

LYNX Oversight Committee Agenda

Meeting Date: 3/23/2023
Meeting Time: 11:00 AM

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

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

1. Call to Order

2. Approval of Committee Minutes

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3. 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.

4. Chief Executive Officer's Report



5. Finance & Audit Committee Report



6. Consent Agenda

A. Request for Proposal (RFP)


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|------|--|-------|
| i. |  Authorization to Release a Request for Proposal (RFP) for Architecture and Engineering Services for Heating, Ventilation, and Air Conditioning (HVAC) Systems Replacement & Enhancement at LYNX Central Station and LYNX Operations Center | Pg 8 |
| ii. |  Authorization to Release a Request for Proposal (RFP) for the Supply and Installation of Security Equipment and Associated Maintenance for LYNX Facilities | Pg 10 |
| iii. |  Authorization to Release a Request for Proposal (RFP) for Workers' Compensation Legal Services | Pg 12 |

B. Miscellaneous





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| i. |  Authorization to Submit Grant Applications to the Federal Transit Administration for the Fiscal Year 2023 Apportionments and to Sub-allocate FY2023 Orlando Urbanized Area 5307 Funding to Lake County Transit Services and 5307 & 5337 to the Florida Department of Transportation | Pg 13 |
| ii. |  Authorization to Submit a Grant Application to the Federal Transit Administration (FTA) for the FY2023 Low or No Emission Grant Program and the Bus and Bus Facilities Competitive Program for Fixed Route Electric Buses and Associated Charging Equipment and Training | Pg 17 |

iii.	 Authorization to Ratify a Grant Application Submitted to the Florida Department of Transportation (FDOT) FY2023 Low or No Emission Grant Program and the Bus and Bus Facilities Competitive Program for Rural Areas for Fifteen (15) Fixed Route CNG Buses	Pg 19
iv.	 Authorization to Enter into Sub-Recipient Agreements and Award Funds Under Section 5310 to Selected Human Services Agencies	Pg 21
v.	 Authorization to Enter into a Sole Source Purchase for the Procurement of SPX d/b/a Genfare Fast Fare Fareboxes for the NeighborLink Cutaway Bus Fleet	Pg 23
vi.	 Authorization for LYNX Insurance Broker to Negotiate and Bind Property, Fiduciary Liability, and Pollution Coverages	Pg 25
vii.	 Authorization to Negotiate and Execute A Lease Agreement with the East Central Florida Regional Planning Council (ECFRPC) for Office Space at LYNX Central Station (LCS)	Pg 27
viii.	 Authorization to Participate in Statewide Education Campaign	Pg 29

7. Discussion Items

A.	 FY2022 Preliminary Financial Results	Pg 31
B.	 FY2023 1st Quarter Results	Pg 32
C.	 FY2024 Budget Assumptions	Pg 33

8. Action Items

A.	 Authorization to Approve FY2022 Annual Comprehensive Financial Report and Subsequent Submittal to the Government Financial Officers Association's (GFOA) Certificate of Achievement Program	Pg 34
B.	 Authorization to Implement April 23, 2023 Service Changes	Pg 36
C.	 Authorization to Submit 2023 Title VI Program Update to the Federal Transit Administration (FTA)	Pg 39
D.	 Election of the 2023 Oversight Committee Officers	Pg 41

9. Other Business

10. Adjourned

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

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

LYNX
Central Florida Regional Transportation Authority
Oversight Committee Meeting Minutes

PLACE: **LYNX Central Station**
 455 N. Garland Avenue
 Virtual and 2nd Floor, Board Room
 Orlando, FL 32801

DATE: **January 26, 2023**

TIME: **11:00 a.m.**

Members in Attendance:

Viviana Janer, Chair, Commissioner,
Osceola County BoCC
Tanya Wilder, City of Orlando
Renzo Nastasi, Orange County
Jamie Ledgerwood, FDOT
Mary Moskowitz, Seminole County

Staff Members in Attendance:

Tiffany Homler-Hawkins, Interim Chief Executive Officer/
Chief Administrative Officer
William Slot, Chief Innovation Officer
Leonard Antmann, Chief Financial Officer

1. Call to Order

Chair Janer called the meeting to order at 11:00 a.m.

2. Approval of Minutes

A motion to approve the December 15, 2022 Oversight Committee meeting minutes was made by Tanya Wilder and seconded by Renzo Nastasi. Motion passed unanimously.

3. Public Comments

No one requested to address the Committee.

4. Chief Executive Officer's Report

Tiffany Homler Hawkins, Interim Chief Executive Officer, stated that there was a dip in ridership due to the holidays and cold weather. Ridership has started to inch back up to pre-holiday levels. Working with Orange County and Osceola County EOC's, LYNX provided cold weather shelter trips in December and January.

On January 11, the IT Department transitioned the phone system to the Internet cloud-based system that the Board approved in February 2022. The call center will transition next month. Last Friday, the scheduling and service delivery software system for Paratransit

was moved to a cloud-based system by the IT Department and Mobility Services Department. This makes the system more accessible, and there were minimal impacts during the transition.

The Origin-Destination survey, taken every five years, has re-engaged. This gives information on where riders are going and where riders live. It is currently twenty-five percent complete.

5. Finance & Audit Committee Report

Amanda Clavijo, Chair of the Finance & Audit Committee, was recognized. Ms. Clavijo reported that the Finance & Audit Committee met on Thursday, January 19, 2023.

LYNX staff provided the Committee with the final budget book. The budget process has started and LYNX staff will provide more information next month.

All Consent Agenda items were approved to move forward to the Oversight Committee.

6. Committee Consent Agenda Items

Commissioner Janer asked if there were any changes to the Consent Agenda before there is a motion to approve consent agenda items 6.A.i. through 6.B.iii. Ms. Homler Hawkins stated that she recommends the entire Consent Agenda for approval.

A. Request for Proposal

- i. Authorization to Release a Request for Proposal (RFP) for Contracted Janitorial Services for LYNX Facilities
- ii. Authorization to Release a Request for Proposal (RFP) for a Health Benefits Consultant

B. Miscellaneous

- i. Authorization to Execute a Contract with the Center for Transportation and the Environment for a Not to Exceed Amount of \$816,500 for Project Management and Technical Assistance on the Battery Electric Bus Electrification Project
- ii. Authorization to Dispose of Items Accumulated Through the Lost and Found Process
- iii. Authorization to Auction Surplus Capital Items

Renzo Nastasi made a motion to approve Consent Agenda items 6.A.i. through 6.B.iii. Second by Mary Moskowitz. Motion passed unanimously.

7. Action Items

- A. Authorization to Ratify a Grant Application Submitted to the Florida Department of Transportation for the FY2023 Intermodal Development Funding Program for the Orlando International Airport Bus Transfer Facility Feasibility Study and Preliminary Design and Adoption of Resolution #23-001

Chair Janer recognized James Boyle, Director of Planning and Development, to make the presentation. Mr. Boyle stated that there are several projects that are eligible for

this grant. The Intermodal studies/project development includes different examples like dedicated bus lanes, intercity services, and intermodal or multimodal centers.

There are currently six routes that serve OIA which serve over 700,000 boardings and alightings per year. The current transfer location is at Terminal A. This grant will allow for construction of a new LYNX bus transfer facility at Terminal C, which allows for multimodal connections including SunRail. The total amount of the grant request is \$510,000.

Mary Moskowitz asked if there was a match for this grant. Mr. Boyle stated that there is no match required.

Tanya Wilder asked when the grant would be awarded. Mr. Boyle stated the grant would be awarded in the next two to three months.

Jamie Ledgerwood stated that she must abstain from voting on this item. Tanya Wilder made a motion for Authorization to Ratify a Grant Application Submitted to the Florida Department of Transportation for the FY2023 Intermodal Development Funding Program for the Orlando International Airport Bus Transfer Facility Feasibility Study and Preliminary Design and Adoption of Resolution #23-001. Second by Mary Moskowitz. Motion passed unanimously with one abstaining vote from Jamie Ledgerwood.

B. Authorization to Transition NeighborLink “On-Demand” Service to Internal LYNX Operation

Commissioner Janer recognized Norm Hickling, Director of Mobility Services, to make the presentation. Mr. Hickling stated that there are eleven routes in the NeighborLink service area.

Transitioning the service to “in-house” would allow service expansion tied to funding partners planning, LYNX operator recruitment, improved customer service, and a greater flexibility in scheduling. The financial review forecasted a favorable projection.

Tanya Wilder asked when the transition would take place. Mr. Hickling stated that the contractual agreement is until the end of May. LYNX staff is hoping to coordinate the transition with the April service changes.

Commissioner Janer asked if there is adequate facility space to take over maintenance of the vehicles. Mr. Hickling stated that he has been working with the Maintenance Director, and a couple of positions would be added, and that there is space available with the LOC expansion. Commissioner Janer asked if the current drivers would be offered positions with LYNX. Mr. Hickling stated that the positions would be posted, and current employees may apply.

Renzo Nastasi asked if there is a report that states the number of calls and rides for each NeighborLink location. Mr. Hickling stated that he can provide that information.

Renzo Nastasi made a motion to approve the Transition of NeighborLink “On-Demand” Service to Internal LYNX Operation. Second by Tanya Wilder. Motion passed unanimously.

8. Discussion Items

A. Authorization to Update On-Time Performance Standards for Fixed-Route Services

Commissioner Janer recognized James Boyle, Director of Planning & Development, to make the presentation. Mr. Boyle stated that On-Time performance helps to measure service reliability and customer satisfaction, and is defined as the percentage of vehicles departing or arriving at a location along the route per its scheduled arrival time.

Mr. Boyle shared a chart that compared peer transit agencies with LYNX. The industry standard is one minute early to five minutes late is considered on-time. At the moment, LYNX has a zero minute early to six minutes late on-time policy.

Commissioner Janer shared her concerns with a bus arriving one minute early, and she is not supportive of changing the current policy. She stated that this looks better on paper, but will be a detriment to people’s lives. She would like this as a Board item before an action is requested.

LYNX staff recommends moving to the one to five. This would enhance customer experience, allow for improvement in LYNX’s on-time performance, and will let LYNX conform to the industry standard.

Tanya Wilder stated that the routes and frequencies as compared to the other agencies should be tailored to the zero to five. Geographic areas need to be considered. Further conversations are needed.

Mary Moskowitz would like to see more data, and she does not understand the issues surrounding the performance.

Renzo Nastasi asked how the on-time performance is tracked. Mr. Boyle stated that there is a GPS system with time-points, and that tracks when the bus gets to a time-point to determine if it’s early or late. There are only a couple of points along the route that are tracked.

Mr. Boyle stated that there are a lot of factors that impact on-time performance including, ridership, railroad crossings and traffic.

Jamie Ledgerwood asked if there could be some type of pilot program on one of the routes. Mr. Boyle stated that he would look into that idea.

B. Update on Proposed LYNX Administrative Rule Changes

Commissioner Janer recognized Tiffany Homler Hawkins. Ms. Homler Hawkins stated that over the past two years, LYNX staff and general counsel have made updates to the administrative rules. LYNX staff would like to bring the updated rules to the Oversight

Committee and have a workshop, beginning in February. The Board would adopt the new admin rules at a later date.

9. Other Business

No other business was discussed.

10. Adjourned

Meeting adjourned at 11:40 a.m.

Certification of Minutes:

I certify that the foregoing minutes of the January 26, 2023 Oversight Committee meeting are true and correct, approved by the Oversight Committee.

X

Assistant

LYNX Oversight Committee Agenda

Consent Agenda Item #6.A. i

To: LYNX Oversight Committee

From: **Leonard Antmann**
Chief Financial Officer
Jeffrey Reine
(Technical Contact)
Lismar Matos Hernandez
(Technical Contact)

Phone: 407.841.2279 ext: 6125

Item Name: **Authorization to Release a Request for Proposal (RFP) for Architecture and Engineering Services for Heating, Ventilation, and Air Conditioning (HVAC) Systems Replacement & Enhancement at LYNX Central Station and LYNX Operations Center**

Date: 3/23/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to issue a Request for Proposal (RFP) for Architecture and Engineering Services for Heating, Ventilation, and Air Conditioning (HVAC) Systems Replacement & Enhancement at the LYNX Central Station and the LYNX Operations Center.

BACKGROUND:

LYNX operates out of two owned main facilities: the LYNX Central Station, and the LYNX Operations Center. The facilities have HVAC systems of different manufacturers and types that have met their useful life. The units are between 16 to 19 years old and have become failure prone and increasingly costly and difficult to maintain. The typical life expectancy on these types of systems averages 15 to 20 years. In the past three years, LYNX has spent approximately \$240,000 repairing or replacing items related to ensure that the equipment has been able to function.

LYNX is seeking to replace the HVAC systems at both locations with systems of the same name brand manufacturer, with the latest high efficiency and sustainable systems available for the building climate-controlled areas.

In September 2021, LYNX Board of Directors authorized the Chief Executive Officer or designee to execute Contract #21-C45 to AECOM Technical Services, Inc. for Architecture and

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Engineering Services. The Consultants Competitive Negotiation Act (CCNA) as provided in Fla. Stat. 287.055 states that any construction project that exceeds the established threshold of \$4 million must be procured separately from a continuing services contract. This is the reason that this request cannot be accomplished using the existing contract that is currently in place.

It is our goal to bid this project at both locations together from a design and engineering standpoint to ensure the same brand manufacturer for future service and maintenance benefits. The plan for design is to start with LYNX Central Station first and once this has been completed to start the design for LYNX Operations Center

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE Goal has been established for this contract. LYNX encourages the Contractor to make every attempt to obtain participation of certified DBEs and other small businesses in the completion of this contract (Race Neutral).

FISCAL IMPACT:

The FY2023 Approved Capital Budget includes \$3,124,964 available for HVAC Systems Replacement & Enhancement at the LYNX Central Station and the LYNX Operations Center. These funds are 100% Federal.

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Consent Agenda Item #6.A. ii

To: LYNX Oversight Committee

From: **Jafari Bowden**
Director Of Safety And Security
Robert Carey
(Technical Contact)

Phone: 407.841.2279 ext: 6127

Item Name: **Authorization to Release a Request for Proposal (RFP) for the Supply and Installation of Security Equipment and Associated Maintenance for LYNX Facilities**

Date: 3/23/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to release a Request for Proposal (RFP) for the supply and installation of security equipment and associated maintenance for LYNX facilities.

BACKGROUND:

The RFP scope of work will require the procurement and installation of 200 access control badge readers to our current access control system. In addition, to include but not limited to repairs to our inoperable existing badge readers, cameras and necessary infrastructure, integration, and preventative maintenance. The system and software must be similar or compatible with current access control system and software currently installed and used by LYNX for its access control system.

The major goal of additional access card badge readers to our current access control system is to enhance the protection of soft targets, crowded places, enhance security measures against threat activity and to expand access control. LYNX wants to increase the security posture of the agency to protect its property and employees. The additional access control badge readers and repair to the inoperable readers will reduce security concerns related to lost keys, access to documents considered security sensitive and allow for the agency to lock doors remotely in the event of an active shooter. Lastly, the new system will give LYNX the ability to set parameters on all doors and generate reports to track behavior.

LYNX recently completed a Transportation Security Administration (TSA) Baseline Assessment Enhancement (BASE) Review in 2021 and a Threat and Vulnerability Assessment (TVA) in 2020. The TSA BASE and the TVA evaluates the likelihood of specific threats that may

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endanger system operations and provides recommended actions and countermeasures to eliminate or mitigate such threats based on the TSA/FTA Security and Emergency Management Action Items for Transit Agencies. This project is in accordance with several of the recommendations outlined in the BASE and TVA report.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE Goal has been established for this contract. LYNX encourages the Contractor to make every attempt to obtain participation of certified DBEs and other small businesses in the completion of this contract (Race Neutral).

FISCAL IMPACT:

The FY2023 Approved Capital Budget includes \$1,019,000 for Security Equipment. This capital expense is 100% Federally funded. The FY2023 Approved Operating Budget includes \$7,000 for Repair and Maintenance.

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Consent Agenda Item #6.A. iii

To: LYNX Oversight Committee

From: Leonard Antmann
Chief Financial Officer
John Burkholder
(Technical Contact)

Phone: 407.841.2279 ext: 6125

Item Name: Authorization to Release a Request for Proposal (RFP) for Workers' Compensation Legal Services

Date: 3/23/2023

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 Workers' Compensation Legal Services.

BACKGROUND:

LYNX has a need for legal services for direct support to the Board, Chief Executive Officer (CEO) and staff as noted above.

Previously the Board of Directors authorized staff to execute contracts with Broussard, Cullen & Eldridge, P.A. (formerly Broussard, Cullen & Blastic, P.A.).

The support of outside legal firms will provide expertise, quality, experience and resources to effectively represent LYNX for specific legal services related to workers' compensation matters. It is the intent to award two contracts, to avoid conflicts of interest.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The FY2023 Operating Budget includes \$95,000 for workers' compensation legal services.

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Consent Agenda Item #6.B. i

To: LYNX Oversight Committee

From: Tiffany Homler Hawkins
Chief Executive Officer
Prahallad Vijayvargiya
(Technical Contact)

Phone: 407.841.2279 ext: 6064

Item Name: Authorization to Submit Grant Applications to the Federal Transit Administration for the Fiscal Year 2023 Apportionments and to Sub-allocate FY2023 Orlando Urbanized Area 5307 Funding to Lake County Transit Services and 5307 & 5337 to the Florida Department of Transportation

Date: 3/23/2023

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 FY2023 FTA apportionments of \$48,542,478 and to execute Grant Agreements with the FTA.

In addition, staff is requesting the Board of Directors' authorization for the sub-allocation of the Orlando urban area funding to the Lake County Transit Services and the Florida Department of Transportation (FDOT) SunRail from the FTA's FY2023, 5307 formula apportionment in the amounts of \$584,613 and \$13,647,834, respectively. Also, the FTA's FY2023, 5337 formula apportionment in the amounts of \$4,640,828 to the Florida Department of Transportation (FDOT) for SunRail.

BACKGROUND:

On January 27, 2023 the Federal Transit Administration (FTA) released the full FY2023 annual apportionments on various FTA funding programs.

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Board authorization is requested to apply for these funding programs.

Urbanized Area Formula Program	\$ 35,335,874
State of Good Repair Fixed-Guideway	590,708
Bus/Bus Facilities Program	3,054,252
Enhanced Mobility for Seniors and Individuals with Disabilities	2,561,644
Surface Transportation Program	<u>7,000,000</u>
Total	\$ 48,542,478

The sub-allocation to Lake County is in the amount of \$584,613. The sub-allocation for FDOT's SunRail is in the amount of \$ \$13,647,834 & \$4,640,828. These amounts are determined based on the final FY2023 full year FTA apportionments.

This request for Board authorization includes the execution of any Supplemental Agreements as part of respective grant applications by Lake County and FDOT to FTA. This will allow Lake County Transit Services and FDOT to be direct 5307 & 5337 grant recipients, eligible to receive and dispense FTA's 5307 & 5337 sub-allocated funds.

Congress establishes the legal authority to commence and continue FTA programs through authorizing legislation covering several years. The federal public transportation law, Infrastructure Investment and Jobs Act (IIJA) ([Pub. L. 117-58](#)) signed by President Biden on November 15, 2021, and effective on October 1, 2021. In addition, formula and discretionary programs for FY2023 based on the Consolidated Appropriations Act, 2023 ([Pub. L. 117-328](#), December 29, 2022). It also contains information on how FTA plans to administer its transit programs in FY2023 and how funds appropriated and allocated prior to FY2023 will be treated.

The following summarizes the funding programs and the FY2023 apportionments:

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 urbanized areas throughout the nation that depend on public transportation to improve mobility and reduce congestion.

Under the IIJ Act a special rule allows recipients in urbanized areas with populations of 200,000 or above and those that operate 100 or fewer buses in fixed route service or demand response, excluding ADA complementary paratransit, 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 FY2023 based on the percent of the apportionment attributable to an operator, calculated from vehicle revenue hours reported in their FY2019 National Transit Database (NTD) report.

In the FY2023 FTA apportionments released on January 27, 2023, the Orlando 5307 funds of \$43,466,137 included the apportionment attributable to Lake County in the amount of \$584,613

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and commuter rail (FDOT) in the amount of \$13,647,834. The net LYNX 5307 funding is in the amount of \$29,233,690 for Orlando and \$6,102,184 for Kissimmee, combined \$35,335,874.

Due to the cycle and timing on the release of Federal apportionments and the grant application process, the annual LYNX's 5307 apportionment is typically budgeted by LYNX over multiple years.

State of Good Repair (SGR) - Section 5337:

SGR replaced the fixed-guideway modernization formula program funds of \$5,231,536, included the apportionment attributable to commuter rail (FDOT) in the amount of \$4,640,828. The net LYNX 5337 funding is in the amount of \$590,708 for Orlando. Projects are limited to replacement and rehabilitation or capital projects required to maintain public transportation systems in a state of good repair. LYNX will be working with the City of Orlando staff to upgrade the Orange LYMMO in a state of good repair and to provide amenities and technology enhancements compatible with the Lime and Grapefruit LYMMO expansions.

Bus/Bus Facilities Program – Section 5339:

Provides capital funding of \$3,054,252 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.

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 of \$2,561,644 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. 55% Funds will be used as Traditional capital which will required 20% local match and 45% funds for nontraditional operating which will required in-kind match.

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 of \$7,000,000 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.

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The USDOT funding for the Federal Highway Administration includes Surface Transportation Program (STP) funds that are eligible to be transferred to FTA for transit purposes. The regional STP funds are allocated by MetroPlan Orlando for transit enhancements, bicycle and pedestrian improvements 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 the FY2023 STP funding for revenue vehicles and passenger amenities.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

LYNX staff will include the award of this grant in the appropriate LYNX fiscal year budget upon confirmation of award and securing the local match.

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Consent Agenda Item #6.B. ii

To: LYNX Oversight Committee

From: Elvis Dovalés
Director Of Maintenance
Elvis Dovalés
(Technical Contact)

Phone: 407.841.2279 ext: 6239

Item Name: Authorization to Submit a Grant Application to the Federal Transit Administration (FTA) for the FY2023 Low or No Emission Grant Program and the Bus and Bus Facilities Competitive Program for Fixed Route Electric Buses and Associated Charging Equipment and Training

Date: 3/23/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to submit a grant application to the Federal Transit Administration (FTA) for the FY2023 Low or No Emission Grant Program and the Bus and Bus Facilities Competitive Program in the amount of \$16.2 million for eighteen (18) fixed route electric buses and associated charging equipment and training.

BACKGROUND:

On January 27, 2023, the FTA released a joint Notice of Funding Opportunity (NOFO) and availability of \$1.7 billion in competitive grants under both the FY2023 Low or No (Low-No) Emission Grant Program and the Grants for Buses and Bus Facilities (Bus & Bus Facilities) Competitive Program. An applicant may submit a low or no emission project to both programs or may choose to submit to only one of the two programs. If a project submitted for consideration under both programs is selected for funding, the FTA will exercise its discretion to determine under which program the project will receive funding. Additionally, an applicant proposing a low or no emission project under both programs may include partnerships with other entities that intend to participate in the implementation of the project. Grant applications are due on April 13, 2023.

The Low-No Program provides funding for the purchase or lease of low emission and zero emission transit buses as well as for the acquisition, construction or leasing of supporting facilities and equipment. The Bus & Bus Facilities Program authorizes the FTA to assist in the financing of buses and bus facilities capital projects including replacing, rehabilitating,

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purchasing, or leasing buses or related equipment and in rehabilitating, purchasing, constructing or leasing bus-related facilities. The maximum Federal share is 85% for leasing or acquiring buses, 90% for acquiring, installing, or constructing vehicle-related equipment or facilities, and 80% for other projects. Five (5) percent of the requested Federal award for zero-emissions projects must be used for workforce development unless the applicant explains why less funding is needed.

LYNX will submit one application to both programs for eighteen (18) battery electric buses and associated charging stations and training as summarized below. The application is for the cost of charging stations and the incremental cost of electric buses.

FTA Low-No and Bus & Bus Facilities Funding Request Approximately:	\$13,800,000
Local Match (Toll Revenue Credits) Approximately	\$ 2,400,000
Other Federal/State Funding Approximately	<u>\$12,700,000</u>
Total Project Cost Approximately	\$28,900,000

LYNX will work with the Center for Transportation and the Environment, the Orlando Utilities Commission, bus manufacturer Proterra, Inc., and bus manufacturer Gillig, LLC to develop and submit the grant application. Local match will consist of Toll Revenue Credits.

LYNX is pursuing several funding opportunities, including this request, that if successful could result in the retiring of the last diesel-powered bus from their fixed route fleet in 2025. This would complete the fixed route bus fleet transition to low and no emission three (3) years ahead of schedule.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE goal is not applicable to this activity.

FISCAL IMPACT:

LYNX staff will include the award of this grant in the appropriate LYNX fiscal year budget upon confirmation of award and securing the local match.

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Consent Agenda Item #6.B. iii

To: LYNX Oversight Committee

From: **Elvis Dovalés**
Director Of Maintenance
Kenneth Jamison
(Technical Contact)

Phone: 407.841.2279 ext: 6239

Item Name: **Authorization to Ratify a Grant Application Submitted to the Florida Department of Transportation (FDOT) FY2023 Low or No Emission Grant Program and the Bus and Bus Facilities Competitive Program for Rural Areas for Fifteen (15) Fixed Route CNG Buses**

Date: 3/23/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' ratification on a grant application that will be submitted to the Florida Department of Transportation (FDOT) on March 17, 2023 for the Low or No Emission Grant Program and the Bus and Bus Facilities Competitive Program for Rural Areas.

BACKGROUND:

On January 27, 2023, the FTA released a joint Notice of Funding Opportunity (NOFO) and availability of \$1.7 billion in competitive grants under both the FY2023 Low or No (Low-No) Emission Grant Program and the Grants for Buses and Bus Facilities (Bus & Bus Facilities) Competitive Program. An applicant may submit a low or no emission project to both programs or may choose to submit to only one of the two programs. If a project is submitted for consideration under both programs is selected for funding, the FTA will exercise its discretion to determine under which program the project will receive funding. Additionally, an applicant proposing a low or no emission project under both programs may include partnerships with other entities that intend to participate in the implementation of the project. FDOT grant applications were due on March 17, 2023.

Rural FY2023 Low or No Emission Grant Program and the Bus and Bus Facilities funding is managed by FDOT and all rural applications are packaged as part of a statewide application submitted by FDOT to the Federal Transit Administration (FTA).

LYNX Oversight Committee Agenda

The Low-No Program provides funding for the purchase or lease of zero-emission and low-emission transit buses as well as for the acquisition, construction or leasing of supporting facilities and equipment. The Bus & Bus Facilities Program authorizes the FTA to assist in the financing of buses and bus facilities capital projects including replacing, rehabilitating, purchasing, or leasing buses or related equipment and in rehabilitating, purchasing, constructing or leasing bus-related facilities. The maximum Federal share is 85% for leasing or acquiring buses, 90% for acquiring, installing, or constructing vehicle-related equipment or facilities, and 80% for other projects. 0.5 percent of the requested Federal award for projects must be used for workforce development unless the applicant explains why less funding is needed.

LYNX will submit one application to both programs for fifteen (15) CNG buses and training as summarized below. The application is for the cost of CNG buses.

FTA Low-No and Bus & Bus Facilities Funding Request:	\$ 9,667,612
Local Match (Toll Revenue Credits)	\$ 1,706,555
Total Project Cost	\$11,374,167

The application will be scalable down to ten (10) CNG buses and training. This is based upon previous requests from the FTA for flexibility in grant submissions if needed due to funding allocations.

Local match will consist of Toll Revenue Credits.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

LYNX staff will include the award of this program in the appropriate LYNX fiscal year budget upon confirmation of award and securing the local match.

LYNX Oversight Committee Agenda

Consent Agenda Item #6.B. iv

To: LYNX Oversight Committee

From: Tiffany Homler Hawkins
Chief Executive Officer
Prahallad Vijayvargiya
(Technical Contact)

Phone: 407.841.2279 ext: 6064

Item Name: Authorization to Enter into Sub-Recipient Agreements and Award Funds Under Section 5310 to Selected Human Services Agencies

Date: 3/23/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to enter into Sub-recipient agreements and award funds to selected Human Service Agencies under Section 5310 Funding, a Federal Transit Administration (FTA) Program for the Enhanced Mobility of Seniors and Individuals with Disabilities.

BACKGROUND:

LYNX is the designated recipient of Section 5310 program funds for the Urbanized Orlando and Kissimmee areas. LYNX received Board authorization on September 22, 2022 to solicit Human Service Agencies for the Section 5310 Program funds for the Orlando and Kissimmee urbanized areas.

LYNX conducted a Section 5310 Virtual Grant Workshop on October 21, 2022 and each interested applicant was required to coordinate proposed services with ACCESS LYNX as the Community Transportation Coordinator (CTC). Proposals were due on November 23, 2022 and a multi-disciplinary team comprised by the Florida Department of Transportation, Metroplan Orlando and ACCESS LYNX met to evaluate them.

APPLICATION EVALUATION:

A total of eight (8) proposals were received. One (1) of the proposals was disqualified due to incomplete or missing documentation, and/or lack of authorized signatures. The other seven (7) applications moved forward for evaluation and LYNX is recommending to award six (6).

LYNX Oversight Committee Agenda

Proposals were prioritized and notices of intent to award were issued. A pre-award monitoring phase will be conducted to ensure compliance with federal regulations and LYNX requirements. These Human Service Agencies will support the travel needs of the elderly and individuals with disabilities within the LYNX service area, targeted to provide cost-effective transportation options beyond paratransit and supporting regional transportation coordination while reducing resource demands on ACCESS LYNX.

LYNX proposes to provide Section 5310 sub-recipient funding, subject to Federal Transit Administration (FTA) grant awards for the respective agencies below, based on the Evaluation Committee recommendation:

Agency Name	Operating Funds	Vanpool Funds	Total
Seniors First, Inc.	\$ -	\$ 8,280.00	\$ 8,280.00
Aspire Health Partners	\$ 101,078.00	\$ 8,280.00	\$ 109,358.00
Quest, Inc.	\$ 40,000.00		\$ 40,000.00
Meals on Wheels, etc., Inc.	\$ 45,000.00	\$ 16,560.00	\$ 61,560.00
Special Hearts Farm	\$ 17,375.00	\$ 4,140.00	\$ 21,515.00
EduMatics, Inc.	\$ -	\$ 8,280.00	\$ 8,280.00
	\$ 203,453.00	\$ 45,540.00	\$ 248,993.00

Funds will be provided to sub-recipients at 50% federal share under the Section 5310 grant program for operating and vanpool services costs.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The FY2023 Approved Operating Budget includes \$600,000 for Sub-Recipient Agreements with Human Service Agencies.

LYNX Oversight Committee Agenda

Consent Agenda Item #6.B. v

To: LYNX Oversight Committee

From: Elvis Dovalles
Director Of Maintenance
Norman Hickling
(Technical Contact)

Phone: 407.841.2279 ext: 6239

Item Name: Authorization to Enter into a Sole Source Purchase for the Procurement of SPX d/b/a Genfare Fast Fare Fareboxes for the NeighborLink Cutaway Bus Fleet

Date: 3/23/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to enter into a sole source procurement of eighteen (18) Genfare Fast Fare "Super Short" fareboxes from SPX d/b/a Genfare for use in the NeighborLink cutaway bus fleet, for a not to exceed amount of \$330,000.

BACKGROUND:

On January 26, 2023, the LYNX Board of Directors authorized LYNX to transition the NeighborLink "On-Demand" mode of service from a private transportation contracted service to an 100% internal LYNX operation. The intent is to complete transition by the April 23, 2023 service change.

In order to collect fares, process the collected revenue through the vaulting system and track ridership for the NeighborLink service, the buses must be equipped with the Fast Fare model farebox currently used on the fixed route fleet. The NeighborLink buses are currently equipped with Odyssey fareboxes which are not compatible with the current LYNX farebox vaulting and back office systems.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE Goal has been established for this contract. LYNX encourages the Contractor to make every attempt to obtain participation of certified DBEs and other small businesses in the completion of this contract.

LYNX Oversight Cmmittee Agenda

FISCAL IMPACT:

This project will be funded with federal dollars through the FY2023 Approved Capital Budget.

LYNX Oversight Committee Agenda

Consent Agenda Item #6.B. vi

To: LYNX Oversight Committee

From: Leonard Antmann
Chief Financial Officer
John Burkholder
(Technical Contact)

Phone: 407.841.2279 ext: 6125

Item Name: Authorization for LYNX Insurance Broker to Negotiate and Bind Property, Fiduciary Liability, and Pollution Coverages

Date: 3/23/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to negotiate and bind coverage and premium for the renewal of its Property, Fiduciary Liability, and Pollution coverages with the assistance of Arthur J. Gallagher, Broker. The annual premiums are described below.

BACKGROUND:

At the Board of Director's meeting on March 24, 2022, the Board of Directors authorized the Chief Executive Officer (CEO) to negotiate and bind coverage and premiums for these coverages. This was executed for one year, beginning April 1, 2022 through April 1, 2023. The property insurance has an engineering fee of \$4,000 that is included in the below:

Premiums	2022	2023	Change	% Change
Property	\$179,674	\$242,513	\$65,921	37%
Fiduciary	\$9,240	\$9,268	\$28	0.30%
Pollution	\$38,095	\$45,780	\$2,918	6.81%
TOTAL	\$227,009	\$297,561	\$68,867	

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE goal is applicable to this activity.

LYNX Oversight Cmmittee Agenda

FISCAL IMPACT:

The FY2023 Operating Budget includes \$934,099 for insurance expense. There are several policies that renew in April and the remaining budget will cover those anticipated premiums.

LYNX Oversight Committee Agenda

Consent Agenda Item #6.B. vii

To: LYNX Oversight Committee

From: Tiffany Homler Hawkins
Chief Executive Officer
Tiffany Homler Hawkins
(Technical Contact)

Phone: 407.841.2279 ext: 6064

Item Name: Authorization to Negotiate and Execute A Lease Agreement with the East Central Florida Regional Planning Council (ECFRPC) for Office Space at LYNX Central Station (LCS)

Date: 3/23/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to extend the lease agreement with the East Central Florida Regional Planning Council (ECFRPC).

BACKGROUND:

At the September 2016 LYNX Board of Directors meeting, staff was authorized to execute a lease agreement with the East Central Florida Regional Planning Council (ECFRPC). The ECFRPC desires to extend that lease agreement for an additional five (5) year period.

The current lease rate is \$6,466.05 per month with the 3% annual increase set for next month.

The anticipated revenue for each year is below:

Office Space Lease	Space (SqFt)	Rate per month	Revenue
Year 1	4,596	\$ 6,660.03	\$ 79,920.38
Year 2	4,596	\$ 6,859.83	\$ 82,317.99
Year 3	4,596	\$ 7,065.63	\$ 84,787.53
Year 4	4,596	\$ 7,277.60	\$ 87,331.15
Year 5	4,596	\$ 7,495.92	\$ 89,951.09

All other terms will remain the same which includes a termination provision should LYNX find it has a need for that space.

LYNX Oversight Committee Agenda

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE goal is not applicable to this activity.

FISCAL IMPACT:

The Approved FY2023 Operating Budget includes rental income from rental income East Central Florida Regional Planning Council (ECFRPC) for Office Space at LYNX Central Station (LCS).

LYNX Oversight Committee Agenda

Consent Agenda Item #6.B. viii

To: LYNX Oversight Committee

From: **Matthew Friedman**
Director Of Marketing Communications
Matthew Friedman
(Technical Contact)

Phone: 407.841.2279 ext: 6206

Item Name: Authorization to Participate in Statewide Education Campaign

Date: 3/23/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to authorize a \$150,000 contribution to the Florida Public Transportation Association statewide campaign to attract riders back to local transit agencies.

BACKGROUND:

While COVID-19's impact on transit has been universally disruptive, the lasting effect on ridership has varied from community to community, depending on the type of rider. In communities with strong transit links to healthcare and other large employer hubs, ridership has been minimally disrupted, as those industries were the backbone of the pandemic response. Still, in others, ridership remains lower than its pre-pandemic levels.

The goal of this campaign is to educate Floridians and visitors about the important role transit played during the pandemic to ensure essential workers, including medical professionals and grocery store employees, had the ability to get to work safely. Transit has continued to play a significant role in keeping the public safe, while providing services vital to Florida's economic recovery.

The campaign is a joint effort between the Florida Department of Transportation (FDOT), the Florida Public Transportation Association (FPTA), the Florida Transit Association Finance Corporation (FTAFC) and the individual transit systems across the state. Section 341.041, F.S. authorizes FDOT to provide assistance through FPTA. Subsections 4, 5, 6, 12, 13, and 14 all allow for FDOT to assist the transit systems with coordination activities, technical, and financial assistance.

LYNX Oversight mmittee Agenda

FPTA is comprised of the Directors of Florida's public transit systems and has representation from private entities involved in public transit in Florida. These agencies are partnering together to conduct a statewide educational campaign to benefit the entire state. Under Florida Statutes 287.057 (3) (e) 13, FPTA is a statewide nonprofit entity and this is an exempt purchase as a statewide public service announcement programs. It is in the best interest of LYNX to proceed with the suggested vendor due to their ability to rapidly develop and deploy an informational campaign leveraging participation from multiple transit agencies. This approach will provide for consistency in messaging and a reduction in the costs due to shared development costs and economies of scale for the purchase of media.

This effort will be forward-thinking to attract former and new riders to systems by informing the public about current safety measures, services and benefits of transit in their local communities. The message will be a statewide educational message specific to Florida and not focused on a particular system, with the ultimate goal to create awareness of the many benefits of transit.

LYNX's contribution is equal to peer agencies such as Broward County, Hart (Tampa), JTA (Jacksonville), Miami-Dade, Palm Tran and PSTA (Pinellas County). Multiple smaller statewide agencies will be contributing as well.

The campaign will include video, social media advertising, billboards, Google, YouTube and streaming companies.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE goal is applicable to this activity.

FISCAL IMPACT:

The FY2023 Approved Operating Budget includes \$150,000 for contribution to the Florida Public Transportation Association statewide campaign to attract riders back to local transit agencies.

LYNX Oversight Committee Agenda

Discussion Item #7.A.

To: LYNX Oversight Committee

From: Leonard Antmann
Chief Financial Officer
Michelle Daley
(Technical Contact)

Phone: 407.841.2279 ext: 6125

Item Name: FY2022 Preliminary Financial Results

Date: 3/23/2023

LYNX staff will present the FY2022 Preliminary Financial Results.

LYNX Oversight Committee Agenda

Discussion Item #7.B.

To: LYNX Oversight Committee

From: Leonard Antmann
Chief Financial Officer
Michelle Daley
(Technical Contact)

Phone: 407.841.2279 ext: 6125

Item Name: FY2023 1st Quarter Results

Date: 3/23/2023

LYNX staff will present the FY2023 1st Quarter results.

LYNX Oversight Committee Agenda

Discussion Item #7.C.

To: LYNX Oversight Committee

From: Leonard Antmann
Chief Financial Officer
Michelle Daley
(Technical Contact)

Phone: 407.841.2279 ext: 6125

Item Name: FY2024 Budget Assumptions

Date: 3/23/2023

LYNX staff will present the FY2024 Budget Assumptions.

LYNX Oversight Committee Agenda

Action Agenda Item #8.A.

To: LYNX Oversight Committee

From: Leonard Antmann
Chief Financial Officer
Michelle Daley
(Technical Contact)

Phone: 407.841.2279 ext: 6125

Item Name: Authorization to Approve FY2022 Annual Comprehensive Financial Report and Subsequent Submittal to the Government Financial Officers Association's (GFOA) Certificate of Achievement Program

Date: 3/23/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to Authorize Approval of the FY2022 Annual Comprehensive Financial Report and Subsequent Submittal to the Government Financial Officers Association's (GFOA) Certificate of Achievement Program.

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 \$750,000 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's independent certified public accountants, MSL, PA CPAs & Advisors, have conducted the audit for the fiscal year ended September 30, 2022.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE participation goal is applicable for this activity.

LYNX Oversight Cmmittee Agenda

FISCAL IMPACT:

There is no fiscal impact associated with this activity.

LYNX Oversight Committee Agenda

Action Agenda Item #8.B.

To: LYNX Oversight Committee

From: **James Boyle**
Director Of Planning And Development
Bruce Detweiler
(Technical Contact)

Phone: 407.841.2279 ext: 6036

Item Name: Authorization to Implement April 23, 2023 Service Changes

Date: 3/23/2023

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 23, 2023.

BACKGROUND:

On September 22, 2022, staff received authorization from the Board of Directors to initiate the Public Participation Process for consideration of proposed service changes that would go into effect April 23, 2023. One in-person and one virtual hearing/workshop were held. LYNX customers and the public provided input on the service changes at the following workshops/public hearings:

Date/Time: Tuesday, February 28, 2023, 4-6 PM

Location: LYNX Central Station, Orlando, FL

Date/Time: Wednesday, March 1, 2023, 5-7 PM

Location: Virtual

Details of these events and the service change proposals are published on our website at www.golynx.com.

The public comment period for the proposed service changes ran from February 22, 2023, through March 20, 2023. Public notices for the service change information and the public meetings were posted in the LYNX Central Station terminal lobby and bus bays; at SuperStops throughout the service areas; on www.golynx.com, and on LYNX social media sites including Facebook and Twitter.

LYNX Oversight Committee Agenda

SCHEDULE ADJUSTMENTS

- **Link 34** – N. U.S. 17-92/Sanford (Seminole County)
- **Link 45** – Lake Mary (Seminole County)
- **Link 46E** – E. First Street/Downtown Sanford (Seminole County)
- **Link 46W** – W. S.R. 46/Seminole Towne Center (Seminole County)

ROUTE and SCHEDULE ADJUSTMENTS

- **Link 9** – Winter Park/Pine Hills (Orange County) – Extending all weekday trips to Winter Park SunRail Station. Minor schedule adjustments
- **Link 23** – Winter Park/Rosemont/Springs Plaza (Orange County) – Extending all weekday trips to Winter Park SunRail Station. Minor schedule adjustments.
- **Link 51** – Conway Road/Orlando International Airport (Orange County) – Discontinuing service on Lake Underhill Road between Crystal Lake Drive and Conway Road. Route will use SR 408.
- **Link 61** – LYMMO Lime Line (City of Orlando) – Extending route to Amelia Street garage via Amelia Street, Chatham Avenue and Alexander Place. Layover will be on Alexander Place instead of Garland Avenue/Livingston Street.

BAY ASSIGNMENT CHANGES

- **LYNX CENTRAL STATION**
 - **Link 19** – Richmond Heights – Bay Q to Bay C
 - **Link 28** – East Colonial Drive/Azalea Park – Bay L to Bay R
 - **Link 29** – East Colonial Drive/Goldenrod Road – Bay L to Bay R
 - **Link 40** – Americana Boulevard/Universal Orlando – Bay H to Bay L
 - **Link 54** – Old Winter Garden Road – Bay R to Bay G
 - **Link 104** – East Colonial Drive – Bay R to Bay V
 - **Link 105** – West Colonial Drive – Bay Q to Bay F
 - **Link 106** – N. U.S. 441 (Orange Blossom Trail)/Apopka – Bay F to Bay H
 - **Link 107** – U.S. 441 (Orange Blossom Trail)/Florida Mall – Bay P to Bay Q
 - **FastLink 441** – U.S. 441 (Orange Blossom Trail) FastLink – Bay C to Bay P
- **LYNX KISSIMMEE INTERMODAL STATION**
 - **FastLink 407** – Kissimmee/Orlando International Airport/Medical City – Bay F to Bay C.

BUS STOP ADDITIONS

- **Link 61** – LYMMO Lime Line
 - South Street and Magnolia Avenue
 - Amelia Street and Hughey Avenue
 - Alexander Place and Chatham Avenue
 - Alexander Place and Hughey Avenue

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

LYNX Oversight Cmmittee Agenda

FISCAL IMPACT:

All proposed service changes are expected to be budget neutral and will be supported with funds included in the FY2023 Proposed Operating Budget.

LYNX Oversight Committee Agenda

Action Agenda Item #8.C.

To: LYNX Oversight Committee

From: **Tiffany Homler Hawkins**
Chief Executive Officer
Amber Johnson
(Technical Contact)

Phone: 407.841.2279 ext: 6064

Item Name: **Authorization to Submit 2023 Title VI Program Update to the Federal Transit Administration (FTA)**

Date: 3/23/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to submit LYNX's Title VI Program Plan Update for 2023 – 2025 to the Federal Transit Administration (FTA) for concurrence.

BACKGROUND:

The Federal Transit Administration (FTA) approved the LYNX Title VI Program Plan for 2020-2022 with an expiration date of April 1, 2023. This update has been prepared Pursuant to Title VI of the civil Rights Act of 1964, and revised FTA Circular 4702.1B, "Title VI for Federal Transit Administration Recipients." Also, this update summarizes LYNX's transit service provisions since the last program update in accordance with the revisions to the Circular. LYNX updates this program every three (3) years and submits to the FTA to be eligible for federal assistance.

LYNX engaged with WSP to complete and conduct any required analysis and prepare the Title VI program update compliant with the revision to the Title VI Circular 4702.1B. FTA Circular 47602.1B specifically requires LYNX's Board of Directors review of and adoption of the service standards and monitoring contained in the Title VI Program. This update has been prepared Pursuant to Title VI of the Civil Rights Act of 1964, and revised FTA Circular 4702.1B, "Title VI for Federal Transit Administration Recipients." Also, this update summarizes the LYNX transit service provisions since the last program update and in accordance with the revisions to the Circular.

LYNX Oversight Committee Agenda

The draft 2023-2025 Title VI Program and its contents will be presented to the public utilizing media sources and postings throughout the LYNX service area for review and comment. The full record of public comments from meetings held will be included in the Title VI Program Plan.

When final concurrence is received from the FTA, a final copy of the LYNX 2023-2025 Title VI Program Plan Update, as well as the letter of compliance will be supplied to the Board of Directors.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

There is no fiscal impact associated with this activity.

LYNX Oversight Committee Agenda

Action Agenda Item #8.D.

To: LYNX Oversight Committee

From: Tiffany Homler Hawkins
Chief Executive Officer
Tiffany Homler Hawkins
(Technical Contact)

Phone: 407.841.2279 ext: 6064

Item Name: Election of the 2023 Oversight Committee Officers

Date: 3/23/2023

ACTION REQUESTED:

Per Administrative Rule 2.12.1, E, the Oversight Committee shall annually elect from its members a Chairman and Vice Chairman.

General Counsel will guide the Oversight Committee in the election of officers for the upcoming year.