



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 January 29, 2014 Board of Directors' Meeting Pg 5
-  Minutes from the February 12, 2014 Special Board of Directors' Meeting Pg 12

## 3. Recognition

- Service Awards 20 Years: Christine Jackson, Bus Operator; Jose Vazquez, Bus Operator; Willie Flowers, Bus Operator; Elvis Dovalos, Maintenance Training Supervisor. Service Awards 30 Years: Michael Johnson, Customer Service Representative.

## 4. Public Comments

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

## 5. Chief Executive Officer's Report

## 6. Consent Agenda

### A. Request for Proposal (RFP)

-  Authorization to Release a Request for Proposal (RFP) for the Development of a Performance Measurement System and Scorecard Pg 13
-  Authorization to Release a Request for Proposal (RFP) for NeighborLink Services Pg 15
-  Authorization to Release a Request for Proposal for Vanpool Fleet Management, and Insurance Contract Pg 17

### B. Extension of Contracts

-  Authorization to Exercise the Second Option Year of Contract #10-C22 with ADARide.com for Paratransit Eligibility, Functional Assessment and Fixed Route Travel Training Pg 19
-  Authorization to Exercise the Second Option Year of Contract #10-C30 with Cherry Bekaert, L.L.P. for Auditing Services Pg 20
-  Authorization to Exercise the Second Option Year of Contract #10-C36 and Contract #10-C37 with Burgess Chambers for Investment Monitoring Services Pg 22

### C. Miscellaneous

-  Authorization to Amend the Anti-Drug and Alcohol Misuse Prevention Program Pg 24  
  
-Attachments 
-  Authorization to Increase the Contract Amount with Apple One Employment Services (Contract Number 12-C20) and Manpower for Temporary Staffing Services (Contract Number 12-C19) Pg 50

iii.	 <p>Authorization to Adopt Resolution No. 14-002 to Appoint Donna Tefertiller, Director of Human Resources, Blanche Sherman, Director of Finance, and Stephen Berry, Manager of Transportation to the Administrative Committee to the LYNX Defined Contribution Plan for Bargaining Unit Employees</p> <p><i>-Attachments</i> </p>	Pg 52
iv.	 <p>Authorization to Issue a Purchase Order in the Amount of \$64,500 to Just Program, LLC d/b/a Solodev for Website Design and Hosting Services for SunRail and to Amend Contract</p>	Pg 56
v.	 <p>Authorization to Issue a Purchase Order in the Amount of \$272,624 to Tribridge for LYNX' Fare Collection Program Continued Support and Implementation Planning Assistance</p>	Pg 58
vi.	 <p>Confirmation of the Appointment of Matthew Friedman to the Position of Director of Marketing and Communications</p>	Pg 60
vii.	 <p>Authorization to Enter Into a Lease Agreement with JPG Orlando, LLC for Premises Located at 4950 LB McLeod Road, Orlando</p>	Pg 61
viii.	 <p>Authorization to Utilize the State of Florida Administration and Information Technology Temporary Services Contract</p>	Pg 62
ix.	 <p>Authorization to Adopt Resolution No. 14-001 to Appoint Donna Tefertiller, Director of Human Resources, Blanche Sherman, Director of Finance ,and Stephen Berry, Manager of Transportation as Trustees to the LYNX Defined Contribution Plan for Bargaining Unit Employees</p> <p><i>-Attachments</i> </p>	Pg 64
x.	 <p>Authorization to Dispose of Items Accumulated Through the Lost and Found Process</p> <p><i>-Attachments</i> </p>	Pg 68
xi.	 <p>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 Fifteen (15) Paratransit Replacement Vehicles</p>	Pg 158
xii.	 <p>Authorization to Ratify the Increase of Purchase Order #1301404 with Don Wood, Inc for Improvements Associated with the Addition of Diesel Bus Fueling at Osceola Satellite Facility</p>	Pg 161
xiii.	 <p>Authorization to Revise the Guaranteed Maximum Price (GMP) Estimate for ZMG Construction and Project Contingency for Parramore BRT and to Realign Construction Budget</p>	Pg 163
xiv.	 <p>Authorization to Negotiate and Enter into a Bus Service Agreement with Bombardier Transportation for SunRail Bus Bridge Services</p> <p><i>-Attachments</i> </p>	Pg 166
xv.	 <p>Authorization to Write-off Assets as of June 30, 2013 Physical Inventory Count and Reconciliation</p>	Pg 180
xvi.	 <p>Authorization to Submit Grant Applications to the Federal Transit Administration for Fiscal Year 2014 MAP-21 Apportionments and to Sub-allocate FY 2014 Orlando Urbanized Area 5307 Funding to Lake County Transit Services.</p>	Pg 185
xvii.	 <p>Authorization to Auction Surplus Equipment</p>	Pg 189

## 7. Action Agenda

- A.  Authorization to Exercise the Purchase Option of the Comerica Bank Bus Lease Agreement Pg 199
- B.  Amendment to LYNX' FY2014 Operating and Capital Budgets Pg 200  
-Attachments 
- C.  Acceptance of the Annual Financial Audit and Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ending September 30, 2013 Pg 214  
-Attachments  
- D.  Authorization to Submit Applications for the FY2014 US Department of Transportation (USDOT) TIGER VI Program Pg 307
- E.  Authorization to Implement the April 13, 2014 Proposed Service Changes Pg 310

## 8. Work Session

- A.  Overview of Fiscal Year 2015 Preliminary Operating Budget Pg 314  
-Attachments 

## 9. Information Items

- A.  LYNX Project List: LYMMO Expansion Projects Update Pg 329

## 10. Other Business

## 11. Monthly Reports

- A.  Monthly Financial Report - February 28, 2014 Pg 332  
-Attachments 
- B.  Monthly Financial Report - January 31, 2014 Pg 337  
-Attachments 
- C.  LYNX American Recovery and Reinvestment Act Project Status Report Pg 342
- D.  Ridership Report: October 2013 - January 2014 (Final) and February 2014 (Preliminary) Pg 343
- E.  Planning and Development Report Pg 356
- F.  Communications Report Pg 360
- G.  Government Relations Report Pg 372
- H.

	 Business Development Report	Pg 377
I.	 Monthly Employee Travel - March 2014	Pg 379
J.	 Monthly Employee Travel - February 2014	Pg 380

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

In accordance with the Americans With Disabilities Act of 1990, persons needing a special accommodation at this meeting because of a disability or physical impairment should contact Sarah Tirado at 455 N. Garland Ave, Orlando, FL 32801 (407) 841-2279, extension 6012, not later than three business days prior to the meeting. If hearing impaired, contact LYNX at (407) 423-0787(TDD).

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

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

**DATE:** January 29, 2014

**TIME:** 1:06 p.m.

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**Members in Attendance:**

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

**Members Absent:**

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

The Chairman, Mayor Buddy Dyer, called the meeting to order at 1:06 p.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 December 4, 2013 Board of Directors. The Motion passed unanimously.

**Announcement**

The Chairman announced that U.S. Secretary of Transportation, Anthony Foxx, requested a tour of the LYMMO East / West Circulator at 2:00 p.m. on Friday, January 31<sup>st</sup> which will be followed by a Community Leader Roundtable Discussion at 3:00 p.m. on Friday, January 31<sup>st</sup> to be held at MetroPlan Orlando, 315 E. Robinson St.

**3. Recognition**

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

**20 Years of Service:**

Dennis Hammett, Bus Operator  
Albert Holmes, Bus Operator

### **30 Years of Service:**

Jerry Jenkins, Vehicle Maintenance Technician A

The Chairman recognized Tangee Mobely, Director of Transportation and Maintenance, to recognize Wally Flowers for 40 years of service to LYNX.

### **40 Years of Service:**

Wallace “Wally” Flowers, Vehicle Maintenance Technician B

## **4. Public Comments**

Margo Wright addressed the Board to suggest that Operators could provide customer assistance with connections.

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

The Chairman recognized John Lewis, Chief Executive Officer.

Mr. Lewis reported LYNX’ first quarter financials are complete are revenues are tracking ahead of expenses driven by modest gains in ridership of about 2% increase, advertising revenues, and savings associated with LYNX’ fuel hedging program. Overall expenses are below budgeted amounts, staff is closely tracking higher than expected bus maintenance costs. The costs are about 14% higher than budgeted amounts. The spike can be attributed to higher maintenance costs associated with the aging fleet. Staff will continue to monitor this trend. Important to note, that moving back to the Funding Model will allow the allocation of federal funds to the bus replacement program which will, in turn, assist with keeping maintenance costs more level into the future.

The paratransit ridership and costs continue to increase. The paratransit operations has been discussed with the Audit Committee and staff will be bringing recommendations on the impact of Florida’s Medicaid reform to the Board in March.

An unfortunate incident occurred last month. A driver of a VanPool was in a serious accident which injured several people. The driver was later charged with driving under the influence and driving with a suspended license. In the programs many years of service, this is the first such egregious incident. By contract, LYNX’ VanPool provider, VPSI, checks the status of the program’s participants licenses twice a year. LYNX is working with VPSI to determine if there can be more frequent checks. LYNX checks all safety-sensitive personnel on a quarterly basis and we are considering supplementing the program’s checks or making it a part of LYNX’ quarterly check. Staff will discuss with LYNX’ general counsel any legal ramifications of participating in the checks.

LYNX received an unsolicited proposal from a private interest to finance the conversion of LYNX’ fleet over time to Compressed Natural Gas (CNG). The Audit Committee had a detailed discussion on the proposal. LYNX is currently evaluating the financial viability of the proposal with LYNX’ financial advisors. The cost of the evaluation is being paid out of the \$25,000 deposit that is mandated by LYNX’ Administrative Rule on Unsolicited Proposals. If

the proposal passes financial scrutiny, the operational impacts will be evaluated, and opportunities for joint uses with our funding partners. Staff has been participating in a regional working group with MetroPlan Orlando on CNG. A recommendation is currently scheduled to be brought to the Board for its consideration at the March meeting.

Mr. Lewis acknowledged Osceola County for its participation in LYNX' Kissimmee Intermodal Center. It has been an exciting project that came in on time and under budget. The Kissimmee Intermodal Center is a critical component of LYNX' connections with SunRail. LYNX' service was moved from the Osceola Square Mall to the Kissimmee Intermodal Center. As a result of the move, LYNX is facing some overcrowding and on-time performance challenges with Link 55 and Link 56. LYNX has been working with the Osceola County partners to find some immediate ways to alleviate the overcrowding by moving some articulated vehicles to the service the I-92 corridor and by providing plug buses which is unscheduled service to ensure our customers are able to meet their connections.

## 6. Executive Session

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

Jim Goldsmith provided a statement as to the process and procedure for the conduct of the Session.

The Chairman temporarily adjourned the meeting at 1:30 p.m.

The Chairman reconvened the Board of Directors meeting at 3:00 p.m.

The Chairman recognized LYNX' General Counsel, Jim Goldsmith.

Mr. Goldsmith noted that it the recommendation of legal counsel that the WKMG litigation matter be appealed.

The Chairman stated that the Board had substantial discussion relating to the WKMG litigation and called for a Motion.

**Motion** was made and seconded to direct LYNX staff and legal counsel to appeal the ruling in the WKMG litigation and for staff and legal counsel request legislative clarification on the intent of the Florida Statutes cited in the matter. The motion passed unanimously.

## 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

### B. Extension of Contracts

- i. Authorization to Exercise the Second Option Year of Contract #10-C21 with MV Transportation, Inc., for NeighborLink Services
  - ii. Authorization to Exercise the First Option Year of Contract #11-C16 with Akerman Senterfitt for Federal Lobbying Services
- C. Miscellaneous
- i. Authorization to Transfer a Retired Revenue Vehicle to the Hebni Nutrition Consultants
  - ii. Authorization to Modify PCL Construction Services, Change Order #2 for LYMMO Expansion Projects

**Motion** was made and seconded to approve the Consent Agenda Items 7.A.i through 7.C.ii. The Motion passed unanimously.

## 8. Action Agenda

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

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) 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.

**Motion** was made and seconded to amend the Operations Agreement with the City of Orlando for the Downtown Orlando LYMMO Expansion. The Motion passed unanimously.

### B. Authorization to Adopt the Comprehensive Operational Analysis (COA) Service Guidelines

The Chairman recognized Andrea Ostrodka, Manager of Strategic Planning, to make the presentation.

Ms. Ostrodka noted that is requesting the Board of Directors' Authorization for the Chief Executive Officer (CEO) to adopt the Comprehensive Operational Analysis (COA) Service Guidelines. The Service Guidelines were presented and discussed at the Audit Committee meeting earlier.

The Chairman recognized Seminole County Commissioner Carlton Henley.

Commissioner Henley stated the Audit Committee is recommending the Board adopt the COA Service Guidelines with periodic review.

**Motion** was made and seconded to adopt the Comprehensive Operation Analysis (COA) Service Guidelines with periodic review. The Motion passed unanimously.

**C. Authorization to Initiate Public Outreach Process for April 2014 Proposed Service Changes**

The Chairman recognized Stuart Boggs, Director of Finance, to make the presentation.

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) to initiate the public participation process for the April 13, 2014 proposed service changes.

**Motion** was made and seconded to initiate public outreach process for the April 13, 2014 proposed service changes.

Under discussion, Mayor Jacobs noted that it would be beneficial, if as a part of the outreach for all routes intersecting with SunRail, for staff to devote a greater effort to ensure SunRail opens strongly with the bus feeder system.

The Motion passed unanimously.

**D. Approval of the Chief Executive Officer's (CEO) Annual Review**

The Chairman recognized Jim Goldsmith, LYNX' General Counsel, to make the presentation.

Mr. Goldsmith provided that at the time of appointment, the CEO's contract required for an annual performance and compensation review. The results of Mr. Lewis' performance evaluation were satisfactory and it was recommended that his contract be continued and that his salary be increased commensurate with the 3% increase that all LYNX' administrative employees received.

The Chairman stated the Board members' observations have been reviewed with Mr. Lewis.

**Motion** was made and seconded to that John Lewis' contract be continued and that his salary be increased 3%.

Under discussion, Secretary Noranne Downs asked what Mr. Lewis' annual salary will be after the 3% increase.

LYNX' Director of Finance provided with the increase applied, Mr. Lewis' salary would be approximately \$174k.

Mayor Jacobs asked Mr. Lewis' to provide the number of employees under his supervision.

Mr. Lewis stated the LYNX' employees total slightly under 1,200.

The Motion passed unanimously.

## 9. Work Session

The Chairman recognized Kathy Shaw Clary, LYNX' Director of Business Development, to make the presentation.

Ms. Clary noted that a VanPool is a commute option. LYNX' VanPool program was established over 20 years ago. The VanPool will become a self-sustaining program, generating additional income as the fleet grows.

There are two different segments of VanPool service:

### Agency Service

Organization based  
Driver paid by employer/3<sup>rd</sup> party  
Organization determines route  
Operates multiple trips per day  
Demand based service

### Commuter Service

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

### Agency Program Cost

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

### Commuter Program Cost

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

### Included in both segments of service:

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

VanPools have grown from 70 in fiscal year 2011 with fiscal year 2014 projected to have 150. Currently, there are 8 Agency vans and 97 Commuter vans.

To determine the origin of the VanPools, a six month survey of the 33 new vans was conducted and indicated:

- #1 Previous VanPool Rider/Driver (word of mouth)
- #2 LYNX' outreach to Veterans Administration (VA)
- #3 Referral from Existing Rider/Driver (word of mouth)
- #4 LYNX' outreach to Transportation Security Administration (TSA)
- #5 LYNX' outreach to Department of Defense (DoD)
- #6 LYNX' outreach to Federal Aviation Administration (FAA)
- #7 Call-in
- #8 reThink

### ➤ **LYNX' VanPool Fiscal Year 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, biking, walking, or carpooling.

Under discussion, Secretary Downs asked for the minimum number of riders needed for a VanPool. Ms. Clary stated four is the minimum number.

Mr. Lewis noted that as LYNX continues to work with SunRail to promote connectivity, there has been a lot of attention has been placed on bus connectivity but there is good indication that VanPool is going to be the most effective option for mobility. VanPool is the only option that gives customers 100% flexibility in their schedule, when they leave, where the leave from, and how they make connections.

#### **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 3:16 p.m.**

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

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

**DATE:** February 12, 2014

**TIME:** 4:46 p.m.

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**Members in Attendance:**

Osceola County Commissioner, Frank Attkisson, Vice Chairman  
Orange County, Mayor Teresa Jacobs, Secretary  
Seminole County Commissioner, Carlton Henley  
FDOT District 5 Secretary, Noranne Downs

**Members Absent:**

City of Orlando, Mayor Buddy Dyer, Chairman

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

The Vice Chairman, Osceola County Commissioner, Frank Attkisson, called the meeting to order at 4:46 p.m. Vice Chairman Attkisson asked Commissioner Carlton Henley to lead the Pledge of Allegiance.

**2. Executive Session**

The Vice Chairman announced that the Board will go into Executive Session 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 Vice Chairman temporarily adjourned the meeting at 4:50 p.m.

The Vice Chairman reconvened the Board of Directors meeting at 6:13 p.m.

**3. Other Business**

The Vice Chairman asked if there was other business. Hearing none, the Vice Chairman adjourned the meeting.

**Meeting adjourned at 6:13 p.m.**

Consent Agenda Item #6.A. i

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6009

**Item Name:** **Request for Proposal (RFP)**  
**Authorization to Release a Request for Proposal (RFP) for the Development of a Performance Measurement System and Scorecard**

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to release a Request for Proposal for the development of a Performance Measurement System and Scorecard.

**BACKGROUND:**

In 2013 LYNX completed an internal strategic planning process resulting in departmental strategic plans for Finance, Human Resources, Planning and Development, Engineering and Construction, Information Technology, Risk & Safety, Procurement, Marketing Communication, Operations, Paratransit, Business Development, and Government & Community Relations. These department-specific plans outline department-specific goals, strategies and actions intended to support the Authority's Mission, Vision and Goals as outlined in the adopted Transit Development Plan.

**PROPOSED NEW EXPANSION:**

A Performance Measurement System and Scorecard will provide a method of monitoring the progress of the management team as the team moves towards its realization of the Authority's Vision and works towards accomplishing the Goals. The consultant will identify and create performance metrics that will be tracked through quarterly and monthly prioritized organizational performance scorecards. This will allow LYNX' leadership to identify tactics for improving efficiencies and make recommendations for providing the most effective service for the limited financial resources available. The performance measurement system will include an accountability process for individuals and departments. Performance reports resulting from the system will be provided to stakeholders on a regular basis. The report is anticipated to include seasonality trends, year-to-date performance-to-goal indicators and year-to-date performance-to-

goal comparisons. The report will include a matrix which compares historic performance with recent performance, and forecasts the probability of achieving these goals in the future.

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

This procurement is not funded with DOT assisted dollars, however, outreach efforts will be made to small business firms to inform of the contracting opportunity for this procurement. The DBE Officer will coordinate with procurement and project manager.

**FISCAL IMPACT:**

LYNX staff included \$150,000 in professional services in the FY2014 Adopted Operating Budget that will be utilized for the development of a performance measurement system and scorecard.

Consent Agenda Item #6.A. ii

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6036

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

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to release a Request for Proposal (RFP) for NeighborLink services.

**BACKGROUND:**

In January 2009, LYNX released a RFP for NeighborLink services. MV Transportation was the successful respondent and was awarded a contract in January 2010 to begin services April 1, 2010. The contract was for a term of thirty months with two one-year options. The second and final one-year option will expire March 31, 2015.

The Scope of Work of the prior RFP was developed by staff; it will be used as a template and modified to accommodate any contractual issues that were not addressed, or have changed since 2009. Additionally, considerations of lessons learned, best practices, program goals, policies and procedures, input from NeighborLink customers and transportation advocates, and other items to increase program efficiencies and maximize cost savings to LYNX will be included.

The proposed timeline for the RFP process is as follows:

- Release RFP in early-April 2014
- Responses due in late-May 2014
- SEC evaluation in mid-June 2014
- Authorization to award in July 2014
- Start-up on October 1, 2014

The current second option year will be terminated for convenience effective September 30, 2014, to allow the new contract start date to coincide with the beginning of the FY2015 budget year.

## **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. Future year NeighborLink purchased transportation service stemming from any awarded contract will be incorporated into the agency's operating budget as appropriate.

Consent Agenda Item #6.A. iii

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6161

**Item Name:** Request for Proposal (RFP)  
Authorization to Release a Request for Proposal for Vanpool Fleet  
Management, and Insurance Contract

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to release a Request for Proposal for vanpool fleet management, maintenance and/or insurance services.

**BACKGROUND:**

LYNX currently has 110 vans in our vanpool fleet. LYNX purchases vans from funds granted by the Federal Transit Administration (FTA) and contracts with an outside vendor, Vanpool Services Incorporated (VPSI), to provide fleet management maintenance and insurance services. The current contract with VPSI will expire on September 30, 2014. LYNX will consider two different options within the RFP.

- 1) The first option in the RFP would request bids for a complete operation, in which the vendor would completely manage all aspects of the vanpool program. This would include the billing and collection of monthly vanpool fees, providing insurance and maintenance for the fleet, and supplying emergency road-side assistance and replacement vehicles for vans in need of repair. This is how the existing contract with VPSI is formulated currently.
- 2) The second option in the RFP would request bids for vendors to provide each individual portion of the fleet management service, including a) maintenance, b) emergency road-side assistance, c) replacement vehicles for vans in need of repair, and d) insurance. LYNX would bill clients directly and pay for these services out of the collected monthly vanpool fees.

Overall, the RFP issued will allow the agency to do a cost analysis of both options, obtain flexible monthly vanpool pricing, and have the flexibility to choose the alternative(s) that is in the best interests of the organization and our vanpool customers.

**PROPOSED NEW EXPANSION:**

VanPool will become a self-sustaining program, generating additional income as the fleet grows. The VanPool program has seen tremendous change and growth over the last year. It started FY13 with just 59 vehicles in service and ended with nearly 90. Ridership grew from 512 monthly vanpool participants to 645 at year's end. Revenue miles also saw a dramatic increase from 113,000 to 152,000 miles monthly (364,000 additional revenue miles from the previous year).

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

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

**FISCAL IMPACT:**

LYNX' current vanpool service is provided consistent with Option 1 of the RFP and the selected vendor pays directly to provide these services out of the collected monthly vanpool fees. Option two of the RFP is a new method of providing vanpool service that would require LYNX to pay for program expenses out of collected user fees. The following are the program results for FY2012, FY2013, and FY2014 projected for LYNX' current vanpool program:

**LYNX VANPOOL PROGRAM  
CONTRACT # 05-004**

	<b>FY2012 Actual</b>	<b>FY2013 Actual</b>	<b>FY2014 Projected</b>
LYNX - Vanpool & Agency Fares	\$ 403,263	\$ 451,542	\$ 777,482
VPSI - Vehicle Service Fees	\$ 324,822	\$ 305,881	\$ 534,730
Total Administrative Maintenance Fees	\$ 112,777	\$ 174,567	\$ 222,406
Program Income/(Loss)	\$ (34,336)	\$ (28,906)	\$ 20,346
Section 5307 Funding Generated by Vanpool Service	\$ 1,164,013	\$ 1,271,371	\$ 1,253,435
Adjusted Program Income/(Loss)	\$ 1,129,677	\$ 1,242,465	\$ 1,273,781

**Consent Agenda Item #6.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-C22 with ADARide.com for Paratransit Eligibility, Functional Assessment and Fixed Route Travel Training

**Date:** 3/27/2014

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**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-C22 with ADARide.com for paratransit eligibility, functional assessment and fixed route travel training.

**BACKGROUND:**

LYNX' Board of Directors approved Contract #10-C22 for paratransit eligibility, functional assessment, and fixed route travel training at its meeting May 26, 2010.

As a gatekeeping effort, LYNX contracts with ADARide.com to provide an independent third party review of paratransit eligibility, in-person functional assessment, and fixed route travel training. The review includes the use of licensed occupational therapist to determine the applicant's ability to access fixed route bus services. Where applicants are determined able to access fixed route bus services, they are referred to that mode and offered fixed route travel training, rather than providing more costly paratransit services.

LYNX receives approximately 13,900 applications for paratransit services annually. Of those, 40% are found to be unconditionally eligible, 38% are conditionally eligible, 16% are temporarily eligible, and 6% are denied paratransit eligibility.

**FISCAL IMPACT:**

LYNX staff included \$150,000 in the FY2014 Adopted Operating Budget for functional assessments and travel training. The FY2013 expenses were \$141,175 for related expenses.

Consent Agenda Item #6.B. ii

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6100

**Item Name:** Extension of Contracts  
Authorization to Exercise the Second Option Year of Contract #10-C30 with Cherry Bekaert, L.L.P. for Auditing Services

**Date:** 3/27/2014

**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-C30 with Cherry Bekaert, L.L.P. for auditing services.

**BACKGROUND:**

In July 2010, the Board authorized LYNX staff to award the contract to the firm of Cherry Bekaert, L.L.P. to perform the services as outlined in the LYNX Request for Proposal (RFP) #10-R13, “Auditing Services” for three years with two (2) one year options, subject to annual funding availability. In July 2013, the Board authorized staff to exercise option year one.

The Single Audit Act Amendments of 1996 require state or local governments that expend \$500,000 or more in a year in Federal Financial Assistance to have an audit conducted for that year in accordance with the Office of Management and Budget (OMB) Circular A-133. In addition, the State of Florida enacted similar legislation, the Florida Single Audit Act, related to the audits of State Financial Assistance. Pursuant to these Acts, LYNX needs to continue its auditing services and extend the second option year of the current auditing services contract with Cherry Bekaert, L.L.P.

Cherry Bekaert, L.L.P. has successfully performed LYNX auditing services for the past four years for the following fees:

Auditing Services	Annual Fee
FY2010 Annual Audit	\$ 102,000
FY2011 Annual Audit	\$ 105,000

# LYNX Board Agenda

FY2012 Annual Audit	\$ 108,000
FY2013 Annual Audit	\$ 110,000

The upcoming audit will be the fifth year of the auditing services contract (second option year) and LYNX staff will need Board authorization to continue the services with Cherry Bekaert, L.L.P. Therefore, Mr. Ronald A. Conrad, Partner with Cherry Bekaert, L.L.P has proposed to extend those services for a second year as follows:

<b>Contract #10-C30</b>	<b>Auditing Services</b>	<b>Annual Fee</b>
Option Year 2	FY2014 Annual Audit	\$112,000

The second option year fee reflects a 1.8% increase over the previous year. LYNX staff believes that the fees proposed are reasonable and competitive. It is LYNX' practice to authorize each option year annually, therefore at this time, we are requesting authorization to exercise the second option year.

## **FISCAL IMPACT:**

LYNX staff will include \$112,000 in the FY2015 Adopted Operating Budget for auditing services. The FY2013 expenses for auditing services totaled \$112,000 which included expenses for closing out the FY2012 audit and for initiating the FY2013 audit.

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

**To:** LYNX Board of Directors

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

**Presented By:** Donna Tefertiller

**Phone:** 407.841.2279 ext: 6119

**Item Name:** Extension of Contracts  
Authorization to Exercise the Second Option Year of Contract #10-C36 and  
Contract #10-C37 with Burgess Chambers for Investment Monitoring  
Services

**Date:** 3/27/2014

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**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-C36 and Contract #10-C37 for investment monitoring services with Burgess Chambers & Associates for the Money Purchase Plan and Deferred Compensation Plan Investment Monitor.

**BACKGROUND:**

In 1994, LYNX adopted the Deferred Compensation Plan for all eligible LYNX employees pursuant to section 457 of the Internal Revenue Code. LYNX also adopted the Money Purchase Plan for those administrative employees who qualified. In August, 2007, the Hartford was retained to replace Nationwide as the service provider for both plans.

The trustees of the Money Purchase Plan determined that enhanced investment options and more educational information were necessary to assist participants in achieving their retirement goals. Burgess Chambers & Associates (BCA), the consultant hired by the Money Purchase Plan to monitor and review the investment funds performance, recommended adding Life Style investment options for participants. This plan would provide a participant with the option of several professionally managed portfolios, based upon risk tolerance and anticipated retirement date. BCA's contract expired and thus an RFP was released.

The RFP was released on October 23, 2009 and proposals were due to LYNX by 2:00 p.m. EST on November 19, 2009.

## LYNX Board Agenda

The current term of the first extension of Contract #10-C36 and Contract #10-C37 for investment monitoring services will expire on December 31, 2014. The original Contract was awarded on January 1, 2010. The total yearly value of this contract is capped at \$30,000.

### **FISCAL IMPACT:**

It is not possible to determine whether this will result in a fiscal impact to LYNX. It is anticipated that the revenues generated by the fund line-up with Mass Mutual to produce more than enough revenue to pay Mass Mutual's administrative fee. If insufficient revenue is generated from the fund line-up, the LYNX would be responsible for paying the balance of BCA's fees.

LYNX staff included \$14,000 in the FY2014 Adopted Operating Budget for investment monitoring services. The FY2013 expense for investment monitoring services was \$10,707.

Consent Agenda Item #6.C. i

**To:** LYNX Board of Directors

**From:** Donna Tefertiller  
DIRECTOR OF HUMAN RESOURCES  
Baunie McConnell  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6119

**Item Name:** Miscellaneous  
Authorization to Amend the Anti-Drug and Alcohol Misuse Prevention Program

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to amend the June 4, 2012 Substance Abuse Program Policy For Safety Sensitive Positions to meet the recommended changes from the Federal Transit Administration Drug and Alcohol Compliance Auditing Program.

**BACKGROUND:**

On May 24, 2012 the Board of Directors' adopted the newly amended Drug and Alcohol Misuse and Prevention Program Policy for Safety Sensitive and Non-Safety Sensitive Positions. On a periodic basis it is necessary to review our policies to ensure they remain compliant with the regulations and that it accurately reflects the current operating environment of management and the governing board.

During February 2014 members of the Federal Transit Administration Drug and Alcohol Compliance Auditing Program reviewed our existing Substance Abuse Program Policy for Safety Sensitive Positions and recommended two (2) overall general changes.

Pursuant to the review by FTA, LYNX is proposing to amend the Anti-Drug and Alcohol Misuse Prevention Program policy related to the generalized findings listed below:

1. Item 1 -- The policy identifies some, but not all, of its employer-specific elements. The mechanism by which employer specific elements are identified should be changed to clarify which employees should follow which provision. Clarify the elements by italicizing all provisions of the policy that are being implemented solely under LYNX authority (i.e., non-DOT/FTA requirements).

Made the following changes:

- a. On page 1 of the policy, last full paragraph on the page, second sentence, insert a period after "requirements" and delete the remainder of the sentence. Insert a new paragraph immediately following to read "All provisions of this policy that are being implemented solely under LYNX authority (i.e., non-DOT/FTA requirements) are denoted by italicized type."
  - b. On page 6, italicize in its entirety section 5.
  - c. On page 11, italicize in its entirety the last paragraph on the page.
  - d. On page 14, italicize in its entirety the last paragraph of section 17.
  - e. On page 18, italicize in its entirety the last sentence of the last paragraph.
  - f. On page 19, italicize in its entirety the last paragraph of section 24.
  - g. On page 19, italicize in its entirety the first subsection of section 26.
  - h. On page 20, italicize in their entirety the last two sentences of the first paragraph on the page. Same page, italicize in its entirety the last paragraph of the second subsection of section 26, as well as the last sentence of the third subsection of section 26. Note that these provisions also will require further changes/edits, as detailed in the write-up of Item 2 below.
  - i. On pages 20-21, italicize in its entirety section 27. Note that this section also will require further changes/edits, as detailed in the write-up of Item 2 below.
  - j. On page 22, italicize in its entirety the paragraph at the very top of the page, immediately prior to the beginning of section 28.
2. Item 2 -- The following items, included in the policy prevent or pose an obstacle to the accomplishment and execution of the requirements of the FTA anti-drug and/or alcohol misuse prevention regulation.
- Made the following changes:
- a. On page 5, item 2 in the numbered list, insert "vehicle" between "such" and "is".
  - b. On page 6, insert a sentence following the bulleted list in section 4 to read "Use of the five illegal drugs listed above is prohibited at all times."
  - c. On page 9, section 10, first paragraph, last sentence, delete "there is a zero tolerance and". Same page, same section, second paragraph, first sentence, insert "during that time" between "pool" and the comma.
  - d. On page 10, first full paragraph on page, first line, delete "shall" and replace with "may only". Same page, section 12, sixth line, delete "can only be made" and replace with "may only be conducted".
  - e. On page 11, partial paragraph at top of page, fourth line up from the bottom, insert "also" between "accident" and "shall". Same page, next paragraph, last sentence, insert "listed above" between "testing windows" and the comma.
  - f. On page 12, item (3) of the numbered list, insert "attempt to" between "to" and "provide".
  - g. On page 15, second full paragraph on the page, first sentence, insert "positive" between "confirmed" and "marijuana". Same paragraph, second sentence, delete "and" and replace with "or use of"; delete "is" and replace with "are"; delete "a" from the fourth line; change "explanation" to "explanations"; and insert "the presence of" between "for" and "a".

- h. On page 17, section 23, first paragraph, second line, delete "an" and replace with "a breath". Same paragraph, third and fourth lines, delete "under the influence of" and replace with "impaired by". Same page, same section, third paragraph, second line, delete "of".
- i. On page 18, second full paragraph on page, fourth line, insert "a minimum of" between "for" and "(8)", and insert ", or" immediately following "hours".
- j. On page 18, section 24, item (3) in the numbered list, insert "attempt to" between "to" and "provide".
- k. On page 19, heading of the second subsection of section 26, delete "Positive" and replace with "Non-Negative".
- l. On page 20, delete in its entirety the second paragraph on the page, as it is a restatement of the first paragraph. Same page, last paragraph of second subsection of section 26, rephrase the start of the sentence to read "Under LYNX authority, any second offense ...".
- m. On page 20, rephrase the third subsection of section 26 to read "Prohibited drugs include marijuana, cocaine, opiates, phencyclidine, and amphetamines. Under LYNX policy, any employee testing positive for drugs will be immediately terminated."
- n. On page 21, the entire discussion needs to be re-cast to clarify that all of the testing being described is non-DOT testing. As a result, all references to the SAP must be changed to a more generic term (the term SAP really only exists in the context of the Part 40 regulations).



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**Policy:** Substance Abuse Program Policy  
For Safety Sensitive Positions

**Approved By:**

**Issuing Dept:** Human Resources

**Effective Date:**

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**John M. Lewis, Jr.**  
**Chief Executive Officer**

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The Central Florida Regional Transportation Authority (hereinafter referred to as “LYNX”) is dedicated to providing safe, dependable, and economical transportation services to our passengers. LYNX employees are our most valuable resource; therefore, it is the Agency’s goal to provide a healthy, satisfying work environment which promotes personal opportunities for growth. In meeting these goals, it is our policy to:

- Assure that employees are not impaired in their ability to perform assigned duties in a safe, productive, and healthy manner;
- Create a workplace environment free from the adverse effects of drug abuse and alcohol misuse;
- Prohibit the unlawful manufacture, distribution, dispensing, possession or use of controlled substances; and
- Encourage employees to seek professional assistance anytime personal problems, including alcohol or drug dependency, adversely affect their ability to perform their assigned duties.

This policy is also intended to comply with all applicable Federal regulations governing workplace substance abuse and drug free workplace programs in the transit industry. The Federal Transit Administration (FTA) of the U. S. Department of Transportation (DOT) has published 49 CFR Part 655, as amended, that mandates urine drug testing and breath alcohol testing for safety-sensitive positions and prohibits performance of safety-sensitive functions when there is a positive test result. The U. S. Department of Transportation has also published 49 CFR Part 40, as amended, that sets standards for the collection and testing of urine and breath specimens.

In addition, the Federal government published 49 CFR Part 29, “The Drug-Free Workplace Act of 1988,” which requires the establishment of drug-free workplace policies and the reporting of certain drug-related offenses to the FTA. LYNX Policy incorporates these requirements. .

All provisions of this policy that are being implemented solely under LYNX authority (i.e., non-DOT/FTA requirements) are denoted by italicized type.



LYNX is dedicated to assuring fair and equitable application of the Substance Abuse Program Policy. Therefore, supervisors, managers and directors are required to use and apply all aspects of this policy in an unbiased and impartial manner. Any supervisor, manager or director who knowingly disregards the requirements of this policy, or who is found to deliberately misuse the policy in regard to subordinates, shall be subject to disciplinary action up to and including termination of employment.



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## 1. Background

Pursuant to the Omnibus Transportation Employee Testing Act of 1991, the Federal Transit Administration (FTA) published regulations prohibiting drug use and alcohol misuse by transit employees and required transit agencies to test for prohibited drug use and alcohol misuse.

49 Code of Federal Regulations Part 655, "Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations" mandates urine drug testing and breath alcohol testing for all employees in safety-sensitive positions. These regulations prohibit the performance of safety-sensitive functions when there is a positive drug or positive alcohol test result or when an employee refuses to submit to DOT required drug or alcohol testing.

In addition, the U.S. Department of Transportation (DOT) has issued 49 CFR Part 40, "Procedures for Transportation Workplace Drug and Alcohol Testing Programs" to provide uniform procedures and standards for conducting drug and alcohol testing programs. The drug and alcohol-testing program of LYNX will be conducted in accordance with 49 CFR Parts 40 and 655, as amended.

Employees may request copies of the applicable regulations by contacting LYNX Designated Employer Representative (DER) listed in Section 28 of this Policy. Also, a copy of these procedures may be obtained from the Human Resources Department, or on-line in the Policies and Procedure section of <http://inlynx/InLYNX/main.asp>. It should be noted that 49 CFR Part 40 is also available on-line at <http://www.dot.gov/ost/dapc/index.html>. The DER is the custodian of the Drug & Alcohol records.

## 2. Purpose

This policy is established to comply with FTA drug and alcohol testing requirements to ensure employee fitness for duty, and to protect our employees, passengers, and the general public from the risks posed by the misuse of alcohol and the use of prohibited drugs. This policy is also intended to comply with and incorporate 49 CFR Part 29, The Drug-Free Workplace Act of 1988, which requires the establishment of drug-free workplace policies and the reporting of certain drug-related offenses to the FTA, including the reporting of employees convicted of criminal drug offenses that occur in the workplace.



### 3. Covered Employees

This policy applies to all safety-sensitive transit system employees, paid safety-sensitive part-time employees, contract employees, volunteers (when they receive remuneration) and contractors when they are on transit property or when performing any transit-related safety-sensitive business. This policy applies to off-site lunch periods, breaks, and/or off-duty hours, when an employee is scheduled to return to work. All policy items are implemented under the authority of the US Department of Transportation and/or the Federal Transit Administration (FTA). Safety-Sensitive Employees and Applicants for Safety-Sensitive Positions covered by this Policy include those who:

1. Operate a revenue service vehicle, including when not in revenue service;
2. Operate a non-revenue service vehicle when such vehicle is required to be operated by a holder of a commercial driver's license;
3. Control the movement/dispatch of a revenue service vehicle;
4. Perform maintenance on a revenue service vehicle or equipment used in revenue service;
5. Carry a firearm for security purposes;
6. May perform any of the above safety-sensitive functions in a supervisory or training role.

The following LYNX positions are considered safety-sensitive positions:

#### Transportation

- Deputy Director of Transportation
- Manager of Transportation
- Superintendent of Transportation
- Transportation Supervisor, Administration
- Transportation Supervisor
- Bus Operator

#### Human Resources

- Training and Development Coordinator
- Trainer (for Safety-Sensitive Positions)

#### Maintenance

- Deputy Director of Maintenance



- Manager of Vehicle Maintenance
- Road Ranger
- Maintenance Supervisor
- Supervisor of Training
- Technician: A, B and C
- Service Island Attendant
- Service Person

#### Planning

- Service Planner

#### 4. Prohibited Substances

In accordance with US DOT 49 CFR Parts 655 and 40, the following are prohibited substances:

- Cocaine
- Opiates (e.g., heroin, codeine)
- Phencyclidine (PCP)
- Cannabinoids (Marijuana)
- Amphetamines (includes methamphetamine and MDMA-Ecstasy)
- Alcohol Misuse as defined in Section 23, below.

Use of the five illegal drugs listed above is prohibited at all times.

#### 5. Prescription and Over the Counter Medications

*The appropriate use of legally prescribed drugs and non-prescription medications is not prohibited. A legally prescribed drug means a prescription or other written approval from a physician for the use of a drug by an individual in the course of medical treatment. However, the use of any substance which carries a warning label that indicates mental functioning, motor skills, or judgment may be adversely affected must be reported to supervisory personnel and medical advice must be sought before performing safety-sensitive duties.*

*The misuse or abuse of legally prescribed drugs is prohibited. This includes the use of medication that is prescribed to another individual as well as illegally obtained prescription drugs. This includes any drug not approved for medical use by the U.S. Drug Enforcement Administration or the U.S. Food and Drug Administration. Illegal use includes use of any illegal drug, misuse of legally prescribed drugs, and use of illegally obtained prescription drugs.*



*LYNX strongly encourages employees to inform their prescribing physician of the safety-sensitive job functions that they perform, in order to ensure that appropriate medications are prescribed. Therefore, all safety-sensitive employees have the responsibility to explain their job duties to their medical practitioner and ensure that the use of prescribed medication will not pose a safety risk to themselves, other employees, or the general public. It is recommended that the employee provide the medical professional with a copy of their current job description. Copies of job descriptions may be obtained by contacting Human Resources. Medications whose labels indicate, “May cause drowsiness,” “affect mental functioning, motor skills or judgment,” should not be selected.*

*It is the responsibility of every safety-sensitive employee, when selecting an over-the-counter medication, to read all warning labels before selecting it for use while in a working status. Failure to comply with this section is a violation of LYNX’s Substance Abuse Program Policy.*

## **6. Employee Protections**

The procedures that will be used to test for the presence of prohibited substances or misuse of alcohol shall be such that they protect the employee’s privacy, the validity of the testing process and the confidentiality of the test results.

All urine drug testing and breath alcohol testing will be conducted in accordance, where applicable, with 49 CFR Part 40, as amended. All urine specimen collections, analysis and reporting of results shall be in accordance with 49 CFR Part 40, as amended.

Drug and alcohol testing shall be conducted in a manner that will ensure the highest degree of accuracy and reliability using techniques, equipment, and laboratory facilities which have been approved by the U.S. Department of Health and Human Services (DHHS).

Alcohol initial screening tests will be conducted using a National Highway Traffic Safety Administration (NHTSA)-approved Evidential Breath Testing Device (EBT) or non-evidential alcohol screening device that has been approved by NHTSA. Confirmatory tests for alcohol concentration will be conducted utilizing a NHTSA approved EBT.

1. Except as required by law or expressly authorized in this section, LYNX shall not release employee information that is contained in records maintained per



49 CFR Part 655.73.

2. An employee may, upon written request, obtain copies of any records pertaining to the employee's use of alcohol or controlled substances, including any records pertaining to his or her alcohol or controlled substances tests.
3. LYNX shall release information regarding an employee's records as directed, by the specific written consent of the employee authorizing release of the information to an identified person. Release of such information is permitted only in accordance with the terms of the employee's consent.
4. Records pertaining to a Substance Abuse Professional's evaluation, treatment and follow up testing results shall be made available to a subsequent DOT employer upon receipt of written consent from an employee.

## **7. Employee Responsibility to Notify LYNX of Criminal Drug Conviction**

It is a violation of this policy for any employee to fail to immediately notify LYNX of any criminal drug statute conviction, or a finding of guilt whether or not adjudication is withheld, or the entry into a diversionary program in lieu of prosecution. Violating employee shall be immediately removed from safety-sensitive duties in accordance with the DOT 49 CFR Part 655, as amended and/or the Federal "Drug-Free Workplace Act"

## **8. Employee Training**

All safety-sensitive employees will undergo a minimum of sixty (60) minutes of training on the signs and symptoms of drug use including the effects and consequences of drug use in personal health, safety, and the work environment. The training must also include manifestations and behavioral cues that may indicate prohibited drug use.

Supervisors will also receive sixty (60) minutes of reasonable suspicion training on the physical, behavioral, and performance indicators of probable drug use and sixty (60) minutes of additional reasonable suspicion training on the physical, behavioral, speech, and performance indicators of probable alcohol misuse.

## **9. Pre-employment Drug and Alcohol Background Checks**

In compliance with 49 CFR Part 40.25, LYNX must make a good faith effort to obtain drug and alcohol testing records from prior DOT covered employer(s) for



the previous two (2) years for all applicants seeking safety-sensitive positions and all current employees transferring into a safety-sensitive position. LYNX will require each applicant/transferee to a safety-sensitive position to complete a written consent that allows the release of drug and alcohol testing information from previous DOT covered employers to LYNX. An applicant/transferee who refuses to provide written consent will not be permitted to perform safety-sensitive functions for LYNX.

All safety-sensitive applicants who have previously failed a DOT pre-employment test must provide proof that they have completed a Substance Abuse Professional's evaluation, treatment and return-to-duty process in addition to a pre-employment drug test with negative results, prior to their employment into a safety-sensitive job function. The credentials, training and education of the Substance Abuse Professional must meet the requirements of 49 CFR Part 40 Subpart O.

#### **10. Pre-Employment Testing**

All safety-sensitive position applicants and transferees shall undergo a urine drug test prior to placement in a safety-sensitive position. LYNX must be in receipt of a negative urine drug test result prior to the performance of any safety-sensitive function. A canceled test result will require an applicant to undergo a subsequent pre-employment urine drug test, until a negative test result can be obtained. It should be noted that a positive drug test is cause for an applicant not to be hired.

An employee returning from an extended leave period of 90 consecutive days or more, and whose name was removed from the random testing pool during that time, will be subject to a pre-employment urine drug test. LYNX must be in receipt of a negative drug test result prior to the employee being reinstated to safety-sensitive duty.

#### **11. Random Testing**

Employees in safety-sensitive positions shall be subject to random, unannounced testing. The minimum annual percentage rate for random alcohol testing and controlled substances testing shall be in accordance with 49 CFR Part 655, as amended.

The administering of random testing shall be spread reasonably throughout the calendar year and throughout all times of day when safety-sensitive functions are performed. Each covered employee who is notified of selection for random alcohol or drug testing shall immediately proceed to the testing site.



Random alcohol testing may only be conducted while an employee is performing a safety-sensitive function or just before the employee is to perform a safety-sensitive function or just after the employee has performed a safety-sensitive function.

Random urine drug testing may be conducted anytime while an employee is on duty or on call for duty.

The selection of employees for random alcohol and drug testing shall be made by a scientifically valid method. The selection process shall provide each covered employee an equal chance of being tested each time selections are made. A computer based random number generator that is fair and equitable for the covered employees shall derive the list.

## 12. Reasonable Suspicion Testing

All safety-sensitive employees are subject to reasonable suspicion urine drug testing and/or breath alcohol testing. Reasonable suspicion testing is required when one or more trained company officials can articulate and substantiate physical, behavioral and performance indicators of probable drug use or alcohol misuse by observing the appearance, behavior, speech, or body odors of the employee. Reasonable suspicion testing for alcohol misuse may only be conducted when observations leading to that testing occur during, just preceding, or just after the period of the workday that the employee is required to be in compliance with FTA regulations.

## 13. Post-Accident Testing

**Fatal Accident:** A safety-sensitive employee shall be required to undergo urine drug and breath alcohol testing following an accident involving a revenue service vehicle that results in a fatality (regardless of whether or not the vehicle is in revenue service at the time of the event). Any other employee(s), i.e., maintenance personnel, dispatchers, controllers, whose performance could have contributed to the accident, shall also be tested. As soon as practical following an accident involving the loss of human life, surviving covered employees shall undergo drug and alcohol testing.

**Non-Fatal Accident:** Post-accident drug and alcohol testing shall be conducted if an accident results in injuries requiring immediate medical treatment away from the scene, and/or if one or more vehicles incurs disabling damage that requires towing from a site; unless LYNX determines, using the best information available



at the time of the decision, that the employee's performance can be completely discounted as a contributing factor to the accident. Any other safety-sensitive employee whose performance could have contributed to the accident also shall be tested. The decision regarding whether or not the employee's performance could have contributed to the accident will be made in the sole discretion of LYNX using the best information available at the time of the decision.

Following an accident, the employee must be "readily available" for testing. Post accident tests will be done as soon as possible, all reasonable efforts shall be made to test the safety-sensitive employee(s) within (2) two hours of the accident, but not after eight (8) hours for alcohol testing and thirty two (32) hours for drug testing. If a drug or alcohol test required by this section is not administered within the required testing windows listed above, LYNX shall prepare and maintain on file, a record stating the reasons the testing was not promptly administered and efforts to conduct testing shall cease.

Any safety-sensitive employee involved in an accident must refrain from alcohol use for eight (8) hours following the accident or until the employee undergoes a post-accident alcohol test. Any safety-sensitive employee, who leaves the scene of the accident without a justifiable reason or explanation prior to submitting to drug and alcohol testing, shall be considered to have refused the test.

The post-accident testing requirements shall not delay necessary medical attention for injured persons, nor will they prohibit an employee who was performing a safety-sensitive function from leaving the scene of an accident to obtain assistance in responding to the accident or to obtain necessary emergency medical care.

In the rare event that an employee is unable to submit to a post-accident test within the required time period (i.e., 8 hours for alcohol and 32 hours for drugs) due to circumstances beyond LYNX's control, the results of a blood, urine or breath alcohol test conducted by a federal, state or local official having independent authority for the test, will be considered to meet the requirements for a post-accident test. The test must conform to the applicable federal, state, or local testing requirements and the results must be obtained by LYNX (per 49 CFR Part 655.44).

*Safety-sensitive employees who report an occupational injury or illnesses will be tested under LYNX authority using Non-DOT forms.*



#### 14. Refusal to Submit to Urine Drug Testing

All safety-sensitive employees will be subject to urine drug testing and breath alcohol testing as described in sections 9-13. An employee who fails to cooperate with the testing process or attempts to thwart the testing process will be considered to have “refused testing”. That employee will face the same consequences as if he or she produced a verified positive urine drug test result.

The following actions constitute a “refusal to test” in accordance with 49 CFR Part 40, as amended:

- (1) Failing to appear for any test within a reasonable time, as determined by the employer, consistent with applicable DOT agency regulations, after being directed to do so by the employer. (Pre-employment testing is not applicable);
- (2) Failing to remain at the testing site until the testing process is complete;
- (3) Failing to attempt to provide a urine specimen for any drug test required by this part or DOT agency regulations;
- (4) In the case of a directly observed or monitored collection in a drug test, failing to permit the observation or monitoring of your provision of a specimen;
- (5) Failing to provide a sufficient amount of urine when directed, and it has been determined, through a required medical evaluation, that there was no adequate medical explanation for the failure;
- (6) Failing or declining to take an additional drug test the employer or collector has directed you to take;
- (7) Failing to undergo a medical examination or evaluation, as directed by the MRO (Medical Review Officer) as part of the verification process, or as directed by LYNX;
- (8) Failing to cooperate with any part of the testing process (e.g., refuse to empty pockets when directed by the collector, behave in a confrontational way that disrupts the collection process, fail to wash hands after being directed to do so by the collector);
- (9) For an observed collection, failing to follow the observer’s instructions to raise your clothing above the waist, lower clothing and underpants, and to turn around to permit the observer to determine if you have any type of prosthetic or other device that could be used to interfere with the collection process;
- (10) Possessing or wearing a prosthetic or other device that could be used to interfere with the collection process;
- (11) Admitting to the collector or MRO that you adulterated or substituted the specimen;
- (12) When the MRO verifies your drug test result as adulterated or substituted.



Refusals to test will result in employee's immediate removal from safety-sensitive duties and a referral to a Substance Abuse Professional that has knowledge of and clinical experience in the diagnosis and treatment of alcohol and controlled substances-related disorders, and who meets the qualifications outlined in 49 CFR Part 40.281 Subpart O.

If a safety-sensitive employee cannot provide a sufficient urine specimen (Section 40.193(b) the collector must do the following: Urge the employee to drink up to forty (40) ounces of fluid, distributed reasonably through a period of up to three (3) hours, or until the individual has provided a sufficient urine specimen, whichever occurs first. If the employee refuses to drink fluids, this is not considered a refusal to take a drug test. The employee must be told the time at which the three (3) hour period begins and ends.

## 15. Observed Urine Drug Collections

Observed collections are required in the following circumstances:

- All return-to-duty tests;
- All follow-up tests;
- Anytime the employee is directed to provide another specimen because the temperature on the original specimen was out of the accepted temperature range of 90°F - 100°F;
- Anytime the employee is directed to provide another specimen because the original specimen appeared to have been tampered with;
- Anytime a collector observes materials brought to the collection site or the employee's conduct clearly indicates an attempt to tamper with a specimen;
- Anytime the employee is directed to provide another specimen because the laboratory reported to the MRO that the original specimen was invalid and the MRO determined that there was not an adequate medical explanation for the result;
- Anytime the employee is directed to provide another specimen because the MRO determined that the original specimen was positive, adulterated or substituted, but had to be canceled because the test of the split specimen could not be performed.

During an observed collection, the employee who is being observed will be required to raise his or her shirt, blouse, or dress/skirt, as appropriate, above the waist; and lower clothing and underpants to show the collector, by turning around, that they do not have a prosthetic device. The collector/observer must



witness the employee's urine leave the body and enter the collection cup. The collector/observer must be of the same gender as the employee being observed.

## 16. Specimen Analysis

All specimens will be analyzed in accordance with the procedures set forth in 49 CFR Part 40, as amended. Specimen validity testing will be conducted on all urine specimens provided for testing under DOT authority. Specimen validity testing is the evaluation of the specimen to determine if it is consistent with normal human urine. The purpose of validity testing is to determine whether certain adulterants or foreign substances were added to the urine, if the urine was diluted, or if the specimen was substituted.

## 17. Dilute Test Results

Upon receipt of MRO verified **negative-dilute** drug test results with creatinine levels greater than 5 mg/dl and less than 20 mg/dl, LYNX will exercise the option to require that applicants/employees submit to a secondary urine collection as provided in 49 CFR Part 40.197. The collection of the second specimen will not be conducted under direct observation. The result of the second urine drug test will be accepted as the final result.

LYNX will exercise this option uniformly for all pre-employment and random tests that produce a negative-dilute test result with creatinine levels greater than 5mg/dl but less than 20mg/dl.

Upon receipt of a **positive-dilute** urine drug test result, LYNX will immediately remove the employee from safety-sensitive duty and provide the employee with a referral to a DOT qualified Substance Abuse Professional. A positive dilute result is always deemed as a final positive result.

*Per LYNX Authority, violation of this substance abuse policy will result in termination of employment.*

## 18. Medical Review Officer's Role and Responsibilities

The designated Medical Review Officer (MRO) shall be a licensed physician (doctor of medicine or osteopathy) with knowledge of drug disorders. LYNX shall use the following MRO:



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**Name of MRO:** Dr. Jock Snedden, MD  
Solantic/WORC  
**Address:** 7751 Kingspointe PKWY, Suite 114  
Orlando, Florida 32819  
**Phone Number:** 407-581-9672  
**Fax Number:** 407-581-9673

The role of the MRO is to review and interpret confirmed positive test results obtained through the employer's testing program. In carrying out this responsibility, the MRO shall examine alternate medical explanations for any positive test result. This action may include conducting a medical interview and review of the individual's medical history, or review of any other relevant biomedical factors. The MRO shall review all medical records made available by the tested individual when a confirmed positive test could have resulted from legally prescribed medication. The MRO shall not, however, consider the results of urine samples that are not obtained or processed in accordance with DOT regulations.

Additionally, the MRO cannot accept an assertion of consumption of a hemp food product as a basis for verifying a confirmed positive marijuana (THC) test result as a negative. Consumption of a hemp food product or use of medical marijuana are not to be considered legitimate medical explanations for the presence of a prohibited substance or metabolite in an individual's specimen.

An employee shall be notified by the MRO of a laboratory confirmed positive test and a verification interview will be conducted with the employee, by the MRO in accordance with 49 CFR Parts 40.131, through 40.141

## 19. Verified Positive Results

MRO verified positive urine drug tests will result in immediate removal from safety-sensitive duties and information regarding the services of a DOT qualified Substance Abuse Professional, as outlined in 49 CFR 40.281 Subpart O will be provided. See Section 26: "*Disciplinary Consequences for a Positive Test for Prohibited Drugs*".

## 20. Canceled/Invalid Test Results

A drug test that has been declared canceled by the Medical Review Officer (MRO), because the specimen was invalid or for other reasons, shall be considered neither positive nor negative. Additionally, a specimen that has been rejected for testing by the laboratory is reported by the MRO as a canceled test.



When a negative urine drug test result is required (as is the case with pre-employment, return-to-duty and follow up test types) the employer must conduct another drug test on the individual. For some categories of cancelled drug tests, the MRO will indicate that a re-collection of a specimen using direct observation specimen collection procedures is required, regardless of test type. Direct observation collection procedures will be in accordance with 49 CFR Part 40.67 as amended. The MRO may also direct an employee to undergo a medical evaluation to determine whether or not clinical evidence of drug use exists when there are documented medical explanations for an individual producing invalid specimens and a negative result is needed for a pre-employment, return-to-duty or follow-up test.

For alcohol testing, a test that is deemed to be invalid per 49 CFR Part 40.267, shall be canceled and therefore considered neither positive nor negative.

## 21. Split Specimen Testing

Split specimen collection procedures will be followed in obtaining specimens. An employee is entitled to request, within 72 hours of learning of a verified positive test result, that the split specimen be tested at a different DHHS certified laboratory than that which conducted the test of the primary specimen. If the test result of the split specimen fails to reconfirm the presence of the drug or drug metabolite, the test result shall be ruled "Canceled". The procedures for canceled tests, as outlined in 49 CFR Part 40.187, will be followed. If the test result of the split specimen is positive, the test results shall be deemed positive. If the laboratory's test of the primary specimen is positive, adulterated or substituted and the split specimen is unavailable for testing, a recollection under direct observation is required. Direct observation collection procedures will be in accordance with 49 CFR Part 40 as amended.

Split Specimen Testing is not authorized for test results reported by the MRO as "Invalid".

### Payment of Split Specimen Testing:

When an employee has made a request to the MRO for a test of the split specimen, LYNX is required to ensure that the cost of the split specimen testing is covered, in order for a timely analysis of the sample. LYNX will seek reimbursement from the employee for the cost of the completed test, if the results reconfirm the original positive finding.



## **22. Alcohol**

For the purposes of this policy, alcohol is defined as the intoxicating agent in beverage alcohol, ethyl alcohol or other low molecular weight alcohols including methyl or isopropyl alcohol. Alcohol use means the consumption of any beverage, mixture, or preparation, including any medication containing alcohol. 49 CFR Part 655 authorizes alcohol testing and requires LYNX to take action on the findings, regardless of whether it was ingested as a beverage alcohol or in a medicinal or other preparation.

All safety-sensitive employees will be tested for alcohol and or drugs in the following circumstances: pre-employment, post-accident, reasonable suspicion, and random as set forth in 49 CFR 655.31.

## **23. Alcohol Use and Breath Alcohol Testing**

No safety-sensitive employee shall report for duty or remain on duty requiring the performance of safety-sensitive functions while having a breath alcohol concentration of 0.02 or greater. If there is actual knowledge that an employee may be impaired by alcohol while performing safety-sensitive functions, the employee shall not be permitted to perform or continue to perform safety-sensitive functions, pending a reasonable suspicion interview, conducted per Section 12. No safety-sensitive employee shall use alcohol while performing safety-sensitive functions, within (4) four hours prior to performing a safety-sensitive function, or during the hours that they are on call or standby for duty. No safety-sensitive employee shall use alcohol within eight (8) hours following an accident or until the employee undergoes a post-accident alcohol test, whichever occurs first.

A Breath Alcohol Technician (BAT) qualified to conduct DOT breath alcohol testing shall conduct all DOT required alcohol screening tests.

In accordance with the provisions of 49 CFR Part 40, as amended, the results of both the screening and confirmation breath alcohol tests, as applicable, shall be displayed to the individual being tested immediately following the test(s).

The results of breath alcohol testing will be transmitted by the breath alcohol technician to LYNX in a confidential manner, in writing, in person, by telephone or electronic means in accordance with 49 CFR Part 40, as amended. All testing will be conducted consistent with the procedures put forth in 49 CFR Part 40, as amended.



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LYNX affirms the need to protect individual dignity, privacy, and confidentiality throughout the testing process. Handling of tests and confidentiality shall be in conformance with 49 CFR Part 40, and as described below:

If the initial test indicates an alcohol concentration of 0.02 or greater, a second test will be performed to confirm the results of the initial test. A safety-sensitive employee who has a confirmed alcohol concentration of greater than 0.02 but less than 0.04 will result in removal from his/her position for a minimum of (8) eight hours or until a retest results in a concentration measure of less than 0.02.

An alcohol concentration of 0.04 or greater will be considered a positive alcohol test and in violation of this policy. An employee testing positive for alcohol will be immediately removed from safety-sensitive duty and will be provided with a referral to a DOT qualified Substance Abuse Professional, in accordance with 49 CFR Part 40, as amended.

No LYNX employee is permitted to report for duty or remain on duty when their ability to perform assigned functions is adversely affected by alcohol or when their breath alcohol concentration is 0.02 or greater. No employee shall consume alcohol while on duty, while performing safety-sensitive functions, or just before or just after performing a safety-sensitive function. Employees on call shall not consume alcohol within 4 hours of reporting for duty, or during the hours that they are on call. *Per LYNX Authority, violation of this Substance Abuse Program Policy will result in termination of employment.*

#### **24. Refusal to Submit to Alcohol Testing**

The following actions constitute a refusal to submit to Alcohol Testing:

- (1) Fail to appear for any test within a reasonable time, as determined by the employer, consistent with applicable DOT agency regulations, after being directed to do so by the employer.
- (2) Fail to remain at the testing site until the testing process is complete.
- (3) Fail to attempt to provide an adequate amount of saliva or breath for any alcohol test required by this part or DOT agency regulations.
- (4) Fail to provide a sufficient breath specimen, and the physician has determined, through a required medical evaluation, that there was no adequate medical explanation for the failure.
- (5) Fail to undergo a medical examination or evaluation, as directed by the LYNX DER.
- (6) Fail to sign the certification at Step 2 of the ATF.
- (7) Fail to cooperate with any part of the testing process.



*Per LYNX Authority, violation of this Substance Abuse Program Policy will result in the termination of employment and/or exclusion from hire.*

## **25. Prohibited Conduct**

The Manufacture, Trafficking, Possession and Use as outlined in the Drug-Free Workplace Act of 1988, transit system employees are prohibited from engaging in the unlawful manufacture, distribution, dispensing, possession or use of prohibited substances on LYNX premises, in transit vehicles, in uniform or while on company business. Compliance with the Drug-Free Workplace Act of 1988 is required of all recipients of Federal funding and is a condition of employment for all LYNX employees to abide by its terms.

Under the Drug-Free Workplace Act, all employees are required to notify LYNX of any criminal drug conviction or arrest within five (5) days after such conviction or arrest. Failure to comply with this provision shall result in disciplinary action up to and including termination of employment. LYNX will notify FTA of any employee criminal drug statute conviction within ten (10) days of notification of conviction.

Employees who violate this provision will be discharged. Where criminal activity is suspected, law enforcement shall be notified as appropriate,

## **26. Disciplinary Consequences**

### ***A Commercial Driver's License Suspension Due To A DUI Conviction:***

*Employees must notify LYNX immediately (within twenty-four (24) hours) of receiving the DWI/DUI. Any safety-sensitive employee who has been arrested for DWI/DUI will be suspended or may be re-assigned to a non-safety-sensitive position, should a position be available, for a maximum period of ninety (90) days and will not be permitted to operate any LYNX vehicle, under any circumstances. If the employee's CDL is not reinstated at the end of ninety (90) days, he/she will be terminated.*

### **Disciplinary Consequences for Non-Negative Alcohol Test Results:**

After a confirmed Breath Alcohol Content (BAC) of 0.02 or greater, but less than 0.04, the employee will be immediately removed from his/her safety-sensitive duties. The employee will remain off duty until their next scheduled duty period, but not less than eight (8) hours following the administration of the test. *Under*



*LYNX authority, prior to returning to safety-sensitive functions or duty, the employee will be retested for alcohol. The breath alcohol concentration must be less than 0.02 before the employee may return to safety-sensitive functions.*

**Disciplinary Consequences for a Non-Negative Test Result for Prohibited Drugs:**

*Prohibited drugs include marijuana, cocaine, opiates, phencyclidine and amphetamines. Under LYNX Policy, any employee testing positive for drugs will be immediately terminated.*

**27. Voluntary Treatment Requirements**

*The provisions of this section apply to employees who voluntarily seek treatment before a disciplinary matter develops and/or prior to notification for a drug or alcohol test.*

*All employees are encouraged to voluntarily make use of the available resources for treatment for alcohol misuse and illegal drug use or dependency. If an employee voluntarily discloses a substance abuse problem before a disciplinary matter develops and/ or before notification for a required test, he or she will be subject to substance abuse treatment, sequence testing under LYNX authority (**using non-DOT testing forms**) and will receive a Re-entry Contract.*

*The employee who voluntarily informs LYNX Management of his or her drug or alcohol use or dependency will be referred to the Employee Assistance Program (EAP). The employee will be evaluated by an addiction counselor. The employee will adhere to the course of treatment as prescribed by the addiction counselor. Failure to comply with the requirements for treatment shall be grounds for termination.*

*The cost of any treatment or rehabilitation services will be paid for directly by the employee or their insurance provider. Employees who voluntarily disclose a substance abuse problem will be allowed to take accumulated sick leave and vacation leave to participate in the prescribed rehabilitation program.*

*After completion of treatment, the employee will be required to pass a non-DOT drug and/or alcohol test and will receive a Re-Entry Contract. The non-DOT drug test is a split sample. The purpose of the drug and/or alcohol testing is to provide a degree of assurance that the employee is drug and/or alcohol free (i.e., the employee is able to return to work without undue concern of continued drug abuse or alcohol misuse). A test will include drug and/or alcohol testing as well*



as other return-to-duty requirements. The employee must have a verified negative drug test result and/or a negative breath alcohol test result before returning to work.

After treatment and a negative drug and alcohol test, the employee will be eligible for a Re-Entry Contract. The Re-Entry Contract may include (but is not limited to):

- An unpaid minimum of a thirty (30) day suspension. The addiction counselor will determine when the employee is eligible to return-to safety sensitive duties..
- Mandatory counseling with the Employee Assistance Program. The EAP will be designated by LYNX.
- Mandatory counseling with the addiction counselor. The EAP will designate the counselor.
- A negative non-DOT observed drug and/or alcohol test.
- Following instructions given to the employee by the addiction counselor.
- A release-to-work statement from the addiction counselor.
- An agreement to unannounced, frequent, non-DOT observed follow-up testing for a period of one (1) to three (3) years with at least six (6) tests performed the first year.
- An agreement to follow specified after care requirements with the understanding that violation of the re-entry contract is grounds for termination.

Any employee refusing to take a drug or alcohol test and/or with a positive test result will be subject to termination.

## 28. Drug and Alcohol Program Manager or Designated Employer Representative

### Program Manager/Designated Employer Representative:

Name: Director of Risk Management and Safety  
Address: 2500 LYNX Lane  
Phone: 407-841-2279

### Medical Review Officer:

Name: Dr. Jock Sneddon, MD, Sol antic/WORC  
Address: 7751 Kingspointe PKWY, Suite 114  
Orlando, FL 32819  
Phone: 407-581-9672  
Fax: 407-581-9673



**Employee Assistance Program:**

Name: Charles Nechtem Associates, Inc.  
Phone: 1-800-531-0200  
595 Bay Isles Road, Suite 115  
Longboat Key, Florida 34228



Employee Acknowledgement of Receipt  
Of Central Florida Regional Transportation Authority d.b.a. LYNX

Substance Abuse Policy

I have received a legible copy of CFRTA d.b.a. LYNX Substance Abuse Policy. I understand that my employment with LYNX is conditioned upon full adherence to this policy.

**Employee Name:** \_\_\_\_\_

**Employee Signature:** \_\_\_\_\_

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

**Supervisor Name:** \_\_\_\_\_

**Supervisor Signature:** \_\_\_\_\_

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

Consent Agenda Item #6.C. ii

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6119

**Item Name:** Miscellaneous  
Authorization to Increase the Contract Amount with Apple One  
Employment Services (Contract Number 12-C20) and Manpower for  
Temporary Staffing Services (Contract Number 12-C19)

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is requesting the Board of Director's authorization for the Chief Executive Officer (CEO) or designee to increase the current authorized co-consultant contract amount of Contract No. 12-C20 with Apple One Employment Services and Contract No. 12-C19 with Manpower in the amount of \$628,965 by an additional \$100,000.

**BACKGROUND:**

At the May 2012 Governing Board Meeting, the Governing Board approved a contract award in an aggregate amount not-to-exceed three hundred sixty thousand dollars (\$360,000) for three years with Howroyd Wright Employment Agency d/b/a: AppleOne Employment Services and JMark of Central Florida Inc., d/b/a Manpower Temporary Staffing Services.

Generally, LYNX uses temporary staff for annual year-end physical inventory count of fixed assets, occasional special projects, various administrative/clerical assignments, and to provide coverage to departments with vacant positions.

Recently, LYNX has experienced an increase in vacant professional-level positions especially in the departments of Procurement, Marketing, Human Resources, Finance and Planning. In an effort to maintain our preferred level of service for LYNX customers, temporary staff is used to provide sufficient coverage to these departments while their vacancies are being filled. On average, it takes 6 to 8 weeks to fill a professional-level position. Currently, 15 professional-level positions and 2 administrative/clerical positions are vacant in the organization

To date, \$293,123 is encumbered for temporary staffing. Funding for the additional dollars will be transferred from unexpended salaries resulting from vacant positions.

**FISCAL IMPACT:**

LYNX staff included \$61,160 in the FY2014 Adopted Operating Budget for temporary help. The additional \$100,000 that may be expended in FY2014 will be covered by the salaries, wages, and fringe of vacant positions that were included in the FY2014 Adopted Operating Budget. The FY2013 expenses were \$432,869 for temporary help.

Consent Agenda Item #6.C. iii

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6119

**Item Name:** Miscellaneous  
Authorization to Adopt Resolution No. 14-002 to Appoint Donna Tefertiller, Director of Human Resources, Blanche Sherman, Director of Finance, and Stephen Berry, Manager of Transportation to the Administrative Committee to the LYNX Defined Contribution Plan for Bargaining Unit Employees

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is seeking the Board of Directors' adoption of Resolution No. 14-002 authorizing the appointment of Donna Tefertiller, Director of Human Resources, Blanche Sherman, Director of Finance, and Stephen Berry, Manager of Transportation to the Administrative Committee to the LYNX Defined Contribution Plan for Bargaining Unit Employees.

**BACKGROUND:**

LYNX, as the employer, is the Plan Administrator for the LYNX Defined Contribution Plan for Bargaining Unit Employees. As such, the employer/Plan Administrator has a number of responsibilities, duties and obligations in maintaining and operating the Plan. Unless an appointment is made to delegate these responsibilities and duties, the employer acts through its Board of Directors. For purposes of this, any reference to actions to be taken by LYNX in its capacity as employer / Plan Administrator means the LYNX' Board of Directors unless otherwise specified.

LYNX has general powers and responsibilities, including the power to appoint counsel, specialists, advisers, investment managers, agents (including any nonfiduciary agent) and other persons as the employer deems necessary or desirable in connection with the exercise of its fiduciary duties under this Plan, including the trustee and Administrator. Consistent with this power of appointment, LYNX has the obligation to periodically review the performance of any fiduciary or other person to whom duties have been delegated or allocated by it. Since LYNX is the Administrator, and has the power to appoint, it may appoint any person(s) to perform its duties as the Administrator.

**FUNCTIONS OF THE ADMINISTRATOR** - The primary responsibility of the Administrator is to administer the Plan for the exclusive benefit of the participants and their beneficiaries in accordance with its terms. It has the power and discretion to construe the terms of the Plan and to determine all questions arising in connection with the administration, interpretation, and application of the Plan. Benefits under this Plan will be paid only if the Administrator decides, in its discretion, that the applicant is entitled to them. The Administrator may establish procedures to carry out the purpose of the Plan, provided they are nondiscriminatory and shall comply with the terms of the Internal Revenue Code and Plan's document. An enumerated listing of the Administrator's duties includes, but is not limited to, the following:

- (a) The discretion to determine all questions relating to the eligibility of employees to participate in the Plan;
- (b) The authority to review and settle all claims against the Plan;
- (c) To compute, certify, and direct the trustee with respect to the amount of benefit to which any participant is entitled;
- (d) To authorize and direct the trustee with respect to disbursements from the trust;
- (e) To maintain all necessary records for the administration of the Plan;
- (f) To interpret the provisions of the Plan and to make and publish rules;
- (g) To compute and certify the amount of contribution to the Plan and advise the trustee accordingly;
- (h) To prepare and implement procedures to notify eligible employees of Plan provisions and changes;
- (i) To qualify any domestic relations orders received;
- (j) To assist any participant regarding the participant's rights, benefits, or elections available under the Plan; and
- (k) Retain a record of actions taken, accountings, records, etc. necessary for proper administration of the Plan and shall be responsible for supplying all information and reports to any governmental agencies, participants and beneficiaries, as required by law.

**CFRTA RESOLUTION 14-002**

**RESOLUTION APPROVING THE  
APPOINTMENT OF MANAGEMENT  
ADMINISTRATIVE COMMITTEE MEMBERS  
TO THE ADMINISTRATIVE COMMITTEE  
FOR THE  
LYNX DEFINED CONTRIBUTION PLAN FOR BARGAINING UNIT  
EMPLOYEES**

**WHEREAS**, Central Florida Regional Transportation Authority (the "Employer") heretofore has established a money purchase; the Plan is known as the LYNX DEFINED CONTRIBUTION PLAN FOR BARGAINING UNIT EMPLOYEES, hereinafter Plans; and

**WHEREAS**, the Employer wishes appoint Donna Tefertiller, Director of Human Resources, Blanche Sherman, Director of Finance and Stephen Berry Manager of Transportation to the Administrative Committee of the Plan effective March 1,2014; and

**NOW, THEREFORE, IT IS**

**RESOLVED**, by the Governing Board that the Employer is authorized to appoint Donna Tefertiller, Blanche Sherman and Stephen Berry to the Administrative Committee of the Plan effective as of March 1, 2014; and it is

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

**CERTIFICATION OF THE ADOPTION OF THE PROPOSED RESOLUTION  
APPROVING THE  
APPOINTMENT OF MANAGEMENT  
ADMINISTRATIVE COMMITTEE MEMBERS  
TO THE ADMINISTRATIVE COMMITTEE  
FOR THE  
LYNX DEFINED CONTRIBUTION PLAN FOR BARGAINING UNIT  
EMPLOYEES**

**APPROVED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2014, by the  
Governing Board of Directors of the Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY

By: Governing Board

\_\_\_\_\_  
Chairman

ATTEST:

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

Consent Agenda Item #6.C. iv

**To:** LYNX Board of Directors

**From:** Matthew Friedman  
DIRECTOR OF MARKETING COMM  
Blanche Sherman  
(Technical Contact)  
Leonard ANTMANN  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6206

**Item Name:** Miscellaneous  
Authorization to Issue a Purchase Order in the Amount of \$64,500 to Just Program, LLC d/b/a Solodev for Website Design and Hosting Services for SunRail and to Amend Contract

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to issue a Purchase Order in the amount of \$64,500 to Just Program, LLC d/b/a Solodev for Website Design and Hosting Services for SunRail and to Amend Contract

**BACKGROUND:**

LYNX has a Fare Collection Program initiative underway in conjunction with the Florida Department of Transportation's (FDOT's) SunRail commuter rail service and VOTRAN's Bus Service as a regional partnership and integrated service delivery initiative. This is a key program that is critically important in order to provide an integrated fare collection system to the riding public as well as upgrade and automate the existing fare collection equipment in order to provide for a superior customer experience.

LYNX, through a contract competitively let by LYNX, has selected Just Program, LLC d/b/a Solodev to host and design an updated [GoLYNX.com](http://GoLYNX.com). LYNX' website provides an avenue for customers, community leaders and staff with beneficial links in using LYNX services and obtaining the latest information available about the organization. It becomes very important for LYNX to update the Website Design and Hosting Services for SunRail.

**FISCAL IMPACT:**

LYNX staff included funding in the amount of \$2,319,596 in the FY2014 Adopted Capital Budget for the purchase of Fare Collections Equipment, including Ticket Vending Machines.

## LYNX Board Agenda

The uncommitted funding available for fare collection equipment is \$319,779 that can be used to support this assistance.

Consent Agenda Item #6.C. v

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6100

**Item Name:** Miscellaneous  
**Authorization to Issue a Purchase Order in the Amount of \$272,624 to Tribridge for LYNX' Fare Collection Program Continued Support and Implementation Planning Assistance**

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to issue a Purchase Order in the amount of \$272,624 to Tribridge for continued support and implementation planning assistance for LYNX' Fare Collection Program (FCP).

**BACKGROUND:**

LYNX has a Fare Collection Program initiative underway in conjunction with the Florida Department of Transportation's (FDOT's) SunRail commuter rail service and VOTRAN's Bus Service as a regional partnership and integrated service delivery initiative. This is a key program that is critically important in order to provide an integrated fare collection system to the riding public as well as upgrade and automate the existing fare collection equipment in order to provide for a superior customer experience.

A fully integrated and automated fare collection system is very complex and has the potential to experience numerous challenges that have historically hindered successful, timely and on-budget deployment for numerous transit systems in the U.S. Thus, it becomes important to enlist the services of a qualified consultant experienced in automated fare collection technologies and processes implementation to provide program management, implementation management and oversight support to the program.

LYNX, through a contract competitively let by the State of Florida, has selected Tribridge Holdings, LLC to provide the services of their Florida Certified DBE partner nMomentum, who is uniquely qualified to service the needs of this project. In addition to technical staff augmentation services, some of the additional services to be provided include:

## LYNX Board Agenda

1. Provide project management for the AFCS program for Phase 1 and Phase 2 activities.
2. Manage ACS as the AFCS vendor from a technical and system design perspective on behalf of LYNX.
3. Review and provide advice on LYNX's Fare Collection Program and strategy for integration with the SunRail and VOTRAN commuter Fare Collection Program.
4. Participate in and manage all preliminary and final design review sessions with ACS and other vendors as needed
5. Manage Project Plan and implementation activities related to the Phase 1 and Phase 2 of the AFCS program through March 31<sup>st</sup>, 2015.
6. Analyze program needs and serve as an advisor to LYNX leadership for Automated Fare Collection related activities.
7. Assist as needed with regional clearing house and revenue sharing activities and strategy.
8. Assist with Fare Policy discussions and configuration planning.
9. Manage pre-deployment project issues and post-development punch-list items; provide rollout prioritization of issues and punch-list items.
10. Assist LYNX with final sign-off and acceptance of the AFCS system in production.

### **FISCAL IMPACT:**

LYNX staff included funding in the amount of \$2,319,596 in the FY2014 Adopted Capital Budget for the purchase of Fare Collections Equipment, including Ticket Vending Machines. The uncommitted funding available for fare collection equipment is \$319,779 that can be used to support this assistance.

Consent Agenda Item #6.C. vi

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6017

**Item Name:** Miscellaneous  
**Confirmation of the Appointment of Matthew Friedman to the Position of Director of Marketing and Communications**

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' confirmation of the appointment of Matthew Friedman to the position of Director of Marketing and Communications.

**BACKGROUND:**

In January 2003 the Governing Board adopted amendments to Administrative Rules 1 & 2 pertaining to the appointment of Executive Officers. The amendment defines "Executive Officer" positions as: Assistant Executive Directors; each Department Director, the Department Deputy Director, the executive Manager of Government Affairs, and any other officer serving in a position designated by the Board as an Executive Officer position. The amendment states that individuals appointed to an "Executive Officer" position by the Chief Executive Officer are subject to the approval of the Board.

Consent Agenda Item #6.C. vii

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6017

**Item Name:** Miscellaneous  
Authorization to Enter Into a Lease Agreement with JPG Orlando, LLC for  
Premises Located at 4950 LB McLeod Road, Orlando

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is requesting Board of Directors' (i) approval of a Letter of Intent ("LOI") executed by the Chief Executive Officer (the "**CEO**") to enter into a lease agreement with JPG Orlando, LLC ("**JPG**") for the property located at 4950 LB McLeod Road to be used for the relocation of MV Transportation off of the South Street site, and (ii) for the CEO to negotiate and enter into a lease agreement with JPG for said property on such terms (including rent, length of term, etc.) as the CEO (with the concurrence of the General Counsel for LYNX) may approve.

**BACKGROUND:**

LYNX is in the process of selling to the City of Orlando the property located at 1200 West South St., Orlando, Florida for the appraised value of \$3,350,000.00. LYNX currently utilizes the facility for its paratransit service operated by contract with MV Transportation. The agreement with the City of Orlando will require LYNX to relocate MV Transportation before the end of 2014. It is LYNX' intention to lease the facility at LB McLeod Road for MV Transportation's continued use.

LYNX has submitted to the Landlord an LOI proposing, among other terms, a monthly rent of \$20,000.00 a month for the initial five (5) year period with the right for LYNX to cancel the lease after the existing MV Contract is no longer in effect, and LYNX has no further use for the property. An agreement has not yet been reached with the Landlord as to the terms of any lease or the LOI.

**FISCAL IMPACT:**

LYNX currently spends about \$16,000.00 per month in operating costs for the South St. facility and will budget the appropriate amount in the FY15 budget to cover the terms of the lease.

Consent Agenda Item #6.C. viii

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6119

**Item Name:** Miscellaneous  
Authorization to Utilize the State of Florida Administration and  
Information Technology Temporary Services Contract

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is requesting the Board of Director's authorization for the Chief Executive Officer (CEO) or designee to utilize State of Florida Administration and Information Technology Temporary Services contracts to fulfill temporary staffing needs of the organization.

**BACKGROUND:**

LYNX currently has a Co-Consultant contract with Howroyd Wright Employment Agency, Inc., d/b/a AppleOne Employment Services and JMark of Central Florida Inc., d/b/a Manpower Temporary Staffing Services in an aggregate amount not-to-exceed \$628,965. The term of this Contract is for a period of three (3) years commencing on June 1, 2012 and ending May 31, 2015.

Currently, LYNX has spent \$545,205.18 on temporary staffing services with AppleOne Employment Services and Manpower Temporary Staffing Services.

By transitioning to the utilization of the State of Florida Administration and Information Technology Temporary Services contracts, the organization's contractual obligation is reduced and LYNX benefits from a higher level of selection of vendors. In addition, the organization can leverage the state volume pricing to minimize costs. Under the State contract, LYNX can utilize any of the approved contractors to include Manpower. At this time, AppleOne is not a contractor on the State's contract.

LYNX utilizes temporary staff for annual year-end physical inventory count of fixed assets, occasional special projects, various administrative/clerical assignments, and to provide coverage to departments with vacant positions.

## **FISCAL IMPACT:**

LYNX staff included \$61,160 in the FY2014 Adopted Operating Budget for temporary help. The \$100,000 added to the current contract and any other expenses procured under the state in FY2014 will be covered by the salaries, wages, and fringe of vacant positions that were included in the FY2014 Adopted Operating Budget. The FY2013 expenses were \$432,869 for temporary help.

Consent Agenda Item #6.C. ix

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6119

**Item Name:** Miscellaneous  
**Authorization to Adopt Resolution No. 14-001 to Appoint Donna Tefertiller, Director of Human Resources, Blanche Sherman, Director of Finance ,and Stephen Berry, Manager of Transportation as Trustees to the LYNX Defined Contribution Plan for Bargaining Unit Employees**

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is seeking the Board of Directors' adoption of Resolution No. 14-001 authorizing the appointment of Donna Tefertiller, Director of Human Resources, Blanche Sherman, Director of Finance, and Stephen Berry, Manager of Transportation to the Trustee Board to the LYNX Defined Contribution Plan for Bargaining Unit Employees.

**BACKGROUND:**

LYNX, as the employer, is the Plan Administrator for the LYNX Defined Contribution Plan for Bargaining Unit Employees. As such, the employer/Plan Administrator has a number of responsibilities, duties and obligations in maintaining and operating the Plan. Unless an appointment is made to delegate these responsibilities and duties, the employer acts through its Board of Directors. For purposes of this, any reference to actions to be taken by LYNX in its capacity as employer / Plan Administrator means the LYNX' Board of Directors unless otherwise specified.

LYNX has general powers and responsibilities, including the power to appoint counsel, specialists, advisers, investment managers, agents (including any nonfiduciary agent) and other persons as the employer deems necessary or desirable in connection with the exercise of its fiduciary duties under this Plan, including the trustee and Administrator. Consistent with this power of appointment, LYNX has the obligation to periodically review the performance of any fiduciary or other person to whom duties have been delegated or allocated by it. Since LYNX is the Administrator, and has the power to appoint, it may appoint any person(s) to perform its duties as the Administrator.

**FUNCTIONS OF THE ADMINISTRATOR** - The primary responsibility of the Administrator is to administer the Plan for the exclusive benefit of the participants and their beneficiaries in

accordance with its terms. It has the power and discretion to construe the terms of the Plan and to determine all questions arising in connection with the administration, interpretation, and application of the Plan. Benefits under this Plan will be paid only if the Administrator decides, in its discretion, that the applicant is entitled to them. The Administrator may establish procedures to carry out the purpose of the Plan, provided they are nondiscriminatory and shall comply with the terms of the Internal Revenue Code and Plan's document. An enumerated listing of the Administrator's duties includes, but is not limited to, the following:

- (a) The discretion to determine all questions relating to the eligibility of employees to participate in the Plan;
- (b) The authority to review and settle all claims against the Plan;
- (c) To compute, certify, and direct the trustee with respect to the amount of benefit to which any participant is entitled;
- (d) To authorize and direct the trustee with respect to disbursements from the trust;
- (e) To maintain all necessary records for the administration of the Plan;
- (f) To interpret the provisions of the Plan and to make and publish rules;
- (g) To compute and certify the amount of contribution to the Plan and advise the trustee accordingly;
- (h) To prepare and implement procedures to notify eligible employees of Plan provisions and changes;
- (i) To qualify any domestic relations orders received;
- (j) To assist any participant regarding the participant's rights, benefits, or elections available under the Plan; and
- (k) Retain a record of actions taken, accountings, records, etc. necessary for proper administration of the Plan and shall be responsible for supplying all information and reports to any governmental agencies, participants and beneficiaries, as required by law.

**CFRTA RESOLUTION 14-001**

**RESOLUTION APPROVING THE  
APPOINTMENT OF MANAGEMENT  
TRUSTEES TO THE TRUSTEE BOARD FOR  
THE  
LYNX DEFINED CONTRIBUTION PLAN FOR BARGAINING UNIT  
EMPLOYEES**

**WHEREAS**, Central Florida Regional Transportation Authority (the "Employer") heretofore has established a money purchase; the Plan is known as the LYNX DEFINED CONTRIBUTION PLAN FOR BARGAINING UNIT EMPLOYEES, hereinafter Plans; and

**WHEREAS**, the Employer wishes to appoint Donna Tefertiller, Director of Human Resources, Blanche Sherman, Director of Finance, and Stephen Berry, Manager of Transportation, to the Administrative Committee of the Plan effective March 1, 2014; and

**NOW, THEREFORE, IT IS**

**RESOLVED**, by the Governing Board that the Employer is authorized to appoint Donna Tefertiller, Blanche Sherman and Stephen Berry, to the Trustee Board of the Plan effective as of March 1, 2014; and it is

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

**CERTIFICATION OF THE ADOPTION OF THE PROPOSED RESOLUTION  
APPROVING THE  
APPOINTMENT OF MANAGEMENT  
TRUSTEE TO THE TRUSTEE BOARD  
FOR THE  
LYNX DEFINED CONTRIBUTION PLAN FOR BARGAINING UNIT  
EMPLOYEES**

**APPROVED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2014, by the  
Governing Board of Directors of the Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY

By: Governing Board

\_\_\_\_\_  
Chairman

ATTEST:

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

Consent Agenda Item #6.C. x

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6100

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

**Date:** 3/27/2014

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**ACTION REQUESTED:**

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

**BACKGROUND:**

It is LYNX' policy to hold an annual auction to dispose of Board approved surplus assets. A detailed listing of the items being auctioned is attached.

**FISCAL IMPACT:**

The net proceeds from this sale will be included in LYNX' non-operating revenue in FY2014.

Article Number	Article Date	Article Color	ARTICLE
94968	12/3/2012	BROWN	WALLET
94972	12/3/2012	BLACK	ELECTRONICS
94977	12/3/2012	BLACK	PHONE
94978	12/3/2012	BLACK	PHONE
94979	12/3/2012	BLACK	PHONE
94980	12/3/2012	BLACK	PHONE
94982	12/3/2012	BLACK	PHONE
94984	12/3/2012	PINK	OTHER
94985	12/3/2012	BLACK	ELECTRONICS
94987	12/3/2012	BLACK	OTHER
94988	12/3/2012	MULTI	UMBRELLA
94989	12/3/2012	MULTI	UMBRELLA
94990	12/3/2012	BLACK	APRONS
94991	12/3/2012	BLACK	BIBLE
94992	12/3/2012	RED	BOOKS
94993	12/3/2012	MULTI	JACKET
94994	12/3/2012	BLUE	BAG
94995	12/3/2012	BEIGE	LUNCH BAG
94997	12/3/2012	BLACK	BACKPACK
94998	12/3/2012	MULTI	SHIRT
94999	12/3/2012	BLACK	BACKPACK
95000	12/3/2012	BLACK	SWEATER
95001	12/3/2012	OTHER	SWEATSHIRT
95002	12/3/2012	MULTI	BIKE
95004	12/3/2012	MULTI	BIKE
95005	12/3/2012	GREY	BIKE
95009	12/3/2012	MULTI	GLASSES
95011	12/3/2012	MULTI	JACKET
95012	12/4/2012	BLACK	PHONE
95014	12/4/2012	CLEAR	BAG
95016	12/4/2012	MULTI	BIKE
95017	12/4/2012	RED	BIKE
95022	12/4/2012	MULTI	PHONE
95025	12/4/2012	MULTI	TOY
95026	12/4/2012	MULTI	KEYS
95027	12/4/2012	BLACK	JACKET
95028	12/5/2012	ORANGE	BIKE
95030	12/5/2012	MULTI	OTHER
95035	12/5/2012	BLACK	PHONE
95041	12/5/2012	MULTI	WALLET
95042	12/5/2012	BLACK	WATCH
95045	12/5/2012	MULTI	ELECTRONICS
95050	12/5/2012	MULTI	BIKE
95051	12/5/2012	BROWN	WALLET

95052	12/5/2012	MULTI	KEYS
95053	12/5/2012	MULTI	KEYS
95055	12/5/2012	MULTI	JACKET
95059	12/6/2012	MULTI	KEYS
95060	12/6/2012	MULTI	OTHER
95062	12/6/2012	MULTI	KEYS
95063	12/6/2012	MULTI	BOOKS
95064	12/6/2012	BLUE	APRONS
95065	12/6/2012	BLUE	THERMO/MUG
95068	12/6/2012	BLACK	PHONE
95070	12/6/2012	MULTI	BOOKS
95073	12/6/2012	MULTI	OTHER
95074	12/6/2012	MULTI	JACKET
95081	12/7/2012	BLACK	CASE
95082	12/7/2012	MULTI	KEYS
95083	12/7/2012	MULTI	KEYS
95084	12/7/2012	MULTI	KEYS
95085	12/7/2012	MULTI	ELECTRONICS
95087	12/7/2012	MULTI	BACKPACK
95089	12/7/2012	PURPLE	BIKE
95091	12/7/2012	MULTI	PHONE
95092	12/7/2012	MULTI	PHONE
95094	12/7/2012	BROWN	WALLET
95098	12/7/2012	BLACK	GLASSES
95099	12/7/2012	MULTI	WATCH
95100	12/7/2012	MULTI	KEYS
95101	12/7/2012	MULTI	GLASSES
95102	12/7/2012	MULTI	BACKPACK
95103	12/10/2012	MULTI	UMBRELLA
95104	12/10/2012	MULTI	KEYS
95107	12/10/2012	BEIGE	OTHER
95109	12/10/2012	MULTI	GLASSES
95110	12/10/2012	BROWN	GLASSES
95111	12/10/2012	MULTI	GLASSES
95112	12/10/2012	YELLOW	OTHER
95115	12/10/2012	BLACK	WALLET
95117	12/10/2012	BLACK	WALLET
95125	12/10/2012	MULTI	SHIRT
95128	12/10/2012	MULTI	KEYS
95130	12/10/2012	MULTI	PHONE
95131	12/10/2012	MULTI	PHONE
95132	12/10/2012	MULTI	PHONE
95133	12/10/2012	MULTI	BAG
95134	12/10/2012	MULTI	BOOKS
95138	12/10/2012	MULTI	BACKPACK
95139	12/10/2012	MULTI	LUNCH BAG
95140	12/10/2012	MULTI	JACKET

95141	12/10/2012	BLACK	JACKET
95142	12/10/2012	MULTI	BIKE
95144	12/10/2012	BLUE	BIKE
95146	12/10/2012	MULTI	KEYS
95147	12/10/2012	RED	BIBLE
95148	12/10/2012	GREEN	BIBLE
95152	12/11/2012	BLACK	OTHER
95153	12/11/2012	BEIGE	SWEATER
95154	12/11/2012	MULTI	JACKET
95162	12/11/2012	BLACK	CASE
95164	12/11/2012	MULTI	ELECTRONICS
95166	12/11/2012	PINK	BIKE
95169	12/11/2012	MULTI	GLASSES
95170	12/11/2012	BLACK	HAT
95171	12/11/2012	MULTI	UMBRELLA
95172	12/11/2012	BLACK	UMBRELLA
95176	12/12/2012	BLACK	GLASSES
95178	12/12/2012	BLACK	FOLDER/NOTEBOOK
95179	12/12/2012	BLACK	ELECTRONICS
95180	12/12/2012	BLACK	LUGGAGE
95181	12/12/2012	BLACK	OTHER
95182	12/12/2012	PINK	BACKPACK
95190	12/12/2012	MULTI	WALLET
95191	12/12/2012	MULTI	KEYS
95193	12/12/2012	MULTI	JACKET
95194	12/12/2012	MULTI	JACKET
95196	12/12/2012	GREEN	LUGGAGE
95198	12/12/2012	GREY	BIKE
95202	12/12/2012	MULTI	PHONE
95203	12/12/2012	MULTI	BOOKS
95204	12/13/2012	BLACK	WALLET
95206	12/13/2012	BLACK	CASE
95207	12/13/2012	BLUE	UMBRELLA
95208	12/13/2012	MULTI	UMBRELLA
95210	12/13/2012	MULTI	PHONE
95215	12/13/2012	MULTI	CASE
95219	12/13/2012	MULTI	UMBRELLA
95221	12/13/2012	MULTI	PHONE
95222	12/13/2012	MULTI	ELECTRONICS
95223	12/13/2012	MULTI	JACKET
95228	12/14/2012	MULTI	PURSE
95229	12/14/2012	MULTI	BOOKS
95230	12/14/2012	GREY	CLOTHES
95232	12/14/2012	BLACK	WALLET
95233	12/14/2012	BLACK	WALLET
95237	12/14/2012	MULTI	JACKET
95238	12/14/2012	RED	CLOTHES

95239	12/14/2012	MULTI	UMBRELLA
95241	12/14/2012	MULTI	BACKPACK
95242	12/14/2012	MULTI	LUNCH BAG
95245	12/14/2012	MULTI	KEYS
95247	12/14/2012	MULTI	KEYS
95250	12/14/2012	MULTI	PHONE
95251	12/14/2012	GREEN	BIKE
95254	12/17/2012	BLACK	WALLET
95256	12/17/2012	BROWN	KEYS
95259	12/17/2012	BLACK	GLASSES
95263	12/17/2012	BLACK	PHONE
95264	12/17/2012	MULTI	PHONE
95265	12/17/2012	MULTI	UMBRELLA
95267	12/17/2012	BLUE	SHIRT
95268	12/17/2012	BEIGE	OTHER
95270	12/17/2012	BLACK	WALLET
95271	12/17/2012	BROWN	WALLET
95272	12/17/2012	BLACK	WALLET
95274	12/17/2012	BLACK	GLASSES
95275	12/17/2012	BLUE	SHOES/SNEAKERS
95276	12/17/2012	MULTI	BACKPACK
95277	12/17/2012	ORANGE	BACKPACK
95278	12/17/2012	MULTI	KEYS
95281	12/17/2012	GREY	HAT
95282	12/17/2012	BROWN	HAT
95283	12/17/2012	BLACK	SWEATSHIRT
95285	12/17/2012	GREY	BIKE
95286	12/17/2012	BLUE	BIKE
95287	12/17/2012	MULTI	HAT
95290	12/17/2012	MULTI	WALLET
95295	12/17/2012	BLACK	PHONE
95301	12/18/2012	BLACK	PHONE
95302	12/18/2012	YELLOW	HAT
95303	12/18/2012	OTHER	JEWELRY
95305	12/18/2012	BLUE	BIKE
95309	12/18/2012	MULTI	PHONE
95311	12/18/2012	MULTI	GLASSES
95312	12/18/2012	BLACK	JACKET
95314	12/19/2012	BROWN	WALLET
95315	12/19/2012	BLACK	OTHER
95317	12/19/2012	GREY	ELECTRONICS
95321	12/19/2012	BLUE	SHOES/SNEAKERS
95322	12/19/2012	MULTI	SWEATER
95323	12/19/2012	GREY	SWEATSHIRT
95324	12/20/2012	MULTI	BAG
95327	12/20/2012	BLACK	PHONE
95328	12/20/2012	MULTI	PHONE

95330	12/20/2012	MULTI	PHONE
95332	12/20/2012	BROWN	WALLET
95333	12/20/2012	MULTI	BOOKS
95335	12/20/2012	MULTI	GLASSES
95336	12/20/2012	PURPLE	UMBRELLA
95338	12/20/2012	MULTI	SWEATER
95339	12/20/2012	MULTI	LUGGAGE
95340	12/20/2012	MULTI	BIKE
95341	12/21/2012	BLACK	PHONE
95345	12/21/2012	BLACK	WALLET
95346	12/21/2012	RED	SHIRT
95347	12/21/2012	BLACK	PHONE
95351	12/21/2012	BLACK	CASE
95352	12/21/2012	GREY	OTHER
95353	12/21/2012	OTHER	BIBLE
95355	12/21/2012	PURPLE	SWEATSHIRT
95356	12/21/2012	MULTI	PHONE
95357	12/21/2012	MULTI	KEYS
95358	12/21/2012	BLACK	OTHER
95360	12/21/2012	BLACK	JACKET
95361	12/21/2012	BEIGE	SWEATER
95363	12/21/2012	BLACK	WALLET
95364	12/21/2012	MULTI	KEYS
95365	12/21/2012	MULTI	KEYS
95369	12/21/2012	MULTI	BIKE
95370	12/21/2012	MULTI	BIKE
95371	12/21/2012	MULTI	GLASSES
95372	12/21/2012	MULTI	OTHER
95373	12/21/2012	BLUE	SWEATSHIRT
95374	12/21/2012	WHITE	SHOES/SNEAKERS
95375	12/24/2012	MULTI	SHOES/SNEAKERS
95376	12/24/2012	RED	BOOKS
95378	12/24/2012	MULTI	OTHER
95379	12/24/2012	MULTI	KEYS
95380	12/24/2012	MULTI	KEYS
95381	12/24/2012	MULTI	KEYS
95382	12/24/2012	MULTI	OTHER
95383	12/24/2012	MULTI	CASE
95384	12/24/2012	MULTI	CD, DVD, TAPE
95387	12/24/2012	MULTI	BAG
95388	12/24/2012	MULTI	BACKPACK
95389	12/24/2012	MULTI	BOOKS
95390	12/24/2012	BLACK	BOOKS
95396	12/24/2012	MULTI	ELECTRONICS
95398	12/24/2012	BLACK	PHONE
95400	12/24/2012	BLUE	JACKET
95401	12/24/2012	MULTI	JACKET

95402	12/24/2012	GREY	JACKET
95403	12/24/2012	MULTI	JACKET
95405	12/24/2012	MULTI	BACKPACK
95406	12/24/2012	BLUE	BACKPACK
95409	12/24/2012	MULTI	BACKPACK
95410	12/24/2012	PURPLE	BIKE
95416	12/26/2012	BLACK	GLASSES
95418	12/26/2012	MULTI	KEYS
95419	12/26/2012	GREY	CANE
95423	12/26/2012	MULTI	KEYS
95425	12/26/2012	OTHER	KEYS
95426	12/26/2012	BLACK	CASE
95427	12/26/2012	BROWN	WALLET
95428	12/26/2012	BLACK	CASE
95430	12/26/2012	MULTI	BOOKS
95432	12/26/2012	BLACK	JACKET
95434	12/26/2012	BLACK	SHOES/SNEAKERS
95435	12/26/2012	MULTI	BACKPACK
95438	12/26/2012	RED	BIKE
95440	12/26/2012	MULTI	UMBRELLA
95444	12/27/2012	ORANGE	BIBLE
95449	12/27/2012	BLACK	GLASSES
95450	12/27/2012	MULTI	BACKPACK
95452	12/27/2012	PURPLE	BAG
95453	12/27/2012	CLEAR	BAG
95454	12/27/2012	PINK	OTHER
95455	12/27/2012	GREY	BIKE
95456	12/27/2012	OTHER	OTHER
95459	12/28/2012	BLACK	WALLET
95460	12/28/2012	BLACK	WALLET
95461	12/28/2012	BROWN	WALLET
95463	12/28/2012	MULTI	PURSE
95467	12/28/2012	MULTI	PHONE
95468	12/28/2012	BLACK	PHONE
95469	12/28/2012	MULTI	KEYS
95471	12/28/2012	BLACK	ELECTRONICS
95472	12/28/2012	BLACK	ELECTRONICS
95473	12/28/2012	PINK	BOOKS
95474	12/28/2012	MULTI	GLASSES
95475	12/28/2012	BLACK	OTHER
95476	12/28/2012	PURPLE	JACKET
95478	12/28/2012	MULTI	BAG
95480	12/28/2012	GREY	BIKE
95482	12/31/2012	BLUE	BIKE
95484	12/31/2012	PINK	BIKE
95485	12/31/2012	GREY	BIKE
95488	12/31/2012	MULTI	WALLET

95500	12/31/2012	MULTI	BOOKS
95501	12/31/2012	MULTI	BOOKS
95502	12/31/2012	BLUE	UMBRELLA
95503	12/31/2012	MULTI	KEYS
95506	12/31/2012	MULTI	PHONE
95508	12/31/2012	BLACK	PHONE
95509	12/31/2012	BLACK	PHONE
95510	12/31/2012	BLACK	ELECTRONICS
95512	12/31/2012	BLACK	BACKPACK
95513	12/31/2012	MULTI	BACKPACK
95514	12/31/2012	MULTI	SHIRT
95515	12/31/2012	BLACK	JACKET
95516	12/31/2012	BLUE	HAT
95518	12/31/2012	BLACK	BACKPACK
95519	12/31/2012	BLACK	BACKPACK
95520	12/31/2012	MULTI	BACKPACK
95521	12/31/2012	MULTI	BAG
95522	12/31/2012	MULTI	BAG
95523	12/31/2012	MULTI	BAG
95524	1/2/2013	MULTI	BAG
95525	1/2/2013	BLUE	BAG
95526	1/2/2013	MULTI	ELECTRONICS
95527	1/2/2013	MULTI	ELECTRONICS
95529	1/2/2013	MULTI	ELECTRONICS
95530	1/2/2013	BLUE	LUNCH BAG
95531	1/2/2013	BLACK	OTHER
95532	1/2/2013	BLACK	ELECTRONICS
95533	1/2/2013	MULTI	OTHER
95534	1/2/2013	BLACK	OTHER
95535	1/2/2013	MULTI	KEYS
95540	1/2/2013	BLACK	WALLET
95544	1/2/2013	BLACK	PHONE
95549	1/2/2013	OTHER	SWEATSHIRT
95551	1/2/2013	BLUE	BIKE
95553	1/2/2013	RED	BIKE
95558	1/3/2013	BROWN	WALLET
95561	1/3/2013	BLACK	PHONE
95562	1/3/2013	BLACK	APRONS
95563	1/3/2013	MULTI	ELECTRONICS
95564	1/3/2013	MULTI	BAG
95565	1/3/2013	BLACK	BACKPACK
95566	1/3/2013	MULTI	BAG
95567	1/3/2013	MULTI	BAG
95569	1/3/2013	MULTI	OTHER
95570	1/3/2013	MULTI	JACKET
95571	1/3/2013	WHITE	SWEATER
95572	1/3/2013	MULTI	HAT

95573	1/3/2013	GREY	HAT
95578	1/3/2013	MULTI	UMBRELLA
95579	1/4/2013	MULTI	UMBRELLA
95580	1/4/2013	MULTI	JACKET
95581	1/4/2013	OTHER	CLOTHES
95582	1/4/2013	BLACK	WALLET
95583	1/4/2013	MULTI	PURSE
95584	1/4/2013	MULTI	GLASSES
95586	1/4/2013	MULTI	KEYS
95588	1/4/2013	MULTI	JEWELRY
95590	1/4/2013	BLACK	PHONE
95591	1/4/2013	BLACK	PHONE
95592	1/4/2013	MULTI	PHONE
95595	1/4/2013	BLUE	BIKE
95596	1/4/2013	MULTI	BIKE
95597	1/4/2013	MULTI	BIKE
95601	1/7/2013	BLACK	PHONE
95605	1/7/2013	BROWN	WALLET
95606	1/7/2013	MULTI	WALLET
95615	1/7/2013	BLACK	PHONE
95616	1/7/2013	MULTI	GLASSES
95618	1/7/2013	MULTI	KEYS
95620	1/7/2013	MULTI	HAT
95622	1/7/2013	GREY	BAG
95623	1/7/2013	BLACK	UMBRELLA
95624	1/7/2013	MULTI	UMBRELLA
95625	1/7/2013	BLACK	UMBRELLA
95626	1/7/2013	BLACK	OTHER
95627	1/7/2013	MULTI	BOOKS
95628	1/7/2013	BROWN	BAG
95632	1/7/2013	RED	BIKE
95637	1/8/2013	MULTI	KEYS
95638	1/8/2013	OTHER	KEYS
95640	1/8/2013	MULTI	BIKE
95647	1/8/2013	MULTI	KEYS
95648	1/8/2013	MULTI	GLASSES
95649	1/8/2013	MULTI	UMBRELLA
95650	1/8/2013	BLACK	PHONE
95651	1/8/2013	BLACK	SHIRT
95652	1/8/2013	BLACK	BACKPACK
95653	1/8/2013	MULTI	BAG
95654	1/8/2013	MULTI	BACKPACK
95655	1/8/2013	MULTI	TOY
95657	1/8/2013	MULTI	UMBRELLA
95663	1/9/2013	BLACK	CD, DVD, TAPE
95667	1/9/2013	BLACK	PHONE
95668	1/9/2013	BLACK	PHONE

95669	1/9/2013	BLACK	GLASSES
95670	1/9/2013	BLACK	ELECTRONICS
95671	1/9/2013	MULTI	BACKPACK
95673	1/9/2013	OTHER	JEWELRY
95674	1/9/2013	BROWN	BIBLE
95675	1/9/2013	RED	BIKE
95677	1/9/2013	BLACK	JACKET
95678	1/10/2013	MULTI	JEWELRY
95684	1/10/2013	ORANGE	OTHER
95685	1/10/2013	MULTI	PHONE
95686	1/10/2013	WHITE	PURSE
95687	1/10/2013	WHITE	BAG
95688	1/10/2013	GREY	BAG
95689	1/10/2013	MULTI	JACKET
95691	1/10/2013	BLUE	BIKE
95692	1/11/2013	MULTI	UMBRELLA
95694	1/11/2013	MULTI	PHONE
95695	1/11/2013	OTHER	JEWELRY
95696	1/11/2013	GREY	PHONE
95704	1/11/2013	BLACK	PHONE
95706	1/11/2013	MULTI	JEWELRY
95707	1/11/2013	BLACK	BIBLE
95708	1/11/2013	MULTI	BOOKS
95713	1/11/2013	WHITE	I.D.
95714	1/11/2013	BROWN	WALLET
95715	1/11/2013	BLACK	GLASSES
95716	1/11/2013	OTHER	GLASSES
95717	1/11/2013	OTHER	KEYS
95718	1/11/2013	BLACK	KEYS
95719	1/11/2013	BROWN	KEYS
95720	1/11/2013	MULTI	JACKET
95721	1/11/2013	MULTI	PHONE
95722	1/11/2013	BLACK	PHONE
95724	1/11/2013	BLACK	LUGGAGE
95725	1/11/2013	BLUE	OTHER
95726	1/14/2013	BLACK	WALLET
95729	1/14/2013	BLACK	PHONE
95730	1/14/2013	BROWN	KEYS
95731	1/14/2013	BURGUNDY	BIBLE
95732	1/14/2013	OTHER	KEYS
95733	1/14/2013	BLACK	JACKET
95736	1/14/2013	GREY	BAG
95738	1/14/2013	OTHER	JEWELRY
95741	1/14/2013	BLUE	I.D.
95744	1/14/2013	MULTI	I.D.
95748	1/14/2013	MULTI	CARD
95751	1/14/2013	MULTI	KEYS

95752	1/14/2013	OTHER	GLASSES
95753	1/14/2013	OTHER	GLASSES
95754	1/14/2013	BLACK	ELECTRONICS
95756	1/14/2013	BLACK	FOLDER/NOTEBOOK
95757	1/14/2013	BLACK	SHIRT
95759	1/14/2013	MULTI	JACKET
95760	1/14/2013	OTHER	OTHER
95763	1/14/2013	BLACK	GLASSES
95764	1/14/2013	GREY	ELECTRONICS
95765	1/14/2013	RED	SWEATER
95767	1/14/2013	BURGUNDY	BIKE
95768	1/14/2013	MULTI	BAG
95769	1/14/2013	MULTI	BAG
95770	1/14/2013	BLACK	WALLET
95777	1/14/2013	MULTI	BACKPACK
95778	1/15/2013	MULTI	ELECTRONICS
95780	1/15/2013	BLACK	WALLET
95781	1/15/2013	MULTI	WALLET
95783	1/15/2013	MULTI	KEYS
95784	1/15/2013	BLACK	GLASSES
95786	1/15/2013	BROWN	GLASSES
95787	1/15/2013	MULTI	BOOKS
95789	1/15/2013	BLACK	WALLET
95795	1/15/2013	WHITE	PHONE
95796	1/15/2013	GREEN	LUNCH BAG
95797	1/15/2013	RED	BAG
95802	1/16/2013	BROWN	WALLET
95804	1/16/2013	OTHER	THERMO/MUG
95805	1/16/2013	BLACK	BAG
95806	1/16/2013	MULTI	BACKPACK
95808	1/16/2013	BLUE	JACKET
95809	1/16/2013	MULTI	WALLET
95814	1/16/2013	BLACK	ELECTRONICS
95815	1/16/2013	GREEN	APRONS
95817	1/16/2013	WHITE	HAT
95818	1/16/2013	BLACK	APRONS
95821	1/16/2013	MULTI	GLASSES
95822	1/16/2013	BLACK	GLASSES
95824	1/16/2013	MULTI	PHONE
95834	1/17/2013	MULTI	CANE
95837	1/17/2013	MULTI	BOOKS
95838	1/17/2013	BLACK	GLASSES
95839	1/17/2013	BROWN	GLASSES
95840	1/17/2013	BEIGE	BAG
95841	1/17/2013	OTHER	BIKE
95842	1/17/2013	OTHER	OTHER
95845	1/17/2013	GREY	ELECTRONICS

95846	1/17/2013	BLACK	UMBRELLA
95847	1/17/2013	MULTI	KEYS
95849	1/18/2013	BLACK	BOOKS
95850	1/18/2013	GREY	SWEATSHIRT
95852	1/18/2013	MULTI	KEYS
95854	1/18/2013	MULTI	UMBRELLA
95856	1/18/2013	BLUE	SHIRT
95857	1/18/2013	BURGUNDY	THERMO/MUG
95858	1/18/2013	PURPLE	SWEATER
95859	1/18/2013	BLUE	BIKE
95860	1/18/2013	MULTI	BIKE
95861	1/18/2013	MULTI	BIKE
95862	1/18/2013	MULTI	BIKE
95864	1/18/2013	BROWN	OTHER
95865	1/18/2013	BLACK	OTHER
95869	1/18/2013	MULTI	KEYS
95870	1/18/2013	MULTI	PHONE
95871	1/18/2013	MULTI	OTHER
95872	1/18/2013	MULTI	UMBRELLA
95874	1/18/2013	BLUE	JACKET
95875	1/21/2013	BLACK	PHONE
95879	1/21/2013	ORANGE	MEDICATION
95880	1/21/2013	MULTI	SHOES/SNEAKERS
95881	1/21/2013	MULTI	KEYS
95883	1/21/2013	MULTI	HAT
95884	1/21/2013	MULTI	HAT
95885	1/21/2013	WHITE	BAG
95886	1/21/2013	GREY	SWEATSHIRT
95889	1/21/2013	PINK	WALLET
95893	1/21/2013	BLACK	OTHER
95895	1/21/2013	MULTI	PHONE
95896	1/21/2013	MULTI	KEYS
95897	1/21/2013	OTHER	KEYS
95898	1/21/2013	MULTI	KEYS
95899	1/21/2013	BLACK	PHONE
95901	1/21/2013	BROWN	OTHER
95902	1/21/2013	PINK	BACKPACK
95903	1/21/2013	BEIGE	UMBRELLA
95904	1/21/2013	MULTI	BABY STROLLER
95905	1/21/2013	BLACK	BAG
95907	1/21/2013	PURPLE	BIKE
95909	1/21/2013	BLUE	BIKE
95910	1/22/2013	MULTI	BIKE
95912	1/22/2013	BLACK	PHONE
95916	1/22/2013	MULTI	BACKPACK
95918	1/22/2013	BROWN	JACKET
95923	1/23/2013	WHITE	PHONE

95925	1/23/2013	BROWN	KEYS
95926	1/23/2013	MULTI	WALLET
95930	1/23/2013	BLACK	ELECTRONICS
95935	1/23/2013	MULTI	TOY
95936	1/23/2013	MULTI	TOY
95937	1/23/2013	MULTI	KEYS
95938	1/23/2013	BLACK	BACKPACK
95939	1/23/2013	BLACK	BIKE
95940	1/23/2013	BLACK	ELECTRONICS
95943	1/23/2013	BLACK	WALLET
95945	1/23/2013	BLACK	PHONE
95946	1/24/2013	BLACK	GLASSES
95948	1/24/2013	MULTI	BABY STROLLER
95950	1/24/2013	GREY	BIKE
95952	1/24/2013	PURPLE	OTHER
95955	1/25/2013	GREY	SWEATSHIRT
95956	1/25/2013	OTHER	ELECTRONICS
95957	1/25/2013	MULTI	BIKE
95958	1/25/2013	OTHER	BIKE
95963	1/25/2013	BLACK	CASE
95964	1/25/2013	MULTI	PHONE
95965	1/25/2013	BROWN	SHIRT
95966	1/25/2013	OTHER	JACKET
95967	1/25/2013	BLACK	SWEATER
95969	1/25/2013	MULTI	SHOES/SNEAKERS
95973	1/25/2013	BLACK	WALLET
95979	1/25/2013	MULTI	PHONE
95980	1/25/2013	MULTI	PHONE
95981	1/25/2013	MULTI	BIBLE
95982	1/25/2013	BLACK	GLASSES
95984	1/25/2013	MULTI	UMBRELLA
95985	1/25/2013	BROWN	JACKET
95986	1/25/2013	BLACK	BAG
95989	1/25/2013	BLACK	GLASSES
95990	1/25/2013	BLACK	BACKPACK
95995	1/28/2013	BLACK	WALLET
96008	1/29/2013	MULTI	GLASSES
96009	1/29/2013	BURGUNDY	PHONE
96011	1/29/2013	BLACK	PHONE
96014	1/29/2013	BLACK	PHONE
96015	1/29/2013	OTHER	PHONE
96016	1/29/2013	BLACK	PHONE
96017	1/29/2013	BLACK	PURSE
96018	1/29/2013	MULTI	BOOKS
96019	1/29/2013	MULTI	BOOKS
96021	1/29/2013	GREEN	BIBLE
96022	1/29/2013	PURPLE	BIBLE

96024	1/29/2013	BLUE	THERMO/MUG
96025	1/29/2013	MULTI	SHIRT
96026	1/29/2013	BEIGE	CLOTHES
96027	1/29/2013	BLACK	BAG
96028	1/29/2013	MULTI	CLOTHES
96029	1/29/2013	MULTI	PHONE
96032	1/29/2013	BLACK	PHONE
96033	1/29/2013	OTHER	ELECTRONICS
96034	1/29/2013	MULTI	BOOKS
96035	1/29/2013	GREY	SWEATSHIRT
96036	1/29/2013	MULTI	CLOTHES
96037	1/29/2013	MULTI	OTHER
96039	1/29/2013	GREEN	OTHER
96040	1/29/2013	GREY	SWEATSHIRT
96043	1/29/2013	MULTI	BIKE
96044	1/29/2013	MULTI	BIKE
96045	1/29/2013	MULTI	BIKE
96047	1/29/2013	OTHER	GLASSES
96052	1/30/2013	MULTI	TOY
96053	1/30/2013	BROWN	JACKET
96054	1/30/2013	MULTI	BACKPACK
96055	1/30/2013	BLACK	PHONE
96056	1/30/2013	BLACK	UMBRELLA
96057	1/30/2013	BLACK	BACKPACK
96058	1/30/2013	BLACK	BACKPACK
96060	1/30/2013	MULTI	PHONE
96061	1/30/2013	PINK	SWEATER
96063	1/30/2013	MULTI	BIKE
96066	1/30/2013	BLACK	GLASSES
96067	1/31/2013	BEIGE	WALLET
96069	1/31/2013	BLACK	WALLET
96070	1/31/2013	BLACK	GLASSES
96072	1/31/2013	OTHER	OTHER
96075	1/31/2013	BLACK	GLASSES
96076	1/31/2013	MULTI	BOOKS
96078	1/31/2013	OTHER	KEYS
96079	1/31/2013	OTHER	JEWELRY
96080	1/31/2013	BLACK	GLASSES
96081	1/31/2013	BLACK	WALLET
96083	1/31/2013	WHITE	BIKE
96084	1/31/2013	BLUE	BIKE
96085	2/1/2013	BLACK	PHONE
96086	2/1/2013	BLACK	JACKET
96087	2/1/2013	PINK	ELECTRONICS
96089	2/1/2013	MULTI	UMBRELLA
96090	2/1/2013	BLACK	PHONE
96091	2/1/2013	MULTI	KEYS

96092	2/1/2013	MULTI	HAT
96095	2/1/2013	WHITE	BOOKS
96096	2/1/2013	BLACK	BIBLE
96097	2/1/2013	PURPLE	BOOKS
96100	2/1/2013	MULTI	SHOES/SNEAKERS
96101	2/1/2013	MULTI	BIKE
96102	2/1/2013	BLUE	BIKE
96104	2/1/2013	BLUE	PHONE
96105	2/1/2013	MULTI	BAG
96106	2/1/2013	MULTI	PURSE
96107	2/1/2013	PURPLE	PURSE
96108	2/1/2013	BLUE	GLASSES
96109	2/1/2013	MULTI	GLASSES
96111	2/1/2013	OTHER	KEYS
96114	2/1/2013	BLUE	BIBLE
96115	2/1/2013	BLACK	PHONE
96116	2/1/2013	MULTI	PHONE
96118	2/1/2013	GREEN	BIKE
96120	2/4/2013	BLACK	WALLET
96121	2/4/2013	OTHER	JEWELRY
96123	2/4/2013	OTHER	KEYS
96125	2/4/2013	BLACK	PHONE
96126	2/4/2013	BLACK	PHONE
96127	2/4/2013	MULTI	PHONE
96134	2/4/2013	OTHER	JEWELRY
96136	2/4/2013	MULTI	WALLET
96138	2/4/2013	MULTI	PHONE
96139	2/4/2013	BLACK	PHONE
96140	2/4/2013	MULTI	PHONE
96141	2/4/2013	BLACK	PHONE
96142	2/4/2013	MULTI	KEYS
96143	2/4/2013	BLACK	KEYS
96144	2/4/2013	PINK	PURSE
96145	2/4/2013	GREY	GLASSES
96146	2/4/2013	GREY	BAG
96149	2/4/2013	MULTI	OTHER
96150	2/4/2013	MULTI	HAT
96151	2/4/2013	MULTI	JACKET
96152	2/4/2013	GREY	SWEATSHIRT
96153	2/4/2013	BLUE	SHIRT
96154	2/4/2013	BLUE	CLOTHES
96158	2/4/2013	MULTI	PHONE
96159	2/4/2013	PINK	JACKET
96160	2/4/2013	WHITE	BAG
96162	2/4/2013	OTHER	KEYS
96163	2/4/2013	BLACK	BAG
96164	2/4/2013	MULTI	BIKE

96165	2/4/2013	MULTI	BIKE
96166	2/4/2013	OTHER	BIKE
96167	2/5/2013	PURPLE	OTHER
96169	2/5/2013	MULTI	GLASSES
96170	2/5/2013	BLACK	ELECTRONICS
96171	2/5/2013	PINK	TOY
96172	2/5/2013	BLUE	SWEATSHIRT
96173	2/5/2013	MULTI	BAG
96174	2/5/2013	OTHER	BIKE
96177	2/5/2013	OTHER	KEYS
96178	2/5/2013	RED	JACKET
96180	2/5/2013	MULTI	CANE
96182	2/5/2013	BLACK	BIKE
96183	2/5/2013	BLACK	PHONE
96188	2/6/2013	BLACK	PHONE
96190	2/6/2013	BLACK	PHONE
96194	2/6/2013	MULTI	KEYS
96195	2/6/2013	OTHER	GLASSES
96196	2/6/2013	BLACK	PHONE
96203	2/6/2013	MULTI	PURSE
96204	2/6/2013	PINK	GLASSES
96206	2/6/2013	BLACK	JACKET
96211	2/6/2013	PINK	PURSE
96212	2/6/2013	ORANGE	TOY
96213	2/6/2013	MULTI	BOOKS
96214	2/6/2013	MULTI	BOOKS
96216	2/6/2013	OTHER	JEWELRY
96218	2/7/2013	MULTI	UMBRELLA
96219	2/7/2013	BLACK	ELECTRONICS
96222	2/7/2013	BLACK	ELECTRONICS
96225	2/7/2013	OTHER	ELECTRONICS
96226	2/7/2013	BLACK	WALLET
96227	2/7/2013	BLACK	PHONE
96228	2/7/2013	OTHER	ELECTRONICS
96229	2/7/2013	OTHER	GLASSES
96230	2/7/2013	MULTI	BOOKS
96231	2/7/2013	MULTI	BOOKS
96232	2/7/2013	OTHER	KEYS
96233	2/7/2013	OTHER	JACKET
96236	2/7/2013	BLACK	BAG
96238	2/7/2013	MULTI	BIKE
96240	2/8/2013	MULTI	JACKET
96241	2/8/2013	BLUE	JACKET
96246	2/8/2013	BLACK	GLASSES
96247	2/8/2013	GREY	PHONE
96248	2/8/2013	MULTI	PURSE
96252	2/8/2013	MULTI	BOOKS

96253	2/8/2013	GREY	SHIRT
96254	2/8/2013	MULTI	BACKPACK
96256	2/8/2013	MULTI	KEYS
96257	2/8/2013	MULTI	ELECTRONICS
96258	2/8/2013	MULTI	PHONE
96259	2/8/2013	MULTI	PHONE
96262	2/8/2013	MULTI	PHONE
96264	2/8/2013	MULTI	BIKE
96265	2/8/2013	MULTI	BIKE
96266	2/11/2013	ORANGE	JACKET
96267	2/11/2013	WHITE	BAG
96269	2/11/2013	BLACK	BACKPACK
96270	2/11/2013	BLUE	JACKET
96271	2/11/2013	BLACK	PHONE
96272	2/11/2013	OTHER	JEWELRY
96273	2/11/2013	BLACK	LUGGAGE
96274	2/11/2013	MULTI	BIKE
96276	2/11/2013	BLACK	PHONE
96277	2/11/2013	MULTI	BIBLE
96280	2/11/2013	OTHER	GLASSES
96281	2/11/2013	MULTI	GLASSES
96282	2/11/2013	MULTI	GLASSES
96283	2/11/2013	OTHER	GLASSES
96284	2/11/2013	OTHER	KEYS
96285	2/11/2013	BLACK	CLOTHES
96287	2/11/2013	MULTI	BACKPACK
96288	2/11/2013	BLACK	PHONE
96289	2/11/2013	BLACK	PHONE
96291	2/11/2013	BLACK	WALLET
96292	2/11/2013	RED	SWEATSHIRT
96295	2/12/2013	BLUE	BIKE
96296	2/12/2013	OTHER	BIKE
96298	2/12/2013	OTHER	BIKE
96299	2/12/2013	BLACK	PHONE
96303	2/12/2013	PINK	GLASSES
96304	2/12/2013	BLACK	ELECTRONICS
96306	2/12/2013	PINK	KEYS
96307	2/12/2013	BURGUNDY	BIBLE
96310	2/12/2013	BLACK	BIKE
96314	2/13/2013	ORANGE	GLASSES
96316	2/13/2013	PURPLE	BAG
96317	2/13/2013	MULTI	SHIRT
96318	2/13/2013	BEIGE	JACKET
96320	2/13/2013	BLACK	CASE
96321	2/14/2013	WHITE	WALLET
96324	2/14/2013	GREEN	BIKE
96326	2/14/2013	MULTI	KEYS

96327	2/14/2013	BLACK	SHOES/SNEAKERS
96328	2/14/2013	MULTI	CASE
96329	2/14/2013	MULTI	HAT
96331	2/14/2013	MULTI	UMBRELLA
96332	2/14/2013	MULTI	UMBRELLA
96333	2/14/2013	MULTI	APRONS
96339	2/15/2013	BLACK	PHONE
96340	2/15/2013	BLACK	PHONE
96341	2/15/2013	BLACK	GLASSES
96343	2/15/2013	MULTI	SHOES/SNEAKERS
96345	2/15/2013	BLACK	BACKPACK
96347	2/15/2013	MULTI	UMBRELLA
96348	2/15/2013	MULTI	JACKET
96349	2/15/2013	BLUE	JACKET
96350	2/15/2013	MULTI	BAG
96354	2/15/2013	MULTI	KEYS
96355	2/15/2013	OTHER	KEYS
96356	2/15/2013	BLACK	CASE
96357	2/15/2013	MULTI	PHONE
96359	2/15/2013	BLACK	PHONE
96361	2/15/2013	BLACK	GLASSES
96362	2/15/2013	MULTI	UMBRELLA
96363	2/15/2013	BLACK	GLASSES
96364	2/15/2013	BLACK	PHONE
96365	2/15/2013	MULTI	PHONE
96367	2/15/2013	BLACK	BACKPACK
96368	2/15/2013	BLUE	BIKE
96369	2/15/2013	BLACK	PHONE
96373	2/18/2013	BLUE	HAT
96374	2/18/2013	MULTI	HAT
96375	2/18/2013	GREY	HAT
96376	2/18/2013	BLUE	HAT
96378	2/18/2013	PURPLE	UMBRELLA
96379	2/18/2013	MULTI	UMBRELLA
96380	2/18/2013	WHITE	SWEATER
96385	2/18/2013	OTHER	GLASSES
96386	2/18/2013	GREY	BAG
96396	2/18/2013	GREY	PHONE
96398	2/18/2013	MULTI	GLASSES
96399	2/18/2013	MULTI	GLASSES
96400	2/18/2013	MULTI	GLASSES
96401	2/18/2013	BLACK	OTHER
96403	2/18/2013	BROWN	JACKET
96404	2/18/2013	MULTI	CLOTHES
96405	2/18/2013	MULTI	BAG
96406	2/18/2013	MULTI	BAG
96407	2/18/2013	MULTI	BAG

96408	2/18/2013	MULTI	BAG
96410	2/18/2013	MULTI	BACKPACK
96412	2/18/2013	PURPLE	UMBRELLA
96413	2/18/2013	MULTI	BIKE
96414	2/18/2013	MULTI	BIKE
96415	2/18/2013		BIKE
96416	2/18/2013	PURPLE	BIKE
96417	2/18/2013	MULTI	BIKE
96422	2/19/2013	MULTI	HAT
96423	2/19/2013	MULTI	OTHER
96424	2/19/2013	OTHER	PHONE
96425	2/19/2013	BLACK	MEDICATION
96429	2/19/2013	OTHER	CASE
96430	2/19/2013	OTHER	GLASSES
96432	2/19/2013	ORANGE	PLANNER
96434	2/19/2013	MULTI	KEYS
96435	2/19/2013	MULTI	JACKET
96436	2/19/2013	MULTI	BIKE
96437	2/19/2013	BLACK	WALLET
96438	2/19/2013	MULTI	JACKET
96439	2/19/2013	OTHER	KEYS
96440	2/19/2013	BROWN	JACKET
96441	2/19/2013	MULTI	SHIRT
96442	2/20/2013	MULTI	LUNCH BAG
96443	2/20/2013	BLACK	HAT
96444	2/20/2013	MULTI	OTHER
96445	2/20/2013	BLACK	PHONE
96446	2/20/2013	MULTI	KEYS
96448	2/20/2013	MULTI	SHOES/SNEAKERS
96449	2/20/2013	BLACK	JACKET
96450	2/20/2013	BLACK	JACKET
96451	2/20/2013	BLACK	JACKET
96452	2/20/2013	MULTI	HAT
96453	2/20/2013	BLACK	HAT
96454	2/20/2013	MULTI	OTHER
96455	2/20/2013	BLUE	JACKET
96456	2/20/2013	BROWN	SHOES/SNEAKERS
96457	2/20/2013	MULTI	HAT
96458	2/20/2013	BLACK	CASE
96459	2/20/2013	BROWN	GLASSES
96460	2/20/2013	MULTI	PHONE
96461	2/20/2013	MULTI	PHONE
96462	2/20/2013	BLACK	WALLET
96469	2/20/2013	MULTI	OTHER
96470	2/20/2013	MULTI	KEYS
96471	2/20/2013	MULTI	KEYS
96472	2/20/2013	MULTI	KEYS

96473	2/20/2013	MULTI	KEYS
96474	2/20/2013	MULTI	KEYS
96475	2/20/2013	OTHER	KEYS
96476	2/20/2013	MULTI	KEYS
96477	2/20/2013	MULTI	KEYS
96478	2/20/2013	MULTI	ELECTRONICS
96479	2/20/2013	MULTI	ELECTRONICS
96482	2/21/2013	MULTI	KEYS
96483	2/21/2013	MULTI	KEYS
96484	2/21/2013	GREY	PHONE
96485	2/21/2013	WHITE	PHONE
96486	2/21/2013	GREY	PHONE
96487	2/21/2013	OTHER	GLASSES
96489	2/21/2013	MULTI	SWEATER
96490	2/21/2013	MULTI	TOY
96503	2/22/2013	MULTI	WALLET
96505	2/22/2013	MULTI	GLASSES
96506	2/22/2013	MULTI	GLASSES
96507	2/22/2013	MULTI	KEYS
96508	2/22/2013	MULTI	KEYS
96509	2/22/2013	MULTI	KEYS
96510	2/22/2013	MULTI	BAG
96511	2/22/2013	MULTI	JACKET
96512	2/22/2013	MULTI	JACKET
96513	2/22/2013	MULTI	SHIRT
96514	2/22/2013	MULTI	BAG
96518	2/22/2013	MULTI	BIKE
96519	2/22/2013	MULTI	KEYS
96521	2/22/2013	MULTI	GLASSES
96522	2/22/2013	MULTI	CASE
96523	2/22/2013	MULTI	BAG
96524	2/22/2013	WHITE	HAT
96525	2/22/2013	MULTI	BAG
96526	2/22/2013	BLACK	PHONE
96528	2/22/2013	BLACK	PHONE
96530	2/22/2013	MULTI	BAG
96531	2/22/2013	OTHER	GLASSES
96533	2/25/2013	BURGUNDY	BIBLE
96535	2/25/2013	BLACK	OTHER
96536	2/25/2013	BLACK	WALLET
96539	2/25/2013	BROWN	WALLET
96543	2/25/2013	BLACK	WALLET
96544	2/25/2013	BLACK	PHONE
96545	2/25/2013	BLACK	PHONE
96547	2/25/2013	BLACK	PHONE
96548	2/25/2013	OTHER	KEYS
96549	2/25/2013	BLACK	PHONE

96555	2/25/2013	BEIGE	HAT
96556	2/25/2013	MULTI	GLASSES
96557	2/25/2013	MULTI	GLASSES
96558	2/25/2013	BROWN	GLASSES
96559	2/25/2013	MULTI	SWEATER
96560	2/25/2013	MULTI	GLASSES
96561	2/25/2013	PURPLE	UMBRELLA
96562	2/25/2013	MULTI	UMBRELLA
96563	2/25/2013	MULTI	KEYS
96564	2/25/2013	MULTI	BOOKS
96565	2/25/2013	BLACK	BACKPACK
96566	2/25/2013	MULTI	BACKPACK
96567	2/25/2013	BEIGE	HAT
96568	2/25/2013	WHITE	BAG
96570	2/25/2013	GREY	SWEATSHIRT
96571	2/25/2013	BLUE	SWEATSHIRT
96572	2/25/2013	BROWN	SHIRT
96574	2/25/2013	BROWN	KEYS
96577	2/26/2013	BLACK	BAG
96578	2/26/2013	MULTI	UMBRELLA
96580	2/26/2013	BROWN	PURSE
96581	2/26/2013	BLACK	GLASSES
96586	2/26/2013	MULTI	GLASSES
96587	2/26/2013	BLACK	SHOES/SNEAKERS
96588	2/26/2013	MULTI	TOY
96589	2/26/2013	MULTI	JACKET
96591	2/26/2013	BLACK	WALLET
96593	2/26/2013	MULTI	UMBRELLA
96595	2/27/2013	RED	BIKE
96596	2/27/2013	BLUE	BIKE
96597	2/27/2013	MULTI	BACKPACK
96600	2/27/2013	BLACK	UMBRELLA
96606	2/27/2013	MULTI	SWEATSHIRT
96607	2/27/2013	BLACK	BACKPACK
96608	2/28/2013	BLUE	BOOKS
96609	2/28/2013	MULTI	BOOKS
96614	2/28/2013	MULTI	KEYS
96615	2/28/2013	MULTI	KEYS
96616	2/28/2013	MULTI	PHONE
96617	2/28/2013	MULTI	JACKET
96618	2/28/2013	MULTI	CLOTHES
96619	2/28/2013	BLACK	JACKET
96620	2/28/2013	BLUE	JACKET
96621	2/28/2013	BLUE	CLOTHES
96622	2/28/2013	MULTI	BACKPACK
96624	3/1/2013	BROWN	SHOES/SNEAKERS
96625	3/1/2013	MULTI	GLASSES

96626	3/1/2013	MULTI	GLASSES
96628	3/1/2013	MULTI	BACKPACK
96630	3/1/2013	OTHER	PURSE
96631	3/1/2013	WHITE	GLASSES
96632	3/1/2013	MULTI	GLASSES
96633	3/1/2013	BROWN	GLASSES
96635	3/1/2013	PINK	SHOES/SNEAKERS
96636	3/1/2013	MULTI	JACKET
96637	3/1/2013	MULTI	SWEATSHIRT
96638	3/1/2013	BLACK	OTHER
96641	3/1/2013	MULTI	BIKE
96643	3/1/2013	MULTI	BIKE
96644	3/1/2013	MULTI	BIKE
96645	3/1/2013	MULTI	WALLET
96647	3/1/2013	MULTI	GLASSES
96648	3/1/2013	MULTI	GLASSES
96649	3/1/2013	MULTI	GLASSES
96651	3/1/2013	MULTI	OTHER
96652	3/1/2013	OTHER	KEYS
96656	3/1/2013	MULTI	JACKET
96657	3/4/2013	MULTI	JACKET
96664	3/4/2013	MULTI	GLASSES
96665	3/4/2013	OTHER	GLASSES
96666	3/4/2013	MULTI	GLASSES
96667	3/4/2013	BLUE	ELECTRONICS
96668	3/4/2013	MULTI	KEYS
96669	3/4/2013	BROWN	KEYS
96670	3/4/2013	BLACK	PHONE
96671	3/4/2013	MULTI	BACKPACK
96672	3/4/2013	GREEN	BAG
96673	3/4/2013	CLEAR	BAG
96674	3/4/2013	MULTI	BAG
96678	3/4/2013	MULTI	BIKE
96679	3/4/2013	BLUE	BIKE
96680	3/4/2013	BLACK	I.D.
96681	3/4/2013	MULTI	PURSE
96683	3/4/2013	MULTI	I.D.
96684	3/4/2013	BLACK	PHONE
96685	3/4/2013	BLACK	PHONE
96686	3/4/2013	BLACK	GLASSES
96687	3/4/2013	BLACK	GLASSES
96688	3/4/2013	MULTI	CASE
96689	3/4/2013	MULTI	FOLDER/NOTEBOOK
96690	3/4/2013	MULTI	BACKPACK
96691	3/4/2013	MULTI	BAG
96692	3/4/2013	BLACK	SWEATSHIRT
96694	3/4/2013	GREY	BAG

96696	3/5/2013	WHITE	BAG
96697	3/5/2013	BLACK	JACKET
96701	3/5/2013	BLACK	PHONE
96708	3/5/2013	GREY	HAT
96709	3/5/2013	MULTI	BAG
96710	3/5/2013	OTHER	KEYS
96713	3/5/2013	OTHER	WATCH
96714	3/5/2013	OTHER	JEWELRY
96715	3/6/2013	BLACK	BACKPACK
96716	3/6/2013	BROWN	OTHER
96717	3/6/2013	BLACK	WALLET
96719	3/6/2013	MULTI	BIKE
96723	3/6/2013	MULTI	LUGGAGE
96724	3/6/2013	BLACK	LUGGAGE
96727	3/6/2013	OTHER	GLASSES
96728	3/6/2013	BLACK	BAG
96729	3/6/2013	GREY	OTHER
96731	3/7/2013	GREEN	GLASSES
96732	3/7/2013	MULTI	KEYS
96733	3/7/2013	OTHER	CD, DVD, TAPE
96735	3/7/2013	MULTI	PHONE
96736	3/7/2013	BLACK	PHONE
96737	3/7/2013	BLACK	WALLET
96741	3/7/2013	MULTI	WALLET
96743	3/7/2013	MULTI	BIBLE
96744	3/7/2013	MULTI	PHONE
96745	3/7/2013	BLACK	PHONE
96746	3/7/2013	MULTI	PHONE
96747	3/7/2013	MULTI	PHONE
96749	3/7/2013	MULTI	BACKPACK
96753	3/7/2013	BLACK	CASE
96754	3/7/2013	MULTI	BOOKS
96755	3/7/2013	MULTI	TOOL
96756	3/7/2013	YELLOW	OTHER
96758	3/7/2013	MULTI	HAT
96759	3/7/2013	BLUE	JACKET
96761	3/8/2013	BROWN	WALLET
96762	3/8/2013	MULTI	PHONE
96763	3/8/2013	GREY	BAG
96765	3/8/2013	MULTI	GLASSES
96766	3/8/2013	MULTI	GLASSES
96767	3/8/2013	BLACK	PHONE
96768	3/8/2013	OTHER	PHONE
96769	3/8/2013	MULTI	GLASSES
96770	3/8/2013	BLACK	OTHER
96771	3/8/2013	BLUE	HAT
96772	3/8/2013	MULTI	BOOKS

96773	3/8/2013	MULTI	OTHER
96774	3/8/2013	WHITE	BAG
96775	3/8/2013	MULTI	BAG
96778	3/8/2013	MULTI	KEYS
96779	3/8/2013	RED	OTHER
96780	3/8/2013	MULTI	LUNCH BAG
96781	3/8/2013	BLACK	PHONE
96782	3/8/2013	MULTI	BIKE
96783	3/8/2013	GREY	SWEATER
96790	3/11/2013	BLACK	WALLET
96791	3/11/2013	MULTI	WALLET
96792	3/11/2013	BLACK	PHONE
96793	3/11/2013	BLACK	PHONE
96796	3/11/2013	BLACK	CASE
96797	3/11/2013	MULTI	KEYS
96798	3/11/2013	OTHER	KEYS
96799	3/11/2013	MULTI	KEYS
96800	3/11/2013	OTHER	KEYS
96802	3/11/2013	OTHER	KEYS
96804	3/11/2013	OTHER	GLASSES
96807	3/11/2013	MULTI	BACKPACK
96808	3/11/2013	MULTI	BAG
96809	3/11/2013	MULTI	BACKPACK
96811	3/11/2013	MULTI	BAG
96812	3/11/2013	MULTI	BAG
96813	3/11/2013	MULTI	LUNCH BAG
96814	3/11/2013	MULTI	LUNCH BAG
96815	3/11/2013	MULTI	BAG
96816	3/11/2013	MULTI	BAG
96817	3/11/2013	OTHER	GLASSES
96820	3/11/2013	MULTI	JACKET
96823	3/11/2013	MULTI	BIKE
96827	3/12/2013	OTHER	KEYS
96829	3/12/2013	OTHER	OTHER
96834	3/12/2013	PINK	GLASSES
96835	3/12/2013	OTHER	WALLET
96836	3/12/2013	PINK	BABY STROLLER
96837	3/12/2013	BLUE	JACKET
96838	3/12/2013	GREY	SWEATSHIRT
96839	3/12/2013	OTHER	OTHER
96841	3/12/2013	MULTI	BIKE
96842	3/12/2013	OTHER	BIKE
96847	3/12/2013	BLUE	BOOKS
96848	3/12/2013	MULTI	UMBRELLA
96853	3/13/2013	BLACK	WALLET
96855	3/13/2013	BLACK	PHONE
96857	3/13/2013	MULTI	UMBRELLA

96859	3/13/2013	MULTI	SWEATSHIRT
96860	3/13/2013	BLACK	SHOES/SNEAKERS
96861	3/13/2013	MULTI	KEYS
96862	3/13/2013	BLACK	GLASSES
96863	3/13/2013	BLACK	GLASSES
96864	3/13/2013	BLACK	CASE
96865	3/13/2013	MULTI	GLASSES
96866	3/13/2013	BEIGE	HAT
96869	3/13/2013	GREY	GLASSES
96870	3/13/2013	MULTI	GLASSES
96871	3/13/2013	OTHER	OTHER
96875	3/14/2013	BLACK	PHONE
96876	3/14/2013	GREY	ELECTRONICS
96877	3/14/2013	MULTI	GLASSES
96878	3/14/2013	BROWN	GLASSES
96881	3/14/2013	MULTI	PHONE
96884	3/14/2013	MULTI	KEYS
96885	3/14/2013	OTHER	KEYS
96886	3/14/2013	GREY	SHIRT
96887	3/14/2013	WHITE	SWEATER
96888	3/14/2013	MULTI	JACKET
96889	3/14/2013	GREEN	JACKET
96890	3/14/2013	MULTI	BIKE
96892	3/15/2013	GREY	SHIRT
96893	3/15/2013	BLACK	APRONS
96894	3/15/2013	RED	SWEATSHIRT
96895	3/15/2013	CLEAR	MEDICATION
96896	3/15/2013	BLACK	ELECTRONICS
96897	3/15/2013	BLACK	LUNCH BAG
96903	3/15/2013	MULTI	CARD
96905	3/15/2013	BLACK	PHONE
96907	3/15/2013	BLACK	PHONE
96908	3/15/2013	BLACK	PHONE
96909	3/15/2013	MULTI	GLASSES
96910	3/15/2013	MULTI	GLASSES
96911	3/15/2013	MULTI	PHONE
96912	3/15/2013	MULTI	I.D.
96915	3/15/2013	OTHER	OTHER
96916	3/15/2013	BLACK	CANE
96917	3/15/2013	BEIGE	SHOES/SNEAKERS
96918	3/15/2013	BLUE	BIKE
96919	3/15/2013	BROWN	KEYS
96922	3/15/2013	MULTI	LUNCH BAG
96923	3/18/2013	MULTI	BOOKS
96924	3/18/2013	MULTI	WALLET
96927	3/18/2013	BLACK	WALLET
96931	3/18/2013	BLACK	WALLET

96932	3/18/2013	BLACK	CASE
96933	3/18/2013	MULTI	GLASSES
96934	3/18/2013	OTHER	CANE
96935	3/18/2013	MULTI	BACKPACK
96937	3/18/2013	BLUE	BACKPACK
96938	3/18/2013	MULTI	SWEATER
96944	3/18/2013	BLACK	PHONE
96945	3/18/2013	OTHER	ELECTRONICS
96947	3/18/2013	BLACK	WALLET
96948	3/18/2013	BLACK	UMBRELLA
96950	3/18/2013	OTHER	KEYS
96951	3/18/2013	OTHER	JEWELRY
96952	3/18/2013	MULTI	BAG
96954	3/18/2013	BEIGE	BAG
96955	3/18/2013	BLUE	BAG
96957	3/18/2013	BLACK	BAG
96958	3/18/2013	WHITE	OTHER
96960	3/18/2013	MULTI	BIKE
96961	3/18/2013	MULTI	BIKE
96962	3/18/2013	MULTI	BIKE
96963	3/18/2013	GREY	BIKE
96964	3/18/2013	MULTI	BIKE
96965	3/18/2013	MULTI	BIKE
96966	3/18/2013	WHITE	BIKE
96967	3/18/2013	MULTI	BIKE
96969	3/19/2013	BLACK	PAGER
96970	3/19/2013	PURPLE	PURSE
96971	3/19/2013	MULTI	BACKPACK
96972	3/19/2013	OTHER	GLASSES
96973	3/19/2013	OTHER	KEYS
96974	3/19/2013	MULTI	KEYS
96975	3/19/2013	MULTI	PHONE
96976	3/19/2013	MULTI	BOOKS
96977	3/19/2013	MULTI	GLASSES
96978	3/19/2013	BLACK	GLASSES
96979	3/19/2013	OTHER	GLASSES
96981	3/19/2013	BLUE	JACKET
96983	3/19/2013	MULTI	PHONE
96985	3/19/2013	MULTI	CD, DVD, TAPE
96986	3/19/2013	MULTI	BACKPACK
96990	3/20/2013	BROWN	WALLET
96992	3/20/2013	MULTI	PHONE
96993	3/20/2013	OTHER	WALLET
96994	3/20/2013	BLACK	PHONE
96995	3/20/2013	MULTI	PHONE
96998	3/20/2013	BLUE	SHIRT
96999	3/20/2013	MULTI	BOOKS

97001	3/20/2013	BLACK	HAT
97004	3/20/2013	BLACK	PHONE
97005	3/20/2013	OTHER	PHONE
97007	3/20/2013	MULTI	GLASSES
97008	3/20/2013	BLACK	UMBRELLA
97009	3/20/2013	BLACK	BIBLE
97012	3/21/2013	BLACK	WALLET
97014	3/21/2013	WHITE	BAG
97016	3/21/2013	BEIGE	BAG
97020	3/21/2013	BLUE	PHONE
97021	3/21/2013	OTHER	KEYS
97022	3/21/2013	BLACK	GLASSES
97023	3/21/2013	BLACK	GLASSES
97024	3/21/2013	BROWN	GLASSES
97025	3/21/2013	OTHER	GLASSES
97026	3/21/2013	MULTI	UMBRELLA
97027	3/21/2013	MULTI	UMBRELLA
97028	3/21/2013	BROWN	SWEATER
97029	3/21/2013	MULTI	BACKPACK
97032	3/21/2013	BLUE	PHONE
97033	3/21/2013	OTHER	GLASSES
97034	3/21/2013	GREY	HAT
97038	3/21/2013	MULTI	BACKPACK
97039	3/21/2013	BLACK	CLOTHES
97041	3/22/2013	MULTI	THERMO/MUG
97044	3/22/2013	MULTI	GLASSES
97045	3/22/2013	BLACK	ELECTRONICS
97046	3/22/2013	MULTI	SHOES/SNEAKERS
97047	3/22/2013	BLACK	JACKET
97054	3/22/2013	MULTI	WALLET
97055	3/22/2013	MULTI	BOOKS
97056	3/22/2013	BLACK	CASE
97057	3/22/2013	MULTI	KEYS
97058	3/22/2013	MULTI	TOOL
97059	3/22/2013	PINK	PURSE
97061	3/22/2013	BLACK	BIKE
97062	3/22/2013	BLACK	BAG
97063	3/25/2013	BLACK	WALLET
97065	3/25/2013	OTHER	KEYS
97066	3/25/2013	BLACK	WALLET
97067	3/25/2013	MULTI	WALLET
97070	3/25/2013	BLACK	PHONE
97071	3/25/2013	BLACK	PHONE
97073	3/25/2013	BLACK	PHONE
97074	3/25/2013	BLACK	PHONE
97076	3/25/2013	BLACK	ELECTRONICS
97083	3/25/2013	BLACK	BAG

97084	3/25/2013	MULTI	GLASSES
97085	3/25/2013	MULTI	GLASSES
97086	3/25/2013	MULTI	GLASSES
97087	3/25/2013	BLACK	GLASSES
97088	3/25/2013	BLACK	GLASSES
97089	3/25/2013	MULTI	GLASSES
97090	3/25/2013	OTHER	UMBRELLA
97091	3/25/2013	BLACK	UMBRELLA
97092	3/25/2013	RED	BOOKS
97093	3/25/2013	MULTI	BOOKS
97094	3/25/2013	BLUE	BOOKS
97095	3/25/2013	GREY	SWEATER
97096	3/25/2013	BLACK	APRONS
97098	3/25/2013	MULTI	OTHER
97100	3/25/2013	BLACK	BACKPACK
97101	3/25/2013	MULTI	BAG
97102	3/25/2013	RED	BAG
97103	3/25/2013	MULTI	KEYS
97105	3/25/2013	BLACK	BAG
97106	3/25/2013	MULTI	BIKE
97107	3/25/2013	MULTI	BIKE
97108	3/25/2013	MULTI	BIKE
97109	3/25/2013	BLACK	BACKPACK
97111	3/25/2013	GREEN	BIKE
97112	3/25/2013	BLACK	LUGGAGE
97114	3/26/2013	BLACK	UMBRELLA
97115	3/26/2013	BLUE	UMBRELLA
97116	3/26/2013	GREY	ELECTRONICS
97117	3/26/2013	BROWN	KEYS
97118	3/26/2013	BLACK	PHONE
97119	3/26/2013	BLUE	GLASSES
97121	3/26/2013	MULTI	PHONE
97122	3/26/2013	PINK	OTHER
97125	3/26/2013	PURPLE	CASE
97126	3/26/2013	MULTI	GLASSES
97127	3/26/2013	OTHER	KEYS
97128	3/26/2013	MULTI	BABY STROLLER
97130	3/27/2013	RED	SHIRT
97131	3/27/2013	MULTI	OTHER
97133	3/27/2013	BLACK	OTHER
97135	3/27/2013	BLACK	ELECTRONICS
97136	3/27/2013	BLACK	UMBRELLA
97137	3/27/2013	OTHER	ELECTRONICS
97140	3/27/2013	OTHER	SWEATER
97141	3/27/2013	BROWN	SWEATSHIRT
97142	3/27/2013	MULTI	OTHER
97143	3/27/2013	BLACK	CLOTHES

97145	3/27/2013	RED	BIKE
97147	3/28/2013	WHITE	SHIRT
97148	3/28/2013	BLACK	JACKET
97151	3/28/2013	BLACK	PHONE
97152	3/28/2013	BLACK	PHONE
97153	3/28/2013	BLACK	PHONE
97154	3/28/2013	BLACK	HAT
97155	3/28/2013	RED	BACKPACK
97156	3/28/2013	MULTI	ELECTRONICS
97157	3/28/2013	ORANGE	CANE
97159	3/28/2013	MULTI	LUGGAGE
97161	3/28/2013	BLACK	WALLET
97164	3/28/2013	OTHER	GLASSES
97167	3/28/2013	MULTI	HAT
97169	3/28/2013	GREY	SWEATSHIRT
97171	3/29/2013	BROWN	OTHER
97173	3/29/2013	OTHER	KEYS
97174	3/29/2013	GREY	HAT
97175	3/29/2013	GREY	HAT
97176	3/29/2013	BLACK	CASE
97177	3/29/2013	MULTI	BIKE
97178	3/29/2013	MULTI	BACKPACK
97179	3/29/2013	BLACK	CLOTHES
97182	3/29/2013	MULTI	GLASSES
97184	3/29/2013	OTHER	KEYS
97185	3/29/2013	MULTI	JACKET
97186	3/29/2013	MULTI	SHIRT
97187	3/29/2013	BLACK	JACKET
97188	3/29/2013	MULTI	LUNCH BAG
97190	3/29/2013	MULTI	BIKE
97192	3/29/2013	BLACK	PURSE
97194	3/29/2013	BLACK	WALLET
97196	3/29/2013	BLACK	WALLET
97198	3/29/2013	MULTI	BOOKS
97199	3/29/2013	GREEN	GLASSES
97203	4/1/2013	MULTI	SHOES/SNEAKERS
97211	4/1/2013	BLACK	PHONE
97213	4/1/2013	BLACK	PHONE
97215	4/1/2013	PURPLE	GLASSES
97217	4/1/2013	OTHER	GLASSES
97218	4/1/2013	BLACK	GLASSES
97219	4/1/2013	PINK	GLASSES
97221	4/1/2013	OTHER	KEYS
97222	4/1/2013	BLUE	THERMO/MUG
97223	4/1/2013	MULTI	BOOKS
97224	4/1/2013	OTHER	KEYS
97225	4/1/2013	GREY	OTHER

97226	4/1/2013	BLACK	SHOES/SNEAKERS
97230	4/1/2013	GREY	SWEATSHIRT
97231	4/1/2013	GREEN	BACKPACK
97232	4/1/2013	YELLOW	BAG
97235	4/1/2013	PURPLE	BAG
97243	4/2/2013	BLACK	BOOKS
97244	4/2/2013	YELLOW	ELECTRONICS
97245	4/2/2013	BROWN	KEYS
97246	4/2/2013	MULTI	CLOTHES
97247	4/2/2013	BLACK	SHIRT
97249	4/2/2013	BLACK	WALLET
97253	4/2/2013	OTHER	KEYS
97254	4/2/2013	RED	SHIRT
97255	4/2/2013	MULTI	GLASSES
97257	4/2/2013	MULTI	BABY STROLLER
97260	4/2/2013	BLACK	JACKET
97262	4/3/2013	BLACK	OTHER
97265	4/3/2013	MULTI	LUNCH BAG
97267	4/3/2013	MULTI	JACKET
97268	4/3/2013	BLACK	ELECTRONICS
97271	4/3/2013	BLACK	PHONE
97276	4/3/2013	MULTI	TOY
97277	4/3/2013	BLACK	LUNCH BAG
97278	4/3/2013	MULTI	GLASSES
97279	4/3/2013	OTHER	MEDICATION
97282	4/3/2013	BLUE	BAG
97284	4/3/2013	OTHER	SHIRT
97285	4/3/2013	MULTI	JACKET
97286	4/3/2013	GREEN	CLOTHES
97288	4/3/2013	BLACK	BIKE
97289	4/3/2013	BLACK	OTHER
97290	4/3/2013	BLACK	PHONE
97291	4/3/2013	BLACK	GLASSES
97292	4/4/2013	MULTI	KEYS
97294	4/4/2013	MULTI	GLASSES
97295	4/4/2013	OTHER	GLASSES
97297	4/4/2013	WHITE	BAG
97298	4/4/2013	BLACK	OTHER
97299	4/4/2013	MULTI	BIKE
97300	4/4/2013	MULTI	BIKE
97301	4/4/2013	BEIGE	HAT
97302	4/4/2013	BLACK	BAG
97306	4/4/2013	MULTI	CD, DVD, TAPE
97308	4/4/2013	MULTI	OTHER
97309	4/4/2013	BLUE	JACKET
97310	4/4/2013	MULTI	PHONE
97313	4/4/2013	MULTI	BACKPACK

97315	4/4/2013	BROWN	KEYS
97316	4/4/2013	BLACK	SWEATSHIRT
97320	4/5/2013	BLACK	PHONE
97321	4/5/2013	MULTI	GLASSES
97323	4/5/2013	OTHER	GLASSES
97324	4/5/2013	BLACK	LUGGAGE
97327	4/5/2013	BLACK	CASE
97328	4/5/2013	BLACK	UMBRELLA
97331	4/5/2013	BLACK	PHONE
97332	4/5/2013	MULTI	BAG
97335	4/5/2013	MULTI	UMBRELLA
97338	4/5/2013	MULTI	CHECK(BOOK)
97339	4/5/2013	BLACK	CASE
97340	4/5/2013	MULTI	BIBLE
97342	4/5/2013	MULTI	KEYS
97343	4/5/2013	MULTI	CD, DVD, TAPE
97345	4/5/2013	MULTI	BACKPACK
97348	4/5/2013	MULTI	UMBRELLA
97349	4/5/2013	BLACK	PHONE
97351	4/8/2013	BLACK	PHONE
97353	4/8/2013	OTHER	KEYS
97354	4/8/2013	BLUE	BAG
97356	4/8/2013	MULTI	WALLET
97357	4/8/2013	OTHER	GLASSES
97358	4/8/2013	MULTI	OTHER
97359	4/8/2013	BLACK	WALLET
97363	4/8/2013	BLACK	PHONE
97364	4/8/2013	BLACK	PHONE
97367	4/8/2013	OTHER	JEWELRY
97368	4/8/2013	BLACK	UMBRELLA
97370	4/8/2013	WHITE	BAG
97371	4/8/2013	BLACK	OTHER
97373	4/8/2013	MULTI	GLASSES
97375	4/8/2013	MULTI	BOOKS
97376	4/8/2013	MULTI	HAT
97377	4/8/2013	RED	UMBRELLA
97379	4/8/2013	GREY	BACKPACK
97380	4/8/2013	MULTI	BABY STROLLER
97381	4/8/2013	MULTI	BIKE
97387	4/8/2013	BLACK	PHONE
97388	4/8/2013	MULTI	GLASSES
97389	4/8/2013	RED	SWEATSHIRT
97390	4/8/2013	GREY	BAG
97395	4/9/2013	OTHER	KEYS
97397	4/9/2013	BEIGE	SHOES/SNEAKERS
97398	4/9/2013	BROWN	SHOES/SNEAKERS
97399	4/9/2013	BROWN	WALLET

97403	4/9/2013	BLACK	BIBLE
97404	4/9/2013	BEIGE	HAT
97405	4/9/2013	BLACK	SHIRT
97406	4/9/2013	PURPLE	SWEATSHIRT
97407	4/9/2013	MULTI	BIKE
97410	4/9/2013	BLACK	ELECTRONICS
97411	4/10/2013	MULTI	WALLET
97412	4/10/2013	BLACK	WALLET
97413	4/10/2013	BLACK	ELECTRONICS
97414	4/10/2013	BEIGE	BOOKS
97416	4/10/2013	MULTI	BIKE
97423	4/10/2013	BLUE	UMBRELLA
97426	4/10/2013	BLACK	PHONE
97427	4/10/2013	BLACK	PURSE
97430	4/10/2013	MULTI	PHONE
97431	4/10/2013	MULTI	KEYS
97432	4/10/2013	OTHER	KEYS
97433	4/11/2013	GREY	CANE
97434	4/11/2013	BEIGE	WALLET
97435	4/11/2013	MULTI	BIKE
97436	4/11/2013	BLACK	WALLET
97438	4/11/2013	BLACK	PHONE
97439	4/11/2013	BLACK	LUGGAGE
97440	4/11/2013	BLACK	UMBRELLA
97441	4/11/2013	MULTI	OTHER
97443	4/11/2013	BLACK	CASE
97444	4/11/2013	MULTI	KEYS
97445	4/11/2013	MULTI	BOOKS
97447	4/11/2013	BROWN	JACKET
97448	4/11/2013	MULTI	KEYS
97449	4/11/2013	MULTI	BACKPACK
97450	4/11/2013	BLACK	BACKPACK
97451	4/11/2013	BLACK	BIKE
97454	4/11/2013	OTHER	OTHER
97456	4/11/2013	OTHER	KEYS
97457	4/11/2013	MULTI	HAT
97459	4/11/2013	MULTI	TOY
97460	4/11/2013	WHITE	BAG
97461	4/11/2013	MULTI	OTHER
97465	4/12/2013	BLACK	CASE
97467	4/12/2013	BLACK	HAT
97468	4/12/2013	BROWN	APRONS
97470	4/12/2013	MULTI	BIKE
97471	4/12/2013	RED	BIKE
97472	4/12/2013	BLACK	PHONE
97475	4/12/2013	BLACK	PHONE
97476	4/12/2013	BLACK	WALLET

97477	4/12/2013	OTHER	KEYS
97480	4/12/2013	MULTI	GLASSES
97481	4/12/2013	BLACK	PHONE
97482	4/12/2013	MULTI	PHONE
97484	4/12/2013	BLACK	WALLET
97486	4/12/2013	BLACK	WALLET
97488	4/12/2013	MULTI	GLASSES
97490	4/12/2013	BLACK	SHOES/SNEAKERS
97491	4/12/2013	MULTI	KEYS
97492	4/12/2013	MULTI	KEYS
97493	4/12/2013	MULTI	KEYS
97499	4/15/2013	MULTI	KEYS
97501	4/15/2013	OTHER	KEYS
97504	4/15/2013	BLACK	PHONE
97505	4/15/2013	WHITE	CD, DVD, TAPE
97507	4/15/2013	OTHER	GLASSES
97508	4/15/2013	OTHER	GLASSES
97510	4/15/2013	CLEAR	BAG
97512	4/15/2013	BLACK	SHOES/SNEAKERS
97514	4/15/2013	BLACK	SHIRT
97520	4/15/2013	BLACK	PHONE
97521	4/15/2013	GREY	PHONE
97522	4/15/2013	PINK	GLASSES
97523	4/15/2013	PINK	UMBRELLA
97525	4/15/2013	MULTI	BOOKS
97527	4/15/2013	OTHER	JACKET
97528	4/15/2013	GREY	JACKET
97529	4/15/2013	MULTI	JACKET
97532	4/15/2013	BLACK	UMBRELLA
97534	4/15/2013	BLACK	BIKE
97535	4/15/2013	PINK	BIKE
97537	4/15/2013	MULTI	BIKE
97538	4/15/2013	GREY	PHONE
97539	4/15/2013	BLACK	PHONE
97540	4/15/2013	OTHER	KEYS
97542	4/15/2013	BLACK	GLASSES
97543	4/15/2013	MULTI	SHIRT
97544	4/16/2013	BLACK	GLASSES
97545	4/16/2013	MULTI	GLASSES
97546	4/16/2013	PINK	BAG
97547	4/16/2013	CLEAR	CASE
97548	4/16/2013	BLACK	BACKPACK
97552	4/16/2013	CLEAR	BAG
97559	4/16/2013	MULTI	KEYS
97560	4/16/2013	MULTI	KEYS
97562	4/16/2013	OTHER	HAT
97563	4/16/2013	OTHER	UMBRELLA

97564	4/16/2013	BLACK	JACKET
97565	4/16/2013	BROWN	SWEATER
97567	4/16/2013	MULTI	BIKE
97573	4/16/2013	BLUE	PHONE
97574	4/16/2013	OTHER	KEYS
97575	4/16/2013	BURGUNDY	UMBRELLA
97576	4/16/2013	GREEN	JACKET
97577	4/17/2013	BLACK	PHONE
97578	4/17/2013	RED	UMBRELLA
97579	4/17/2013	OTHER	BAG
97581	4/17/2013	BLACK	PHONE
97583	4/17/2013	WHITE	WALLET
97584	4/17/2013	BLACK	WALLET
97586	4/17/2013	BLACK	PHONE
97590	4/17/2013	MULTI	BACKPACK
97591	4/17/2013	GREY	BIKE
97596	4/18/2013	MULTI	GLASSES
97598	4/18/2013	RED	UMBRELLA
97599	4/18/2013	MULTI	GLASSES
97600	4/18/2013	OTHER	JEWELRY
97601	4/18/2013	MULTI	BACKPACK
97607	4/18/2013	MULTI	UMBRELLA
97610	4/18/2013	GREY	ELECTRONICS
97611	4/18/2013	OTHER	KEYS
97612	4/18/2013	MULTI	UMBRELLA
97613	4/18/2013	MULTI	PHONE
97615	4/18/2013	BLACK	BIKE
97619	4/18/2013	MULTI	UMBRELLA
97622	4/19/2013	OTHER	PHONE
97624	4/19/2013	OTHER	GLASSES
97625	4/19/2013	OTHER	GLASSES
97626	4/19/2013	GREEN	BIKE
97628	4/19/2013	GREY	BIKE
97632	4/19/2013	MULTI	GLASSES
97634	4/19/2013	MULTI	PHONE
97635	4/19/2013	BLUE	BACKPACK
97637	4/19/2013	MULTI	JACKET
97638	4/19/2013	PINK	UMBRELLA
97641	4/19/2013	OTHER	KEYS
97642	4/19/2013	BLACK	WALLET
97643	4/19/2013	BROWN	WALLET
97644	4/19/2013	BLACK	WALLET
97645	4/19/2013	BLACK	BIKE
97648	4/19/2013	MULTI	KEYS
97652	4/22/2013	BLACK	PHONE
97653	4/22/2013	MULTI	PHONE
97654	4/22/2013	WHITE	BAG

97655	4/22/2013	MULTI	SHIRT
97656	4/22/2013	BLACK	SWEATER
97657	4/22/2013	MULTI	SHIRT
97658	4/22/2013	WHITE	HAT
97659	4/22/2013	BLACK	JACKET
97662	4/22/2013	MULTI	GLASSES
97663	4/22/2013	MULTI	BIKE
97667	4/22/2013	BLACK	WALLET
97671	4/22/2013	MULTI	KEYS
97672	4/22/2013	CLEAR	OTHER
97673	4/22/2013	MULTI	GLASSES
97674	4/22/2013	MULTI	JACKET
97675	4/22/2013	WHITE	BAG
97678	4/22/2013	BLACK	BIKE
97680	4/22/2013	BLACK	BIKE
97682	4/22/2013	BLACK	PHONE
97685	4/23/2013	MULTI	UMBRELLA
97686	4/23/2013	OTHER	GLASSES
97688	4/23/2013	GREEN	SWEATSHIRT
97690	4/23/2013	MULTI	PHONE
97694	4/23/2013	MULTI	KEYS
97696	4/23/2013	OTHER	UMBRELLA
97697	4/23/2013	MULTI	UMBRELLA
97698	4/23/2013	MULTI	UMBRELLA
97700	4/23/2013	MULTI	ELECTRONICS
97702	4/23/2013	MULTI	LUNCH BAG
97703	4/23/2013	MULTI	LUNCH BAG
97707	4/23/2013	BLACK	ELECTRONICS
97708	4/23/2013	BLACK	UMBRELLA
97709	4/23/2013	MULTI	OTHER
97713	4/24/2013	OTHER	GLASSES
97714	4/24/2013	MULTI	LUNCH BAG
97718	4/24/2013	OTHER	KEYS
97719	4/24/2013	MULTI	UMBRELLA
97720	4/24/2013	RED	HAT
97721	4/24/2013	BEIGE	HAT
97722	4/24/2013	BLUE	BACKPACK
97723	4/24/2013	MULTI	BOOKS
97725	4/24/2013	BLACK	BIKE
97726	4/24/2013	BLACK	PHONE
97729	4/24/2013	WHITE	BAG
97730	4/24/2013	WHITE	BAG
97731	4/24/2013	OTHER	OTHER
97732	4/24/2013	MULTI	UMBRELLA
97733	4/24/2013	MULTI	PHONE
97734	4/24/2013	BLACK	SWEATER
97739	4/25/2013	BLACK	SHOES/SNEAKERS

97743	4/25/2013	BLACK	CASE
97745	4/25/2013	MULTI	GLASSES
97750	4/25/2013	MULTI	BAG
97751	4/25/2013	BROWN	WALLET
97752	4/26/2013	RED	WALLET
97753	4/26/2013	BLACK	WALLET
97755	4/26/2013	OTHER	KEYS
97756	4/26/2013	BLACK	ELECTRONICS
97757	4/26/2013	BLUE	JACKET
97758	4/26/2013	MULTI	BACKPACK
97765	4/26/2013	BLACK	PHONE
97766	4/26/2013	MULTI	PHONE
97767	4/26/2013	BROWN	HAT
97768	4/26/2013	MULTI	BOOKS
97769	4/26/2013	MULTI	SHOES/SNEAKERS
97771	4/26/2013	WHITE	JACKET
97772	4/26/2013	MULTI	JACKET
97773	4/26/2013	BROWN	WALLET
97777	4/26/2013	MULTI	KEYS
97778	4/26/2013	MULTI	JEWELRY
97781	4/29/2013	BLACK	BIKE
97782	4/29/2013	MULTI	BIKE
97785	4/29/2013	YELLOW	WALLET
97793	4/29/2013	BLACK	BIBLE
97794	4/29/2013	BLACK	BIBLE
97795	4/29/2013	PINK	BOOKS
97797	4/29/2013	MULTI	BAG
97798	4/29/2013	MULTI	BAG
97799	4/29/2013	MULTI	BAG
97800	4/29/2013	MULTI	BAG
97801	4/29/2013	MULTI	SHIRT
97803	4/29/2013	MULTI	BACKPACK
97804	4/29/2013	MULTI	BAG
97805	4/29/2013	WHITE	FOLDER/NOTEBOOK
97806	4/29/2013	MULTI	OTHER
97808	4/29/2013	MULTI	GLASSES
97809	4/29/2013	BLACK	GLASSES
97812	4/29/2013	ORANGE	WATCH
97813	4/29/2013	MULTI	PHONE
97814	4/29/2013	BLACK	PHONE
97815	4/29/2013	BLACK	PHONE
97816	4/29/2013	BLACK	PHONE
97817	4/29/2013	BLACK	PHONE
97818	4/29/2013	MULTI	PHONE
97819	4/29/2013	BLACK	PHONE
97820	4/29/2013	MULTI	PHONE
97822	4/29/2013	PURPLE	I.D.

97823	4/29/2013		JEWELRY
97825	4/30/2013	BLUE	HAT
97830	4/30/2013	BLACK	WALLET
97831	4/30/2013	OTHER	CD, DVD, TAPE
97832	4/30/2013	BROWN	KEYS
97835	4/30/2013	MULTI	UMBRELLA
97838	4/30/2013	MULTI	OTHER
97840	5/1/2013	MULTI	PHONE
97841	5/1/2013	BROWN	KEYS
97844	5/1/2013	CLEAR	UMBRELLA
97845	5/1/2013	MULTI	UMBRELLA
97848	5/1/2013	BLACK	PHONE
97849	5/1/2013	BLACK	CASE
97853	5/1/2013	MULTI	KEYS
97854	5/1/2013	BROWN	GLASSES
97855	5/1/2013	BLUE	UMBRELLA
97856	5/1/2013	MULTI	GLASSES
97857	5/1/2013	OTHER	THERMO/MUG
97858	5/1/2013	BLUE	MEDICATION
97859	5/1/2013	BEIGE	SWEATER
97860	5/1/2013	OTHER	OTHER
97861	5/1/2013	WHITE	BAG
97862	5/1/2013	CLEAR	BAG
97867	5/2/2013	BLACK	PURSE
97870	5/2/2013	BLACK	ELECTRONICS
97871	5/2/2013	BLACK	BOOKS
97872	5/2/2013	MULTI	BAG
97873	5/2/2013	PINK	UMBRELLA
97874	5/2/2013	PINK	UMBRELLA
97875	5/2/2013	BLACK	UMBRELLA
97876	5/2/2013	MULTI	UMBRELLA
97880	5/2/2013	BLACK	UMBRELLA
97884	5/2/2013	PINK	ELECTRONICS
97885	5/2/2013	BROWN	OTHER
97888	5/2/2013	MULTI	OTHER
97889	5/2/2013	MULTI	BOOKS
97890	5/2/2013	GREY	OTHER
97891	5/3/2013	MULTI	BOOKS
97892	5/3/2013	MULTI	UMBRELLA
97893	5/3/2013	MULTI	UMBRELLA
97894	5/3/2013	MULTI	KEYS
97895	5/3/2013	MULTI	GLASSES
97896	5/3/2013	MULTI	PHONE
97897	5/3/2013	PINK	PURSE
97898	5/3/2013	MULTI	LUNCH BAG
97901	5/3/2013	MULTI	UMBRELLA
97902	5/3/2013	MULTI	OTHER

97911	5/3/2013	BLACK	WALLET
97912	5/3/2013	BLACK	PHONE
97913	5/3/2013	GREY	PHONE
97917	5/3/2013	BLACK	UMBRELLA
97918	5/3/2013	BLACK	UMBRELLA
97920	5/3/2013	PURPLE	BIKE
97921	5/6/2013	BLACK	ELECTRONICS
97922	5/6/2013	BLACK	CASE
97924	5/6/2013	BLACK	OTHER
97925	5/6/2013	RED	LUNCH BAG
97926	5/6/2013	BLACK	ELECTRONICS
97929	5/6/2013	BLACK	OTHER
97930	5/6/2013	BLACK	PHONE
97931	5/6/2013	BLACK	WATCH
97932	5/6/2013	MULTI	BIBLE
97933	5/6/2013	BLACK	UMBRELLA
97934	5/6/2013	GREY	SWEATSHIRT
97939	5/6/2013	BLACK	WALLET
97941	5/6/2013	BROWN	WALLET
97943	5/6/2013	BLACK	WALLET
97944	5/6/2013	BLACK	PHONE
97945	5/6/2013	MULTI	PHONE
97950	5/6/2013	OTHER	KEYS
97951	5/6/2013	MULTI	UMBRELLA
97953	5/6/2013	BLACK	UMBRELLA
97955	5/6/2013	BLACK	SWEATSHIRT
97956	5/6/2013	BLACK	OTHER
97958	5/6/2013	BLACK	ELECTRONICS
97959	5/6/2013	OTHER	PHONE
97960	5/6/2013	MULTI	BIKE
97961	5/6/2013	BLUE	BIKE
97962	5/6/2013	MULTI	BIKE
97964	5/6/2013	MULTI	OTHER
97965	5/6/2013	MULTI	SHOES/SNEAKERS
97966	5/6/2013	MULTI	GLASSES
97967	5/7/2013	BROWN	WALLET
97968	5/7/2013	OTHER	GLASSES
97971	5/7/2013	BLACK	PHONE
97972	5/7/2013	BLACK	KEYS
97975	5/7/2013	MULTI	LUNCH BAG
97976	5/7/2013	MULTI	LUGGAGE
97977	5/7/2013	BLACK	PHONE
97985	5/7/2013	MULTI	BAG
97986	5/7/2013	MULTI	BACKPACK
97987	5/7/2013	MULTI	BACKPACK
97988	5/7/2013	MULTI	BIBLE
97989	5/7/2013	BLUE	BIBLE

97990	5/7/2013	BLACK	OTHER
97991	5/7/2013	MULTI	BIKE
97992	5/7/2013	MULTI	PHONE
97993	5/7/2013	GREY	OTHER
97995	5/8/2013	BROWN	OTHER
97999	5/8/2013	MULTI	KEYS
98001	5/8/2013	BLACK	LUGGAGE
98002	5/8/2013	MULTI	OTHER
98005	5/8/2013	MULTI	GLASSES
98006	5/8/2013	PURPLE	BOOKS
98007	5/8/2013	MULTI	GLASSES
98008	5/8/2013	BLACK	SWEATER
98009	5/8/2013	BLACK	JACKET
98010	5/8/2013	BLACK	CASE
98011	5/8/2013	MULTI	BIKE
98012	5/8/2013	MULTI	BIKE
98013	5/8/2013	MULTI	BIKE
98016	5/8/2013	MULTI	LUNCH BAG
98018	5/8/2013	MULTI	KEYS
98019	5/9/2013	GREY	SHIRT
98020	5/9/2013	MULTI	BOOKS
98021	5/9/2013	BLACK	PHONE
98022	5/9/2013	GREY	PHONE
98025	5/9/2013	BLACK	WALLET
98026	5/9/2013	BLACK	SWEATER
98027	5/9/2013	GREEN	JACKET
98032	5/9/2013	BLACK	PHONE
98035	5/9/2013	MULTI	GLASSES
98036	5/9/2013	MULTI	BIKE
98040	5/10/2013	MULTI	PHONE
98051	5/10/2013	WHITE	BAG
98052	5/10/2013	BLACK	ELECTRONICS
98053	5/10/2013	MULTI	JEWELRY
98054	5/10/2013	OTHER	JEWELRY
98056	5/10/2013	MULTI	PHONE
98059	5/10/2013	BLACK	PHONE
98060	5/10/2013	OTHER	KEYS
98062	5/10/2013	BLUE	JACKET
98066	5/10/2013	MULTI	BIKE
98071	5/13/2013	PINK	WALLET
98072	5/13/2013	BLACK	PHONE
98074	5/13/2013	GREY	PHONE
98075	5/13/2013	OTHER	WATCH
98076	5/13/2013	MULTI	BACKPACK
98078	5/13/2013	BLACK	HAT
98079	5/13/2013	BLUE	JACKET
98081	5/13/2013	BROWN	WALLET

98082	5/13/2013	MULTI	WALLET
98085	5/13/2013	BURGUNDY	PHONE
98086	5/13/2013	OTHER	KEYS
98087	5/13/2013	MULTI	KEYS
98088	5/13/2013	MULTI	KEYS
98089	5/13/2013	MULTI	SHOES/SNEAKERS
98090	5/13/2013	MULTI	GLASSES
98091	5/13/2013	MULTI	OTHER
98093	5/13/2013	MULTI	UMBRELLA
98094	5/13/2013	MULTI	UMBRELLA
98096	5/13/2013	BROWN	BIBLE
98097	5/13/2013	GREY	BAG
98098	5/13/2013	WHITE	BIKE
98100	5/13/2013	BLACK	PHONE
98102	5/13/2013	MULTI	BOOKS
98103	5/13/2013	BLACK	BACKPACK
98106	5/14/2013	MULTI	UMBRELLA
98111	5/14/2013	BLACK	PHONE
98112	5/14/2013	BLACK	OTHER
98113	5/14/2013	MULTI	BACKPACK
98114	5/14/2013	MULTI	PURSE
98115	5/14/2013	BROWN	CANE
98116	5/14/2013	WHITE	BIKE
98119	5/14/2013	OTHER	GLASSES
98120	5/14/2013	RED	OTHER
98121	5/14/2013	BLUE	HAT
98125	5/15/2013	MULTI	BIKE
98127	5/15/2013	MULTI	KEYS
98128	5/15/2013	BLACK	GLASSES
98129	5/15/2013	BLACK	CASE
98131	5/15/2013	MULTI	HAT
98132	5/15/2013	BLACK	HAT
98133	5/15/2013	BLACK	SWEATER
98135	5/15/2013	MULTI	BAG
98138	5/15/2013	GREY	ELECTRONICS
98141	5/15/2013	BLACK	UMBRELLA
98142	5/15/2013	OTHER	KEYS
98144	5/16/2013	OTHER	KEYS
98145	5/16/2013	OTHER	JEWELRY
98146	5/16/2013	MULTI	SHIRT
98147	5/16/2013	BLACK	BAG
98148	5/16/2013	MULTI	BAG
98151	5/16/2013	GREY	PHONE
98155	5/16/2013	YELLOW	HAT
98156	5/16/2013	WHITE	BAG
98157	5/16/2013	CLEAR	GLASSES
98158	5/16/2013	MULTI	GLASSES

98159	5/16/2013	PURPLE	BIKE
98161	5/16/2013	MULTI	BACKPACK
98164	5/17/2013	BLACK	WALLET
98165	5/17/2013	MULTI	BOOKS
98173	5/17/2013	MULTI	BOOKS
98174	5/17/2013	MULTI	BOOKS
98175	5/17/2013	BLACK	OTHER
98180	5/17/2013	MULTI	KEYS
98181	5/17/2013	MULTI	ELECTRONICS
98183	5/17/2013	MULTI	UMBRELLA
98184	5/17/2013	MULTI	UMBRELLA
98185	5/17/2013	BURGUNDY	CASE
98186	5/17/2013	ORANGE	SWEATSHIRT
98187	5/17/2013	OTHER	JACKET
98193	5/20/2013	BLACK	PHONE
98194	5/20/2013	OTHER	WATCH
98195	5/20/2013	MULTI	PHONE
98197	5/20/2013	BROWN	WALLET
98198	5/20/2013	BLACK	ELECTRONICS
98199	5/20/2013	MULTI	HAT
98201	5/20/2013	MULTI	KEYS
98203	5/20/2013	MULTI	UMBRELLA
98204	5/20/2013	BLACK	BIBLE
98207	5/20/2013	BLACK	WATCH
98209	5/20/2013	MULTI	SHOES/SNEAKERS
98210	5/20/2013	MULTI	GLASSES
98211	5/20/2013	MULTI	BOOKS
98213	5/20/2013	BLACK	LUGGAGE
98218	5/20/2013	BLACK	PHONE
98219	5/20/2013	WHITE	PHONE
98220	5/20/2013	MULTI	BOOKS
98221	5/20/2013	PURPLE	BOOKS
98223	5/20/2013	OTHER	KEYS
98224	5/20/2013	MULTI	KEYS
98226	5/20/2013	MULTI	UMBRELLA
98227	5/20/2013	BROWN	SWEATER
98228	5/20/2013	BLACK	CLOTHES
98231	5/20/2013	GREEN	BIKE
98233	5/20/2013	WHITE	BAG
98234	5/20/2013	MULTI	PHONE
98236	5/21/2013	BEIGE	BAG
98237	5/21/2013	MULTI	WALLET
98240	5/21/2013	GREY	BIKE
98242	5/21/2013	GREY	PHONE
98244	5/21/2013	MULTI	KEYS
98245	5/21/2013	OTHER	KEYS
98247	5/21/2013	BLUE	BOOKS

98248	5/21/2013	BLACK	GLASSES
98249	5/21/2013	OTHER	GLASSES
98250	5/21/2013	BLACK	ELECTRONICS
98252	5/21/2013	MULTI	UMBRELLA
98253	5/21/2013	MULTI	SWEATER
98257	5/21/2013	RED	PHONE
98259	5/21/2013	RED	GLASSES
98260	5/21/2013	OTHER	GLASSES
98262	5/21/2013	OTHER	SHIRT
98263	5/21/2013	BLACK	OTHER
98264	5/22/2013	BLACK	PHONE
98265	5/22/2013	OTHER	OTHER
98266	5/22/2013	MULTI	UMBRELLA
98270	5/22/2013	BLACK	PHONE
98275	5/22/2013	BLACK	OTHER
98276	5/22/2013	MULTI	OTHER
98277	5/22/2013	MULTI	JEWELRY
98278	5/22/2013	BLACK	SHOES/SNEAKERS
98281	5/22/2013	GREY	SWEATSHIRT
98282	5/22/2013	MULTI	BIKE
98284	5/23/2013	BLACK	WALLET
98285	5/23/2013	MULTI	GLASSES
98288	5/23/2013	OTHER	BIKE
98290	5/23/2013	BROWN	WALLET
98292	5/23/2013	BLACK	WALLET
98293	5/23/2013	BLACK	PAGER
98295	5/23/2013	OTHER	GLASSES
98296	5/23/2013	BLACK	UMBRELLA
98297	5/23/2013	BLUE	FOLDER/NOTEBOOK
98298	5/23/2013	GREY	BAG
98302	5/23/2013	GREY	BAG
98315	5/24/2013	MULTI	SHOES/SNEAKERS
98318	5/24/2013	BLUE	UMBRELLA
98320	5/24/2013	MULTI	BIKE
98322	5/24/2013	MULTI	GLASSES
98323	5/24/2013	BROWN	GLASSES
98324	5/24/2013	PINK	GLASSES
98328	5/24/2013	BLACK	GLASSES
98329	5/24/2013	MULTI	PHONE
98330	5/24/2013	BLACK	ELECTRONICS
98331	5/24/2013	BLUE	UMBRELLA
98332	5/24/2013	BLACK	UMBRELLA
98333	5/24/2013	PURPLE	CD, DVD, TAPE
98334	5/24/2013	MULTI	KEYS
98336	5/24/2013	BLACK	PURSE
98338	5/24/2013	MULTI	OTHER
98339	5/24/2013	GREY	BAG

98340	5/24/2013	BLUE	BAG
98341	5/24/2013	MULTI	BIKE
98342	5/28/2013	OTHER	KEYS
98343	5/28/2013	BLUE	SHIRT
98345	5/28/2013	PINK	SHOES/SNEAKERS
98346	5/28/2013	RED	SHIRT
98347	5/28/2013	WHITE	FOLDER/NOTEBOOK
98348	5/28/2013	MULTI	BOOKS
98353	5/28/2013	BLACK	OTHER
98355	5/28/2013	MULTI	BAG
98357	5/28/2013	BLACK	WALLET
98359	5/28/2013	MULTI	WALLET
98361	5/28/2013	MULTI	PHONE
98362	5/28/2013	OTHER	KEYS
98363	5/28/2013	OTHER	KEYS
98368	5/28/2013	BLACK	PHONE
98370	5/28/2013	BLACK	SHIRT
98371	5/28/2013	MULTI	OTHER
98373	5/28/2013	OTHER	GLASSES
98374	5/28/2013	BLACK	JACKET
98377	5/28/2013	MULTI	GLASSES
98382	5/28/2013	MULTI	LUGGAGE
98385	5/29/2013	OTHER	KEYS
98386	5/29/2013	BLACK	BAG
98388	5/29/2013	BLACK	WALLET
98389	5/29/2013	BLACK	GLASSES
98391	5/29/2013	BLACK	WALLET
98393	5/29/2013	MULTI	BACKPACK
98394	5/29/2013	RED	BACKPACK
98397	5/29/2013	BLUE	BIKE
98403	5/29/2013	MULTI	UMBRELLA
98404	5/29/2013	MULTI	BACKPACK
98405	5/29/2013	GREY	SWEATER
98406	5/30/2013	BLACK	PHONE
98410	5/30/2013	MULTI	BIKE
98411	5/30/2013	BLACK	PHONE
98414	5/30/2013	WHITE	BOOKS
98415	5/30/2013	BLACK	HAT
98416	5/30/2013	BLACK	LUNCH BAG
98418	5/30/2013	BLACK	SHIRT
98421	5/30/2013	MULTI	CANE
98422	5/30/2013	MULTI	PHONE
98426	5/30/2013	MULTI	KEYS
98429	5/30/2013	MULTI	BACKPACK
98430	5/30/2013	MULTI	BACKPACK
98431	5/31/2013	MULTI	BAG
98432	5/31/2013	BLACK	JACKET

98433	5/31/2013	BLACK	HAT
98434	5/31/2013	MULTI	OTHER
98435	5/31/2013	BLACK	GLASSES
98437	5/31/2013	MULTI	BIKE
98438	5/31/2013	GREEN	BIKE
98439	5/31/2013	BLUE	BIKE
98440	5/31/2013	MULTI	PHONE
98441	5/31/2013	MULTI	PHONE
98442	5/31/2013	BLACK	PHONE
98444	5/31/2013	ORANGE	ELECTRONICS
98445	5/31/2013	BLACK	ELECTRONICS
98451	5/31/2013	BROWN	BIBLE
98452	5/31/2013	MULTI	UMBRELLA
98453	5/31/2013	MULTI	BACKPACK
98454	5/31/2013	MULTI	SHIRT
98455	5/31/2013	MULTI	BAG
98456	5/31/2013	MULTI	JACKET
98457	5/31/2013	GREY	SHIRT
98458	5/31/2013	BLACK	UMBRELLA
98459	5/31/2013	MULTI	UMBRELLA
98463	5/31/2013	MULTI	WALLET
98464	5/31/2013	BLACK	UMBRELLA
98465	5/31/2013	BROWN	GLASSES
98467	6/3/2013	PURPLE	WALLET
98468	6/3/2013	BLACK	WALLET
98470	6/3/2013	OTHER	PHONE
98471	6/3/2013	GREY	PHONE
98472	6/3/2013	BLACK	PHONE
98475	6/3/2013	GREY	WATCH
98476	6/3/2013	MULTI	KEYS
98477	6/3/2013	MULTI	BOOKS
98478	6/3/2013	MULTI	BOOKS
98479	6/3/2013	RED	OTHER
98480	6/3/2013	BLACK	SHIRT
98481	6/3/2013	MULTI	UMBRELLA
98482	6/3/2013	MULTI	UMBRELLA
98483	6/3/2013	MULTI	BACKPACK
98484	6/3/2013	MULTI	CLOTHES
98485	6/3/2013	MULTI	OTHER
98486	6/3/2013	BLACK	UMBRELLA
98487	6/3/2013	BLACK	SWEATER
98493	6/3/2013	BLACK	WALLET
98501	6/3/2013	GREY	PHONE
98502	6/3/2013	BLACK	ELECTRONICS
98503	6/3/2013	BLACK	GLASSES
98504	6/3/2013	BLACK	ELECTRONICS
98505	6/3/2013	OTHER	JEWELRY

98506	6/3/2013	MULTI	PURSE
98507	6/3/2013	BROWN	OTHER
98509	6/3/2013	BLACK	UMBRELLA
98510	6/3/2013	MULTI	UMBRELLA
98511	6/3/2013	BLUE	UMBRELLA
98512	6/3/2013	BLACK	PHONE
98513	6/3/2013	MULTI	BAG
98514	6/3/2013	MULTI	BACKPACK
98518	6/3/2013	MULTI	BIKE
98519	6/3/2013	WHITE	BIKE
98520	6/3/2013	GREEN	BIKE
98521	6/3/2013	BLACK	BIKE
98522	6/3/2013	BLUE	BIKE
98523	6/3/2013	MULTI	BIKE
98524	6/3/2013	GREY	PHONE
98525	6/3/2013	MULTI	HAT
98526	6/3/2013	BEIGE	HAT
98528	6/3/2013	RED	BIBLE
98530	6/4/2013	BLACK	PHONE
98531	6/4/2013	WHITE	BIBLE
98533	6/4/2013	BLACK	BACKPACK
98534	6/4/2013	MULTI	WALLET
98535	6/4/2013	BROWN	WALLET
98536	6/4/2013	BEIGE	WALLET
98537	6/4/2013	OTHER	KEYS
98538	6/4/2013	BLACK	PHONE
98540	6/4/2013	OTHER	GLASSES
98541	6/4/2013	MULTI	OTHER
98542	6/4/2013	BLACK	OTHER
98544	6/4/2013	MULTI	LUNCH BAG
98546	6/4/2013	MULTI	UMBRELLA
98548	6/4/2013	BLACK	PHONE
98549	6/4/2013	OTHER	WATCH
98551	6/4/2013	OTHER	JEWELRY
98555	6/5/2013	BLACK	BIBLE
98556	6/5/2013	BLACK	GLASSES
98560	6/5/2013	OTHER	KEYS
98563	6/5/2013	BLACK	GLASSES
98564	6/5/2013	MULTI	JEWELRY
98565	6/5/2013	RED	UMBRELLA
98566	6/5/2013	MULTI	UMBRELLA
98567	6/5/2013	MULTI	UMBRELLA
98568	6/5/2013	MULTI	UMBRELLA
98570	6/5/2013	MULTI	KEYS
98572	6/5/2013	PURPLE	BIKE
98573	6/5/2013	WHITE	SHIRT
98574	6/5/2013	MULTI	BIKE

98575	6/5/2013	BLACK	PHONE
98576	6/5/2013	MULTI	CANE
98577	6/6/2013	BLACK	PHONE
98582	6/6/2013	BLACK	JACKET
98585	6/6/2013	BLUE	PHONE
98587	6/6/2013	MULTI	KEYS
98588	6/6/2013	BLACK	SHIRT
98589	6/6/2013	MULTI	BACKPACK
98590	6/6/2013	BLUE	BAG
98592	6/6/2013	BLACK	UMBRELLA
98593	6/6/2013	MULTI	UMBRELLA
98599	6/6/2013	BLACK	PHONE
98600	6/6/2013	OTHER	GLASSES
98602	6/7/2013	MULTI	HAT
98605	6/7/2013	MULTI	KEYS
98606	6/7/2013	MULTI	KEYS
98608	6/7/2013	BLACK	SWEATER
98611	6/7/2013	BROWN	WALLET
98612	6/7/2013	BLACK	WALLET
98617	6/7/2013	BLACK	PHONE
98618	6/7/2013	BLACK	PHONE
98619	6/7/2013	OTHER	KEYS
98620	6/7/2013	OTHER	KEYS
98621	6/7/2013	OTHER	KEYS
98623	6/7/2013	BLUE	UMBRELLA
98626	6/7/2013	OTHER	GLASSES
98627	6/7/2013	MULTI	LUNCH BAG
98629	6/7/2013	BLUE	BIKE
98630	6/7/2013	BLACK	BIKE
98631	6/7/2013	MULTI	BOOKS
98632	6/7/2013	MULTI	UMBRELLA
98633	6/7/2013	BLACK	GLASSES
98640	6/10/2013	BEIGE	PHONE
98641	6/10/2013	OTHER	PHONE
98643	6/10/2013	OTHER	KEYS
98644	6/10/2013	PINK	PURSE
98645	6/10/2013	BLACK	UMBRELLA
98646	6/10/2013	BLUE	BIKE
98649	6/10/2013	GREY	BIKE
98652	6/10/2013	BLACK	WALLET
98654	6/10/2013	MULTI	PHONE
98655	6/10/2013	MULTI	KEYS
98656	6/10/2013	OTHER	JEWELRY
98657	6/10/2013	BLACK	GLASSES
98659	6/10/2013	PINK	GLASSES
98660	6/10/2013	MULTI	OTHER
98663	6/10/2013	MULTI	ELECTRONICS

98664	6/10/2013	PINK	BACKPACK
98668	6/10/2013	BLACK	CANE
98669	6/10/2013	BLACK	OTHER
98670	6/10/2013	WHITE	BAG
98672	6/10/2013	BLACK	JACKET
98673	6/10/2013	MULTI	UMBRELLA
98674	6/10/2013	MULTI	UMBRELLA
98675	6/10/2013	BLUE	UMBRELLA
98676	6/10/2013	BLUE	UMBRELLA
98677	6/10/2013	MULTI	UMBRELLA
98678	6/10/2013	WHITE	BOOKS
98679	6/10/2013	BLACK	PHONE
98683	6/11/2013	MULTI	PHONE
98686	6/11/2013	MULTI	KEYS
98688	6/11/2013	OTHER	OTHER
98693	6/11/2013	BLACK	OTHER
98695	6/11/2013	PURPLE	SHOES/SNEAKERS
98696	6/11/2013	BLACK	JACKET
98697	6/11/2013	GREY	ELECTRONICS
98698	6/11/2013	MULTI	BOOKS
98699	6/11/2013	WHITE	BOOKS
98700	6/11/2013	MULTI	BIKE
98702	6/11/2013	OTHER	GLASSES
98708	6/12/2013	BLUE	WALLET
98710	6/12/2013	MULTI	BIBLE
98711	6/12/2013	CLEAR	JACKET
98713	6/12/2013	BLUE	BIKE
98714	6/12/2013	MULTI	BIKE
98719	6/12/2013	BLACK	UMBRELLA
98720	6/12/2013	BLACK	SWEATSHIRT
98721	6/12/2013	BLACK	JACKET
98725	6/12/2013	BLACK	PHONE
98727	6/13/2013	BEIGE	HAT
98728	6/13/2013	MULTI	BOOKS
98731	6/13/2013	PURPLE	SWEATER
98738	6/13/2013	BLACK	PHONE
98739	6/13/2013	MULTI	KEYS
98740	6/13/2013	GREY	GLASSES
98741	6/13/2013	OTHER	JEWELRY
98742	6/13/2013	MULTI	OTHER
98743	6/13/2013	MULTI	UMBRELLA
98745	6/13/2013	GREY	SHIRT
98748	6/13/2013	GREY	BOOKS
98749	6/13/2013	BLACK	PHONE
98751	6/13/2013	CLEAR	BAG
98754	6/14/2013	BLACK	GLASSES
98755	6/14/2013	BLUE	HAT

98756	6/14/2013	BROWN	LUGGAGE
98757	6/14/2013	MULTI	PHONE
98759	6/14/2013	MULTI	BOOKS
98767	6/14/2013		KEYS
98769	6/14/2013	MULTI	LUNCH BAG
98770	6/14/2013	MULTI	BACKPACK
98771	6/14/2013	WHITE	BIKE
98773	6/17/2013	BLACK	WALLET
98780	6/17/2013	OTHER	KEYS
98782	6/17/2013	BLACK	PHONE
98784	6/17/2013	OTHER	GLASSES
98785	6/17/2013	BLACK	CASE
98786	6/17/2013	MULTI	UMBRELLA
98787	6/17/2013	MULTI	UMBRELLA
98788	6/17/2013	BROWN	SHOES/SNEAKERS
98789	6/17/2013	CLEAR	OTHER
98790	6/17/2013	OTHER	BAG
98792	6/17/2013	OTHER	WALLET
98798	6/17/2013	BLACK	PHONE
98799	6/17/2013	BLACK	PHONE
98800	6/17/2013	PURPLE	GLASSES
98801	6/17/2013	BLACK	GLASSES
98802	6/17/2013	MULTI	HAT
98803	6/17/2013	OTHER	OTHER
98804	6/17/2013	PINK	HAT
98805	6/17/2013	MULTI	KEYS
98806	6/17/2013	MULTI	KEYS
98808	6/17/2013	MULTI	ELECTRONICS
98809	6/17/2013	BLACK	CASE
98811	6/17/2013	MULTI	UMBRELLA
98812	6/17/2013	MULTI	UMBRELLA
98813	6/17/2013	BLACK	PHONE
98814	6/17/2013	BLACK	JACKET
98815	6/17/2013	MULTI	HAT
98816	6/17/2013	MULTI	SHOES/SNEAKERS
98817	6/17/2013	MULTI	CLOTHES
98819	6/17/2013	MULTI	CLOTHES
98820	6/17/2013	BLACK	PURSE
98822	6/17/2013	BEIGE	JACKET
98824	6/17/2013	BLACK	BIKE
98827	6/17/2013	PINK	UMBRELLA
98828	6/17/2013	BLUE	UMBRELLA
98829	6/18/2013	MULTI	UMBRELLA
98835	6/18/2013	BLACK	JACKET
98836	6/18/2013	MULTI	BAG
98838	6/18/2013	MULTI	BAG
98839	6/18/2013	RED	BIKE

98841	6/18/2013	BLACK	UMBRELLA
98842	6/19/2013	MULTI	WALLET
98843	6/19/2013	OTHER	GLASSES
98844	6/19/2013	OTHER	THERMO/MUG
98848	6/19/2013	OTHER	GLASSES
98849	6/19/2013	BLACK	CASE
98851	6/19/2013	BLUE	UMBRELLA
98852	6/19/2013	MULTI	UMBRELLA
98853	6/19/2013	MULTI	KEYS
98857	6/19/2013	MULTI	LUNCH BAG
98858	6/20/2013	BROWN	WALLET
98861	6/20/2013	MULTI	BIBLE
98862	6/20/2013	GREY	HAT
98864	6/20/2013	BLUE	SHIRT
98865	6/20/2013	BURGUNDY	LUGGAGE
98871	6/20/2013	MULTI	BOOKS
98873	6/20/2013	OTHER	KEYS
98874	6/20/2013	OTHER	KEYS
98875	6/20/2013	MULTI	HAT
98876	6/20/2013	MULTI	UMBRELLA
98877	6/20/2013	BLACK	HAT
98878	6/20/2013	BLACK	LUNCH BAG
98885	6/21/2013	ORANGE	LUNCH BAG
98886	6/21/2013	MULTI	PHONE
98887	6/21/2013	BLACK	PHONE
98890	6/21/2013	MULTI	BIKE
98892	6/21/2013	MULTI	BIKE
98893	6/21/2013	MULTI	BAG
98894	6/21/2013	GREEN	JACKET
98895	6/21/2013	MULTI	HAT
98896	6/21/2013	MULTI	BOOKS
98897	6/21/2013	N/A	GLASSES
98899	6/21/2013	BLACK	PHONE
98900	6/21/2013	BLACK	PHONE
98902	6/21/2013	MULTI	GLASSES
98903	6/21/2013	MULTI	KEYS
98904	6/21/2013	OTHER	KEYS
98908	6/21/2013	BLACK	WALLET
98909	6/21/2013	BLACK	OTHER
98915	6/21/2013	BLACK	UMBRELLA
98916	6/21/2013	BLACK	UMBRELLA
98917	6/21/2013	MULTI	UMBRELLA
98919	6/21/2013	PURPLE	LUGGAGE
98920	6/21/2013	MULTI	BACKPACK
98922	6/21/2013	WHITE	ELECTRONICS
98923	6/21/2013	GREY	SWEATSHIRT
98924	6/21/2013	MULTI	WALLET

98925	6/21/2013	WHITE	HAT
98926	6/24/2013	MULTI	UMBRELLA
98930	6/24/2013	BEIGE	WALLET
98932	6/24/2013	BROWN	KEYS
98933	6/24/2013	BLACK	GLASSES
98934	6/24/2013	BLACK	PHONE
98935	6/24/2013	BLACK	PHONE
98936	6/24/2013	OTHER	OTHER
98937	6/24/2013	MULTI	LUNCH BAG
98938	6/24/2013	BLUE	BIBLE
98939	6/24/2013	MULTI	BABY STROLLER
98941	6/24/2013	BLACK	WALLET
98945	6/24/2013	BLACK	PHONE
98946	6/24/2013	BLACK	PHONE
98947	6/24/2013	MULTI	CD, DVD, TAPE
98948	6/24/2013	MULTI	BOOKS
98950	6/24/2013	BLUE	THERMO/MUG
98951	6/24/2013	MULTI	UMBRELLA
98952	6/24/2013	BLACK	UMBRELLA
98954	6/24/2013	OTHER	GLASSES
98955	6/24/2013	MULTI	GLASSES
98956	6/24/2013	BLACK	GLASSES
98958	6/24/2013	MULTI	BIKE
98960	6/24/2013	BLACK	BAG
98961	6/24/2013	MULTI	BACKPACK
98963	6/24/2013	OTHER	GLASSES
98964	6/24/2013	MULTI	BACKPACK
98965	6/24/2013	MULTI	BAG
98966	6/25/2013	BLACK	WALLET
98971	6/25/2013	MULTI	BACKPACK
98974	6/25/2013	OTHER	KEYS
98975	6/25/2013	OTHER	KEYS
98976	6/25/2013	MULTI	GLASSES
98978	6/25/2013	OTHER	GLASSES
98980	6/25/2013	OTHER	BIKE
98981	6/25/2013	BLUE	BIKE
98982	6/25/2013	BLACK	HAT
98985	6/25/2013	BLACK	GLASSES
98986	6/25/2013	MULTI	UMBRELLA
98988	6/26/2013	BLACK	CANE
98997	6/26/2013	MULTI	GLASSES
99001	6/26/2013	MULTI	LUNCH BAG
99003	6/26/2013	BLACK	GLASSES
99007	6/26/2013	MULTI	BACKPACK
99008	6/26/2013	BLUE	OTHER
99009	6/27/2013	BLACK	WALLET
99010	6/27/2013	MULTI	OTHER

99011	6/27/2013	BLACK	PHONE
99015	6/27/2013	MULTI	KEYS
99018	6/27/2013	MULTI	BIKE
99020	6/28/2013	MULTI	PHONE
99022	6/28/2013	MULTI	PHONE
99024	6/28/2013	BLUE	UMBRELLA
99033	6/28/2013	WHITE	PHONE
99034	6/28/2013	MULTI	KEYS
99035	6/28/2013	BLACK	UMBRELLA
99036	6/28/2013	OTHER	KEYS
99037	6/28/2013	OTHER	KEYS
99038	6/28/2013	BLACK	GLASSES
99039	6/28/2013	BLACK	WALLET
99041	6/28/2013	MULTI	BACKPACK
99043	6/28/2013	BLACK	BAG
99044	6/28/2013	MULTI	BIKE
99045	7/1/2013	MULTI	BOOKS
99046	7/1/2013	MULTI	BIBLE
99047	7/1/2013	MULTI	KEYS
99052	7/1/2013	MULTI	PHONE
99060	7/1/2013	BLACK	PHONE
99062	7/1/2013	BEIGE	PHONE
99063	7/1/2013	BLACK	PHONE
99064	7/1/2013	MULTI	KEYS
99065	7/1/2013	BROWN	KEYS
99066	7/1/2013	MULTI	KEYS
99067	7/1/2013	OTHER	KEYS
99068	7/1/2013	OTHER	KEYS
99069	7/1/2013	OTHER	KEYS
99070	7/1/2013	OTHER	KEYS
99073	7/1/2013	MULTI	LUNCH BAG
99074	7/1/2013	MULTI	BACKPACK
99078	7/1/2013	OTHER	GLASSES
99079	7/1/2013	OTHER	GLASSES
99080	7/1/2013	BLACK	THERMO/MUG
99082	7/1/2013	MULTI	UMBRELLA
99083	7/1/2013	BLACK	BACKPACK
99084	7/1/2013	MULTI	BAG
99088	7/2/2013	OTHER	BAG
99090	7/2/2013	OTHER	OTHER
99092	7/2/2013	WHITE	BAG
99094	7/2/2013	MULTI	OTHER
99096	7/2/2013	OTHER	KEYS
99097	7/2/2013	BLUE	HAT
99099	7/2/2013	MULTI	UMBRELLA
99101	7/2/2013	MULTI	UMBRELLA
99102	7/2/2013	MULTI	GLASSES

99103	7/3/2013	PURPLE	UMBRELLA
99104	7/3/2013	MULTI	UMBRELLA
99105	7/3/2013	MULTI	UMBRELLA
99106	7/3/2013	MULTI	BAG
99108	7/3/2013	GREY	PHONE
99109	7/3/2013	OTHER	PURSE
99110	7/3/2013	BROWN	WALLET
99116	7/3/2013	MULTI	PURSE
99118	7/3/2013	OTHER	KEYS
99119	7/3/2013	BLACK	PHONE
99120	7/3/2013	RED	BIKE
99122	7/3/2013	RED	BIKE
99123	7/3/2013	MULTI	BOOKS
99124	7/3/2013	MULTI	KEYS
99125	7/3/2013	MULTI	UMBRELLA
99128	7/3/2013	BROWN	SWEATER
99129	7/3/2013	BLACK	SWEATER
99130	7/5/2013	MULTI	KEYS
99132	7/5/2013	BROWN	WALLET
99136	7/5/2013	MULTI	GLASSES
99137	7/5/2013	PINK	PURSE
99138	7/5/2013	MULTI	UMBRELLA
99140	7/5/2013	BLACK	PHONE
99144	7/5/2013	MULTI	THERMO/MUG
99145	7/5/2013	MULTI	BIKE
99146	7/5/2013	MULTI	BIKE
99147	7/5/2013	RED	BIKE
99148	7/5/2013	MULTI	PHONE
99149	7/5/2013	MULTI	GLASSES
99150	7/5/2013	MULTI	CD, DVD, TAPE
99151	7/5/2013	MULTI	LUNCH BAG
99152	7/5/2013	MULTI	BAG
99153	7/5/2013	MULTI	BAG
99155	7/5/2013	MULTI	BABY STROLLER
99158	7/5/2013	MULTI	KEYS
99160	7/5/2013	BLACK	SWEATER
99162	7/5/2013	BLACK	PHONE
99163	7/5/2013	BLACK	PHONE
99164	7/5/2013	MULTI	KEYS
99168	7/8/2013	OTHER	GLASSES
99169	7/8/2013	OTHER	GLASSES
99170	7/8/2013	MULTI	GLASSES
99171	7/8/2013	MULTI	PURSE
99172	7/8/2013	OTHER	KEYS
99174	7/8/2013	BLACK	PHONE
99175	7/8/2013	BLACK	PHONE
99176	7/8/2013	MULTI	PHONE

99182	7/8/2013	BROWN	WALLET
99185	7/8/2013	OTHER	OTHER
99186	7/8/2013	OTHER	KEYS
99188	7/8/2013	BLACK	GLASSES
99189	7/8/2013	WHITE	FOLDER/NOTEBOOK
99191	7/8/2013	OTHER	KEYS
99192	7/8/2013	MULTI	UMBRELLA
99194	7/8/2013	MULTI	BACKPACK
99195	7/8/2013	BLUE	OTHER
99197	7/8/2013	BLACK	BAG
99198	7/8/2013	YELLOW	CLOTHES
99199	7/8/2013	RED	BIKE
99202	7/8/2013	MULTI	OTHER
99203	7/8/2013	MULTI	JEWELRY
99205	7/9/2013	OTHER	KEYS
99207	7/9/2013	BLACK	PHONE
99209	7/9/2013	OTHER	KEYS
99212	7/9/2013	MULTI	BACKPACK
99215	7/10/2013	OTHER	KEYS
99217	7/10/2013	MULTI	UMBRELLA
99219	7/10/2013	BLACK	ELECTRONICS
99222	7/10/2013	BLACK	PHONE
99223	7/10/2013	BLACK	PHONE
99226	7/10/2013	GREY	SWEATER
99227	7/10/2013	BLACK	OTHER
99228	7/10/2013	MULTI	BAG
99229	7/10/2013	MULTI	BABY STROLLER
99230	7/10/2013	BLACK	GLASSES
99231	7/10/2013	OTHER	JEWELRY
99233	7/10/2013	RED	BIKE
99238	7/11/2013	MULTI	HAT
99239	7/11/2013	MULTI	BACKPACK
99241	7/11/2013	BLACK	PHONE
99242	7/11/2013	BLACK	PHONE
99244	7/11/2013	BROWN	KEYS
99246	7/11/2013	RED	BIKE
99247	7/11/2013	GREEN	BIKE
99248	7/11/2013	OTHER	PHONE
99249	7/11/2013	BLACK	SHOES/SNEAKERS
99250	7/11/2013	MULTI	ELECTRONICS
99251	7/11/2013	MULTI	GLASSES
99254	7/12/2013	MULTI	GLASSES
99255	7/12/2013	MULTI	OTHER
99257	7/12/2013	WHITE	ELECTRONICS
99259	7/12/2013	MULTI	BACKPACK
99260	7/12/2013	OTHER	KEYS
99261	7/12/2013	BROWN	KEYS

99262	7/12/2013	OTHER	KEYS
99263	7/12/2013	MULTI	BIBLE
99264	7/12/2013	WHITE	BAG
99265	7/12/2013	BROWN	BAG
99266	7/12/2013	GREY	BAG
99270	7/12/2013	GREEN	OTHER
99271	7/12/2013	BLACK	GLASSES
99272	7/12/2013	OTHER	BIKE
99274	7/12/2013	YELLOW	BIKE
99276	7/12/2013	MULTI	GLASSES
99277	7/12/2013	MULTI	BABY STROLLER
99278	7/15/2013	PINK	CASE
99281	7/15/2013	OTHER	GLASSES
99282	7/15/2013	MULTI	SHIRT
99285	7/15/2013	MULTI	HAT
99287	7/15/2013	OTHER	KEYS
99288	7/15/2013	OTHER	KEYS
99291	7/15/2013	MULTI	CLOTHES
99292	7/15/2013	MULTI	BABY STROLLER
99293	7/15/2013	OTHER	BIKE
99298	7/15/2013	BLACK	WALLET
99303	7/15/2013	MULTI	KEYS
99304	7/15/2013	BROWN	KEYS
99305	7/15/2013	BLACK	ELECTRONICS
99306	7/15/2013	BLACK	GLASSES
99307	7/15/2013	MULTI	GLASSES
99308	7/15/2013	OTHER	KEYS
99309	7/15/2013	BLACK	CASE
99310	7/15/2013	BROWN	GLASSES
99311	7/15/2013	MULTI	UMBRELLA
99312	7/15/2013	MULTI	BAG
99313	7/15/2013	WHITE	HAT
99314	7/15/2013	MULTI	HAT
99315	7/15/2013	RED	HAT
99316	7/15/2013	BLACK	SWEATSHIRT
99317	7/15/2013	BLACK	GLASSES
99318	7/15/2013	MULTI	GLASSES
99323	7/16/2013	BLACK	BAG
99325	7/16/2013	PURPLE	JACKET
99326	7/16/2013	MULTI	KEYS
99327	7/16/2013	OTHER	JEWELRY
99329	7/16/2013	BLACK	PHONE
99330	7/16/2013	MULTI	PHONE
99331	7/16/2013	MULTI	PHONE
99332	7/16/2013	MULTI	BOOKS
99334	7/16/2013	MULTI	HAT
99335	7/16/2013	MULTI	CASE

99336	7/16/2013	MULTI	BAG
99339	7/16/2013	MULTI	BIKE
99343	7/17/2013	OTHER	JEWELRY
99346	7/17/2013	RED	WALLET
99350	7/17/2013	BURGUNDY	UMBRELLA
99352	7/17/2013	OTHER	PHONE
99353	7/17/2013	BLUE	SHIRT
99356	7/17/2013	MULTI	HAT
99357	7/17/2013	GREY	HAT
99360	7/17/2013	MULTI	BIKE
99361	7/17/2013	MULTI	KEYS
99362	7/17/2013	BROWN	CANE
99363	7/17/2013	MULTI	UMBRELLA
99364	7/17/2013	MULTI	THERMO/MUG
99365	7/18/2013	BLACK	UMBRELLA
99366	7/18/2013	N/A	HAT
99367	7/18/2013	MULTI	KEYS
99369	7/18/2013	MULTI	UMBRELLA
99370	7/18/2013	MULTI	OTHER
99373	7/18/2013	BLACK	WALLET
99377	7/18/2013	MULTI	PHONE
99378	7/18/2013	WHITE	GLASSES
99379	7/18/2013	PINK	HAT
99380	7/18/2013	RED	UMBRELLA
99381	7/18/2013	MULTI	BAG
99382	7/18/2013	BLACK	BACKPACK
99383	7/18/2013	BLACK	APRONS
99385	7/18/2013	MULTI	UMBRELLA
99389	7/19/2013	MULTI	BOOKS
99390	7/19/2013	MULTI	BOOKS
99391	7/19/2013	MULTI	BOOKS
99392	7/19/2013	MULTI	CLOTHES
99396	7/19/2013	BROWN	WALLET
99398	7/19/2013	MULTI	KEYS
99399	7/19/2013	GREEN	UMBRELLA
99402	7/19/2013	MULTI	GLASSES
99403	7/19/2013	MULTI	GLASSES
99404	7/19/2013	BROWN	GLASSES
99405	7/19/2013	MULTI	KEYS
99406	7/19/2013	BLACK	ELECTRONICS
99407	7/19/2013	OTHER	KEYS
99409	7/19/2013	MULTI	OTHER
99410	7/19/2013	MULTI	BIKE
99411	7/19/2013	BLUE	BIKE
99415	7/22/2013	BLACK	PHONE
99417	7/22/2013	MULTI	PHONE
99418	7/22/2013	MULTI	KEYS

99419	7/22/2013	BLACK	GLASSES
99420	7/22/2013	MULTI	GLASSES
99422	7/22/2013	MULTI	UMBRELLA
99423	7/22/2013	MULTI	PHONE
99425	7/22/2013	MULTI	BAG
99426	7/22/2013	BLACK	HAT
99427	7/22/2013	MULTI	BAG
99428	7/22/2013	MULTI	BAG
99429	7/22/2013	MULTI	BOOKS
99430	7/22/2013	BLACK	LUGGAGE
99432	7/22/2013	MULTI	BAG
99434	7/22/2013	MULTI	BAG
99435	7/22/2013	MULTI	BAG
99436	7/22/2013	MULTI	BACKPACK
99438	7/22/2013	MULTI	UMBRELLA
99439	7/22/2013	MULTI	UMBRELLA
99440	7/22/2013	BLACK	UMBRELLA
99441	7/22/2013	MULTI	GLASSES
99443	7/22/2013	MULTI	OTHER
99444	7/22/2013	MULTI	SHOES/SNEAKERS
99445	7/22/2013	MULTI	KEYS
99446	7/22/2013	MULTI	KEYS
99447	7/22/2013	MULTI	PHONE
99449	7/22/2013	MULTI	PHONE
99451	7/22/2013	MULTI	UMBRELLA
99452	7/22/2013	GREY	HAT
99453	7/22/2013	YELLOW	HAT
99454	7/22/2013	BLACK	HAT
99456	7/22/2013	MULTI	OTHER
99459	7/22/2013	BLACK	JACKET
99462	7/22/2013	BLACK	PURSE
99466	7/22/2013	OTHER	KEYS
99467	7/22/2013	BROWN	KEYS
99468	7/22/2013	OTHER	KEYS
99470	7/22/2013	MULTI	CARD
99472	7/23/2013	BLACK	WALLET
99475	7/23/2013	BLUE	BAG
99480	7/23/2013	BLACK	PHONE
99485	7/23/2013	GREY	CLOTHES
99486	7/23/2013	MULTI	TOY
99487	7/23/2013	BLACK	SHOES/SNEAKERS
99489	7/24/2013	MULTI	UMBRELLA
99490	7/24/2013	BLACK	WALLET
99493	7/24/2013	BURGUNDY	OTHER
99494	7/24/2013	MULTI	BOOKS
99495	7/24/2013	MULTI	GLASSES
99496	7/24/2013	OTHER	OTHER

99497	7/24/2013	BROWN	GLASSES
99498	7/24/2013	MULTI	PHONE
99499	7/24/2013	BLUE	SHIRT
99500	7/24/2013	BLUE	SHIRT
99501	7/24/2013	MULTI	BACKPACK
99508	7/24/2013	BLACK	PHONE
99509	7/24/2013	BLACK	PHONE
99513	7/24/2013	BLACK	UMBRELLA
99515	7/24/2013	MULTI	GLASSES
99516	7/24/2013	MULTI	GLASSES
99517	7/24/2013	BLACK	HAT
99518	7/24/2013	MULTI	THERMO/MUG
99519	7/24/2013	BLUE	BABY STROLLER
99521	7/25/2013	MULTI	HAT
99522	7/25/2013	ORANGE	SWEATSHIRT
99525	7/25/2013	BLACK	WALLET
99526	7/25/2013	MULTI	OTHER
99528	7/25/2013	PINK	BACKPACK
99531	7/25/2013	BLACK	PHONE
99535	7/25/2013	MULTI	GLASSES
99537	7/25/2013	MULTI	BAG
99538	7/26/2013	GREY	JACKET
99539	7/26/2013	MULTI	LUNCH BAG
99540	7/26/2013	MULTI	BIBLE
99541	7/26/2013	BROWN	BOOKS
99542	7/26/2013	MULTI	KEYS
99543	7/26/2013	MULTI	KEYS
99544	7/26/2013	MULTI	GLASSES
99545	7/26/2013	MULTI	UMBRELLA
99547	7/26/2013	MULTI	WALLET
99548	7/26/2013	MULTI	BIKE
99549	7/26/2013	MULTI	LUGGAGE
99551	7/26/2013	MULTI	WALLET
99552	7/26/2013	BLACK	WALLET
99555	7/26/2013	BLACK	PHONE
99556	7/26/2013	MULTI	BOOKS
99558	7/26/2013	OTHER	KEYS
99560	7/26/2013	BLACK	HAT
99561	7/26/2013	BLACK	OTHER
99562	7/26/2013	PURPLE	CASE
99563	7/26/2013	GREEN	UMBRELLA
99566	7/26/2013	PURPLE	BAG
99571	7/29/2013	BLACK	PHONE
99572	7/29/2013	MULTI	PHONE
99575	7/29/2013	BLACK	WALLET
99582	7/29/2013	BROWN	KEYS
99585	7/29/2013	WHITE	BAG

99587	7/29/2013	MULTI	UMBRELLA
99588	7/29/2013	MULTI	UMBRELLA
99589	7/29/2013	MULTI	THERMO/MUG
99590	7/29/2013	OTHER	KEYS
99591	7/29/2013	MULTI	LUNCH BAG
99592	7/29/2013	BLUE	JACKET
99593	7/29/2013	MULTI	BIKE
99597	7/29/2013	MULTI	WALLET
99598	7/29/2013	BLUE	ELECTRONICS
99601	7/29/2013	MULTI	BOOKS
99603	7/29/2013	MULTI	GLASSES
99604	7/29/2013	OTHER	GLASSES
99606	7/29/2013	BEIGE	HAT
99608	7/29/2013	BLACK	PHONE
99609	7/29/2013	MULTI	BAG
99611	7/29/2013	MULTI	UMBRELLA
99616	7/30/2013	BLUE	PHONE
99618	7/30/2013	MULTI	BOOKS
99619	7/30/2013	BROWN	KEYS
99620	7/30/2013	MULTI	GLASSES
99621	7/30/2013	MULTI	UMBRELLA
99622	7/30/2013	MULTI	SWEATER
99623	7/30/2013	BLACK	BIKE
99625	7/30/2013	BLACK	ELECTRONICS
99628	7/30/2013	BLACK	GLASSES
99629	7/30/2013	MULTI	KEYS
99630	7/30/2013	BLACK	UMBRELLA
99631	7/30/2013	MULTI	OTHER
99632	7/30/2013	BROWN	BIBLE
99633	7/30/2013	MULTI	BOOKS
99634	7/30/2013	MULTI	OTHER
99639	7/30/2013	BLUE	BIKE
99641	7/30/2013	BLACK	PHONE
99642	7/30/2013	BLACK	WALLET
99643	7/30/2013	MULTI	OTHER
99644	7/30/2013	MULTI	UMBRELLA
99646	7/31/2013	PINK	PURSE
99648	7/31/2013	MULTI	GLASSES
99649	7/31/2013	BEIGE	HAT
99650	7/31/2013	MULTI	BIKE
99651	7/31/2013	MULTI	BIKE
99652	7/31/2013	MULTI	WALLET
99653	7/31/2013	MULTI	WALLET
99654	7/31/2013	BLACK	PHONE
99657	7/31/2013	MULTI	LUNCH BAG
99659	7/31/2013	MULTI	BACKPACK
99660	8/1/2013	BLACK	GLASSES

99661	8/1/2013	BLACK	SHOES/SNEAKERS
99664	8/1/2013	BLACK	CLOTHES
99666	8/1/2013	MULTI	PHONE
99667	8/1/2013	MULTI	LUNCH BAG
99668	8/1/2013	BLACK	JACKET
99670	8/1/2013	MULTI	GLASSES
99674	8/1/2013	MULTI	KEYS
99675	8/1/2013	MULTI	KEYS
99676	8/1/2013	MULTI	OTHER
99677	8/1/2013	BLACK	BOOKS
99678	8/1/2013	BROWN	BIBLE
99679	8/1/2013	MULTI	OTHER
99680	8/1/2013	MULTI	BAG
99681	8/1/2013	MULTI	BAG
99689	8/2/2013	MULTI	WALLET
99690	8/2/2013	MULTI	PHONE
99691	8/2/2013	BLACK	PHONE
99693	8/2/2013	MULTI	LUGGAGE
99695	8/2/2013	BROWN	WALLET
99696	8/2/2013	BLACK	PHONE
99697	8/2/2013	BLACK	ELECTRONICS
99698	8/2/2013	BLACK	ELECTRONICS
99702	8/2/2013	BURGUNDY	BOOKS
99703	8/2/2013	GREY	UMBRELLA
99704	8/2/2013	MULTI	BACKPACK
99705	8/2/2013	MULTI	UMBRELLA
99706	8/2/2013	BLACK	JACKET
99707	8/2/2013	MULTI	BAG
99708	8/2/2013	OTHER	KEYS
99709	8/2/2013	WHITE	BAG
99710	8/2/2013	RED	BIKE
99711	8/2/2013	MULTI	BIKE
99714	8/2/2013	PURPLE	SHIRT
99715	8/5/2013	BLACK	SHIRT
99716	8/5/2013	MULTI	CLOTHES
99718	8/5/2013	BLACK	WALLET
99719	8/5/2013	BLACK	WALLET
99725	8/5/2013	BLACK	WALLET
99726	8/5/2013	MULTI	KEYS
99727	8/5/2013	MULTI	KEYS
99729	8/5/2013	MULTI	KEYS
99730	8/5/2013	MULTI	OTHER
99731	8/5/2013	MULTI	TOY
99734	8/5/2013	MULTI	TOOL
99735	8/5/2013	MULTI	KEYS
99737	8/5/2013	BLACK	GLASSES
99739	8/5/2013	MULTI	PHONE

99740	8/5/2013	BLACK	PHONE
99741	8/5/2013	MULTI	PHONE
99743	8/5/2013	BLACK	GLASSES
99745	8/5/2013	BLACK	GLASSES
99746	8/5/2013	MULTI	GLASSES
99747	8/5/2013	MULTI	GLASSES
99749	8/5/2013	MULTI	BOOKS
99750	8/5/2013	MULTI	BACKPACK
99752	8/5/2013	MULTI	ELECTRONICS
99753	8/5/2013	MULTI	UMBRELLA
99754	8/5/2013	GREEN	JACKET
99755	8/5/2013	BLACK	BIKE
99757	8/5/2013	BLACK	BIKE
99759	8/6/2013	GREY	BIKE
99760	8/6/2013	MULTI	BACKPACK
99762	8/6/2013	MULTI	OTHER
99763	8/6/2013	OTHER	WATCH
99764	8/6/2013	MULTI	BIBLE
99765	8/6/2013	MULTI	BOOKS
99768	8/6/2013	OTHER	KEYS
99771	8/6/2013	BLACK	PHONE
99774	8/6/2013	MULTI	BIKE
99777	8/7/2013	MULTI	THERMO/MUG
99779	8/7/2013	BLACK	BAG
99780	8/7/2013	GREY	SHIRT
99783	8/7/2013	MULTI	WALLET
99785	8/7/2013	BLACK	BOOKS
99788	8/7/2013	MULTI	KEYS
99789	8/7/2013	MULTI	THERMO/MUG
99790	8/7/2013	MULTI	KEYS
99791	8/7/2013	BLACK	PHONE
99792	8/7/2013	MULTI	PHONE
99798	8/7/2013	BLACK	PHONE
99800	8/8/2013	BLACK	PHONE
99802	8/8/2013	BLACK	ELECTRONICS
99803	8/8/2013	BLACK	PHONE
99807	8/8/2013	BLACK	WALLET
99808	8/8/2013	MULTI	KEYS
99810	8/8/2013	OTHER	GLASSES
99811	8/8/2013	BLACK	GLASSES
99812	8/8/2013	BLUE	OTHER
99813	8/8/2013	BLUE	BACKPACK
99814	8/8/2013	OTHER	SHOES/SNEAKERS
99815	8/8/2013	MULTI	UMBRELLA
99816	8/8/2013	MULTI	UMBRELLA
99819	8/8/2013	MULTI	LUNCH BAG
99820	8/8/2013	WHITE	OTHER

99821	8/8/2013	GREY	WALLET
99822	8/8/2013	BROWN	GLASSES
99825	8/9/2013	MULTI	PHONE
99828	8/9/2013	MULTI	GLASSES
99829	8/9/2013	MULTI	OTHER
99832	8/9/2013	MULTI	OTHER
99833	8/9/2013	MULTI	BIKE
99834	8/9/2013	BROWN	WALLET
99836	8/9/2013	MULTI	KEYS
99839	8/9/2013	OTHER	GLASSES
99840	8/9/2013	OTHER	GLASSES
99841	8/9/2013	MULTI	OTHER
99842	8/9/2013	BLACK	BAG
99843	8/9/2013	BLUE	BAG
99844	8/9/2013	BLUE	BAG
99846	8/9/2013	MULTI	GLASSES
99849	8/9/2013	BLACK	PHONE
99855	8/12/2013	BLACK	WALLET
99856	8/12/2013	BLACK	PHONE
99857	8/12/2013	BLACK	PHONE
99858	8/12/2013	BLACK	PHONE
99859	8/12/2013	BLACK	GLASSES
99860	8/12/2013	PURPLE	GLASSES
99862	8/12/2013	RED	BACKPACK
99863	8/12/2013	OTHER	BAG
99864	8/12/2013	BLACK	BAG
99865	8/12/2013	BLACK	PHONE
99866	8/12/2013	MULTI	UMBRELLA
99867	8/12/2013	BLACK	UMBRELLA
99868	8/12/2013	MULTI	UMBRELLA
99869	8/12/2013	MULTI	LUNCH BAG
99871	8/12/2013	MULTI	BACKPACK
99872	8/12/2013	OTHER	KEYS
99874	8/13/2013	BLACK	BACKPACK
99875	8/13/2013	MULTI	PURSE
99877	8/13/2013	MULTI	WALLET
99883	8/13/2013	MULTI	PHONE
99887	8/13/2013	MULTI	ELECTRONICS
99888	8/13/2013	MULTI	ELECTRONICS
99889	8/13/2013	MULTI	HAT
99890	8/13/2013	OTHER	HAT
99891	8/13/2013	BLACK	HAT
99892	8/13/2013	MULTI	HAT
99893	8/13/2013	MULTI	GLASSES
99899	8/13/2013	BLACK	UMBRELLA
99900	8/13/2013	MULTI	BOOKS
99901	8/13/2013	OTHER	GLASSES

99902	8/14/2013	OTHER	KEYS
99903	8/14/2013	MULTI	OTHER
99907	8/14/2013	MULTI	PHONE
99908	8/14/2013	BLACK	GLASSES
99912	8/14/2013	BLUE	BAG
99913	8/14/2013	BLACK	UMBRELLA
99914	8/14/2013	BLACK	OTHER
99918	8/15/2013	OTHER	JACKET
99920	8/15/2013	BLACK	UMBRELLA
99921	8/15/2013	WHITE	BAG
99922	8/15/2013	MULTI	BIKE
99923	8/15/2013	BLACK	OTHER
99924	8/15/2013	MULTI	KEYS
99926	8/15/2013	BLACK	UMBRELLA
99927	8/15/2013	BLACK	UMBRELLA
99929	8/15/2013	MULTI	KEYS
99930	8/15/2013	OTHER	GLASSES
99931	8/15/2013	BLACK	UMBRELLA
99933	8/15/2013	BROWN	CLOTHES
99935	8/15/2013	WHITE	BIKE
99936	8/15/2013	BLACK	GLASSES
99938	8/15/2013	BROWN	KEYS
99939	8/16/2013	MULTI	WALLET
99940	8/16/2013	MULTI	PURSE
99941	8/16/2013	PURPLE	I.D.
99945	8/16/2013	MULTI	KEYS
99946	8/16/2013	MULTI	UMBRELLA
99950	8/16/2013	MULTI	WALLET
99953	8/16/2013	BLACK	ELECTRONICS
99954	8/16/2013	MULTI	ELECTRONICS
99955	8/16/2013	MULTI	GLASSES
99956	8/16/2013	MULTI	KEYS
99957	8/16/2013	WHITE	JEWELRY
99958	8/16/2013	RED	HAT
99959	8/16/2013	MULTI	BAG
99961	8/16/2013	MULTI	COOLER
99963	8/16/2013	MULTI	LUGGAGE
99964	8/16/2013	OTHER	BOOKS
99965	8/16/2013	ORANGE	BIKE
99967	8/16/2013	PINK	BIKE
99968	8/16/2013	GREEN	BIKE
99969	8/16/2013	MULTI	BIKE
99972	8/19/2013	BLACK	HAT
99973	8/19/2013	MULTI	UMBRELLA
99974	8/19/2013	MULTI	UMBRELLA
99975	8/19/2013	BURGUNDY	BIBLE
99976	8/19/2013	BLACK	ELECTRONICS

99977	8/19/2013	BROWN	WALLET
99979	8/19/2013	MULTI	KEYS
99980	8/19/2013	OTHER	KEYS
99981	8/19/2013	BLACK	HAT
99982	8/19/2013	OTHER	OTHER
99983	8/19/2013	RED	LUGGAGE
99984	8/19/2013	MULTI	BIKE
99985	8/19/2013	BLACK	GLASSES
99991	8/19/2013	GREY	PHONE
99996	8/19/2013	MULTI	OTHER
99997	8/19/2013	BLACK	SHIRT
99998	8/19/2013	OTHER	SHIRT
99999	8/19/2013	MULTI	LUNCH BAG
100006	8/19/2013	BLACK	BIKE
100008	8/20/2013	BLACK	UMBRELLA
100012	8/20/2013	MULTI	PHONE
100013	8/20/2013	BLACK	CASE
100014	8/20/2013	WHITE	FOLDER/NOTEBOOK
100016	8/20/2013	BLACK	PHONE
100017	8/20/2013	MULTI	BACKPACK
100022	8/20/2013	MULTI	I.D.
100024	8/20/2013	GREEN	SWEATSHIRT
100025	8/21/2013	RED	JACKET
100026	8/21/2013	BLACK	SWEATER
100027	8/21/2013	BLACK	SHIRT
100028	8/21/2013	MULTI	HAT
100029	8/21/2013	MULTI	CASE
100030	8/21/2013	PURPLE	UMBRELLA
100031	8/21/2013	BLACK	PHONE
100033	8/21/2013	MULTI	GLASSES
100035	8/21/2013	BLUE	GLASSES
100036	8/21/2013	MULTI	WATCH
100037	8/21/2013	MULTI	CASE
100040	8/21/2013	BLACK	WALLET
100042	8/21/2013	BLACK	WALLET
100044	8/21/2013	BLACK	CANE
100045	8/21/2013	MULTI	BABY STROLLER
100046	8/22/2013	BLACK	CD, DVD, TAPE
100047	8/22/2013	OTHER	CASE
100049	8/22/2013	MULTI	KEYS
100050	8/22/2013	BLACK	PHONE
100051	8/22/2013	BROWN	WALLET
100052	8/22/2013	BROWN	GLASSES
100053	8/22/2013	BLACK	CANE
100054	8/22/2013	MULTI	LUGGAGE
100055	8/22/2013	BLACK	UMBRELLA
100056	8/22/2013	PINK	BABY STROLLER

100057	8/22/2013	BLUE	BABY STROLLER
100061	8/22/2013	BLACK	PHONE
100063	8/22/2013	BLACK	PHONE
100064	8/22/2013	MULTI	BIBLE
100065	8/22/2013	MULTI	BOOKS
100066	8/22/2013	WHITE	BAG
100067	8/22/2013	GREY	BAG
100069	8/22/2013	GREY	HAT
100070	8/22/2013	GREY	OTHER
100071	8/22/2013	RED	COOLER
100072	8/22/2013	MULTI	BACKPACK
100073	8/22/2013	GREEN	BAG
100076	8/23/2013	BLUE	SHIRT
100078	8/23/2013	GREY	BIKE
100081	8/23/2013	MULTI	BIKE
100082	8/23/2013	GREY	BIKE
100084	8/23/2013	BLACK	PHONE
100087	8/23/2013	MULTI	BAG
100088	8/23/2013	OTHER	HAT
100089	8/23/2013	MULTI	BACKPACK
100090	8/23/2013	MULTI	BAG
100092	8/23/2013	MULTI	BIBLE
100093	8/23/2013	BLACK	WALLET
100096	8/23/2013	MULTI	KEYS
100098	8/23/2013	MULTI	UMBRELLA
100100	8/26/2013	MULTI	UMBRELLA
100101	8/26/2013	PINK	UMBRELLA
100102	8/26/2013	BLACK	ELECTRONICS
100107	8/26/2013	OTHER	KEYS
100112	8/26/2013	GREY	PHONE
100113	8/26/2013	RED	PHONE
100114	8/26/2013	BROWN	SHOES/SNEAKERS
100115	8/26/2013	OTHER	KEYS
100116	8/26/2013	OTHER	KEYS
100117	8/26/2013	OTHER	KEYS
100118	8/26/2013	MULTI	KEYS
100119	8/26/2013	MULTI	KEYS
100121	8/26/2013	OTHER	KEYS
100122	8/26/2013	OTHER	KEYS
100123	8/26/2013	OTHER	KEYS
100124	8/26/2013	OTHER	KEYS
100125	8/26/2013	OTHER	KEYS
100126	8/26/2013	MULTI	KEYS
100128	8/26/2013	OTHER	KEYS
100129	8/26/2013	BLACK	GLASSES
100130	8/26/2013	BLACK	GLASSES
100131	8/26/2013	MULTI	GLASSES

100132	8/26/2013	BLACK	CASE
100133	8/26/2013	GREEN	CASE
100134	8/26/2013	MULTI	GLASSES
100135	8/26/2013	MULTI	GLASSES
100136	8/26/2013	BLACK	GLASSES
100137	8/26/2013	OTHER	GLASSES
100138	8/26/2013	OTHER	GLASSES
100139	8/26/2013	MULTI	GLASSES
100140	8/26/2013	OTHER	GLASSES
100141	8/26/2013	BROWN	OTHER
100142	8/26/2013	PINK	PURSE
100143	8/26/2013	OTHER	UMBRELLA
100144	8/26/2013	OTHER	UMBRELLA
100145	8/26/2013	MULTI	PHONE
100147	8/26/2013	BLACK	PHONE
100149	8/26/2013	MULTI	GLASSES
100150	8/26/2013	BLACK	GLASSES
100151	8/26/2013	MULTI	GLASSES
100152	8/26/2013	MULTI	KEYS
100153	8/26/2013	OTHER	KEYS
100154	8/26/2013	MULTI	KEYS
100155	8/26/2013	MULTI	KEYS
100156	8/26/2013	MULTI	BIKE
100157	8/26/2013	MULTI	BIKE
100159	8/27/2013	BROWN	CANE
100163	8/27/2013	BEIGE	OTHER
100164	8/27/2013	MULTI	PHONE
100166	8/27/2013	BLACK	GLASSES
100167	8/27/2013	OTHER	GLASSES
100168	8/27/2013	BLACK	WALLET
100169	8/27/2013	GREY	CARD
100170	8/27/2013	BLACK	OTHER
100171	8/27/2013	BROWN	KEYS
100172	8/27/2013	BLACK	SWEATER
100175	8/27/2013	MULTI	BIKE
100177	8/27/2013	MULTI	BIKE
100178	8/28/2013	MULTI	OTHER
100181	8/28/2013	BLACK	CASE
100183	8/28/2013	WHITE	BAG
100184	8/28/2013	OTHER	KEYS
100185	8/28/2013	MULTI	PHONE
100186	8/28/2013	MULTI	GLASSES
100187	8/28/2013	BLACK	UMBRELLA
100188	8/28/2013	MULTI	SHOES/SNEAKERS
100189	8/28/2013	MULTI	LUNCH BAG
100190	8/28/2013	OTHER	SWEATSHIRT
100191	8/28/2013	BLACK	PHONE

100194	8/28/2013	MULTI	OTHER
100196	8/28/2013	BROWN	OTHER
100198	8/29/2013	BLACK	BACKPACK
100201	8/29/2013	BLACK	GLASSES
100202	8/29/2013	GREEN	FOLDER/NOTEBOOK
100203	8/29/2013	BLUE	THERMO/MUG
100204	8/29/2013	MULTI	GLASSES
100205	8/29/2013	BLACK	CLOTHES
100207	8/29/2013	BLACK	BIKE
100209	8/29/2013	PURPLE	BIKE
100210	8/29/2013	GREY	BIKE
100213	8/29/2013	MULTI	GLASSES
100215	8/30/2013	BLACK	PURSE
100218	8/30/2013	GREEN	UMBRELLA
100220	8/30/2013	BLACK	PHONE
100222	8/30/2013	BLACK	PHONE
100223	8/30/2013	BLACK	PHONE
100224	8/30/2013	BLACK	PHONE
100229	8/30/2013	BLACK	WALLET
100233	8/30/2013	BROWN	GLASSES
100234	8/30/2013	MULTI	BOOKS
100235	8/30/2013	MULTI	ELECTRONICS
100236	8/30/2013	MULTI	WALLET
100237	8/30/2013	BLACK	BACKPACK
100238	8/30/2013	MULTI	BACKPACK
100239	8/30/2013	BLUE	BIKE
100240	8/30/2013	PURPLE	BIKE
100242	8/30/2013	MULTI	BIKE
100243	8/30/2013	RED	BIKE
100244	8/30/2013	MULTI	BIKE
100247	9/3/2013	BLACK	WALLET
100248	9/3/2013	GREY	PHONE
100249	9/3/2013	BROWN	WALLET
100250	9/3/2013	BLACK	CASE
100251	9/3/2013	BLACK	ELECTRONICS
100253	9/3/2013	MULTI	PHONE
100254	9/3/2013	MULTI	KEYS
100258	9/3/2013	MULTI	SHIRT
100259	9/3/2013	MULTI	COOLER
100260	9/3/2013	BROWN	SHOES/SNEAKERS
100261	9/3/2013	BLACK	PURSE
100271	9/3/2013	BLACK	PHONE
100272	9/3/2013	BLACK	CASE
100273	9/3/2013	MULTI	KEYS
100274	9/3/2013	MULTI	KEYS
100275	9/3/2013	OTHER	KEYS
100277	9/3/2013	OTHER	THERMO/MUG

100279	9/3/2013	MULTI	LUNCH BAG
100280	9/3/2013	BLACK	BACKPACK
100281	9/3/2013	BLACK	SWEATSHIRT
100282	9/3/2013	MULTI	GLASSES
100283	9/3/2013	OTHER	GLASSES
100286	9/3/2013	MULTI	BIBLE
100287	9/3/2013	MULTI	BOOKS
100288	9/3/2013	WHITE	SHOES/SNEAKERS
100289	9/3/2013	BLACK	SHOES/SNEAKERS
100290	9/3/2013	BLACK	BACKPACK
100291	9/3/2013	WHITE	BAG
100292	9/3/2013	BLACK	LUGGAGE
100293	9/3/2013	GREY	BIKE
100294	9/3/2013	BLUE	BIKE
100295	9/3/2013	MULTI	BIKE
100297	9/4/2013	BLACK	BIKE
100298	9/4/2013	MULTI	PHONE
100300	9/4/2013	MULTI	PHONE
100301	9/4/2013	BLACK	ELECTRONICS
100304	9/4/2013	MULTI	JEWELRY
100305	9/4/2013	MULTI	KEYS
100306	9/4/2013	BLACK	GLASSES
100307	9/4/2013	BLUE	HAT
100308	9/4/2013	GREY	OTHER
100310	9/4/2013	BLACK	BIBLE
100311	9/4/2013	BLACK	UMBRELLA
100312	9/4/2013	GREY	CASE
100314	9/4/2013	MULTI	BACKPACK
100316	9/4/2013	WHITE	OTHER
100321	9/5/2013	RED	UMBRELLA
100324	9/5/2013	MULTI	BACKPACK
100329	9/5/2013	PINK	WALLET
100331	9/5/2013	OTHER	SHOES/SNEAKERS
100332	9/5/2013	OTHER	JEWELRY
100333	9/5/2013	BROWN	GLASSES
100335	9/5/2013	OTHER	BOOKS
100338	9/5/2013	BLACK	PHONE
100339	9/6/2013	MULTI	UMBRELLA
100340	9/6/2013	MULTI	BACKPACK
100341	9/6/2013	MULTI	BAG
100342	9/6/2013	MULTI	PHONE
100343	9/6/2013	MULTI	KEYS
100345	9/6/2013	BLACK	UMBRELLA
100349	9/6/2013	MULTI	KEYS
100350	9/6/2013	BLACK	PHONE
100352	9/6/2013	BLACK	BACKPACK
100354	9/6/2013	MULTI	BIKE

100357	9/9/2013	MULTI	OTHER
100359	9/9/2013	MULTI	HAT
100360	9/9/2013	OTHER	JEWELRY
100362	9/9/2013	MULTI	GLASSES
100363	9/9/2013	OTHER	OTHER
100364	9/9/2013	MULTI	GLASSES
100365	9/9/2013	RED	SHIRT
100366	9/9/2013	MULTI	JACKET
100370	9/9/2013	BLACK	PHONE
100371	9/9/2013	BLACK	PHONE
100372	9/9/2013	BLACK	PHONE
100374	9/9/2013	MULTI	GLASSES
100379	9/9/2013	OTHER	KEYS
100380	9/9/2013	MULTI	KEYS
100381	9/9/2013	MULTI	BOOKS
100382	9/9/2013	BLUE	LUNCH BAG
100384	9/9/2013	MULTI	SHOES/SNEAKERS
100385	9/9/2013	OTHER	KEYS
100386	9/9/2013	MULTI	UMBRELLA
100387	9/9/2013	MULTI	UMBRELLA
100388	9/9/2013	PURPLE	BACKPACK
100389	9/9/2013	WHITE	BIKE
100390	9/9/2013	GREEN	BIKE
100391	9/9/2013	MULTI	BIKE
100392	9/9/2013	MULTI	BIKE
100393	9/9/2013	MULTI	PHONE
100395	9/9/2013	MULTI	GLASSES
100396	9/9/2013	MULTI	UMBRELLA
100399	9/10/2013	MULTI	GLASSES
100404	9/10/2013	GREY	ELECTRONICS
100405	9/10/2013	MULTI	KEYS
100406	9/10/2013	WHITE	OTHER
100407	9/10/2013	BLACK	BACKPACK
100408	9/10/2013	MULTI	BIKE
100411	9/11/2013	BLACK	WALLET
100415	9/11/2013	GREY	ELECTRONICS
100417	9/11/2013	BEIGE	SHOES/SNEAKERS
100421	9/11/2013	BLACK	BIBLE
100423	9/11/2013	MULTI	CLOTHES
100424	9/11/2013	MULTI	BACKPACK
100425	9/11/2013	MULTI	WALLET
100427	9/11/2013	OTHER	KEYS
100428	9/11/2013	BLACK	PHONE
100429	9/11/2013	MULTI	KEYS
100430	9/11/2013	MULTI	KEYS
100432	9/12/2013	MULTI	KEYS
100435	9/12/2013	BLACK	WALLET

100436	9/12/2013	BLUE	BIBLE
100437	9/12/2013	MULTI	LUNCH BAG
100438	9/12/2013	MULTI	CLOTHES
100439	9/12/2013	MULTI	PHONE
100440	9/12/2013	MULTI	PHONE
100441	9/12/2013	MULTI	BACKPACK
100442	9/12/2013	MULTI	LUNCH BAG
100445	9/12/2013	MULTI	PHONE
100447	9/12/2013	MULTI	HAT
100448	9/12/2013	MULTI	CASE
100451	9/12/2013	BLUE	WALLET
100452	9/12/2013	PINK	PURSE
100453	9/12/2013	MULTI	GLASSES
100454	9/12/2013	PURPLE	I.D.
100455	9/12/2013	MULTI	KEYS
100458	9/13/2013	MULTI	GLASSES
100459	9/13/2013	MULTI	CLOTHES
100460	9/13/2013	BLACK	PHONE
100461	9/13/2013	BLACK	PHONE
100462	9/13/2013	MULTI	ELECTRONICS
100463	9/13/2013	BLACK	GLASSES
100464	9/13/2013	BLACK	GLASSES
100465	9/13/2013	YELLOW	JEWELRY
100466	9/13/2013	MULTI	UMBRELLA
100468	9/13/2013	BLACK	BIBLE
100470	9/13/2013	MULTI	BACKPACK
100473	9/13/2013	BLUE	CLOTHES
100474	9/13/2013	MULTI	KEYS
100480	9/16/2013	BLACK	HAT
100481	9/16/2013	OTHER	KEYS
100482	9/16/2013	RED	GLASSES
100483	9/16/2013	GREY	BAG
100484	9/16/2013	MULTI	BIKE
100485	9/16/2013	MULTI	BIKE
100489	9/16/2013	BLACK	WALLET
100490	9/16/2013	MULTI	OTHER
100491	9/16/2013	BLACK	PHONE
100494	9/16/2013	BLACK	PHONE
100495	9/16/2013	BLACK	GLASSES
100496	9/16/2013	OTHER	GLASSES
100497	9/16/2013	BLACK	CANE
100498	9/16/2013	BLACK	BACKPACK
100499	9/16/2013	OTHER	BACKPACK
100501	9/16/2013	RED	JACKET
100502	9/16/2013	MULTI	SWEATER
100503	9/16/2013	BEIGE	SWEATER
100506	9/16/2013	WHITE	ELECTRONICS

100507	9/16/2013	MULTI	GLASSES
100508	9/16/2013	MULTI	GLASSES
100510	9/16/2013	BLACK	PHONE
100511	9/16/2013	BLUE	SHOES/SNEAKERS
100516	9/17/2013	OTHER	GLASSES
100517	9/17/2013	OTHER	KEYS
100518	9/17/2013	WHITE	BAG
100519	9/17/2013	MULTI	HAT
100520	9/17/2013	BLACK	BACKPACK
100521	9/17/2013	BLACK	BAG
100523	9/17/2013	MULTI	I.D.
100525	9/17/2013	MULTI	KEYS
100526	9/17/2013	BLACK	HAT
100527	9/17/2013	OTHER	KEYS
100529	9/17/2013	BLUE	BACKPACK
100530	9/17/2013	GREY	SWEATSHIRT
100532	9/17/2013	MULTI	BACKPACK
100533	9/17/2013	BLACK	PHONE
100544	9/18/2013	OTHER	KEYS
100548	9/18/2013	BLACK	CLOTHES
100549	9/18/2013	MULTI	BIKE
100556	9/18/2013	RED	PHONE
100557	9/18/2013	MULTI	GLASSES
100558	9/18/2013	BLACK	GLASSES
100560	9/18/2013	MULTI	OTHER
100563	9/18/2013	MULTI	BIKE
100566	9/18/2013	MULTI	UMBRELLA
100567	9/18/2013	BROWN	WALLET
100568	9/18/2013	BLACK	ELECTRONICS
100569	9/18/2013	RED	GLASSES
100574	9/19/2013	BLACK	PHONE
100575	9/19/2013	BLACK	UMBRELLA
100576	9/19/2013	MULTI	UMBRELLA
100579	9/19/2013	PURPLE	I.D.
100580	9/19/2013	BLACK	GLASSES
100581	9/19/2013	MULTI	KEYS
100583	9/19/2013	BLACK	APRONS
100586	9/20/2013	BROWN	GLASSES
100591	9/20/2013	MULTI	PHONE
100602	9/20/2013	BROWN	WALLET
100604	9/20/2013	MULTI	KEYS
100605	9/20/2013	MULTI	GLASSES
100606	9/20/2013	MULTI	GLASSES
100607	9/20/2013	MULTI	GLASSES
100608	9/20/2013	BLACK	GLASSES
100609	9/20/2013	MULTI	GLASSES
100610	9/20/2013	MULTI	GLASSES

100611	9/20/2013	MULTI	BOOKS
100612	9/20/2013	MULTI	SHOES/SNEAKERS
100613	9/20/2013	MULTI	SHOES/SNEAKERS
100616	9/20/2013	MULTI	MEDICATION
100618	9/20/2013	MULTI	BAG
100620	9/20/2013	MULTI	SHOES/SNEAKERS
100621	9/20/2013	GREY	BIKE
100622	9/20/2013	MULTI	BIKE
100623	9/20/2013	GREY	BIKE
100624	9/20/2013	MULTI	BIKE
100625	9/20/2013	GREY	BIKE
100628	9/23/2013	BLACK	WALLET
100634	9/23/2013	BLACK	PHONE
100637	9/23/2013	BLUE	BIBLE
100638	9/23/2013	BLACK	WALLET
100644	9/23/2013	BLACK	PHONE
100646	9/23/2013	BROWN	GLASSES
100647	9/23/2013	PINK	FOLDER/NOTEBOOK
100648	9/23/2013	MULTI	BAG
100650	9/23/2013	GREY	BAG
100652	9/23/2013	BLACK	KEYS
100653	9/23/2013	WHITE	APRONS
100654	9/23/2013	BLACK	BAG
100655	9/23/2013	BLACK	ELECTRONICS
100656	9/23/2013	MULTI	KEYS
100658	9/23/2013	MULTI	BACKPACK
100659	9/23/2013	MULTI	LUNCH BAG
100660	9/23/2013	MULTI	BAG
100663	9/23/2013	MULTI	BIKE
100665	9/23/2013	MULTI	BIKE
100666	9/23/2013	MULTI	BIKE
100668	9/23/2013	MULTI	BIKE
100669	9/23/2013	MULTI	BIKE
100671	9/24/2013	BURGUNDY	UMBRELLA
100675	9/24/2013	GREY	PHONE
100676	9/24/2013	BLACK	BAG
100677	9/24/2013	BLACK	BACKPACK
100678	9/24/2013	BLACK	BACKPACK
100679	9/24/2013	RED	BIKE
100682	9/24/2013	BLACK	PHONE
100684	9/24/2013	BLACK	GLASSES
100686	9/24/2013	BLACK	UMBRELLA
100687	9/24/2013	PINK	UMBRELLA
100688	9/24/2013	MULTI	UMBRELLA
100689	9/24/2013	MULTI	UMBRELLA
100690	9/24/2013	MULTI	UMBRELLA
100691	9/24/2013	BLACK	UMBRELLA

100692	9/24/2013	OTHER	OTHER
100693	9/24/2013	BLACK	SHOES/SNEAKERS
100694	9/24/2013	MULTI	BAG
100695	9/24/2013	MULTI	BIKE
100698	9/24/2013	BLACK	GLASSES
100699	9/24/2013	MULTI	UMBRELLA
100700	9/25/2013	BLACK	PHONE
100701	9/25/2013	BLACK	ELECTRONICS
100702	9/25/2013	BLACK	BACKPACK
100703	9/25/2013	BLACK	OTHER
100705	9/25/2013	MULTI	BIKE
100706	9/25/2013	MULTI	BIKE
100710	9/25/2013	OTHER	SHOES/SNEAKERS
100711	9/25/2013	BLACK	FOLDER/NOTEBOOK
100712	9/25/2013	MULTI	UMBRELLA
100713	9/25/2013	BLACK	UMBRELLA
100714	9/25/2013	BLACK	UMBRELLA
100715	9/25/2013	BLACK	UMBRELLA
100716	9/25/2013	MULTI	UMBRELLA
100717	9/25/2013	BLACK	OTHER
100718	9/25/2013	MULTI	BAG
100721	9/25/2013	MULTI	KEYS
100722	9/25/2013	BLACK	UMBRELLA
100723	9/25/2013	MULTI	UMBRELLA
100724	9/25/2013	MULTI	UMBRELLA
100727	9/26/2013	MULTI	KEYS
100728	9/26/2013	MULTI	ELECTRONICS
100729	9/26/2013	MULTI	UMBRELLA
100730	9/26/2013	MULTI	LUNCH BAG
100731	9/26/2013	OTHER	KEYS
100732	9/26/2013	BLACK	BACKPACK
100734	9/26/2013	GREY	PHONE
100735	9/26/2013	BLUE	PHONE
100736	9/26/2013	BEIGE	HAT
100737	9/26/2013	MULTI	BOOKS
100740	9/26/2013	MULTI	GLASSES
100742	9/26/2013	MULTI	GLASSES
100743	9/26/2013	OTHER	MONEY
100744	9/26/2013	MULTI	JEWELRY
100746	9/26/2013	BLACK	JACKET
100749	9/26/2013	BLACK	PHONE
100750	9/26/2013	BLACK	ELECTRONICS
100751	9/26/2013	GREY	JACKET
100752	9/27/2013	OTHER	KEYS
100754	9/27/2013	MULTI	GLASSES
100755	9/27/2013	MULTI	PHONE
100756	9/27/2013	MULTI	PHONE

100757	9/27/2013	MULTI	OTHER
100758	9/27/2013	MULTI	CANE
100769	9/27/2013	MULTI	ELECTRONICS
100770	9/27/2013	BLACK	PHONE
100772	9/27/2013	MULTI	PHONE
100773	9/27/2013	MULTI	PHONE
100774	9/27/2013	MULTI	WATCH
100775	9/27/2013	MULTI	TOOL
100776	9/27/2013	MULTI	UMBRELLA
100777	9/27/2013	MULTI	UMBRELLA
100779	9/27/2013	MULTI	BIKE
100780	9/27/2013	BLUE	BIKE
100782	9/27/2013	MULTI	BACKPACK
100783	9/27/2013	MULTI	GLASSES
100784	9/27/2013	MULTI	BOOKS
100785	9/30/2013	MULTI	FOLDER/NOTEBOOK
100791	9/30/2013	RED	PHONE
100799	9/30/2013	BLACK	UMBRELLA
100800	9/30/2013	MULTI	UMBRELLA
100802	9/30/2013	MULTI	BAG
100805	9/30/2013	MULTI	HAT
100806	9/30/2013	MULTI	HAT
100807	9/30/2013	MULTI	GLASSES
100808	9/30/2013	MULTI	GLASSES
100809	9/30/2013	BLACK	ELECTRONICS
100810	9/30/2013	MULTI	SHIRT
100811	9/30/2013	MULTI	SHIRT
100815	9/30/2013	BLACK	PHONE
100816	9/30/2013	BLACK	PHONE
100817	9/30/2013	GREY	PHONE
100819	9/30/2013	BLACK	PHONE
100821	9/30/2013	MULTI	KEYS
100822	9/30/2013	GREY	BIKE
100823	9/30/2013	GREY	BIKE
100824	10/1/2013	PURPLE	BIKE
100828	10/1/2013	BLACK	WALLET
100830	10/1/2013	BLACK	PHONE
100834	10/1/2013	BEIGE	WALLET
100835	10/1/2013	OTHER	JEWELRY
100836	10/1/2013	OTHER	KEYS
100839	10/1/2013	OTHER	OTHER
100840	10/1/2013	PINK	THERMO/MUG
100841	10/1/2013	BLACK	UMBRELLA
100842	10/1/2013	MULTI	SHOES/SNEAKERS
100843	10/1/2013	OTHER	BIKE
100845	10/2/2013	BLACK	PHONE
100846	10/2/2013	MULTI	PHONE

100851	10/2/2013	MULTI	KEYS
100852	10/2/2013	GREEN	OTHER
100853	10/2/2013	OTHER	ELECTRONICS
100854	10/2/2013	MULTI	BIKE
100855	10/2/2013	MULTI	BIKE
100856	10/2/2013	BLACK	WALLET
100859	10/2/2013	PURPLE	UMBRELLA
100860	10/2/2013	MULTI	GLASSES
100862	10/2/2013	WHITE	BAG
100863	10/2/2013	BLUE	JACKET
100864	10/2/2013	BLACK	BACKPACK
100865	10/2/2013	MULTI	LUNCH BAG
100867	10/2/2013	BLACK	WALLET
100868	10/2/2013	OTHER	BOOKS
100870	10/2/2013	BLACK	PHONE
100879	10/3/2013	MULTI	KEYS
100881	10/3/2013	MULTI	ELECTRONICS
100883	10/3/2013	BLACK	PHONE
100884	10/3/2013	BLACK	UMBRELLA
100885	10/3/2013	MULTI	BOOKS
100886	10/3/2013	BLUE	BIBLE
100888	10/3/2013	MULTI	HAT
100889	10/3/2013	GREY	HAT
100890	10/3/2013	MULTI	BACKPACK
100892	10/3/2013	MULTI	BOOKS
100894	10/3/2013	MULTI	UMBRELLA
100895	10/3/2013	MULTI	CANE
100896	10/3/2013	RED	BABY STROLLER
100897	10/3/2013	MULTI	KEYS
100898	10/3/2013	MULTI	KEYS
100899	10/3/2013	MULTI	KEYS
100900	10/3/2013	MULTI	KEYS
100901	10/3/2013	MULTI	KEYS
100902	10/3/2013	MULTI	KEYS
100903	10/3/2013	RED	GLASSES
100904	10/3/2013	BLACK	GLASSES
100905	10/3/2013	MULTI	GLASSES
100906	10/3/2013	BROWN	GLASSES
100908	10/3/2013	MULTI	HAT
100909	10/3/2013	BLUE	JACKET
100910	10/3/2013	MULTI	KEYS
100913	10/4/2013	BLACK	GLASSES
100914	10/4/2013	MULTI	GLASSES
100916	10/4/2013	BLACK	ELECTRONICS
100917	10/4/2013	MULTI	ELECTRONICS
100920	10/4/2013	BLACK	PHONE
100929	10/4/2013	MULTI	OTHER

100930	10/4/2013	BLACK	HAT
100931	10/4/2013	BLACK	UMBRELLA
100933	10/4/2013	MULTI	GLASSES
100934	10/4/2013	OTHER	GLASSES
100935	10/4/2013	MULTI	SHOES/SNEAKERS
100939	10/7/2013	BLACK	UMBRELLA
100944	10/7/2013	MULTI	UMBRELLA
100947	10/7/2013	BLACK	PHONE
100950	10/7/2013	MULTI	PHONE
100952	10/7/2013	YELLOW	JEWELRY
100953	10/7/2013	BLACK	WALLET
100957	10/7/2013	MULTI	CASE
100960	10/7/2013	MULTI	KEYS
100961	10/7/2013	MULTI	KEYS
100962	10/7/2013	MULTI	KEYS
100966	10/7/2013	MULTI	BOOKS
100967	10/7/2013	MULTI	BOOKS
100971	10/7/2013	MULTI	HAT
100972	10/7/2013	GREEN	SWEATSHIRT
100973	10/7/2013	MULTI	JACKET
100974	10/7/2013	MULTI	JACKET
100975	10/7/2013	MULTI	BAG
100976	10/7/2013	MULTI	BAG
100978	10/7/2013	MULTI	BAG
100979	10/7/2013	BLACK	UMBRELLA
100980	10/7/2013	BLACK	UMBRELLA
100981	10/7/2013	BLUE	UMBRELLA
100982	10/7/2013	CLEAR	GLASSES
100983	10/7/2013	BLACK	SHOES/SNEAKERS
100984	10/7/2013	MULTI	LUGGAGE
100987	10/7/2013	MULTI	BIKE
100989	10/7/2013	MULTI	BIKE
100990	10/7/2013	OTHER	BIKE
100991	10/8/2013	OTHER	CANE
100992	10/8/2013	BLACK	BIBLE
100995	10/8/2013	WHITE	BOOKS
100996	10/8/2013	BLACK	BACKPACK
100997	10/8/2013	WHITE	BAG
100998	10/8/2013	MULTI	OTHER
101001	10/8/2013	MULTI	KEYS
101002	10/8/2013	MULTI	UMBRELLA
101003	10/8/2013	BLACK	ELECTRONICS
101009	10/8/2013	MULTI	WALLET
101011	10/8/2013	GREY	BAG
101012	10/8/2013	MULTI	SWEATSHIRT
101013	10/8/2013	BLACK	PURSE
101014	10/9/2013	BLACK	UMBRELLA

101015	10/9/2013	BLACK	PHONE
101016	10/9/2013	MULTI	PHONE
101023	10/9/2013	MULTI	WALLET
101024	10/9/2013	BLACK	WALLET
101025	10/9/2013	MULTI	CASE
101026	10/9/2013	MULTI	LUNCH BAG
101027	10/9/2013	MULTI	KEYS
101028	10/9/2013	BLUE	UMBRELLA
101030	10/9/2013	OTHER	JEWELRY
101032	10/9/2013	BLACK	GLASSES
101034	10/9/2013	MULTI	PHONE
101035	10/9/2013	MULTI	PHONE
101036	10/9/2013	MULTI	UMBRELLA
101038	10/9/2013	OTHER	OTHER
101039	10/9/2013	PINK	JEWELRY
101041	10/10/2013	BLACK	PHONE
101042	10/10/2013	BLACK	WALLET
101046	10/10/2013	MULTI	UMBRELLA
101049	10/10/2013	MULTI	KEYS
101051	10/10/2013	MULTI	BAG
101052	10/10/2013	MULTI	BACKPACK
101053	10/10/2013	BLACK	UMBRELLA
101054	10/10/2013	MULTI	HAT
101056	10/10/2013	MULTI	BOOKS
101057	10/10/2013	MULTI	BIKE
101058	10/10/2013	WHITE	WATCH
101063	10/11/2013	MULTI	ELECTRONICS
101065	10/11/2013	BLACK	GLASSES
101072	10/11/2013	BLACK	WALLET
101073	10/11/2013	BLACK	WALLET
101074	10/11/2013	BLACK	WALLET
101080	10/11/2013	MULTI	KEYS
101081	10/11/2013	BROWN	KEYS
101082	10/11/2013	OTHER	KEYS
101083	10/11/2013	BLACK	ELECTRONICS
101084	10/11/2013	MULTI	UMBRELLA
101085	10/11/2013	BLACK	UMBRELLA
101086	10/11/2013	BLACK	GLASSES
101087	10/11/2013	OTHER	GLASSES
101088	10/11/2013	OTHER	GLASSES
101089	10/11/2013	BLACK	GLASSES
101090	10/11/2013	BLUE	GLASSES
101091	10/11/2013	MULTI	GLASSES
101092	10/11/2013	MULTI	GLASSES
101093	10/11/2013	MULTI	BIKE
101094	10/11/2013	MULTI	BIKE
101096	10/11/2013	YELLOW	JEWELRY

101102	10/14/2013	MULTI	PURSE
101104	10/14/2013	BLACK	GLASSES
101107	10/14/2013	OTHER	KEYS
101109	10/14/2013	GREY	SWEATSHIRT
101111	10/14/2013	MULTI	WALLET
101113	10/14/2013	MULTI	WALLET
101118	10/14/2013	GREY	PHONE
101119	10/14/2013	MULTI	KEYS
101121	10/14/2013	OTHER	KEYS
101123	10/14/2013	OTHER	GLASSES
101124	10/14/2013	BLACK	GLASSES
101125	10/14/2013	MULTI	CANE
101128	10/14/2013	MULTI	BACKPACK
101129	10/14/2013	BURGUNDY	OTHER
101130	10/14/2013	BLUE	CLOTHES
101133	10/14/2013	OTHER	ELECTRONICS
101134	10/14/2013	BLUE	BAG
101135	10/14/2013	WHITE	BAG
101136	10/14/2013	OTHER	OTHER
101137	10/14/2013	MULTI	CLOTHES
101138	10/14/2013	OTHER	KEYS
101140	10/14/2013	BLACK	BIKE
101141	10/14/2013	MULTI	BIKE
101143	10/15/2013	MULTI	PHONE
101146	10/15/2013	MULTI	PHONE
101147	10/15/2013	GREY	SWEATSHIRT
101148	10/15/2013	MULTI	BIKE
101151	10/15/2013	MULTI	OTHER
101154	10/15/2013	OTHER	GLASSES
101155	10/15/2013	MULTI	KEYS
101156	10/15/2013	MULTI	OTHER
101158	10/15/2013	OTHER	BIKE
101159	10/16/2013	MULTI	UMBRELLA
101160	10/16/2013	MULTI	BACKPACK
101161	10/16/2013	MULTI	BACKPACK
101162	10/16/2013	BROWN	KEYS
101163	10/16/2013	MULTI	BOOKS
101164	10/16/2013	MULTI	GLASSES
101166	10/16/2013	MULTI	BAG
101167	10/16/2013	MULTI	OTHER
101168	10/17/2013	BLACK	WALLET
101169	10/17/2013	OTHER	WALLET
101171	10/17/2013	YELLOW	OTHER
101172	10/17/2013	OTHER	KEYS
101173	10/17/2013	MULTI	UMBRELLA
101174	10/17/2013	OTHER	BIBLE
101175	10/17/2013	BEIGE	BAG

101176	10/17/2013	MULTI	PHONE
101177	10/17/2013	MULTI	PHONE
101181	10/18/2013	MULTI	GLASSES
101182	10/18/2013	BLACK	GLASSES
101183	10/18/2013	MULTI	BAG
101184	10/18/2013	MULTI	SHOES/SNEAKERS
101186	10/18/2013	MULTI	SHIRT
101187	10/18/2013	BLUE	JACKET
101189	10/18/2013	MULTI	KEYS
101190	10/18/2013	MULTI	KEYS
101191	10/18/2013	MULTI	KEYS
101192	10/18/2013	BLACK	GLASSES
101193	10/18/2013	MULTI	GLASSES
101194	10/18/2013	MULTI	GLASSES
101201	10/18/2013	BROWN	WALLET
101202	10/18/2013	MULTI	BAG
101205	10/18/2013	YELLOW	HAT
101207	10/18/2013	GREY	BAG
101208	10/18/2013	MULTI	ELECTRONICS
101209	10/18/2013	BLACK	SHIRT
101224	10/21/2013	WHITE	WATCH
101225	10/21/2013	MULTI	WATCH
101226	10/21/2013	MULTI	PHONE
101227	10/21/2013	BLACK	GLASSES
101228	10/21/2013	OTHER	GLASSES
101229	10/21/2013	MULTI	UMBRELLA
101230	10/21/2013	GREY	SWEATER
101231	10/21/2013	MULTI	BOOKS
101232	10/21/2013	GREEN	HAT
101233	10/21/2013	OTHER	BACKPACK
101235	10/21/2013	MULTI	BIKE
101238	10/21/2013	BLACK	WALLET
101243	10/21/2013	OTHER	KEYS
101244	10/21/2013	BLACK	PHONE
101245	10/21/2013	BLACK	PHONE
101246	10/21/2013	MULTI	GLASSES
101247	10/21/2013	MULTI	HAT
101248	10/21/2013	BLUE	SWEATSHIRT
101249	10/21/2013	MULTI	LUNCH BAG
101251	10/21/2013	PINK	WALLET
101252	10/21/2013	BLACK	BIBLE
101254	10/21/2013	BLACK	ELECTRONICS
101262	10/22/2013	BLACK	OTHER
101264	10/22/2013	BLACK	PHONE
101265	10/22/2013	MULTI	BOOKS
101267	10/22/2013	WHITE	BIKE
101268	10/22/2013	BLUE	BIKE

101273	10/22/2013	BLACK	PHONE
101275	10/22/2013	MULTI	ELECTRONICS
101276	10/23/2013	BLACK	OTHER
101277	10/23/2013	MULTI	BIBLE
101280	10/23/2013	MULTI	KEYS
101281	10/23/2013	MULTI	KEYS
101282	10/23/2013	BROWN	KEYS
101288	10/23/2013	BURGUNDY	GLASSES
101292	10/23/2013	MULTI	BOOKS
101293	10/23/2013	MULTI	BIKE
101294	10/23/2013	MULTI	UMBRELLA
101295	10/23/2013	BEIGE	GLASSES
101297	10/24/2013	MULTI	UMBRELLA
101299	10/24/2013	PINK	GLASSES
101302	10/24/2013	PURPLE	GLASSES
101303	10/24/2013	OTHER	KEYS
101304	10/24/2013	BLACK	WATCH
101305	10/24/2013	MULTI	OTHER
101306	10/24/2013	BLACK	CD, DVD, TAPE
101307	10/24/2013	BLACK	UMBRELLA
101308	10/24/2013	MULTI	PHONE
101311	10/25/2013	MULTI	PHONE
101314	10/25/2013	YELLOW	JEWELRY
101315	10/25/2013	MULTI	GLASSES
101317	10/25/2013	MULTI	UMBRELLA
101318	10/25/2013	MULTI	BAG
101319	10/25/2013	MULTI	BAG
101320	10/25/2013	MULTI	JACKET
101321	10/25/2013	MULTI	BAG
101322	10/25/2013	MULTI	LUNCH BAG
101323	10/25/2013	BLUE	HAT
101324	10/25/2013	WHITE	HAT
101325	10/25/2013	OTHER	OTHER
101327	10/25/2013	BLUE	JACKET
101329	10/25/2013	WHITE	ELECTRONICS
101333	10/25/2013	MULTI	GLASSES
101334	10/25/2013	MULTI	GLASSES
101335	10/25/2013	BLACK	GLASSES
101337	10/25/2013	MULTI	PHONE
101338	10/25/2013	MULTI	PHONE
101339	10/25/2013	BLACK	PHONE
101340	10/25/2013	BLACK	WALLET
101341	10/25/2013	BLACK	WALLET
101346	10/28/2013	BLACK	WALLET
101348	10/28/2013	BROWN	WALLET
101350	10/28/2013	BLACK	BIBLE
101351	10/28/2013	GREEN	KEYS

101352	10/28/2013	OTHER	KEYS
101353	10/28/2013	OTHER	KEYS
101354	10/28/2013	MULTI	KEYS
101356	10/28/2013	RED	THERMO/MUG
101357	10/28/2013	BLACK	HAT
101358	10/28/2013	MULTI	HAT
101360	10/28/2013	GREY	BAG
101361	10/28/2013	PINK	JACKET
101364	10/28/2013	BROWN	WALLET
101365	10/28/2013	BLACK	WALLET
101369	10/28/2013	BLACK	PHONE
101370	10/28/2013	BLACK	PHONE
101371	10/28/2013	BLACK	PHONE
101373	10/28/2013	BLACK	PHONE
101374	10/28/2013	MULTI	PHONE
101377	10/28/2013	MULTI	KEYS
101378	10/28/2013	MULTI	GLASSES
101379	10/28/2013	BROWN	WALLET
101381	10/28/2013	MULTI	BAG
101383	10/28/2013	GREY	BIKE
101384	10/28/2013	MULTI	BIKE
101385	10/28/2013	MULTI	GLASSES
101386	10/29/2013	MULTI	WALLET
101387	10/29/2013	BLACK	WALLET
101389	10/29/2013	OTHER	HAT
101391	10/29/2013	MULTI	UMBRELLA
101392	10/29/2013	MULTI	UMBRELLA
101393	10/29/2013	MULTI	UMBRELLA
101394	10/29/2013	MULTI	UMBRELLA
101395	10/29/2013	OTHER	UMBRELLA
101396	10/29/2013	RED	BIKE
101399	10/29/2013	BLACK	PHONE
101402	10/29/2013	MULTI	GLASSES
101403	10/29/2013	BROWN	BIKE
101406	10/30/2013	MULTI	BIKE
101411	10/30/2013	MULTI	GLASSES
101412	10/30/2013	MULTI	GLASSES
101413	10/30/2013	MULTI	WALLET
101414	10/30/2013	MULTI	BOOKS
101415	10/30/2013	BLACK	PHONE
101416	10/30/2013	MULTI	TOY
101418	10/30/2013	MULTI	BACKPACK
101420	10/30/2013	MULTI	OTHER
101423	10/30/2013	MULTI	THERMO/MUG
101428	10/30/2013	BLACK	OTHER
101429	10/30/2013	GREEN	BAG
101430	10/31/2013	BLACK	WALLET

101432	10/31/2013	MULTI	BACKPACK
101438	10/31/2013	MULTI	BOOKS
101440	10/31/2013	BEIGE	BAG
101441	10/31/2013	PURPLE	PURSE
101442	10/31/2013	MULTI	BAG
101443	10/31/2013	BLUE	SWEATSHIRT
101444	10/31/2013	OTHER	KEYS
101445	10/31/2013	MULTI	BIKE
101448	11/1/2013	MULTI	PHONE
101449	11/1/2013	BLACK	PHONE
101450	11/1/2013	BLACK	PHONE
101451	11/1/2013	BLACK	PHONE
101452	11/1/2013	MULTI	I.D.
101453	11/1/2013	MULTI	I.D.
101454	11/1/2013	MULTI	I.D.
101455	11/1/2013	OTHER	CARD
101456	11/1/2013	BLACK	OTHER
101457	11/1/2013	MULTI	PHONE
101458	11/1/2013	MULTI	ELECTRONICS
101459	11/1/2013	MULTI	WALLET
101460	11/1/2013	MULTI	KEYS
101461	11/1/2013	MULTI	GLASSES
101462	11/1/2013	BLUE	BOOKS
101463	11/1/2013	BLACK	LUNCH BAG
101464	11/1/2013	MULTI	LUNCH BAG
101465	11/1/2013	MULTI	BACKPACK
101466	11/1/2013	MULTI	BACKPACK
101467	11/1/2013	BLACK	SWEATER
101468	11/1/2013	MULTI	STATIONARY
101469	11/1/2013	BLACK	SWEATSHIRT
101470	11/1/2013	BLACK	SHIRT
101472	11/1/2013	MULTI	BIKE
101473	11/1/2013	MULTI	BIKE
101476	11/4/2013	BLACK	PHONE
101478	11/4/2013	WHITE	OTHER
101479	11/4/2013	PURPLE	UMBRELLA
101480	11/4/2013	YELLOW	CARD
101481	11/4/2013	OTHER	JEWELRY
101482	11/4/2013	BLUE	CLOTHES
101483	11/4/2013	MULTI	UMBRELLA
101486	11/4/2013	BLACK	BIKE
101488	11/4/2013	MULTI	BIKE
101489	11/4/2013	MULTI	I.D.
101491	11/4/2013	MULTI	CARD
101492	11/4/2013	MULTI	I.D.
101493	11/4/2013	BLUE	I.D.
101495	11/4/2013	BLACK	OTHER

101496	11/4/2013	BLACK	PHONE
101497	11/4/2013	BLACK	PHONE
101499	11/4/2013	OTHER	KEYS
101500	11/4/2013	MULTI	GLASSES
101502	11/4/2013	BLACK	GLASSES
101503	11/4/2013	MULTI	SHOES/SNEAKERS
101504	11/4/2013	MULTI	OTHER
101505	11/4/2013	MULTI	HAT
101506	11/4/2013	RED	UMBRELLA
101507	11/4/2013	MULTI	BACKPACK
101508	11/4/2013	GREY	SHIRT
101509	11/4/2013	BLUE	SHIRT
101510	11/4/2013	MULTI	BAG
101511	11/4/2013	MULTI	JACKET
101512	11/4/2013	GREY	CLOTHES
101514	11/5/2013	RED	CASE
101515	11/5/2013	BLUE	I.D.
101516	11/5/2013	OTHER	UMBRELLA
101517	11/5/2013	OTHER	GLASSES
101520	11/5/2013	GREEN	WALLET
101521	11/5/2013	BLACK	CARD
101522	11/5/2013	MULTI	PHONE
101523	11/5/2013	MULTI	KEYS
101524	11/5/2013	MULTI	BOOKS
101526	11/5/2013	MULTI	SHIRT
101527	11/5/2013	BROWN	GLASSES
101528	11/5/2013	GREEN	BIKE
101529	11/5/2013	MULTI	I.D.
101530	11/5/2013	PURPLE	I.D.
101531	11/5/2013	BLUE	I.D.
101532	11/5/2013	YELLOW	UMBRELLA
101533	11/5/2013	BLUE	UMBRELLA
101534	11/5/2013	OTHER	JEWELRY
101535	11/5/2013	BLUE	LUGGAGE
101537	11/6/2013	BLACK	PHONE
101538	11/6/2013	MULTI	BACKPACK
101540	11/6/2013	MULTI	KEYS
101541	11/6/2013	MULTI	GLASSES
101542	11/6/2013	MULTI	I.D.
101544	11/6/2013	BLACK	ELECTRONICS
101545	11/6/2013	MULTI	BACKPACK
101546	11/6/2013	BLUE	JACKET
101547	11/6/2013	MULTI	TOY
101548	11/6/2013	MULTI	CARD
101549	11/6/2013	BLACK	GLASSES
101550	11/6/2013	ORANGE	MEDICATION
101551	11/6/2013	MULTI	WALLET

101554	11/7/2013	BLACK	PHONE
101555	11/7/2013	BLACK	PHONE
101556	11/7/2013	MULTI	I.D.
101557	11/7/2013	MULTI	I.D.
101559	11/7/2013	BLUE	I.D.
101561	11/7/2013	MULTI	BOOKS
101562	11/7/2013	BLACK	JACKET
101563	11/7/2013	RED	BAG
101564	11/7/2013	BLACK	BAG
101565	11/7/2013	MULTI	BIKE
101567	11/7/2013	GREY	PHONE
101568	11/7/2013	MULTI	I.D.
101569	11/7/2013	PINK	ELECTRONICS
101571	11/7/2013	MULTI	SWEATSHIRT
101572	11/8/2013	MULTI	CARD
101573	11/8/2013	MULTI	I.D.
101574	11/8/2013	MULTI	ELECTRONICS
101575	11/8/2013	MULTI	BAG
101577	11/8/2013	GREEN	BIKE
101578	11/8/2013	BLACK	BIKE
101579	11/8/2013	RED	BIKE
101580	11/8/2013	BLUE	I.D.
101582	11/8/2013	BLACK	WALLET
101585	11/8/2013	BLACK	PHONE
101586	11/8/2013	ORANGE	MEDICATION
101587	11/8/2013	OTHER	KEYS
101588	11/8/2013	OTHER	KEYS
101590	11/8/2013	WHITE	OTHER
101591	11/8/2013	OTHER	JEWELRY
101592	11/8/2013	BROWN	KEYS
101593	11/8/2013	BLUE	WATCH
101594	11/8/2013	PINK	ELECTRONICS
101595	11/8/2013	GREY	PHONE
101596	11/8/2013	WHITE	PHONE
101597	11/8/2013	BLACK	PHONE
101598	11/8/2013	MULTI	GLASSES
101600	11/8/2013	MULTI	GLASSES
101601	11/8/2013	BLACK	GLASSES
101602	11/8/2013	GREY	SWEATER
101603	11/8/2013	GREEN	LUNCH BAG
101604	11/8/2013	BLUE	BIBLE
101605	11/8/2013	BEIGE	BAG
101607	11/11/2013	PURPLE	I.D.
101610	11/11/2013	BLACK	WALLET
101612	11/11/2013	BLACK	PHONE
101613	11/11/2013	WHITE	ELECTRONICS
101614	11/11/2013	OTHER	PHONE

101616	11/11/2013	BLACK	APRONS
101617	11/11/2013	WHITE	I.D.
101618	11/11/2013	PINK	ELECTRONICS
101619	11/11/2013	BROWN	KEYS
101620	11/11/2013	MULTI	PHONE
101621	11/11/2013	BLACK	PHONE
101622	11/11/2013	MULTI	PHONE
101623	11/11/2013	MULTI	PHONE
101624	11/11/2013	GREY	PHONE
101625	11/11/2013	BLUE	PHONE
101626	11/11/2013	BLACK	OTHER
101627	11/11/2013	BLACK	ELECTRONICS
101628	11/11/2013	ORANGE	OTHER
101630	11/11/2013	MULTI	BACKPACK
101631	11/11/2013	MULTI	BACKPACK
101632	11/11/2013	WHITE	BAG
101634	11/11/2013	PINK	BAG
101635	11/11/2013	BLACK	PHONE
101636	11/11/2013	OTHER	JEWELRY
101638	11/11/2013	OTHER	BIKE
101642	11/11/2013	OTHER	KEYS
101646	11/12/2013	BROWN	BIBLE
101647	11/12/2013	OTHER	OTHER
101648	11/12/2013	BLACK	OTHER
101649	11/12/2013	BLACK	PHONE
101651	11/12/2013	GREY	PHONE
101652	11/12/2013	BLUE	I.D.
101653	11/12/2013	OTHER	KEYS
101654	11/12/2013	BLACK	KEYS
101655	11/12/2013	MULTI	I.D.
101656	11/12/2013	MULTI	UMBRELLA
101657	11/12/2013	MULTI	PURSE
101658	11/12/2013	MULTI	BAG
101661	11/12/2013	BLUE	I.D.
101662	11/12/2013	BLACK	GLASSES
101663	11/12/2013	MULTI	CHECK(BOOK)
101664	11/12/2013	OTHER	WATCH
101665	11/12/2013	PURPLE	SHIRT
101666	11/12/2013	BLACK	PHONE
101667	11/12/2013	MULTI	PHONE
101668	11/12/2013	BLUE	BAG
101669	11/13/2013	PINK	LUNCH BAG
101670	11/13/2013	MULTI	PHONE
101671	11/13/2013	BLACK	PHONE
101673	11/13/2013	BLACK	WALLET
101674	11/13/2013	GREEN	SHIRT
101675	11/13/2013	BLACK	SHIRT

101677	11/13/2013	WHITE	GLASSES
101678	11/13/2013	MULTI	BACKPACK
101679	11/13/2013	RED	FOLDER/NOTEBOOK
101682	11/13/2013	BLACK	WALLET
101683	11/13/2013	MULTI	KEYS
101686	11/13/2013	MULTI	SWEATSHIRT
101688	11/13/2013	BLACK	BAG
101689	11/13/2013	OTHER	BIKE
101690	11/13/2013	GREY	BIKE
101692	11/14/2013	BLACK	WALLET
101695	11/14/2013	PURPLE	I.D.
101696	11/14/2013	MULTI	I.D.
101697	11/14/2013	BLACK	PHONE
101698	11/14/2013	OTHER	KEYS
101699	11/14/2013	OTHER	KEYS
101700	11/14/2013	MULTI	GLASSES
101701	11/14/2013	WHITE	ELECTRONICS
101702	11/14/2013	OTHER	TOY
101703	11/14/2013	MULTI	BIBLE
101704	11/14/2013	BURGUNDY	BIBLE
101707	11/14/2013	GREY	BACKPACK
101709	11/14/2013	BLACK	BIKE
101710	11/14/2013	WHITE	BIKE
101712	11/15/2013	GREEN	BIKE
101713	11/15/2013	GREY	PHONE
101714	11/15/2013	WHITE	I.D.
101715	11/15/2013	MULTI	I.D.
101716	11/15/2013	BLUE	I.D.
101718	11/15/2013	OTHER	GLASSES
101719	11/15/2013	PURPLE	LUGGAGE
101720	11/15/2013	MULTI	I.D.
101722	11/15/2013	MULTI	I.D.
101723	11/15/2013	MULTI	GLASSES
101724	11/15/2013	MULTI	GLASSES
101725	11/15/2013	GREEN	TOY
101726	11/15/2013	BLUE	CARD
101727	11/15/2013	BLACK	WALLET
101729	11/15/2013	YELLOW	WALLET
101730	11/15/2013	MULTI	PHONE
101731	11/15/2013	MULTI	WALLET
101732	11/15/2013	BLACK	HAT
101733	11/15/2013	MULTI	GLASSES
101734	11/15/2013	BLACK	SHIRT
101735	11/15/2013	MULTI	BAG
101736	11/15/2013	BLUE	BACKPACK
101737	11/15/2013	BLACK	PURSE
101740	11/15/2013	MULTI	BIKE

101741	11/15/2013	MULTI	OTHER
101743	11/15/2013	YELLOW	JACKET
101744	11/15/2013	OTHER	SHIRT
101745	11/15/2013	MULTI	CASE
101747	11/15/2013	MULTI	KEYS
101749	11/18/2013	BLACK	WALLET
101750	11/18/2013	MULTI	WALLET
101753	11/18/2013	PURPLE	I.D.
101754	11/18/2013	BLUE	I.D.
101755	11/18/2013	MULTI	CARD
101756	11/18/2013	MULTI	HAT
101758	11/18/2013	BLACK	PHONE
101761	11/18/2013	GREY	ELECTRONICS
101762	11/18/2013	BLACK	GLASSES
101763	11/18/2013	BLACK	GLASSES
101764	11/18/2013	MULTI	GLASSES
101767	11/18/2013	BLUE	BACKPACK
101768	11/18/2013	MULTI	LUNCH BAG
101769	11/18/2013	OTHER	SHIRT
101770	11/18/2013	BURGUNDY	SHIRT
101771	11/18/2013	BLACK	SWEATER
101772	11/18/2013	BROWN	BAG
101773	11/18/2013	WHITE	BAG
101774	11/18/2013	MULTI	SHOES/SNEAKERS
101775	11/18/2013	MULTI	I.D.
101776	11/18/2013	BLUE	I.D.
101777	11/18/2013	MULTI	OTHER
101780	11/18/2013	MULTI	KEYS
101781	11/18/2013	MULTI	KEYS
101783	11/18/2013	MULTI	ELECTRONICS
101784	11/18/2013	MULTI	BACKPACK
101785	11/18/2013	GREEN	JACKET
101786	11/18/2013	BLACK	SWEATSHIRT
101787	11/18/2013	MULTI	JACKET
101788	11/18/2013	MULTI	SWEATER
101789	11/18/2013	BLACK	SWEATSHIRT
101790	11/18/2013	MULTI	BIKE
101791	11/18/2013	MULTI	BIKE
101794	11/19/2013	BLACK	PHONE
101795	11/19/2013	BLUE	I.D.
101796	11/19/2013	BLACK	ELECTRONICS
101798	11/19/2013	BLACK	WALLET
101799	11/19/2013	MULTI	OTHER
101801	11/19/2013	WHITE	PHONE
101803	11/19/2013	GREY	PHONE
101804	11/19/2013	BLACK	WALLET
101805	11/19/2013	MULTI	I.D.

101806	11/19/2013	OTHER	GLASSES
101807	11/19/2013	MULTI	GLASSES
101808	11/19/2013	MULTI	GLASSES
101809	11/19/2013	GREY	BACKPACK
101810	11/19/2013	RED	SWEATSHIRT
101813	11/19/2013	MULTI	CARD
101814	11/19/2013	BLACK	PHONE
101815	11/19/2013	BLUE	JACKET
101817	11/20/2013	BLACK	OTHER
101818	11/20/2013	MULTI	I.D.
101819	11/20/2013	WHITE	I.D.
101820	11/20/2013	GREY	PHONE
101821	11/20/2013	GREEN	FOLDER/NOTEBOOK
101822	11/20/2013	BROWN	GLASSES
101824	11/20/2013	OTHER	SWEATER
101826	11/20/2013	PURPLE	I.D.
101827	11/20/2013	BLACK	ELECTRONICS
101828	11/20/2013	BLACK	PHONE
101831	11/20/2013	OTHER	KEYS
101832	11/20/2013	MULTI	I.D.
101834	11/21/2013	BLACK	PHONE
101835	11/21/2013	MULTI	UMBRELLA
101836	11/21/2013	OTHER	KEYS
101837	11/21/2013	BLACK	PHONE
101838	11/21/2013	MULTI	CASE
101839	11/21/2013	MULTI	UMBRELLA
101840	11/21/2013	MULTI	UMBRELLA
101841	11/21/2013	BLACK	SWEATSHIRT
101842	11/21/2013	BLACK	PHONE
101843	11/21/2013	BLACK	PHONE
101844	11/21/2013	BLACK	PHONE
101846	11/21/2013	PURPLE	I.D.
101847	11/21/2013	BLUE	I.D.
101848	11/21/2013	MULTI	I.D.
101849	11/21/2013	MULTI	I.D.
101850	11/21/2013	GREY	BAG
101851	11/21/2013	CLEAR	BACKPACK
101852	11/21/2013	PINK	UMBRELLA
101853	11/21/2013	BROWN	UMBRELLA
101854	11/21/2013	MULTI	UMBRELLA
101855	11/21/2013	MULTI	BIKE
101857	11/21/2013	MULTI	BIKE
101859	11/21/2013	BLUE	I.D.
101860	11/22/2013	MULTI	CARD
101861	11/22/2013	ORANGE	I.D.
101862	11/22/2013	PURPLE	I.D.
101863	11/22/2013	WHITE	GLASSES

101864	11/22/2013	MULTI	GLASSES
101865	11/22/2013	OTHER	KEYS
101866	11/22/2013	OTHER	KEYS
101868	11/22/2013	MULTI	PHONE
101870	11/22/2013	MULTI	PHONE
101872	11/22/2013	MULTI	WALLET
101873	11/22/2013	RED	PURSE
101874	11/22/2013	MULTI	UMBRELLA
101875	11/22/2013	MULTI	BACKPACK
101876	11/22/2013	WHITE	OTHER
101877	11/22/2013	GREEN	BACKPACK
101878	11/22/2013	MULTI	LUNCH BAG
101879	11/22/2013	BLACK	BACKPACK
101880	11/22/2013	MULTI	BAG
101883	11/22/2013	MULTI	BAG
101884	11/22/2013	OTHER	SHOES/SNEAKERS
101887	11/22/2013	MULTI	BIKE
101888	11/22/2013	MULTI	BIKE
101889	11/22/2013	MULTI	UMBRELLA
101894	11/25/2013	BLACK	HAT
101897	11/25/2013	MULTI	UMBRELLA
101898	11/25/2013	PINK	LUNCH BAG
101899	11/25/2013	MULTI	KEYS
101900	11/25/2013	MULTI	I.D.
101901	11/25/2013	MULTI	KEYS
101903	11/25/2013	BLUE	LUNCH BAG
101904	11/25/2013	BLUE	SWEATER
101905	11/25/2013	BLACK	LUGGAGE
101907	11/25/2013	MULTI	BIKE
101909	11/25/2013	BLACK	PHONE
101910	11/25/2013	BLACK	PHONE
101911	11/25/2013	BLACK	PHONE
101916	11/25/2013	WHITE	CARD
101918	11/25/2013	BLACK	BAG
101919	11/25/2013	BURGUNDY	BIBLE
101920	11/25/2013	BLACK	CASE
101921	11/25/2013	WHITE	BAG
101922	11/25/2013	BLACK	FOLDER/NOTEBOOK
101923	11/25/2013	BLACK	SHIRT
101924	11/25/2013	WHITE	SWEATSHIRT
101925	11/25/2013	BLACK	LUGGAGE
101927	11/25/2013	PURPLE	I.D.
101928	11/26/2013	MULTI	PHONE
101929	11/26/2013	PURPLE	I.D.
101930	11/26/2013	GREEN	CARD
101931	11/26/2013	RED	ELECTRONICS
101933	11/26/2013	GREEN	MONEY

101934	11/26/2013	BLUE	UMBRELLA
101935	11/26/2013	GREY	BAG
101936	11/26/2013	PINK	SWEATSHIRT
101937	11/26/2013	WHITE	OTHER
101939	11/26/2013	MULTI	LUNCH BAG
101942	11/26/2013	MULTI	ELECTRONICS
101943	11/26/2013	MULTI	CARD
101945	11/26/2013	MULTI	JACKET
101946	11/27/2013	RED	UMBRELLA
101947	11/27/2013	MULTI	SWEATSHIRT
101948	11/27/2013	MULTI	BACKPACK
101949	11/27/2013	MULTI	CARD
101950	11/27/2013	MULTI	KEYS
101951	11/27/2013	MULTI	KEYS
101953	11/27/2013	RED	GLASSES
101954	11/27/2013	BLACK	ELECTRONICS
101955	11/27/2013	MULTI	JACKET
101956	11/27/2013	BLACK	SWEATER
101957	11/27/2013	MULTI	LUNCH BAG
101959	11/27/2013	BLACK	BIKE
101961	11/27/2013	MULTI	GLASSES
101962	11/27/2013	MULTI	KEYS
101963	11/27/2013	MULTI	WALLET
101964	11/27/2013	MULTI	KEYS
101965	11/27/2013	MULTI	I.D.
101966	11/27/2013	MULTI	LUNCH BAG
101968	11/29/2013	GREEN	BIBLE
101969	11/29/2013	OTHER	JEWELRY
101970	11/29/2013	BLACK	GLASSES
101971	11/29/2013	MULTI	BAG
101972	11/29/2013	MULTI	BAG
101973	11/29/2013	BLACK	CLOTHES
101974	11/29/2013	MULTI	THERMO/MUG
101979	11/29/2013	MULTI	I.D.
101980	11/29/2013	MULTI	I.D.
101982	11/29/2013	PURPLE	I.D.
101983	11/29/2013	MULTI	I.D.
101984	11/29/2013	BLACK	I.D.
101987	11/29/2013	BLACK	PHONE
101989	11/29/2013	MULTI	OTHER
101990	11/29/2013	OTHER	OTHER
101991	11/29/2013	BLACK	JACKET
101993	11/29/2013	OTHER	KEYS
101994	11/29/2013	OTHER	KEYS
101995	11/29/2013	OTHER	KEYS
101996	11/29/2013	BLACK	GLASSES
101997	11/29/2013	CLEAR	GLASSES

101998	11/29/2013	BLACK	BACKPACK
101999	11/29/2013	BLACK	BACKPACK
102000	11/29/2013	BROWN	APRONS
102001	11/29/2013	GREY	JACKET
102002	11/29/2013	WHITE	BAG

**Consent Agenda Item #6.C. xi**

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6036

**Item Name:** Miscellaneous  
**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 Fifteen (15) Paratransit Replacement Vehicles**

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to issue a Purchase Order in the amount of \$1,159,545 to Alliance Bus Group (dba First Class Coach Sales) under the Florida Department of Transportation's (FDOT) Florida Vehicle Procurement Program's (FVPP) State Contract #TRIPS-11-CA-FCCSC for fifteen (15) paratransit replacement vehicles.

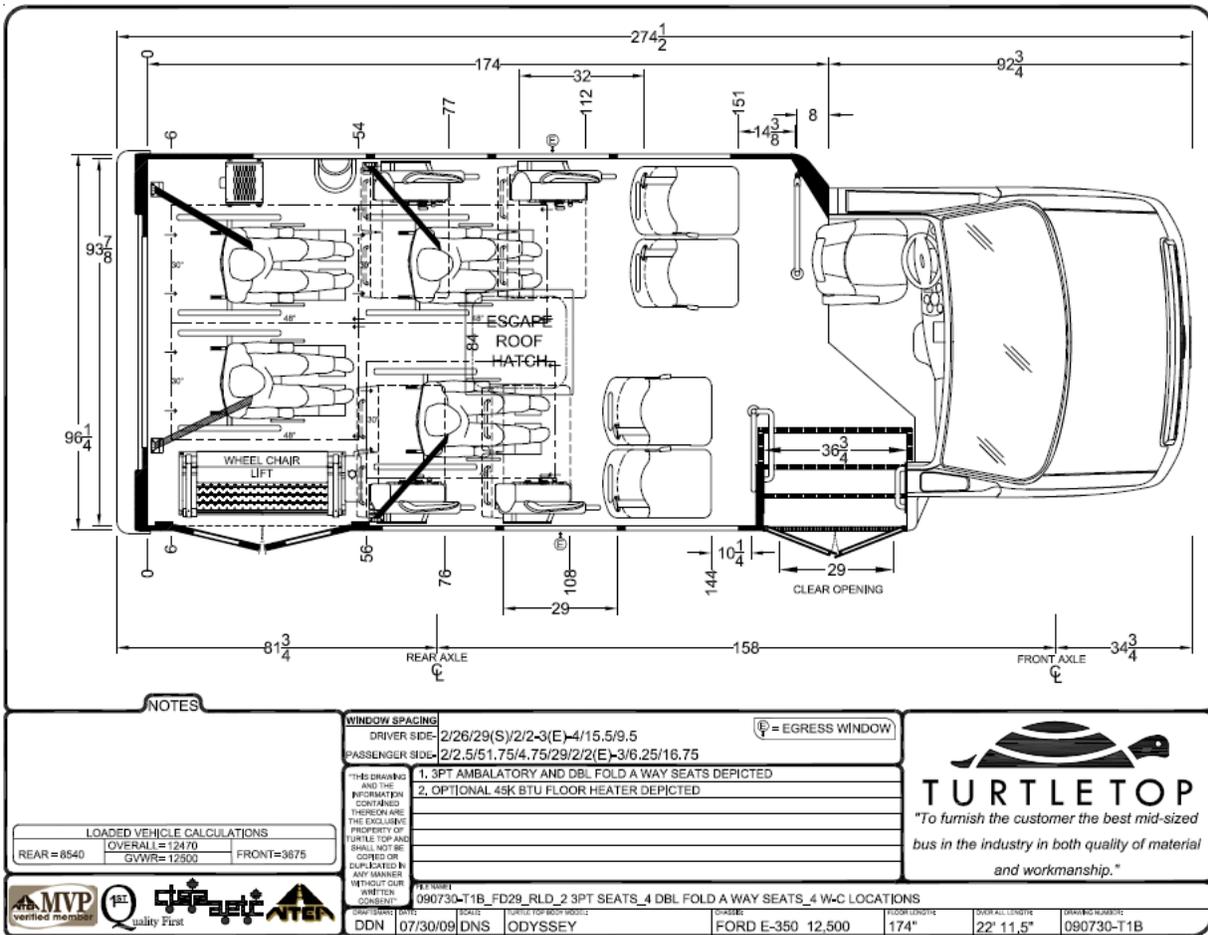
**BACKGROUND:**

LYNX' goal is to purchase all the paratransit vehicles operated in the future and provide them to our contracted provider for utilization. This will allow LYNX to use capital grant funds to procure the vehicles, rather than using local operating dollars paid to our contracted provider. Further, LYNX will save the financing costs and taxes that are passed through as an expense built into the provider's capital cost. LYNX has already provided one hundred forty three (143) paratransit vehicles to MV Transportation to operate in exchange for a reduction in invoiced expenses. These additional fifteen (15) replacement vehicles will represent approximately 80% of the current fleet.

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

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



The proposed procurement will be for fifteen (15) Turtle Top “Odyssey” models (pictured), to be built on Ford chassis with three varying seating capacities on each vehicle (using foldaway seating) of:

# LYNX Board Agenda

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

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

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

Ford E450, 22'10" length, 5.4L Gas	\$62,553
Freedman Standard Seats	\$ 1,040
Freedom Foldaway Seats	\$ 3,320
Q'Straint QRTMAX Securement Systems	\$ 2,120
Ricon Side Wheelchair Lift	\$ 3,200
5.4L Gas V8 Option (credit)	(\$ 600)
Amerex Small Vehicle System (automatic fire suppression)	\$ 15
Romeo Rim HELP Rear Bumper	\$ 680
Mentro Ranger Mobile Data Terminal	<u>\$ 4,975</u>
<b>Total</b>	<b>\$77,303</b>

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

LYNX' DBE program requires that each transit vehicle manufacturer as a condition to bid for or propose on FTA-assisted vehicle procurements must provide certification of compliance with the requirements of the regulations by having an established annual overall percentage goal approved by FTA. DBE requirement is monitored by the Federal Transit Administration (FTA).

## **FISCAL IMPACT:**

LYNX staff included \$7,113,572 in unobligated funds in the FY2014 Adopted Capital Budget for the purchase of paratransit vehicles as identified below:

Category	Quantity	Amount
FY2013 Vehicle Carryover	44	\$ 2,393,572
FY2013 Contingency Vehicle Carryover	24	1,920,000
FY2014 Vehicle Request	<u>35</u>	<u>2,800,000</u>
<b>Total Paratransit Vehicles FY2014 Capital Budget</b>	<b>103</b>	<b>\$ 7,113,572</b>

**Consent Agenda Item #6.C. xii**

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6023

**Item Name:** Miscellaneous  
Authorization to Ratify the Increase of Purchase Order #1301404 with Don Wood, Inc for Improvements Associated with the Addition of Diesel Bus Fueling at Osceola Satellite Facility

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to ratify the increase of Purchase Order #1301404 with Don Wood, Inc. in the amount of \$19,103 initially and approximately \$52,951 subsequently to cover the additional costs for required design changes, and for associated activities at the LYNX Osceola Satellite Facility (OSF) fueling station not covered by the currently issued work order. Since this was initially issued as an emergency procurement, there is no contract number associated with this.

**BACKGROUND:**

LYNX has partnered with the City of Kissimmee for use of their maintenance facility for the staging of buses in Osceola County to reduce the deadhead mileage associated with service in the southern region of the service area.

On May 7, 2013 LYNX was informed that the fueling facility at LYNX OSF facility was in danger of immediate shutdown due to issues with the City of Kissimmee. The city was having failures associated with their existing infrastructure that resulted in their pumps being shut down by regulatory authorities. LYNX responded by issuing an emergency Sole Source contract for installation of an above ground fuel tank to the LYNX OEM fuel service provider Don Wood. This action was taken to avoid circumstances (environmental risk associated with tanker truck fueling and financial cost of deadheading the LYNX fleet located at OSF to the LYNX Operation Center for an indeterminate period of time) that would be materially adverse to LYNX. The Project is nearing completion.

## LYNX Board Agenda

The Lease Agreement between the City of Kissimmee and LYNX provides for LYNX' use of the City's fueling system. Any upgrades to that fueling system would be at LYNX' expense and must provide for continued use by the City of Kissimmee vehicles. This is the basis for the additional pump and fuel management system being procured and funded by LYNX through the change orders listed below. In addition, LYNX was required to install overflow leak alarms and tank gauges to connect to the City emergency alarm network.

The following is a list of the items and their associated costs:

Item	Cost
Initial purchase of AST and associated infrastructure	\$126,493.00
Change order 1-Engineering for reinforced concrete pad	\$2424.45
Change order 2-Contamination delineation	\$2575.00
Change order 3-Added fuel dispenser and filters	\$19,103.00*
Tank probe, leak sensors, fuel management system	\$52,951.06
<b>Total</b>	<b>\$203,546.51</b>

\*Change order 3 is the change order that triggered the need for Board Approval.

### **FISCAL IMPACT:**

LYNX staff included \$275,887 in the FY2014 Adopted Capital Budget for Osceola Satellite Facility (OSF) upgrades. There is currently \$125,141 in unobligated funds in the FY2014 Adopted Capital Budget for the OSF upgrades, a part of which will be utilized for the addition of this diesel bus fueling.

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

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6023

**Item Name:** Miscellaneous  
**Authorization to Revise the Guaranteed Maximum Price (GMP) Estimate for ZMG Construction and Project Contingency for Parramore BRT and to Realign Construction Budget**

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to revise the Guaranteed Maximum Price (GMP) estimate for ZMG Construction not-to-exceed \$12,138,407. This amount reflects the 100% estimate for the construction phase; less the previous change order for work being performed by PCL Construction Services, and includes a 5% owner controlled contingency as part of the GMP of \$578,019. LYNX will set aside an additional 5% project contingency of \$578,019, and amend the FY2014 Capital Budget accordingly.

**BACKGROUND:**

At the May 23, 2013 Board meeting the board authorized the Chief Executive Officer (CEO) or designee to negotiate and award the construction phase agreement for the Parramore Bus Rapid Transit LYMMO Design/Build Expansion Project in an amount not to exceed \$11,996,448 and a 10% contingency amount of \$1,199,645. Following the May board meeting it was determined that additional environmental analysis would need to be performed prior to construction which delayed the development of the 100% design plans. Additionally, the board authorized a change order to PCL Construction Services' Contract No. 13-C12 to perform work related to the Parramore BRT project. This work included ITS integration for real time passenger information, the purchase of long lead items, and roadway work on Central Blvd between Division and Garland. The purpose of this change order was to complete roadwork on Central Blvd between Division and Garland in time for the opening of the East/West BRT, purchase long lead items, and complete ITS work for the integration of real time passenger information for the LYMMO projects.

# LYNX Board Agenda

AECOM has performed an independent cost estimate of the 100% plans for the project which exceeds the previously approved GMP estimate. As a result LYNX will have to apply contingency to the project as well as seek additional cash match from the City of Orlando vs. in-kind match. The funding available is summarized below:

<b>Available Cash Funding</b>	<b>Environmental / Betterments / Other</b>	<b>BRT Project</b>	<b>Total Parramore Project</b>
FTA Grant	\$ -	\$ 13,000,000	\$ 13,000,000
City of Orlando - CEI	-	500,000	500,000
City of Orlando - Grant Match	-	644,000	644,000
City of Orlando - Wastewater	-	201,936	201,936 *
OUC: electric, water, street lighting	528,620	1,443,835	1,972,455 *
<b>Total cash identified</b>	<b><u>\$ 528,620</u></b>	<b><u>\$ 15,789,771</u></b>	<b><u>\$ 16,318,391</u></b>
Obligations incurred to date	378,820	3,880,947	4,259,767
Estimated future costs including 10% construction contingency	<u>835,300</u>	<u>12,322,808</u>	<u>13,158,108</u>
<b>Total Cash Required</b>	<b><u>\$ 1,214,120</u></b>	<b><u>\$ 16,203,755</u></b>	<b><u>\$ 17,417,875</u></b>
<b>Estimated Shortfall**</b>	<b><u>\$ 685,500</u></b>	<b><u>\$ 413,984</u></b>	<b><u>\$ 1,099,484</u></b>

\*Estimated cost based on 100% design. Final cost is to be determined after bid.

The previous GMP estimate was based on 90% drawings. Current estimates are based on 100% design and have been developed by LYNX engineering consultant AECOM. Based on 100% design estimates, the total estimated project cost of \$17,417,875 exceeds the \$16,250,000 FTA approved budget. In addition, this amount includes environmental remediation, betterments, and other costs in the amount of \$1,214,120 that potentially may not be included within the allowable scope of the original BRT project. The project has incurred additional costs as a result of environmental assessment during design, additional testing, and the development of a source remediation plan necessary for construction. Final project costs will be unknown until the project is released for competitive bid. Additional costs may be incurred as part of the cost of work to manage the soil contamination on the site. The estimates for additional environmental work have not been finalized.

The City of Orlando has committed to \$3,250,000 in local matching funds, through cash or in-kind participation for the Parramore BRT project. Local cash reflected above totals \$2,789,771 for the BRT portion of the project, and \$528,620 for the non-BRT portion of the project. LYNX will need to request the balance of \$413,984 in cash as opposed to in-kind for the BRT portion of the project, and \$685,500 in cash for the non-BRT portion of the project. LYNX' staff will be working with the City of Orlando to convert the in-kind match to a cash match.

## **PROPOSED NEW EXPANSION:**

The project will add an additional 2.1 miles of BRT to the existing LYMMO system. The system will require 3 additional hybrid diesel buses to support the project. It will also include real time passenger information and new stations/stops along the route. Service is expected to begin in late 2014.

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

An overall goal of 14% was established for this project.

## **FISCAL IMPACT:**

LYNX staff included \$12,660,598 in unobligated funds for the Parramore BRT in the FY2014 Adopted Capital Budget for design and build activities. Included within this amount was \$460,229 for City of Orlando in-kind participation. LYNX will need to request that the entire 20% local match be provided as cash as opposed to in-kind. In addition, we will need to identify an additional \$639,255 in order to meet the total shortfall of \$1,099,484, and amend the FY2014 Capital Budget accordingly.

Consent Agenda Item #6.C. xiv

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6100

**Item Name:** Miscellaneous  
Authorization to Negotiate and Enter into a Bus Service Agreement with  
Bombardier Transportation for SunRail Bus Bridge Services

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to negotiate and enter into a Bus Service Agreement with Bombardier Transportation for SunRail emergency Bus Bridge service. At this time, the final form of Bus Service Agreement has not been fully negotiated and thus the above authorization would further include the authorization for the LYNX staff to conclude negotiations with Bombardier regarding the form of that Agreement and for the CEO or designee to then execute that Agreement.

**BACKGROUND:**

SunRail Phase I revenue service is scheduled to begin April 14, 2014. SunRail's contracted service provider, Bombardier Transportation, has requested a service proposal from LYNX to provide bus bridge services for passenger transport to the nearest station in the event of rail service disruption. LYNX staff met with Bombardier representatives to discuss service requirements and related procedures.

Services would be provided utilizing fixed route vehicles and paratransit vehicles, depending upon the circumstances of the individual rail service disruptions. Service costs will be based on established annual hourly rates for fixed route and paratransit services. Costs commence when vehicle is dispatched from LYNX facility and terminate when vehicle returns to LYNX facility.

**FISCAL IMPACT:**

LYNX staff will amend the appropriate year's operating budget to include the expenses and corresponding revenues for providing bus bridge service. All expenses related to providing this service will be reimbursed by Bombardier at 100%, resulting in a net-zero impact to LYNX.

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**BUS SERVICE AGREEMENT**

**(No.14-xxx)**

by and between

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

and

**BOMBARDIER MASS TRANSIT CORPORATION**

relating to the  
provision of SunRail Phase I Bus Bridge Service

\_\_\_\_\_, 2014

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**TABLE OF CONTENTS**

(The Table of Contents to this Bus Service Agreement is for convenience of reference only and is not intended to define, expand, or limit any of the terms and conditions of this Bus Service Agreement)

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**Schedule of Exhibits**

- Exhibit "A" – Sketch of SunRail Phase I Area
- Exhibit "B" – Description of Service and Costs

## BUS SERVICE AGREEMENT

THIS BUS SERVICE AGREEMENT (the "Agreement") made and entered as of \_\_\_\_\_, 2014 by and between:

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY,  
d/b/a LYNX, a body politic and corporate, created by Part II, Chapter 343,  
Florida Statutes (hereinafter referred to as "LYNX"),

and

BOMBARDIER MASS TRANSIT CORPORATION, (hereinafter referred to  
as the "Bombardier").

Bombardier and LYNX shall sometimes be referred to collectively as the "Parties" and individually as a "Party."

### WITNESSETH:

WHEREAS, LYNX provides public transportation in the Central Florida area including, but not limited to, dedicated bus service for the benefit of and use by the public; and

WHEREAS, Bombardier has expressed a need for establishment of a bus bridge service to provide bus transit service between commuter rail stations in the event SunRail Phase I service is interrupted, an area identified as the "SunRail Phase I" (the "Service Area"), as generally described and set forth in Exhibit "A" attached hereto; and

WHEREAS, the Parties have agreed to LYNX establishing and/or expanding public transportation service in and to the Service Area to provide said additional public bus transportation, and LYNX is prepared to do so pursuant to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual premises herein contained, the Parties hereto do hereby agree as follows:

1. DEFINITIONS. For the purposes of this Agreement, the following definitions shall apply under this Agreement, unless the context requires otherwise or another definition is expressly provided in this Agreement:

Agreement shall mean this Bus Service Agreement, as the same may be amended from time to time.

Bus Service shall mean the revenue bus service to be provided by LYNX in and to the Service Area as set forth in this Agreement and on Exhibit "B" attached hereto.

**Cost of Bus Service** shall mean the actual cost incurred by LYNX to provide Fixed Route Bus Service and Paratransit Bus Service, which is determined by multiplying the applicable billable rate (as hereinafter described) by the number of hours (or portions thereof) that LYNX spent providing such service. For the LYNX fiscal year ending September 30, 2014, the Fixed Route Bus Service hourly billing rate is \$58.42. For LYNX fiscal year ending September 30, 2014, Paratransit Bus Service hourly billing rate is \$33.20, plus the cost of fuel. The foregoing hourly rates are subject to readjustment for each succeeding fiscal year as provided in **Paragraph 3** below.

**Farebox Revenue** shall mean the revenue derived from LYNX from passengers utilizing the Bus Service. In the event any such Farebox Revenue is allocated to services provided by LYNX outside of the Service Area, then LYNX may make a reasonable allocation of said revenue so that the term "Farebox Revenue" relates solely to the Farebox Revenue for the Bus Service in the Service Area.

**FDOT** shall mean the Florida Department of Transportation.

**FTA** shall mean the Federal Transit Administration.

**Monthly Cost of Bus Service** shall mean, with respect to any particular month during the term of this Agreement, the Cost of Bus Service for such month.

**Monthly Farebox Revenue** shall mean, with respect to any particular month during the term of this Agreement, the Farebox Revenue received from LYNX for the Bus Service for such month.

**Monthly Payment** shall mean, with respect to any particular month during the term of this Agreement, an amount equal to (i) the Monthly Cost of Bus Service for that month less (ii) the Monthly Farebox Revenue for that same month; provided, however, that if such amount is a negative number the "Monthly Payment" shall be equal to zero.

**Service Area** shall mean the area described in **Exhibit "A"** attached hereto.

2. **PROVIDING OF BUS SERVICE.** Pursuant to the terms and conditions of this Agreement and in consideration of the Monthly Payments, LYNX agrees to provide the Bus Service in the Service Area. In regard to providing said Bus Service, the obligation of LYNX is subject to the following:

- (a) Federal, state and local regulations applicable to LYNX including, but not limited to, the rules and regulations promulgated from time to time by FDOT and/or FTA as applicable to LYNX.

(b) All conditions beyond the reasonable control of LYNX including, but not limited to, Acts of God, hurricanes, matters of public safety, etc.

(c) The changing transportation needs of Bombardier to the extent LYNX can reasonably accommodate such needs.

(d) The times set forth in this Agreement and other matters regarding the providing of Bus Service are not guarantees; they are projected times for stops and starts and are subject to best efforts by LYNX, including matters associated with traffic, accidents, etc.

3. **TERM.**

(a) **Initial Term.** This Agreement shall be effective as of the date hereof (the "**Commencement Date**") and shall, except as otherwise set forth herein or unless earlier terminated pursuant to **Paragraph 4**, terminate on September 30, 2015 (the "**Expiration Date**"), which is the funding period for providing the Bus Service as set forth in **Exhibit "B"** attached hereto.

(b) **Negotiation of Renewal Term(s).** No later than six (6) months before the end of the Expiration Date (and six (6) months before the end of each successive September 30 fiscal year that this Agreement remains in effect), Bombardier and LYNX shall meet in good faith to discuss each Party's intentions to negotiate an agreement for the continuance of service, as well as to consider any adjustment in the hourly cost of providing the Bus Service as set forth under Cost of Bus Service, to reflect any changes in LYNX's cost of doing so.

4. **TERMINATION.**

(a) This Agreement may be terminated by either Party, with or without cause, by delivery of written notice to the other Party of its desire to so terminate this Agreement. The effective date of termination shall not less than thirty (30) days following receipt of such notice or such later date as specified in such notice.

(b) LYNX may immediately terminate this Agreement upon delivery of written notice in the event of non-payment of any Monthly Payment.

(c) Any notice to be delivered pursuant to this **Paragraph 4** shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. LYNX will be entitled to prompt payment for any Bus Service provided up to the effective date of termination.

5. **SCHEDULE OF BUS SERVICE.** **Exhibit "B"** describes how Bus Service will be scheduled and vehicles dispatched depending on whether such Bus Service is needed to accommodate a scheduled or unscheduled disruption of SunRail service. Any scheduled Bus Service or dispatch response times are not guarantees but rather reflect anticipated times, stops, and service.

6. **PAYMENT FOR BUS SERVICE.** The Bus Service to be provided by LYNX pursuant to this Agreement is in consideration of Bombardier paying to LYNX the Monthly Payment. In that regard, the Parties do hereby agree as follows:

(a) Within thirty (30) days after the end of each and every month, LYNX shall provide to Bombardier an accounting in reasonable detail sufficient to show for said month the actual Monthly Cost of Bus Service and actual Monthly Farebox Revenue, which would show for that month the required actual payment to be made to LYNX which would be the Net Monthly Cost for Bus Service to be paid. Bombardier shall make said monthly payment to LYNX within thirty (30) days after the receipt of the invoice from LYNX.

(b) To the extent, with respect to a particular month, the Monthly Farebox Revenue exceeds the Monthly Cost of Bus Service, the billing to Bombardier for that month will be zero (\$0), and neither Party will be obligated to the other with respect to that month. LYNX will be entitled to keep the Monthly Farebox Revenue for such month and it will not be used to offset the Monthly Payment for any other month.

(c) For the purpose of invoicing Bombardier, invoices and related matters will be sent to the following address:

Bombardier Mass Transit Corporation  
101 Gibraltar Road, Suite 112  
Horsham, PA 19044

(d) In any event, the obligation of LYNX to provide the Bus Service is expressly contingent upon it timely receiving and only to the extent it receives the required Monthly Payments set forth above.

(e) Nothing contained in this Agreement shall obligate LYNX to provide for the Bus Service any other funding. Specifically, LYNX will not be obligated to provide any general funding it receives from any other government agency to the Bus Service. With respect to any bus fares that may arise from the Bus Service (including any interest, if any, that LYNX may obtain by virtue of any deposits if makes by virtue of any of the Monthly Payments), those fares, interests, etc. may be retained by LYNX and used for its other bus operations and is not required to be used for the Bus Service to be provided under this Agreement.

7. **ADVERTISING.** The Parties are aware and understand that LYNX undertakes an advertising program on its buses and that LYNX also does not specifically identify a specific bus on a specific route. From time to time, buses will be taken out of service for maintenance and repair and replacement, and future buses will also be used from time to time to provide the Bus Service. In addition, various rules (including FTA guidelines) provide for random assignment of buses. With this background:

(a) LYNX will be entitled to place on the buses which it uses to provide the Bus Service, advertising from time to time.

(b) LYNX shall have the right in its reasonable discretion as to what buses and the type of the buses that will be used to provide the Bus Service.

The foregoing assignments and other matters regarding the buses in the Bus Service will be subject in all respects to all applicable laws and regulations including FTA and FDOT requirements. Any advertising revenue obtained from LYNX in connection with the Bus Service will be the property of LYNX and will not be deemed to be any "Farebox Revenue".

8. **INDEMNIFICATION.** Bombardier shall indemnify, protect and defend LYNX and each of its contractors, agents, officers, directors, subsidiaries, employees, affiliates, successors, and/or assigns (the "Indemnified Parties") and hold the Indemnified Parties free and harmless, from and against any and all losses, liabilities, damages, demands, claims, actions, judgments, causes of action, assessments, costs and expenses (including sums paid in settlement of claims), liens, interest, fines or penalties, including, without limitation, the reasonable fees and disbursements of attorneys, paralegals, accountants, consultants and experts, and all other costs and expenses of any kind or nature, which are suffered or incurred by the Indemnified Parties arising out of or as a result of the negligence or willful misconduct of Bombardier or any of its contractors, agents, officers, directors, subsidiaries or employees.

9. **BOND.** Bombardier shall not be required to furnish LYNX with any bond, deposit or other collateral conditioned for the faithful performance of the duties and due accounting for all monies received by Bombardier under this Agreement.

10. **NON-ASSIGNABILITY.** This Agreement is not assignable by either Party without the prior written consent of the other Party.

11. **RELATIONSHIP OF OTHER PARTIES.** The Parties are aware and agree that the relationship between LYNX and Bombardier under this Agreement shall be that of an independent contractor and not an agent.

12. **NO THIRD PARTY BENEFICIARY.** This Agreement is solely between the Parties hereto and no person or persons not a party hereto shall have any rights or privileges whatsoever either as a third party beneficiary or otherwise.

13. **NOTICE.** Any notice permitted to be given to either Party under this Agreement shall be in writing and shall be deemed to be given (i) in the case of delivery, when delivered to the other Party at the address set forth below, (ii) in the case of mailing, three (3) days after said notice has been deposited, postage pre-paid, in the United States mail and sent by certified or return receipt requested to the other Party at the address set forth below and (iii) in all other cases when such notice is actually received by the Party to whom it has been sent. Notices shall be sent to the following:

As to LYNX:

Blanche Sherman, Director of Finance  
LYNX  
455 North Garland  
Orlando, Florida 32801

with a copy to: Tangee Mobley, Director of Transportation & Maintenance  
LYNX  
455 North Garland  
Orlando, Florida 32801

As to Bombardier: **Need Billing Contact Info**  
101 Gibraltar Road, Suite 112  
Horsham, PA 19044

with a copy to: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Either Party may change the address to which any notices are to be given by so notifying the other Parties to this Agreement as provided in this Paragraph.

14. **GOVERNING LAW.** This Agreement shall be construed in accordance with and governed by the laws of the State of Florida. The Parties further agree that the exclusive venue and jurisdiction over any action arising under this Agreement shall be in the courts of Orange County, Florida.

15. **WAIVER OF JURY TRIAL.** EACH PARTY HEREBY AGREES NOT TO ELECT A TRIAL BY JURY OF ANY ISSUE TRIABLE OF RIGHT BY JURY, AND WAIVES ANY RIGHT TO TRIAL BY JURY FULLY TO THE EXTENT THAT ANY SUCH RIGHT SHALL NOW OR HEREAFTER EXIST WITH REGARD TO THIS AGREEMENT, OR ANY CLAIM, COUNTERCLAIM OR OTHER ACTION ARISING IN CONNECTION THEREWITH. THIS WAIVER OF RIGHT TO TRIAL BY JURY IS GIVEN KNOWINGLY AND VOLUNTARILY BY EACH PARTY, AND IS INTENDED TO ENCOMPASS INDIVIDUALLY EACH INSTANCE AND EACH ISSUE AS TO WHICH THE RIGHT TO A TRIAL BY JURY WOULD OTHERWISE ACCRUE.

16. **MISCELLANEOUS CLAUSES.**

(a) **Sovereign Immunity.** LYNX is an agency of the state entitled to sovereign immunity under the laws of the State of Florida, subject to the limited waiver of sovereign immunity for torts set forth in Section 768.28, Florida Statutes. Nothing contained in this Agreement, the relationship between the Parties hereto, the providing of the Bus Service, or otherwise shall in any way whatsoever constitute any waiver by LYNX of its right to invoke sovereign immunity.

(b) **Force Majeure.** The rights and obligations and duties of the Parties hereunder shall be subject to any causes beyond their reasonable control including, but not limited to, Acts of God, hurricanes, storms, and, in the case of LYNX, government regulations and directives applicable to it.

(c) **Time of Essence.** The Parties recognize that time is of the essence in the performance of the provisions of this Agreement provided, however, in regard to the providing of Bus Service, that is subject to the qualifications set forth in this Agreement.

(d) **Legal Obligations.** This Agreement shall not relieve any Party of any obligation or responsibility imposed upon it by law.

(e) **No Waiver.** No term or provision of this Agreement shall be deemed waived and no breach excused unless such waiver or consent shall be in writing and signed by the Party or Parties claimed to have waived or consented. Waiver of any default of this Agreement shall not be deemed a waiver of any subsequent default. Waiver of breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach. Waiver of such default and waiver of such breach shall not be construed to be a modification of the terms of this Agreement unless stated to be such through written approval of all Parties.

(f) **Benefits of Service.** The Monthly Payments to be paid by Bombardier to LYNX are net, and shall not be reduced based upon any other funding or benefits that LYNX may receive including, but not limited to, any funding that LYNX receives from the FTA as a part of its overall ridership total.

(g) **No Oral Modification.** The Parties agree that this Agreement is a complete expression of the terms herein and any oral or written representations or understandings not incorporated herein are excluded.

(h) **Severability.** If any of the provisions of this Agreement are held to be invalid, illegal or unenforceable by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect. To that end, the provisions of this Agreement are declared to be severable.

(i) **Counterparts.** This Agreement may be executed in two (2) or more counterparts, each of which will be deemed an original, and it will not be necessary in making proof of this Agreement or the terms of this Agreement, to produce or account for more than one (1) of such counterparts.

(j) **Adjustment of Bus Routes.** The Parties are aware and understand that with respect to any adjustment or modification of Bus Service, LYNX will be required to follow State and Federal guidelines relating to adjustments and modification of Bus Service. This will generally require a minimum of one hundred twenty (120) days in order to provide various required public notices.

(k) **Capital Requirements (i.e., Buses).** LYNX has generally planned for adequate buses to provide the Bus Service. If, at any time, LYNX experiences a material shortfall or lack of buses to provide the Bus Service, LYNX will immediately discuss with Bombardier such situation and how it is to be resolved. The matter will also be brought to the attention of the Board of Directors of LYNX and the Parties will seek to arrive at a solution to provide

such additional bus capacity. In doing so, the Parties are aware that any solution would not necessarily involve LYNX moving buses from its other public routes. LYNX, through its Board of Directors, will have in its reasonable discretion the ability to deal with such situation.

(l) **Service Within and Outside the Service Area.** The Bus Service to be provided by LYNX under this Agreement covers Bus Routes that are located within the Service Area, as more particularly set forth in **Exhibits “A” and “B”**. LYNX is not obligated to provide the Bus Service outside the Service Area, unless otherwise agreed between the Parties through an amendment to this Agreement.

(m) **Independent Contract As To Employees Of LYNX.** LYNX is an independent contractor and retains the right to exercise full control and supervision over its employees and their compensation and discharge. LYNX will be solely responsible for all matters relating to payment of its employees, including but not limited to the withholding and payment of employee taxes, insurance contributions, placement of insurance and pension coverages and the like.

(n) **Board Approval.** This Agreement is subject to the approval by the LYNX Board of Directors.

(o) **Complete Agreement.** This Agreement constitutes the complete agreement between the Parties hereto with respect to the management and distribution of the services contemplated herein and it may not be amended, changed or modified except by a writing signed by the Party to be charged by said amendment, change or modification subject to the following:

(i) Modifications that are anticipated to result in no increase to LYNX’s operational cost per revenue hour (see Cost of Bus Service) require only the concurrence of the LYNX’s Chief Executive Officer and the approval of Bombardier.

(ii) Modifications that are anticipated to result in an increase to LYNX’s operational cost per revenue hour (see Cost of Bus Service) require the approval of the LYNX’s Board of Directors and Bombardier.

**[Signatures Begin On Following Page]**

**IN WITNESS WHEREOF**, the Parties have hereunto executed this Bus Service Agreement the day and year first above written.

**BOMBARDIER MASS TRANSIT CORPORATION**

By Bombardier Mass Transit Corporation

By: \_\_\_\_\_  
(Signature of Authorized Official)

\_\_\_\_\_  
(Print Name and Title of Person Signing)

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**

By: \_\_\_\_\_  
John M. Lewis, Jr., Chief Executive Officer

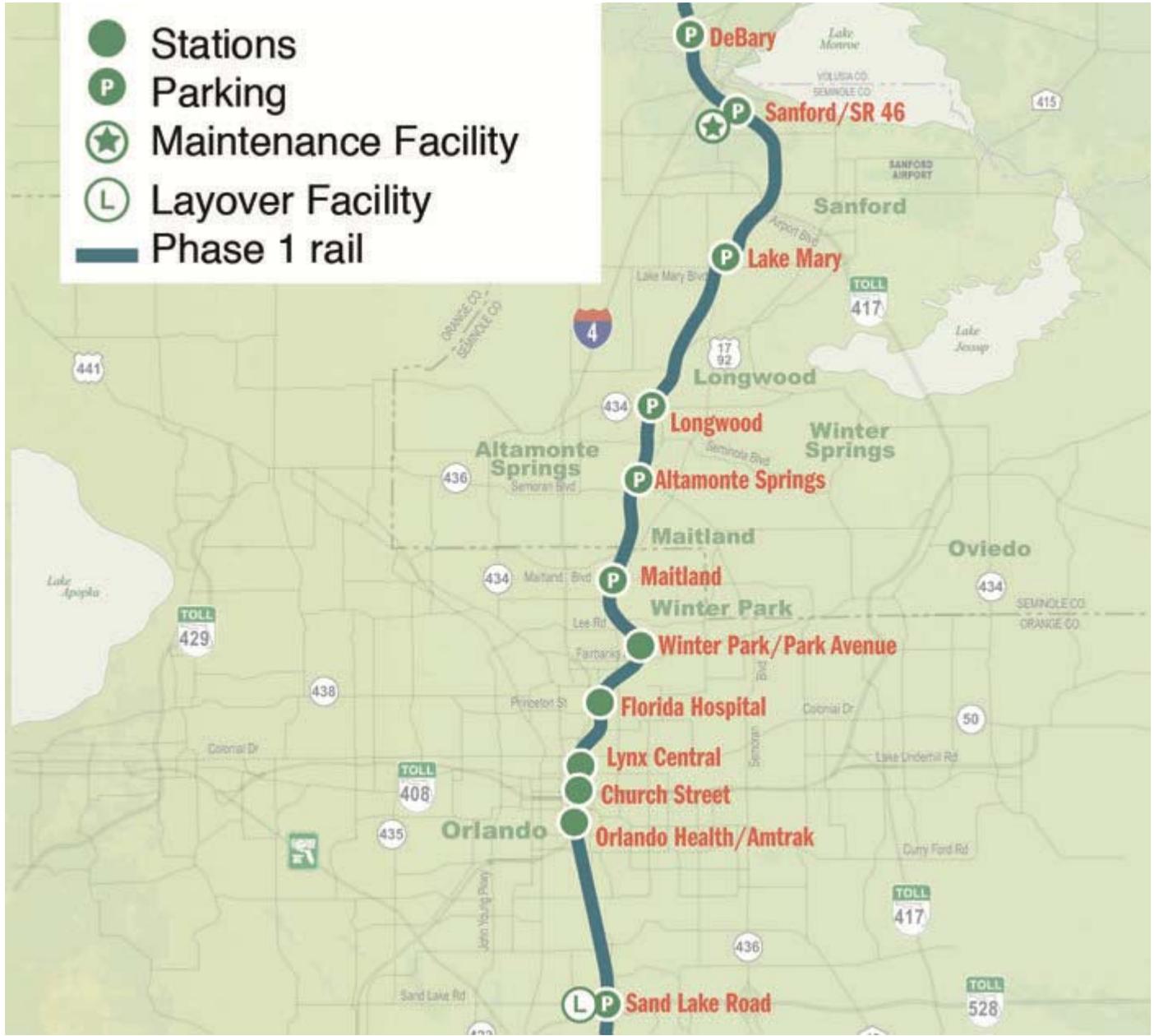
This Agreement has been approved as to form only for execution by LYNX, and this approval is not to be relied upon by any other person or for any other purpose.

Akerman LLP

By: \_\_\_\_\_  
Name:  
Title:

Exhibit "A"

SunRail Phase I Service Area



## Exhibit "B"

### Description of Service or Bus Route

The SunRail Phase I bus bridge is bus service to transport SunRail passengers utilizing fixed route and/or paratransit vehicles during instances of SunRail service disruptions as defined below. LYNX will provide bus service for SunRail customers on board the trains during scheduled and unscheduled SunRail Phase I service disruptions.

- Scheduled disruptions – Example scheduled track maintenance. Bombardier will communicate these activities to LYNX in advance in order to determine required schedules and related staffing.
- Unscheduled disruptions – Examples below. LYNX will dispatch vehicles within 90 minutes of the initial request for service from Bombardier.
  - Isolated incident: One or two trains impacted. Passengers need to be taken to the next station.
  - Prolonged incident: One or two trains are impacted. Bus bridge mimics SunRail run, station to station until the end of the line.
  - Multiple station incident: Passengers taken to LYNX Central Station in order to continue travel by regular fixed routes.

Stations to be served include the following:

- A. DeBary
- B. Sanford
- C. Lake Mary
- D. Longwood
- E. Altamonte Springs
- F. Maitland
- G. Winter Park
- H. Florida Hospital
- I. LYNX Central Station
- J. Church Street
- K. Orlando Health / Amtrak
- L. Sand Lake Road

### Costs

Service costs will be based on vehicle hours operated by vehicle type. Costs commence when vehicle is dispatched from LYNX facility and terminate when vehicle returns to LYNX facility.

1. Fixed route buses: For the LYNX fiscal year ending September 30, 2014, the Fixed Route Bus Service hourly billing rate is \$58.42 per hour.
2. Paratransit buses: For LYNX fiscal year ending September 30, 2014, the Paratransit Bus Service hourly billing rate is \$33.20 per hour, plus the cost of fuel.

Consent Agenda Item #6.C. xv

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6100

**Item Name:** Miscellaneous  
Authorization to Write-off Assets as of June 30, 2013 Physical Inventory  
Count and Reconciliation

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to write-off tangible fixed assets with a net book value in the amount of \$1,323. As a result of the June 30, 2013 physical fixed asset inventory count and reconciliation, these assets include buildings and shelters, computer equipment, and furniture and fixtures determined to be obsolete and no longer useful, broken and beyond repair, and other items considered as not found.

**BACKGROUND**

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

Fixed Assets	Acquisition Value	Net Book Value
Building and Shelters	\$ 166,735	\$ -
Computer Equipment	150,092	1,323
Furniture and Fixtures	113,718	-
Other Vehicles	10,875	-
Revenue Vehicles	580,909	-
<b>Total</b>	<b>\$1,022,329</b>	<b>\$ 1,323</b>

The results of the June 30, 2013 physical inventory count are as indicated above.

**FISCAL IMPACT**

The fiscal impact is \$1,323 which is the net book value of the assets being written-off and the amount due to FTA.

**LYNX ASSETS**  
**FY2013 Physical Inventory Recommended Disposals**

Acquisition Date	Company Asset Number	Description	Acquisition Value	Current Accum Deprec	Net Book Value 3/27/14
9/30/2000	2659	PARK PROMENADE SUPERSTOP 1600 Florida Mall Ave	\$117,498.23	117,498.23	\$0.00
9/30/2002	2985	Shelter - US17-92 N of Lake Kathryn Cir	\$16,820.72	16,820.72	\$0.00
9/30/2005	445GarlandC1	Kiosk LYMMO Shltr Livingston East	\$14,675.50	14,675.50	\$0.00
9/30/2005	445GarlandD1	Kiosk LYMMO Shltr Livingston West	\$14,675.50	14,675.50	\$0.00
9/30/1998	20003	Lynx Operation Center Shop equipment from Princeton shop	\$1,616.52	1,616.52	\$0.00
9/30/2001	2918	SHELTER-STATE ROAD 50 @ DYER RIDDLE	\$887.50	887.50	\$0.00
9/30/2003	2911A	Additional Lighting For Shelter - Semoran @ Yew Dr.	\$560.72	560.72	\$0.00
11/8/2004	6950B	Software - CM2 Enterprise ED Lic to 1000 (229 Lic) S8500 Sys	\$68,900.00	68,900.00	\$0.00
		<b>Sub-Total Building and Shelter</b>	<b>\$166,734.69</b>		
11/8/2004	6950A	Software - CMZ Enterprise Intro 100 Lic. S8500 Sys	\$17,500.00	17,500.00	\$0.00
1/31/2007	7668	SOFTWARE, PERSPECTIVE INCIDENT TRACKING	\$14,628.00	14,628.00	\$0.00
3/31/2007	7690	Server, ViewWise Enterprise	\$11,070.00	11,070.00	\$0.00
9/30/2009	9235	Trip Planning Installation Ontira Communication	\$10,300.00	9,270.00	\$1,030.00
6/15/2000	2534	SOFTWARE-ATTENDANCE PROFESSIONAL FOR WINDOWS	\$6,450.00	6,450.00	\$0.00
1/16/2004	3738	SFTWR - DS Razor 15 Netware Svrs Lic	\$4,333.50	4,333.50	\$0.00
11/26/1997	2110	TIME & ATTEND SOFTWARE	\$4,300.00	4,300.00	\$0.00
8/3/2000	2421A	SOFTWARE-FAS SUITE NETWARE 3 TRADE UP	\$2,519.95	2,519.95	\$0.00
1/31/2008	8443	Perspective Software Support	\$2,190.00	2,190.00	\$0.00
6/15/2005	6772-6781	Scanner, Desktop (Total 10)	\$1,634.77	1,634.77	\$0.00
6/15/2005	6763-6771	Scanner, Desktop (Total 9)	\$1,435.77	1,435.77	\$0.00
5/18/2010	9359	VMWARE for Citrix Xendesktop	\$977.00	683.90	\$293.10
9/28/2004	3749	SOFTWR - Visio Pro (2 disk kits) 2003	\$768.00	768.00	\$0.00
11/30/2005	6971	Monitor, 20 Flat Panel Display"	\$699.00	699.00	\$0.00
5/31/2007	7704	Software, Adobe Photoshop for Windows	\$650.00	650.00	\$0.00
5/31/2007	7700	Software, Adobe Creative Suite 3 Design Premium	\$599.95	599.95	\$0.00
5/31/2007	7701	Software, Adobe Creative Suite 3 Design Premium	\$599.95	599.95	\$0.00
10/31/2003	3890	Monitor - 21 Accu Sync 120"	\$435.95	435.95	\$0.00
11/8/2004	6950C	Software - CM2.0.1 Linux Unity CD w/RTU	\$100.00	100.00	\$0.00
9/15/1999	1822	SOFTWARE-SOURCE 520/550 W/ CRYSTAL REPORTS	\$27,300.00	27,300.00	\$0.00
		<b>Sub-Total Computer Equipment</b>	<b>\$150,091.84</b>		
12/12/2002	3739	Sftwr - RidePro V3 (3 users)	\$26,088.87	26,088.87	\$0.00
6/30/2008	8502	EQUIPMENT ROAD RANGER TRUCKS	\$11,756.00	11,756.00	\$0.00

# LYNX Board Agenda

Acquisition Date	Company Asset Number	Description	Acquisition Value	Current Accum Deprec	Net Book Value 3/27/14
11/12/1998	1629	TRIMBLE GPS PATHFINDER & SOFTWARE	\$9,336.15	9,336.15	\$0.00
7/1/2005	4651	radio-mobile motorola, xts5000	\$4,128.24	4,128.24	\$0.00
7/1/2005	4655	radio-mobile motorola, xts5000	\$4,128.24	4,128.24	\$0.00
7/1/2005	4656	radio-mobile motorola, xts5000	\$4,128.24	4,128.24	\$0.00
4/23/2002	2443D	Sftwr - Citrix WF 1.7/1.8 MF Migr to MF XPe 15user	\$4,099.15	4,099.15	\$0.00
7/31/2007	7780	Battery, Yale Forklift	\$3,054.00	3,054.00	\$0.00
9/30/2001	2906	@ROAD FLEET MGMT PACKAGE HARDWARE & INSTALL 8 UNITS TO CARS	\$2,792.00	2,792.00	\$0.00
7/1/2005	4693	radio-mobile motorola, xts2500	\$2,353.20	2,353.20	\$0.00
1/20/2005	4281	RECLINER-NEMSCHOFF 778-66M	\$1,941.00	1,941.00	\$0.00
9/30/2003	3723	Software - What's Up Gold	\$1,625.00	1,625.00	\$0.00
2/3/2005	4720	Washing Machine	\$1,200.00	1,200.00	\$0.00
9/30/2006	7540	Software, PDF Converter (15 discs)	\$1,048.95	1,048.95	\$0.00
12/1/2008	9109	Brown Leather Recliner	\$599.95	579.95	\$20.00
12/1/2008	9110	Brown Leather Recliner	\$599.95	579.95	\$20.00
12/1/2008	9111	Brown Leather Recliner	\$599.95	599.95	\$0.00
12/1/2008	9112	Brown Leather Recliner	\$599.95	599.95	\$0.00
12/1/2008	9113	Brown Leather Recliner	\$599.95	599.95	\$0.00
12/1/2008	9115	Brown Leather Recliner	\$599.95	599.95	\$0.00
12/1/2008	9116	Brown Leather Recliner	\$599.95	599.95	\$0.00
12/1/2008	9117	Brown Leather Recliner	\$599.95	599.95	\$0.00
6/12/1997	1851	MAYTAG WASHER 7 CYCLE	\$465.00	465.00	\$0.00
7/12/2004	3952	Chair - Taskmaster Utility	\$409.00	409.00	\$0.00
6/12/1997	1852	MAYTAG DRYER 6 CYCLE ELECTRIC	\$375.00	375.00	\$0.00
1/28/1999	1578	SFTWR VISUAL MAXFRAME PROFESSIONAL	\$360.00	360.00	\$0.00
9/15/2005	6082	Chair-Rocker Recliner-Black	\$349.00	349.00	\$0.00
9/15/2005	6083	Chair-Rocker Recliner-Black	\$349.00	349.00	\$0.00
7/7/1999	1743	CHAIR-EXECUTIVE(EVERGREEN)	\$339.95	339.95	\$0.00
12/31/2006	84A	Vehicle Monitoring Equipment Road Supervisor	\$332.19	332.19	\$0.00
12/31/2006	89A	Vehicle Monitoring Equipment Road Supervisor	\$332.19	332.19	\$0.00
9/30/1998	2393	CHAIR	\$317.05	317.05	\$0.00
5/15/2002	3219	Chair - Mid back Ocean color	\$311.40	311.40	\$0.00
		<b>Subtotal Furniture and Fixtures</b>	<b>\$113,718.42</b>		
9/30/2000	S106	2000 DODGE MAXIVAN -(extension piece)	\$10,875.05	10,875.05	\$0.00
		<b>Subtotal Other Vehicle</b>	<b>\$10,875.05</b>		
9/30/2006	070104J	Radio Replacement Soft Cost	\$580,909.04	580,909.04	\$0.00

# LYNX Board Agenda

Acquisition Date	Company Asset Number	Description	Acquisition Value	Current Accumulated Depreciation	Net Book Value
		Subtotal Revenue Vehicle	\$580,909.04		
		Grand Total	\$1,022,329.04		\$ 1323.10

Consent Agenda Item #6.C. xvi

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6009

**Item Name:** Miscellaneous  
**Authorization to Submit Grant Applications to the Federal Transit Administration for Fiscal Year 2014 MAP-21 Apportionments and to Sub-allocate FY 2014 Orlando Urbanized Area 5307 Funding to Lake County Transit Services.**

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to submit grant applications to the Federal Transit Administration (FTA) for the FY 2014 Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) formula funds and execute grant agreements with the FTA for the following funding programs and in connection therewith execute and deliver to the FTA the FTA Fiscal Year 2014 Certifications and Assurances.

✓ Urbanized Area Formula Program	\$25,317,482
✓ State of Good Repair ( Fixed-Guideway)	\$ 179,680
✓ Bus/Bus Facilities Program	\$ 2,824,215
✓ Enhanced Mobility for Seniors and Individuals with Disabilities	\$ 1,342,098
✓ Surface Transportation Program	\$ 7,685,383

At the request of Lake County Transit Services, LYNX will transmit a sub-allocation letter to the FTA for a portion of the FY 2104 5307 apportionment attributable to Lake County operations reported in its FY 2012 National Transit Database (NTD) report. This letter will allow Lake County to start the process of applying for 5307 funding in the amount of \$348,593 as a direct recipient.

Staff is requesting Board of Director's authorization of the sub-allocation of the Orlando urban area funding to Lake County Transit Services from the FTA's FY 2014 5307 formula apportionment. This Board authorization includes the execution of a Supplemental Agreement with FTA and Lake County that allows Lake County Transit Services, as the grant recipient to receive and dispense FTA's 5307 sub-allocated funds.

**BACKGROUND:**

Congress establishes the legal authority to commence and continue FTA programs through authorizing legislation covering several years. On July 6, 2012, President Obama signed Moving Ahead for Progress in the 21st Century (MAP-21), reauthorizing surface transportation programs through fiscal year 2014. MAP-21 took effect on October 1, 2012 and is the new two-year surface transportation authority that provides FTA an authorization level of \$10.6 billion in FY 2013 and \$10.7 billion in FY 2014. MAP-21 consolidated certain transit programs to improve their efficiency and provides significant funding increases specifically for improving the state of good repair of the nation's transit systems.

On January 17, 2014, President Obama signed the Consolidated Appropriations Act, 2014, (FY 2014 Appropriations) which provided a full fiscal year's funding for Federal Transit Assistance programs. Previous continuing resolutions had provided funds through January 18, 2014. The Federal Transit Administration (FTA) annually publishes one or more notices apportioning funds appropriated by law. FTA published on March 10, 2014 a Federal Register notice that apportions and provides information on the FY 2014 funding available for the FTA assistance programs, program guidance and requirements, and information on several program issues important in the current fiscal year.

The following summarizes the funding programs:

**Urbanized Area Formula Program - Section 5307:**

This program provides grants to Urbanized Areas(UZA) for public transportation capital, planning, job access and reverse commute projects, as well as operating expenses in certain circumstances. These funds constitute a core investment in the enhancement and revitalization of public transportation systems in the nation's urbanized areas, which depend on public transportation to improve mobility and reduce congestion.

Beginning with the FY 2013 apportionment, FTA began apportioning funds based on UZA designations and population counts from the 2010 Census. The transition from the 2000 Census to the 2010 Census affected the program requirements and/or eligibilities that apply to recipients in certain areas. In addition, the boundaries of many UZAs have shifted and resulted in former urban clusters (i.e., areas with populations under 50,000) and former non-urbanized areas to be now located within the boundaries of a UZA. As a result of the 2010 Census boundaries, the areas of Groveland, Mascotte, Minneola and Montverde are now included in the Orlando UZA.

Under the current transit reauthorization, Moving Ahead for Progress in the 21st Century (MAP-21), a special rule allows recipients in urbanized areas with populations of 200,000 or above and that operate 100 or fewer buses in fixed route service during peak hours, to receive a grant for operating assistance subject to a maximum amount per system, in accordance with "Section 5307 Operating Assistance Special Rule Operator Caps". FTA identified the transit systems and their maximum operating assistance amounts for FY 2014 based on the percent of apportionment attributable to an operator, calculated from vehicle revenue hours reported in their FY 2012 NTD report. In the final FY 2014 FTA apportionments released on March 10, 2014, the Orlando UZA

had 1.661% of its apportionment attributable to Lake County in the amount of \$348,593 with a maximum amount of \$261,445 eligible for 5307 operating assistance.

Prior to FTA's award of the 5307 direct grant to Lake County, a Supplemental Agreement needs to be executed by LYNX, Lake County and FTA which permits Lake County to receive and dispense FTA funds and Lake County, as the direct grant recipient, will assume all responsibilities for the terms and conditions of their Grant Agreement for the sub-allocated 5307 funds. Lake County is eligible to apply for operating assistance to serve the needs of the Orlando UZA.

Due to the cycle and timing on the release of Federal Apportionments and the grant application process, the annual LYNX' 5307 Apportionment typically gets budgeted by LYNX over multiple years. LYNX will apply for FY 2014 5307 funding in the amount of \$25,317,482 (net amount after the Lake County sub-allocation).

### **State of Good Repair (SGR) - Section 5337:**

SGR replaced the fixed-guideway modernization formula program. Projects are limited to replacement and rehabilitation or capital projects required to maintain public transportation systems in a state of good repair. LYNX has been working with the City of Orlando staff to upgrade the existing LYMMO in a state of good repair and to provide amenities and technology enhancements compatible with the Parramore BRT and East-West LYMMO expansions due for completion in FY 2014/15.

### **Bus/Bus Facilities Program – Section 5339**

Provides capital funding to replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities.

This program replaced the Section 5309 Bus and Bus Facilities Program which allocated funds through a competitive project selection process or earmarking. LYNX will program section 5339 funds for revenue vehicles and technology enhancements.

### **Enhanced Mobility for Seniors/Individuals with Disabilities- Section 5310:**

This program is intended to enhance mobility for seniors and persons with disabilities by providing funds for programs to serve the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary paratransit services.

Eligible activities include:

- 1) Public transportation projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable.
- 2) Public transportation projects that exceed the requirements of the ADA.
- 3) Public transportation projects that improve access to fixed-route service and decrease reliance by individuals with disabilities on complementary paratransit.
- 4) Alternatives to public transportation that assist seniors and individuals with disabilities.

## **Surface Transportation Program (STP):**

The STP provides funding that may be used by States and localities for a wide range of projects to preserve and improve the conditions and performance of surface transportation, including highway, transit, intercity bus, bicycle and pedestrian projects.

The USDOT funding for the Federal Highway Administration includes Surface Transportation Program (STP) funds which are eligible to be transferred to FTA for transit purposes. The regional STP funds are allocated by Metroplan Orlando for transit, enhancement, bike-ped and highway projects. STP funds are programmed annually by Metroplan Orlando in the Transportation Improvement Program (TIP) and are incorporated in the state adopted State Transportation Improvement Program (STIP).

LYNX will program FY 2014 STP funding for revenue vehicles and passenger amenities.

## **FISCAL IMPACT:**

FY2014 Federal formula funds are programmed and budgeted for the FY2014 and will be in the FY2015 Operating and Capital Budgets for operating related capital assistance and capital budgets as appropriate.

Consent Agenda Item #6.C. xvii

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6100

**Item Name:** **Miscellaneous**  
**Authorization to Auction Surplus Equipment**

**Date:** 3/27/2014

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**ACTION REQUESTED:**

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

**BACKGROUND:**

It is LYNX' policy to hold an annual auction to dispose of Board approved surplus assets. This year's auction is scheduled for June 2014. The following surplus items require authorization for retirement and disposal at the public auction:

**Revenue Vehicles and Components:**

Nineteen (19) revenue vehicles (buses, engines, transmissions,) with a total net book value of \$494.

**Computer Equipment**

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

**Furniture, Fixtures and Equipment:**

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

**Van Pool Vans and Support Vehicles:**

9 (Nine) Dodge, (1) Ford - Van Pool Vans and (6) Support Vehicles with a total net book value of \$0.

**FISCAL IMPACT:**

The total net book value of the surplus items is \$494. The net proceeds from this sale will be included in LYNX’ non-operating revenue or in amounts due to the Federal Transit Administration (FTA), whichever is applicable in FY2014.

**Category Totals**

<b>Category</b>	<b>Acquisition Value</b>	<b>Net Book Value</b>
Building and Shelters	\$ 10,890	\$ -
Computer Equipment	314,160	-
Furniture and Fixtures	243,209	-
Other Vehicles	428,357	-
Revenue Vehicles	5,040,279	494
<b>GRAND TOTAL</b>	<b>\$6,036,895</b>	<b>\$494</b>

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

Also, LYNX’ staff have identified several obsolete and excess bus parts for Phantom Gillig buses with Cummins ISL engines and Voith transmissions. The total acquisition value of the obsolete items is \$656.

**Surplus Equipment**

<b>System No</b>	<b>Company Asset Number</b>	<b>Acquisition Date</b>	<b>Class</b>	<b>Description</b>	<b>Estimated Life</b>	<b>Acquisition Value</b>	<b>Net Book 3/27/14</b>	<b>Due to FTA</b>
8270	4047B	9/30/2004	BS	LCS Terminal Bike Locker Polyethylene	5	\$990.00	\$0.00	\$0.00
8271	4074C	9/30/2004	BS	LCS Terminal Bike Locker Polyethylene	5	\$990.00	\$0.00	\$0.00
8272	4074D	9/30/2004	BS	LCS Terminal Bike Locker Polyethylene	5	\$990.00	\$0.00	\$0.00
8273	4074E	9/30/2004	BS	LCS Terminal Bike Locker Polyethylene	5	\$990.00	\$0.00	\$0.00
8274	4074F	9/30/2004	BS	LCS Terminal Bike Locker Polyethylene	5	\$990.00	\$0.00	\$0.00
8275	4074G	9/30/2004	BS	LCS Terminal Bike Locker Polyethylene	5	\$990.00	\$0.00	\$0.00
8276	4074H	9/30/2004	BS	LCS Terminal Bike Locker Polyethylene	5	\$990.00	\$0.00	\$0.00
8277	4074I	9/30/2004	BS	LCS Terminal Bike Locker Polyethylene	5	\$990.00	\$0.00	\$0.00
8278	4074J	9/30/2004	BS	LCS Terminal Bike Locker Polyethylene	5	\$990.00	\$0.00	\$0.00
8279	4074K	9/30/2004	BS	LCS Terminal Bike Locker Polyethylene	5	\$990.00	\$0.00	\$0.00
8280	4074L	9/30/2004	BS	LCS Terminal Bike Locker Polyethylene	5	\$990.00	\$0.00	\$0.00
				<b>Subtotal - BS</b>		<b>\$10,890.00</b>		<b>\$0.00</b>
9915	6959	2/28/2006	CE	Copier, Toshiba e-Studio 600	5	\$11,288.46	\$0.00	\$0.00
9916	6960	2/28/2006	CE	Copier, Toshiba e-Studio 600	5	\$11,288.46	\$0.00	\$0.00
9917	6961	2/28/2006	CE	Copier, Toshiba e-Studio 600	5	\$11,288.46	\$0.00	\$0.00
9918	6962	2/28/2006	CE	Copier, Toshiba e-Studio 520	5	\$10,074.02	\$0.00	\$0.00
11314	7634	1/31/2007	CE	SERVER, DELL POWEREDGE 2950	5	\$7,816.92	\$0.00	\$0.00
9919	6963	2/28/2006	CE	Copier, Toshiba e-Studio 350	5	\$7,201.80	\$0.00	\$0.00
9922	6966	2/28/2006	CE	Copier, Toshiba e-Studio 350	5	\$7,201.80	\$0.00	\$0.00

# LYNX Board Agenda

System No	Company Asset Number	Acquisition Date	Class	Description	Estimated Life	Acquisition Value	Net Book 3/27/14	Due to FTA
9924	6968	2/28/2006	CE	Copier, Toshiba e-Studio 350	5	\$7,201.80	\$0.00	\$0.00
9925	6969	2/28/2006	CE	Copier, Toshiba e-Studio 350	5	\$7,201.80	\$0.00	\$0.00
7443	3844	8/21/2003	CE	Power Vault 122T	5	\$6,828.00	\$0.00	\$0.00
8138	3917	3/4/2004	CE	Server - PowerEdge 2650	5	\$5,608.28	\$0.00	\$0.00
7249	3694	3/14/2003	CE	Server - PowerEdge 2650	5	\$5,023.00	\$0.00	\$0.00
7466	3864	9/26/2003	CE	Printer - HP5500 Color Laser	5	\$4,935.72	\$0.00	\$0.00
8137	3916	3/4/2004	CE	Server - PowerEdge 2650	5	\$4,815.31	\$0.00	\$0.00
7461	3859	9/11/2003	CE	Server - PowerEdge 2650	5	\$4,765.00	\$0.00	\$0.00
11021	7537	9/30/2006	CE	Computer, PowerMac G5	5	\$4,078.00	\$0.00	\$0.00
11577	7881	9/30/2007	CE	KEYBOARD, DELL POWEREDGE 16 PORT	5	\$3,830.61	\$0.00	\$0.00
8158	3935	5/31/2004	CE	Server - PwrEdge 2650	5	\$3,559.70	\$0.00	\$0.00
9089	4791	11/30/2004	CE	Jumbotron Sanyo XGA Short Fixed Lens 0.8:1 - LCS	5	\$3,343.53	\$0.00	\$0.00
9176	4979	7/20/2005	CE	SERVER-DELL PWREDGE 2850	5	\$2,406.00	\$0.00	\$0.00
12407	8807	4/30/2008	CE	Laptop	5	\$2,276.06	\$0.00	\$0.00
8374	4076	10/15/2004	CE	HP Laserjet 4650 DN Printer	5	\$2,191.00	\$0.00	\$0.00
7441	3842	8/21/2003	CE	Computer - Latitude C840	5	\$2,052.00	\$0.00	\$0.00
8375	4077	10/15/2004	CE	HP Laserjet 4300TN Printer	5	\$2,003.00	\$0.00	\$0.00
7362	3764	5/30/2003	CE	Printer - LaserJet HP4300TN	5	\$1,891.99	\$0.00	\$0.00
7363	3765	5/30/2003	CE	Printer - LaserJet HP4300TN	5	\$1,891.99	\$0.00	\$0.00
7364	3766	5/30/2003	CE	Printer - LaserJet HP4300TN	5	\$1,891.99	\$0.00	\$0.00
7365	3767	5/30/2003	CE	Printer - LaserJet HP4300TN	5	\$1,891.99	\$0.00	\$0.00
11288	6753	6/15/2005	CE	Computer, Handheld	5	\$1,811.50	\$0.00	\$0.00
11289	6754	6/15/2005	CE	Computer, Handheld	5	\$1,811.50	\$0.00	\$0.00
11290	6755	6/15/2005	CE	Computer, Handheld	5	\$1,811.50	\$0.00	\$0.00
11291	6756	6/15/2005	CE	Computer, Handheld	5	\$1,811.50	\$0.00	\$0.00
11292	6757	6/15/2005	CE	Computer, Handheld	5	\$1,811.50	\$0.00	\$0.00
11293	6758	6/15/2005	CE	Computer, Handheld	5	\$1,811.50	\$0.00	\$0.00
11294	6759	6/15/2005	CE	Computer, Handheld	5	\$1,811.50	\$0.00	\$0.00
11295	6760	6/15/2005	CE	Computer, Handheld	5	\$1,811.49	\$0.00	\$0.00
11296	6761	6/15/2005	CE	Computer, Handheld	5	\$1,811.49	\$0.00	\$0.00
11297	6762	6/15/2005	CE	Computer, Handheld	5	\$1,811.49	\$0.00	\$0.00
8183	3958	7/15/2004	CE	Dictaphone IOMEGA A305M	5	\$1,665.00	\$0.00	\$0.00
8184	3959	7/15/2004	CE	Dictaphone IOMEGA A305M	5	\$1,665.00	\$0.00	\$0.00
9824	6816	11/8/2004	CE	CSU Module 120A4 S8500 Sys	5	\$1,648.00	\$0.00	\$0.00
9926	6970	2/28/2006	CE	Copier, Toshiba e-Studio 150	5	\$1,648.00	\$0.00	\$0.00
9943	6993	3/31/2006	CE	Computer, OptiPlex GX620	5	\$1,601.04	\$0.00	\$0.00
9945	6995	3/31/2006	CE	Computer, OptiPlex GX620	5	\$1,601.04	\$0.00	\$0.00
9947	6997	3/31/2006	CE	Computer, OptiPlex GX620	5	\$1,601.04	\$0.00	\$0.00
9951	7001	3/31/2006	CE	Computer, OptiPlex GX620	5	\$1,601.04	\$0.00	\$0.00
9955	7005	3/31/2006	CE	Computer, OptiPlex GX620	5	\$1,601.04	\$0.00	\$0.00
11541	7782	7/31/2007	CE	Dell Optiplex 745 Workstation	5	\$1,488.13	\$0.00	\$0.00
10905	7058	6/30/2006	CE	Computer, Dell GX620	5	\$1,483.73	\$0.00	\$0.00
10908	7061	6/30/2006	CE	Computer, Dell GX620	5	\$1,483.73	\$0.00	\$0.00
10909	7062	6/30/2006	CE	Computer, Dell GX620	5	\$1,483.73	\$0.00	\$0.00
10910	7063	6/30/2006	CE	Computer, Dell GX620	5	\$1,483.73	\$0.00	\$0.00
10912	7065	6/30/2006	CE	Computer, Dell GX620	5	\$1,483.73	\$0.00	\$0.00
10913	7066	6/30/2006	CE	Computer, Dell GX620	5	\$1,483.73	\$0.00	\$0.00
10916	7069	6/30/2006	CE	Computer, Dell GX620	5	\$1,483.73	\$0.00	\$0.00
10917	7070	6/30/2006	CE	Computer, Dell GX620	5	\$1,483.73	\$0.00	\$0.00
10918	7071	6/30/2006	CE	Computer, Dell GX620	5	\$1,483.73	\$0.00	\$0.00
10921	7074	6/30/2006	CE	Computer, Dell GX620	5	\$1,483.73	\$0.00	\$0.00

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System No	Company Asset Number	Acquisition Date	Class	Description	Estimated Life	Acquisition Value	Net Book 3/27/14	Due to FTA
10926	7079	6/30/2006	CE	Computer, Dell GX620	5	\$1,483.73	\$0.00	\$0.00
10928	7081	6/30/2006	CE	Computer, Dell GX620	5	\$1,483.73	\$0.00	\$0.00
10930	7083	6/30/2006	CE	Computer, Dell GX620	5	\$1,483.73	\$0.00	\$0.00
10931	7084	6/30/2006	CE	Computer, Dell GX620	5	\$1,483.73	\$0.00	\$0.00
10933	7086	6/30/2006	CE	Computer, Dell GX620	5	\$1,483.73	\$0.00	\$0.00
10937	7090	6/30/2006	CE	Computer, Dell GX620	5	\$1,483.73	\$0.00	\$0.00
10939	7092	6/30/2006	CE	Computer, Dell GX620	5	\$1,483.73	\$0.00	\$0.00
10940	7093	6/30/2006	CE	Computer, Dell GX620	5	\$1,483.73	\$0.00	\$0.00
9899	6980	1/31/2006	CE	Computer, OptiPlex GX520	5	\$1,464.38	\$0.00	\$0.00
9900	6982	1/31/2006	CE	Computer, Optiplex GX520	5	\$1,464.38	\$0.00	\$0.00
9901	6983	1/31/2006	CE	Computer, OptiPlex GX520	5	\$1,464.38	\$0.00	\$0.00
11312	7600	1/31/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,362.80	\$0.00	\$0.00
11318	7587	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11319	7588	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11320	7589	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11321	7590	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11322	7591	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11323	7592	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11325	7594	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11326	7595	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11327	7596	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11328	7597	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11329	7598	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11331	7601	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11333	7603	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11334	7604	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11336	7606	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11339	7609	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11341	7611	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11342	7612	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11343	7613	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11345	7615	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11346	7616	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11348	7618	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11349	7619	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11352	7622	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11353	7623	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11354	7624	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11357	7627	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11358	7628	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11359	7629	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11361	7631	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11362	7632	2/28/2007	CE	COMPUTER, DELL OPTIPLEX GX620	5	\$1,336.00	\$0.00	\$0.00
11414	7703	5/31/2007	CE	Computer, Dell Optiplex 745 Minitower	5	\$1,318.55	\$0.00	\$0.00
12305	8388	3/31/2008	CE	Dell Optiplex 755	5	\$1,275.94	\$0.00	\$0.00
12306	8389	3/31/2008	CE	Dell Optiplex 755	5	\$1,275.94	\$0.00	\$0.00
12307	8390	3/31/2008	CE	Dell Optiplex 755	5	\$1,275.94	\$0.00	\$0.00
12308	8391	3/31/2008	CE	Dell Optiplex 755	5	\$1,275.94	\$0.00	\$0.00
12310	8065	3/31/2008	CE	Dell Optiplex 755	5	\$1,275.94	\$0.00	\$0.00
12311	8064	3/31/2008	CE	Dell Optiplex 755	5	\$1,275.94	\$0.00	\$0.00
12313	8062	3/31/2008	CE	Dell Optiplex 755	5	\$1,275.94	\$0.00	\$0.00

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System No	Company Asset Number	Acquisition Date	Class	Description	Estimated Life	Acquisition Value	Net Book 3/27/14	Due to FTA
12316	8059	3/31/2008	CE	Dell Optiplex 755	5	\$1,275.94	\$0.00	\$0.00
12318	8073	3/31/2008	CE	Dell Optiplex 755	5	\$1,275.94	\$0.00	\$0.00
12319	8074	3/31/2008	CE	Dell Optiplex 755	5	\$1,275.94	\$0.00	\$0.00
12320	8075	3/31/2008	CE	Dell Optiplex 755	5	\$1,275.94	\$0.00	\$0.00
12321	8076	3/31/2008	CE	Dell Optiplex 755	5	\$1,275.94	\$0.00	\$0.00
12322	8077	3/31/2008	CE	Dell Optiplex 755	5	\$1,275.94	\$0.00	\$0.00
12323	8078	3/31/2008	CE	Dell Optiplex 755	5	\$1,275.94	\$0.00	\$0.00
12324	8079	3/31/2008	CE	Dell Optiplex 755	5	\$1,275.94	\$0.00	\$0.00
7423	3825	7/24/2003	CE	Computer - Optiplex GX260T	5	\$1,253.00	\$0.00	\$0.00
11555	7783	8/31/2007	CE	COMPUTER, DELL 745 OPTIPLEX WORKSTATION	5	\$1,241.67	\$0.00	\$0.00
11556	7784	8/31/2007	CE	COMPUTER, DELL 745 OPTIPLEX WORKSTATION	5	\$1,241.67	\$0.00	\$0.00
11557	7785	8/31/2007	CE	COMPUTER, DELL 745 OPTIPLEX WORKSTATION	5	\$1,241.67	\$0.00	\$0.00
11558	7786	8/31/2007	CE	COMPUTER, DELL 745 OPTIPLEX WORKSTATION	5	\$1,241.67	\$0.00	\$0.00
11286	6751	6/15/2005	CE	Computer, Pocket Handheld	5	\$1,153.77	\$0.00	\$0.00
11287	6752	6/15/2005	CE	Computer, Pocket Handheld	5	\$1,153.77	\$0.00	\$0.00
10949	7304	7/31/2006	CE	Computer, Dell GX620	5	\$1,148.35	\$0.00	\$0.00
10950	7305	7/31/2006	CE	Computer, Dell GX620	5	\$1,148.35	\$0.00	\$0.00
10951	7306	7/31/2006	CE	Computer, Dell GX620	5	\$1,148.35	\$0.00	\$0.00
10953	7308	7/31/2006	CE	Computer, Dell GX620	5	\$1,148.35	\$0.00	\$0.00
10956	7311	7/31/2006	CE	Computer, Dell GX620	5	\$1,148.35	\$0.00	\$0.00
10959	7314	7/31/2006	CE	Computer, Dell GX620	5	\$1,148.35	\$0.00	\$0.00
10962	7317	7/31/2006	CE	Computer, Dell GX620	5	\$1,148.35	\$0.00	\$0.00
10965	7320	7/31/2006	CE	Computer, Dell GX620	5	\$1,148.35	\$0.00	\$0.00
10968	7323	7/31/2006	CE	Computer, Dell GX620	5	\$1,148.35	\$0.00	\$0.00
10971	7326	7/31/2006	CE	Computer, Dell GX620	5	\$1,148.35	\$0.00	\$0.00
10972	7327	7/31/2006	CE	Computer, Dell GX620	5	\$1,148.35	\$0.00	\$0.00
10978	7333	7/31/2006	CE	Computer, Dell GX620	5	\$1,148.35	\$0.00	\$0.00
10979	7334	7/31/2006	CE	Computer, Dell GX620	5	\$1,148.35	\$0.00	\$0.00
10980	7335	7/31/2006	CE	Computer, Dell GX620	5	\$1,148.35	\$0.00	\$0.00
10985	7340	7/31/2006	CE	Computer, Dell GX620	5	\$1,148.35	\$0.00	\$0.00
10986	7341	7/31/2006	CE	Computer, Dell GX620	5	\$1,148.35	\$0.00	\$0.00
10987	7342	7/31/2006	CE	Computer, Dell GX620	5	\$1,148.35	\$0.00	\$0.00
10988	7343	7/31/2006	CE	Computer, Dell GX620	5	\$1,148.35	\$0.00	\$0.00
9911	6954	2/28/2006	CE	Computer, OptiPlex GX520	5	\$1,085.30	\$0.00	\$0.00
9914	6957	2/28/2006	CE	Computer, OptiPlex GX520	5	\$1,085.30	\$0.00	\$0.00
8990	4821	5/2/2005	CE	Computer - Dell Optiplex GX280	5	\$1,012.48	\$0.00	\$0.00
8991	4822	5/2/2005	CE	Computer Optiplex GX280	5	\$1,012.48	\$0.00	\$0.00
8159	3936	5/24/2004	CE	Power Supply 2200	5	\$901.65	\$0.00	\$0.00
8195	3970	8/18/2004	CE	Computer optiplex GX280	5	\$850.12	\$0.00	\$0.00
7245	3686	2/28/2003	CE	Switch - Power Connect 3024	5	\$599.00	\$0.00	\$0.00
7247	3688	2/28/2003	CE	Switch - Power Connect 3024	5	\$599.00	\$0.00	\$0.00
9607	6734	9/15/2005	CE	Printer, HP Laserjet 1320TN	5	\$555.45	\$0.00	\$0.00
9608	6735	9/15/2005	CE	Printer, HP Laserjet 1320TN	5	\$555.45	\$0.00	\$0.00
11405	7694	4/30/2007	CE	Monitor, Apple 20 Flat Pane"	5	\$549.00	\$0.00	\$0.00
9828	6820	11/8/2004	CE	Avaya S8300 CD Rom External Drive	5	\$350.00	\$0.00	\$0.00
9903	7037	1/31/2006	CE	Monitor, Dell 19 Flat Panel w/ Stand"	5	\$339.15	\$0.00	\$0.00
8947	4737	3/23/2005	CE	MASTER SWITCH-8 PORT POWER CONTROL- APC	5	\$300.00	\$0.00	\$0.00

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System No	Company Asset Number	Acquisition Date	Class	Description	Estimated Life	Acquisition Value	Net Book 3/27/14	Due to FTA
9823	6814	11/8/2004	CE	Avaya Linux Media SVR Modem S8500 Sys	5	\$250.00	\$0.00	\$0.00
9827	6819	11/8/2004	CE	Linux Media SVR Modem S8500 Sys	5	\$250.00	\$0.00	\$0.00
9840	6815	11/8/2004	CE	Avaya Linux Media SVR Modem S8500 Sys	5	\$250.00	\$0.00	\$0.00
				<b>Subtotal - CE</b>		<b>\$314,159.62</b>		<b>0.00</b>
9069	4801	3/29/2005	FE	Plasma TV + Mount LCS Main Terminal	5	\$16,696.82	\$0.00	\$0.00
5576	2612	9/1/2000	FE	FLOOR SCRUBBER	5	\$10,438.01	\$0.00	\$0.00
5212	1825	11/12/1998	FE	TRIMBLE GPS PATHFINDER	5	\$9,086.20	\$0.00	\$0.00
9094	4875	11/30/2004	FE	DVR NuTechSecSys	5	\$9,000.00	\$0.00	\$0.00
9095	4876	11/30/2004	FE	DVR NuTechSecSys	5	\$9,000.00	\$0.00	\$0.00
9096	4877	11/30/2004	FE	DVR NuTechSecSys	5	\$9,000.00	\$0.00	\$0.00
9097	4878	11/30/2004	FE	DVR NuTechSecSys	5	\$9,000.00	\$0.00	\$0.00
5579	2615	9/21/2000	FE	VINYL CUTTING PLOTTER WITH OMEGA SOFTWARE	5	\$6,400.00	\$0.00	\$0.00
8252	4059	9/30/2004	FE	Spectra GPS Master Clock	5	\$5,901.40	\$0.00	\$0.00
6139	2908	9/30/2001	FE	ROBINAIR RECOVERY RECYCLE & RECHARGING MACHINE	3	\$5,603.60	\$0.00	\$0.00
8022	3880	9/30/2003	FE	Dolly - High Lift	5	\$4,950.00	\$0.00	\$0.00
6847	3536	8/22/2002	FE	Server- Poweredge 2650	5	\$4,927.00	\$0.00	\$0.00
9559	5000	11/30/2004	FE	Rack, 4 Bay Unit NuTech Sec Sys	5	\$4,918.75	\$0.00	\$0.00
6091	3558	7/31/2001	FE	FIREBOX-WATCHGUARD SECURITY SYSTEM	5	\$4,900.00	\$0.00	\$0.00
5335	10	5/30/1996	FE	CLUB CAR/GOLF CART	5	\$4,475.00	\$0.00	\$0.00
1093	2086	8/24/1995	FE	TRANSMISSION JACK, SEFAC	3	\$3,874.00	\$0.00	\$0.00
8404	4107	11/11/2004	FE	POS Terminal/Flat Screen - LCS	5	\$3,014.70	\$0.00	\$0.00
9098	4879	11/30/2004	FE	Camera PTZ w/Housing NuTechSecSys	5	\$2,850.00	\$0.00	\$0.00
9099	4880	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$2,850.00	\$0.00	\$0.00
9100	4881	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$2,850.00	\$0.00	\$0.00
9101	4882	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$2,850.00	\$0.00	\$0.00
9102	4883	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$2,850.00	\$0.00	\$0.00
9103	4884	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$2,850.00	\$0.00	\$0.00
9104	4885	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$2,850.00	\$0.00	\$0.00
9105	4886	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$2,850.00	\$0.00	\$0.00
9106	4887	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$2,850.00	\$0.00	\$0.00
9107	4888	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$2,850.00	\$0.00	\$0.00
9108	4889	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$2,850.00	\$0.00	\$0.00
9109	4890	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$2,850.00	\$0.00	\$0.00
9110	4891	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$2,850.00	\$0.00	\$0.00
9111	4892	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$2,850.00	\$0.00	\$0.00
9112	4893	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$2,850.00	\$0.00	\$0.00
9113	4894	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$2,850.00	\$0.00	\$0.00
9114	4895	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$2,850.00	\$0.00	\$0.00
9115	4896	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$2,850.00	\$0.00	\$0.00
7218	3662	11/30/2002	FE	Lens - 1/2 19:1 (6.7-127mm)"	5	\$2,846.39	\$0.00	\$0.00
12173	8639	9/30/2007	FE	Time Clock	5	\$2,450.00	\$0.00	\$0.00
874	2064	2/24/1994	FE	LINCOLN 10 TON AIR/HYDR MANUAL JACK	3	\$2,109.50	\$0.00	\$0.00
7235	3676	2/28/2003	FE	Printer - HP LaserJet 4300TN	5	\$1,998.89	\$0.00	\$0.00
5294	2338	8/31/1998	FE	WEIGHT LIFTER AIR/HYDRAULIC JACK	5	\$1,950.00	\$0.00	\$0.00
5295	2339	8/31/1998	FE	WEIGHT LIFTER AIR/HYDRAULIC JACK	5	\$1,950.00	\$0.00	\$0.00
11392	7667	2/28/2007	FE	JACK, AIR HYDRAULIC (BLUE)	5	\$1,766.00	\$0.00	\$0.00
11391	7666	2/28/2007	FE	JACK, AIR HYDRAULIC (BLUE)	5	\$1,703.00	\$0.00	\$0.00
5418	2041	11/18/1999	FE	SNAP ON AUTOMOTIVE SCANNER	3	\$1,702.46	\$0.00	\$0.00
9156	4788A	3/15/2005	FE	Proxima Long Lens	5	\$1,693.86	\$0.00	\$0.00

# LYNX Board Agenda

System No	Company Asset Number	Acquisition Date	Class	Description	Estimated Life	Acquisition Value	Net Book 3/27/14	Due to FTA
8199	3976	8/19/2004	FE	Rack Console	5	\$1,648.51	\$0.00	\$0.00
7356	3762	5/22/2003	FE	Watchguard Firebox 700	5	\$1,645.00	\$0.00	\$0.00
5772	2682	12/29/2000	FE	FACSIMILE MACHINE	5	\$1,590.00	\$0.00	\$0.00
5848	2772	4/26/2001	FE	FACSIMILE MACHINE-CANON LASER	5	\$1,590.00	\$0.00	\$0.00
6319	3049	12/31/2001	FE	PRINTER-LASERJET 4100	5	\$1,519.46	\$0.00	\$0.00
9039	4768	11/30/2004	FE	Digital Video Scaler	5	\$1,354.11	\$0.00	\$0.00
11423	7715	6/30/2007	FE	Workstation, Dell 745 Optiplex Minitower	5	\$1,260.57	\$0.00	\$0.00
7434	3836	7/24/2003	FE	Computer - Optiplex GX260T	5	\$1,253.00	\$0.00	\$0.00
6426	3127	4/18/2002	FE	RGB Amplifier (Data Distribution)	5	\$1,179.00	\$0.00	\$0.00
6341	3056	1/10/2002	FE	PLUG-IN SYSTEM WITH MICROPHONES	5	\$1,076.00	\$0.00	\$0.00
4005	97316LEF5265	9/30/1997	FE	VISUAL BOARD, OFS, MAHOG.	3	\$1,024.52	\$0.00	\$0.00
12749	8873	9/30/2008	FE	Monitor at OBT Guard Station	5	\$997.50	\$0.00	\$0.00
9079	2041B	6/14/2005	FE	Snap-On Cartridge update FastTrack Troubleshooter interface	5	\$895.00	\$0.00	\$0.00
9158	2041A	6/14/2005	FE	Snap-on Cartridge Vehicle Commication Interface	5	\$895.00	\$0.00	\$0.00
6893	3575	9/12/2002	FE	27 COLOR MONITOR"	5	\$795.00	\$0.00	\$0.00
12573	8489	7/31/2008	FE	1/2 TON HYDRAULIC JACK	5	\$758.67	\$0.00	\$0.00
8253	4060	9/30/2004	FE	Spectra GPS Antena	5	\$727.79	\$0.00	\$0.00
5316	2001	7/24/1997	FE	SEFAC 10 POSITION JACK STAND	3	\$655.00	\$0.00	\$0.00
5317	2002	7/24/1997	FE	SEFAC 10 POSITION JACK STAND	3	\$655.00	\$0.00	\$0.00
5318	2003	7/24/1997	FE	SEFAC 10 POSITION JACK STAND	3	\$655.00	\$0.00	\$0.00
5319	2004	7/24/1997	FE	SEFAC 10 POSITION JACK STAND	3	\$655.00	\$0.00	\$0.00
5320	2005	7/24/1997	FE	SEFAC 10 POSITION JACK STAND	3	\$655.00	\$0.00	\$0.00
5321	2006	7/24/1997	FE	SEFAC 10 POSITION JACK STAND	3	\$655.00	\$0.00	\$0.00
5322	2007	7/24/1997	FE	SEFAC 10 POSITION JACK STAND	3	\$655.00	\$0.00	\$0.00
5323	2008	7/24/1997	FE	SEFAC 10 POSITION JACK STAND	3	\$655.00	\$0.00	\$0.00
6307	2922	12/20/2001	FE	CAMERA-DIGITAL FUJI	5	\$637.89	\$0.00	\$0.00
6308	2923	12/20/2001	FE	CAMERA-DIGITAL FUJI	5	\$637.89	\$0.00	\$0.00
6309	2924	12/20/2001	FE	CAMERA-DIGITAL FUJI	5	\$637.89	\$0.00	\$0.00
6310	2925	12/20/2001	FE	CAMERA-DIGITAL FUJI	5	\$637.89	\$0.00	\$0.00
6311	2926	12/20/2001	FE	CAMERA-DIGITAL FUJI	5	\$637.89	\$0.00	\$0.00
6312	2927	12/20/2001	FE	CAMERA-DIGITAL FUJI	5	\$637.89	\$0.00	\$0.00
6313	2928	12/20/2001	FE	CAMERA-DIGITAL FUJI	5	\$637.89	\$0.00	\$0.00
6314	2929	12/20/2001	FE	CAMERA-DIGITAL FUJI	5	\$637.89	\$0.00	\$0.00
6315	2930	12/20/2001	FE	CAMERA-DIGITAL FUJI	5	\$637.89	\$0.00	\$0.00
6316	2931	12/20/2001	FE	CAMERA-DIGITAL FUJI	5	\$637.89	\$0.00	\$0.00
6317	2932	12/20/2001	FE	CAMERA-DIGITAL FUJI	5	\$637.89	\$0.00	\$0.00
6298	3043	12/31/2001	FE	CHAIR-LOWENSTEIN MAHARAM-BLUE	5	\$631.40	\$0.00	\$0.00
870	94233STG5203	9/8/1994	FE	PALLET JACK	5	\$631.30	\$0.00	\$0.00
11013	7365	8/31/2006	FE	Camera, Digital Fuji	5	\$622.25	\$0.00	\$0.00
11014	7366	8/31/2006	FE	Camera, Digital Fuji	5	\$622.25	\$0.00	\$0.00
11015	7367	8/31/2006	FE	Camera, Digital Fuji	5	\$622.25	\$0.00	\$0.00
11016	7368	8/31/2006	FE	Camera, Digital Fuji	5	\$622.25	\$0.00	\$0.00
8149	3928	3/19/2004	FE	Power Supply 2200VA	5	\$606.87	\$0.00	\$0.00
6542	3246	6/6/2002	FE	Monitor/8 Port Keyboard switchbox	5	\$594.00	\$0.00	\$0.00
7471	3868	9/18/2003	FE	Jack Stand - 18Ton Tripod (Blue color)	5	\$540.00	\$0.00	\$0.00
7472	3875	9/18/2003	FE	Jack Stand - 18Ton Tripod	5	\$540.00	\$0.00	\$0.00
5454	2452	5/11/2000	FE	AIR CONDITIONER FOR ROOM	5	\$512.00	\$0.00	\$0.00
11003	7530	8/31/2006	FE	Jack, Air/Hydraulic Bottle	5	\$500.40	\$0.00	\$0.00
11023	7539	9/30/2006	FE	Jack, Air/Hydraulic Bottle	5	\$500.40	\$0.00	\$0.00
6820	3508	8/22/2002	FE	Microwave Oven	5	\$452.67	\$0.00	\$0.00

# LYNX Board Agenda

System No	Company Asset Number	Acquisition Date	Class	Description	Estimated Life	Acquisition Value	Net Book 3/27/14	Due to FTA
9116	4897	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$450.00	\$0.00	\$0.00
9117	4898	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$450.00	\$0.00	\$0.00
9118	4899	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$450.00	\$0.00	\$0.00
9119	4900	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$450.00	\$0.00	\$0.00
9120	4901	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$450.00	\$0.00	\$0.00
9121	4902	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$450.00	\$0.00	\$0.00
9122	4903	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$450.00	\$0.00	\$0.00
9123	4904	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$450.00	\$0.00	\$0.00
9124	4905	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$450.00	\$0.00	\$0.00
9125	4906	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$450.00	\$0.00	\$0.00
9126	4907	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$450.00	\$0.00	\$0.00
9127	4908	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$450.00	\$0.00	\$0.00
9128	4909	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$450.00	\$0.00	\$0.00
9129	4910	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$450.00	\$0.00	\$0.00
9130	4911	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$450.00	\$0.00	\$0.00
9131	4912	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$450.00	\$0.00	\$0.00
9132	4913	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$450.00	\$0.00	\$0.00
9133	4914	11/30/2004	FE	LCS Cameras with Housing Nutech	5	\$450.00	\$0.00	\$0.00
8119	3904	1/26/2004	FE	Heater - Dayton Portable Oil Fired	5	\$342.00	\$0.00	\$0.00
8120	3905	1/26/2004	FE	Heater - Dayton Portable Oil Fired	5	\$342.00	\$0.00	\$0.00
9168	4971	7/28/2005	FE	SWITCHED RACK 8-OUTLET PDU 120V	5	\$332.00	\$0.00	\$0.00
9169	4972	7/28/2005	FE	SWITCHED RACK 8-OUTLET PDU 120V	5	\$332.00	\$0.00	\$0.00
9171	4974	7/28/2005	FE	SWITCHED RACK 8-OUTLET PDU 120V	5	\$332.00	\$0.00	\$0.00
6375	3072	2/9/2002	FE	Microwave Oven	5	\$309.25	\$0.00	\$0.00
				<b>Subtotal - FE</b>		<b>\$243,208.79</b>		<b>\$ 0.00</b>
12556	28604	1/31/2008	OV	Ford Econoline Van	4	\$40,714.00	\$0.00	\$0.00
8948	16005	3/14/2005	OV	VAN-2005 FORD E350-CONVERSION FOR ADA	5	\$34,959.00	\$0.00	\$0.00
6396	5-May	2/18/2002	OV	Road Ranger F350 Super Duty Truck	7	\$34,273.50	\$0.00	\$0.00
4010	60	9/18/1997	OV	1997 FORD TRUCK	5	\$33,447.85	\$0.00	\$0.00
5223	14506	11/24/1999	OV	2000 DODGE RAM MAXIVAN (14 PASSENGER)	4	\$29,240.85	\$0.00	\$0.00
5563	15914	9/30/2000	OV	2000 DODGE MAXIVAN	4	\$28,940.85	\$0.00	\$0.00
5559	15725	9/7/2000	OV	2000 DODGE MAXIVAN 15 PASSENGER	4	\$28,340.85	\$0.00	\$0.00
5728	15915	9/30/2000	OV	2000 DODGE MAXIVAN 11 PASSENGER	4	\$28,340.85	\$0.00	\$0.00
5730	15916	9/30/2000	OV	2000 DODGE MAXIVAN 11 PASSENGER	4	\$28,340.85	\$0.00	\$0.00
8127	16003	1/26/2004	OV	Van - 2003 Econoline E-25 Ford Transport	3	\$26,553.00	\$0.00	\$0.00
4299	12248	8/26/1998	OV	98 DODGE RAM VAN - 9 PASSENGER	4	\$24,474.00	\$0.00	\$0.00
4304	12253	8/26/1998	OV	98 DODGE RAM VAN - 9 PASSENGER	4	\$24,474.00	\$0.00	\$0.00
8284	100	9/30/2004	OV	Van - E250 Super Cargo EXT	7	\$21,832.80	\$0.00	\$0.00
3686	57	4/30/1997	OV	1997 FORD CROWN VICTORIA	3	\$19,653.50	\$0.00	\$0.00
4819	71	12/10/1998	OV	1999 FORD RANGER 112	6	\$12,699.00	\$0.00	\$0.00
473	18	7/14/1994	OV	1994 FORD F-150 TRUCK	3	\$12,072.70	\$0.00	\$0.00
				<b>Subtotal - OV</b>		<b>\$428,357.60</b>		<b>\$0.00</b>
13089	517BBB	6/4/2009	RV	Transmission	5	\$9,875.00	\$329.16	\$329.16
13092	504BB	4/22/2009	RV	VOITH D864 TRANSMISSION	5	\$9,900.00	\$165.00	\$165.00
13086	511BB	4/15/2009	RV	VOITH D864 TRANSMISSION	5	\$9,900.00	\$0.00	\$0.00
13084	513BBB	2/24/2009	RV	VOITH D864 TRANSMISSION	5	\$9,950.00	\$0.00	\$0.00
13076	519BB	12/10/2008	RV	VOITH D864-SSP TRANSMISSION	5	\$9,900.00	\$0.00	\$0.00
8292	518	9/30/2004	RV	PHANTOM- C29D102N4 Gillig Bus	9	\$253,859.00	\$0.00	\$0.00
8299	519	9/30/2004	RV	PHANTOM- C29D102N4 Gillig Bus	9	\$253,859.00	\$0.00	\$0.00
8306	520	9/30/2004	RV	PHANTOM- C29D102N4 Gillig Bus	9	\$253,859.00	\$0.00	\$0.00
8331	524	9/30/2004	RV	PHANTOM- C29D102N4 Gillig Bus	9	\$253,859.00	\$0.00	\$0.00

# LYNX Board Agenda

System No	Company Asset Number	Acquisition Date	Class	Description	Estimated Life	Acquisition Value	Net Book 3/27/14	Due to FTA
6916	511	8/21/2002	RV	PHANTOM- C27D096N4 Gillig Bus	9	\$222,871.22	\$0.00	\$0.00
6922	501	8/21/2002	RV	PHANTOM- C27D096N4 Gillig Bus	9	\$222,871.22	\$0.00	\$0.00
6928	502	8/21/2002	RV	PHANTOM- C27D096N4 Gillig Bus	9	\$222,871.22	\$0.00	\$0.00
6934	503	8/21/2002	RV	PHANTOM- C27D096N4 Gillig Bus	9	\$222,871.22	\$0.00	\$0.00
6940	504	8/21/2002	RV	PHANTOM- C27D096N4 Gillig Bus	9	\$222,871.22	\$0.00	\$0.00
6946	505	8/21/2002	RV	PHANTOM- C27D096N4 Gillig Bus	9	\$222,871.22	\$0.00	\$0.00
6958	507	8/21/2002	RV	PHANTOM- C27D096N4 Gillig Bus	9	\$222,871.22	\$0.00	\$0.00
6964	508	8/21/2002	RV	PHANTOM- C27D096N4 Gillig Bus	9	\$222,871.22	\$0.00	\$0.00
6970	509	8/21/2002	RV	PHANTOM- C27D096N4 Gillig Bus	9	\$222,871.22	\$0.00	\$0.00
6976	510	8/21/2002	RV	PHANTOM- C27D096N4 Gillig Bus	9	\$222,871.22	\$0.00	\$0.00
6982	512	8/21/2002	RV	PHANTOM- C27D096N4 Gillig Bus	9	\$222,871.22	\$0.00	\$0.00
6988	513	8/21/2002	RV	PHANTOM- C27D096N4 Gillig Bus	9	\$222,871.22	\$0.00	\$0.00
7000	515	8/21/2002	RV	PHANTOM- C27D096N4 Gillig Bus	9	\$222,871.22	\$0.00	\$0.00
7006	516	8/21/2002	RV	PHANTOM- C27D096N4 Gillig Bus	9	\$222,871.22	\$0.00	\$0.00
7012	517	8/21/2002	RV	PHANTOM- C27D096N4 Gillig Bus	9	\$222,871.22	\$0.00	\$0.00
6917	511A	8/21/2002	RV	ENGINE-CUMMINS ISL, 330HP	5	\$25,616.00	\$0.00	\$0.00
6923	501A	8/21/2002	RV	ENGINE-CUMMINS ISL, 330HP	5	\$25,616.00	\$0.00	\$0.00
6929	502A	8/21/2002	RV	ENGINE-CUMMINS ISL, 330HP	5	\$25,616.00	\$0.00	\$0.00
6935	503A	8/21/2002	RV	ENGINE-CUMMINS ISL, 330HP	5	\$25,616.00	\$0.00	\$0.00
6941	504A	8/21/2002	RV	ENGINE-CUMMINS ISL, 330HP	5	\$25,616.00	\$0.00	\$0.00
6947	505A	8/21/2002	RV	ENGINE-CUMMINS ISL, 330HP	5	\$25,616.00	\$0.00	\$0.00
6959	507A	8/21/2002	RV	ENGINE-CUMMINS ISL, 330HP	5	\$25,616.00	\$0.00	\$0.00
6965	508A	8/21/2002	RV	ENGINE - CUMMINS ISL, LL HP	5	\$25,616.00	\$0.00	\$0.00
6971	509A	8/21/2002	RV	ENGINE-CUMMINS ISL, 330HP	5	\$25,616.00	\$0.00	\$0.00
6977	510A	8/21/2002	RV	ENGINE-CUMMINS ISL, 330HP	5	\$25,616.00	\$0.00	\$0.00
6983	512A	8/21/2002	RV	ENGINE-CUMMINS ISL, 330HP	5	\$25,616.00	\$0.00	\$0.00
6989	513A	8/21/2002	RV	ENGINE-CUMMINS ISL, 330HP	5	\$25,616.00	\$0.00	\$0.00
7001	515A	8/21/2002	RV	ENGINE-CUMMINS ISL, 330HP	5	\$25,616.00	\$0.00	\$0.00
7013	517A	8/21/2002	RV	ENGINE-CUMMINS ISL, 330HP	5	\$25,616.00	\$0.00	\$0.00
8293	518A	9/30/2004	RV	Engine ISL 8.3L	5	\$17,284.00	\$0.00	\$0.00
8300	519A	9/30/2004	RV	Engine ISL 8.3L	5	\$17,284.00	\$0.00	\$0.00
8307	520A	9/30/2004	RV	Engine ISL 8.3L	5	\$17,284.00	\$0.00	\$0.00
8332	524A	9/30/2004	RV	Engine ISL 8.3L	5	\$17,284.00	\$0.00	\$0.00
12049	512BB	9/30/2007	RV	Transmission	4	\$15,775.72	\$0.00	\$0.00
8294	518B	9/30/2004	RV	Transmission D864.3E	5	\$15,294.00	\$0.00	\$0.00
8308	520B	9/30/2004	RV	Transmission D864.3E	5	\$15,294.00	\$0.00	\$0.00
8333	524B	9/30/2004	RV	Transmission D864.3E	5	\$15,294.00	\$0.00	\$0.00
6924	501B	8/21/2002	RV	TRANSMISSION-VOITH, D864-3	5	\$14,740.00	\$0.00	\$0.00
6960	507B	8/21/2002	RV	TRANSMISSION-VOITH, D864-3	5	\$14,740.00	\$0.00	\$0.00
6966	508B	8/21/2002	RV	TRANSMISSION-VOITH, D864-3	5	\$14,740.00	\$0.00	\$0.00
6978	510B	8/21/2002	RV	TRANSMISSION-VOITH, D864-3	5	\$14,740.00	\$0.00	\$0.00
7002	515B	8/21/2002	RV	TRANSMISSION-VOITH, D864-3	5	\$14,740.00	\$0.00	\$0.00
7008	516B	8/21/2002	RV	TRANSMISSION-VOITH, D864-3	5	\$14,740.00	\$0.00	\$0.00
12063	512BBB	9/30/2007	RV	Tranmission	4	\$13,240.86	\$0.00	\$0.00
13075	505BB	10/9/2008	RV	VOITH D864 TRANSMISSIO	5	\$9,900.00	\$0.00	\$0.00
12826	502BB	9/30/2008	RV	VOITH D864 TRANSMISSION	4	\$9,600.00	\$0.00	\$0.00
12025	505AA	9/30/2007	RV	ENGINE, CUMMINS REBUILT M-11	4	\$7,752.44	\$0.00	\$0.00
12021	503AA	9/30/2007	RV	ENGINE, CUMMINS REBUILT M-11	4	\$7,098.49	\$0.00	\$0.00
12032	509BB	9/30/2007	RV	TRANSMISSION, VOITH GEARBOX REBUILT D864.3	4	\$6,800.00	\$0.00	\$0.00
<b>Subtotal - RV</b>						<b>\$5,040,278.81</b>		<b>\$494.16</b>

# LYNX Board Agenda

System No	Company Asset Number	Acquisition Date	Class	Description	Estimated Life	Acquisition Value	Net Book 3/27/14	Due to FTA
				<b>Grand Total</b>		<b>\$6,036,894.82</b>		<b>\$494.16</b>

*Obsolete and Excess Bus Parts:*

Part Number	Description	Qty.	Unit Cost	Total
010601037	DIPSTICK - TRANS ZF	1	\$45.48	\$45.48
4933315	BELT - WATER PUMP 2010^ ISL	1	\$25.65	\$25.65
53-10024-000	CAP - SURGE TANK	2	\$11.33	\$22.66
53-13895-004	NUT - INNER L/H ROCKWELL	30	\$0.61	\$18.30
45-02112-000	SEAL - DOOR GILLIG 7FT.	2	\$0.66	\$1.32
10457787	KIT - 1117863 BELT GEN	1	\$9.75	\$9.75
13-56138-001	SWITCH - MIRROR CONTROL BRT	6	\$46.35	\$278.10
51-22968-027	SPEEDOMETER - VDO PROGRAM	1	\$70.77	\$70.77
432-2003	RING - RETAINING EXT AXL W/C	50	\$1.69	\$84.50
51-02164-009	SWITCH - TOGGLE ON/OFF/ON	8	\$2.98	\$23.84
53-25343-000	GASKET - SURGE TANK CAP MTG	35	\$0.74	\$25.90
3942369	FILTER - FUEL CUMMINS ISL	1	\$10.94	\$10.94
P151097	FILTER - AIR - ISL / SER 50	1	\$26.00	\$26.00
53-02231-013	SPRING ASM - GAS - LOCKING	1	\$12.80	\$12.80
<b>Grand Total</b>			<b>\$656.01</b>	

**Action Agenda Item #7.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 Exercise the Purchase Option of the Comerica Bank Bus Lease Agreement

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to exercise the purchase option of the Comerica Bank bus lease agreement to purchase twenty-one (21) leased buses for the "fair market value" estimated to be \$1,575,000.

**BACKGROUND:**

In December 2006 the Board of Directors authorized the lease of twenty-one (21) transit buses in order to improve on-time performance. LYNX subsequently entered into a lease agreement with Municipal Services Leasing Corporation in August 2007, which was ultimately reassigned to Comerica Leasing Corporation. The leased vehicles include five (5) 35' low floor Gillig diesel buses and sixteen (16) 40' low floor Gillig diesel buses.

The lease agreement that commenced August 2007 covered a term of seven years, with the final lease payment due August 2014. Total leasing costs incurred over the lease term are \$8,771,182, including \$7,632,977 in principal payments and \$1,138,205 in interest payments. Per terms of the agreement, LYNX has the option to purchase all of the buses for fair market value, which will be mutually established between lessee and lessor.

Upon Board approval, LYNX will notify Comerica to arrange a meeting to establish the fair market value of the twenty-one (21) leased buses. If we cannot agree to the purchase price, we may withdraw our offer to purchase and proceed with a month to month until the buses are replaced or no longer needed.

**FISCAL IMPACT:**

LYNX staff included \$2,580,095 in the FY2014 Adopted Capital Budget for bus lease costs. This amount includes \$1,005,095 for principal payments and \$1,575,000 for purchase option.

**Action Agenda Item #7.B**

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6100

**Item Name:** Amendment to LYNX' FY2014 Operating and Capital Budgets

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to amend the FY2014 Operating and Capital Budgets to correspond with previous Board item approvals and other various changes necessary to fund and operate LYNX services.

**BACKGROUND:**

The table below and corresponding bullets provide detailed information on the items comprising this operating budget amendment request.

# LYNX Board Agenda

Revenue	FY2014 Adopted Budget	Reclassifications	Comp Study Adjustment	Modify Legal Services	Meadow Woods Service	Service Related	FY2014 Amended Budget Total
Fund Balance	\$ 266,439			\$ 50,000		\$ (81,770)	\$ 234,669
LYNX-Generated Revenue	42,815,407						42,815,407
Federal Revenue	20,378,196	(175,000)			(132,903)		20,070,293
State Revenue	11,225,104				132,903	152,845	11,510,852
Local Revenue	53,182,150					123,048	53,305,198
<b>Total Revenue</b>	<b>\$ 127,867,296</b>	<b>\$ (175,000)</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 194,123</b>	<b>\$ 127,936,419</b>
Expense							
Salaries/Wages/Fringes	\$ 66,047,747		\$ 243,340				\$ 66,291,087
Other Services	11,030,844	(175,000)		50,000			10,905,844
Fuel	16,720,015					194,123	16,914,138
Materials & Supplies	7,436,393						7,436,393
Utilities	1,401,578						1,401,578
Casualty & Liability	1,397,267						1,397,267
Taxes & Tags	432,141						432,141
Purchased Transportation	20,902,452						20,902,452
Miscellaneous	874,399						874,399
Interest & Leases	181,120						181,120
Reserves (Contingency)	1,443,340		(243,340)				1,200,000
<b>Total Operating Expenses</b>	<b>\$ 127,867,296</b>	<b>\$ (175,000)</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 194,123</b>	<b>\$ 127,936,419</b>

**Reclassification**– Refurbishment of bus lifts to accommodate articulated vehicles was reclassified from an operating budget item to a capital budget item based on further review of what this improvement will result in for LYNX.

**Comp Study Adjustment** – Administrative staff salaries were adjusted based on implementation of recommendations of the compensation study.

**Modify Legal Services** – The Baker Hostetler L.L.P. contract for labor and employment legal services was increased to cover unexpected expenses in this area.

**Meadow Woods Service** – Based on LYNX’ receipt of a service development grant from the Florida Department of Transportation, use of federal Job Access and Reverse Commute funding will be deferred and the expense for FY2014 will be covered with state versus federal funding resulting in the transfer noted above.

**Service Related** – LYNX is amending the SunRail service amount based upon finalization of the service plan for feeder service for six months of FY2014. Other service related changes include the addition of Lake County service costs and revenue for January through September 2014 to the FY2014 Amended Budget and removal of Link 206 that was included in the FY2014 Adopted Budget.

The following table summarizes the adjustments mentioned above and formally amends the Adopted FY2014 Operating Budget from \$127,867,296 to \$127,936,419 as follows:

**FY2014 Amended Operating Budget**

<b>Operating Revenues</b>	<b>FY2014 Adopted</b>		<b>FY2014 Amended</b>
	<b>Budget</b>	<b>Revisions</b>	<b>Budget Total</b>
Fund Balance	\$ 266,439	\$ (31,770)	\$ 234,669
LYNX-Generated Revenue	42,815,407	-	42,815,407
Federal Revenue	20,378,196	(307,903)	20,070,293
State Revenue	11,225,104	285,748	11,510,852
Local Revenue	53,182,150	123,048	53,305,198
<b>Total Operating Revenue</b>	<b>\$ 127,867,296</b>	<b>\$ 69,123</b>	<b>\$ 127,936,419</b>

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

<b>Operating Expenses</b>	<b>FY2014 Adopted</b>		<b>FY2014 Amended</b>
	<b>Budget</b>	<b>Revisions</b>	<b>Budget Total</b>
Salaries/Wages/Fringes	\$ 66,047,747	\$ 243,340	\$ 66,291,087
Other Services	11,030,844	(125,000)	10,905,844
Fuel	16,720,015	194,123	16,914,138
Materials & Supplies	7,436,393	-	7,436,393
Utilities	1,401,578	-	1,401,578
Casualty & Liability	1,397,267	-	1,397,267
Taxes & Tags	432,141	-	432,141
Purchased Transportation	20,902,452	-	20,902,452
Miscellaneous	874,399	-	874,399
Interest & Leases	181,120	-	181,120
Reserves (Contingency)	1,443,340	(243,340)	1,200,000
<b>Total Operating Expense</b>	<b>\$ 127,867,296</b>	<b>\$ 69,123</b>	<b>\$ 127,936,419</b>

The following table reflects adjustments related to decreasing the September 19, 2013 Adopted FY2014 Capital Budget from \$101,285,375 to \$99,484,058 as follows:

**FY2014 Amended Capital Budget**

<b>Capital Contributions</b>	<b>FY 2014 Adopted</b>		<b>FY2014 Amended</b>
	<b>Capital Budget</b>	<b>Revisions</b>	<b>Capital Budget</b>
Federal Contributions	\$ 84,359,350	\$ (1,902,770)	\$ 82,456,580
State Contributions	4,440,423	-	4,440,423
Local Contributions	11,240,577	(206,429)	11,034,148
Reserves	1,245,025	307,882	1,552,907
<b>Total</b>	<b>\$ 101,285,375</b>	<b>\$ (1,801,317)</b>	<b>\$ 99,484,058</b>

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

Capital Expenditures	FY 2014			Carryover Adjustment	FY 2014
	Adopted Capital Budget	Refurbish Bus Lift	Radios		Amended Capital Budget
Revenue Vehicles	\$ 50,157,010			\$ (330,902)	\$ 49,826,108
BRT	21,640,055			(600,412)	21,039,643
Facilities	4,698,336	175,000		(326,943)	4,546,393
Passenger Amenities / Enhancements	8,436,015			(76,468)	8,359,547
Technology	9,917,822			(532,410)	9,385,412
Security	1,070,248			-	1,070,248
Support Equipment	2,473,294		1,882	(2,568)	2,472,608
ARRA	2,892,595			(108,496)	2,784,099
<b>Total</b>	<b>\$ 101,285,375</b>	<b>\$ 175,000</b>	<b>\$ 1,882</b>	<b>\$ (1,978,199)</b>	<b>\$ 99,484,058</b>

**Refurbish Bus Lift** – Refurbishment of bus lifts to accommodate articulated vehicles was reclassified from an operating budget item to a capital budget item based on further review of what this improvement will result in for LYNX.

**Radios** – The MCC 7500 Motorola console upgrade purchase does not meet the Buy America requirement for federal funding. The \$307,882 purchase will be funded through reserves. The federal funding included in the FY2014 Adopted Capital Budget was \$306,000, which will be removed and the entire \$307,882 purchase will be funded from Reserves netting an increase to the capital budget in the amount of \$1,882.

**Carryover Adjustments** – This budget amendment includes a reduction in the amount carried into the FY2014 Adopted Capital Budget based on expenditures through September 30, 2013.

**FISCAL IMPACT:**

The FY2014 Adopted Operating Budget will increase from \$127,867,296 to \$127,936,419. The FY2014 Capital Budget will be decreased from \$101,285,375 to \$99,484,058 as indicated.

# FY2014 Amended Operating & Capital Budgets

Presented to the  
LYNX Board of Directors

March 27, 2014



# FY2014 Operating Budget Overview

	<u>FY2014 Adopted</u>	<u>FY2014 Amended</u>	<u>% Change</u>
<b>Operating Revenue</b>	\$ 127,867,296	\$ 127,936,419	0.1%
<b>Operating Expenses</b>	<u>127,867,296</u>	<u>127,936,419</u>	<u>0.1%</u>
<b>Operating Income/(Deficit)</b>	\$ -	\$ -	0.0%



# FY2014 Operating Revenue

	<u>FY2014 Adopted</u>	<u>FY2014 Amended</u>	<u>% Change</u>
<b>Fund Balance</b>	\$ 266,439	\$ 234,669	-11.9%
<b>Customer Fares</b>	29,429,794	29,429,794	0.0%
<b>Contract Services</b>	11,163,514	11,163,514	0.0%
<b>Advertising on Buses</b>	1,730,000	1,730,000	0.0%
<b>Advertising - Trade</b>	-	-	0.0%
<b>Interest &amp; Other Income</b>	492,099	492,099	0.0%
<b>Federal</b>	20,378,196	20,070,293	-1.5%
<b>State</b>	11,225,104	11,510,852	2.5%
<b>Local</b>	53,182,150	53,305,198	0.2%
<b>Total Operating Revenue</b>	<u><u>\$ 127,867,296</u></u>	<u><u>\$ 127,936,419</u></u>	<u><u>0.1%</u></u>



# FY2014 Operating Expenses

	FY2014 <u>Adopted</u>	FY2014 <u>Amended</u>	<u>% Change</u>
Salaries/Wages/Fringes	\$ 66,047,747	\$ 66,291,087	0.4%
Other Services	11,030,844	10,905,844	-1.1%
Fuel	16,720,015	16,914,138	1.2%
Materials & Supplies	7,436,393	7,436,393	0.0%
Utilities	1,401,578	1,401,578	0.0%
Casualty and Liability	1,397,267	1,397,267	0.0%
Taxes & Tags	432,141	432,141	0.0%
Purchased Transportation	20,902,452	20,902,452	0.0%
Miscellaneous	874,399	874,399	0.0%
Leases	181,120	181,120	0.0%
Reserves	1,443,340	1,200,000	-16.9%
<b>Total Operating Expenses</b>	<b><u><u>\$ 127,867,296</u></u></b>	<b><u><u>\$ 127,936,419</u></u></b>	<b><u><u>0.1%</u></u></b>



# Key Operating Budget Amendment Basis

- Contract maintenance service and fees for labor & employment legal services
- Transfer of funding for Meadow Woods service from federal to state for initial service
- Service modifications for SunRail final service plan for six months of FY2014 and Lake County service for nine months of FY2014
- Reclassifications



# Key Capital Budget Amendment Basis

- Carryover adjustments through 09/30/2013



# FY2014 Capital Budget Overview

	<u>FY2014 Adopted</u>	<u>FY2014 Amended</u>	<u>% Change</u>
<b>Capital Contributions</b>	\$ 101,285,375	\$ 99,484,058	-1.78%
<b>Capital Expenditures</b>	<u>101,285,375</u>	<u>99,484,058</u>	<u>-1.78%</u>
<b>Capital Gains/(Losses)</b>	\$ -	\$ -	N/A



# FY2014 Capital Budget Contributions

	FY2014		FY2014
Capital Contributions	Adopted	Revisions	Amended
Federal Contributions	\$ 84,359,350	\$ (1,902,770)	\$ 82,456,580
State Contributions	4,440,423	-	4,440,423
Local Contributions	11,240,577	(206,429)	11,034,148
Reserves	1,245,025	307,882	1,552,907
<b>Total</b>	<b>\$ 101,285,375</b>	<b>\$ (1,801,317)</b>	<b>\$ 99,484,058</b>



# FY2014 Capital Expenditures

Capital Expenditures	FY2014 Adopted	Refurbish Bus Lift	Radios	Carryover Adjustment	FY2014 Amended
Revenue Vehicles	\$ 50,157,010			\$ (330,902)	\$ 49,826,108
BRT	21,640,055			(600,412)	21,039,643
Facilities	4,698,336	175,000		(326,943)	4,546,393
Passenger Amenities/Related	8,436,015			(76,468)	8,359,547
Technology	9,917,822			(532,410)	9,385,412
Security	1,070,248			-	1,070,248
Support Equipment	2,473,294		1,882	(2,568)	2,472,608
ARRA	2,892,595			(108,496)	2,784,099
<b>Total</b>	<b>\$ 101,285,375</b>	<b>\$ 175,000</b>	<b>\$ 1,882</b>	<b>\$ (1,978,199)</b>	<b>\$ 99,484,058</b>



# Board Action Requested

LYNX staff is asking for approval of the amended FY2014 operating and capital budgets.

	<b>FY2014 Adopted</b>	<b>FY2014 Amended</b>	<b>% Change</b>
Operating	\$ 127,867,296	\$ 127,936,419	0.1%
Capital	101,285,375	99,484,058	-1.8%
<b>Total</b>	<b>\$ 229,152,671</b>	<b>\$ 227,420,477</b>	<b>-0.8%</b>



**Action Agenda Item #7.C**

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6100

**Item Name:** Acceptance of the Annual Financial Audit and Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ending September 30, 2013

**Date:** 3/27/2014

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**ACTION REQUESTED**

Staff is requesting the Board of Directors' acceptance of the annual financial audit and Comprehensive Annual Financial Report (CAFR) for the fiscal year ending September 30, 2013.

**BACKGROUND:**

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

The Single Audit Act Amendments of 1996 require state or local governments that receive at least \$500,000 in Federal financial assistance in a year to have an independent audit conducted for that year in accordance with the Office of Management and Budget (OMB) Circular A-133. The State of Florida recently enacted similar legislation, the Florida single Audit Act, related to audits of State financial assistance. Pursuant to these Acts, LYNX' independent certified public accountants, Cherry, Bekaert & Holland, L.L.P., have conducted the audit for the fiscal year ended September 30, 2013.

An unbound draft copy of the CAFR, which includes the audit report of Cherry, Bekaert & Holland, L.L.P. is attached for your review. The final report will be provided to each member of the Board at the March 27, 2014 Board Meeting.

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

March 14, 2014

To the Board of Directors of  
Central Florida Regional Transportation Authority:

We have audited the financial statements of Central Florida Regional Transportation Authority d/b/a LYNX (the "Authority") for the years ended September 30, 2013 and 2012, and have issued our report thereon dated March 14, 2014. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, and OMB Circular A-133, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated July 10, 2013. Professional standards also require that we communicate to you the following information related to our audit.

### **Significant Audit Findings**

#### ***Qualitative Aspects of Accounting Practices***

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Authority are described in Note 1 to the financial statements. The Authority implemented the provisions of GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, and Statement No. 65, *Items Previously reported as Assets and Liabilities*, which required the Statement of Net Assets to be replaced with the Statement of Net Position, and items on the Statement of Net Position are now classified into Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources and Net Position. An emphasis of matter paragraph is included in our auditor report concerning this matter. There were no changes to the application of existing policies for the year ended September 30, 2013. We noted no transactions entered into by the Authority during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. Management's estimate of depreciation is based on estimated useful lives of associated capital assets. Management's estimates of the liabilities for self-insurance unpaid claims, net pension asset and net other postemployment benefits obligation are based on actuarial calculations. Management's estimate of the fuel hedge swap fair value is based on futures prices for respective months covered by the swap agreements. We evaluated the key factors and assumptions used to develop these estimates to determine their reasonableness in relation to the respective financial statements to which they related for the year ended September 30, 2013, taken as a whole. The financial statement disclosures are neutral, consistent, and clear.

#### ***Difficulties Encountered in Performing the Audit***

We encountered no significant difficulties in dealing with management in performing and completing our audit.

#### ***Corrected and Uncorrected Misstatements***

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. There were no such misstatements.

#### ***Disagreements with Management***

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

**DRAFT**

### ***Management Representations***

We have requested certain representations from management that are included in the management representation letter dated March 14, 2014.

### ***Management Consultations with Other Independent Accountants***

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### ***Other Audit Findings or Issues***

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

### ***Other Matters***

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for use by the Board of Directors and management of Central Florida Regional Transportation Authority and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

**Cherry Bekaert LLP**

**DRAFT**

**COMPREHENSIVE ANNUAL  
FINANCIAL REPORT**

of the

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

**LYNX**

**FOR YEAR ENDED  
SEPTEMBER 30, 2013**

**PREPARED BY THE FINANCE DEPARTMENT**

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

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

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

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

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## BOARD OF DIRECTORS

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

## LYNX EXECUTIVE STAFF

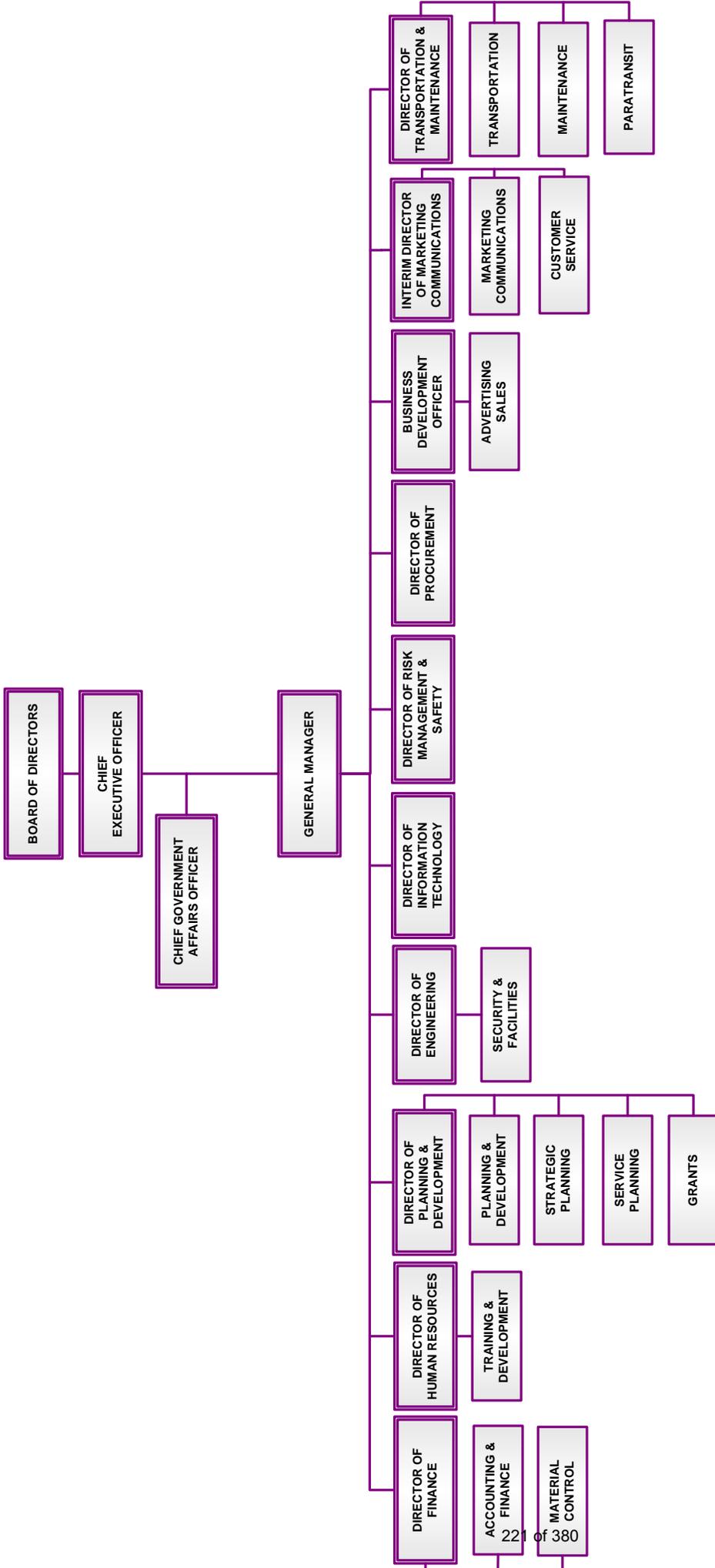
**John M. Lewis, Jr.** **Chief Executive Officer**

## DEPARTMENT HEADS

<b>Blanche W. Sherman, CPA</b>	<b>Director of Finance</b>
<b>J. Marsh McLawhorn</b>	<b>Chief Government Relations Officer</b>
<b>Tangee Mobley</b>	<b>Director of Transportation &amp; Maintenance</b>
<b>Stuart Boggs</b>	<b>Director of Planning</b>
<b>Donna Tefertiller</b>	<b>Director of Human Resources</b>
<b>Craig Bayard</b>	<b>Director of Information Technology</b>
<b>Matt Friedman</b>	<b>Interim Director of Communications</b>
<b>Bernard Guida</b>	<b>Director of Procurement</b>
<b>Baunie McConnell</b>	<b>Director of Risk Mgmt and Safety</b>

## FINANCE DIVISION

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



# LYNX ORGANIZATIONAL CHART

## September 30, 2013

March 14, 2014

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

The Comprehensive Annual Financial Report (CAFR) of the Central Florida Regional Transportation Authority d/b/a LYNX for the fiscal year ended September 30, 2013 is hereby submitted for your review.

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

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

This CAFR is presented in the following four sections:

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

## **REPORTING ENTITY**

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

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

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

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

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

## **ECONOMIC CONDITION AND OUTLOOK**

The state of Florida, as well as, the Central Florida area has continued to experience uncertain economic conditions over the past year with wage and employment projections fluctuating from month to month. These unstable economic indicators make it difficult to predict future year financial stability with confidence, but some key items such as increases in consumer spending and property values provide insight into an economy that is showing signs of recovery. Consumer spending in the Orlando Metropolitan Statistical Area increased by 6.6 percent,

growing from \$48.6 billion in 2012 to \$51.8 billion in 2013. Property building permits increased by 33.2 percent and existing home sales increased by 6.5 percent. The median home price increased by 20.9 percent from \$132,500 to \$160,150.

In addition to the economic indicators, other factors impacting the state and local economy are the changes in the unemployment rate and employment numbers. According to the Metro Orlando Economic Development Commission, the state of Florida experienced a 1.7 percent decrease in the unemployment rate while the Orlando Metropolitan Statistical Area had a decrease of 2.0 percent between 2012 and 2013. Employment numbers increased in Florida by 2.6 percent and in the Orlando Metropolitan Statistical Area by 3.1 percent between 2012 and 2013. In comparison, the decrease in the US for the unemployment rate was 1.2 percent and increase in employment numbers was 1.6 percent.

With continued investment in projects such as the construction of a new multi-use soccer stadium, improvements of the Orange County Convention Center, completion of the Performing Arts Center in Downtown Orlando, and renovation of the Citrus Bowl, the economic conditions are continuing to improve in Orange County. Orange County government has continued to focus on bringing other markets such as technology and bio-medical fields to the Central Florida area along with business interests from Latin American markets. Osceola County has shown signs of success with a 1,200-acre industrial park at Poinciana, commercial development at Celebration, and planned future development around the 12.5-mile Osceola Parkway which connects Orlando International Airport with area attractions and major roadways. Seminole County has experienced industry growth with the establishment of several corporate headquarters such as the American Auto Association, emergence of many high-tech companies including CuraScript, Kinetics, and Faro Technologies and on-going expansion of the Orlando Sanford International Airport. With the tri-county area efforts well underway it is anticipated that the region's economic condition will be favorable.

## **MAJOR INITIATIVES**

Over the past few fiscal years, LYNX, through the effective leadership of its Governing Board, has continued to enhance public transportation in Central Florida. In FY2013, LYNX continued implementing enhanced fare technology in coordination with the Florida Department of Transportation (FDOT) and other vehicle related technology improvements. This additional equipment is being pursued to result in an improved customer experience while providing the data necessary to increase operational efficiency and system safety. In FY2013, LYNX also set a ridership record, providing 29,857,130 passenger trips, an increase of approximately 2.0 percent over the FY2012 total.

LYNX actively initiated several campaigns to promote enhanced communications including renewing the commitment to publishing "In the Loop" an internal communications piece highlighting key agency initiatives and contributions and completing the second-year annual report. In addition, LYNX continued to focus on overall safety and security, reminding passengers that they play an important role in keeping LYNX vehicles and facilities safe through messaging.

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

Another major initiative that LYNX endeavored upon in FY2013 was the S.R. 50 Alternatives Analysis (AA) Study, which is reviewing the corridor from West Oaks Mall to the University of Central Florida area. LYNX also continued work on the U.S. 192 AA Study reviewing the corridor from Kissimmee to the Lake County line for premium transit. A locally preferred alternative for bus rapid transit has been chosen in the U.S. 192 AA to undergo further review. Both the U.S. 192 and the S.R. 50 AA projects provide an opportunity for LYNX to evaluate the need for more premium service types in the Central Florida Community.

### **Current Year Projects**

In FY2013, LYNX continued work on the downtown LYMMO expansion projects, including initiating construction, public outreach, and the initial branding efforts of the new lines and rebranding the existing LYMMO line. The existing LYMMO service will be known as the Orange line, while the new Parramore and East-West LYMMO services set to start in 2014 will be the Lime and Grapefruit lines, respectively.

LYNX also continued to revise fixed-route service to gain efficiencies and plan for the most effective service delivery network throughout the Orange, Osceola, and Seminole county areas. During the 2013 fiscal year, LYNX continued to review service options and the need for additional operating facilities and passenger shelters to most effectively provide service while managing costs. The following is additional information describing both LYNX' performance in delivering service and in managing the organization:

### **Ridership**

After LYNX experienced a 4.4 percent increase in ridership in FY2012, ridership continued to increase in FY2013 by approximately 2.0 percent. Total ridership for FY2013 was 29,857,130.

### **Paratransit Services**

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

- Total ridership was up by 6.0 percent from 724,845 in 2012 to 770,095 in 2013 with NeighborLink ridership up by 3% from 140,340 in 2012 to 145,123 in 2013;
- Processed a record 13,940 paratransit applications, up 1% from 13,835 in 2012;
- Answered a total of 74,158 incoming eligibility calls, up 8% from 68,659 in 2012;
- Averaged 212 referrals per month for Functional Assessment, up 30% from an average of 163 in 2012;
- Fully staffed the paratransit eligibility section bringing the total number of bilingual employees (Spanish/English) to 40% of the total division;
- Maintained an on time performance of 90%;

- Redesigned the Transit Advisory Committee (TAC) By-Laws to include more stringent guidelines regarding Committee Membership, added Role Call Voting for officer elections and By-Law changes, and added the Pledge of Allegiance to be recited before all meetings; and
- Implemented weekly meetings between the Supervisor of Paratransit Operations and various dialysis centers, nursing homes, assisted living centers, and other social service agencies which have been instrumental in reducing negative feedback to senior staff.

### **Service Initiatives**

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

- Efficiencies within the current LYNX fixed-route system were implemented to address running time concerns for over forty routes.

Other service initiatives underway include:

- Link 17 had additional trips put on the schedule in the morning and afternoon to alleviate overcrowding;
- Link 26 had additional trips put on the schedule in the morning and afternoon to alleviate overcrowding;
- Link 38 was extended to Sea World;
- Link 50 had an additional inbound morning trip added to the schedule;
- Created two new routes, Links 416 and 427, providing service to formerly unserved portions of Polk County;
- Created a new route, Link 107, by splitting the Link 4 at the Florida Mall;
- Adjusted the alignment of Link 304 to better serve resort locations; and
- Link 426 had its service area extended to provide service to the new Poinciana Medical Center.

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

- The original LYMMO BRT system was first established in 1997, serving a 2.5 mile corridor in the core of the downtown Orlando business, entertainment and shopping district. In fiscal year 2013 LYNX began system refurbishments and technology enhancements which will be completed by spring 2014 in conjunction with start-up of the two new LYMMO lines. The original LYMMO will now be known as the “Orange Line”, and with the completed system improvements, the Orange Line will offer seamless services between the two new LYMMO BRT services described below.
- The Downtown Orlando East/West Circulator project consists of a BRT extension of the original LYMMO system to serve the downtown area east and west of I-4 along a corridor bounded by Westmoreland Drive on the west, Summerlin Avenue on the east, Central Boulevard on the north and Church Street and South Street on the south. This project, to be known as the “Grapefruit Line” once operational, will serve the Parramore and Thornton Park neighborhoods as well as SunRail, the Amway Center and the Dr.

Phillips Center for the Performing Arts. The Grapefruit Line is in its final construction phase, with service start-up scheduled for April 2014.

- The Parramore Circulator project consists of a 2.1 mile BRT extension to the original LYMMO system west of I-4. This project, to be known as the “Lime Line”, once operational will serve the Parramore area and the Creative Village development. LYNX has received 100% design cost estimates from the design/build contractor, ZMG Corporation. Lime Line construction is anticipated to begin late spring 2014 with completion late 2014.

## **Planning**

In FY2013, the Planning Department accomplished the following:

- Completed a Comprehensive Operational Analysis as a means of evaluating and adjusting current LYNX operations to be more efficient while developing a framework to adapt the system to achieve the objectives of the Transit Development Plan and the Vision 2030 long range plan;
- Completed the US 192 Alternatives Analysis, a study of the corridor generally between Four Corners and Florida's Turnpike. In partnership with the Federal Transit Administration, Osceola County, Florida Department of Transportation, METROPLAN Orlando, City of Kissimmee, City of St. Cloud and the Lake~Sumter MPO, a locally preferred alternative (LPA) was selected. The LPA, which was approved by the METROPLAN Orlando Board of Directors, LYNX Board of Directors, City of Kissimmee Commission and the West 192 Development Authority, includes local bus, express bus and Bus Rapid Transit (BRT) with dedicated right-of-way in the most congested portion of the corridor;
- Initiated the State Road 50 Alternatives Analysis to define mobility challenges and identify transit solutions along this busy corridor, generally between the Orange/Lake county line and the University of Central Florida;
- Completed a major update to the Transportation Disadvantaged Service Plan (TDSP);
- Completed a minor update to the LYNX Transit Development Plan 2014-2023;
- Began the bus stop accessibility study; and
- Evaluated operations and implemented service efficiencies.

## **Engineering and Construction**

In FY2013, the Engineering and Construction Department accomplished the following:

- Completed a demonstration project that tracks the usage of fuel, fluids, and lubricants automatically tracked by vehicle to assist in monitoring the health of the fleet;
- Upgraded the fixed-route and demand response fleets from older “IDEN” cellular technology to current “4G” cellular communications;
- Upgraded communications technology on the fixed-route fleet to allow wireless update of onboard destination signs while the buses are on property;
- Developed a five-year plan for use of the existing Computer Aided Dispatch system and the upgrade of or replacement of the system at the end of its useful life;

- Installed a modular office at the Osceola Satellite Facility (OSF) providing working space for the LYNX administrative employees at the site;
- Upgraded decorative accent lighting at LYNX Central Station (LCS) to provide iconic highlighting to the building at night;
- Identified station locations for the FlexBus demonstration by the cities, with twenty-six stations chosen;
- Participated with the Orlando Police Department on a joint training exercise involving the simulation of a major event involving a transit bus, SWAT team intervention, hostage negotiations, and crisis management;
- Completed the design for the “hardening of LYNX operations facilities to help prevent intrusion and unauthorized access; and
- Completed a Transit Signal Priority demonstration project with the City of Orlando on Link 8 using seven signalized traffic signals on International Drive, showing that fixed-route buses received benefit in reduced travel times without causing delay to other traffic.

In addition the following passenger amenities were completed during FY2013:

- Constructed a total of 38 bus shelters and associated amenities;
- Coordinated with SunRail for the provision of bus shelters at the associated stations that will have bus transfer facilities with ten being installed at the Sanford SunRail Station and twelve at the Sand Lake Road Station; and
- Began construction of the Kissimmee Intermodal Transfer Center, consisting of eight bus bays and future access to the Kissimmee SunRail stop. Construction will be complete early fiscal year 2014.

### **Procurement**

In FY2013, the Procurement Department accomplished the following:

- Solicited and executed a large consortium contract for heavy duty buses on behalf of the Florida Public Transit Association;
- Introduced and validated the Progressive Design Build procurement methodology with funding partners; and
- Solicited and executed a contract to provide a Bus Training Simulator.

### **Vanpool Program**

While the FDOT has centralized the Commuter Services program in each district office, LYNX still plays a vital role in the provision of Vanpool services throughout the tri-county area. LYNX continues to procure vehicles and coordinate with VPSI on the Vanpool program. The mission of the Vanpool program is to offer transport options that can influence travel behavior in various ways. The Vanpool program continues to be a viable alternative mode of transportation for employees that have long commutes. Participation in the Vanpool program provides Central Florida commuters a more affordable and social form of transportation over the private automobile. LYNX foresees expanding use of the Vanpool program in the upcoming fiscal year.

As of September 30, 2013, LYNX had 885 active Vanpool program participants, 88 Vanpools in service and had traveled 1,682,865 Vanpool revenue miles.

### **Customer Services**

Customer Services is part of the Communications Department that ensures LYNX' products are more accessible and user-friendly and provide customers with all necessary information to easily access service. In FY2013, Customer Services assisted in making customer IDs and making presentations at various schools and social service agencies on the ID program while continuing to assist passengers via phone and in-person at the LYNX Central Station Terminal. Customer Services also managed LYNX' Lost and Found program. During fiscal year 2013 the following highlights were achieved:

- Received an average of 51,360 calls per month in the fixed-route call center;
- Issued an averages of 980 reduced fare IDs per month;
- Assisted an average of 19,609 customers per month at the sales/information windows; and
- Sold over \$224,942 on average per month in bus fare media at the sales/information windows.

### **Employee Relations**

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

### **Fiscal Controls and Improvements**

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

- Continued to reduce overall agency fuel costs by continuing the fuel hedging program;
- Continued working with the FDOT to implement seamless fare technology between existing bus and future rail modes; and
- Received the Government Finance Officers Association (GFOA) Award for Excellence in Financial Reporting for the 21<sup>st</sup> consecutive year.

### **Future Projects**

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

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

In order to accomplish such, the following emphasis areas have been identified for fiscal year 2013:

### **Fixed-Route Service**

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

### **Paratransit Service**

LYNX will continue to monitor the effectiveness of its new Paratransit contracts for core and non-core services in FY2013. In addition, efforts will be taken to increase community outreach to identify the needs of the disabled and transportation disadvantaged to update the Locally Coordinated Human Services Transportation Plan and maximize the use of JARC and New Freedom funds as appropriate.

### **Communications**

LYNX' marketing efforts have sustained a discernible and constructive public image throughout Central Florida. A major addition to the agency was enhancing our reach through social media channels. During the past year our followers have more than doubled. These everyday life social tools have allowed LYNX to positively engage our customers through daily informational postings, service alerts, contests and additional need to know items.

This year LYNX will stay the course with an aggressive marketing and communications program to inform the community about all current LYNX services; installation of two new downtown Orlando bus rapid transit routes (LYMMO); the addition of on-street, real-time technology and connectivity with SunRail, Central Florida's first commuter rail system.

### **Capital Improvement Projects**

Significant capital improvements are necessary in order for LYNX to deliver quality services. In FY2013, LYNX continued to expend a minimum amount of ARRA "stimulus" funds of approximately \$5.1 million included in the FY2013 budget. It is anticipated that the projects receiving stimulus funding included in the FY2013 budget will be completed during FY2014. In addition to ARRA funding, LYNX received other federal formula grant funding, state, and local contributions to support the overall agency capital program. Capital funding is important to ensure LYNX' vehicles and facilities are available to support operations and also improved. Major capital projects started in FY2013 may continue into FY2014, such as the LYMMO expansion projects due to the various stages of work required to complete these types of improvements.

The purchase of vehicles, facility improvements, information tools, and passenger amenities included in the capital program for FY2013 are as follows:

- **Rolling Stock - \$44.4 million**  
Revenue vehicles include expansion and replacement vehicles for fixed route, vanpool, and paratransit service;
- **Bus Rapid Transit (BRT) - \$28.7 million**  
BRT includes the East/West and Parramore BRT design/build projects as well as the FlexBus project;
- **Facilities - \$6.0 million**  
Facilities include funds for LYNX Central Station (LCS) and LYNX Operations Center (LOC) improvements and facility energy efficiency additions;
- **Passenger Amenities/Related Enhancements - \$7.1 million**  
Passenger amenities include shelters, transfer centers, solar power, benches, and trash receptacles;
- **Technology - \$9.6 million**  
Technology includes items to improve communication and information delivery such as CAD Next Steps, MDTs, phone system upgrades and ticket vending machines;
- **Security - \$2.4 million**  
Security includes the CCTV project, panic button at LYNX Operations Center (LOC) and facility hardening;
- **Support Equipment - \$2.0 million**  
Support equipment includes items such as computers, software, shop tools, printers, and servers; and
- **ARRA Projects - \$5.1 million**  
ARRA projects include Kissimmee Transfer Center, Real Time Customer Information, Shelters/Transfer Centers, Fare Payment System Upgrade, and Paratransit Fleet Capitalization.

### Capital Planning and Studies

The Transportation Development Plan (TDP) annual updates and progress report contains planned capital and service improvements necessary to meet the growing demand for public transportation throughout Central Florida during the years 2014 through 2023. The major TDP update was completed and adopted by the Governing Board in May 2012, with an annual update being completed October 2013.

Highlights of the plan are:

- Monitor transit demand and improve span and/or frequency of service where needed;
- Right-size the fleet to better match capital resources with service demand;
- Locate and establish permanent satellite facilities in the northern and southern portions of the LYNX service area from which to more efficiently distribute service and provide minor maintenance.
- Transition from a hub-and-spoke approach to planning service (where most routes originate and/or terminate in downtown Orlando) to a network approach;
- Effectively coordinate with SunRail on service and other issues of mutual concern;
- Increase passenger amenities, i.e., bus shelters and signs;

- Coordination with surrounding counties;
- Increased public/private partnerships to support mobility options; and,
- Promote mobility options that support environmental health.

## **FINANCIAL INFORMATION**

### **Internal Control Structure**

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

### **Budgetary Controls**

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

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

### **Debt Administration**

The Authority has two active State Infrastructure Bank (SIB) Loan Agreements. SIB Loan #2 provided \$7,600,000 for the construction of the LYNX Operations Center facility and SIB Loan #3 provided \$7,140,000 for the acquisition of revenue vehicles for expansion services. The principal balance for SIB Loans #2 and #3 as of September 30, 2013 was \$3,158,478 and \$4,255,022 respectively. In August 2007 the Authority leased twenty-one buses requiring twenty-eight quarterly lease payments over seven years, with the principal totaling \$7,632,976; the principal balance outstanding at September 30, 2013 was \$1,222,768. For additional information on the Authority's debt administration, please refer to notes to the financial statements discussing capital leases and loans payable.

### **Fuel Hedge Swap Agreements**

Beginning in July 2011, the Authority entered into several fuel hedging contracts with a counterparty to cover a significant portion of planned fuel purchases for current and future fiscal years. The objective is to smooth out the fluctuation in fuel prices and to limit the extent to which the price paid for fuel could increase during the fiscal year. As of September 30, 2013 the maturity dates of the open contracts are September 30, 2014. Because the fuel hedging contracts are considered effective hedges, the fair value of the financial instruments equals the related deferred outflow of resources or deferred inflow of resources related to the open contracts at September 30, 2013. For additional information please refer to the fuel hedge swap agreements note to the financial statements.

### **Fiscal Controls and Improvements**

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

Other accomplishments during FY2013 were as follows:

- Completed the annual physical inventory of 3,200 line items valued at \$1.3 million, with a net variance of - 0.72 percent;
- Maintained an inventory turn rate of greater than three times per year through optimal inventory stock levels and the disposal of obsolete stock items;
- Completed reorganization of inventory parts by product category to enhance the efficiency of ordering maintaining, and distributing parts;
- Developed spare parts model inventory for newly purchased Nova buses to minimize initial investment and bus down time;
- Continued to operate the region's only bio-diesel blending station, supplying approximately 3.5 million gallons of blended product for fleet use;
- Completed the final consolidation of warehouse operations to LOC by relocating bus schedule stock from the South Street location to LOC, with Material Control continuing to maintain two fuel tanks at South Street until the facility is vacated; and
- Implemented FY2013 non-inventory Blanket Purchase Orders (\$180,000) to eliminate administrative costs for recurring purchases and greatly improve efficiencies in maintaining stock levels.

## **OTHER INFORMATION**

### **Independent Audit**

The Single Audit Act Amendments of 1996 require state or local governments that expend \$500,000 or more in a year in federal financial assistance to have an audit conducted for that year in accordance with the Office of Management and Budget (OMB) Circular A-133. The State of Florida has similar legislation, the Florida Single Audit Act, related to audits of State financial

assistance. Pursuant to these Acts, the Authority's independent Certified Public Accountant, Cherry Bekaert LLP, has conducted the audit for fiscal year ended September 30, 2013.

### **Acknowledgments**

The GFOA of the United States and Canada awarded a Certificate of Achievement for Excellence in Financial Reporting to the Central Florida Regional Transportation Authority for its comprehensive financial report for the fiscal year ended September 30, 2012. This was the 21<sup>st</sup> consecutive year that the Authority achieved this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

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

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

Respectfully Submitted,

John M. Lewis, Jr.  
Chief Executive Officer

Blanche W. Sherman, CPA  
Director of Finance



Government Finance Officers Association

Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting

Presented to

**Central Florida Regional  
Transportation Authority**

For its Comprehensive Annual  
Financial Report  
for the Fiscal Year Ended

**September 30, 2012**

A handwritten signature in black ink, reading "Jeffrey R. Enos". The signature is written in a cursive, flowing style.

Executive Director/CEO

## Report of Independent Auditor

**DRAFT**

To the Board of Directors  
 Central Florida Regional Transportation Authority:

### Report on the Financial Statements

We have audited the accompanying statements of net position of Central Florida Regional Transportation Authority d/b/a LYNX (the "Authority") as of September 30, 2013 and 2012, and the related statements of revenues, expenses and changes in net position, and cash flows for the years then ended, and the related notes to the financial statements.

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

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

#### ***Auditor's Responsibility***

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

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

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

#### ***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Authority as of September 30, 2013 and 2012, and the respective changes in financial position and, cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Emphasis of Matter***

As discussed in Note 1 to the basic financial statements, the Authority adopted the provisions of Governmental Accounting Standards Board Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position* and Governmental Accounting Standards Board Statement No. 65, *Items Previously Reported as Assets and Liabilities*, effective October 1, 2012. Our opinion is not modified with respect to this matter.

**DRAFT****Other Matters***Required Supplementary Information*

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

*Other Information*

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

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

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

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

In accordance with *Government Auditing Standards*, we have also issued a report dated March 14, 2014, on our consideration of the Authority's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

Orlando, Florida  
March 14, 2014

## MANAGEMENT'S DISCUSSION AND ANALYSIS

This section of the comprehensive annual financial report of Central Florida Regional Transportation Authority d/b/a LYNX (the "Authority") presents management's analysis of the Authority's financial performance during the Fiscal Years that ended on September 30, 2013 and 2012, respectively. Please read it in conjunction with the financial statements, which follow this section.

### Financial Highlights

#### Fiscal 2013

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

#### Fiscal 2012

- Customer fares increased by 10%, or \$2.5 million, from FY2011. This was due to an increase in ridership of 4%, combined with the fare policy implemented April 2011 requiring passengers to present an Authority issued identification card in order to qualify for reduced fares. This policy has resulted in an increase in sales of full adult fare media and a decrease in sales of reduced fare media.
- Advertising revenue increased significantly from FY2011, providing \$1.2 million in revenue in FY2012. This is due in part to a new advertising contract effective January 2012.
- Fuel costs increased by 6% from FY2011, primarily due to an increase in fuel consumption. The Authority continued fuel hedging activities that began in FY2011 in an effort to stabilize fuel cost.

### Overview of the Financial Statements

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

### Required Financial Statements

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

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

## Financial Analysis of the Authority

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

## Net Position

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

**Table A-1**

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

	<b>September 30, FY2013</b>	<b>FY2012</b>	<b>FY2011</b>
<b>Assets:</b>			
Current and other assets	\$ 63.8	\$ 59.3	\$ 54.3
Capital assets	142.2	131.7	139.4
<b>Total assets</b>	<b>\$206.0</b>	<b>\$191.0</b>	<b>\$193.7</b>
Deferred outflow of resources	\$ .1	\$ 0.0	\$ .6
<b>Liabilities:</b>			
Current liabilities	\$ 31.0	\$ 21.1	\$ 19.0
Long-term liabilities	10.4	12.7	15.4
<b>Total liabilities</b>	<b>\$ 41.4</b>	<b>\$ 33.8</b>	<b>\$ 34.4</b>
Deferred inflow of resources	\$ 0.0	\$ .7	\$ 0.0
<b>Net Position:</b>			
Net investment in capital assets	\$135.6	\$124.9	\$131.1
Restricted	.1	.5	.5
Unrestricted	29.0	31.1	28.3
<b>Total net position</b>	<b>\$164.7</b>	<b>\$156.5</b>	<b>\$159.9</b>

The Statements of Net Position show the change in assets, liabilities, deferred outflows of resources, deferred inflows of resources and the resulting net position. Net position may serve, over time, as a useful indicator of a government's overall financial position. As can be seen from the Table A-1, Net Position increased \$8.2 million to \$164.7 million in FY2013 from \$156.5 million in FY2012. Compared to FY2012, Net Investment in Capital Assets increased \$10.7 million. The increase in total net position is due to the purchase of revenue vehicles and related equipment, along with the LYMMO expansion projects underway that are scheduled for completion next year. Unrestricted Net Position decreased \$2.1 million, due to Board of Directors authorization to use reserves during the fiscal year to support operating costs.

**Table A-2**

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

	<b>September 30,</b>		
	<b>FY2013</b>	<b>FY2012</b>	<b>FY2011</b>
<b>Operating Revenues:</b>			
Customer fares	\$ 29.4	\$ 28.6	\$ 26.1
Contract services	17.8	16.5	19.4
Advertising revenue	1.7	1.2	.8
Other income	.5	.4	.4
<b>Total operating revenue</b>	<b>49.4</b>	<b>46.7</b>	<b>46.7</b>
<b>Nonoperating Revenues (Expenses), net:</b>			
Federal	19.0	19.7	19.0
State	10.5	10.5	11.2
Local	38.9	38.0	37.2
Interest and other income (expense)	(.1)	(.1)	(.8)
<b>Total nonoperating revenue</b>	<b>68.3</b>	<b>68.1</b>	<b>66.6</b>
<b>Total Revenues</b>	<b>117.7</b>	<b>114.8</b>	<b>113.3</b>
<b>Depreciation Expense</b>	<b>19.9</b>	<b>19.2</b>	<b>18.2</b>
<b>Operating Expenses:</b>			
Salaries and wages	39.4	38.2	37.8
Fringe benefits	21.5	20.8	20.1
Purchased transportation services	20.9	20.7	21.2
Fuel	16.4	16.5	15.5
Materials and supplies	6.6	6.3	5.6
Professional services	7.3	5.4	5.7
Lease and miscellaneous	.8	.7	.7
Casualty and liability insurance	5.0	1.6	2.1
Utilities, taxes, and licenses	1.9	1.8	1.9
<b>Total operating expenses</b>	<b>119.8</b>	<b>112.0</b>	<b>110.6</b>
<b>Total Expenses</b>	<b>139.7</b>	<b>131.7</b>	<b>223.9</b>
<b>Loss before Capital Contributions</b>	<b>(22.0)</b>	<b>(16.4)</b>	<b>(15.5)</b>
<b>Capital Contributions</b>	<b>30.2</b>	<b>13.0</b>	<b>24.2</b>
<b>Change in Net Position</b>	<b>8.2</b>	<b>(3.4)</b>	<b>8.7</b>
<b>Beginning Net Position</b>	<b>156.5</b>	<b>159.9</b>	<b>151.2</b>
<b>Ending Net Position</b>	<b>\$164.7</b>	<b>\$156.5</b>	<b>\$159.9</b>

The Statements of Revenues, Expenses, and Changes in Net Position provide answers as to the nature and source of changes in Net Position. As shown in Table A-2, the \$8.2 million increase in net position in FY2013 is due to the increase in Capital Contributions of \$30 million over the Loss before Capital Contributions of \$21.9 million. The increase in Customer Fares resulted from the increase in ridership of 4% compared to last year, combined with an increase in the sale of full fare tickets and passes as compared to reduced fare tickets and passes. The increase in contract services was primarily due to increases in the purchase of services for certain local governments. The increase in operating expense is due to professional service costs associated with various long range planning studies, along with an increase in general liability expenses associated with anticipated claims settlements.

### Capital Assets

At the end of FY2013, the Authority had a broad range of Capital Assets, consisting of Land, Buildings and Shelters, Revenue Vehicles, Equipment, and Leasehold Improvements.

**Table A-3**

*Capital Assets (In millions of dollars)*

	<b>September 30, FY 2013</b>	<b>FY 2012</b>	<b>FY 2011</b>
Land	\$ 8.6	\$ 8.6	\$ 8.6
Buildings and Shelters	93.8	92.4	89.3
Revenue Vehicles	125.0	108.4	108.8
Equipment	29.7	24.0	21.9
Subtotal	257.1	233.4	228.6
Less Accumulated Depreciation	(128.9)	(111.1)	(100.5)
Subtotal	128.2	122.3	128.1
Construction in Progress:			
Bus Shelters	1.7	.2	1.4
Facility Capital Improvements	.1	.2	3.7
Other Miscellaneous Projects	12.2	9.0	6.2
Subtotal	14.0	9.4	11.3
Net Capital Assets	\$142.2	\$131.7	\$139.4

### Long-Term Obligations

On August 16, 2001, the Authority entered into a State Infrastructure Bank (SIB) Loan Agreement (SIB #1), allowing draws of up to \$7,958,991 for the construction of the LYNX Central Station. The loan matured in FY2011 and there was no outstanding balance at September 30, 2013 or 2012. On June 9, 2004, the Authority entered into a second SIB Loan (SIB #2), allowing draws of up to \$7,600,000 for the construction of the LYNX Operations Center Facility. This loan matures in FY2017; the outstanding loan balance as of September 30, 2013 was \$3,158,478. On August 14, 2006, the Authority entered into a third SIB Loan (SIB #3), allowing draws of up to \$7,140,000 for the acquisition of revenue vehicles. The outstanding loan balance as of September 30, 2013 was \$4,255,022. In July 2012, a loan modification was executed deferring the final annual repayment until FY2014. On August 16, 2007, the Authority leased 21 buses requiring 28 quarterly lease payments over seven years, with principal totaling \$7,632,976; the unpaid principal balance as of September 30, 2013, was \$1,222,768. For additional information on the Authority's long-term obligations, please see financial statement notes 3 and 4, capital leases and loans payable.

### Fuel Hedging

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

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

Beginning in July 2011, the Authority entered into several fuel hedging contracts with a counterparty to cover a significant portion of planned fuel purchases. The objective is to smooth out the fluctuation in fuel prices and to limit the extent to which the price paid for fuel could increase during the fiscal year. As of September 30, 2013 the maturity dates of the open contracts extend through September 2014. Because the fuel hedging contracts are considered effective hedges, the fair value of the open contracts is presented as a deferred outflow or inflow of resources, rather than as an activity. For additional information on the Authority's fuel hedging activities, see financial statement note 9, fuel hedge swap agreements.

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

The Authority's Board of Directors and Management considered many factors when setting the FY2013 budget and contract services hourly rates. These factors include the expected demand of the Authority's Funding Partners, which in turn consider such factors as anticipated population growth of the three counties and the economy of the region as a whole.

# FINANCIAL STATEMENTS

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX**  
**STATEMENTS OF NET POSITION**  
**SEPTEMBER 30, 2013 AND 2012**

ASSETS	2013	2012
<b>CURRENT ASSETS:</b>		
Cash and cash equivalents	\$ 22,530,314	\$ 29,110,185
Receivables:		
Local, trade and operating assistance	3,701,335	2,577,039
Federal grants	23,253,319	12,107,199
State grants	6,872,235	5,469,207
Inventory	1,533,858	1,517,133
State fuel tax refund	95,919	244,172
Prepaid expenses and other assets	206,822	62,462
Derivative instrument - fuel hedge	-	744,896
	58,193,802	51,832,293
<b>NONCURRENT ASSETS:</b>		
Investment Pool B	211,506	438,430
Restricted cash and cash equivalents	5,221,083	7,066,850
	5,432,589	7,505,280
<b>Property and equipment:</b>		
Land	8,571,465	8,571,465
Buildings and shelters	93,782,442	92,382,724
Revenue vehicles	125,023,558	108,357,743
Equipment	29,662,337	24,042,784
Leasehold improvements	38,699	-
Total property and equipment	257,078,501	233,354,716
Less accumulated depreciation	(128,947,864)	(111,124,948)
Construction in progress	14,035,732	9,420,251
	142,166,369	131,650,019
Net pension asset	224,757	60,253
	147,823,715	139,215,552
<b>Total assets</b>	<b>206,017,517</b>	<b>191,047,845</b>
<b>DEFERRED OUTFLOW OF RESOURCES</b>		
Accumulated decrease in fair value of fuel hedge instrument	62,919	-

See notes to financial statements.

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX  
STATEMENTS OF NET POSITION  
SEPTEMBER 30, 2013 AND 2012**

LIABILITIES AND NET POSITION	2013	2012
<b>CURRENT LIABILITIES:</b>		
Accounts payable	\$ 14,771,347	\$ 9,489,829
Accrued salaries and related taxes	1,088,990	956,422
Accrued compensated absences, current	3,740,318	3,830,765
Accrued self-insurance liability, current	2,128,430	2,128,388
Leases payable, current	1,222,768	1,175,754
Loans payable, current	5,021,344	751,296
Unearned operating revenue	663,399	419,126
Unearned capital	2,256,057	2,335,039
Derivative instrument - fuel hedge	62,919	-
<b>Total current liabilities</b>	<b>30,955,572</b>	<b>21,086,619</b>
<b>NONCURRENT LIABILITIES:</b>		
Leases payable, long-term	-	1,222,768
Loans payable, long-term	2,392,156	7,413,500
Net OPEB obligation	1,189,525	962,525
Accrued compensated absences, long-term	510,595	522,445
Accrued self-insurance liability, long-term	6,291,109	2,604,634
<b>Total noncurrent liabilities</b>	<b>10,383,385</b>	<b>12,725,872</b>
<b>Total liabilities</b>	<b>41,338,957</b>	<b>33,812,491</b>
<b>DEFERRED INFLOW OF RESOURCES</b>		
Accumulated increase in fair value of fuel hedge instrument	-	744,896
<b>NET POSITION:</b>		
Net Investment in capital assets	135,635,735	124,856,579
Restricted-capital projects	91,276	536,749
Unrestricted	29,014,468	31,097,130
<b>Total net position</b>	<b>\$ 164,741,479</b>	<b>\$ 156,490,458</b>

See notes to financial statements.

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX**  
**STATEMENTS OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION**  
**YEARS ENDED SEPTEMBER 30, 2013 AND 2012**

	2013	2012
<b>OPERATING REVENUES</b>		
Customer fares	\$ 29,394,733	\$ 28,620,319
Contract services:		
Local financial assistance	8,680,856	8,039,874
Other contractual services	9,072,417	8,424,765
Advertising	1,682,921	1,182,825
Other income	548,882	399,578
	<u>49,379,809</u>	<u>46,667,361</u>
<b>OPERATING EXPENSES:</b>		
Salaries and wages	39,371,561	38,177,711
Fringe benefits	21,479,560	20,762,927
Purchased transportation services	20,869,468	20,746,293
Fuel	16,464,091	16,504,875
Materials and supplies	6,640,470	6,252,668
Professional services	7,333,148	5,415,544
Lease and miscellaneous	788,595	706,149
Casualty and liability insurance	4,964,061	1,583,890
Utilities	1,384,664	1,335,350
Taxes and licenses	517,320	494,634
	<u>119,812,938</u>	<u>111,980,041</u>
<b>OPERATING EXPENSES IN EXCESS OF OPERATING REVENUES BEFORE DEPRECIATION AND AMORTIZATION</b>	(70,433,129)	(65,312,680)
<b>DEPRECIATION AND AMORTIZATION</b>	<u>(19,871,208)</u>	<u>(19,150,980)</u>
<b>OPERATING LOSS</b>	<u>(90,304,337)</u>	<u>(84,463,660)</u>
<b>NONOPERATING REVENUES AND EXPENSES:</b>		
Operating assistance grants:		
Federal	750,000	750,000
State of Florida	9,349,670	9,021,604
Local	38,932,846	38,019,046
Planning and other assistance grants:		
Federal	18,310,183	18,928,415
State of Florida	1,150,493	1,481,302
Interest expense	(177,619)	(238,511)
Interest income	50,150	51,877
Other income (expenses)	(15,256)	84,114
	<u>68,350,467</u>	<u>68,097,847</u>
<b>LOSS BEFORE CAPITAL CONTRIBUTIONS</b>	(21,953,870)	(16,365,813)
Capital contributions	<u>30,204,891</u>	<u>12,910,079</u>
Change in net position	8,251,021	(3,455,734)
<b>NET POSITION AT BEGINNING OF YEAR</b>	<u>156,490,458</u>	<u>159,946,192</u>
<b>NET POSITION AT END OF YEAR</b>	<u>\$ 164,741,479</u>	<u>\$ 156,490,458</u>

See notes to financial statements.

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX**  
**STATEMENTS OF CASH FLOWS**  
**YEARS ENDED SEPTEMBER 30, 2013 AND 2012**

	2013	2012
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>		
Cash received from customers	\$ 29,394,733	\$ 28,620,319
Cash received for contract services	16,656,317	16,753,192
Cash paid to employees	(41,275,891)	(44,374,851)
Cash paid to suppliers	(69,262,153)	(67,956,373)
Cash received from advertising and miscellaneous	2,240,103	1,718,389
Net cash used in operating activities	<u>(62,246,891)</u>	<u>(65,239,324)</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:</b>		
Proceeds from assistance grants	60,711,385	72,503,577
Net cash provided by noncapital financing activities	<u>60,711,385</u>	<u>72,503,577</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>		
Construction and acquisition of property and equipment	(30,455,015)	(11,787,489)
Principal paid on loans and capital leases	(1,927,050)	(1,867,114)
Interest paid on capital leases and SIB loans	(177,619)	(238,511)
Capital assistance grants	25,595,825	11,949,610
Net cash used in capital and related financing activities	<u>(6,963,859)</u>	<u>(1,943,504)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>		
Interest income	50,150	51,877
Pool B investment withdrawals	23,577	112,931
Net cash provided by investing activities	<u>73,727</u>	<u>164,808</u>
<b>NET CHANGE IN CASH AND CASH EQUIVALENTS</b>	<b>(8,425,638)</b>	<b>5,485,557</b>
<b>CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR</b>	<b>36,177,035</b>	<b>30,691,478</b>
<b>CASH AND CASH EQUIVALENTS, END OF YEAR</b>	<b>\$ 27,751,397</b>	<b>\$ 36,177,035</b>
<b>RECONCILIATION OF OPERATING LOSS TO NET CASH USED IN OPERATING ACTIVITIES:</b>		
Operating Loss	\$ (90,304,337)	\$ (84,463,660)
Adjustments to reconcile operating loss to net cash used in operating activities:		
Depreciation and Amortization	19,871,208	19,150,980
Changes in operating assets and liabilities:		
Local, Trade, and Operating Assistance Receivable	(1,088,656)	424,539
Inventory	(16,725)	(128,683)
State fuel tax refund receivable	148,253	(108,089)
Prepaid expenses and other assets	662,956	11,710
Accounts payable	4,536,622	38,201
Accrued salaries and related taxes	359,568	414,457
Accrued compensated absences	(102,297)	95,843
Accrued self-insurance liability	3,686,517	(674,622)
Net cash used in operating activities	<u>\$ (62,246,891)</u>	<u>\$ (65,239,324)</u>
<b>NONCASH INVESTING ACTIVITY:</b>		
Unrealized gain on investments	\$ 23,577	\$ 112,931

See notes to financial statements.

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX  
NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED SEPTEMBER 30, 2013 AND 2012**

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**1. SIGNIFICANT ACCOUNTING POLICIES**

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

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

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

The Authority implemented Governmental Accounting Standards Board (GASB) Statement 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, and Statement 65, *Items Previously reported as Assets and Liabilities*, in the fiscal year ending September 30, 2013. In accordance with GASB Statement 63, the Statement of Net Assets has been replaced with the Statement of Net Position. Items on the Statement of Net Position are now classified into Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources and Net Position.

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

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

The Authority held investments throughout fiscal years 2013 and 2012 in the Pool, which are considered cash and cash equivalents for financial reporting purposes. During fiscal year 2008 some securities were downgraded and the Pool was subdivided into Pool A and Pool B, with Pool B containing the downgraded securities. During fiscal year 2009, Pool A was renamed “Florida PRIME” by the SBA. The Authority presents all investments at fair value as follows:

	September 30,	
	2013	2012
Pool Investments -Florida PRIME	\$ 404,462	\$ 153,389
Pool Investments -Pool B	211,506	438,430
Bank Deposits	27,346,935	36,023,646
Total Cash and Cash Equivalents and Investments	<u>\$ 27,962,903</u>	<u>\$ 36,615,465</u>

Florida PRIME qualifies under GASB 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, to be treated as a “2a-7 like pool” because it has a policy that it will, and does, operate in a manner consistent with Rule 2a-7 under the Investment Company Act of 1940. The current rating of Florida PRIME by Standard and Poors is AAAM and the weighted average days to maturity at September 30, 2013 were 44 days. Pool B is not rated by any nationally recognized statistical rating agency and has a weighted life at September 30, 2013 of 4.04 years. The securities in Florida PRIME are presented at fair value based on \$1 per share and securities in Pool B are presented at estimated fair value (cost less unrealized loss) based on an independently calculated fair value factor of 1.13262284 at September 30, 2013 and .94896811 at September 30, 2012.

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

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

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

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

**Receivables - Local, Trade, Operating Assistance** – Includes receivables from customers, Local Funding Partners and Medicaid Assistance. As of September 30, 2013 and 2012, the Authority had receivables, net of allowances, as follows:

	September 30,	
	2013	2012
Customers	\$ 2,510,090	\$ 1,368,548
Local Funding Partners	264,643	207,543
Medicaid Assistance	926,602	1,000,948
Total	<u>\$ 3,701,335</u>	<u>\$ 2,577,039</u>

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

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

**Restricted Assets** - When both restricted and unrestricted resources are available for use, the Authority's policy is to use restricted resources first, and then unrestricted resources, as they are needed. Restricted assets include \$5,221,083 and \$7,066,850 of cash and cash equivalents for the LYMMO expansion projects, planning projects, shelters, bus procurement and other enhancements, and various capital projects as of September 30, 2013 and 2012, respectively.

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

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

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

**Accounts Payable** - Accounts payable are recorded as expenses at the time services are rendered and the Authority receives items. As of September 30, 2013 and 2012, the Authority had accounts payable as follows:

	September 30,	
	2013	2012
Trade	\$ 9,425,518	\$ 5,721,750
Commitments (Consultants/Construction)	1,882,983	669,829
Retainage	354,278	27,134
Other	3,108,568	3,071,116
Total	<u>\$ 14,771,347</u>	<u>\$ 9,489,829</u>

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

	September 30,	
	2013	2012
Accrued compensated absences liability, beginning of year	\$ 4,353,210	\$ 4,257,367
Obligations	3,638,021	3,926,608
Payments	(3,740,318)	(3,830,765)
Accrued compensated absences liability, end of year	<u>\$ 4,250,913</u>	<u>\$ 4,353,210</u>
Amount due within one year	<u>\$ 3,740,318</u>	<u>\$ 3,830,765</u>

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

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

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

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

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

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

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

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

## 2. CAPITAL ASSETS

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

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

Capital asset activity for the year ended September 30, 2012 was as follows:

<b>Property and Equipment:</b>	<b>Beginning Balance</b>	<b>Additions</b>	<b>Reclass/ Disposals</b>	<b>Ending Balance</b>
<b>Depreciable Assets</b>				
Buildings and Shelters	\$ 89,286,041	\$ 5,440,017	\$ (2,343,334)	\$ 92,382,724
Revenue Vehicles:				
Buses	103,971,255	3,636,757	(4,518,925)	103,089,087
Other Support Vehicles	4,873,592	544,044	(148,980)	5,268,656
Furniture, Fixtures & Equipment	21,900,200	4,003,325	(1,860,741)	24,042,784
<b>Non-Depreciable Assets</b>				
Land	8,571,465	-	-	8,571,465
Construction in Progress	11,285,722	7,064,682	(8,930,153)	9,420,251
<b>Totals at Historical Cost</b>	<b>\$ 239,888,275</b>	<b>\$ 20,688,825</b>	<b>\$ (17,802,133)</b>	<b>\$ 242,774,967</b>
Less accumulated depreciation for:				
Buildings and Shelters	\$ (25,719,347)	\$ (5,479,416)	\$ 2,292,170	\$ (28,906,593)
Revenue Vehicles:				
Buses	(52,300,586)	(10,950,014)	4,185,170	(59,065,430)
Other Support Vehicles	(4,291,889)	(365,556)	148,980	(4,508,465)
Furniture, Fixtures & Equipment	(18,149,210)	(2,355,669)	1,860,419	(18,644,460)
<b>Total Accumulated Depreciation</b>	<b>(100,461,032)</b>	<b>(19,150,655)</b>	<b>8,486,739</b>	<b>(111,124,948)</b>
<b>Capital Assets, net</b>	<b>\$ 139,427,243</b>	<b>\$ 1,538,170</b>	<b>\$ (9,315,394)</b>	<b>\$ 131,650,019</b>

### 3. CAPITAL LEASES

The Authority is currently leasing 21 buses that were received in July 2007. As of September 30, 2013, these buses were included in property and equipment at a cost of \$7,632,976. Amortization of assets under capital leases is included in depreciation expense. Leases payable activity for the years ended September 30, 2013 and 2012 was as follows:

#### Leases Payable September 30, 2013

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

#### Leases Payable September 30, 2012

<b>Leases Payable</b>	<b>Beginning Balance</b>	<b>Additions</b>	<b>Payments</b>	<b>Ending Balance</b>	<b>Amounts Due Within One Year</b>
Lease #4	\$3,529,070	\$ -	\$1,130,548	\$2,398,522	\$1,175,754
Total	\$3,529,070	\$ -	\$1,130,548	\$2,398,522	\$1,175,754

Future minimum payments and the present value of the minimum payments applicable to capital leases are as follows for the years ending after September 30, 2013:

<b>Year</b>	<b>Present Value of Minimum Lease Payments</b>	<b>Amount Representing Interest</b>	<b>Total Minimum Lease Payments</b>
2014	\$ 1,222,768	\$ 30,258	\$ 1,253,026
<b>Total</b>	<b>\$ 1,222,768</b>	<b>\$ 30,258</b>	<b>\$ 1,253,026</b>

The above do not represent borrowings but are considered capital leases under generally accepted accounting principles due to the length of respective lease terms as compared to estimated useful lives of assets leased.

#### 4. LOANS PAYABLE

On August 16, 2001, the Authority entered into a State Infrastructure Bank Loan Agreement (SIB #1), allowing draws of up to \$7,958,991 for the construction of the LYNX Central Station. The loan matured in 2011, it was non-interest bearing until October 1, 2006 and thereafter the interest rate was 5%. On June 9, 2004, the Authority entered into another SIB Loan (SIB #2), allowing draws of up to \$7,600,000 for the construction of the New Operating Base Facility. This loan matures in 2016, was non-interest bearing until October 1, 2007, and bears an interest rate of 2%, thereafter. On August 14, 2006, the Authority entered into another SIB Loan (SIB #3), allowing draws of up to \$7,140,000 for the acquisition of rolling stock, including paratransit vehicles. The allowable amount, \$7,140,000, of SIB #3 was executed in FY 2006. This was non-interest bearing until October 1, 2008, and bears an interest rate of 1%, thereafter. An amendment to SIB #3 was processed July 2012, adjusting the payback schedule by one year, with final repayment now due October 1, 2013. Loans payable activity at September 30, 2013 and 2012 was as follows:

<b>Loans Payable September 30, 2013</b>					
	<b>Beginning Balance</b>	<b>Additions</b>	<b>Payments</b>	<b>Ending Balance</b>	<b>Amounts Due Within One Year</b>
SIB #2	\$ 3,909,774	\$ -	\$ 751,296	\$ 3,158,478	\$ 766,322
SIB #3	4,255,022	-	-	4,255,022	4,255,022
<b>Total</b>	<b>\$ 8,164,796</b>	<b>\$ -</b>	<b>\$ 751,296</b>	<b>\$ 7,413,500</b>	<b>\$ 5,021,344</b>

<b>Loans Payable September 30, 2012</b>					
	<b>Beginning Balance</b>	<b>Additions</b>	<b>Payments</b>	<b>Ending Balance</b>	<b>Amounts Due Within One Year</b>
SIB #2	\$ 4,646,340	\$ -	\$ 736,566	\$ 3,909,774	\$ 751,296
SIB #3	4,255,022	-	-	4,255,022	-
<b>Total</b>	<b>\$ 8,901,362</b>	<b>\$ -</b>	<b>\$ 736,566</b>	<b>\$ 8,164,796</b>	<b>\$ 751,296</b>

Pursuant to the State Infrastructure Bank Loan Agreement, the Authority committed to use its Federal Transit Administration 5307 grant funds as the source to fund the payment obligations of the loans for SIB#1 and SIB#2, provided such funds are available after funding capital expenditures. The amount of pledged revenues was \$23,509,503 and \$20,682,616 for fiscal years 2013 and 2012, respectively. The Authority committed to use directly generated local funds and FTA 5307 funds for non-TRIP projects as the source to fund the payment obligations of SIB#3. The amount of pledged revenues for capital expenditures and SIB#3 loan payments was \$4,426,503 and \$2,729,284 for fiscal years 2013 and 2012, respectively. Fiscal year 2013 principal and interest payments were \$751,296 and \$207,127, respectively, and fiscal year 2012 principal and interest payments were \$736,565 and \$92,927, respectively.

Repayments to be made in fiscal years 2014 through 2017 are as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2014	\$ 5,021,344	\$ 105,720	\$ 5,127,064
2015	781,649	47,843	829,492
2016	797,282	32,210	829,492
2017	813,225	16,265	829,490
Totals	<u>\$ 7,413,500</u>	<u>\$ 202,038</u>	<u>\$ 7,615,538</u>

## 5. ACCRUED SELF-INSURANCE LIABILITY

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

The amounts recorded as accrued self-insurance liability at September 30, 2013 and 2012, the current portion of which represents an estimate of payments required in the next fiscal year, are at present value based on estimates derived through actuarial determinations discounted at a range of 4% for the fiscal years 2013 and 2012. Such estimates are subject to change based on circumstances surrounding each claim. Changes in the balances of accrued self-insurance liability, including incurred but not reported claims (IBNR), were as follows during the years ended:

	September 30	
	2013	2012
Accrued self-insurance liability, beginning of year	\$ 4,733,022	\$ 5,407,644
Insured claims (including IBNR's)	4,964,061	1,583,890
Claim payments	(1,277,544)	(2,258,512)
Accrued self-insurance liability, end of year	<u>\$ 8,419,539</u>	<u>\$ 4,733,022</u>

The estimated amounts due in one year are \$2,128,430 and \$2,128,388 at September 30, 2013 and 2012, respectively.

## 6. PENSION PLANS

### *State Plan -*

#### **Plan Description**

There are six (6) employees of the Authority who are not represented by the Amalgamated Transit Union (the "Union") and are participants in the Florida Retirement System (FRS), a cost-sharing multiple-employer public employee retirement system (PERS) administered by the Florida Department of Administration. Employees not filling regular established positions but working as temporary employees are not covered by the FRS. The Authority participated in the regular FRS class of membership, with contribution rates based on actuarially determined rates. For fiscal year 2013 and 2012, employers were required to contribute at a rate of 6.95% and 5.18%, respectively. Beginning July 2011, employees were required to contribute at a rate of 3%.

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

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

### **Funding Policy**

The Authority's contributions to the FRS were equal to the required contribution for each fiscal year. Contributions for fiscal years ended September 30, 2011 through 2013 approximated the following:

<u>Fiscal Year</u>	<u>Contributions</u>
2013	\$ 30,000
2012	\$ 26,000
2011	\$ 31,000

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

### ***Union Plan -***

#### **Plan Description**

Substantially all Union employees of the Authority are participants in the Amalgamated Transit Union Local 1596 Pension Plan (the "Union Plan"), a defined benefit, single-employer public employee retirement system, formed April 22, 1986 by agreement between the Authority and the Union. All Authority Union employees are eligible to participate in the Union Plan as of their hire date. Employees who have reached the age of 62 are entitled to a retirement union benefit, payable monthly for life, equal to 2.13% of their average compensation for each unit of benefit credit. Average compensation is the average of the highest sixty consecutive calendar months preceding retirement or termination. Participants are credited with units of benefit credit for hours of service worked in a plan year. Benefits fully vest upon reaching 10 years of vested service. Vested employees who retire on or after age 62 will receive full benefits. Participants who have reached age 58 and have 20 years of service are entitled to an unreduced pension benefit. The monthly payment is reduced by 0.56% for each month for the first three years the early retirement date precedes the unreduced early retirement date for participants with 20 or more years of services. In addition, the monthly payment is reduced by 0.56% for each month up to a maximum of 60 months the early retirement date precedes the normal retirement date for participants with less than 20 years of service. Participants' benefits are established by the Trustees of the Union Plan.

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

#### **Funding Policy**

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

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

The Authority's latest available union plan annual pension information, which includes costs for fiscal years 2013, 2012 and 2011 and a net pension obligation at September 30, 2013, 2012 and 2011, is as follows:

	September 30		
	2013	2012	2011
Annual required contribution	\$ 3,422,542	\$ 3,543,980	\$ 3,416,323
Interest on net pension (asset)/obligation	(6,040)	1,077	19,785
Adjustment to annual required contribution	(12,529)	(1,383)	(25,479)
Annual pension cost	3,403,973	3,543,674	3,410,629
Contributions made	(3,568,477)	(3,618,585)	(3,658,704)
Decrease in net pension obligation	(164,504)	(74,911)	(248,075)
Net pension (asset)/obligation, beginning of yr.	(60,253)	14,658	262,733
Net pension (asset)/obligation, end of year	<u>\$ (224,757)</u>	<u>\$ (60,253)</u>	<u>\$ 14,658</u>

The annual required contribution for fiscal year 2013 was determined as part of the October 1, 2012 actuarial valuation using the entry age actuarial cost method. The actuarial assumptions included (a) 7.5% investment rate of return (net of administrative expenses) and (b) projected salary increases ranging from 4.00% to 13.13% per year, dependent on years of service. Both (a) and (b) included an inflation component of 3.5%. The assumptions did not include post-retirement benefit increases, which are funded by the Authority when granted. Such assumptions are subject to future changes due to certain market conditions. The actuarial value of assets was determined using techniques that smooth the effects of short-term volatility in the market value of investments over a five-year period. The unfunded actuarial accrued liability is being amortized as a level dollar amount of projected payroll on a closed basis. The remaining amortization period at September 30, 2012 was 20 years.

Three-Year Trend			
Fiscal Year Ended	Annual Pension Cost (APC)	Percentage of APC Contributed	Net Pension (Asset)/Obligation
9/30/13	\$ 3,403,973	104.8%	\$(224,757)
9/30/12	\$ 3,543,674	102.1%	\$ (60,253)
9/30/11	\$ 3,410,629	107.3%	\$ 14,658

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

The most recent actuarial report for the Union Plan was prepared as of October 1, 2012. As of this point in time, the actuarial value of the Union Plan's assets was \$92,836,502 and the actuarial accrued liability for benefits was \$97,947,220, resulting in an unfunded actuarial liability of \$5,110,718 and a funded ratio of 94.78%. The annual covered payroll was \$32,821,564 and the ratio of the funded excess to covered payroll was 15.57%.

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

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

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

The payroll for Authority employees covered by the plan for the years ended September 30, 2013 and 2012 was \$9,810,567 and \$9,998,373, respectively. The Authority's contribution to the plan for the years ended September 30, 2013 and 2012 amounted to \$1,177,268 and \$1,166,749, respectively, representing 12% of covered payroll less forfeitures.

## 7. POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS

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

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

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

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

The Authority's annual OPEB cost is calculated based on the annual required contribution (ARC) of the employer, an amount actuarially determined in accordance with the parameters of GASB 45. In the year of implementation, the net OPEB Obligation and the ARC are the same amount. The following table shows the components of the Authority's OPEB cost for the year, the amount contributed to the plan, and changes in the Authority's net OPEB obligation at September 30, 2013, 2012 and 2011, as follows:

	September 30		
	2013	2012	2011
Annual required contribution	\$ 402,000	\$ 329,109	\$ 335,849
Interest on net OPEB obligation	39,000	29,148	19,249
Adjustment to annual required contribution	(42,000)	(40,519)	(26,759)
Annual OPEB cost	399,000	317,738	328,339
Contributions made	(172,000)	(83,901)	(80,873)
Increase in net OPEB obligation	227,000	233,837	247,466
Net OPEB obligation, beginning of year	962,525	728,688	481,222
Net OPEB obligation, end of year	<u>\$ 1,189,525</u>	<u>\$ 962,525</u>	<u>\$ 728,688</u>

As of the October 1, 2012 actuarial valuation date, the unfunded actuarial accrued liability (UAAL) was \$2,793,000. The covered payroll (annual payroll of active employees covered by the OPEB Plan) was \$39,371,561 and the ratio of the UAAL to the covered payroll was 7.1%. The Authority's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for the year are as follows:

<u>Year Ending</u>	<u>Annual OPEB Cost</u>	<u>Percentage of OPEB Cost Contributed</u>	<u>Net OPEB Obligation</u>
September 30, 2013	\$399,000	43.1%	\$1,189,525
September 30, 2012	\$317,738	26.4%	\$ 962,525
September 30, 2011	\$328,339	24.6%	\$ 728,688

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

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits. (As an unfunded plan, there are no plan assets to report.)

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

Valuation date	October 1, 2012
Actuarial cost method	Projected unit credit
Amortization method	Level dollar/open
Remaining amortization period	30 years
Asset valuation method	Pay as you go
Actuarial assumptions:	
Projected salary increases	2.50%
Investment rate	4.0% per year
Healthcare cost trend (including 2.80% inflation)	7.5% initially and 5.49% ultimately, in 2049

## 8. COMMITMENTS

**Operating Lease** - Total lease expense amounted to \$154,888 and \$164,562 during the years ended September 30, 2013 and 2012, respectively.

## 9. FUEL HEDGE SWAP AGREEMENTS

The Authority first entered into fuel hedge swap agreements (“swaps”) during fiscal year 2011 in order to smooth out the fluctuation in diesel fuel cost and to set predetermined upper limits with respect to the cost of fuel. Fourteen swaps have occurred to date through September 30, 2013 as follows:

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

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

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

The swaps are considered effective hedges at September 30, 2013 under the dollar-offset method, which compares the changes in expected cash flows of the hedging instruments to the cash flows of the diesel fuel subjected to hedge. Accordingly, the swaps are presented at estimated fair value on the statement of net position, with \$62,919 as a deferred outflow of resources and derivative financial instrument on the statement of net position at September 30, 2013. The estimated fair value of the swaps is determined based on contracted strike prices and applicable futures prices at September 30, 2013, and these values represent the change in fair value of the swaps during the fiscal year.

## 10. LITIGATION

The Authority is contingently liable with respect to lawsuits and other claims incidental to the ordinary course of its operation, most of which are covered by the self-insurance program discussed in Note 5. There is an open general liability case that could result in significant exposure. Management has recognized the potential financial impact of this litigation within the fiscal year 2013 financial statements as a probable long term liability and general liability expense. In the opinion of management, any adjustments from the settlement of this or other lawsuits and claims would not be significant.

**REQUIRED SUPPLEMENTARY INFORMATION**

**UNION PENSION PLAN**

**Schedule of Funding Progress**

**Valuation Dates, October 1**

	<b>2012</b>	<b>2011</b>	<b>2010</b>
Actuarial value of assets	\$ 92,836,502	\$ 87,639,137	\$ 82,509,177
Actuarial accrued liability	97,947,220	93,786,097	87,832,036
Unfunded actuarial liability	\$ 5,110,718	\$ 6,146,960	\$ 5,322,859
Funded Ratio	94.78%	93.45%	93.94%
Annual covered payroll	\$ 32,821,564	\$ 34,369,299	\$ 35,059,922
Unfunded actuarial liability as a percent of annual covered payroll	15.57%	17.89%	15.18%

**REQUIRED SUPPLEMENTARY INFORMATION**

**Schedule of Other Postemployment Benefits (OPEB)  
For the Years Ended September 30, 2013, 2012 and 2011**

**Schedule of Funding Progress**

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (normal cost) Entry Age (b)	Unfunded Actuarial Accrued Liability (UAAL) (b-a)	Funded Ratio (a/b)	Annual Covered Payroll (c)	UAAL as a % of Covered Payroll ((b-a)/c)
October 1, 2013	\$ -	\$2,793,000	\$2,793,000	0.0%	\$39,371,561	7.1%
October 1, 2012	\$ -	\$4,074,600	\$4,074,600	0.0%	\$38,177,711	10.7%
October 1, 2011	\$ -	\$3,827,817	\$3,827,817	0.0%	\$37,732,257	10.1%

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX**  
**SUPPLEMENTAL SCHEDULE OF REVENUES AND EXPENSES**  
**BUDGET VS ACTUAL (BUDGET BASIS)**  
**YEAR ENDED SEPTEMBER 30, 2013**

	Budget	Actual	Variance Favorable/ (Unfavorable)
<b>OPERATING REVENUES</b>			
Customer fares	\$ 26,502,614	\$ 29,394,733	\$ 2,892,119
Contract services:			
Local financial assistance	8,310,254	8,680,856	370,602
Other contractual services	8,824,991	9,072,417	247,426
Advertising -on Buses	1,525,000	1,682,921	157,921
Other income	616,500	548,882	(67,618)
	<u>45,779,359</u>	<u>49,379,809</u>	<u>3,600,450</u>
<b>OPERATING EXPENSES:</b>			
Transportation	40,700,648	39,366,909	1,333,739
Maintenance and operations	65,585,570	63,935,988	1,649,582
General and administrative	14,378,371	16,510,041	(2,131,670)
	<u>120,664,589</u>	<u>119,812,938</u>	<u>851,651</u>
<b>OPERATING LOSS</b>	<b>(74,885,230)</b>	<b>(70,433,129)</b>	<b>4,452,101</b>
<b>NONOPERATING REVENUES/(EXPENSES):</b>			
Federal	21,401,103	19,060,183	(2,340,920)
State of Florida	10,626,593	10,500,163	(126,430)
Local	39,321,108	38,932,846	(388,262)
Interest income	150,000	50,150	(99,850)
Interest expense	(134,651)	(177,619)	(42,968)
	<u>71,364,153</u>	<u>68,365,723</u>	<u>(2,998,430)</u>
<b>Total nonoperating revenues/(expenses), net</b>	<b>71,364,153</b>	<b>68,365,723</b>	<b>(2,998,430)</b>
<b>Increase/(decrease) in net position</b>	<b>\$ (3,521,077)</b>	<b>(2,067,406)</b>	<b>\$ 1,453,671</b>
<b>BASIS DIFFERENCES:</b>			
Depreciation		(19,871,208)	
Other income (expenses)		(15,256)	
Capital contribution		<u>30,204,891</u>	
<b>Increase in net position - GAAP basis</b>		<b>\$ 8,251,021</b>	

# STATISTICAL INFORMATION

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

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

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**LYNX**  
**Miscellaneous Statistics**  
**Year End September 30, 2013**  
(Unaudited)

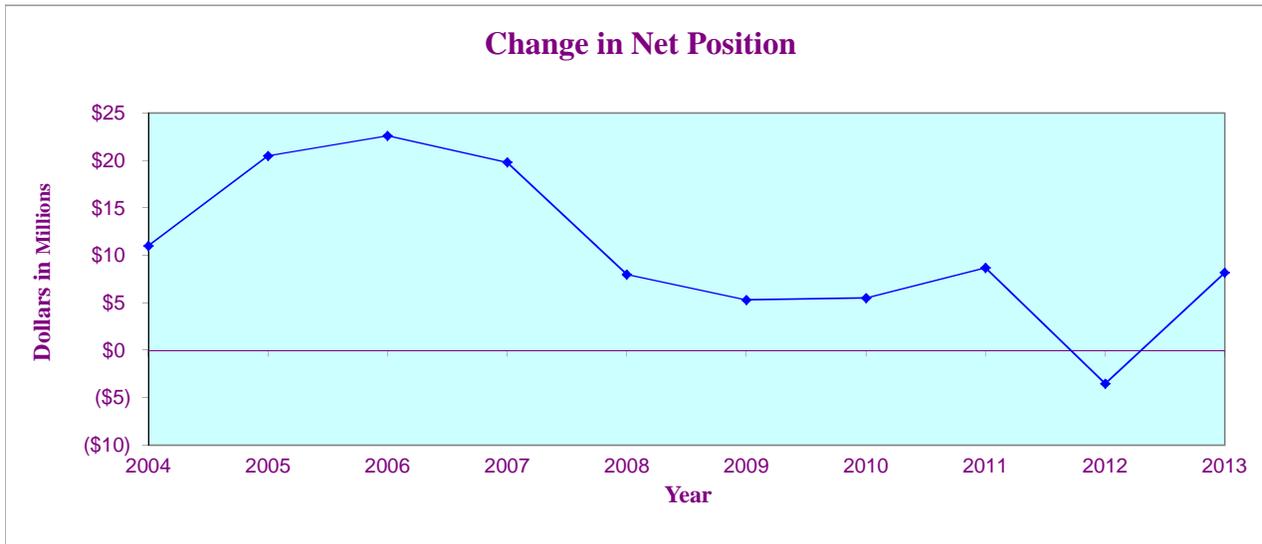
Form of Government	Local Government (Independent Special District)
Number of Directors	Five (5) Voting
Area Population	1,913,779
Counties Served	Orange, Seminole and Osceola
Number of Service Routes	72
Peak Vehicle Requirement	232
Hours of Operation	4:00 a.m. to 3:10 a.m.
Average Weekday Passengers	93,457
Vehicle Miles Operated	16,058,513
Vehicle Hours Operated	1,126,466

Sources: Metro Orlando Economic Development Commission  
National Transit Database Report

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

**Revenue, Expenses, and Change in Net Position  
Last Ten Years  
Dollars in Millions  
(Unaudited)**

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
<b>Operating Revenue:</b>										
Customer Fares	\$ 14.8	\$ 17.2	\$ 18.9	\$ 19.1	\$ 21.7	\$ 21.5	\$ 22.4	\$ 26.1	\$ 28.6	\$ 29.4
Other	16.6	18.0	17.1	21.0	20.1	20.8	20.8	20.6	18.0	20.0
<b>Total Operating Revenue</b>	31.4	35.2	36.0	40.1	41.8	42.3	43.2	46.7	46.6	49.4
<b>Operating Expenses:</b>										
Administration, Transportation, and Maintenance	78.8	86.1	89.1	97.8	110.7	106.6	106.7	110.6	112.0	119.8
Depreciation	7.7	8.7	9.2	10.1	15.2	16.7	17.0	18.2	19.1	19.9
Write-off of Assets (Note 1)	-	-	-	-	-	-	-	-	-	-
<b>Total Operating Expenses</b>	86.5	94.8	98.3	107.9	125.9	123.3	123.7	128.8	131.1	139.7
<b>Operating Loss</b>	(55.1)	(59.6)	(62.3)	(67.8)	(84.1)	(81.0)	(80.5)	(82.1)	(84.5)	(90.3)
<b>Non-Operating Revenue (Expenses):</b>										
Operating Assistance	35.1	37.6	38.9	53.1	50.1	54.3	48.9	46.4	47.8	49.0
Planning and Other Income (Expenses)	13.0	13.3	16.0	14.1	14.0	14.9	18.5	20.2	20.3	19.3
Capital Contributions	18.0	29.2	30.0	20.4	28.0	17.1	18.6	24.2	12.9	30.2
<b>Total Non-Operating Revenue (Expenses)</b>	66.1	80.1	84.9	87.6	92.1	86.3	86.0	90.8	81.0	98.5
<b>Change in Net Position</b>	\$ 11.0	\$ 20.5	\$ 22.6	\$ 19.8	\$ 8.0	\$ 5.3	\$ 5.5	\$ 8.7	\$ (3.5)	\$ 8.2



For the past 10 years the chart shows the change in net position each year versus the immediately preceding year. Since fiscal 2004, net position year over year increased every year peaking in fiscal year 2006 at \$22.6 million. The design, development and construction of the new LYNX Central Station (LCS) and LYNX Operations Center (LOC), as well as the acquisition of rolling stock and other capital assets caused a steep rise from fiscal year 2003, continuing through fiscal year 2006, with a decline in fiscal year 2007 with the completion of construction at the LOC. The increase each fiscal year after fiscal year 2007 was relatively modest compared to fiscal year 2006. The 11.2 million increase in fiscal year 2013 was above that of fiscal year 2012 due mainly to the completion of Kissimmee Intermodal Center and BRT Lymmo expansion.

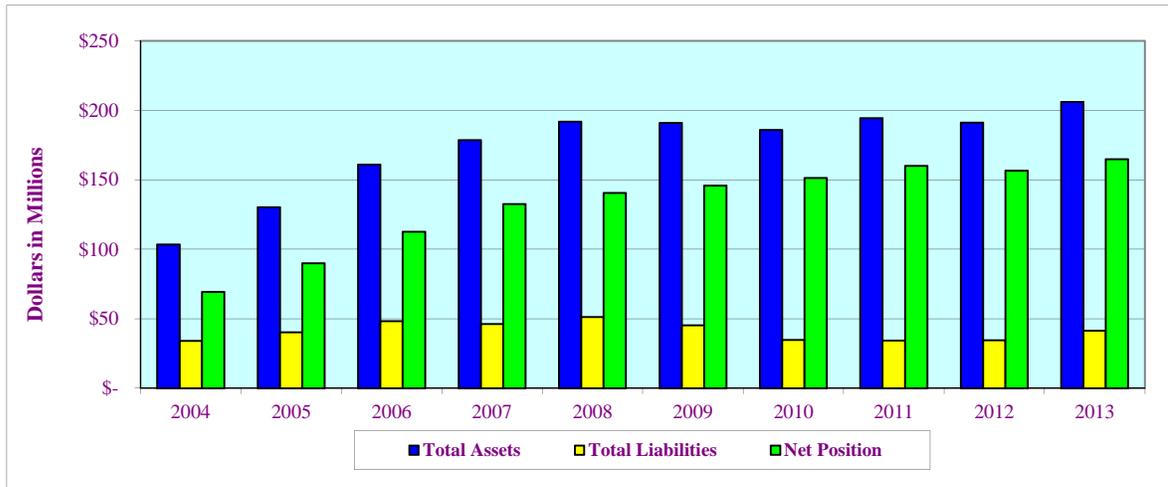
Source: Financial Statements

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

**Condensed Summary of Net Position  
Last Ten Years  
Dollars in Millions  
(Unaudited)**

Year	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Total Assets	\$103.4	\$130.1	\$160.9	\$178.5	\$191.7	\$190.9	\$185.9	\$194.3	\$191.0	\$206.0
Total Liabilities	\$34.0	\$40.2	\$48.3	\$46.1	\$51.3	\$45.2	\$34.7	\$34.4	\$34.5	\$41.3
Ending Net Position	\$69.4	\$89.9	\$112.6	\$132.4	\$140.4	\$145.7	\$151.2	\$159.9	\$156.5	\$164.7

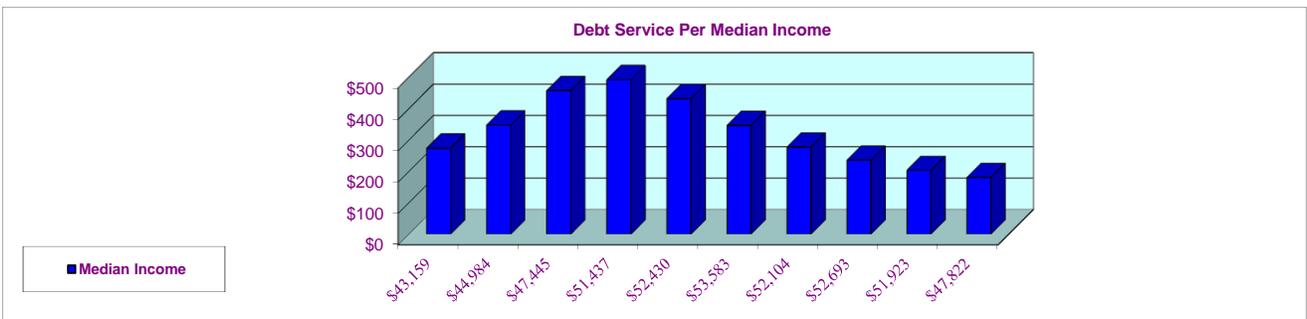
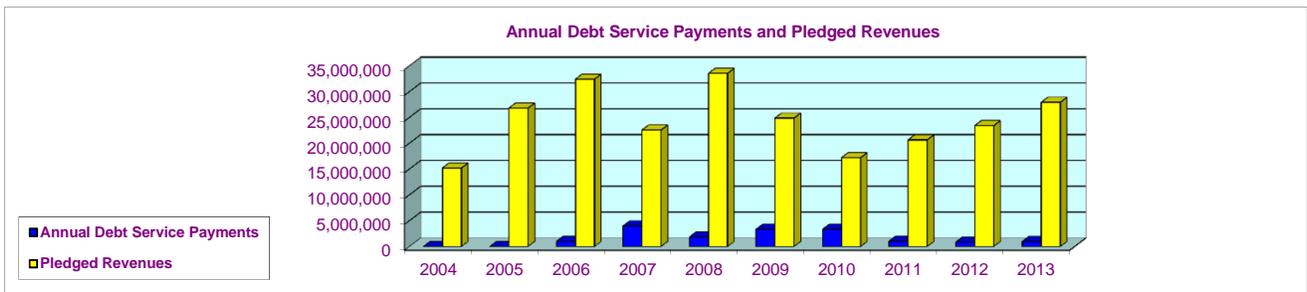
Net investment in capital assets	\$59.8	\$80.2	\$98.0	\$110.2	\$123.7	\$123.5	\$125.1	\$131.1	\$124.9	\$135.6
Restricted	\$0.0	\$0.0	\$3.1	\$1.3	\$0.5	\$0.5	\$0.5	\$0.5	\$0.5	\$0.1
Unrestricted	\$9.6	\$9.7	\$11.5	\$20.9	\$16.2	\$21.7	\$25.6	\$28.3	\$31.1	\$29.0
Ending Net Position	\$69.4	\$89.9	\$112.6	\$132.4	\$140.4	\$145.7	\$151.2	\$159.9	\$156.5	\$164.7



This chart compares Total Assets, Total Liabilities, and Net Position values over the last 10 years. Total Assets increased 99% during this period as the Authority expanded service, acquired new rolling stock, developed land, and constructed the LYNX Central Station and LYNX Operations Center. Total Liabilities at the end of fiscal year 2013 are 21% higher than at the end of fiscal year 2004. The increase is due mainly to additional State Infrastructure Bank loans taken in fiscal years 2004 and 2006, and a 2007 a lease agreement. Net Position increased every year, except for fiscal year 2012; at \$164.8 million as of this fiscal year end it is 137% greater than fiscal year 2004.

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX  
Total Debt  
Last Ten Years  
(Unaudited)**

Year	Total Debt	SIB Loans	Capital Leases	Annual Debt Service Payments	Pledged Revenues	Debt Service Coverage	Median Income	Debt per Median Income
2004	\$11,830,468	\$11,749,569	\$80,899	-	\$15,210,218	-	\$43,159	\$274.11
2005	\$15,656,517	\$15,558,991	\$97,526	-	\$26,818,013	-	\$44,984	\$348.05
2006	\$21,722,909	\$21,677,898	\$45,011	\$1,021,093	\$32,413,802	31.74	\$47,445	\$457.85
2007	\$25,331,967	\$17,698,991	\$7,632,976	\$3,978,907	\$22,551,897	5.67	\$51,437	\$492.49
2008	\$22,662,882	\$15,996,355	\$6,666,527	\$1,850,585	\$33,529,785	18.12	\$52,430	\$432.25
2009	\$18,576,071	\$12,914,638	\$5,661,433	\$3,321,419	\$24,881,390	7.49	\$53,583	\$346.68
2010	\$14,446,041	\$9,829,891	\$4,616,150	\$3,321,420	\$17,211,000	5.18	\$52,104	\$277.25
2011	\$12,430,432	\$8,901,362	\$3,529,070	\$1,046,219	\$20,649,873	19.74	\$52,693	\$235.90
2012	\$10,563,319	\$8,164,797	\$2,398,522	\$829,492	\$23,411,900	28.22	\$51,923	\$203.44
2013	\$8,636,268	\$7,413,500	\$1,222,768	\$958,423	\$27,936,006	29.15	\$47,822	\$180.59



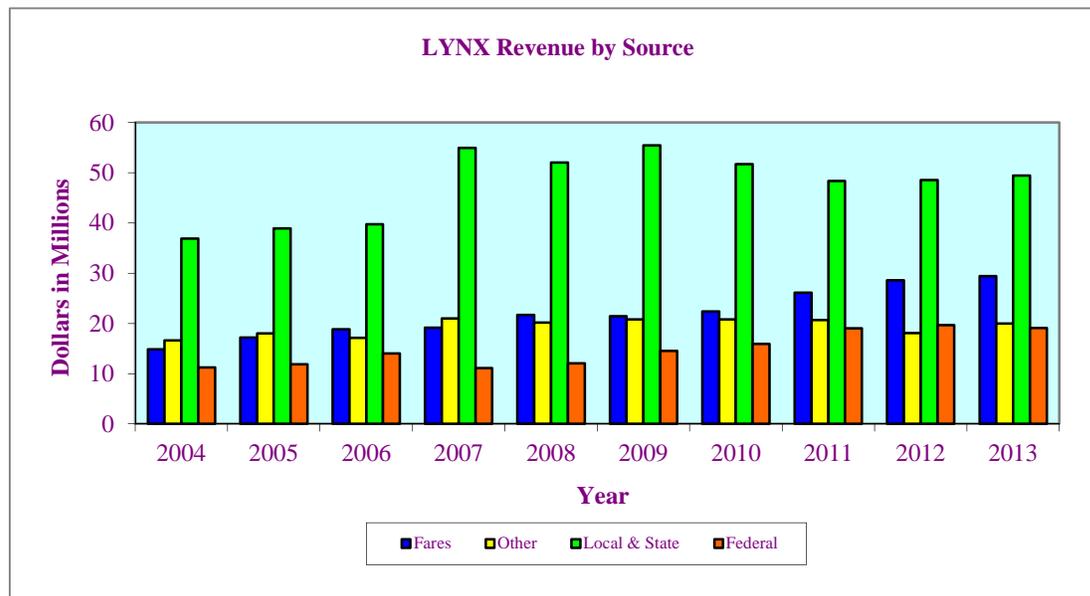
Source: Financial Statements, NTD Report, and Orlando Economic Development Commission.

Note: Total debt consists of State Infrastructure Bank loans and capital lease obligations but annual debt service payments consist only of payments on State Infrastructure Bank loans. Available pledged revenues are for capital expenditures and debt service payments.

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

**Revenue by Source  
Last Ten Years  
Dollars in Millions  
(Unaudited)**

Fiscal Year	MISCELLANEOUS REVENUE		OPERATING AND OTHER				Total Revenue
	Fares	Other	Total	Local & State	Federal	Total	
2004	\$14.832	\$16.593	\$31.425	\$36.912	\$11.216	\$48.128	\$79.553
2005	\$17.184	\$18.032	\$35.216	\$38.921	\$11.887	\$50.808	\$86.024
2006	\$18.869	\$17.134	\$36.003	\$39.757	\$14.006	\$53.763	\$89.766
2007	\$19.127	\$21.003	\$40.130	\$54.914	\$11.103	\$66.017	\$106.147
2008	\$21.661	\$20.179	\$41.840	\$51.997	\$12.077	\$64.074	\$105.914
2009	\$21.454	\$20.790	\$42.244	\$55.466	\$14.509	\$69.975	\$112.219
2010	\$22.363	\$20.800	\$43.163	\$51.684	\$15.917	\$67.601	\$110.764
2011	\$26.098	\$20.661	\$46.759	\$48.370	\$19.031	\$67.401	\$114.160
2012	\$28.620	\$18.047	\$46.667	\$48.521	\$19.678	\$68.199	\$114.866
2013	\$29.394	\$19.985	\$49.379	\$49.433	\$19.060	\$68.493	\$117.872



The table and graph show the primary sources of revenues, the amount received from each source over the last ten years and, consequently, the Authority's relative dependency on each of the revenue sources. Local and state governments have consistently been the biggest providers of operating funds. Fares increased in 2013 due to greater ridership; fares were up 2.7% compared to 2012. The increase of other revenues and local & state revenues offset the decrease in federal assistance from 2012, total revenues were higher due to the increase in fares. The local and state economies remained sluggish throughout 2013. In 2013 federal revenue decreased amounting to 16.2% of LYNX's total revenue versus 17.1% in 2012

Source: Financial statements and schedules included in the Comprehensive Annual Financial Reports

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX  
Revenues by Source  
Last Ten Years  
(Unaudited)**

FISCAL YEAR	OPERATING AND OTHER MISCELLANEOUS REVENUE			OPERATING ASSISTANCE			TOTAL REVENUE
	FARES	OTHER	TOTAL	LOCAL & STATE	FEDERAL	TOTAL	
<b>INDUSTRY</b>							
2004	32.9%	16.7%	49.6%	43.4%	7.0%	50.4%	100.0%
2005	32.4%	7.2%	39.6%	53.1%	7.3%	60.4%	100.0%
2006	33.2%	7.0%	40.2%	52.1%	7.7%	59.8%	100.0%
2007	31.4%	6.5%	37.9%	54.6%	7.5%	62.1%	100.0%
2008	31.3%	6.4%	37.7%	55.3%	7.0%	62.3%	100.0%
2009	31.5%	5.8%	37.4%	54.4%	8.2%	62.6%	100.0%
2010	32.1%	5.4%	37.5%	53.1%	9.4%	62.5%	100.0%
2011	32.8%	4.9%	37.7%	52.5%	9.8%	62.3%	100.0%
2012	*	*	0.0%	*	*	0.0%	0.0%
2013	*	*	0.0%	*	*	0.0%	0.0%
<b>LYNX</b>							
2004	18.6%	20.9%	39.5%	46.4%	14.1%	60.5%	100.0%
2005	20.0%	21.0%	41.0%	45.2%	13.8%	59.0%	100.0%
2006	21.0%	19.1%	40.1%	47.8%	12.1%	59.9%	100.0%
2007	18.0%	19.8%	37.8%	51.7%	10.5%	62.2%	100.0%
2008	20.4%	19.1%	39.5%	49.1%	11.4%	60.5%	100.0%
2009	19.1%	18.5%	37.6%	49.5%	12.9%	62.4%	100.0%
2010	20.2%	18.8%	39.0%	46.6%	14.4%	61.0%	100.0%
2011	22.9%	18.1%	41.0%	42.4%	16.6%	59.0%	100.0%
2012	24.9%	15.7%	40.6%	42.3%	17.1%	59.4%	100.0%
2013	24.9%	17.0%	41.9%	41.9%	16.2%	58.1%	100.0%

Source: Financial Statements

APTA 2013 Transportation Fact Book - Appendix A Page 221

\* Not available

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

**Fare Structure**

**Year Ended September 30, 2013**

(Unaudited)

Cash Fare/Single Ride	\$ 2.00
Transfer	Free
Elderly and Disabled/Single Ride	\$ 1.00
Students	\$ 1.00
Daily Pass	\$ 4.50
Elderly and Disabled Daily Pass	\$ 2.25
Student Daily Pass	\$ 2.25
Children (6 years and under with an adult)	Free
<b>TICKETS</b>	
Express Single Ride	\$ 3.50
Express Seniors/Students	\$ 1.75
Polk County Link 416 & 427 Single Ride	\$ 1.50
Polk County Link 416 & 427 Students	\$ 1.25
Polk County Link 416 & 427 Seniors / Disabled	\$ 0.80
Votran	\$ 3.50
Votran Discount (Students, Elderly and Disabled)	\$ 1.75
Votran 10-Ticket Booklet	\$ 31.50
Votran 10-Ticket Booklet Discount (Students, Elderly and Disabled)	\$ 15.75
Votran Monthly Pass	\$ 80.00
Votran Monthly Pass Discount (Students, Elderly and Disabled)	\$ 40.00
<b>PASSES</b>	
7 Day Pass	\$ 16.00
Discounted 7 Day Pass (Students, Elderly and Disabled)	\$ 8.00
Express 7 Day Pass	\$ 23.00
Express Discounted 7 Day Pass (Students, Elderly and Disabled)	\$ 11.50
Youth Pass 7 Day	\$ 8.00
30 Day	\$ 50.00
AdvantAge Pass 30 Day (Elderly and Disabled)	\$ 25.00
Youth Pass 30 Day	\$ 25.00
Express 30 Day	\$ 70.00
Express AdvantAge Pass 30 Day (Elderly and Disabled)	\$ 35.00
Express Youth Pass 30 Day	\$ 35.00

SOURCE: LYNX Fare Structure Policy

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

**Fare Trends  
Last Ten Years**

(Unaudited)

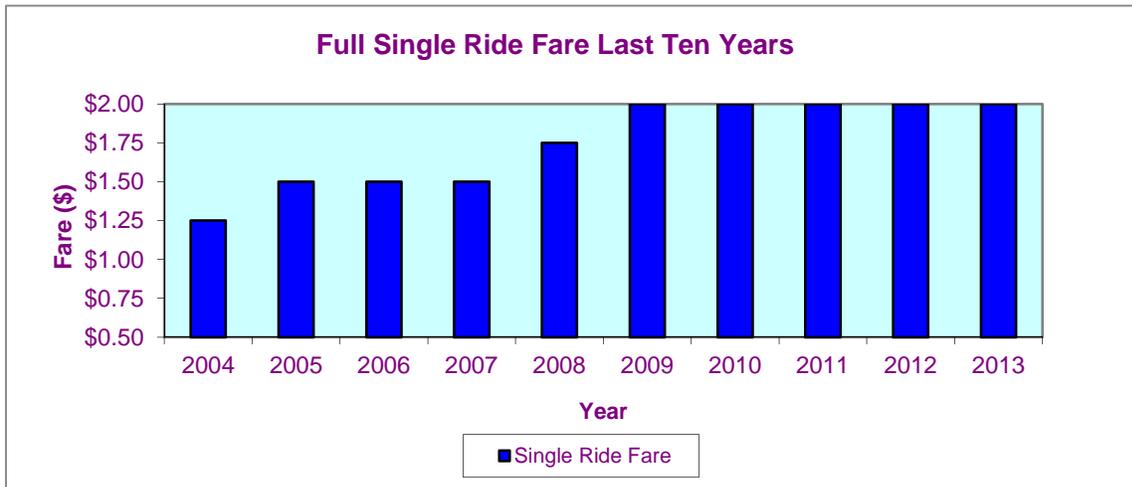
Fiscal Year	CASH FARES				PASSES			
	Single Fare	Discount Single	1 Day Fare	Discount 1 Day	7 Day Pass	Discount 7 Day	30 Day Pass	Discount 30 Day
2004	\$1.25	\$0.50	\$3.00	\$1.50	\$10.00	\$5.00	\$36.00	\$15.00
2005	\$1.50	\$0.75	\$3.50	\$1.75	\$12.00	\$6.00	\$38.00	\$18.00
2006	\$1.50	\$0.75	\$3.50	\$1.75	\$12.00	\$6.00	\$38.00	\$18.00
2007	\$1.50	\$0.75	\$3.50	\$1.75	\$12.00	\$6.00	\$38.00	\$18.00
2008	\$1.75	\$0.85	\$4.00	\$2.00	\$14.00	\$7.00	\$44.00	\$22.00
2009	\$2.00	\$1.00	\$4.50	\$2.25	\$16.00	\$8.00	\$50.00	\$25.00
2010	\$2.00	\$1.00	\$4.50	\$2.25	\$16.00	\$8.00	\$50.00	\$25.00
2011	\$2.00	\$1.00	\$4.50	\$2.25	\$16.00	\$8.00	\$50.00	\$25.00
2012	\$2.00	\$1.00	\$4.50	\$2.25	\$16.00	\$8.00	\$50.00	\$25.00
2013	\$2.00	\$1.00	\$4.50	\$2.25	\$16.00	\$8.00	\$50.00	\$25.00

Discounted Fares Include:

- Students
- Elderly and Handicapped
- Does Not Include Xpress Links 200 & 204
- Does Not Include Polk County 416 & 427

Discounted Passes Include:

- Youth
- Advantage
- IQ

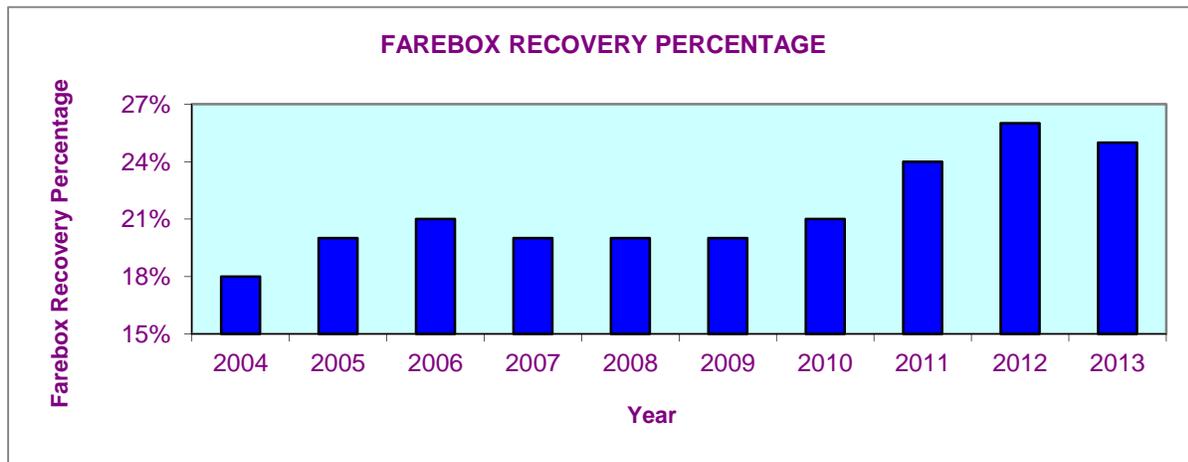


The table and graph show the amount of each standard fixed-route fare type by year. In keeping with the Authority's commitment to keep fares as low as fiscally feasible and to make relatively small rate increases periodically, no fare rate increases were made in 2013. In 2013 customer fares were approximately 59.5% of operating revenues and 24.9% of total revenues. The last increase was implemented in January 2009.

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

**Farebox Recovery Percentage  
Last Ten Years  
(Unaudited)**

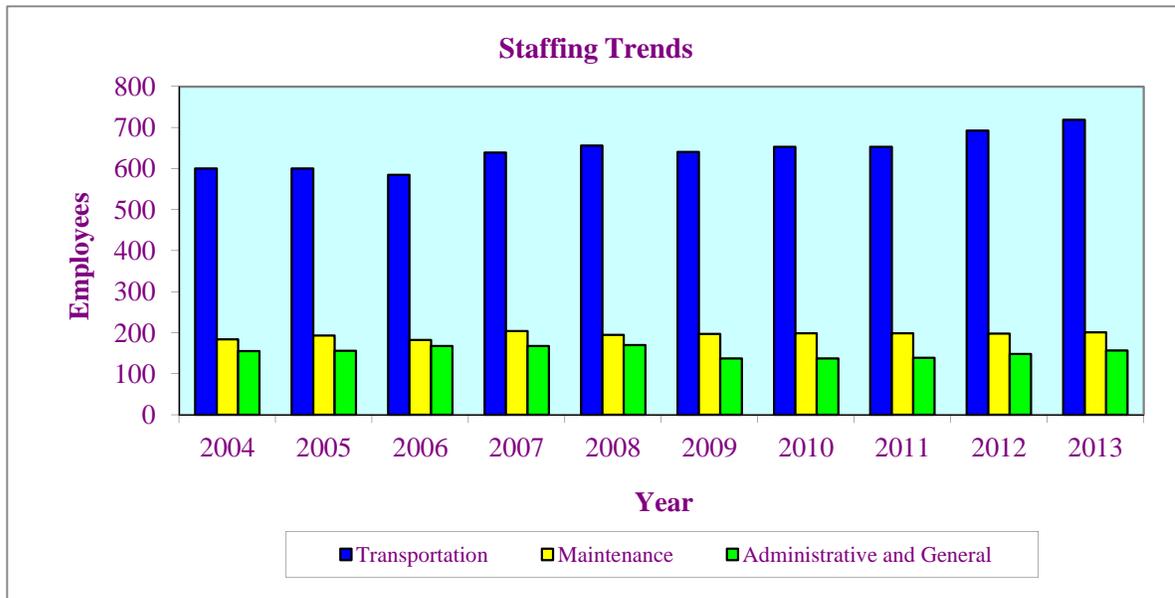
Fiscal Year	Percentage
2004	18%
2005	20%
2006	21%
2007	20%
2008	20%
2009	20%
2010	21%
2011	24%
2012	26%
2013	25%



Farebox Recovery Percentage is the percentage of the total operating cost that is funded by customer fares. It is calculated by dividing total customer fares by total operating cost before depreciation. Beginning with 2004 the recovery rate has remained fairly constant varying by approximately 1% from year to year. The 2013 rate was 1% lower than 2012 and 7% above the 2004 level. The 2013 decrease is due mainly to increases in professional services.

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX  
Budgeted Staffing Trends  
Last Ten Years  
(Unaudited)**

<b>Year</b>	<b>Transportation</b>	<b>Maintenance</b>	<b>Administrative and General</b>	<b>Total</b>
2004	600	184	155	939
2005	600	193	156	949
2006	585	182	168	935
2007	639	204	168	1,011
2008	656	195	170	1,021
2009	641	197	137	975
2010	653	199	137	989
2011	653	199	139	991
2012	693	198	148	1,039
2013	719	201	157	1,077



The greatest fluctuation during the 10-year period was in the Transportation area with 2013 staffing approximately 3.75% above the peak level of the 10-year period shown above. Staffing level increased as a result of increase in service demand. Despite the Transportation staff increase, the organization wide total from year to year varied less than 15.18% with an overall increasing trend.

Source: Annual Budgets

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

**Top Ten Employers  
Service Area Employers  
Current Year and Nine Years Ago  
(Unaudited)**

Company	2013			2004		
	Number of Full Time Employees	Rank	Percentage of Total Employment	Number of Full Time Employees	Rank	Percentage of Total Employment
Walt Disney World Company	69,000	1	5.89%	53,500	1	5.78%
Florida Hospital	25,712	2	2.19%	14,225	3	1.54%
Orange County Public Schools	21,984	3	1.88%	22,807	2	2.46%
Universal Studios Florida	17,300	4	1.48%	12,000	6	1.30%
Orlando Regional Healthcare	14,310	5	1.22%	12,754	5	1.38%
University of Central Florida	11,078	6	0.94%	8,250	10	0.89%
Seminole County Public Schools	7,733	7	0.66%	8,490	9	0.92%
Darden Restaurants	7,600	8	0.65%	N/A	N/A	N/A
Lockheed Martin Corporation	7,400	9	0.63%	N/A	N/A	N/A
Orange County Government	6,508	10	0.56%	9,606	8	1.03%
Wal Mart	N/A	N/A	N/A	13,139	4	1.42%
Publix Supermarkets Inc.	N/A	N/A	N/A	9,927	7	1.07%
Other Employers	983,279		83.90%	761,552		82.21%
Region Total	1,171,904		100.00%	926,250		100.00%

## Notes:

N/A = Not Available

## Sources:

Metro Orlando Economic Development Commission

Orange County Public Schools

Orlando Health

University of Central Florida Office of Institutional Research

Seminole County Public Schools

Orange County Government, Florida

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

**Employment Percentage by Industry**

**Service Region**

**Last Ten Years**

(Unaudited)

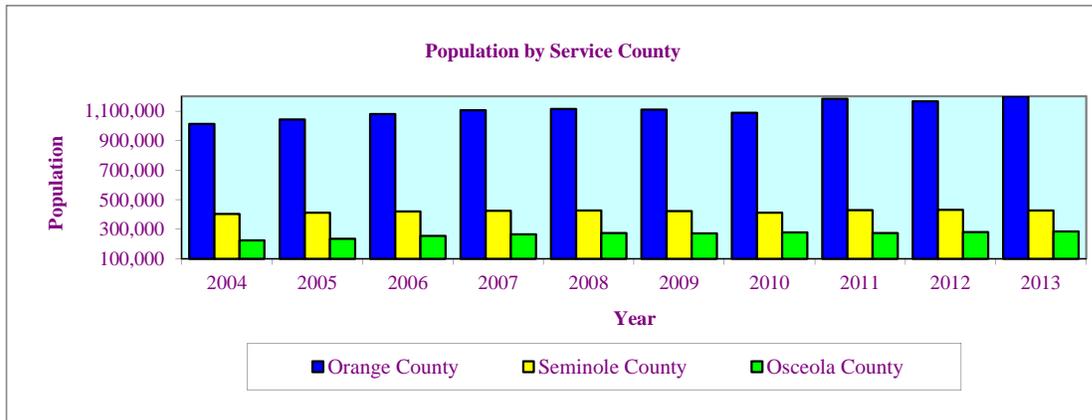
<b>Year</b>	<b>Manufacturing</b>	<b>Construction</b>	<b>Transportation</b>	<b>Finance</b>	<b>Government</b>	<b>Retail Trade</b>	<b>Service</b>	<b>Total</b>
2004	4.4%	7.0%	4.9%	6.0%	11.0%	24.3%	42.4%	100.0%
2005	4.3%	7.6%	4.3%	6.0%	10.8%	22.8%	44.2%	100.0%
2006	4.1%	8.0%	4.9%	6.2%	10.6%	20.3%	45.9%	100.0%
2007	4.0%	7.8%	4.9%	5.9%	11.0%	20.6%	45.8%	100.0%
2008	3.8%	6.6%	3.9%	6.2%	11.0%	15.3%	53.2%	100.0%
2009	3.9%	6.0%	3.1%	6.4%	11.7%	11.1%	57.8%	100.0%
2010	3.7%	4.8%	3.0%	6.0%	11.7%	11.4%	59.4%	100.0%
2011	3.6%	4.6%	3.1%	6.1%	11.5%	11.8%	59.3%	100.0%
2012	3.6%	4.2%	3.0%	6.2%	11.3%	12.3%	59.4%	100.0%
2013	3.5%	4.5%	2.9%	6.4%	11.0%	12.2%	59.5%	100.0%

Source: Metro Orlando Economic Development Commission

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

**Population by Service County  
Last Ten Years  
(Unaudited)**

<b>Year</b>	<b>Orange County</b>	<b>Seminole County</b>	<b>Osceola County</b>	<b>Region Total</b>
2004	1,013,937	403,361	225,816	1,643,114
2005	1,043,437	411,744	235,156	1,690,337
2006	1,079,524	420,667	255,903	1,756,094
2007	1,105,603	425,698	266,123	1,797,424
2008	1,114,979	426,413	273,709	1,815,101
2009	1,108,882	423,759	272,788	1,805,429
2010	1,087,971	412,660	278,153	1,778,784
2011	1,183,903	429,169	275,010	1,888,082
2012	1,166,730	430,738	281,294	1,878,762
2013	1,199,801	427,977	286,001	1,913,779

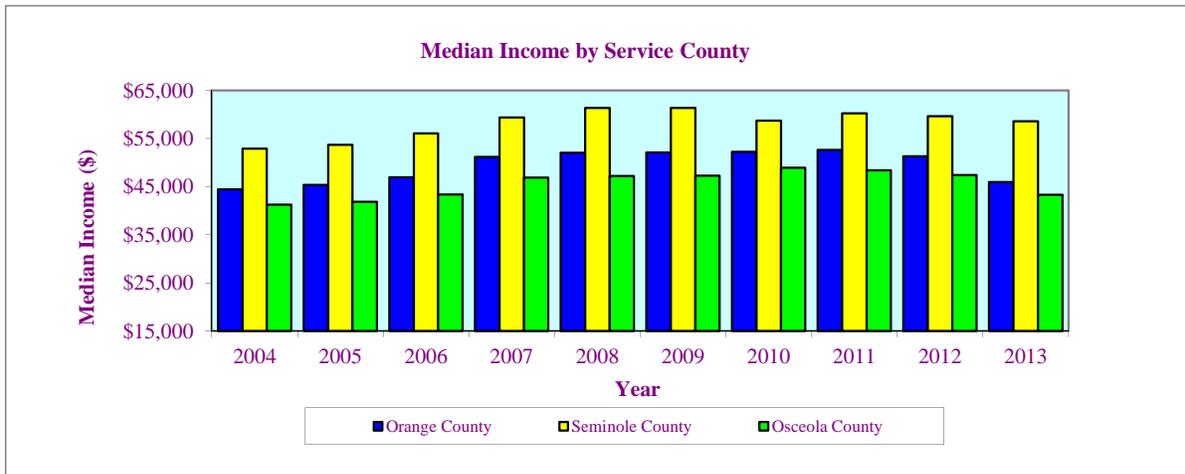


The population of the tri-county area, as a whole, increased approximately 1.86 % from 2012. There was an increase every year except for 2009, 2010 and 2012. The greatest growth was in Orange County, where the population grew approximately 2.83% compared to the previous year.

Source: Metro Orlando Economic Development Commission

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX  
Median Household Income by Service County  
Last Ten Years  
(Unaudited)**

<b>Year</b>	<b>Orange County</b>	<b>Seminole County</b>	<b>Osceola County</b>
2004	\$44,456	\$52,881	\$41,250
2005	\$45,330	\$53,675	\$41,872
2006	\$46,963	\$56,072	\$43,336
2007	\$51,188	\$59,354	\$46,890
2008	\$52,062	\$61,378	\$47,228
2009	\$52,130	\$61,374	\$47,244
2010	\$52,232	\$58,703	\$48,942
2011	\$52,624	\$60,210	\$48,367
2012	\$51,338	\$59,609	\$47,386
2013	\$45,968	\$58,573	\$43,332

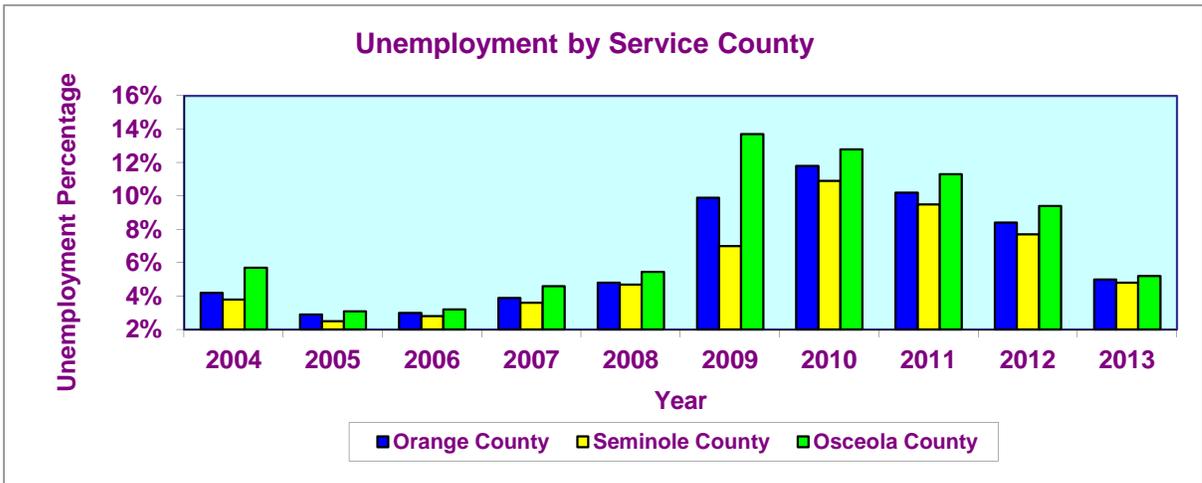


Median household income is useful in public transportation planning because it is one determinant of the need for, and probability of use, of public transportation. The lower the median income the greater, in most cases, will be the need for, and use of, public transportation. Overall the tri-county area median income decreased from 2012.

Source: Metro Orlando Economic Development Commission

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX  
Unemployment by Service County  
Last Ten Years  
(Unaudited)**

<b>Year</b>	<b>Orange County</b>	<b>Seminole County</b>	<b>Osceola County</b>	<b>Region Average</b>
2004	4.2%	3.8%	5.7%	4.2%
2005	2.9%	2.5%	3.1%	3.0%
2006	3.0%	2.8%	3.2%	3.1%
2007	3.9%	3.6%	4.6%	3.3%
2008	4.8%	4.7%	5.5%	5.0%
2009	9.9%	7.0%	13.7%	10.2%
2010	11.8%	10.9%	12.8%	11.8%
2011	10.2%	9.5%	11.3%	10.3%
2012	8.4%	7.7%	9.4%	8.4%
2013	5.0%	4.8%	5.2%	4.9%

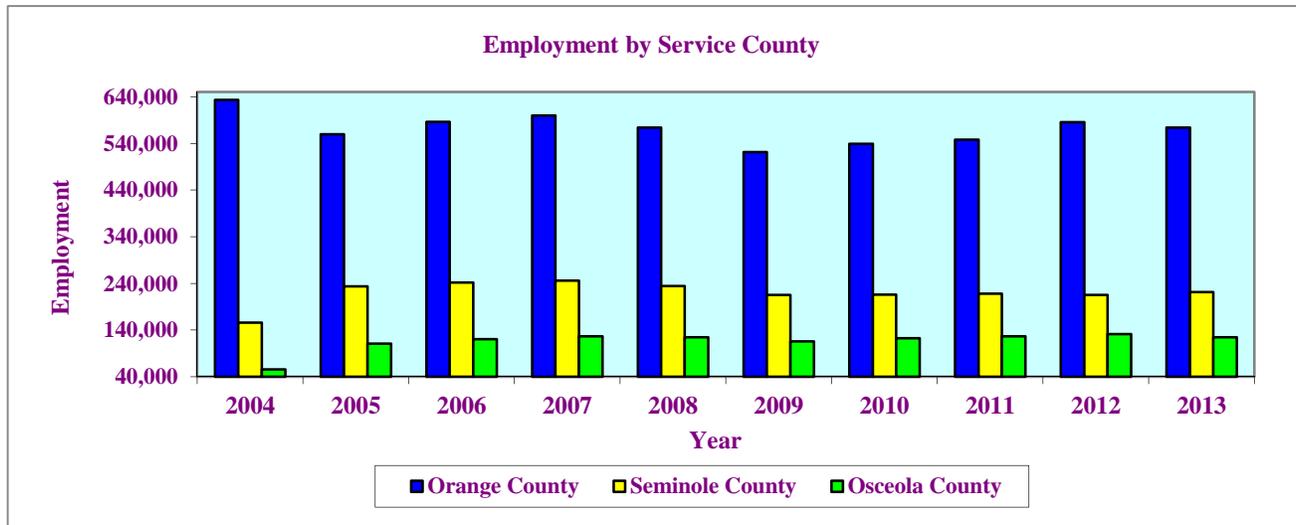


Employment and Unemployment trends are useful in the analysis of the economic vitality of a local economy. The availability of public transportation removes transportation barriers to employment, a factor which contributes to the continued need for public transportation. The yearly percentages by county are annual averages, non-seasonal based. The tri-county average for fiscal year 2013 was 4.9%, with Osceola at 5.2% having the highest unemployment. On the favorable side, each service county posted a decline in unemployment compared to 2012.

Source: Metro Orlando Economic Development Commission

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX  
Employment by Service County  
Last Ten Years  
(Unaudited)**

<b>Year</b>	<b>Orange County</b>	<b>Seminole County</b>	<b>Osceola County</b>	<b>Region Total</b>
2004	633,500	155,845	55,856	845,201
2005	559,852	233,747	110,867	904,466
2006	586,102	242,061	120,684	948,847
2007	599,487	245,764	126,783	972,034
2008	574,090	234,275	124,406	932,771
2009	521,623	215,016	115,643	852,282
2010	539,404	216,202	122,843	878,449
2011	547,816	218,049	126,431	892,296
2012	585,472	215,521	131,146	932,139
2013	573,570	221,385	124,539	919,494



The tri-county area has experienced growth in employment every year except 2008, 2009 & 2013 due to the recession. Recovery has been slow and painful, with 2013 being only 1.37% below the depressed level of 2012 and 7.89% above the 2009 level. Hardest hit was Seminole County, where employment in 2013 was still 9.92% below the peak reached in 2007.

Source: Metro Orlando Economic Development Commission

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX  
General Statistical Trends  
Last Ten Years  
(Unaudited)**

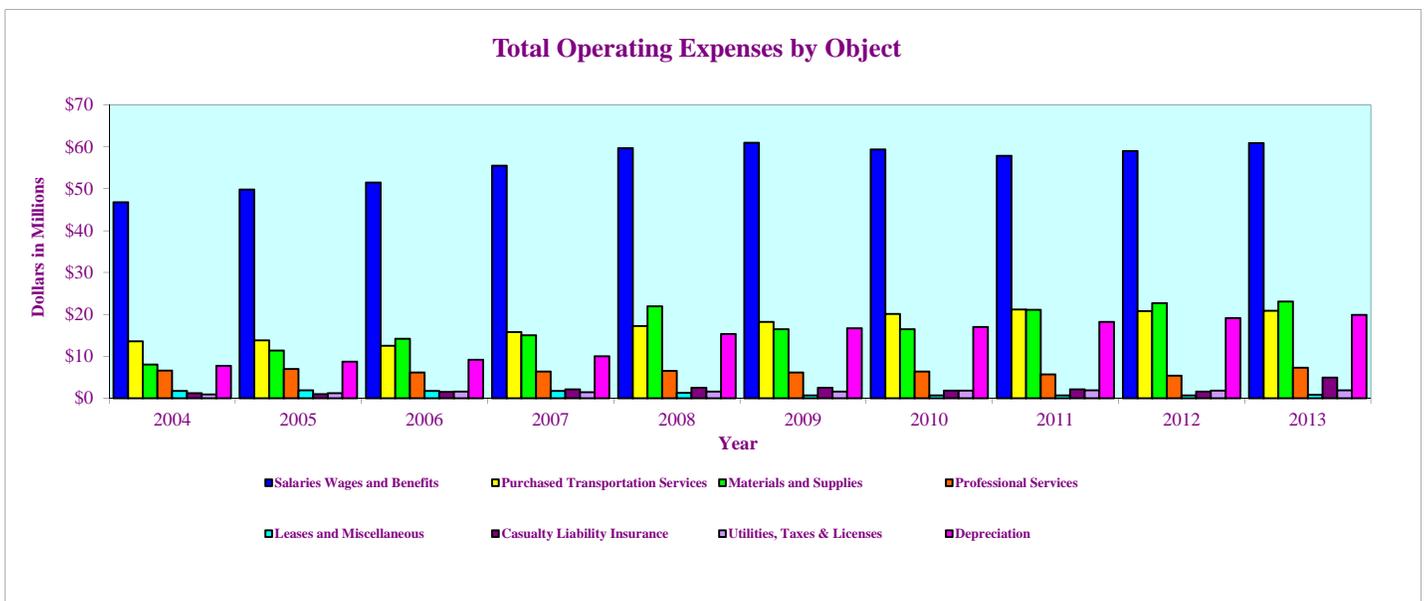
<b>FISCAL YEAR</b>	<b>RIDERSHIP</b>	<b>NUMBER OF PEAK VEHICLES</b>	<b>ACTUAL VEHICLE MILES</b>	<b>ACTUAL VEHICLE HOURS</b>
2004	22,677,846	230	14,081,562	987,450
2005	24,030,234	237	14,478,451	1,013,865
2006	24,570,957	240	14,726,834	1,033,796
2007	26,078,255	240	15,475,289	1,058,929
2008	26,427,067	238	16,739,475	1,162,852
2009	23,747,795	234	16,225,409	1,108,783
2010	24,780,704	223	16,570,711	1,111,073
2011	26,996,158	225	16,503,043	1,108,489
2012	28,184,740	225	17,258,824	1,125,323
2013	28,801,896	232	16,058,513	1,126,466

SOURCES: NTD report (MotorBus)

Number of vehicles exclude vehicles not in service at the end of the fiscal year.

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX**  
**Operating Expenses by Object**  
**Last Ten Years**  
Dollars in Millions  
(Unaudited)

Fiscal Year	Salaries Wages and Benefits	Purchased Transportation Services	Materials and Supplies	Professional Services	Leases and Miscellaneous	Casualty Liability Insurance	Utilities, Taxes & Licenses	Depreciation	Total Operating Expenses
2004	\$46.8	\$13.6	\$8.0	\$6.6	\$1.7	\$1.2	\$0.9	\$7.7	\$86.5
2005	\$49.8	\$13.8	\$11.4	\$7.0	\$1.9	\$1.0	\$1.2	\$8.7	\$94.8
2006	\$51.5	\$12.5	\$14.2	\$6.1	\$1.7	\$1.5	\$1.6	\$9.2	\$98.3
2007	\$55.5	\$15.8	\$15.0	\$6.4	\$1.7	\$2.1	\$1.4	\$10.0	\$107.9
2008	\$59.7	\$17.2	\$21.9	\$6.5	\$1.3	\$2.5	\$1.6	\$15.3	\$126.0
2009	\$61.0	\$18.2	\$16.5	\$6.1	\$0.7	\$2.5	\$1.6	\$16.7	\$123.3
2010	\$59.4	\$20.1	\$16.5	\$6.4	\$0.7	\$1.8	\$1.8	\$17.0	\$123.7
2011	\$57.9	\$21.2	\$21.1	\$5.7	\$0.7	\$2.1	\$1.9	\$18.2	\$128.8
2012	\$59.0	\$20.8	\$22.7	\$5.4	\$0.7	\$1.6	\$1.8	\$19.1	\$131.1
2013	\$60.9	\$20.9	\$23.1	\$7.3	\$0.8	\$4.9	\$1.9	\$19.9	\$139.7

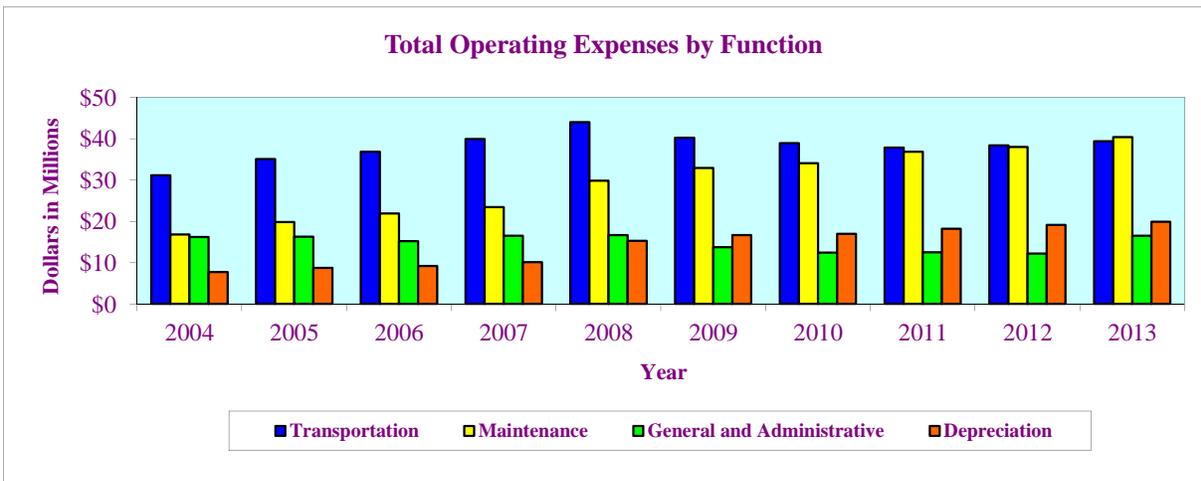


The table and graph show the annual amount for each of the 8 primary object classifications of operating expenses during the last ten years. Total operating expenses for fiscal year 2013 reflects a 61.5% increase from fiscal year 2004. At 43.6% of total operating expenses in fiscal year 2013, the Salaries, Wages and Benefits object is the largest object and has increased by 3.22% as compared to fiscal year 2012 due to increases in scheduled services to meet ridership demand.

Source: Financial Statements

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX**  
**Operating Expenses by Function**  
**Last Ten Years**  
Dollars in Millions  
(Unaudited)

Fiscal Year	Transportation	Maintenance	Paratransit	General and Administrative	Depreciation	Total Operating Expenses
2004	\$31.1	\$16.8	\$14.7	\$16.2	\$7.7	\$86.5
2005	\$35.1	\$19.8	\$14.9	\$16.3	\$8.7	\$94.8
2006	\$36.8	\$21.9	\$15.2	\$15.2	\$9.2	\$98.3
2007	\$39.9	\$23.4	\$18.0	\$16.5	\$10.1	\$107.9
2008	\$44.0	\$29.8	\$20.2	\$16.7	\$15.3	\$126.0
2009	\$40.2	\$32.9	\$19.8	\$13.7	\$16.7	\$123.3
2010	\$38.9	\$34.1	\$21.3	\$12.4	\$17.0	\$123.7
2011	\$37.8	\$36.8	\$23.5	\$12.5	\$18.2	\$128.8
2012	\$38.4	\$38.0	\$23.4	\$12.2	\$19.1	\$131.1
2013	\$39.4	\$40.4	\$23.5	\$16.5	\$19.9	\$139.7

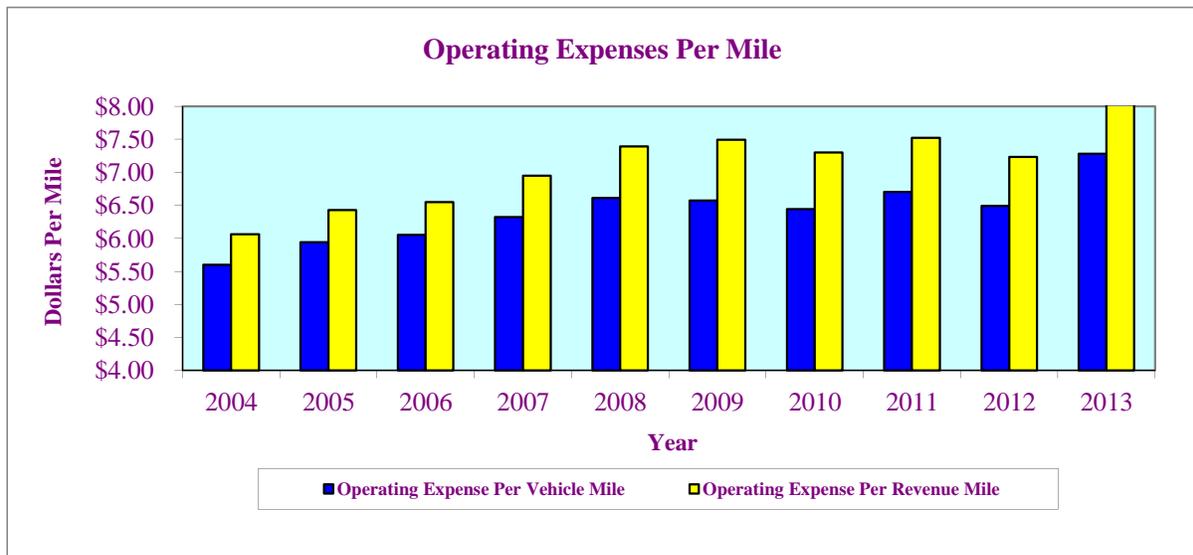


This table and graph show operating expenses by function for the last ten years. Total operating expenses for 2013 are 61.5 % greater than 2004. Maintenance expenses in 2013 are 140.5% over the 2004 level; the greatest increase is due to increased demand for maintenance services resulting from an expanded revenue vehicles fleet and completion of office and maintenance facilities during the last 10-year period. Depreciation costs rose 158.4% over the same period due to acquisition of new vehicles and completion of new office and maintenance buildings in 2007 and 2008. Transportation expenses increased each year through 2008 due mainly to expanded service routes. Efficiencies resulting mainly from route elimination and rearrangement lead to a decrease in the transportation cost beginning 2009. General and Administrative costs have fluctuated during the period reaching a peak in 2008 and decreasing from 2009 through 2012 due to reduction in staffing level. The 2013 increase for General and Administrative costs is due largely to an increase in general liability expenses during the fiscal year.

Source: Financial Statements

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX**  
**Operating Expenses Per Mile**  
**Last Ten Years**  
(Unaudited)

<b>Fiscal Year</b>	<b>Vehicle Miles</b>	<b>Revenue Miles</b>	<b>Operating Expense Per Vehicle Mile</b>	<b>Operating Expense Per Revenue Mile</b>
2004	14,081,298	13,006,713	\$5.60	\$6.06
2005	14,488,566	13,398,280	\$5.94	\$6.43
2006	14,726,834	13,593,266	\$6.05	\$6.55
2007	15,475,289	14,072,186	\$6.32	\$6.95
2008	16,739,475	14,985,672	\$6.61	\$7.39
2009	16,215,911	14,230,128	\$6.57	\$7.49
2010	16,570,711	14,612,279	\$6.44	\$7.30
2011	16,503,043	14,714,555	\$6.70	\$7.52
2012	17,258,824	15,487,372	\$6.49	\$7.23
2013	16,058,513	14,468,719	\$7.28	\$8.07



The table and graph show total miles and operating expenses per mile by year for the past ten years. These provide, directly and indirectly, some key operational indicators such as efficiency in use of operating assistance funding and the quality of the maintenance program. There was a steady increase in Revenue Miles and Vehicles Miles until 2009 when service was reduced due to budgetary constraints. The increase in Operating Expense Per Revenue Mile is reflective of increase in cost for material and services without a corresponding increase in miles and ridership. In 2013 the increase in Operating Expense Per Vehicle Mile and Revenue Mile is due to increases in maintenance costs, professional services and general liability. The ratio of Revenue Miles versus Vehicle Miles represents the level of service miles delivered to patrons versus the total level of miles required to service all routes.

Source: Financial Statements  
National Transit Database report

**CENTRAL FLORIDA REGIONAL TRANSPORTATION d/b/a  
LYNX  
Risk Management  
Insurance Policies - Fiscal Year 2013  
(Unaudited)**

Insurance Company	Policy	Premium	Limits	Deductible/SIR	Commission/Fee
<b>Zurich American Insurance Co.</b>				\$71,323,800	0%
	Property	\$159,430		\$10,000, except \$5,000 Contractor's Equipment/EDP 2% Named Windstorm, \$25,000 All Other Wind/Flood	
	Named Windstorm	Included		\$1,725,000	Per Occurrence
	Flood	Included		\$10,000,000	
	Ordinance & Law	Included		\$10,000,000	
	Debris Removal	Included		\$5,000,000	
	Boiler & Machinery	Included		\$50,000,000	\$10,000 / 24 Hours
	<b>Sub-total</b>	<b>\$159,430</b>			
<b>PGIT (Preferred Governmental Insurance Trust)</b>	<b>Crime</b>	\$1,175			0%
	Forgery & Alteration	Included		\$100,000	\$1,000
	TDD	Included		\$50,000	\$1,000
	Employee Dishonesty	Included		\$250,000	\$1,000
	Computer Fraud	Included		\$250,000	\$1,000
	<b>Sub-total</b>	<b>\$1,175</b>			
	<b>General Liability</b>				0%
	General Liability	\$27,589	\$1,000,000/\$2,000,000		\$200,000
	EBL	Included		\$1,000,000	\$200,000
	<b>Sub-total</b>	<b>\$27,589</b>			
	<b>Public Officials/EPLI</b>				0%
	Public Officials	\$27,258		\$2,000,000	\$100,000
	EPLI	\$16,706		\$2,000,000	\$100,000
	<b>Sub-total</b>	<b>\$43,964</b>			
	<b>Automobile</b>				0%
	Auto Liability/UM/MedPay	Rejected		N/A	N/A
	Auto Physical Damage	\$128,298		Symbol 10	\$1,000 / \$10,000
	<b>Sub-total</b>	<b>\$128,298</b>			
	<b>Total Premium This Page</b>	<b>\$360,456</b>			

**CENTRAL FLORIDA REGIONAL TRANSPORTATION d/b/a  
LYNX  
Risk Management  
Insurance Policies - Fiscal Year 2013  
(Unaudited)**

<b>Insurance Company</b>	<b>Policy</b>	<b>Premium</b>	<b>Limits</b>	<b>Deductible/SIR</b>	<b>Commission/Fee</b>
Lynx Self-Insured	Workers Compensation		Rejected	N/A	
PGIT (Preferred Governmental Insurance Trust)	<b>Automobile (Road Rangers)</b>				0%
	Auto Liability	\$44,130	\$300,000	\$0	
	PIP	Included	Statutory	\$0	
	UM/UIM	Included	\$50,000		
	Auto Physical Damage	Included	Symbol 10		
	Garage/Garagekeepers	\$0			
	<b>Sub-total</b>	<b>\$44,130</b>			
St. Paul Fire & Marine	<b>Travelers Automobile</b>				0%
	Auto Liability	\$64,461	\$3,000,000	\$200,000	
	UM/UIM	Rejected			
	Auto Physical Damage	Not Covered			
	<b>Sub-total</b>	<b>\$64,461</b>			
U.S. Specialty	<b>Fiduciary</b>	<b>\$4,994</b>	\$2,000,000	\$5,000	0%
Great American E&S Insurance	<b>Environmental</b>	<b>\$21,262</b>	\$1,000,000/\$3,000,000	\$25,000 / \$50,000	0%
Arthur J. Gallagher	<b>Brokerage Fee</b>	<b>\$50,000</b>			\$50,000
	<b>Total Premium This Page</b>	<b>\$184,847</b>			
<b>Grand Total Premiums</b>		<b>\$545,303</b>			

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CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX  
 SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
 YEAR ENDED SEPTEMBER 30, 2013

FEDERAL GRANTOR/PROGRAM TITLE	Federal CFDA Number	Project Number	Program or Award Amount	September 30, 2012 Receivable	Receipts	Expenditures	September 30, 2013 Receivable
Department of Homeland Security							
Rail and Transit Security Grant Program	97.075	10-DS-52-06-58-20-236	\$ 747,280	\$ 82,878	\$ (221,188)	\$ 138,310	\$ -
	97.075	09-DS-43-06-58-20-359	1,313,284	21,714	(493,093)	471,379	-
	97.075	2010-RA-T0-0034	516,463	449	(59,125)	58,676	-
	97.075	2009-RA-T9-0045	1,696,404	220,559	(320,371)	99,812	-
			<u>4,273,431</u>	<u>325,600</u>	<u>(1,093,777)</u>	<u>768,177</u>	<u>-</u>
Department of Transportation Federal Highway Administration							
Highway Planning and Construction							
State Infrastructure Bank Loan passed through Florida Department of Transportation	20.205	AO170	7,140,000	-	(1,321,312)	1,321,312	-
Capital assistance	20.205	FL15-X005	2,071,000	-	(152,177)	160,458	8,281
			<u>9,211,000</u>	<u>-</u>	<u>(1,473,489)</u>	<u>1,481,770</u>	<u>8,281</u>
Department of Transportation Federal Transit Cluster							
Passed through the City of Orlando	20.500	FL03-0126	11,144,100	20,265	-	-	20,265
Capital assistance	20.500	FL03-0340	7,920,000	306,697	(1,747,909)	2,768,286	1,327,074
Capital assistance	20.500	FL04-0052	5,903,200	-	(81,131)	103,177	22,046
Capital assistance	20.500	FL04-0112	1,149,050	46,518	(134,948)	94,302	5,872
Capital assistance	20.500	FL04-0116	5,565,528	-	(970,169)	976,441	6,272
Capital assistance	20.500	FL04-0147	1,233,132	847	(923)	76	-
Capital assistance	20.500	FL04-0161	2,050,000	3,915	(27,161)	1,538,455	1,515,209
Capital assistance	20.500	FL04-0163	2,000,000	2,655	(484,511)	892,957	411,101
Capital assistance	20.500	FL04-0172	1,056,800	-	-	6,851	6,851
Capital assistance	20.500	FL05-0113	722,205	-	(496,289)	626,274	129,985
			<u>38,744,015</u>	<u>380,897</u>	<u>(3,943,041)</u>	<u>7,006,819</u>	<u>3,444,675</u>
Capital assistance	20.507	FL90-X653	21,038,123	440,944	(514,451)	73,507	-
Capital assistance	20.507	FL90-X688	22,317,593	527,527	(1,918,821)	1,531,206	139,912
Capital assistance	20.507	FL90-X726	22,243,009	419,505	(2,055,628)	1,951,240	315,117
Capital assistance	20.507	FL90-X757	1,274,422	8,511	(153,383)	147,799	2,927
Capital assistance	20.507	FL90-X773	20,549,869	5,242,757	(7,742,257)	3,201,960	702,460
Capital assistance	20.507	FL90-X789	20,903,149	2,729,284	(3,475,665)	12,997,678	12,251,297
Capital assistance	20.507	FL90-X826	23,509,503	-	-	2,334,169	2,334,169
Capital assistance	20.507	FL95-X026	6,013,990	15,840	(951,421)	937,308	1,727
Capital assistance	20.507	FL95-X054	6,025,050	4,620	(5,580,950)	5,591,405	15,075
Capital assistance	20.507	FL95-X060	8,767,706	213,760	-	171,826	385,586
Capital assistance	20.507	FL95-X068	6,297,975	-	-	343,470	343,470
Capital assistance	20.507	FL96-X003 ARRA	29,574,615	121,683	(1,695,020)	3,646,705	2,073,368
			<u>188,515,004</u>	<u>9,724,431</u>	<u>(24,087,596)</u>	<u>32,928,273</u>	<u>18,565,108</u>
Total Federal Transit Cluster			<u>227,259,019</u>	<u>10,105,328</u>	<u>(28,030,637)</u>	<u>39,935,092</u>	<u>22,009,783</u>
Federal Transit: National Infrastructure Investments							
Capital assistance	20.933	FL79-0001	13,000,000	393,722.00	(2,013,263)	1,968,265	348,724
			<u>13,000,000</u>	<u>393,722.00</u>	<u>(2,013,263)</u>	<u>1,968,265</u>	<u>348,724</u>
Federal Transit: Metropolitan Transportation Planning							
Passed through the Metroplan Orlando	20.505	FL80-X020	228,651	3,999	(3,999)	-	-
	20.505	FL80-X021	260,183	38,124	(91,838)	65,041	11,327
	20.505	FL80-X022	260,746	-	(227,697)	260,746	33,049
			<u>749,580</u>	<u>42,123</u>	<u>(323,534)</u>	<u>325,787</u>	<u>44,376</u>

(Continued)

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX  
 SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
 YEAR ENDED SEPTEMBER 30, 2013

FEDERAL GRANTOR/PROGRAM TITLE	Federal CFDA Number	Project Number	Program or Award Amount	September 30, 2012 Receivable	Receipts	Expenditures	September 30, 2013 Receivable
<b>Federal Transit: Formula Grants for Rural Areas</b>							
Passed through Florida Department of Transportation							
Capital Assistance	20.509	AOV68	484,816	484,816	(484,816)	-	-
Capital Assistance	20.509	AQU34	495,304	-	(241,362)	495,304	253,942
			<u>980,120</u>	<u>484,816</u>	<u>(726,178)</u>	<u>495,304</u>	<u>253,942</u>
<b>Federal Transit: Public Transportation Research</b>							
Planning assistance							
	20.514	FL26-0010	1,247,913	93,157	(143,661)	50,504	-
	20.514	FL26-7107	500,000	91,161	(100,000)	31,259	22,420
			<u>1,747,913</u>	<u>184,318</u>	<u>(243,661)</u>	<u>81,763</u>	<u>22,420</u>
<b>Federal Transit: Job Access Reverse Commute</b>							
	20.516	APF84	873,576	119,653	(187,044)	99,761	32,370
	20.516	AQN92	587,775	55,757	(172,253)	235,350	118,854
	20.516	AR064	840,000	-	-	13,024	13,024
	20.516	FL37-X062	1,440,377	28,579	(314,305)	366,553	80,827
	20.516	FL37-X076	1,412,661	-	(28,266)	31,782	3,516
			<u>5,154,389</u>	<u>203,989</u>	<u>(701,868)</u>	<u>746,470</u>	<u>248,591</u>
<b>Federal Transit Enhanced Mobility of Seniors and Individuals with Disabilities</b>							
Capital assistance							
	20.513	FL16-0037	800,064	-	(576,184)	576,184	-
			<u>800,064</u>	<u>-</u>	<u>(576,184)</u>	<u>576,184</u>	<u>-</u>
<b>Federal Transit: New Freedom Program</b>							
	20.521	APF85	732,841	-	-	-	-
	20.516	AQN91	537,729	-	(26,059)	42,471	16,412
	20.521	FL57-X012	730,803	-	-	-	-
	20.521	FL57-X034	866,759	176,381	(329,893)	181,346	27,834
	20.521	FL57-X042	868,092	-	(298,061)	373,321	75,260
			<u>3,736,224</u>	<u>176,381</u>	<u>(654,013)</u>	<u>597,138</u>	<u>119,506</u>
<b>Total Transit Services Program Cluster</b>			<u>9,690,677</u>	<u>380,370</u>	<u>(1,932,065)</u>	<u>1,919,792</u>	<u>368,097</u>
<b>Federal Transit - Alternatives Analysis Planning Assistance</b>							
	20.522	FL39-0005	926,000	1,194	(1,194)	-	-
	20.522	FL39-0011	800,000	76,449	(404,258)	334,722	6,913
	20.522	FL39-0013	1,200,000	2,893	(3,394)	191,284	190,783
			<u>2,926,000</u>	<u>80,536</u>	<u>(408,846)</u>	<u>526,006</u>	<u>197,696</u>
<b>TOTAL EXPENDITURES OF FEDERAL AWARDS</b>			\$ <u>269,837,740</u>	11,996,813	\$ <u>(36,245,450)</u>	47,501,956	\$ 23,253,319
<b>Due to FDOT</b>				110,386			-
<b>Total Receivable</b>				\$ <u>12,107,199</u>			\$ <u>23,253,319</u>
<b>NONOPERATING REVENUE PORTION</b>						19,060,183	
<b>SIB LOAN</b>						1,321,312	
<b>CONTRIBUTED CAPITAL</b>						\$ <u>27,120,461</u>	

See Notes to Schedules of Expenditures of Federal Awards and Local and State Financial Assistance

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX  
SCHEDULE OF LOCAL FINANCIAL ASSISTANCE  
YEAR ENDED SEPTEMBER 30, 2013

GRANT NUMBER/ SOURCE	Program or Award Amount	September 30, 2012		September 30, 2013	
		Unearned (Receivable)	Transfers/ Receipts	Expenditures	Unearned (Receivable)
<b>LOCAL MATCHING GRANTS:</b>					
N/A, APF84	\$ 873,576	\$ -	\$ 99,761	\$ 99,761	\$ -
N/A, AQN91	537,729	-	42,470	42,470	-
N/A, AQN92	587,775	-	235,350	235,350	-
N/A, AQP30	2,930,040	-	246,263	246,263	-
N/A, AQU34	495,304	-	495,304	495,304	-
N/A, AQV49	9,349,670	-	9,349,670	9,349,670	-
N/A, AR064	840,000	-	13,024	13,024	-
N/A, AR205	3,727,749	-	103,713	103,713	-
N/A, FL-37-X062	1,440,377	-	335,965	335,965	-
N/A, FL-37-X076	1,412,661	-	31,683	31,683	-
N/A, FL-39-0011	800,000	-	83,680	83,680	-
N/A, FL-39-0013	1,200,000	-	47,821	47,821	-
N/A, FL-57-X034	866,759	-	142,510	142,510	-
N/A, FL-57-X042	868,092	-	373,281	373,281	-
N/A, FL-90-X757	1,274,422	-	140,935	140,935	-
N/A, FL-90-X789	20,903,149	-	1,005,349	1,005,349	-
N/A, FL90-X826	23,509,503	-	444,651	444,651	-
Orange County (LYNX Operating Center)	-	984 *	-	-	984 *
Orange County (Bus Lease)	-	90,292 *	1,175,754	1,175,754	90,292 *
Private Partners (Shelters and Vans)	-	121,824	-	10,580	111,244
City of Altamonte Springs (FlexBus Project)	-	445,474 *	(445,474)	-	- *
City of Orlando (LYNX-Orlando Trail Project)	1,541,415	308,283	-	331	307,952
City of Orlando (LYMMO East-West Project)	9,920,000	1,818,817	98,005	790,076	1,126,746
City of Orlando (LYMMO Parramore Project)	16,250,000	-	731,889	177,889	554,000
City of Orlando (Mills District Shelter Project)	70,000	-	70,000	-	70,000
Other Local Capital	-	86,115	-	-	86,115
<b>Total matching grants</b>	<b>\$ 99,398,221</b>	<b>\$ 2,871,789</b>	<b>\$ 14,821,604</b>	<b>15,346,060</b>	<b>\$ 2,347,333</b>
Customer fares and operating assistance				13,206,420	
Contributed capital portion				\$ 2,139,640	
<b>LOCAL GRANTS AND CONTRACT SERVICES:</b>					
<b>Operating assistance:</b>					
Orange County operating		\$ -	\$ 32,407,302	\$ 32,407,302	\$ -
City of Orlando		-	3,497,282	3,497,282	-
Seminole County		-	1,450,760	1,450,760	-
Osceola County		-	1,577,502	1,577,502	-
		-	-	-	-
<b>Total nonoperating revenue portion</b>		<b>\$ -</b>	<b>\$ 38,932,846</b>	<b>\$ 38,932,846</b>	<b>\$ -</b>
<b>Contract services:</b>					
Seminole County		\$ -	\$ 2,277,232	\$ 2,277,232	\$ -
Osceola County		-	2,784,892	2,784,892	-
City of Orlando (LYMMO)		(100,072)	1,217,081	1,260,416	(143,407)
City of Altamonte Springs		-	120,900	120,900	-
City of St. Cloud		-	161,999	161,999	-
City of Sanford		(7,750)	456,706	448,956	-
Hilton		-	3,282	3,282	-
University of Central Florida (UCF)		-	104,087	148,577	(44,490)
Shingle Creek		(58,841)	116,372	65,988	(8,457)
Polk County		(22,538)	725,476	728,762	(25,824)
Votran		(23,939)	122,002	116,350	(18,287)
State Farm		242,250	337,999	326,750	253,499
Other Agencies		-	-	-	-
Lake County		-	193,362	236,752	(43,390)
<b>Total Local Financial Assistance</b>		<b>29,110</b>	<b>8,621,390</b>	<b>8,680,856</b>	<b>(30,356)</b>
<b>Other Contractual Services</b>					
Local - Shuttles		-	141,149	141,149	-
State - Transportation Disadvantage		(713,670)	2,930,038	3,149,788	(933,420)
State - Medicaid		(1,000,953)	5,844,123	5,769,777	(926,607)
Other Contractual Services		-	11,703	11,703	-
<b>Total Other Contractual Services</b>		<b>(1,714,623)</b>	<b>8,927,013</b>	<b>9,072,417</b>	<b>(1,860,027)</b>
<b>Total contract services</b>		<b>\$ (1,685,513)</b>	<b>\$ 17,548,403</b>	<b>\$ 17,753,273</b>	<b>\$ (1,890,383)</b>

\*These amounts are not receivables or deferrals, but are included as restricted net position, as they relate to receipts that are restricted for matching. See notes to Schedules of Expenditures of Federal Awards and Local and State Financial Assistance.

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX  
 SCHEDULE OF STATE FINANCIAL ASSISTANCE  
 YEAR ENDED SEPTEMBER 30, 2013

STATE GRANTOR PROGRAM TITLE, CONTRACT NO., WPI NO., JOB NO.	CSFA Number	Program or Award Amount	September 30, 2012 Receivable	Receipts/ Adjustments	Expenditures	September 30, 2013 Receivable
<b>Florida Department of Transportation</b>						
N/A, FL16-0037	N/A	\$ 100,008	\$ -	\$ (72,023)	\$ 72,023	\$ -
		<u>100,008</u>	<u>-</u>	<u>(72,023)</u>	<u>72,023</u>	<u>-</u>
N/A, AOY43	55.010	9,021,604	4,510,801	(4,510,801)	-	-
N/A, AQV49	55.010	9,349,670	-	(4,674,835)	9,349,670	4,674,835
		<u>18,371,274</u>	<u>4,510,801</u>	<u>(9,185,636)</u>	<u>9,349,670</u>	<u>4,674,835</u>
N/A, APJ28	55.012	200,000	22,783	(22,783)	-	-
N/A, APQ48	55.012	324,378	-	(324,378)	324,378	-
N/A, APQ84	55.012	440,500	23,451	(23,451)	-	-
		<u>964,878</u>	<u>46,234</u>	<u>(370,612)</u>	<u>324,378</u>	<u>-</u>
N/A AOE57	55.026	6,077,000	-	-	955,729	955,729
		<u>6,077,000</u>	<u>-</u>	<u>-</u>	<u>955,729</u>	<u>955,729</u>
<b>Total Florida Department of Transportation</b>		<u>25,513,160</u>	<u>4,557,035</u>	<u>(9,628,271)</u>	<u>10,701,800</u>	<u>5,630,564</u>
<b>Florida Transportation Disadvantaged Commission</b>						
N/A, AQP30	55.001	2,930,039	713,670	(2,930,039)	2,216,369	-
N/A, AR205	55.001	3,727,749	-	-	933,420	933,420
		<u>6,657,788</u>	<u>713,670</u>	<u>(2,930,039)</u>	<u>3,149,789</u>	<u>933,420</u>
<b>TOTAL STATE FINANCIAL ASSISTANCE</b>		\$ 32,170,948	\$ 5,270,705	\$ (12,558,310)	\$ 13,851,589	\$ 6,563,984
<b>Other State Contracts</b>						
N/A, BDV	N/A	1,217,250	-	(909,000)	1,217,250	308,250
N/A, BDL96	N/A	1,488,750	198,502	(198,502)	-	-
		<u>2,706,000</u>	<u>198,502</u>	<u>(1,107,502)</u>	<u>1,217,250</u>	<u>308,250</u>
<b>TOTAL STATE FINANCIAL ASSISTANCE AND OTHER STATE CONTRACTS</b>			\$ 5,469,207	\$ (13,665,812)	15,068,839	\$ 6,872,234
<b>CONTRACT SERVICES PORTION</b>					3,149,789	
<b>NONOPERATING REVENUE PORTION</b>					10,500,163	
<b>CONTRIBUTED CAPITAL PORTION</b>					\$ 1,418,887	

See notes to Schedules of Expenditures of Federal Awards  
and Local and State Financial Assistance.

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**

**NOTES TO SCHEDULES OF EXPENDITURES OF FEDERAL AWARDS AND  
LOCAL AND STATE FINANCIAL ASSISTANCE  
YEAR ENDED SEPTEMBER 30, 2013**

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1. The Schedules of Expenditures of Federal Awards and Local and State Financial Assistance are prepared on the accrual basis of accounting.
2. All grants subject to the Florida Single Audit Act are included in the Schedule of State Financial Assistance.
3. The Authority utilized state toll revenue credits received from the Florida Department of Transportation under the following awards to satisfy federal and state matching requirements:

<u>Grant</u>	<u>Award Amount</u>	<u>Toll Revenue Credits Applied during Fiscal 2013</u>
FL-04-0052	\$ 5,903,200	\$ 25,794
FL-04-0112	1,149,050	23,576
FL-04-0116	5,565,528	244,111
FL-04-0161	2,050,000	384,614
FL-04-0172	1,056,800	1,713
FL-05-0113	722,205	156,569
FL-15-X005	2,071,000	40,115
FL-90-X653	21,038,123	18,377
FL-90-X688	22,317,593	382,802
FL-90-X726	22,243,009	487,810
FL-90-X773	20,549,869	800,490
FL-90-X789	20,903,149	2,998,082
FL-90-X826	23,509,503	472,380
FL-95-X026	6,013,990	234,327
FL-95-X054	6,025,050	1,397,851
FL-95-X060	8,767,706	42,957
FL-95-X068	6,297,975	85,868

**DRAFT**

**Report of Independent Auditor on Internal Control over  
Financial Reporting and on Compliance and Other Matters  
Based on an Audit of Financial Statements Performed in  
Accordance with *Government Auditing Standards***

To the Board of Directors of  
Central Florida Regional Transportation Authority:

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the statements of net position of Central Florida Regional Transportation Authority d/b/a LYNX (the "Authority") as of September 30, 2013 and 2012, and the related statements of revenues, expenses and changes in net position, and cash flows for the years then ended, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements, and have issued our report thereon dated March 14, 2014.

### **Internal Control over Financial Reporting**

In planning and performing our audits, we considered the Authority's internal control over financial reporting ("internal control") as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designated to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Authority's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audits, and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**DRAFT****Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Orlando, Florida  
March 14, 2014

**DRAFT**

**Report of Independent Auditor on Compliance for  
Each Major Program and State Financial Assistance Project and on Internal  
Control Over Compliance Required by OMB Circular A-133 and  
Chapter 10.550, Rules of the Auditor General**

To the Board of Directors  
Central Florida Regional Transportation Authority

**Report on Compliance for Each Major Federal Program and State Financial Assistance Project**

We have audited Central Florida Regional Transportation Authority d/b/a LYNX' (the "Authority") compliance with the types of compliance requirements described in the U.S. Office of Management and Budget ("OMB") Circular A-133 *Compliance Supplement*, and the requirements described in the State of Florida Department of Financial Services' State Projects Compliance Supplement, that could have a direct and material effect on each of the Authority's major federal programs and state financial assistance projects for the year ended September 30, 2013. The Authority's major federal programs and state financial assistance projects are identified in the summary of auditor's results section of the accompanying Schedule of Findings and Questioned Costs.

***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs and state financial assistance projects.

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for each of the Authority's major federal programs and state financial assistance projects based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and Chapter 10.550, *Rules of the Auditor General*. Those standards, OMB Circular A-133 and Chapter 10.550, *Rules of the Auditor General*, require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program or state financial assistance project occurred. An audit includes examining, on a test basis, evidence about the Authority's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program and state financial assistance project. However, our audit does not provide a legal determination of the Authority's compliance.

**DRAFT**

### ***Opinion on Each Major Federal Program and State Financial Assistance Project***

In our opinion, the Authority complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs and state financial assistance projects for the year ended September 30, 2013.

### ***Other Matters***

The results of our auditing procedures disclosed instances of noncompliance, which are required to be reported in accordance with OMB Circular A-133 and which are described in the accompanying Schedule of Findings and Questioned Costs as item 2013-001. Our opinion on each major federal program is not modified with respect to this matter.

The Authority's response to the noncompliance findings identified in our audit is described in the accompanying Schedule of Prior Audit Findings and Corrective Action Plan. The Authority's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

### **Report on Internal Control over Compliance**

Management of the Authority is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Authority's internal control over compliance with requirements that could have a direct and material effect on a major federal program or state financial assistance project to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and state financial assistance project and to test and report on internal control over compliance in accordance with OMB Circular A-133 and Chapter 10.550, *Rules of the Auditor General*, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program or state financial assistance project on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program or state financial assistance project will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program or state financial assistance project that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, we identified a deficiency in internal control over compliance, as described in the accompanying Schedule of Findings and Questioned Costs as item 2013-001, which we consider to be a significant deficiency.

**DRAFT**

The Authority's response to the internal control over compliance finding identified in our audit is described in the accompanying Schedule of Prior Audit Findings and Corrective Action Plan. The Authority's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133 and Chapter 10.550, *Rules of the Auditor General*. Accordingly, this report is not suitable for any other purpose.

Orlando, Florida  
March 14, 2014

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

## LYNX

## SCHEDULE OF FINDINGS AND QUESTIONED COSTS -

## FEDERAL AWARDS PROGRAMS AND STATE FINANCIAL ASSISTANCE PROJECTS

FOR THE YEAR ENDED SEPTEMBER 30, 2013

**DRAFT****Part I - Summary of Auditor's Results****Financial Statement Section**

Type of auditor's report issued:

Unmodified

Internal control over financial reporting:

Material weakness(es) identified?

 yes  no

Significant deficiency(ies) identified?

 yes  none reportedNoncompliance material to financial  
statements noted? yes  no**Federal Awards and State Projects Section**

Internal control over major programs:

Material weakness(es) identified?

 yes  no

Significant deficiency(ies) identified?

 yes  none reportedType of auditor's report on compliance for  
major federal programs and state projects:

Unmodified

Any audit findings disclosed that are  
required to be reported in accordance with  
Circular A-133 for federal awards? yes  noAny audit findings disclosed that are  
required to be reported in accordance with  
Chapter 10.550 for state projects? yes  no

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

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS -  
FEDERAL AWARDS PROGRAMS AND STATE FINANCIAL ASSISTANCE PROJECTS**

FOR THE YEAR ENDED SEPTEMBER 30, 2013

**DRAFT**

**Part I - Summary of Auditor's Results (continued)**

**Federal Awards and State Projects Section (continued)**

Identification of major federal programs and state projects:

Federal Programs:

Name of Program or Cluster	CFDA Number
U.S. Department of Transportation:	
Federal Transit Cluster	20.500/20.507
Transit Services Programs Cluster	20.513/20.516/20.521
Highway Planning and Construction Cluster	20.205/20.219/23.003
Surface Transportation Infrastructure Discretionary Grants for Capital Investments II	20.933

State Projects:

Name of Project	CSFA Number
State of Florida Department of Transportation:	
Public Transit Block Grant	55.010
Transportation Regional Incentive Program (TRIP)	55.026

Dollar threshold used to determine Type A programs:

Federal	\$ 1,425,059
State	\$ 415,548

Auditee qualified as low-risk auditee for federal purposes?

yes  no

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a  
LYNX  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS -  
FEDERAL AWARDS PROGRAMS AND STATE FINANCIAL ASSISTANCE PROJECTS

FOR THE YEAR ENDED SEPTEMBER 30, 2013

DRAFT

**Part II - Schedule of Financial Statement Findings**

This section identifies the significant deficiencies, material weaknesses, fraud, illegal acts, violations of provisions of contracts and grant agreements, and abuse related to the financial statements that are required to be reported in accordance with *Government Auditing Standards*.

There were no financial statement findings required to be reported in accordance with *Government Auditing Standards*.

**Part III - Federal Award Findings and Questioned Costs**

This section identifies the significant deficiencies, material weaknesses, and material instances of noncompliance, including questioned costs, as well as any material abuse findings, related to the audit of major federal programs, as required to be reported by Section 510(a) of OMB Circular A-133.

**Federal Transit Cluster - CFDA #20.500/20.507**

*Statement of Condition 2013-001.* During our procedures related to the National Transit Database report, we found that LYNX' internal controls over Motor Bus Directly Operated (MBDO) sampling requirements for passenger miles traveled were insufficient, resulting in noncompliance with requirements.

*Criteria:* Sampling requirements state that a 100 percent count or a statistical sample with minimum confidence of 95 percent and a minimum precision level of plus or minus 10 percent must be used to collect the passenger miles traveled data. LYNX uses automatic passenger counters to collect the data for the samples. A criteria for using the automatic passenger counters is that they must be calibrated every year by taking a manual sample of at least 100 bus vehicle trips using ride checkers to collect the passenger miles traveled data.

*Cause of Condition.* While the automatic passenger counters were operating effectively, LYNX' oversight was not adequate to ensure staff were collecting or recording required samples in accordance with their statistical sampling plan.

*Effect of Condition:* The samples for passenger miles traveled data are used to generate a number used in a formula by the Federal Transit Administration to provide funding to LYNX. Noncompliance with sampling procedures related to passenger miles traveled data raises the possibility that data could be inaccurately reported and could cause the Federal Transit Administration to modify funding to LYNX in the future. As the condition relates to statistical data, there are no specific questioned costs related to this condition.

*Recommendation:* We recommend that LYNX review its statistical sampling plan requirements and implement procedures to more effectively monitor the collection of samples by staff for compliance purposes.

*Management's Response:* Management's views and corrective action plan are provided in the Schedule of Prior Audit Findings and Corrective Action Plan.

**Part IV - State Project Findings and Questioned Costs**

This section identifies the significant deficiencies, material weaknesses, and material instances of noncompliance, including questioned costs, as well as any material abuse findings, related to the audit of major state projects, as required to be reported by Chapter 10 550, *Rules of the Auditor General - Local Governmental Entity Audits*.

There were no findings required to be reported by Chapter 10.550, *Rules of the Auditor General - Local Governmental Entity Audits*

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX**  
**SCHEDULE OF PRIOR AUDIT FINDINGS AND CORRECTIVE ACTION PLAN**  
**FEDERAL AWARDS PROGRAMS AND STATE FINANCIAL ASSISTANCE PROJECTS**

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*FOR THE YEAR ENDED SEPTEMBER 30, 2013*

**DRAFT**

**Prior Year Audit Findings:**

The Authority had no prior year findings related to the testing of its federal awards programs or state financial assistance projects.

**Corrective Action Plan:**

*Management's Response to Statement of Condition 2013-001:*

Management concurs with the issues identified and agrees with the recommendations. The following steps will be taken to ensure better internal controls within over Motor Bus Directly Operated (MBDO) sampling requirements for passenger miles:

1. Each week, Service Planning staff will generate a list of randomly selected service blocks for Automatic Passenger Counter (APC) assignment to insure that all routes are sampled during the calendar year.
2. For each calendar year, the Service Planning staff will generate a ride check calendar to insure that sufficient on-board ride checks are conducted to meet Federal requirements. The Service Planning Manager will monitor said calendar to insure that ride checks occur and will work with the Service Planner to insure that any missed ride checks are rescheduled.
3. Service Planning staff will generate weekly APC reports to insure that data is complete and will notify Maintenance of any missing data issues related to hardware or software problems. Ride checks that do not have a corresponding APC report will be rescheduled to insure all sampling requirements are met.
4. The Service Planner will prepare a monthly report to the Service Planning Manager that details the number of ride checks performed, the cumulative percent of annual ride checks performed, and any issues noted with APC data collection.

**DRAFT**

## Independent Auditor's Management Letter

To the Board of Directors  
Central Florida Regional Transportation Authority:

We have audited the financial statements of Central Florida Regional Transportation Authority d/b/a LYNX (the "Authority") as of and for the years ended September 30, 2013 and 2012, and have issued our report thereon dated March 14, 2014.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*; and Chapter 10.550, Rules of the Florida Auditor General. We have issued our Report of Independent Auditor on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*; Report of Independent Auditor on Compliance for Each Major Federal Program and State Financial Assistance Project and on Internal Control Over Compliance Required by OMB Circular A-133 and Chapter 10.550, *Rules of the Auditor General*; and Schedule of Findings and Questioned Costs – Federal Awards Programs and State Financial Assistance Projects. Disclosures in those reports and schedule, which are dated March 14, 2014, should be considered in conjunction with this management letter.

Additionally, our audit was conducted in accordance with Chapter 10.550, *Rules of the Auditor General*, which governs the conduct of local government entity audits performed in the State of Florida. This letter includes the following information, which is not included in the aforementioned auditor's reports or schedule.

Section 10.554(1)(i)1., *Rules of the Auditor General*, requires that we determine whether or not corrective actions have been taken to address significant findings and recommendations made in the preceding annual financial audit report. National Transit Database Report statement of condition 2013-01 is repeated from the preceding annual financial report, noted as statement of condition 2012-01.

Section 10.554(1)(i)2., *Rules of the Auditor General*, requires our audit to include a review of the provisions of Section 218.415, *Florida Statutes*, regarding the investment of public funds. In connection with our audit of the financial statements of the Authority, the results of our tests did not indicate that the Authority was in noncompliance with Section 218.415 regarding the investment of public funds.

Section 10.554(1)(i)3., *Rules of the Auditor General*, requires that we address in the management letter any recommendations to improve financial management. Reference to this matter is provided in Appendix A for the Authority. We did not audit the Authority's response to the recommendation, which is also provided in Appendix A, and, accordingly, we express no opinion on it.

Section 10.554(1)(i)4., *Rules of the Auditor General*, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

Section 10.554(1)(i)5., *Rules of the Auditor General*, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in the management letter, unless disclosed in the notes to the financial statements. Such disclosure is included in the notes to the financial statements.

**DRAFT**

Section 10.554(1)(i)6.a., *Rules of the Auditor General*, requires a statement be included as to whether or not the Authority has met one or more of the conditions described in Section 218.503(1), *Florida Statutes*, and identification of the specific condition(s) met. In connection with our audit of the financial statements of the Authority, the results of our tests did not indicate the Authority met any of the specified conditions of a financial emergency contained in Section 218.503(1), *Florida Statutes*. However, our audit does not provide a legal determination on the Authority's compliance with this requirement.

Section 10.554(1)(i)6 b., *Rules of the Auditor General*, requires that we determine whether the annual financial report for the Authority for the fiscal year ended September 30, 2013, filed with the Florida Department of Financial Services pursuant to Section 218.32(1)(a), *Florida Statutes*, is in agreement with the annual financial audit report for the fiscal year ended September 30, 2013. Our comparison of the financial report filed with the Florida Department of Financial Services to the Authority's 2013 audited financial statements resulted in no material differences.

Pursuant to Sections 10.554(1)(i)6 c and 10.556(7), *Rules of the Auditor General*, we applied financial condition assessment procedures. It is management's responsibility to monitor the Authority's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

The purpose of this management letter is to communicate certain matters prescribed by Chapter 10.550, *Rules of the Auditor General*. Accordingly, this management letter is not suitable for any other purpose.

Orlando, Florida  
March 14, 2014

FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2013

DRAFT

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## CURRENT YEAR FINDING AND RECOMMENDATION

### National Transit Database Report

**Statement of Condition 2013-01:** During our procedures related to the National Transit Database ("NTD") report, LYNX submitted numerous forms for our review that contained errors and required revisions.

**Criteria:** LYNX is responsible for implementing a system of internal controls that will prevent and detect errors in the NTD report.

**Cause:** Spreadsheets used to track data for manual input into the NTD forms contained errors in formulas and were not reviewed by the NTD Reporting Agent, resulting in failure to detect the errors before being input into the NTD forms. In addition, insufficient communication between the department responsible for collecting the data and the department responsible for reporting the data led to information being omitted or incorrectly reported.

**Effect:** Proper reporting of NTD data is required by the Federal Transit Administration and is used in a formula by the Federal Transit Administration to provide funding to LYNX. If the data is reported inaccurately, the Federal Transit Administration could modify funding to LYNX in the future.

**Recommendation:** Properly formatted spreadsheets and proper communication between departments that support the NTD forms should be utilized to prevent errors from being reported. Supervisory review and approval of NTD data on the spreadsheets prior to submittal to the NTD Reporting Agent should be properly implemented to detect potential errors. The NTD Reporting Agent should properly review the forms and support prior to input on the NTD website to ensure the data that is uploaded is properly reported on all the forms.

### **Management's Response:**

Management concurs with the issues identified in the Management Letter Comments and agrees with the recommendations. The following steps will be taken to ensure better internal controls within LYNX in the NTD annual report submittal:

1. Service Planning, Transportation, Communications and Access LYNX staff responsible for generating annual NTD data for motorbus, rapid bus, vanpool and paratransit (includes NeighborLink) services shall provide verification that source documents for NTD reports are reviewed and said review verified by signature of the General Manager or their designee prior to input on the NTD website. Currently, management has instituted Standard Operating Procedures that describe the annual reporting process and the quality assurance/quality control that will be followed to ensure data integrity.
2. Service Planning, Transportation, Communications and Access LYNX staff responsible for generating annual NTD data for motorbus, rapid bus, vanpool and paratransit (includes NeighborLink) services shall ensure that processes in place are followed for recording data on a continuing basis in accordance with FTA definitions, data gathering is an ongoing effort and that data summaries for completeness, accuracy and reasonableness are performed on a continuing basis, at various times during the year. All processes will be modified to ensure accordance with FTA/NTD guidance and requirements.
3. Service Planning, Transportation, Communications and Access LYNX staff responsible for generating annual NTD data are properly trained and versed on NTD reporting requirements. LYNX staff responsible for NTD reporting participated in training courses during fiscal year 2013. Staff will continue to participate in annual training opportunities to provide a current knowledge base relative to NTD reporting requirements.

*FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2013*

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**DRAFT**

4. A technical working group of Service Planning, Transportation, Communications and Access LYNX staff responsible for generating annual NTD data was formed during fiscal year 2013 to provide a forum for communication between departments participating in the developments and review of NTD spreadsheets. The working group will continue to meet during future fiscal years.

**Action Agenda Item #7.D**

**To:** LYNX Board of Directors

**From:** **Stuart Boggs**  
DIRECTOR OF PLANNING & DEVELOP  
**Belinda Balleras**  
(Technical Contact)  
**Prahallad Vijayvargiya**  
(Technical Contact)  
**Myles O'KEEFE**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6009

**Item Name:** Authorization to Submit Applications for the FY2014 US Department of Transportation (USDOT) TIGER VI Program

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to submit grant applications for the United States Department of Transportation (USDOT) funding under the Transportation Investment Generating Economic Recovery (TIGER VI) Program.

This authorization includes any opportunity to partner, provide support and collaborate with local partners for potential projects under USDOT's TIGER VI program.

**BACKGROUND:**

The U.S. Department of Transportation (USDOT) on March 3, 2013 released a "Notice of Funding Availability (NOFA), appropriating \$600 million in FY2014 to be awarded by the Department of Transportation ("DOT") for National Infrastructure Investments. This appropriation is similar, but not identical, to the program funded and implemented pursuant to the American Recovery and Reinvestment Act of 2009 (the "Recovery Act") known as the Transportation Investment Generating Economic Recovery, or "TIGER Discretionary Program".

TIGER Discretionary Grants may be used for up to 80 percent of the costs of a project. DOT may increase the Federal share above 80 percent only for projects located in rural areas, in which case the DOT may fund up to 100 percent of the costs of a project. However, priority will be given to projects that use Federal funds to complete an overall financing package, and both urban and rural projects can increase their competitiveness for purposes of the TIGER program by

demonstrating significant non-Federal financial contributions. In the first five rounds, on average, projects attracted more than 3.5 additional non-Federal dollars for every TIGER grant dollar.

This NOFA is substantially similar to the final TIGER Discretionary Grant program published in the Federal Register last year. However, there are a few significant differences:

1. USDOT is dedicated to enhancing opportunity for all Americans by investing in transportation projects that better connect communities to centers of employment, education, and services (including for non-drivers) and that hold promise to stimulate long-term job growth, especially in economically distressed areas. Additional consideration will be given to proposals that seek to strengthen opportunities to expand the middle class. While the Department will award funds to a variety of project types, priority consideration will be given to applications that address this objective.
2. TIGER FY2014 is authorized to award up to \$35 million (of the program's \$600 million total) for planning applications that identify themselves as project-level or regional plan applications.
3. TIGER FY2014 funds are available for obligation until the statutory deadline of September 30, 2016. This extended schedule allows DOT to encourage the submission of applications for complex and multimodal projects that may require slightly longer schedules. However, all applicants should provide schedules and evidence that they will be able to obligate funds, if awarded, by June of 2016.
4. Applications that identify project co-applicants or project partners in addition to a lead applicant must be signed by each co-applicant and/or partner organization.

A brief summary of the TIGER VI opportunities is highlighted below:

- \$600 million multimodal, merit-based discretionary grant program
  - \$120 million for rural areas
  - \$35 million for planning grants
- Strong focus on creating ladders of opportunity
  - Create or improve connections between people and centers of employment, education and services
  - Remove barriers to connected systems of transportation
  - Promote workforce development
- Modal and geographic equity requirements
- Funds for surface transportation infrastructure projects that will have a significant impact on the nation, a metropolitan area or a region.
- New partnerships, multi-jurisdictional cooperation

## LYNX Board Agenda

- To be funded, projects or elements of a project must have independent utility, which means that the project provides transportation benefits and is ready for its intended use upon completion of project construction.
- TIGER Discretionary Grants may not be less than \$10 million (except in rural areas) and not greater than \$200 million.
  - For projects located in rural areas, the minimum TIGER Discretionary Grant size is \$1 million.
  - For TIGER Planning Grants, there is no statutory minimum grant size, regardless of location.

Applications are due April 28, 2014. LYNX staff is coordinating meetings with our funding partners and other regional agencies to discuss potential partnerships for regionally significant and supported projects to submit. Through these discussions, LYNX will develop application(s) that are in accordance with the criteria. Listed below are potential projects identified for further consideration.

- US 192 Corridor Transit Signal Priority (TSP) and Kissimmee Circulator. This Project will support SunRail feeder services at Kissimmee Intermodal Facility, and improve existing transit operations along US 192 corridor – from downtown Kissimmee to Walt Disney World.
- Premium Corridor Planning, including engineering and design for SR 436 or SR 50. Completion of these studies, will position a premium corridor to secure federal funds targeted for construction.

### **FISCAL IMPACT:**

Since this is an 80% FTA, 20% local match grant opportunity for urban areas and a potential 100% FTA grant opportunity for rural areas, it is anticipated that prior to submittal, LYNX will secure the appropriate local match through either in-kind services or cash commitments from local partners. Actual projects and dollar amounts for them are yet to be determined.

Once projects are determined and the appropriate local match is secured, a grant application will be developed and submitted. Staff will notify the LYNX Board and seek appropriate authorization prior to making any grant commitments for any TIGER VI future award.

**Action Agenda Item #7.E**

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6009

**Item Name:** Authorization to Implement the April 13, 2014 Proposed Service Changes

**Date:** 3/27/2014

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to implement the proposed service changes effective April 13, 2014.

**BACKGROUND:**

**PUBLIC PARTICIPATION PROCESS**

**Public Open House/Hearings**

On January 29, 2014 staff received authorization from the Board of Directors' to initiate the Public Participation Process for consideration of proposed service changes for April 13, 2014. A total of four open houses/public hearings were held between February 25, 2014 and February 28, 2014. Customers and staff were able to obtain input on the service changes through the following public workshop locations:

Tuesday, February 25, 2014	Crooms Academy, Sanford
Wednesday, February 26, 2014	Casselberry City Hall, Casselberry
Thursday, February 27, 2014	First United Methodist Church, Kissimmee
Friday, February 28, 2014	LYNX Central Station, 2 <sup>nd</sup> floor Open Meeting Space

The public hearing comment period on the proposed service changes and service reductions ran from February 15, 2014 through close of business on March 10, 2014. Public notices for the workshops and public hearing were published in the Orlando Sentinel for Orange, Seminole and Osceola Counties and El Sentinel. Notices were also placed on LYNX buses, at LYNX Central Station terminal lobby, and LYNX Central Station reception lobby.

The general public was invited to comment on the proposed service changes at the public open house/ hearing in front of the general public, privately to a court reporter who was in attendance at the hearing, via the LYNX website, or by calling (407) 254-6150 to a voice mailbox system in both English and Spanish.

Staff compiled all responses from all sources during the Public Participation Process and the following are the findings:

Public Hearing	Attendees	Comment Cards Received –Service Changes Dec 2012	Comment Cards/Received Other	Speakers
2/25/14 Crooms Academy, Sanford, FL	34	14	0	8
2/26/14 Casselberry City Hall, Casselberry, FL	9	0	1	3
2/27/14 First United Methodist Church, Kissimmee, FL	9	0	2	3
2/28/14 LYNX Central Station, 2 <sup>nd</sup> Floor Open Meeting Space, Orlando, FL	17	0	4	2

For	Against	Neutral	Other
0	14	0	7

In addition LYNX received comments from the telephone comment line, from GoLynx.com, and our Twitter and Facebook Social Media Pages.

Social Media Page Comments			LYNX' Hotline Comments			GoLynx.com		
For	Against	Neutral	For	Against	Neutral	For	Against	Neutral

50	1	24	0	0	0	0	0	15
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Additionally, at the Sanford, FL event, LYNX staff was presented with a petition with 683 signatures requesting no changes to bus service in the Goldsboro area.

**PROPOSED SERVICE CHANGES**

Following is a list of the service changes proposed for April 13, 2014:

**SunRail Bus Feeder Plan**

Note: all SunRail changes are Monday – Friday only. Weekend service on affected routes will not change. The only exception is Sanford Station. This location serves as a terminal and will be utilized for all days regardless of SunRail operations.

1. Links 1, 9, 14, and 23 will be re-aligned to serve Winter Park SunRail during peak hours (5:30 AM to 8:30 AM and 4:00 PM and 7:00 PM). Peak routing will be by way of Denning Road, Fairbanks Avenue, New York Avenue, and Webster Avenue. Links 102 and 443 will serve the station on their current alignment.
2. Links 11, 18, 42, and 111 will be diverted to serve the Sand Lake SunRail Station.
  - a. Links 11, 18, and 42 will only serve the station during peak hours.
  - b. Link 111 will serve the station all day on weekdays, every 30 minutes during peak and 60 minutes during off peak hours.
  - c. A new express route, Link 208 will connect the Sand Lake Station to Kissimmee Intermodal during AM and PM peak hours. From the SunRail Station it will operate on McCoy Road to S.R. 528 to Florida’s Turnpike exiting at #244. The route will then serve the Shady Lane Park and Ride on its way to the Kissimmee Intermodal Station. Inbound Routing will follow the reverse path.
3. Links 125 and 102 will serve the Florida Hospital SunRail station curbside. They will continue to operate on their current headways.
4. The Maitland SunRail Station will be served by Link 102 curbside at its current headway
5. Altamonte Springs SunRail Station will be served by new route Link 436N.
6. Link 434 will be realigned to provide access to the Longwood SunRail Station.
7. New Link 505 will be instituted and will serve Longwood SunRail Station; this route will compliment Link 434 service between South Seminole Hospital in Longwood, and Winter Springs Town Center in Winter Springs by providing 60 minute service opposing the current 60 minute service of the Link 434. This effectively creates 30 minute service on this segment.
8. Lake Mary SunRail will be served by Link 45 at 30 minute frequency during peak hours and 60 minutes off peak. Link 45 will pull into the station during peak hours and serve the station curbside during the off peak hours.
9. The Sanford SunRail station will be the new terminus for Link 34, 46E and 46W. The station will be served at 30 minute frequency during peak and 60 minute off peak. Links 46E and 46W will be realigned to provide crosstown service, no longer serving the Seminole Center shopping plaza. Link 34 will be realigned to provide north, south service along French Ave in Sanford. Service on this corridor will be reduced during the off peak hours to 60 minute frequency, proportionate with the ridership on the corridor.

**Other (non SunRail) changes include:**

1. Link 408 - a FastLink between The Florida Mall and Lake Nona Medical City by way of Meadow woods. It will run Monday to Saturday at 60 minutes headway from 5:30 AM to 8:30PM.
2. Link 20 - will be re-aligned inbound from Wal-Mart by way of John Young Parkway, Princeton Street to Mercy Drive.
3. Link 23 – Will be re-aligned to stay on S.R. 436 in the West Town Parkway area for running time improvements.
4. Link 31/LYMMO - will be renamed the Orange Line.
5. Link 38 - Schedule modifications on Saturday and Sunday to mirror the weekday schedule put in to effect on January 12, 2014.
6. Link 40 - Additional running time added to evening trips. All inbound trips will originate at the Universal Employment Center.
7. Link 41 – This route will be split into the new Links 436N operating between Apopka SuperStop and the Fern Park SuperStop, and Link 436S operating between Orlando International Airport and the Fern Park SuperStop.
8. Link 62 – is the new East/West LYMMO expansion, the Grapefruit Line. Hours are 6:00 AM to 10:00 PM weekdays, Saturdays from 8:00 AM to 10:00 PM and Sunday 10:00AM to 10:00 PM.
9. FastLink 105 - service stops will be added to improve the customer experience.

**FISCAL IMPACT:**

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

**Work Session Item #8.A**

**To: LYNX Board of Directors**

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

**Phone: 407.841.2279 ext: 6100**

**Item Name: Overview of Fiscal Year 2015 Preliminary Operating Budget**

**Date: 3/27/2014**

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**BACKGROUND:**

On January 29, 2014, staff presented a list of budget assumptions and the budget calendar to LYNX' Audit Committee for discussion and input. The FY2015 Preliminary Operating Budget was prepared based on the following key assumptions:

- FY2015 Funding based on LYNX Adopted Funding Model
- Maintain current Preventative Maintenance funding level
- Maximize current service levels through efficiencies
- Apply additional Flex (NeighborLink) services, where appropriate
- Apply impacts of legislative changes to Medicaid (?)
- Maximize use of Anticipated Advertising Revenue
- Apply \$1.2 million in savings included in Contingency
- Consideration of salary increases consistent with Funding Partners
- Anticipated impact of year three Union wage re-opener
- Full year impact of pension reform continuation rates
- Continuation of Fuel Hedging Program, as appropriate
- Continued application of reductions based on LYNX ownership of paratransit vehicles
- Continuation of Bio-diesel Program, as appropriate
- Full year impact of SunRail

# LYNX Board Agenda

## OVERVIEW:

The FY2015 Preliminary Operating Budget totals \$127,680,744 in revenues and \$127,680,744 in expenses. The Preliminary Operating Budget is funded by a combination of LYNX - generated revenue and federal, state and local dollars. These funds are used to fund personnel expenses, services, materials, supplies, taxes, utilities, casualty and liability expenses, purchased transportation expenses, leases and miscellaneous expenses. Again, this preliminary budget does not include a fare increase, additional Preventative Maintenance funding, ARRA funding, or the utilization of reserves.

Specifically, this budget includes funds from the following sources:

<b>Revenues:</b>	
Fund Balance	\$ 184,005 *
Customer Fares	29,514,205
Contract Services	6,593,296
Advertising on Buses	1,875,000
Interest & Other Income	417,000
Local	59,847,037
State	12,665,023
Federal	16,555,178
<b>Total Revenues</b>	<b><u>\$127,680,744</u></b>

*\*Use of prepaid funding from Osceola County, City of Orlando, and Orange County for new Service Development routes.*

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

<b>Expenses:</b>	
Salaries & Wages & Fringe	\$ 71,473,959
Other Services	11,750,051
Fuel	16,215,685
Materials & Supplies	7,474,502
Utilities	1,439,787
Casualty & Liability	1,399,850
Taxes & Tags	414,841
Purchased Transportation	16,392,596
Miscellaneous	830,473
Interest & Leases	289,000
<b>Total Expenses</b>	<b><u>\$127,680,744</u></b>

Based on discussions with the LYNX Board of Directors, County and City Commissioners, and staff, LYNX is continuing the utilization of its funding model to allocate each jurisdiction's share of the costs of operations in FY2015. Through use of the model, LYNX is able to properly fund its operation and the cost of services is appropriately distributed based on service supplied.

As a result of utilizing the funding model, the FY2015 local funding amounts have increased by 12.2%, as follows:

<b>LYNX FY2015 Preliminary Local Funding</b>					
	<b>Preliminary Regional Model Need for FY2015</b>		<b>Amended Local Funding FY2014</b>		
<b>Orange County</b>	\$ 41,707,963	*	\$ 35,777,072		16.6%
<b>Osceola County</b>	5,628,361	*	5,330,117	*	5.6%
<b>Seminole County</b>	6,242,322		5,920,884		5.4%
<b>City of Orlando</b>	3,772,592	*	3,814,797		-1.1%
<b>City of Orlando - LYMMO</b>	2,060,215		1,883,055	**	9.4%
<b>Subtotal</b>	<b>\$ 59,411,453</b>		<b>\$ 52,725,925</b>		<b>12.7%</b>
<b>St. Cloud</b>	161,999		161,999		0.0%
<b>Altamonte Springs</b>	120,900		120,900		0.0%
<b>Sanford</b>	93,000		93,000		0.0%
<b>Volusia Express</b>	-		162,096		-100.0%
<b>Lake County</b>	243,690		123,048		0.0%
<b>Subtotal</b>	<b>\$ 619,589</b>		<b>\$ 661,043</b>		<b>15.2%</b>
<b>Capital Contributions</b>	\$ 2,098,684		\$ 2,113,746		-0.7%
<b>Subtotal</b>	<b>\$ 2,098,684</b>		<b>\$ 2,113,746</b>		<b>-0.7%</b>
<b>Total Local Funds</b>	<b>\$ 62,129,726</b>		<b>\$ 55,500,714</b>		<b>12.2%</b>

*\*Includes prepaid funding from Osceola County, City of Orlando, and Orange County for new Service Development routes.*

*\*\*Includes anticipated funding for East/West and Parramore LYMMO Bus Rapid Transit Expansion in the amount of \$753,947.*

LYNX staff has included approximately \$1,139,825 in feeder services funded by the Florida Department of Transportation (FDOT) and other operating expenses to support SunRail in FY2015. Also, LYNX staff has included approximately \$1,544,500 in facility maintenance operating expenses to support the federal commitments to ensuring safe, efficient, and reliable public transit system. These initiatives meet the Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP 21) federal requirements. The Federal Transit Administration encourages programming federal funds to maintain transit assets in a “State of Good Repair”. As such, these expenses are funded 100% with federal funds.

**CONCLUSION:**

LYNX' staff will be seeking direction from the Board to finalize the FY2015 Operating Budget. Based on the Board's direction, the FY2015 budget will be updated as necessary.

In accordance with the FY2015 budget calendar the proposed FY2015 budget will be presented to the funding partners. After which, the FY2015 budget will be presented to the Board of Directors for final consideration and approval in September of 2014.

# FY2015 Preliminary Operating Budget

Presented to the  
LYNX Board of Directors

March 27, 2013



# Key Budget Assumptions - Overall

- FY2015 Funding based on LYNX adopted Funding Model
- Maintain current Preventative Maintenance funding level
- Maximize current service levels through efficiencies
- Apply additional Flex (NeighborLink) services, where appropriate
- Apply impacts of legislative changes to Medicaid (?)



# Key Budget Assumptions - Revenue

- Maximize use of Anticipated Advertising Revenue
- How to apply \$1.2 million included in Contingency



# Key Budget Assumptions - Expenses

- Consideration of salary increases consistent with Funding Partners
- Anticipated impact of year three Union wage re-opener
- Full year impact of pension reform contribution rates



# FY2015 Operating Budget Overview

	<u>FY2014 Amended</u>	<u>FY2015 Preliminary</u>	<u>% Change</u>
<b>Operating Revenue</b>	\$ 127,936,419	\$ 127,680,744	-0.2%
<b>Operating Expenses</b>	<u>127,936,419</u>	<u>127,680,744</u>	<u>-0.2%</u>
<b>Operating Income/(Deficit)</b>	\$ -	\$ -	N/A



# FY2015 Operating Revenue

	<u>FY2014</u>	<u>FY2015</u>	<u>% Change</u>
	<u>Amended</u>	<u>Preliminary</u>	
<b>Fund Balance</b>	\$ 234,669	\$ 184,005	-21.6%
<b>Customer Fares</b>	29,429,794	29,514,205	0.3%
<b>Contract Services</b>	11,163,514	6,593,296	-40.9%
<b>Advertising on Buses</b>	1,730,000	1,875,000	8.4%
<b>Advertising - Trade</b>	-	30,000	0.0%
<b>Interest &amp; Other Income</b>	492,099	417,000	-15.3%
<b>Federal</b>	20,070,293	16,555,178	-17.5%
<b>State</b>	11,510,852	12,665,023	10.0%
<b>Local</b>	53,305,198	59,847,037	12.3%
<b>Total Operating Revenue</b>	<u><u>\$ 127,936,419</u></u>	<u><u>\$127,680,744</u></u>	<u><u>-0.2%</u></u>



# FY2015 Operating Expenses

	FY2014	FY2015	
	<u>Amended</u>	<u>Preliminary</u>	<u>% Change</u>
Salaries/Wages/Fringes	\$ 66,291,087	\$ 71,473,959	7.8%
Other Services	10,905,844	11,750,051	7.7%
Fuel	16,914,138	16,215,685	-4.1%
Materials & Supplies	7,436,393	7,474,502	0.5%
Utilities	1,401,578	1,439,787	2.7%
Casualty and Liability	1,397,267	1,399,850	0.2%
Taxes & Tags	432,141	414,841	-4.0%
Purchased Transportation	20,902,452	16,392,596	-21.6%
Miscellaneous	874,399	830,473	-5.0%
Leases	181,120	289,000	59.6%
Reserves	1,200,000	-	N/A
<b>Total Operating Expenses</b>	<b><u><u>\$ 127,936,419</u></u></b>	<b><u><u>\$127,680,744</u></u></b>	<b><u><u>-0.2%</u></u></b>



# FY2015 Local Revenue by Jurisdiction

	FY2014 Amended	FY2015 Preliminary	% Change
Orange County	\$ 35,777,072	\$ 41,707,963	16.6%
Osceola County	5,330,117	5,628,361	5.6%
Seminole County	5,920,884	6,242,322	5.4%
City of Orlando	3,814,797	3,772,592	-1.1%
City of Orlando - LYMMO	1,883,055	2,060,215	9.4%
Total Local Funds	\$ 52,725,925	\$ 59,411,453	12.7%
Cities, Other Agenices & Private	661,043	619,589	-6.3%
Subtotal	\$ 53,386,968	\$ 60,031,042	12.4%
Capital Contributions	2,113,746	2,098,684	-0.7%
Total	\$ 55,500,714	\$ 62,129,726	11.9%



# Future Items

- Continue to review the type of fixed route vehicles used in future operations
- Consideration of public/private partnership (satellite facilities/BRT)

# Operating Budget Calendar

Preliminary Budget Presentation	March 27
Funding Request Letters Submitted to Funding Partners	May
Budget Presentation Osceola & Orange Counties	June/July
Budget Presentation Seminole County	August
Final Board Action	September 25
Budget Year 14– 15 Commences	October 1



# Board Action Requested

LYNX staff will be seeking direction from the Board regarding the FY2015 Operating Budget. After Board direction, the proposed budget will be submitted to the funding partners for their consideration.



**Information Item A: LYNX Project List**

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6023

**Item Name:** LYNX Project List  
 LYNX Project List: LYMMO Expansion Projects Update

**Date:** 3/27/2014

LYMMO Rehabilitation Project (Orange Line)

The following details project change orders and remaining contingency for the LYMMO Rehabilitation Project. The total board authorized contract amount to PCL Construction Services, Inc. was \$750,000, which included \$22,942 of contingency. The initial purchase order issued for this project was for \$727,058. The change orders processed through March represent the use of greater than 50 percent of the contingency of the project.

<b>Description</b>	<b>Amount</b>
LYMMO Rehab "Project B" Contingency – Beginning Balance	\$22,942
Added electrical disconnects (CRX #20 / PO 1400839)	7,386
Totem modifications (CRX #22 / PO 1400839)	9,019
Scaffolding at Bohemian (CRX #28 / pending – no PO)	4,235
Credit for shelter not painted (pending – no PO )	(4,786)
Camera connectivity (CRX 30 / PO 1400977)	3,281
<b>Total Change Orders</b>	<b>\$19,135</b>
Remaining Contingency Balance	\$3,807

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, which included \$244,943 in contract contingency as part of the PCL contract Guaranteed Maximum Price (GMP). LYMMO East West pending and processed change orders to date are summarized below, totaling \$347,694.

# LYNX Board Agenda

<b>Change Description/Activity</b>	<b>Change Order</b>	<b>PO Number</b>	<b>Status</b>	<b>Cost</b>
Systems: Accelerated ARRA Fund Totem & Real Time for Project B	Chg 1: CRX 001	-	Cancelled	\$ -
Systems: Nextbus to Clever Change Order	Chg 1: CRX 002	1301361	Approved	88,239
Stations: Deduct Safety/MOT savings	Chg 1: CRX 002	1301361	Approved	(88,239)
Roadwork: Add Crosswalks In Brick Remove & Relay on Church St.	Chg 1: CRX 003	1301361	Approved	19,061
Stations: Deduct Safety/MOT savings	Chg 1: CRX 003	1301361	Approved	(19,061)
Deduct Roadwork: Partial Asphalt Milling & Resurface	Chg 1: CRX 004.1	1301361	Approved	(207,815)
Sitework: Tree trimming and Root Pruning for Safety	Chg 1: CRX 005	1301361	Approved	17,845
Sitework: Deduct Safety/MOT savings	Chg 1: CRX 005	1301361	Approved	(17,845)
Systems: RTPi back of house New Starts	Chg 2: CRX 006	1400800	Approved	278,452
Stations/Stops: Dedication Plaques	Chg 3: CRX 010	1400706	Approved	6,433
LYMMO outreach materials development	Chg 3: CRX 015	1400706	Approved	15,000
Modify Striping on Church Street between Magnolia & Rosalind	Chg 3: CRX 019	1400706	Approved	17,602
Add Transition Striping at Central and Parramore	Chg 3: CRX 024	1400706	Approved	5,485
Systems: TSP Integration	Chg 4: CRX 014	1400759	Approved	86,344
Systems: Naztec Transit Signal Priority Module	Chg 4: CRX 013	1400759	Approved	133,125
Systems: Clever Bus in Box training module	Chg 5: CRX034	Pending	Pending	13,068
<b>Total Change Orders - PCL East West Project A</b>				<b>\$347,694</b>

## 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 \$310,892.

# LYNX Board Agenda

<b>Description</b>	<b>Amount</b>
LYMMO Parramore Design ZMG Contingency – Beginning Balance	\$680,000
CO #1: Amend Contract 12-C-14 text on page 5	No Cost
CO #2: Terry Avenue realignment	138,289
CO #3: BRT Guideway enhancements/specialty concrete design	26,880
CO #4: Intersection enhancements	20,500
CO #5: BRT Station enhancements at Livingston	4,620
CO #6: Supplemental environmental assessment	148,312
CO #7: Finalize ISRP / additional soil samples	30,507
<b>Total Change Orders</b>	<b>\$369,108</b>
Remaining contingency balance (ZMG contract)	\$310,892

In addition, LYNX has processed contract change orders with PCL to advance the purchase of Parramore shelters, real time passenger information and to complete roadwork on Central Boulevard from Division Street to Garland Avenue. These PCL contract change orders associated with the Parramore project are summarized below.

<b>Description</b>	<b>Amount</b>
Roadwork: Central Blvd between Division & Garland (PO 1400541)	\$130,755
Stations: Bus shelters & totems (PO 1400541)	263,702
Systems: Real time passenger information (PO 1400800)	330,636
<b>Total</b>	<b>\$725,093</b>

**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 - February 28, 2014

**Date:** 3/27/2014

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Please find attached the monthly financial report for the five months ending February 28, 2014. LYNX' Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the five months ending February 28, 2014 reflect total revenue earned in the amount of \$50,895,594 and total expenses incurred in the amount of \$48,856,314 resulting in a net operating profit of \$2,039,280.

- Fixed route, Vanpool, and NeighborLink services resulted in an operating profit of \$2,249,939 for the five months of the fiscal year.
- Paratransit services resulted in an operating loss of \$210,659 for the five months of the fiscal year.

**Fixed Route Operations:**

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

Advertising revenue is lower than anticipated for the month of February 2014 and year-to-date is 99% of the budgeted amount. Actual revenues through February 2014 for advertising on buses, shelters, and in-kind (trade) transactions are \$501,819, \$196,274 and \$-0-, respectively. Direct Media's staff continue to enhance LYNX' advertising program and to increase the advertising revenue stream. Direct Media's sales staff is actively seeking new clients and working with existing clients to offer an attractive and affordable advertising program.

In an attempt to stabilize fuel cost in the future, LYNX' staff entered into a fuel hedging arrangement with Merrill Lynch Commodities, Incorporated. During the month of February 2014, LYNX locked in ninety-seven percent (97%) of the total monthly purchases, resulting in the cap (LYNX locked) prices lower than the future (float) prices. At this time, LYNX is 3% below the budget year-to-date. In the month of February LYNX paid an average price of \$3.13 (net) per gallon for diesel fuel and \$2.99 (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 February 2014 was \$3.65 (net), which is an indication of potential increases in the price of fuel for LYNX throughout the year. LYNX is currently \$172,733 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 February 28, 2014. Repairs and maintenance expenses for revenue vehicles are 13% 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 February 28, 2014. During the month of February 2014, LYNX in sixty-six percent (66%) 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 \$2.77 (net) per gallon. The national unleaded fuel price for the month of February 2014 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:

<b>ACCESS LYNX</b>			
<b>FY2014</b>	<b>Trips (Year-to-Date)</b>	<b>Blended Trip Rate</b>	<b>Costs</b>
<b>Actual (with est.)</b>	<b>293,441</b>	<b>\$27.59</b>	<b>\$8,095,294</b>
<b>Budget (rounding)</b>	<b>321,280</b>	<b>\$25.03</b>	<b>\$8,041,651</b>
<b>Excess Trips/Costs</b>	<b>(27,839)</b>	<b>\$2.56</b>	<b>\$53,643</b>

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH OF FEBRUARY 2014 AND THE FIVE MONTHS ENDED FEBRUARY 28, 2014**  
**(UNAUDITED)**

	Year to Date			Month of February		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 12,262,415	\$ 12,199,960	99%	\$ 2,452,483	\$ 2,273,559	93%
Contract Services:						
Local Financial Assistance	4,868,870	4,586,628	94%	973,774	929,010	95%
Other Contractual Services	4,042,670	3,820,437	95%	808,534	756,344	94%
Advertising	720,835	710,593	99%	144,167	60,945	42%
Other Operating Income	173,790	132,926	76%	34,758	23,305	67%
Total Operating Revenues	<u>22,068,580</u>	<u>21,450,544</u>	97%	<u>4,413,716</u>	<u>4,043,163</u>	92%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	308,750	308,750	100%	61,750	61,750	100%
State of Florida	3,913,450	4,101,383	105%	782,690	820,277	105%
Local	17,899,155	17,843,778	100%	3,579,831	3,568,756	100%
Planning and other assistance grants:						
Federal - Other	8,182,165	6,651,660	81%	1,636,433	1,358,499	83%
State of Florida - Other	763,680	511,324	67%	152,736	102,750	67%
Local Matching - Other	-	3,351	0%	-	3,351	0%
Interest Income	31,250	13,405	43%	6,250	2,432	39%
Gain / (Loss) on Sale of Assets	-	11,399	N/A	-	(342)	0%
Total Nonoperating Revenues	<u>31,098,450</u>	<u>29,445,050</u>	95%	<u>6,219,690</u>	<u>5,917,473</u>	95%
Total Revenues	<u>53,167,030</u>	<u>50,895,594</u>	96%	<u>10,633,406</u>	<u>9,960,636</u>	94%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	17,778,390	16,940,318	95%	3,555,678	3,202,363	90%
Fringe Benefits	9,737,335	9,360,544	96%	1,947,467	1,839,051	94%
Purchased Transportation Services	8,709,355	8,765,869	101%	1,741,871	1,729,050	99%
Fuel	6,966,675	6,678,213	96%	1,393,335	1,258,917	90%
Other Materials and Supplies	3,098,495	2,740,620	88%	619,699	555,993	90%
Professional Services	2,144,400	803,668	37%	428,880	189,044	44%
Other Services	2,325,745	1,698,029	73%	465,149	442,483	95%
Lease and Miscellaneous Expenses	1,008,650	326,028	32%	201,730	55,954	28%
Casualty and Liability Insurance	712,405	682,576	96%	142,481	144,424	101%
Utilities	583,990	573,691	98%	116,798	121,099	104%
Taxes and Licenses	180,060	250,711	139%	36,012	40,467	112%
Interest Expense	32,540	36,047	111%	6,508	6,513	100%
Total Operating Expenses	<u>53,278,040</u>	<u>48,856,314</u>	92%	<u>10,655,608</u>	<u>9,585,358</u>	90%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (111,010)</u>	<u>\$ 2,039,280</u>	N/A	<u>\$ (22,202)</u>	<u>\$ 375,278</u>	N/A

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH OF FEBRUARY 2014 AND THE FIVE MONTHS ENDED FEBRUARY 28, 2014**  
**(UNAUDITED)**

	Year to Date			Month of February		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 12,262,415	\$ 12,199,960	99%	\$ 2,452,483	\$ 2,273,559	93%
Contract Services:						
Local Financial Assistance	4,868,870	4,586,628	94%	973,774	929,010	95%
Other Contractual Services	4,042,670	3,820,437	95%	808,534	756,344	94%
Advertising	720,835	710,593	99%	144,167	60,945	42%
Other Operating Income	173,790	132,926	76%	34,758	23,305	67%
Total Operating Revenues	<u>22,068,580</u>	<u>21,450,544</u>	97%	<u>4,413,716</u>	<u>4,043,163</u>	92%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	308,750	308,750	100%	61,750	61,750	100%
State of Florida	3,913,450	4,101,383	105%	782,690	820,277	105%
Local	17,899,155	17,843,778	100%	3,579,831	3,568,756	100%
Planning and other assistance grants:						
Federal - Other	8,182,165	6,651,660	81%	1,636,433	1,358,499	83%
State of Florida - Other	763,680	511,324	67%	152,736	102,750	67%
Local Matching - Other	-	3,351	0%	-	3,351	0%
Interest Income	31,250	13,405	43%	6,250	2,432	39%
Gain / (Loss) on Sale of Assets	-	11,399	N/A	-	(342)	0%
Total Nonoperating Revenues	<u>31,098,450</u>	<u>29,445,050</u>	95%	<u>6,219,690</u>	<u>5,917,473</u>	95%
Total Revenues	<u>53,167,030</u>	<u>50,895,594</u>	96%	<u>10,633,406</u>	<u>9,960,636</u>	94%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	17,778,390	16,940,318	95%	3,555,678	3,202,363	90%
Fringe Benefits	9,737,335	9,360,544	96%	1,947,467	1,839,051	94%
Purchased Transportation Services	8,709,355	8,765,869	101%	1,741,871	1,729,050	99%
Fuel	6,966,675	6,678,213	96%	1,393,335	1,258,917	90%
Other Materials and Supplies	3,098,495	2,740,620	88%	619,699	555,993	90%
Professional Services	2,144,400	803,668	37%	428,880	189,044	44%
Other Services	2,325,745	1,698,029	73%	465,149	442,483	95%
Lease and Miscellaneous Expenses	1,008,650	326,028	32%	201,730	55,954	28%
Casualty and Liability Insurance	712,405	682,576	96%	142,481	144,424	101%
Utilities	583,990	573,691	98%	116,798	121,099	104%
Taxes and Licenses	180,060	250,711	139%	36,012	40,467	112%
Interest Expense	32,540	36,047	111%	6,508	6,513	100%
Total Operating Expenses	<u>53,278,040</u>	<u>48,856,314</u>	92%	<u>10,655,608</u>	<u>9,585,358</u>	90%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (111,010)</u>	<u>\$ 2,039,280</u>	N/A	<u>\$ (22,202)</u>	<u>\$ 375,278</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 FEBRUARY 2014 AND THE FIVE MONTHS ENDED FEBRUARY 28, 2014**  
**(UNAUDITED)**

	Year to Date			Month of February		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 11,537,385	\$ 11,464,469	99%	\$ 2,307,477	\$ 2,131,911	92%
Contract Services:						
Local Financial Assistance	4,868,870	4,586,628	94%	973,774	929,010	95%
Other Contractual Services	-	72,075	N/A	-	(158,460)	N/A
Advertising	720,835	710,593	99%	144,167	60,945	42%
Other Operating Income	173,790	132,926	76%	34,758	23,305	67%
Total Operating Revenues	<u>17,300,880</u>	<u>16,966,691</u>	98%	<u>3,460,176</u>	<u>2,986,711</u>	86%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	308,750	308,750	100%	61,750	61,750	100%
State of Florida	3,913,450	4,101,383	105%	782,690	820,277	105%
Local	13,587,375	13,587,319	100%	2,717,475	2,717,463	100%
Planning and other assistance grants:						
Federal - Other	7,235,580	5,609,825	78%	1,447,116	1,100,945	76%
State of Florida - Other	763,680	511,324	67%	152,736	102,750	67%
Local Matching - Other	-	3,351	0%	-	3,351	0%
Interest Income	31,250	13,405	43%	6,250	2,432	39%
Gain / (Loss) on the Sale of Assets	-	11,399	N/A	-	(342)	0%
Total Nonoperating Revenues	<u>25,840,085</u>	<u>24,146,756</u>	93%	<u>5,168,017</u>	<u>4,808,626</u>	93%
Total Revenues	<u>43,140,965</u>	<u>41,113,447</u>	95%	<u>8,628,193</u>	<u>7,795,337</u>	90%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	17,608,915	16,771,833	95%	3,521,783	3,169,820	90%
Fringe Benefits	9,627,030	9,253,936	96%	1,925,406	1,819,203	94%
Purchased Transportation Services	596,120	576,090	97%	119,224	116,915	98%
Fuel	5,539,115	5,366,382	97%	1,107,823	1,012,199	91%
Other Materials and Supplies	3,088,330	2,740,221	89%	617,666	555,993	90%
Professional Services	1,994,735	744,039	37%	398,947	173,091	43%
Other Services	2,232,960	1,584,020	71%	446,592	392,966	88%
Lease and Miscellaneous Expenses	1,003,775	324,006	32%	200,755	57,349	29%
Casualty and Liability Insurance	712,405	682,576	96%	142,481	144,424	101%
Utilities	559,080	555,869	99%	111,816	115,954	104%
Taxes and Licenses	159,450	228,489	143%	31,890	36,462	114%
Interest Expense	32,540	36,047	111%	6,508	6,513	100%
Total Operating Expenses	<u>43,154,455</u>	<u>38,863,508</u>	90%	<u>8,630,891</u>	<u>7,600,889</u>	88%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (13,490)</u>	<u>\$ 2,249,939</u>	N/A	<u>\$ (2,698)</u>	<u>\$ 194,448</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 - January 31, 2014

**Date:** 3/27/2014

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Please find attached the monthly financial report for the four months ending January 31, 2014. LYNX' Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the four months ending January 31, 2014 reflect total revenue earned in the amount of \$40,934,959 and total expenses incurred in the amount of \$39,270,956 resulting in a net operating profit of \$1,664,003.

- Fixed route, Vanpool, and NeighborLink services resulted in an operating profit of \$2,055,491 for the four months of the fiscal year.
- Paratransit services resulted in an operating loss of \$391,488 for the four months of the fiscal year.

**Fixed Route Operations:**

The year-to-date Operating Revenues are higher than the budget at 101%. Customer fares are at 101% of the budgeted amount year-to-date.

Advertising revenue is higher than anticipated for the month of January 2014 and year-to-date is 113% of the budgeted amount. Actual revenues through January 2014 for advertising on buses, shelters, and in-kind (trade) transactions are \$482,222, \$167,426 and \$-0-, respectively. Direct Media's staff continue to enhance LYNX' advertising program and to increase the advertising revenue stream. Direct Media's sales staff is actively seeking new clients and working with existing clients to offer an attractive and affordable advertising program.

In an attempt to stabilize fuel cost in the future, LYNX' staff entered into a fuel hedging arrangement with Merrill Lynch Commodities, Incorporated. During the month of January 2014, LYNX locked in eighty percent (80%) of the total monthly purchases, resulting in the cap (LYNX locked) prices slightly higher than the future (float) prices. Fuel expense through January 2014 is at 98% of the budgeted amount. In the month of January LYNX paid an average price of \$3.05 (net) per gallon for diesel fuel and \$2.87 (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 January 2014 was \$3.56 (net), which is an indication of potential increases in the price of fuel for LYNX throughout the year. LYNX is currently \$77,109 under 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 January 31, 2014. Repairs and maintenance expenses for revenue vehicles are 13% above the budget year-to-date, however other materials and supplies costs are under budget. Temporary services and legal services remain 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 7% lower than the budgeted amount as of January 31, 2014. During the month of January 2014, LYNX locked in sixty-one percent (61%) of the total monthly purchases, resulting in cap (LYNX locked) prices slightly 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 \$2.76 (net) per gallon. The national unleaded fuel price for the month of January 2014 was \$3.05 (net). This is an indication of an anticipated increase in the price of fuel for LYNX throughout the year. Also, the year-to-date purchased transportation costs are higher than the amounts budgeted due to higher trip costs. An analysis follows:

<b>ACCESS LYNX</b>			
<b>FY2014</b>	<b>Trips (Year-to-Date)</b>	<b>Blended Trip Rate</b>	<b>Costs</b>
<b>Actual (with est.)</b>	<b>236,454</b>	<b>\$27.50</b>	<b>\$6,502,066</b>
<b>Budget (rounding)</b>	<b>257,024</b>	<b>\$25.03</b>	<b>\$6,433,321</b>
<b>Excess Trips/Costs</b>	<b>(20,570)</b>	<b>\$2.47</b>	<b>\$68,745</b>

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH OF JANUARY 2014 AND THE FOUR MONTHS ENDED JANUARY 31, 2014**  
**(UNAUDITED)**

	Year to Date			Month of January		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 9,809,932	\$ 9,926,401	101%	\$ 2,452,483	\$ 2,692,161	110%
Contract Services:						
Local Financial Assistance	3,895,096	3,657,618	94%	973,774	917,469	94%
Other Contractual Services	3,234,136	3,064,093	95%	808,534	777,083	96%
Advertising	576,668	649,648	113%	144,167	154,788	107%
Other Operating Income	139,032	109,621	79%	34,758	24,127	69%
Total Operating Revenues	<u>17,654,864</u>	<u>17,407,381</u>	99%	<u>4,413,716</u>	<u>4,565,628</u>	103%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	247,000	247,000	100%	61,750	61,750	100%
State of Florida	3,130,760	3,281,106	105%	782,690	820,276	105%
Local	14,319,324	14,275,023	100%	3,579,831	3,568,755	100%
Planning and other assistance grants:						
Federal - Other	6,545,732	5,293,161	81%	1,636,433	1,364,999	83%
State of Florida - Other	610,944	408,574	67%	152,736	102,750	67%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	25,000	10,973	44%	6,250	3,644	58%
Gain / (Loss) on Sale of Assets	-	11,741	N/A	-	11,741	N/A
Total Nonoperating Revenues	<u>24,878,760</u>	<u>23,527,578</u>	95%	<u>6,219,690</u>	<u>5,933,915</u>	95%
Total Revenues	<u>42,533,624</u>	<u>40,934,959</u>	96%	<u>10,633,406</u>	<u>10,499,543</u>	99%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	14,222,712	13,737,955	97%	3,555,678	3,907,038	110%
Fringe Benefits	7,789,868	7,521,493	97%	1,947,467	1,858,348	95%
Purchased Transportation Services	6,967,484	7,036,819	101%	1,741,871	1,713,835	98%
Fuel	5,573,340	5,419,296	97%	1,393,335	1,316,537	94%
Other Materials and Supplies	2,478,796	2,184,627	88%	619,699	598,603	97%
Professional Services	1,715,520	614,624	36%	428,880	347,833	81%
Other Services	1,860,596	1,255,546	67%	465,149	416,239	89%
Lease and Miscellaneous Expenses	806,920	270,074	33%	201,730	53,940	27%
Casualty and Liability Insurance	569,924	538,152	94%	142,481	76,775	54%
Utilities	467,192	452,592	97%	116,798	121,030	104%
Taxes and Licenses	144,048	210,244	146%	36,012	23,260	65%
Interest Expense	26,032	29,534	113%	6,508	7,012	108%
Total Operating Expenses	<u>42,622,432</u>	<u>39,270,956</u>	92%	<u>10,655,608</u>	<u>10,440,450</u>	98%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (88,808)</u>	<u>\$ 1,664,003</u>	N/A	<u>\$ (22,202)</u>	<u>\$ 59,093</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 JANUARY 2014 AND THE FOUR MONTHS ENDED JANUARY 31, 2014**  
**(UNAUDITED)**

	Year to Date			Month of January		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 9,229,908	\$ 9,332,558	101%	\$ 2,307,477	\$ 2,541,968	110%
Contract Services:						
Local Financial Assistance	3,895,096	3,657,618	94%	973,774	917,469	94%
Other Contractual Services	-	230,535	N/A	-	60,965	N/A
Advertising	576,668	649,648	113%	144,167	154,788	107%
Other Operating Income	139,032	109,621	79%	34,758	24,127	69%
Total Operating Revenues	<u>13,840,704</u>	<u>13,979,980</u>	101%	<u>3,460,176</u>	<u>3,699,317</u>	107%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	247,000	247,000	100%	61,750	61,750	100%
State of Florida	3,130,760	3,281,106	105%	782,690	820,276	105%
Local	10,869,900	10,869,856	100%	2,717,475	2,717,463	100%
Planning and other assistance grants:						
Federal - Other	5,788,464	4,508,880	78%	1,447,116	1,136,813	79%
State of Florida - Other	610,944	408,574	67%	152,736	102,750	67%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	25,000	10,973	44%	6,250	3,644	58%
Gain / (Loss) on the Sale of Assets	-	11,741	N/A	-	11,741	N/A
Total Nonoperating Revenues	<u>20,672,068</u>	<u>19,338,130</u>	94%	<u>5,168,017</u>	<u>4,854,437</u>	94%
Total Revenues	<u>34,512,772</u>	<u>33,318,110</u>	97%	<u>8,628,193</u>	<u>8,553,754</u>	99%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	14,087,132	13,602,013	97%	3,521,783	3,864,204	110%
Fringe Benefits	7,701,624	7,434,733	97%	1,925,406	1,836,273	95%
Purchased Transportation Services	476,896	459,175	96%	119,224	131,228	110%
Fuel	4,431,292	4,354,183	98%	1,107,823	1,063,249	96%
Other Materials and Supplies	2,470,664	2,184,228	88%	617,666	598,204	97%
Professional Services	1,595,788	570,948	36%	398,947	335,653	84%
Other Services	1,786,368	1,191,054	67%	446,592	397,272	89%
Lease and Miscellaneous Expenses	803,020	266,657	33%	200,755	54,152	27%
Casualty and Liability Insurance	569,924	538,152	94%	142,481	76,775	54%
Utilities	447,264	439,915	98%	111,816	116,697	104%
Taxes and Licenses	127,560	192,027	151%	31,890	21,576	68%
Interest Expense	26,032	29,534	113%	6,508	7,012	108%
Total Operating Expenses	<u>34,523,564</u>	<u>31,262,619</u>	91%	<u>8,630,891</u>	<u>8,502,295</u>	99%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (10,792)</u>	<u>\$ 2,055,491</u>	N/A	<u>\$ (2,698)</u>	<u>\$ 51,459</u>	N/A

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**PARATRANSIT SEGMENT**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH OF JANUARY 2014 AND THE FOUR MONTHS ENDED JANUARY 31, 2014**  
**(UNAUDITED)**

	Year to Date			Month of January		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 580,024	\$ 593,843	102%	\$ 145,006	\$ 150,193	104%
Contract Services:						
Local Financial Assistance	-	-	0%	-	-	0%
Other Contractual Services	3,234,136	2,833,558	88%	808,534	716,118	89%
Advertising	-	-	0%	-	-	0%
Other Operating Income	-	-	0%	-	-	0%
Total Operating Revenues	<u>3,814,160</u>	<u>3,427,401</u>	90%	<u>953,540</u>	<u>866,311</u>	91%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	-	-	0%	-	-	0%
State of Florida	-	-	0%	-	-	0%
Local	3,449,424	3,405,167	99%	862,356	851,292	99%
Planning and other assistance grants:						
Federal - Other	757,268	784,281	104%	189,317	228,186	121%
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>4,206,692</u>	<u>4,189,448</u>	100%	<u>1,051,673</u>	<u>1,079,478</u>	103%
Total Revenues	<u>8,020,852</u>	<u>7,616,849</u>	95%	<u>2,005,213</u>	<u>1,945,789</u>	97%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	135,580	135,942	100%	33,895	42,834	126%
Fringe Benefits	88,244	86,760	98%	22,061	22,075	100%
Purchased Transportation Services	6,490,588	6,577,644	101%	1,622,647	1,582,607	98%
Fuel	1,142,048	1,065,113	93%	285,512	253,288	89%
Other Materials and Supplies	8,132	399	5%	2,033	399	20%
Professional Services	119,732	43,676	36%	29,933	12,180	41%
Other Services	74,228	64,492	87%	18,557	18,967	102%
Lease and Miscellaneous Expenses	3,900	3,417	88%	975	(212)	-22%
Casualty and Liability Insurance	-	-	0%	-	-	0%
Utilities	19,928	12,677	91%	4,982	4,333	87%
Taxes and Licenses	16,488	18,217	0%	4,122	1,684	41%
Interest Expense	-	-	0%	-	-	0%
Total Operating Expenses	<u>8,098,868</u>	<u>8,008,337</u>	99%	<u>2,024,717</u>	<u>1,938,155</u>	96%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (78,016)</u>	<u>\$ (391,488)</u>	N/A	<u>\$ (19,504)</u>	<u>\$ 7,634</u>	N/A

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

**To:** LYNX Board of Directors

**From:** **Stuart Boggs**  
DIRECTOR OF PLANNING & DEVELOPMENT  
**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:** 3/27/2014

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LYNX staff is working diligently to complete the remaining two of nineteen projects approved under this grant:

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

**Project Activities:**

The Real-time Passenger Information System LED screens have been completed and the system is currently being tested throughout the LYMMO Bus Rapid Transit (BRT) service area.

**On-going Activities:**

Signage for stops and stations:

The new brochures will be completed and available for service beginning April 13, 2014.

Fare Collection Equipment:

Installation of the power conduits and cables for the LYNX TVM's at LCS has been completed and the communications conduit was installed. On February 11, 2014 an ACS demonstration session was provided to LYNX Finance and Customer Service staff responsible for implementing and managing the system. In addition, several LYNX staff members volunteered to participate in pilot testing the AFCS which began on March 12<sup>th</sup> and ran through March 19<sup>th</sup>.

**Monthly Report D: Ridership Report**

**To:** LYNX Board of Directors

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

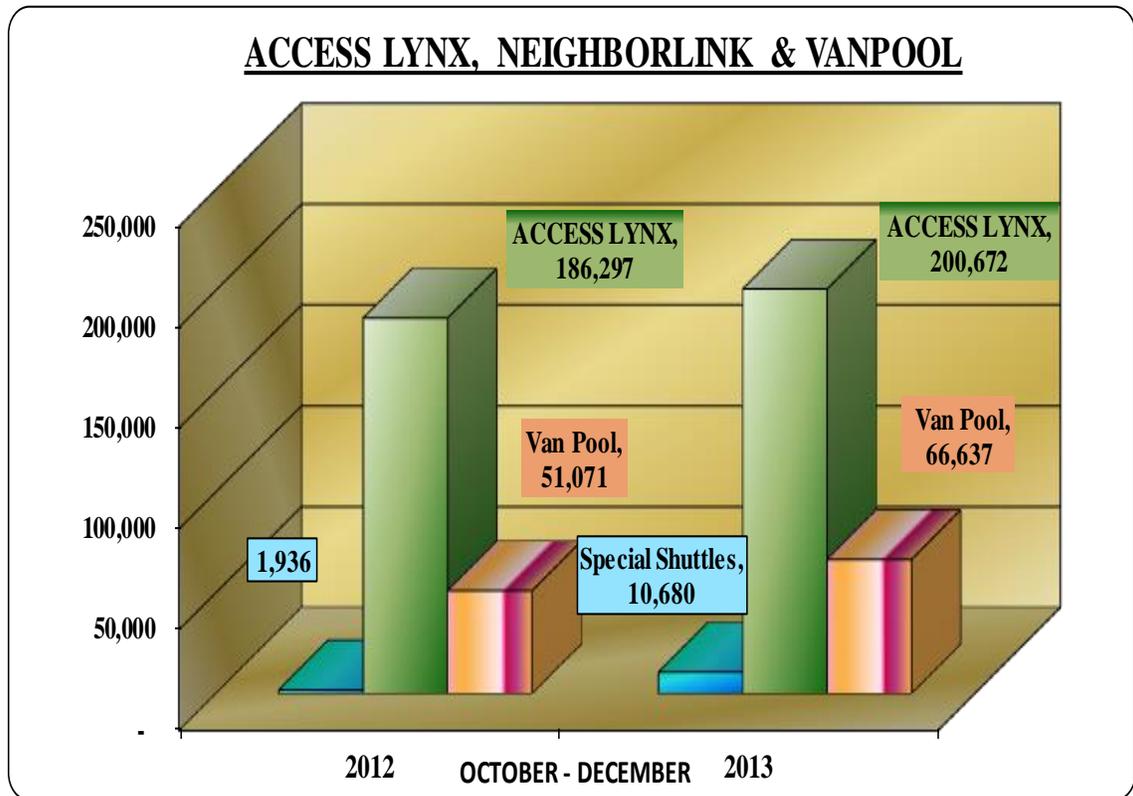
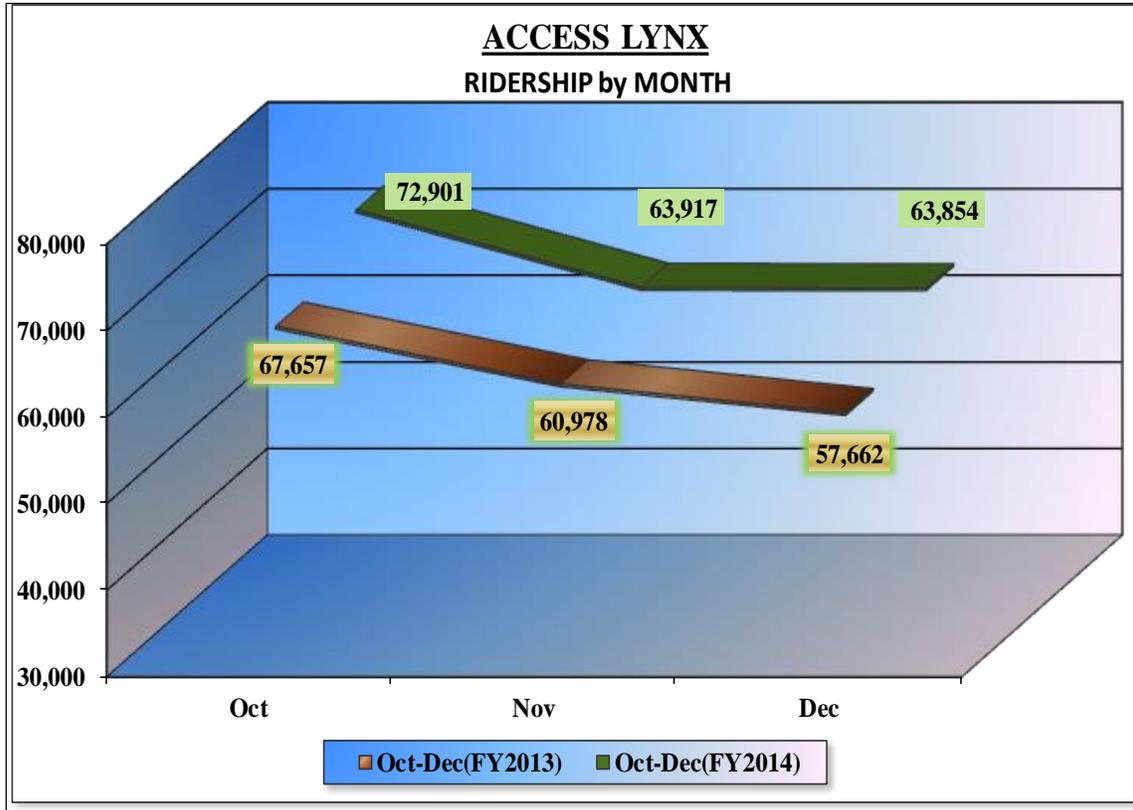
**Phone:** 407.841.2279 ext: 6009

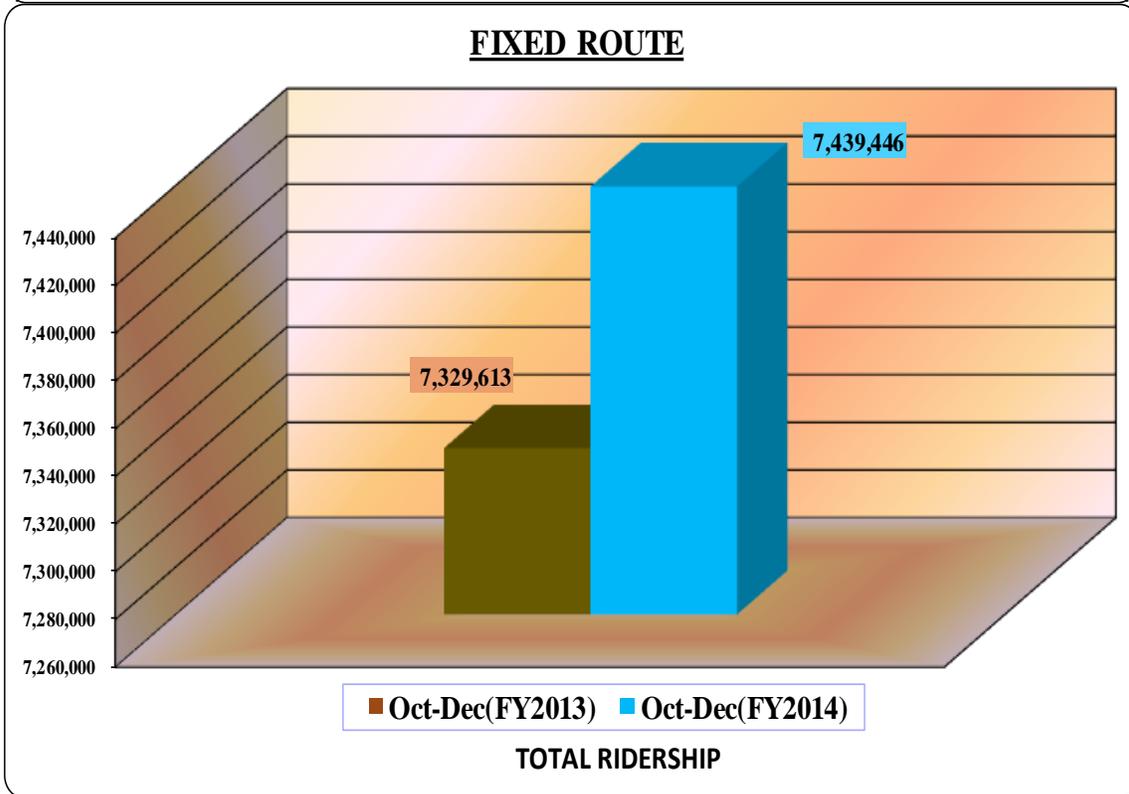
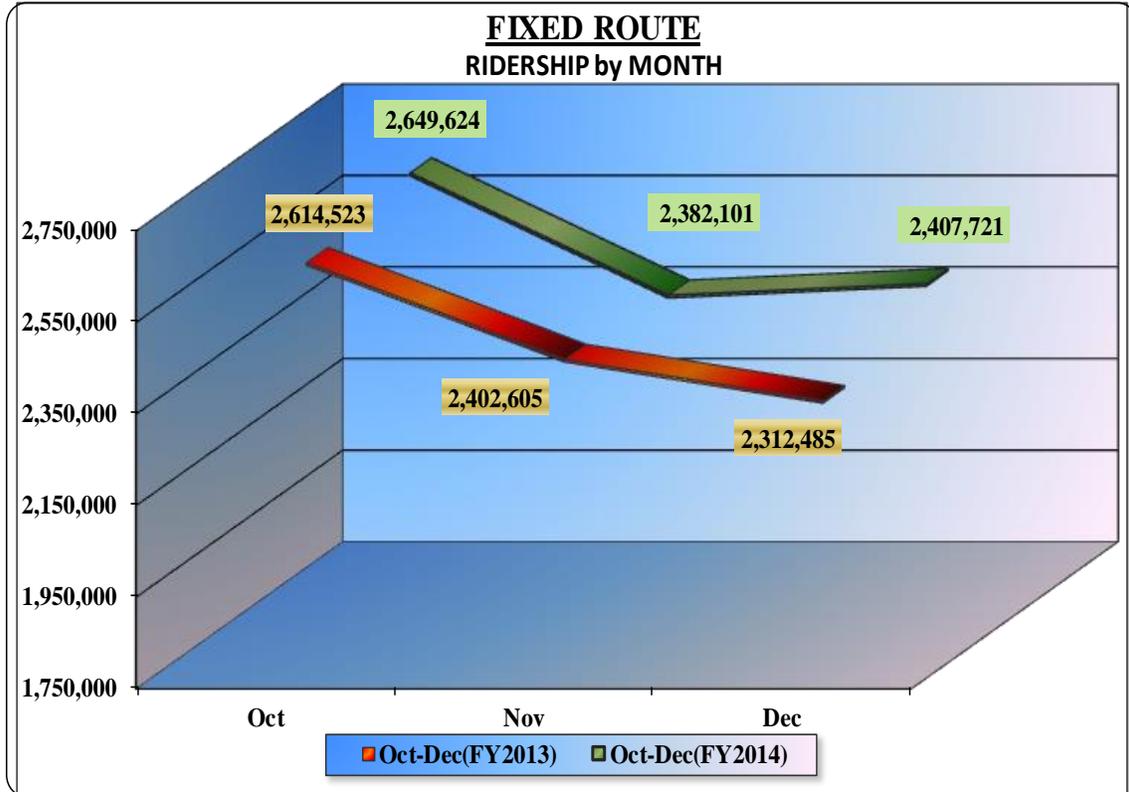
**Item Name:** Ridership Report: October 2013 - January 2014 (Final) and February 2014 (Preliminary)

**Date:** 3/27/2014

**Year to date (October – December)**

<i>Service Mode</i>	<i>Oct-Dec(FY2013)</i>	<i>Oct-Dec(FY2014)</i>	<i>% Change</i>
LYMMO	207,449	199,108	-4.02%
Fixed Route	7,087,517	7,201,145	1.60%
NeighborLink	34,647	39,193	13.12%
<b>SUBTOTAL - FIXED ROUTE</b>	<b>7,329,613</b>	<b>7,439,446</b>	<b>1.50%</b>
Special Shuttles	1,936	10,680	N/A
ACCESS LYNX	186,297	200,672	7.72%
Van Pool	51,071	66,637	30.48%
<b>SUBTOTAL - OTHER SERVICES</b>	<b>239,304</b>	<b>277,989</b>	<b>16.17%</b>
<b>TOTAL ALL SERVICES</b>	<b>7,568,917</b>	<b>7,717,435</b>	<b>1.96%</b>





**Average Daily Ridership by Mode**

<i>Service Mode</i>	<i>Day</i>	<i>December-12</i>	<i>December-13</i>	<i>% Change</i>
<b>LYMMO</b>	Weekday	2,517	2,570	2.08%
	Saturday	1,113	884	-20.61%
	Sunday	856	892	4.18%
<b>All Other Links</b>	Weekday	85,762	84,959	-0.94%
	Saturday	62,331	63,008	1.09%
	Sunday	35,629	37,918	6.43%
<b>Total Fixed Route</b>	Weekday	88,279	87,529	-0.85%
	Saturday	63,444	63,892	0.71%
	Sunday	36,485	38,810	6.37%
<b>ACCESS LYNX</b>	Weekday	2,687	2,496	-7.12%
	Saturday	1,348	1,115	-17.33%
	Sunday	651	817	25.64%
<b>NeighborLink</b>	Weekday	692	519	-25.03%
	Saturday	318	366	14.79%
<b>Van Pool</b>	Weekday	692	918	32.59%
	Saturday	157	238	51.27%
	Sunday	166	258	55.42%
<b>TOTAL LYNX SERVICES</b>	<b>Weekday</b>	<b>92,351</b>	<b>91,462</b>	<b>-0.96%</b>
	<b>Saturday</b>	<b>65,268</b>	<b>65,610</b>	<b>0.52%</b>
	<b>Sunday</b>	<b>37,301</b>	<b>39,885</b>	<b>6.93%</b>

The following new links were added in December 2012

Link 416 – Poinciana/ Haines City

Link 427 – US 27/ Haines City

On February 1<sup>st</sup> 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)

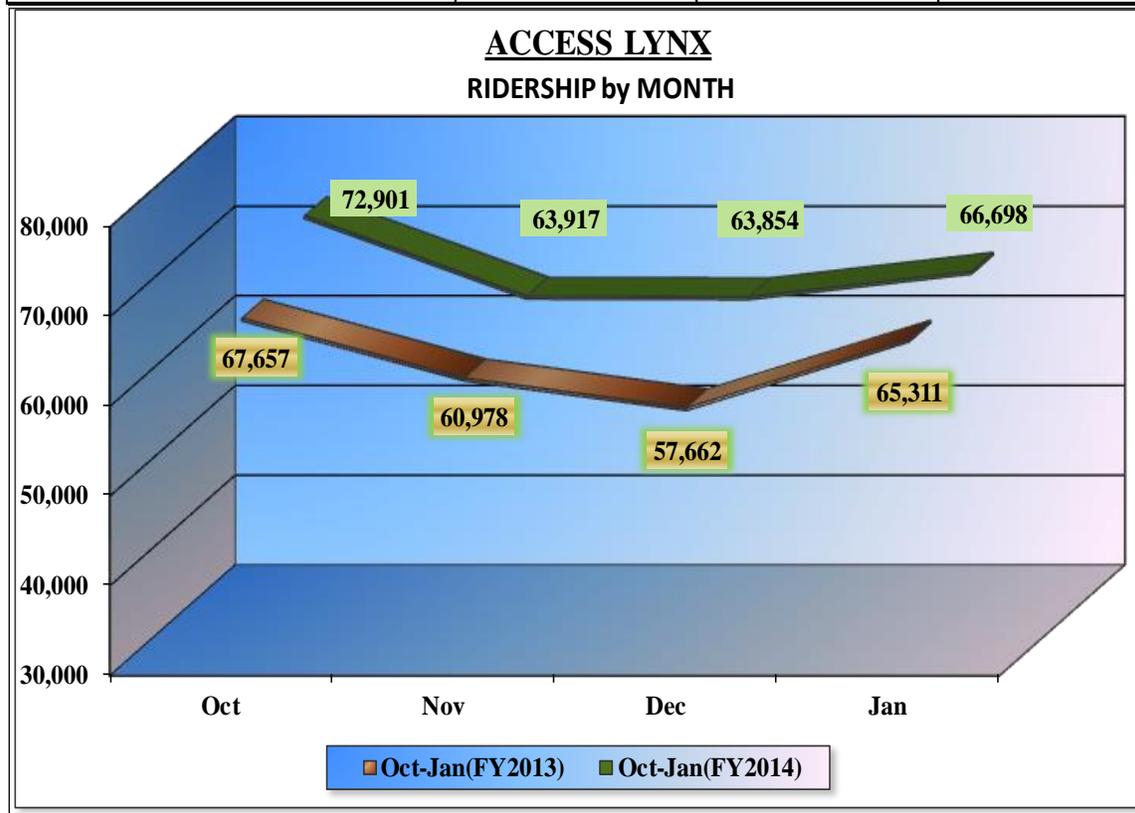
On October 18<sup>th</sup> 2013, the following Route was discontinued:

- Link 204 – Clermont Express

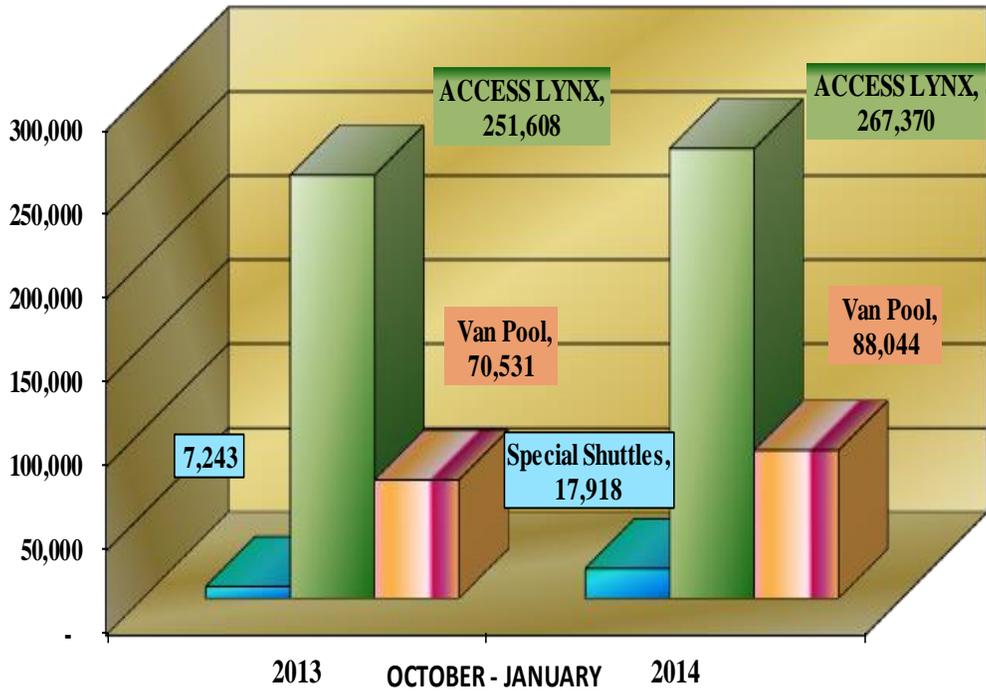
Year to date (October – January)

Service Mode	Oct-Jan(FY2013)	Oct-Jan(FY2014)	% Change
LYMMO	280,332	264,345	-5.70%
Fixed Route	9,477,942	9,512,214	0.36%
NeighborLink	46,499	52,360	12.60%
<b>SUBTOTAL - FIXED ROUTE</b>	<b>9,804,773</b>	<b>9,828,919</b>	<b>0.25%</b>
Special Shuttles	7,243	17,918	N/A
ACCESS LYNX	251,608	267,370	6.26%
Van Pool	70,531	88,044	24.83%
<b>SUBTOTAL - OTHER SERVICES</b>	<b>329,382</b>	<b>373,332</b>	<b>13.34%</b>

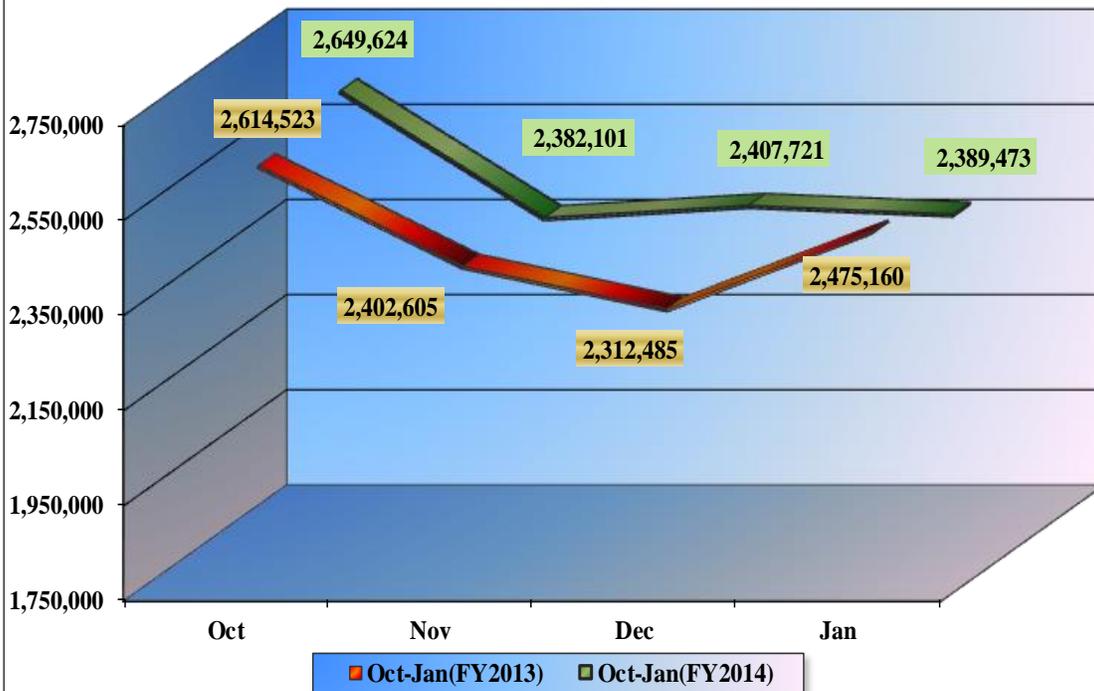
<b>TOTAL ALL SERVICES</b>	<b>10,134,155</b>	<b>10,202,251</b>	<b>0.67%</b>
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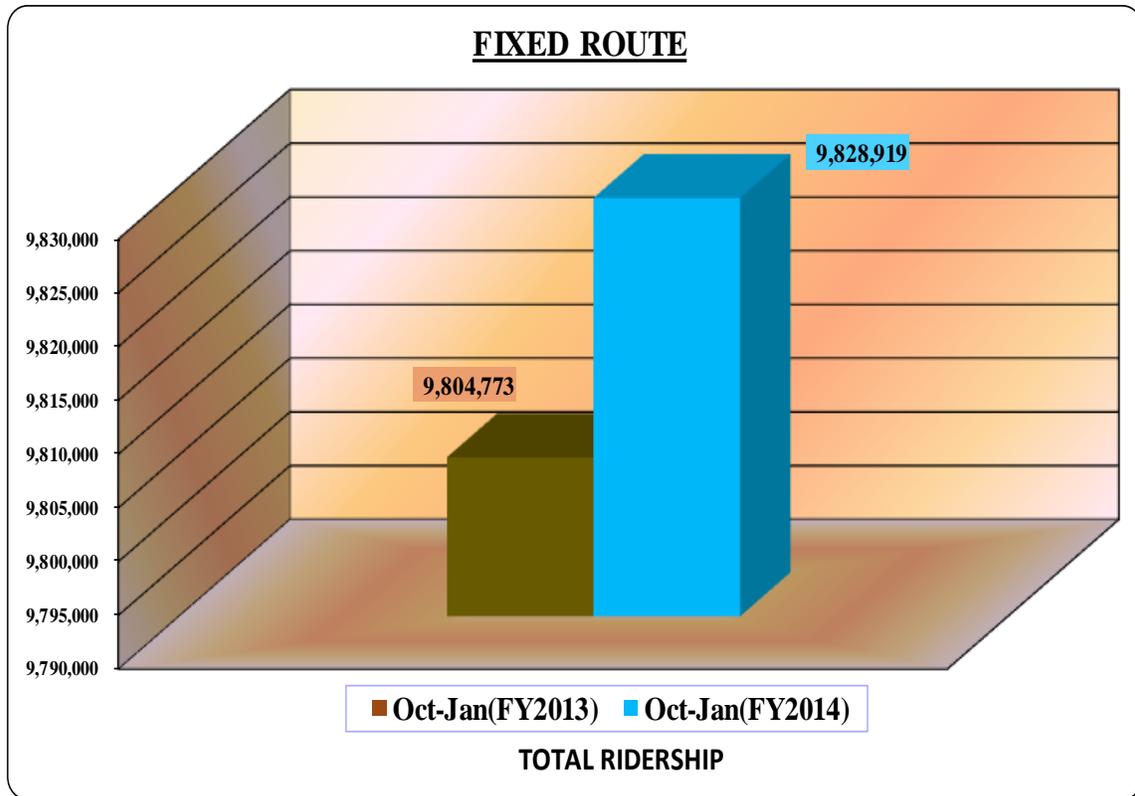


**ACCESS LYNX, NEIGHBORLINK & VANPOOL**



**FIXED ROUTE  
RIDERSHIP by MONTH**





*Average Daily Ridership by Mode*

<i>Service Mode</i>	<i>Day</i>	<i>January-13</i>	<i>January-14</i>	<i>% Change</i>
<b>LYMMO</b>	Weekday	2,864	2,484	-13.25%
	Saturday	1,387	1,203	-13.30%
	Sunday	866	822	-5.08%
<b>All Other Links</b>	Weekday	88,848	82,776	-6.83%
	Saturday	63,278	59,869	-5.39%
	Sunday	36,530	37,241	1.95%
<b>Total Fixed Route</b>	Weekday	91,712	85,260	-7.04%
	Saturday	64,665	61,072	-5.56%
	Sunday	37,396	38,063	1.78%
<b>ACCESS LYNX</b>	Weekday	2,560	2,594	1.35%
	Saturday	1,086	1,094	0.78%
	Sunday	430	473	10.13%
<b>NeighborLink</b>	Weekday	783	506	-35.37%
	Saturday	321	355	10.43%
<b>Van Pool</b>	Weekday	783	950	21.30%
	Saturday	199	266	33.67%
	Sunday	209	236	12.68%
<b>TOTAL</b> <i>LYNX</i> <i>SERVICES</i>	<b>Weekday</b>	<b>95,838</b>	<b>89,311</b>	<b>-6.81%</b>
	<b>Saturday</b>	<b>66,271</b>	<b>62,787</b>	<b>-5.26%</b>
	<b>Sunday</b>	<b>38,035</b>	<b>38,772</b>	<b>1.94%</b>

The following new links were added in December 2012

Link 416 – Poinciana/ Haines City

Link 427 – US 27/ Haines City

On February 1<sup>st</sup> 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 18<sup>th</sup> 2013, the following Route was discontinued:

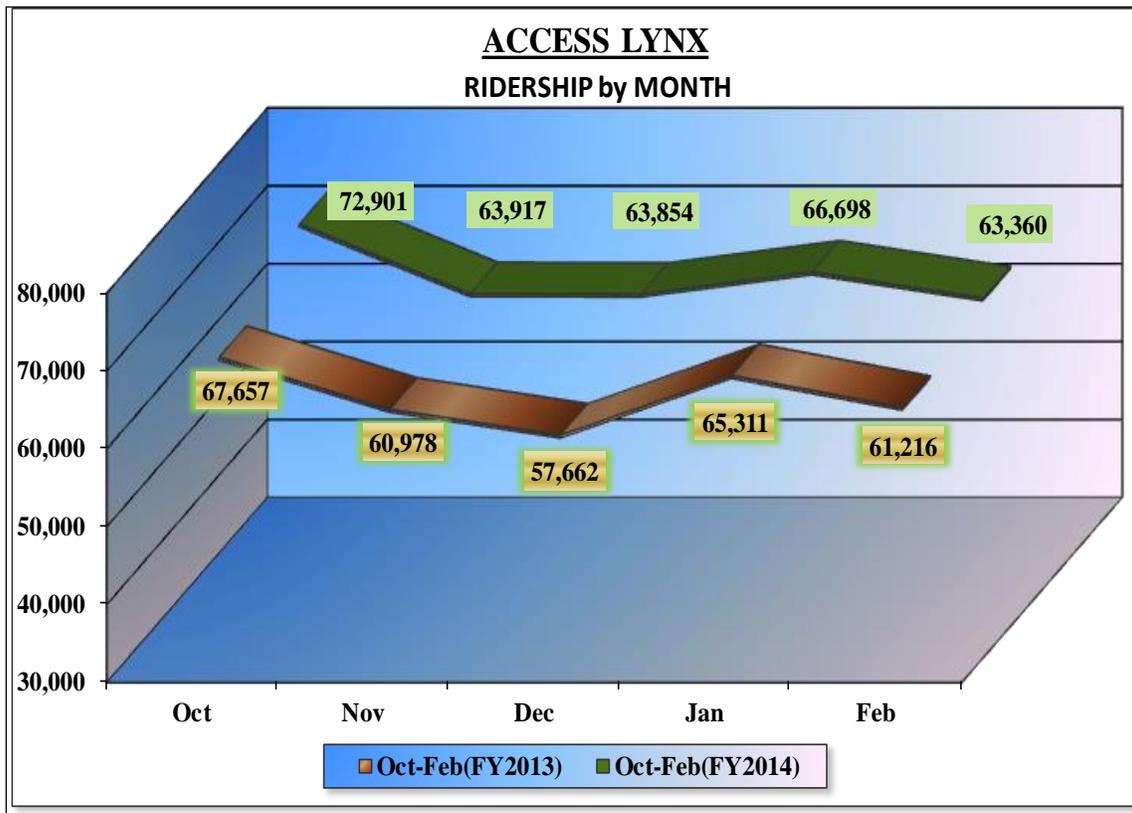
- Link 204 – Clermont Express

On January 12<sup>th</sup> 2014, the following Route was reinstated:

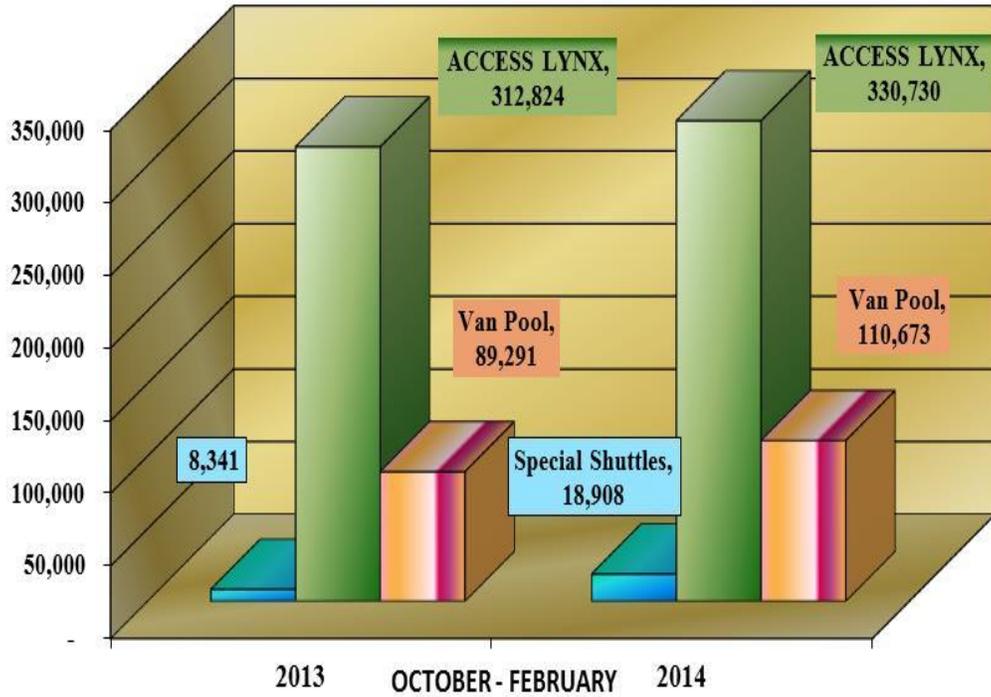
- Link 204 – Clermont Express

Year to date (October – February)

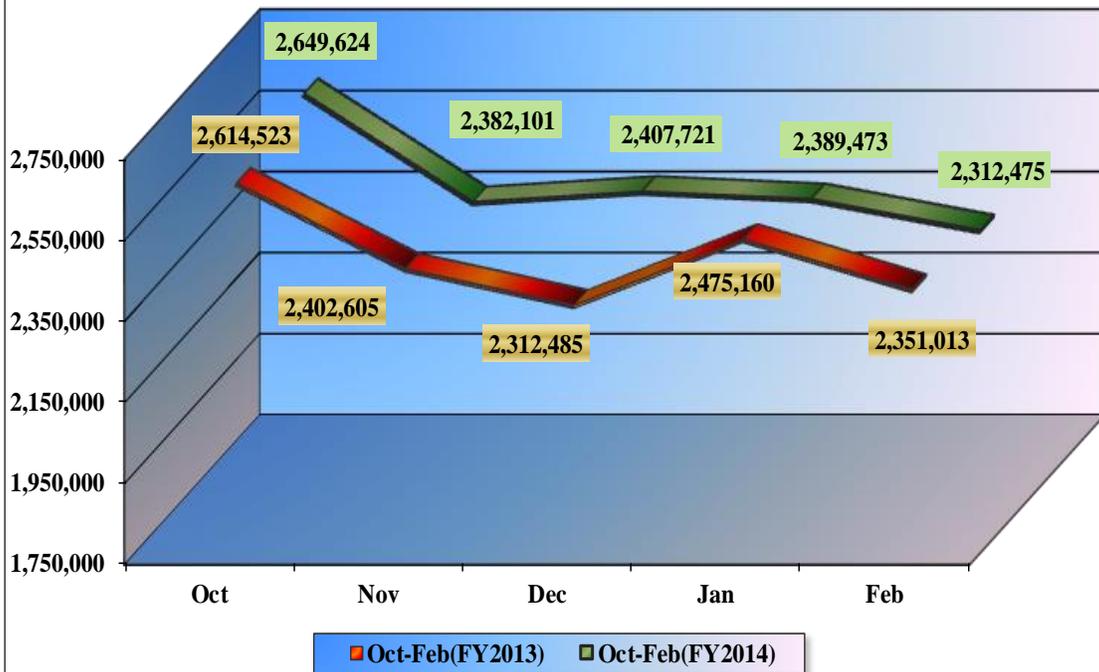
Service Mode	Oct-Feb(FY2013)	Oct-Feb(FY2014)	% Change
LYMMO	350,354	330,650	-5.62%
Fixed Route	11,747,508	11,745,265	-0.02%
NeighborLink	57,924	65,479	13.04%
<b>SUBTOTAL - FIXED ROUTE</b>	<b>12,155,786</b>	<b>12,141,394</b>	<b>-0.12%</b>
Special Shuttles	8,341	18,908	N/A
ACCESS LYNX	312,824	330,730	5.72%
Van Pool	89,291	110,673	23.95%
<b>SUBTOTAL - OTHER SERVICES</b>	<b>410,456</b>	<b>460,311</b>	<b>12.15%</b>
<b>TOTAL ALL SERVICES</b>	<b>12,566,242</b>	<b>12,601,705</b>	<b>0.28%</b>

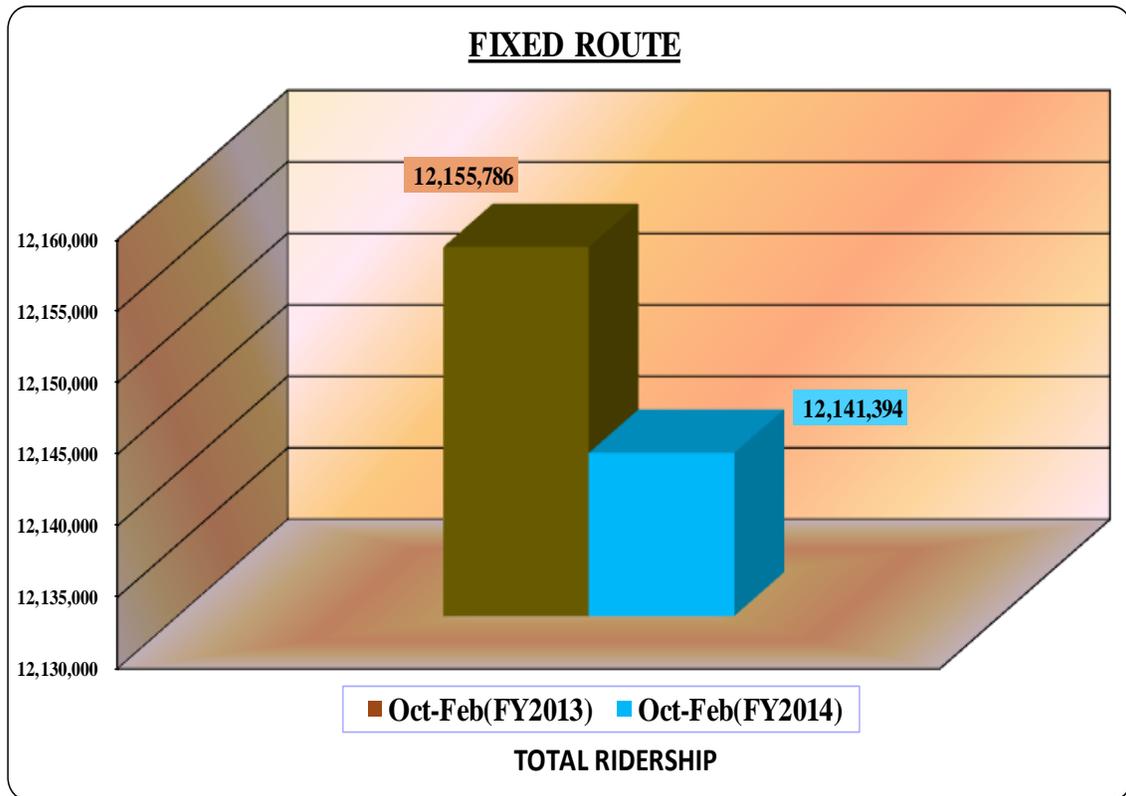


**ACCESS LYNX, NEIGHBORLINK & VANPOOL**



**FIXED ROUTE  
RIDERSHIP by MONTH**





***Average Daily Ridership by Mode***

# LYNX Board Agenda

<i>Service Mode</i>	<i>Day</i>	<i>February-13</i>	<i>February-14</i>	<i>% Change</i>
<b>LYMMO</b>	Weekday	3,051	2,908	-4.71%
	Saturday	1,348	1,169	-13.27%
	Sunday	902	870	-3.60%
<b>All Other Links</b>	Weekday	91,836	91,149	-0.75%
	Saturday	65,652	58,666	-10.64%
	Sunday	36,638	39,010	6.48%
<b>Total Fixed Route</b>	Weekday	94,887	94,057	-0.87%
	Saturday	66,999	59,835	-10.69%
	Sunday	37,540	39,880	6.23%
<b>ACCESS LYNX</b>	Weekday	2,658	2,805	5.53%
	Saturday	1,026	1,112	8.31%
	Sunday	442	486	9.90%
<b>NeighborLink</b>	Weekday	848	573	-32.45%
	Saturday	333	383	15.03%
<b>Van Pool</b>	Weekday	848	1,004	18.39%
	Saturday	218	279	28.12%
	Sunday	230	247	7.51%
<b>TOTAL LYNX SERVICES</b>	<b>Weekday</b>	<b>99,242</b>	<b>98,439</b>	<b>-0.81%</b>
	<b>Saturday</b>	<b>68,576</b>	<b>61,609</b>	<b>-10.16%</b>
	<b>Sunday</b>	<b>38,212</b>	<b>40,613</b>	<b>6.28%</b>

The following new links were added in December 2012

Link 416 – Poinciana/ Haines City

Link 427 – US 27/ Haines City

On February 1<sup>st</sup> 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)
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On October 18<sup>th</sup> 2013, the following Route was discontinued:

- Link 204 – Clermont Express

On January 12<sup>th</sup> 2014, the following Route was reinstated:

- Link 204 – Clermont Express

**LYNX Monthly Ridership**

<b>Fiscal Year 2014</b>													
<i>Service Mode</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>TOTAL YEAR</i>
LYMMO	70,411	64,168	64,529	65,237	66,305								330,650
Fixed Route	2,564,960	2,305,357	2,330,828	2,311,069	2,233,051								11,745,265
NeighborLink	14,253	12,576	12,364	13,167	13,119								65,479
<b>SUBTOTAL - FIXED ROUTE</b>	<b>2,649,624</b>	<b>2,382,101</b>	<b>2,407,721</b>	<b>2,389,473</b>	<b>2,312,475</b>	<b>-</b>	<b>12,141,394</b>						
Special Shuttles	223	1,139	9,318	7,238	990								18,908
ACCESS LYNX	72,901	63,917	63,854	66,698	63,360								330,730
VanPlan	24,265	21,511	20,861	21,407	22,629								110,673
<b>SUBTOTAL - OTHER SERVICES</b>	<b>97,389</b>	<b>86,567</b>	<b>94,033</b>	<b>95,343</b>	<b>86,979</b>	<b>-</b>	<b>460,311</b>						
<b>TOTAL ALL SERVICES</b>	<b>2,747,013</b>	<b>2,468,668</b>	<b>2,501,754</b>	<b>2,484,816</b>	<b>2,399,454</b>								<b>12,601,705</b>
<b>% Change From Fiscal Year 2013 To Fiscal Year 2014</b>													
<i>Service Mode</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>TOTAL YEAR</i>
LYMMO	-11.2%	-4.4%	5.7%	-10.5%	-5.3%								-5.6%
Fixed Route	1.7%	-0.8%	4.0%	-3.3%	-1.6%								0.0%
NeighborLink	13.0%	9.7%	17.0%	11.1%	14.8%								13.0%
<b>SUBTOTAL - FIXED ROUTE</b>	<b>1.3%</b>	<b>-0.9%</b>	<b>4.1%</b>	<b>-3.5%</b>	<b>-1.6%</b>								<b>-0.1%</b>
Special Shuttles	346.0%	2090.4%	408.1%	36.4%	-9.8%								126.7%
ACCESS LYNX	7.8%	4.8%	10.7%	2.1%	3.5%								5.7%
VanPlan	30.8%	31.9%	28.7%	10.0%	20.6%								23.9%
<b>SUBTOTAL - OTHER SERVICES</b>	<b>12.9%</b>	<b>11.9%</b>	<b>24.2%</b>	<b>5.8%</b>	<b>7.3%</b>								<b>12.1%</b>
<b>TOTAL ALL SERVICES</b>	<b>1.7%</b>	<b>-0.5%</b>	<b>4.8%</b>	<b>-3.1%</b>	<b>-1.3%</b>								<b>0.3%</b>
<b>Fiscal Year 2013</b>													
<i>Service Mode</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>TOTAL YEAR</i>
LYMMO	79,272	67,129	61,048	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
<b>SUBTOTAL - FIXED ROUTE</b>	<b>2,614,523</b>	<b>2,402,605</b>	<b>2,312,485</b>	<b>2,475,160</b>	<b>2,351,013</b>	<b>2,384,924</b>	<b>2,426,745</b>	<b>2,376,562</b>	<b>2,236,358</b>	<b>2,361,116</b>	<b>2,508,625</b>	<b>2,371,583</b>	<b>28,821,699</b>
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
<b>SUBTOTAL - OTHER SERVICES</b>	<b>86,259</b>	<b>77,334</b>	<b>75,711</b>	<b>90,078</b>	<b>81,074</b>	<b>84,364</b>	<b>89,937</b>	<b>90,126</b>	<b>84,064</b>	<b>95,377</b>	<b>92,198</b>	<b>88,922</b>	<b>1,035,444</b>
<b>TOTAL ALL SERVICES</b>	<b>2,700,782</b>	<b>2,479,939</b>	<b>2,388,196</b>	<b>2,565,238</b>	<b>2,432,087</b>	<b>2,469,288</b>	<b>2,516,682</b>	<b>2,466,688</b>	<b>2,320,422</b>	<b>2,456,493</b>	<b>2,600,823</b>	<b>2,460,505</b>	<b>29,857,143</b>

**Monthly Report E: Planning and Development Report**

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6009

**Item Name:** Planning and Development Report

**Date:** 3/27/2014

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**STRATEGIC PLANNING**

**SR 50 Alternatives Analysis**

During January and February, the SR 50 project team met with the Community Liaison Group to discuss and evaluate preliminary alternative alignments and modes identified during the first phase of the project. Based on input received from the CLG, as well as from the local agency stakeholders, the team narrowed the alternatives and presented these during a series of three public open houses held in the Pine Hills area, Azalea Park, and downtown Orlando, and one additional open house requested by community stakeholders in the Eola Heights Neighborhood and Mills50 Main Street District. Based on input received from participants in these events, the team added an alternative to the list for consideration. The project team also began to brief elected officials within the study area, as well as MetroPlan committees, on the progress of the study.

**Comprehensive Operational Analysis**

The LYNX Comprehensive Operational Analysis was completed in January 2014 and is available on the LYNX website. LYNX staff will continue to work with partner agencies on prioritization and implementation of recommendations in the study.

## GIS

The phase one from VUEWorks Asset Management system and Bus Stop Accessibility Study was completed. The consultant has completed the standard Operation Procedures document for Stop Data Collection Process and the Final report for phase one.

LYNX GIS staff updated the fixed service route network in the GIS database to the new January bid changes and planned changes in April 2014. GIS staff completed analysis of the proposed service for the route length by jurisdiction. GIS staff is working with LYNX' Title VI officer on the development of Standard Operation Procedures for Title VI evaluation under the newly adopted Title VI policy. An ArcGIS online web map was created and distributed to all parties involved in the service route planning, to display the Title VI demographics and LYNX service for visual evaluation.

LYNX GIS staff tested a new update for TBEST software that will provide out of the box solution for Title VI reports by service miles and hours with each service change, based on the scheduling data in Trapeze FX.

The GIS web site accessible from GoLYNX has updated GIS Data download page that includes a place for GTFS (Google transit) data download and the data for the proposed Sun Rail feeder routes in GIS format. GIS staff is working with a consultant on adding functionality to LYNX Map - Interactive Map applications.

GIS has prepared all the informational maps for the proposed service change in April and coordinated with Marketing department the production of display boards. Number of informational maps on the proposed Sun Rail feeder plan were prepared for communication with the funding partners and elected officials. GIS is working with a consultant on the preparation of training map books for the Bus Bridge emergency plan. The project involves planning for bus access to each intersection along the Sun Rail line and providing transportation to the closest Sun Rail station.

IT, GIS and a consultant are working on migration of the GIS shared data files and GIS working directories for each department to a new server. The shared data for all LYNX users will be converted in SDE/SQL database format to allow faster and more secure access to all currently maintained datasets.

## SERVICE PLANNING

### APRIL 13, 2014 SERVICE ADJUSTMENTS

Planning staff organized four public hearings that were held February 25 to February 28, 2014 on the proposed April service changes in Seminole, Orange and Osceola County. An additional meeting was also held on March 26, 2014 in Volusia County. Planning staff met with Osceola County staff on the Link 208 express route and a proposed extension of Link 56 from Osceola

Square Mall to Kissimmee Intermodal Station to address capacity issues being experienced between these two destinations. Planning staff also worked with Seminole County staff to identify a service mitigation option to address the impact to Goldsboro residents from the proposed rerouting of Link 34 to French Avenue.

### 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 5<sup>th</sup>, 12<sup>th</sup> and January 10<sup>th</sup> as part of developing the bus bridge service plan and associated operating agreement with Bombardier.

## GRANTS

- JARC AND NEW FREEDOM PROGRAM FY 2014 SUB-RECIPIENTS
  - This quarter LYNX issued Notices to Proceed and Sub-Recipient agreements to Meals On Wheels, Etc., ITN Orlando, and The Opportunity Center for the coordinated provision of transportation services within the LYNX service area.
- LYNX 5310 URBANIZED AREA PROGRAM
  - Grants conducted a grant workshop for its 5310 funding program February 7, 2014.
    - Introduced the application and evaluation processes, and the lynx funding priorities
  - Will be conducting a needs analysis on paratransit vehicle services amongst the agencies coordinating with the CTC.
- FY 2014 GRANT APPLICATIONS
  - Grants is completing requirements for fy 2014 grant applications
    - Working with project managers to finalize scopes of work for project development
- FY 2013 ANNUAL AUDIT
  - Grants completed the necessary documentation to support the Finance Department with the FY 2013 annual audit process

- VETERANS TRANSPORTATION RESOURCES AND COMMUNITY SERVICES (TRACS):

## **Progress**

- A meeting was held January 9, 2013, from 9:00 AM – 3:00 PM at LYNX Central Station to introduce this project, provide a questionnaire, seek input, and address any questions; all for the development of the Concept of Operations – the foundation of this project moving forward.
  - › Representatives from the Orange, Osceola, and Seminole County Veterans Services Offices were present
  - › VAMC
  - › MetroPlan Orlando
  - › FDOT District 5
  - › United Way
  - › Easter Seals
  - › Human service agencies
- Findings from the meeting are in the process of being formulated into a draft of the Concept of Operations document.
  - › After initial review, will be sent out to meeting participants for their comments.

## **Next Steps**

- Development of Concept of Operations (completed February/March 2014)
- Conduct Needs Assessment (completed March/April 2014)
- System Requirements (completed April/May 2014)
- (further down the road)...
  - › Software/System Integration and Testing (completed ~ August 2015)
  - › Project Evaluation & Final Report (completed February/March 2016)

**Monthly Report F: 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:** 03/27/2014

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**One Less Car One More Park**

LYNX attended One Less Car One More Park on Jan. 10 at Lake Eola. The event was hosted by the City of Orlando's Transportation Planning Division. LYNX joined other industry partners to distribute local transit information and project updates. More than 50 people stopped by the LYNX table to get information on the LYMMO Expansion. LYNX' presence was beneficial as many local residents and employees were able to receive status updates on the Grapefruit and Lime lines.

**Secretary FOXX Visits LYNX Central Station**

On Jan. 3, U.S. Transportation Secretary Anthony Foxx visited Central Florida. His visit to Orlando was to highlight public transportation's role in strengthening the local economy and creating the kind of ladders of opportunity that President Obama called for in his State of the Union address.

While in Orlando, Secretary Foxx toured the East-West Circulator Bus Rapid Transit project and took part in a brief press conference with U.S. Rep. Alan Grayson, local officials, and community members.

**Transportation Fair**

On Feb. 17, LYNX participated in a Transportation Fair hosted by reThink at the Seaside Plaza in downtown Orlando. LYNX was able to distribute LYMMO Expansion information to more than 20 business professionals. SunRail, 511 and reThink also hosted information tables at the fair.

## **LYNX Kissimmee Intermodal Station Celebration**

The Federal Transit Administration, Florida Department of Transportation, Osceola County, the City of Kissimmee and LYNX officially opened the new southern transfer hub administrator on Feb. 27. Speakers included John Lewis, Brandon Arrington, Major Jim Swan, Sec. Noranne Downs and Dr. Yvette Taylor. The LYNX Kissimmee Intermodal Station celebration highlighted the multi-modal uses for the facility, making it a hub for all transit services in Osceola County.

## **January – February 2014**

### **Press Releases | Media Notes**

- Jan. 7 Updated LYNX January service changes.
- Jan. 17 Osceola county routes to be adjusted.
- Jan. 27 LYNX seeking public input on SR 50 study.
- Jan. 30 U.S. Transportation Secretary Foxx to Visit Orlando to Highlight Public Transportation's Role in Strengthening Access to Opportunities, Jobs.
- Feb. 7 Board of Directors to Hold Executive Session.
- Feb. 7 LYNX to accept applications for 13th annual Public Service bus contest.
- Feb. 11 LYNX Announces April service proposal.
- Feb. 13 LYNX Announces open houses and public hearings for April service proposal.
- Feb. 20 LYNX Kissimmee Intermodal station now open.
- Feb. 24 LYNX prepares for local operator and maintenance roadeo.

### **Stories**

- Jan. 3 El Osceola Star: LYNX announces January service changes.
- Jan. 11 Orlando Sentinel and News Channel 13: LYNX bus driver charged with punching passenger.
- Jan. 12 WFTV/Channel 9: LYNX riders to get link 55 back, but won't be fully serviced.
- Jan. 12 Daily Commercial & South Lake Press: LYNX Osceola and Orange routes back in service.
- Jan. 13 WFTV/Channel 9: LYNX changes catch some Osceola riders by surprise.
- Jan. 13 Orlando Sentinel: LYNX bus rides move artists to tell city's stories.
- Jan. 14 Orlando Sentinel: Mobile farmers market may soon be helping Orange neighborhoods.
- Jan. 14 Orlando Sentinel: New Orlando police headquarters to be smaller than current one.
- Jan. 15 Osceola News Gazette: Downtown LYNX bus depo begins service.
- Jan. 15 Orlando Sentinel: Transit, gifted, and minimum wage: Letters.
- Jan. 16 WFTV/Channel 9: City to eliminate 30 Church Street parking spots for new LYMMO service.
- Jan. 18 South Lake Press: For commuters, reinstated LYNX service is too little, too early.
- Jan. 19 Orlando Sentinel: SunRail stations almost finished, and some are nicer than others.
- Jan. 20 WFTV/Channel 9: LYNX changes up Kissimmee routes a second time in week.
- Jan. 22 WESH/Channel 2: Dramatic surveillance video: LYNX van crashes into Popeye's restaurant.
- Jan. 23 WFTV/Channel 9; News Channel 13 and Orlando Sentinel: Several injured in

Orange County LYNX bus crash.

- Jan. 27 South Lake Press: Officials exploring more bus service for transportation-strapped residents.
- Jan. 29 WFTV/Channel 9: More issues arise between LYNX and Lake County officials.

## Stories

- Jan. 29 Around Osceola & Osceola News Gazette: LYNX routes through downtown Kissimmee changed again.
- Jan. 29 Daily Commercial: Lake wants LYNX bus service restored.
- Jan. 29 News Channel 13: Captured video on Wallace Flowers' 40-year tenure at LYNX.
- Jan. 30 El Osceola Star: En función la nueva estación intermodal LYNX de Kissimmee (New LYNX Kissimmee intermodal station is open).
- Jan. 30 Orlando Business Journal: 7 ways gearing up for SunRail will help your biz.
- Jan. 31 West Orange Times: LYNX seeking public input on SR 50 study.
- Jan. 31 WMFE Radio: U.S. Transportation Secretary highlights expanding mass transit in Orlando.
- Feb. 5 The Ledger: Sales tax for Polk transit going on Nov. 4 ballot.
- Feb. 6 Orlando Sentinel: Major new development starts on last vacant block downtown.
- Feb. 12 WKMG/Channel 6: 10 hurt in crash involving LYNX bus, garbage truck, Orlando fire officials say.
- Feb. 14 Orlando Business Journal: Notable quotes from OBJ's Business of Transportation breakfast. John Lewis, Jr., CEO of LYNX said "We are currently working with a major tourism destination and expect to see our program of 100 vanpools grow to more than 200 with SunRail."
- Feb. 16 Daily Commercial and South Lake Press: Bring back full LYNX bus to South Lake County.
- Feb. 19 News Channel 13: Case dismissed against LYNX driver accused of punching passenger.
- Feb. 20 WFTV/Channel 9: Legally blind woman to gather signatures against LYNX bus route changes.
- Feb. 25 Orlando Sentinel: Driver ticketed after crashing into LYNX bus.
- Feb. 25 WESH/Channel 2; WFTV/Channel 9 and News Channel 13: 5 hurt after car hits LYNX bus in Orange County.
- Feb. 26 WFTV/Channel 9: 9 Investigates: LYNX buses caught running red lights.
- Feb. 26 WKMG/Channel 6: LYNX issues at least 42 red-light tickets in 1 year.
- Feb. 27 WFTV/Channel 9: New LYNX hub opens in Osceola County.

## Social Media

- Jan. 1 Happy 2014 from LYNX.  
Response to question regarding holiday schedule.
- Jan. 2 New 35-foot hybrid buses.  
Provided clarification about the new buses.  
Response to customer complaint.  
Response to LYMMO question.  
Central Boulevard service alert.
- Jan. 3 Good morning Central Florida! Make sure to bundle up, it's going to be a chilly day.  
Orange Avenue service alert.  
Thanked customer for compliment.  
Response to route question. Provided trip planner and customer service information.
- Jan. 4 Spotted SunRail testing the cars on the tracks behind LCS.
- Jan. 5 Service alert: Removal of holiday star.
- Jan. 6 Good morning and happy Monday from Livingston Street! Have a nice day everyone!
- Jan. 7 Please dress warm before heading out. It's cold out there.  
Service change update.
- Jan. 8 One Less Car, One More Park event coming soon.  
Service change.
- Jan. 9 Service change reminder.  
Have any questions about Jan. 12 service change? We will be at OSM giving out information about what's changing.  
Response to customer complaint question regarding service animals.  
Responded to service change question and provided link to service changes.  
Response to LYNX Kissimmee Intermodal question.  
Response to customer complaint. Referred to customer service.
- Jan. 10 New service change schedules are here.  
Response to customer route question.  
New schedule book is available for download.  
Response to question regarding Links 55 and 204.  
One Less Car, One More Park event.
- Jan. 11 Service change reminder.  
Reminder: Link 204 will service Lake County again.
- Jan. 12 Service change reminder for NeighborLinks 631 and 632.  
Service change reminder for Link 55.
- Jan. 13 Reminder: new service changes are in effect today.  
Big service changes in Osceola County start today.  
Response to customer complaint.  
Reminder of new NL 632 service.
- Jan. 14 Reminder: Link 4 is now Link 108.  
Response to customer question regarding Links 55 and 56.  
Transit Interpretation Project.  
Response to SunRail question.

## Social Media

- Jan. 15    Reminder: NL 631 has extended hours and adjusted service area.  
Links 416 and 427 MLK holiday schedule service alert.  
Response to customer complaint and provided customer service email address.  
Shared information about NeighborLink.  
Response to question about online orders.
- Jan. 16    Throwback Thursday.
- Jan. 17    Good morning from Amelia Street.  
Orlando MLK parade service alert.  
Announcement of additional service changes to Links 10, 26, 55, 56 & 108.  
Service alert: MLK parade street closures in Eatonville.  
Shared link of new maps and schedules for the adjusted routes.  
Response to bus fare question.
- Jan. 18    Reminder of service adjustments to several routes in Osceola County.  
Throwback Thursday.  
Reminder: Links 416 and 427 will not operate on MLK day.
- Jan. 19    Reminder of new adjustments effective Jan. 20.
- Jan. 20    Reminder new adjustments are in effect today.
- Jan. 21    Changed profile photo.  
Good morning from The LYNX Kissimmee Intermodal Station.  
Response to customer complaint.  
Response to customer complaint regarding overcrowding on Link 55.  
Provided information about purchasing day passes.  
Response to question about bus fare.
- Jan. 22    Invitation to the Parramore Community Kick-off and Planning Fair.
- Jan. 23    Throwback Thursday.  
Response to bus stop question.
- Jan. 24    SunRail Station progress behind LYNX Central Station.
- Jan. 25    Traveling this weekend? Where are you going Central Florida?
- Jan. 27    Photo of LYNX bus interior.  
SR 50 Public Workshops.
- Jan. 28    Response to customer complaint.  
Thanked customer for sharing photos.  
Road Ranger.  
LYNX Board Meeting reminder.
- Jan. 29    Response to customer complaint.  
Name that stop.  
Thanked customer for positive comment.
- Jan. 30    Throwback Thursday.  
Name that stop answer: Orange Avenue and Wall Street.  
Response to customer question.  
Response to question about LYNX services.

## Social Media

- Jan. 31 Good morning from the LYMMO Courthouse Station!  
We are excited to have U.S. Transportation Secretary Foxx here at LYNX.  
Photo of Secretary Foxx touring the LYMMO expansion.  
Photo of Wally Flowers and Secretary Foxx.
- Feb. 2 It's almost time for the Big Game! Who are you rooting for?  
Response to customer question about our system map.
- Feb. 3 Good morning Orlando.  
Notice of removal of all bike lockers.
- Feb. 4 Changed cover photo.  
SR 50 AA Study.  
Florida Highway and Transit Projects.
- Feb. 5 Reminder SR 50 workshops.  
Name that stop!  
Name that stop! Answer.  
Response to customer complaint.
- Feb. 6 SR 50 Open House at Wall Street Plaza.  
Throwback Thursday.  
Photo of SR 50 Open House at Wall Street Plaza.  
Crescent Central Station Groundbreaking.
- Feb. 7 Bird's-eye view of Crescent Central Station.  
Posted album of Crescent Central Station Groundbreaking.  
Response to SR 50 AA question.  
Shared a link to an article regarding groundbreaking at Crescent Central Station.
- Feb. 8 Video: U.S. Secretary Foxx Visits LYNX Central Station.
- Feb. 9 Public Service Bus registration.  
Service Alert: Rosalind Avenue road closure.
- Feb. 10 Tourism Orlando Leadership Program.  
Response to customer complaint.
- Feb. 11 It's a beautiful day in downtown Orlando! Anyone taking the LYMMO to get lunch?  
Response to fare question.  
Shared story about artist who draws funny characters during his commute.  
April service changes are coming April 13.  
Response to customer complaint.  
Response to customer questions regarding our buses.
- Feb. 12 Service Alert Reminder: Rosalind Avenue road closure.  
Name that stop!  
Response to route and bus questions.
- Feb. 13 Response to customer complaint about trash receptacle at bus stop.  
Throwback Thursday.  
Name that stop answer.  
Response to question about the removal of bike lockers.  
Public hearings and open houses on Feb. 25-28.

## Social Media

- Feb. 14 Happy Valentine's Day.  
Posted photo update of trash receptacle installation at bus stop.  
Service Alert: Links 416 and 427 will follow the Polk County holiday.  
schedule on President's Day.  
John Lewis joins panel discussion at OBJ's Business of Transportation event.
- Feb. 15 LYNX bus tours around the wetlands.  
Thanked MetroPlan Orlando for riding LYNX and sharing a photo.
- Feb. 16 Public Service bus registrations.  
Notice of removal of bike lockers at LCS.
- Feb. 17 Response to question about holiday schedule on President's Day.  
Happy President's Day! Reminder: LYNX is running a regular schedule today.  
Response to customer complaint.  
Transportation Fair: Come see us at Seaside Plaza.  
Public Service Bus.  
Response to route question.
- Feb. 18 Good morning from SeaWorld! Have a great day!  
Mills 50 Interactive Open House to discuss SR 50.
- Feb. 19 Name that stop!  
Alert: Xpress 200 route will be eliminated on May 1, 2014 with the start of SunRail.
- Feb. 20 Throwback Thursday: Tri-County Transit.  
Reminder: Mills 50 Open House is today.
- Feb. 21 Shared video of A Day in the Life of a Road Ranger.
- Feb. 21 Changed cover photo to promote PS Bus.  
Response to customer complaint.  
Service Alert: Bus stop removal on U.S. Hwy 192.
- Feb. 22 Shared photo of Amway Center.  
Throwback Thursday answer.
- Feb. 23 Good evening from LYNX! Hope you had a great day!
- Feb. 24 Good Monday morning from International Drive!  
Response to customer complaint about Link 55. Referred to customer service.  
April service proposal public hearing and open house.
- Feb 25 LYNX SunRail connections.  
Announcement of LYNX monthly pass winners for participating at LYNX SR 50  
open houses.  
Reminder of open house and public hearing in Sanford.
- Feb 26 Name that stop!  
Shared article about unique transportation from around the globe.  
We're in the Orange County TV studio talking about transportation.

## Social Media

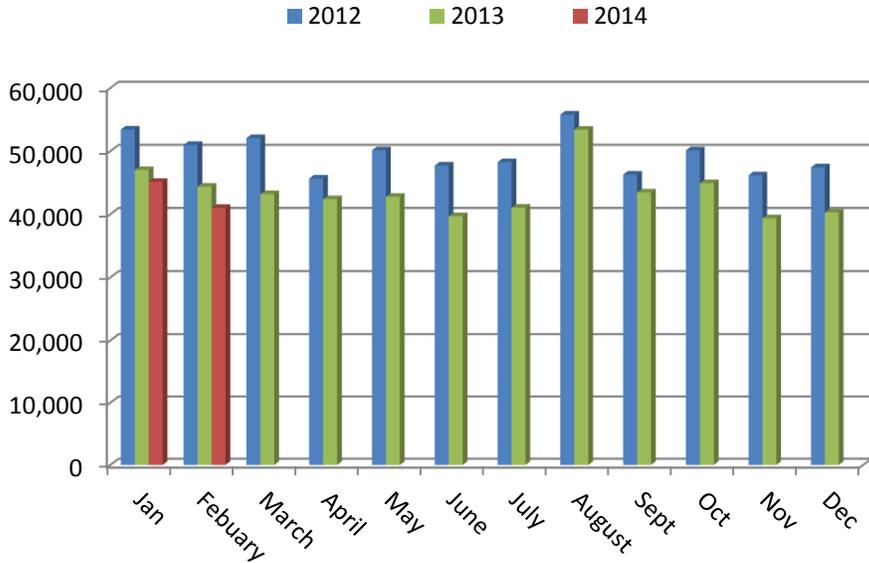
- Feb 27 Thanked customer for positive feedback.  
 Thanked Orange County TV for having us.  
 Hosting a milestone in transportation event in celebration of the new Kissimmee Intermodal Station.  
 Thanked customer for feedback and referred to customer service.  
 LYNX Kissimmee Intermodal Station has officially opened!  
 Name that stop answer: Garland Avenue and Washington Street.
- Feb 28 Happy Friday! Photo of courtyard with reminder of removal of bike lockers.  
 Reminder of open house and public hearing at LCS.  
 Response to question about bike lockers.

SOCIAL MEDIA USAGE	JANUARY 2014	FEBRUARY 2014
Facebook Likes	1,747	1,792
Facebook – # of People Reached	14,178	11,423
Twitter Followers	733	803

WEBSITE USAGE	JANUARY 2014	FEBRUARY 2014
Total Page Views	344,305	297,946
Total User Visits	90,427	80,780

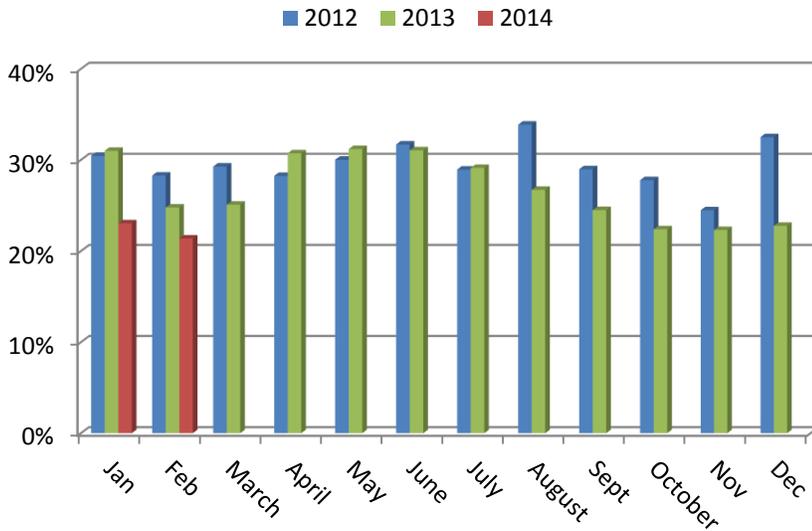
### Customer Service

#### Fixed Route Calls

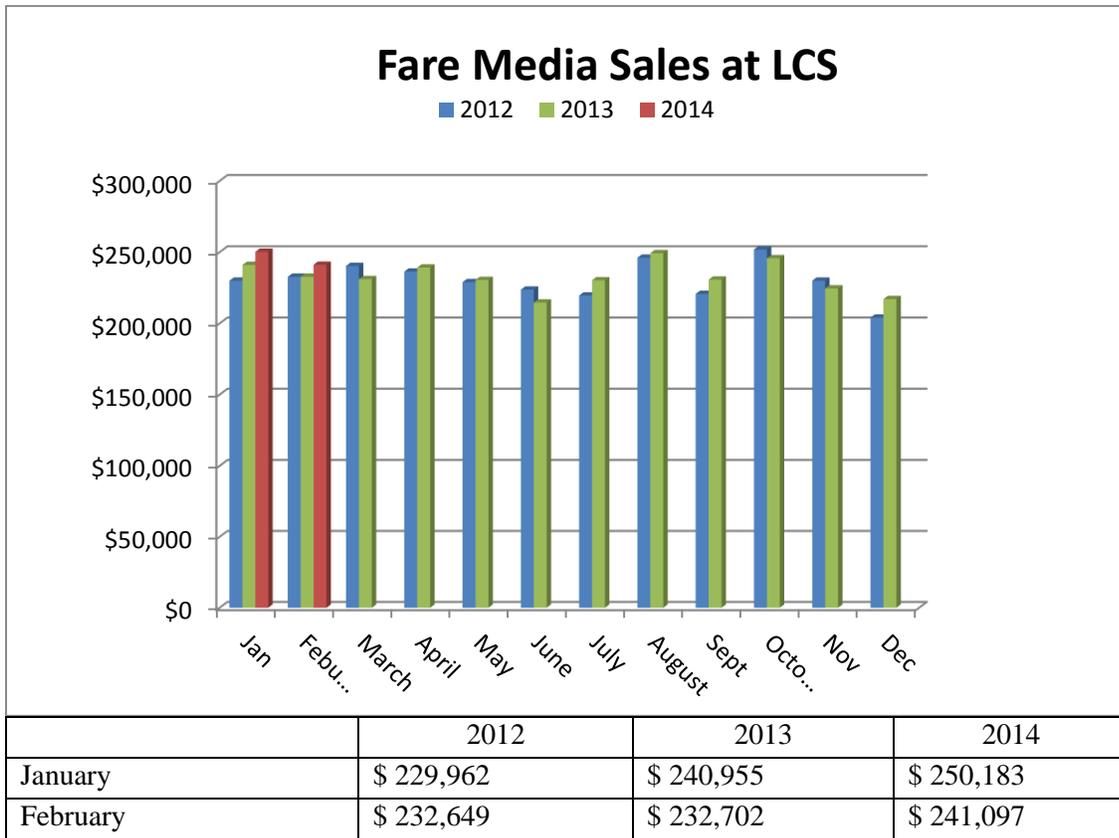
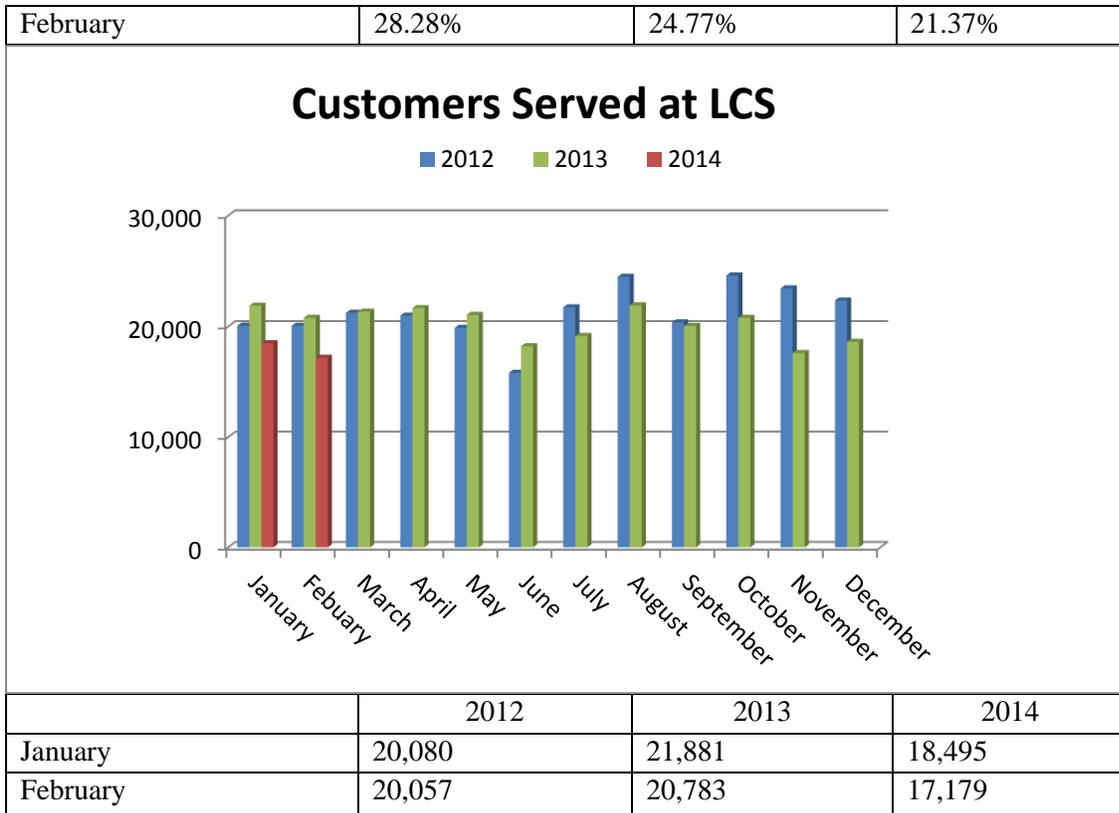


	2012	2013	2014
January	53,423	47,013	45,125
February	50,983	44,368	41,002

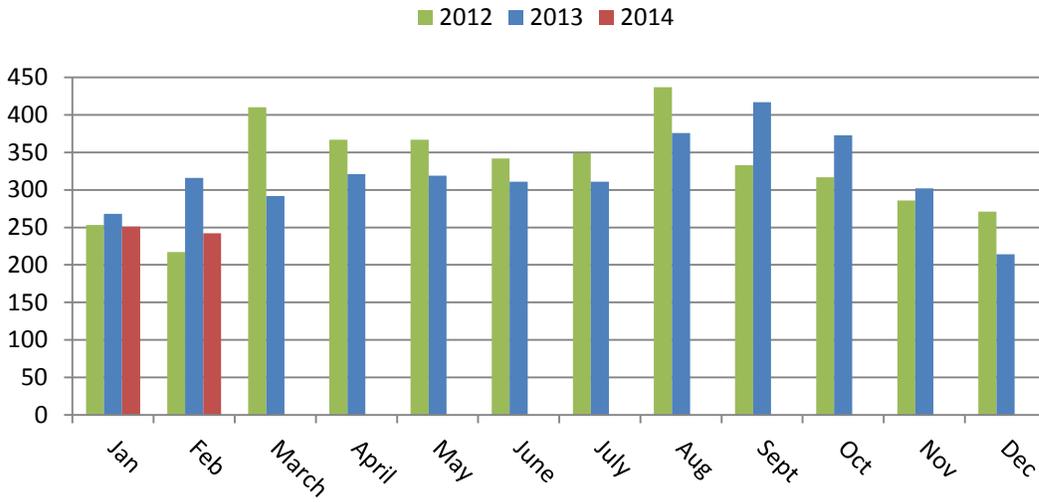
#### Lost & Found Percentage of Recovered



	2012	2013	2014
January	30.45%	31.00%	23.04%

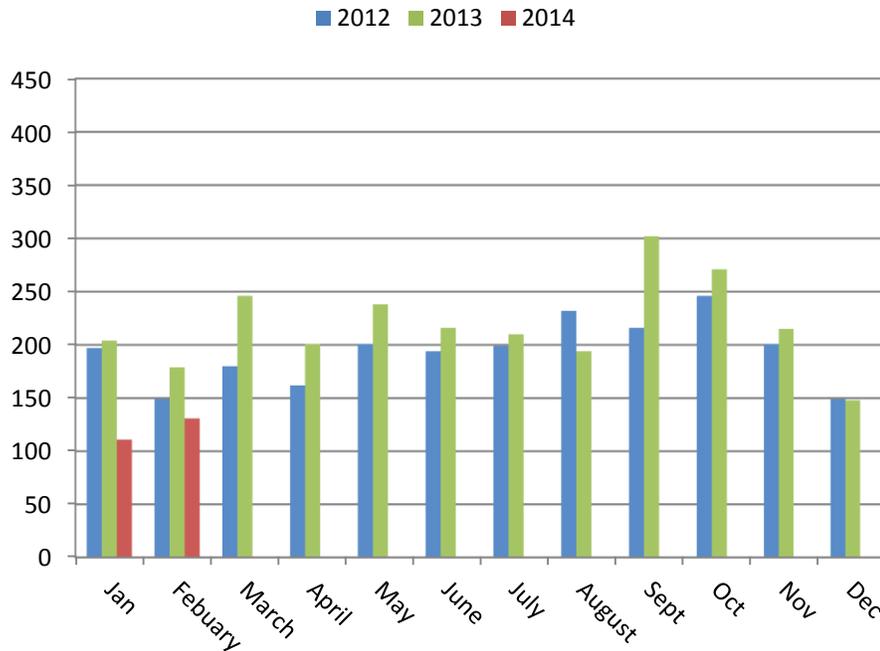


### Fixed Route Concerns



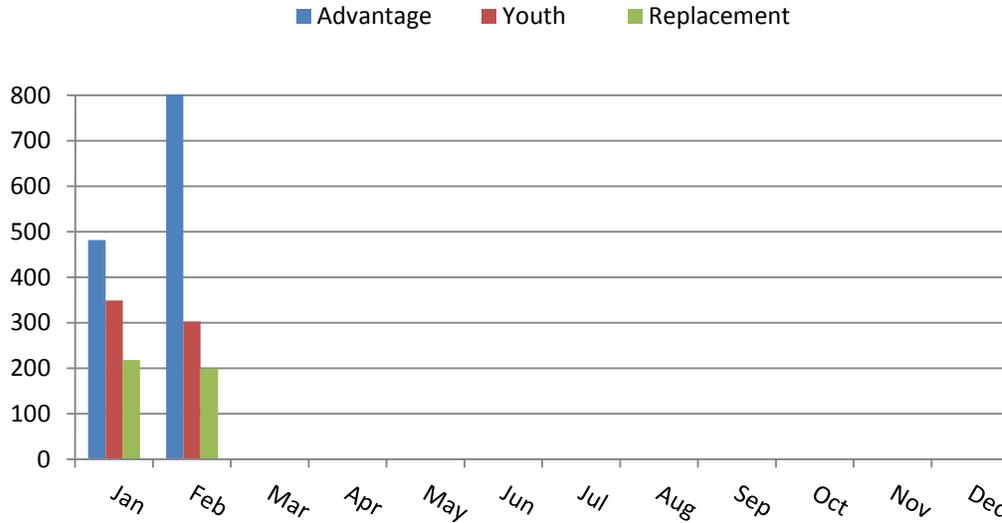
	2012	2013	2014
January	253	268	251
February	217	316	242

### Paratransit Concerns



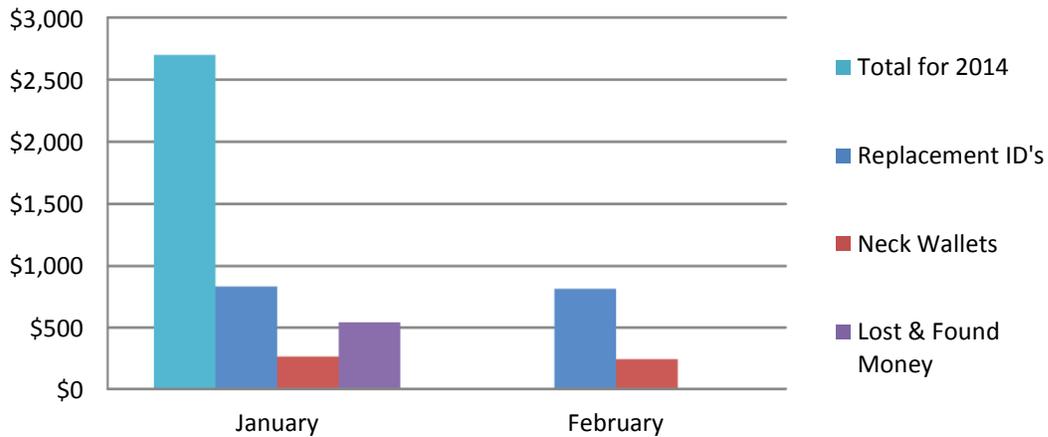
	2012	2013	2014
January	197	204	111
February	149	179	131

### ID'S ISSUED in 2014



	Advantage	Youth	Replacement
January	482	349	218
February	1281	303	199

### Income Generated Revenue



	Total	Replacement ID's	Neck Wallets	L&F Money
January	\$ 1641	\$ 834	\$ 264	\$ 543
February	\$ 1058	\$ 816	\$ 242	\$ 0

**Monthly Report G: 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:** 3/27/2014

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**FY2014 Appropriations:**

In January, Congress finally enacted the Fiscal Year 2014 budget. As you know, none of the twelve bills that make up the federal budget had passed by October 1, 2013 when the fiscal year started. After a government wide shut-down that lasted over two weeks, Congress passed a Continuing Resolution that lasted into January. Then Senator Murray and Congressman Ryan negotiated out a bill that established overall budget ceilings for FY2014 and FY2015, ended sequester for two years, at a cost of \$65 billion, and cut \$85 billion from the deficit through a number of fee increases and programmatic decreases. Pursuant to this framework, Congress then passed a final budget bill for FY2014. This was an important bill because, for the first time in years, every agency had its own budget and Congressional direction and none were funded by a Continuing Resolution.

The bill treated the Department of Transportation well. Within the Federal Transit Administration, the formula grant program got \$8.595 billion, the amount authorized by MAP-21. The New Starts/Small Starts Capital Grants got a total of \$2.132 billion. Of this amount, \$1.943 billion was new money and \$189 million came from previous years' funding which was reprogrammed. The Administration had requested \$1.981 billion, so the final total exceeded the request.

The bill also included \$600 million for another round of TIGER grants. Again, this was more than the Administration requested, which was \$500 million. The House had not funded the program at all in its draft version of the FY2014 Transportation, HUD Appropriations bill while the Senate draft bill included \$550 million. Thus the final version of the bill gave the program more money than any other version of the bill. Needless to say, this demonstrates strong Congressional support for the program, and particularly the interest of Senator Patty Murray, the Chair of the Senate Transportation, HUD Appropriations Subcommittee.

On the other hand, the bill had no money for high speed rail projects. The House remains adamantly opposed to high speed rail. Even the Senate only included \$100 million for the program and then caved to the House in conference.

In addition to transportation funding, the FY2014 bill also provides \$100 million for the Department of Homeland Security's Public Transportation Security Assistance, Railroad Security Assistance and Over-the Road Bus Security Assistance grant program.

### **SunRail:**

In January, Mayor Dyer was in Washington for the U.S. Conference of Mayors Legislative Conference. While he was here, he visited both the Office of Management and Budget (OMB) and the Federal Transit Administration (FTA) to press again for the Administration to include funding for Phase 2 of SunRail in the President's Fiscal Year 2015 budget. With Phase 1 to be complete by the May of this year, the project is ready to proceed to the next segment. For FTA to provide any assistance for Phase 2, it must be listed as an approved project in the budget. We had good audiences in both agencies. The professionals are fully aware of the progress of SunRail, that it is shovel-ready and about all the development it will trigger. The budget will be released in early March. A budget overview is due to be released on March 3. However, the specific details for much of the budget will not be released [until March 10](#).

### **Surface Transportation Reauthorization Bill:**

In January, Congressman Shuster, the Chair of the House Transportation and Infrastructure Committee, stated that he intends to pass a reauthorization of the highway bill, MAP-21. MAP-21 expires [September 30<sup>th</sup>](#) of this year. Shuster says he will get a new bill done. He acknowledges that the Highway Trust fund will run out of money and that there is no appetite for an increase in the gas tax. But he says there are alternative funding sources he believes he can tap to fund the next bill. Despite his efforts, we still believe there is little chance a bill will get done in 2014.

### **TIGER Grant Announcement:**

On February 26, the U.S. Department of Transportation (USDOT) announced the availability of the 2014 TIGER grants ([www.dot.gov/tiger](http://www.dot.gov/tiger)). Applications are due [April 28](#). There is \$600 million available in this round of grants. Items to note in this, the sixth round of TIGER grants:

- No pre-applications are required for this round of TIGER;
- Of the \$600 million available, \$35 million may be awarded for Planning Grants;
- Date for [Grants.gov](http://www.dot.gov) to Begin Receiving Applications: [April 3, 2014](#);
- Deadline for Final Applications: [April 28, 2014 at 5:00 p.m. EDT](#);
- Applicants are limited to 3 applications in each category (3 capital applications and 3 planning applications);
- Grants may not be less than \$10 million (except in rural areas) and not greater than \$200 million (for projects in rural areas the minimum is \$1 million);
- There is no minimum amount for planning grants;

- No more than 25% (or \$150 million ) is available for one State;
- Not less than 20% (or \$120 million) is available for projects in rural areas;
- For urban projects, TIGER can only fund 80% of the project total, for rural projects the maximum can be 100%. However as a practical matter, DOT favors projects with significant matches. In the first five rounds, projects have attracted more than 3.5 additional non-federal dollars for every TIGER grant dollar;
- Grants funds are available for obligation through [September 30, 2016](#), and there is no waiver possible for this deadline;
- Previous TIGER recipients can apply for funding to support additional phases of projects awarded funds in earlier rounds;

While much of the TIGER grant process remains unchanged, they have extended the timeline for obligation of grant funds. In the previous round of TIGER, funding was available for obligation for a very short time so project readiness was a primary criterion in awarding funding. However, in this round, recipients will have a longer time to obligate and expend the funds. Applicants will have to provide schedules and evidence that they will be able to obligate funds, if awarded, by June of 2016 and expend such funds by [September 30, 2021](#). Extending the timeline allows for more complex projects that may require slightly longer schedules.

### **Florida Medicaid Expansion:**

As you know, under the Patient Protection and Affordable Care Act (Public Law 111-148, Public Law 111-152), States are required to expand Medicaid coverage to persons under age 65 with incomes up to 133 percent of the federal poverty level. The federal government will initially pay for the expansion. They will cover 100 percent of the cost of expansion for the first three years, from 2014 to 2016, and no less than 90 percent after that. Beginning in 2017, States will start to share in the cost of the expansion, which will top out at 10 percent in 2019 and future years.

Under the law, the federal government could have penalized States that did not participate in the expansion by taking away their existing Medicaid money. In its 2012 ruling on the Affordable Care Act, the U.S. Supreme Court upheld the expansion of Medicaid, but the majority of the justices (7-2) objected to the penalty provided in the law. Because of this ruling, States, including Florida, could decide not to participate in the part of the law that expands Medicaid coverage.

Florida already covers pregnant women and infants above 133 percent of the federal poverty level, but the Affordable Care Act would require Florida to cover more people in families with older children and some childless adults. Medicaid currently serves approximately 3.19 million people in Florida, with over half of those being children and adolescents 20 years of age or younger, costing the State approximately \$20.3 billion per year. According to reports, the expansion is estimated to increase the state's Medicaid rolls by about 1.2 million people during the first ten years. Most of the Medicaid expansion group is expected to be adults – childless, non-disabled adults under age 65 who were not previously Medicaid eligible. While the estimates vary, the State has estimated that the increased cost would be \$5.7 billion over six years (approximately \$1 million per year).

While Governor Scott has previously stated Florida would opt out of the Medicaid expansion, last year, he expressed support for a limited, three-year expansion of the state's Medicaid program under the Affordable Care Act, while the federal government is paying 100 percent of the cost. While Governor Scott's position on Medicaid expansion is important, the decision on the Medicaid expansion will ultimately be made by the Florida Legislature, which is expected to consider the matter during this year's state legislative session.

At this point, the Florida House continues to be strongly opposed to a Medicaid expansion. However, Republican Senate President Don Gaetz is exploring the possibility of a limited Medicaid expansion, which would provide coverage to the neediest individuals first. While the federal government has expressed a willingness to work with States, including Florida to provide flexibility in expanding Medicaid, the ACA does not allow for a phased-in expansion so reaching an agreement with the federal government that can attract support from the Florida legislature may not be possible this session.

On a related matter, the federal government announced this week that it plans to penalize Florida by withholding a portion of Medicaid funding because the State has been limiting Medicaid patients to six emergency room visits per year. A cap of this kind is illegal under the Medicaid program. In order to impose a limit on ER visits, the State needs permission from the federal government, which denied the plan in December 2012. The Florida Agency for Health Care Administration has appealed the federal government's decision rejecting the six-visit limit, and a hearing has been scheduled for September. However, while the appeal is pending, ACHA went ahead with its plan to put the limit in place. At this point, it is not yet clear how much the State could be penalized. The federal government says it will initially withhold 10 percent of whatever the State claims for certain administrative costs. That amount will go up 5 percent each quarter while the State remains out of compliance.

### **State of Florida:**

The 2014 Florida Legislative Session commenced on Tuesday, March 4th. President Don Gaetz (R-Destin) and Speaker Will Weatherford (R-Wesley Chapel) each gave a welcome speech to their respective chamber, while Governor Rick Scott spoke to a joint session of both chambers.

- HB 7005: There was no additional activity during the week regarding the House transportation package.
- SB 1272: On February 25th, Senator Jeff Brandes (R- St. Petersburg), Chairman of the Senate Transportation Committee, filed SB 1272 which is the new transportation and motor vehicles legislation. The bill resurrects most the 2013 Senate package. The bill was heard in the Transportation Committee on Thursday and passed on a 9-0 vote.
- Bus Stop Locations: Contained within SB 1272 is a revisit of Senator Alan Hays' (R-Umatilla) 2013 effort to limit the stopping of buses on highways where such loading/unloading impedes the flow of traffic. However, there is an exception that would allow a bus to stop in the right-of-way under the definition of "reasonable means" if there is no alternative. There were no comments regarding this provision and no discussion during the committee meeting.

## LYNX B ard Agenda

- HB 311: This House bill regarding the consolidation of Central Florida counties into a regional expressway authority passed the House, Local and Federal affairs committees on Wednesday, March 12, 2014. Osceola members, La Rosa and Rangel voted Yes provided the bill stays in its current form.

**Monthly Report H: 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:** 3/27/2014

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**Community Outreach**

- RDV Sportsplex Ice Den 8701 Maitland Summit – January 14, 2014
- Professional Women's Luncheon – January 16, 2014
- The State of Homelessness in Osceola County – January 22, 2014
- Chamber Rally for SunRail – January 23, 2014
- State of the County Seminole – February 20, 2014
- Downtown Confidential – March 6, 2014

**Advertising Sales**

<b>ADVERTISING SALES</b>	<b>JANUARY 2014</b>	<b>FEBRUARY 2014</b>
Advertising Sales Revenue	\$152,288	\$ 58,445
Net Revenue to LYNX Fiscal Year to Date	\$639,648	\$698,093

**Commuter Services**

<b>COMMUTER CHOICE TRANSPORTATION PROGRAM</b>		
<b>VANPOOLS</b>	<b>JANUARY 2014</b>	<b>FEBRUARY 2014*</b>
Vanpool Participants	588	600
Total Revenue Miles YTD	602,204	749,204
New Vanpools	2	7
Returned Vanpools	0	0
Current Vans in Service	103	110

# LYNX Board Agenda

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(2)
	COLEMAN PRISON(5)	COLEMAN PRISON(5)
	DISNEY(20)	DISNEY(20)
	SeaWorld(4)	SeaWorld(4)
Phone Inquiries	74	61

\*Estimated numbers

**Monthly Report I: Employee Travel Report**

**To: LYNX Board of Directors**

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

**Phone: 407.841.2279 ext: 6017**

**Item Name: Monthly Employee Travel - March 2014**

**Date: 3/27/2014**

EMPLOYEE / DEPARTMENT	DESTINATION	PURPOSE	DEPARTURE AND RETURN DATES	TOTAL ESTIMATED AGENCY COST	AGENCY COST
Laura Minns Engineering	Washington, DC	To attend Leadership APTA - Legislative Conference	03/07/2014-03/13/2014	2,688	2,688
John Lewis Executive	Washington, DC	To attend American Public Transportation Assoc. (APTA) Board meeting & Legislative Days and to attend Conference of Minority Transportation Official (COMTO) Board meeting	03/08/2014-03/12/2014	2,447	2,447
James McLawhorn Govt. Relations	Washington, DC	To attend Leadership APTA - Legislative Conference	03/08/2014-03/14/2014	3,207	3,207
William Hearndon Operations	Tallahassee, FL	To attend the Transportation Disadvantaged Legislative Advocacy Day	03/12/2014-03/14/2014	545	545
Myles O'Keefe Planning	Atlanta, GA	To attend NTI Training-Project Management for Transit Professionals	03/18/2014-03/20/2014	792	792
Belinda Balleras Planning	Atlanta, GA	To attend NTI Training-Project Management for Transit Professionals	03/18/2014-03/20/2014	779	779
<b>TOTAL ESTIMATED COSTS and AGENCY COSTS</b>				<b>10,458</b>	<b>10,458</b>

**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 - February 2014**

**Date: 3/27/2014**

EMPLOYEE / DEPARTMENT	DESTINATION	PURPOSE	DEPARTURE AND RETURN DATES	TOTAL ESTIMATED AGENCY COST	AGENCY COST
David Rodriguez Operations	Hayward, CA	To attend final inspection meeting at the Gillig plant for buses scheduled to ship this year	01/27/2014-01/30/2014	1,436	0
Donna Tefertiller Human Resources	Jacksonville, FL	To attend the Franklin Covey recertification for 7 Habits	02/04/2014	0	0
John Lewis Executive	New Orleans, LA	To attend American Public Transportation Assoc. (APTA) meeting as a Board member and to attend the Transit CEO Seminar	02/08/2014-02/11/2014	1,882	1,882
James McLawhorn Executive	Tallahassee, FL	To attend the Spring Legislative Session	02/10/2014-02/14/2014	1,118	1,118
Edgard Gilliland Operations	Tampa, FL	To attend the Transit Supervisor Certification Course at CUTR	02/10/2014-02/14/2014	533	533
James Norman Operations	Tampa, FL	To attend the Transit Supervisor Certification Course at CUTR	02/10/2014-02/14/2014	533	533
Tangee Mobley Operations	Scottsdale, AZ	To attend the 2014 Transit Bus Summit	02/19/2014-02/21/2014	0	0
<b>TOTAL ESTIMATED COSTS and AGENCY COSTS</b>				<b>5,502</b>	<b>4,066</b>