art Orlando Sculpting the Future of Downtown – November 18, 2013
- Impact Homelessness – November 21, 2013
- Chamber Rally for Sunrail – November 21, 2013
- Business Force Insider Briefing – November 22, 2013
- Workplace Central Florida Board Meeting – December 12, 2013
- OBJ Doing Business Downtown – December 13, 2013
- Sunrail Connections: A Forum for the Future – December 17, 2013

Advertising Sales

ADVERTISING SALES	OCTOBER 2013	NOVEMBER 2013	DECEMBER 2013
Advertising Sales Revenue	151,772	158,660	176,928
Net Revenue to LYNX Fiscal Year to Date	151,772	310,432	487,360

Commuter Services

COMMUTER CHOICE TRANSPORTATION PROGRAM		
VANPOOLS	NOVEMBER 2013	DECEMBER 2013
Vanpool Participants	607	625*
Total Revenue Miles YTD	311,680	462,458*
New Vanpools	4	1
Returned Vanpools	2	1
Current Vans in Service	100	100
Pending Vanpool Interest	KSC (1)	KSC (1)
	TSA (3)	TSA (3)
	DEPARTMENT OF DEFENSE (2)	DEPARTMENT OF DEFENSE (4)
	VETERANS AFFAIRS (10)	VETERANS AFFAIRS (10)
	LOCKHEED MARTIN(1)	LOCKHEED MARTIN(1)
	COLEMAN PRISON(5)	COLEMAN PRISON(5)
	DISNEY(20)	DISNEY(20)
	ORLANDO HEALTH(1)	ORLANDO HEALTH(1)
Phone Inquiries	68	59

*Estimated numbers

**New reporting year

	LOCATION	PARTICIPANTS
Employee Vanpool Presentations	Orlando VA	350
	Swan & Dolphin	5
	Total Participants	355

Monthly Report J: Employee Travel Report

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6017

Item Name: Monthly Employee Travel - January 2014

Date: 1/29/2014

EMPLOYEE / DEPARTMENT	DESTINATION	PURPOSE	DEPARTURE AND RETURN DATES	TOTAL ESTIMATED AGENCY COST	AGENCY COST
James McLawhorn Executive	Tallahassee, FL	To attend spring legislative session	01/07/2014- 01/10/2014	528	528
Rey Quinones Operations	Tampa, FL	To attend Fundamentals of Bus Collision Investigation Seminar (FT00435) CUTR	01/13/2014- 01/17/2014	204	204
Raymond Budhan Operations	Tampa, FL	To attend Fundamentals of Bus Collision Investigation Seminar (FT00435) CUTR	01/13/2014- 01/17/2014	524	524
Wanda Lewis Risk Management	Tampa, FL	To attend Fundamentals of Bus Collision Investigation Seminar (FT00435) CUTR	01/13/2014- 01/17/2014	563	563
Baunie McConnell Risk Management	Tampa, FL	To attend Fundamentals of Bus Collision Investigation Seminar (FT00435) CUTR	01/13/2014- 01/17/2014	583	583
Rodney Walls Risk Management	Tampa, FL	To attend Fundamentals of Bus Collision Investigation Seminar (FT00435) CUTR	01/13/2014- 01/17/2014	583	583
James McLawhorn Executive	Tallahassee, FL	To attend spring legislative session	01/13/2014- 01/17/2014	675	675
James McLawhorn Executive	Tallahassee, FL	To attend FPTA Board meeting	01/22/2014- 01/24/2014	620	620
TOTAL ESTIMATED COSTS and AGENCY COSTS				4,280	4,280

Monthly Report K: Employee Travel Report

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6017

Item Name: Monthly Employee Travel - December 2013

Date: 1/29/2014

EMPLOYEE / DEPARTMENT	DESTINATION	PURPOSE	DEPARTURE AND RETURN DATES	TOTAL ESTIMATED AGENCY COST	AGENCY COST
James McLawhorn Executive	Tallahassee, FL	To attend Tallahassee Committee Meeting	11/04/2013-11/18/2013	979	979
Laura Minns Engineering	Washington, DC	To attend Leadership APTA Session Class of 2014	12/03/2013-12/08/2013	1,561	1,561
John Lewis Executive	Washington, DC	To attend Leadership APTA 2014 as Board Member and Committee Chairman	12/05/2013-12/08/2013	1,217	1,217
Walter Cooksey Operations	Jacksonville, FL	To attend Transit Dispatch and Supervisor Training	12/12/2013-12/13/2013	148	148
Efrain Laracuente Operations	Jacksonville, FL	To attend Transit Dispatch and Supervisor Training	12/12/2013-12/13/2013	148	148
Pedro Jimenez Operations	Jacksonville, FL	To attend Transit Dispatch and Supervisor Training	12/12/2013-12/13/2013	148	148
Rey Quinones Operations	Jacksonville, FL	To attend Transit Dispatch and Supervisor Training	12/12/2013-12/13/2013	154	154
Diane Barrios Human Resources	Jacksonville, FL	To attend Transit Dispatch and Supervisor Training	12/12/2013-12/13/2013	212	212

LYNX Board Agenda

EMPLOYEE / DEPARTMENT	DESTINATION	PURPOSE	DEPARTURE AND RETURN DATES	TOTAL ESTIMATED AGENCY COST	AGENCY COST
Rajendranath Beharry Human Resources	Jacksonville, FL	To attend Transit Dispatch and Supervisor Training	12/12/2013-12/13/2013	212	212
John Lewis Executive	Atlanta, GA	To attend Federal Transit Administration (FTA) Region 4 Quarterly Meeting	12/18/2013-12/19/2013	650	650
Blanche Sherman Finance	Atlanta, GA	To attend Federal Transit Administration (FTA) Region 4 Quarterly Meeting	12/18/2013-12/19/2013	775	775
David Healey Engineering	Atlanta, GA	To attend Federal Transit Administration (FTA) Region 4 Quarterly Meeting	12/18/2013-12/19/2013	619	619
Laura Minns Engineering	Atlanta, GA	To attend Federal Transit Administration (FTA) Region 4 Quarterly Meeting	12/18/2013-12/19/2013	855	855
TOTAL ESTIMATED COSTS and AGENCY COSTS				7,678	7,678