

LYNX Oversight Committee Agenda

Meeting Date: 03/28/2024
Meeting Time: 10:30 AM

Central Florida Regional Transportation Authority
455 N. Garland Ave.
2nd Floor Board Room
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

-  Oversight Committee Minutes 10.26.23 Pg 3

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. Invitation for Bid (IFB)

- i.  Authorization to Issue an Invitation for Bid (IFB) for the Printing of Fare Media Pg 8


B. Award Contracts


- i.  Authorization to Negotiate and Award a Contract for Bulk Oils, Fluids and Lubricants to Palmdale Oil Company, LLC for a Not to Exceed Amount of \$539,000 Pg 9


C. Extension of Contracts

- i.  Authorization to Exercise the Second Option Year of Contract #21-C35 with American Facility Services, Inc. Pg 11


D. Miscellaneous


- i.  Authorization to Submit a Grant Application to the Federal Transit Administration (FTA) for the FY2024 Low or No Emission and for Buses and Bus Facilities Competitive Program in the Approximate Amount of \$27,650,000 Pg 13



- ii.  Authorization for LYNX Insurance Broker to Negotiate and Bind Property, Fiduciary Liability, and Pollution Coverages Pg 15

- iii.  Authorization to Auction Surplus Capital Items Pg 17

7. Action Agenda

- A.  Authorization to Ratify a Grant Application to the Florida Department of Transportation (FDOT) for the FY2024 Low or No Emission and Buses and Bus Facilities Competitive Program for Rural Areas in the Total Amount of \$9,206,090 Pg 22

- B.  Authorization to Approve FY2023 Annual Comprehensive Financial Report and Subsequent Submittal to the Government Financial Officers Association's (GFOA) Certificate of Achievement Program Pg 24

- C.  Authorization to Implement April 21, 2024 Service Changes Pg 26
- D.  Election of the 2024 Oversight Committee Officers Pg 30

8. Discussion

- A.  FY2023 Financial Results Pg 31
- B.  FY2024 1st Quarter Results Pg 32
- C.  FY2025 Budget Assumptions Pg 33
- D.  Update to the Vanpool Program Pg 34

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: **October 26, 2023**

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

Members in Attendance:

Viviana Janer, Chair, Commissioner,
Osceola County BoCC
Christina Martin, City of Orlando
Renzo Nastasi, Orange County
Jo Santiago, FDOT
Kristian Swenson, Seminole County

Staff Members in Attendance:

Tiffany Homler-Hawkins, Chief Executive Officer
Leonard Antmann, Chief Financial Officer
Frank Martin, Interim Chief Operating 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 September 28, 2023 Oversight Committee meeting minutes was made by Renzo Nastasi and seconded by Kristian Swenson. Motion passed unanimously.

3. Public Comments

No one requested to address the Committee.

4. Chief Executive Officer's Report

Tiffany Homler Hawkins, Chief Executive Officer, reported that LYNX staff hosted over twelve thousand from the APTA annual conference and Expo. There were two tours of LYNX facilities. This was APTA's largest event.

LYNX will participate in the Florida Department of Transportation's Mobility Week which starts on October 27.

The Pine Hills Transfer Center groundbreaking ceremony will be on October 30, 2023.

Today is Renzo Nastasi's last Oversight Committee meeting. Commissioner Janer stated that the Committee will miss his input.

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, October 19, 2023.

The ERP vendor contract has been executed, and it will be a year for full implementation. Ridership is between 55,000-65,000 per month. This is close to the pre-covid levels. NeighborLink is implementing new software for customer use.

All Consent Agenda items and Action 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.D.v. Ms. Homler Hawkins stated that she recommends the entire Consent Agenda for approval.

A. Award Contracts

- i. Authorization to Release an Invitation for Bid (IFB) for the Procurement of Bulk Motor Oil and Fluids

B. Award Contracts

- i. Authorization to Negotiate and Award a Contract to Barracuda Building Corporation for the Construction of a Bus Bay and Associated Amenities at the Saint Cloud Walmart
- ii. Authorization to Award a Contract to Kimley-Horn and Associates, Inc. for Architecture and Engineering Services for HVAC Systems Replacement & Enhancement at LYNX Central Station and LYNX Operations Center
- iii. Authorization to Negotiate and Award a Contract to Employers Choice Online, Inc. d/b/a Employers Choice Screening for Pre-Employment Background Screening & Related Services

C. Extension of Contracts

- i. Authorization to Exercise the Third Option Year of Contract #20-C29 with Gray Robinson, P.A. for Labor/Employment Legal Services
- ii. Authorization to Exercise the Third Option Year of Contract #20-C33 with Akerman, LLP for Legal Services – Pension
- iii. Authorization to Extend Contract #20-C28 with Akerman, LLP for Legal Services – General Counsel
- iv. Authorization to Exercise Option Year Two of Contract #20-C37 for Vanpool Support with Enterprise Leasing Company of Orlando, LLC D/B/A Commute with Enterprise

D. Miscellaneous

- i. Authorization to Enter into the FY2024 Service Funding Agreements with the Regional Funding Partners
- ii. Authorization to Enter into the FY2024 Service Funding Agreements with the Municipal Funding Partners

- iii. Authorization to Reappoint Brian Anderson to Pension Trustee and Administrative Committee Boards
- iv. Authorization to Execute Change Order #3 with Garcia Civil Contractors, Inc. for the Florida Mall Transfer Center Construction Project in the Amount of \$50,862
- v. Authorization to Approve the LYNX Board of Directors Meeting Dates for 2024

Christina Martin made a motion to approve Consent Agenda items 6.A.i. through 6.D.v. Second by Renzo Nastasi. Motion passed unanimously.

7. Action Items

A. Authorization to Implement December 10, 2023 Service Changes

Commissioner Janer recognized Bruce Detweiler, Manager of Service Planning, to make the presentation. Mr. Detweiler stated that the next Service Change will take place on December 10.

The Service Design Principles include reallocating resources from low demand routes or trips to areas of higher demand, new service to accommodate transportation demand, improve on-time performance, continue NeighborLink reimagining project, and remain net-neutral within the established budget.

Notification of the Service changes were placed on LYNX's website and social media, notices placed at key bus stops and terminals, and public hearings and information sessions were held.

Christina Martin asked what constituted low ridership. Mr. Detweiler stated that it is about fifteen riders or less per service hour. The routes that are being eliminated have three or less riders per hour.

Jo Santiago stated that for Route 641, that the timepoint is being eliminated. Is there a timepoint for every NeighborLink and is this the only one being eliminated. Mr. Detweiler stated that each NeighborLink does have a timepoint. This route will be treated as an on-demand service. This is the only NeighborLink to do this. It will serve as a pilot.

Christina Martin made a motion for Authorization to Implement December 10, 2023 Service Changes. Second by Kristian Swenson. Motion passed unanimously.

B. Authorization to Amend the Central Florida Tourism Oversight District (CFTOD) Agreement for FY2024

Mr. Detweiler stated that the CFTOD will be funding this route. An amendment to the contract is needed, to add a new route.

Renzo Nastasi made a motion for Authorization to Amend the Central Florida Tourism Oversight District (CFTOD) Agreement for FY2024. Second by Christina Martin. Motion passed unanimously.

8. Discussion Items

A. Presentation of FY2023 Audit Plan by MSL, PA CPAs & Advisors

Commissioner Janer recognized Dan O’Keefe, Shareholder, from MSL, PA CPAs & Advisors, to make the presentation. Mr. O’Keefe stated that the interim work has been completed.

The significant audit areas include Federal, State and local grant receivables/revenues, Capital asset accounting, and Federal and State transportation grant compliance. There are many new accounting standards, but most will not have a material impact on LYNX.

The audit schedule starts with Interim fieldwork in August 2023, and will be presented to the Audit Committee in March 2024.

B. Fiscal Year 2023 System-Wide Origin and Destinations Survey Presentation

Commissioner Janer recognized Myles O’Keefe, Manager of Strategic Planning, to make the presentation. Mr. O’Keefe stated that the Origin and Destination survey was recently completed. This survey shows passenger origin and destination, demographic information, use of fare media, and use of system. This data will be used for Title VI Program, planning analysis, service analysis, grant applications, and marketing. This survey is required by the Federal Transit Administration (FTA) every five years.

Over seven thousand surveys were returned, which was a thirty-seven percent response rate. Most of the surveys were received from the fixed-route passengers, that reside in Orange County, and ride the bus five to seven days per week.

Most of the trips are based from home with travel to work or school. Most trips are from riders that do not have the option to drive and are from lower income households. Over half of the trips do not involve a transfer, and cash is the most common form of payment.

This information will be combined into a final report and placed on the LYNX website and shared with local partners.

Jo Santiago stated that there is a reloadable pass for SunRail, and wondered if that could be utilized with LYNX in the future. Ms. Homler Hawkins stated that will be worked on in the next few years. Commissioner Janer stated that there have been discussions about this, and that is the hope for the future.

Renzo Nastasi asked if there was some historical background on the rider demographic, and if the bus driver reports back any issues that they see for access to the stops along their routes. He would also like a copy of the presentation sent electronically.

Commissioner Janer stated that this was a really good report and was interested to see the different passenger demographics in the different Counties.

C. Overview of Employee Engagement and Mission, Vision, Values Program

Ms. Homler Hawkins stated that LYNX has a Mission, Vision and Values that is over twenty years old. As a new CEO, she wanted to hear from the employees and work with the Board on either confirming our current MVV or decide on a new MVV. LYNX has engaged Amanda Day from Day Communications to assist in the process.

Ms. Day stated that the purpose was to redefine and look at the current mission, vision, and values. Employees were engaged to discuss why LYNX exists which provides the purpose, a consensus to the value statement and the values that LYNX brings to the community, and a consensus on the bigger picture – what are the big goals in the future.

Once all the information has been collected, there will be a presentation to the Board, so that the Board can provide input as well.

Commissioner Janer stated that she is glad that this is being done. It's important to revisit and confirm that the current mission, vision, and values is correct, or if it needs to be tweaked or changed.

9. Other Business

Ms. Homler Hawkins stated that the October agenda has been front-loaded, because there was a quorum issue with the December meetings. So, it is requested that the Oversight meeting for December 7 be canceled, with the next meeting in January 2024.

10. Adjourned

Meeting adjourned at 11:49 a.m.

Certification of Minutes:

I certify that the foregoing minutes of the October 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: Michelle Daley
Director Of Finance
Tony Deguzman
Technical Contact

Phone: 407.841.2279 ext: 6014

Item Name: Authorization to Issue an Invitation for Bid (IFB) for the Printing of Fare Media

Date: 03/28/2024

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to release an Invitation for Bid (IFB) for the printing of fare media.

BACKGROUND:

Through Contract #21-C24, LYNX has purchased its fare media from EDM Technologies, Incorporated (formerly Electronic Data Magnetics, Incorporated) out of Winston-Salem, North Carolina. The initial term of the agreement has concluded, and staff would like to release an IFB to ensure that LYNX is paying the most competitive price in the current market.

Fare media includes: All fixed route magnetic tickets for monthly, weekly, daily, and single rider transportation as well as blank trim passes used in the fareboxes, and trim units located at the sales window in the main terminal.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The Approved FY2024 Operating Budget includes \$144,000 for the printing of customer fare media.

LYNX Oversight Committee Agenda

Consent Agenda Item #6.B. i

To: LYNX Oversight Committee

From: **Elvis Dovalés**
Director Of Maintenance
Kenneth Nath
Technical Contact

Phone: 407.841.2279 ext: 6239

Item Name: **Authorization to Negotiate and Award a Contract for Bulk Oils, Fluids and Lubricants to Palmdale Oil Company, LLC for a Not to Exceed Amount of \$539,000**

Date: 03/28/2024

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to negotiate and award a contract to Palmdale Oil Company, LLC., for bulk oils, fluids and lubricants for a term of one (1) year and a not to exceed amount of \$539,000.

BACKGROUND:

LYNX has a fleet of 292 transit vehicles and over 100 support vehicles. The oils, fluids and lubricants are used for the purposes of performing scheduled and unscheduled maintenance on LYNX transit vehicles and support vehicles.

On October 26, 2022, the LYNX Board of Directors authorized the release of an Invitation for Bid (IFB) for the provision of bulk fluids and lubricants. The IFB was released and posted on DemandStar and sent directly to interested suppliers on November 6, 2023. The following lot submissions were submitted by the return deadline of January 10, 2024:

| | | |
|---------------------------|----------|--------------|
| Palmdale Oil Company, LLC | Lot 1000 | \$336,610 |
| Palmdale Oil Company, LLC | Lot 1100 | \$135,314 |
| Palmdale Oil Company, LLC | Lot1300 | \$66,150 |
| | Total | \$538,074.32 |

LYNX Oversight Committee Agenda

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The FY2024 Approved Operating Budget includes \$820,760 for bulk oils, fluids, and lubricants.

LYNX Oversight Committee Agenda

Consent Agenda Item #6.C. i

To: LYNX Oversight Committee

From: Elvis Dovalés
Director Of Maintenance
Ricky Gonzalez
Technical Contact

Phone: 407.841.2279 ext: 6239

Item Name: Authorization to Exercise the Second Option Year of Contract #21-C35 with American Facility Services, Inc.

Date: 03/28/2024

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 #21-C35 with American Facility Services, Inc. for janitorial services at LYNX facilities.

BACKGROUND:

On March 25, 2021 the LYNX Board of Directors approved the award of Contract #21-C35 to American Facility Services, Inc. for janitorial services at LYNX facilities for two (2) years with three (3) one (1) year options in a not to exceed of \$1,200,000. Contract #21-C35 expired on May 1, 2023, and the first option was approved by the Board of Directors on April 27, 2023.

The Janitorial Services are used at the following LYNX facilities:

- 2500 LYNX Lane
- 455 North Garland Avenue

The janitorial services at all other LYNX locations are performed by the LYNX Facilities Maintenance group.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

LYNX Oversight Committee Agenda

FISCAL IMPACT:

The FY2024 Approved Operating Budget includes \$425,000 for janitorial services at LYNX facilities.

LYNX Oversight Committee Agenda

Consent Agenda Item #6.D. i

To: LYNX Oversight Committee

From: **James Boyle**
Interim Chief Planning and Development Officer
Prahallad Vijayvargiya
Technical Contact

Phone: 407.841.2279 ext: 6036

Item Name: **Authorization to Submit a Grant Application to the Federal Transit Administration (FTA) for the FY2024 Low or No Emission and for Buses and Bus Facilities Competitive Program in the Approximate Amount of \$27,650,000**

Date: 03/28/2024

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 FY2024 Low or No Emission Grant Program and the FY2024 Grants for Buses and Bus Facilities Competitive Program in the approximate amount of \$27,650,000 for the procurement of thirty (30) Compressed Natural Gas (CNG) Buses for replacement.

BACKGROUND:

On February 8, 2024, the FTA released a joint Notice of Funding Opportunity (NOFO) and availability of \$1.10 billion in competitive grants under the FY2024 Low or No Emission Grant Program and approximately \$390 million under the FY2024 Grants for Buses and Bus Facilities Competitive Program. An applicant may choose to submit a project to one or both 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. LYNX named Gillig, LLC as the bus vendor partner on the application. Grant applications are due on April 25, 2024.

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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 Buses & 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%.

LYNX began the transition to low emission buses in 2015 with 204 CNG buses, 90 diesel and hybrid buses, and 14 battery electric buses currently in the fleet. Buses purchased under this grant opportunity will replace the diesel and hybrid buses continuing the transition.

LYNX will submit one application to both programs for the procurement of thirty (30) Compressed Natural Gas (CNG) Buses for replacement as described below. The local match will consist of Transportation Development Credits from the Florida Department of Transportation (FDOT).

| | |
|--|---------------------|
| FTA Low-No & Buses and Bus Facilities Funding Request Approximately: | \$23,500,000 |
| Local Match (Transportation Development Credits) Approximately: | <u>\$ 4,150,000</u> |
| Total Project Cost Approximately: | \$27,650,000 |

The application will be scalable down to twenty-five (25) buses. This is based upon previous requests from the FTA for flexibility in grant submissions if needed due to funding allocations.

LYNX is pursuing several funding opportunities, including this request, that if successful could result in the retiring of the last diesel-powered bus from the fixed route fleet in 2025.

DISADVANTAGED 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.D. ii

To: LYNX Oversight Committee

From: **John Burkholder**
Director Of Risk Management
John Burkholder
Technical Contact

Phone: 407.841.2279 ext: 6167

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

Date: 03/28/2024

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 Directors meeting on March 23, 2023, the Board authorized the Chief Executive Officer (CEO) to negotiate and bind coverage and premiums for these coverages. This was executed for one year, beginning on April 1, 2023, and ending on April 1, 2024.

| Premiums | 2023 | 2024 | % Change |
|---------------------|-----------|-----------|----------|
| Property Program | \$242,513 | \$265,272 | 9.38% |
| Fiduciary Liability | \$9,268 | \$9,268 | 0.00% |
| Pollution Coverage | \$45,780 | See Below | 0.00% |
| Total | \$299,584 | \$276,564 | |

Property Insurance

The premium below includes the Florida Insurance Guaranty Association (FIGA) assessment of \$2,636 (1%).

LYNX Oversight Committee Agenda

| Year | Total Insured Value (TIV) | % Change TIV | Property Rate | % Change Rate | Premium/Increase | % Change Premium |
|------|---------------------------|--------------|---------------|---------------|----------------------|------------------|
| 2024 | \$82,439,937 | 1.24% | \$0.3186 | 15.58% | \$265,272 (\$22,759) | 8.58% |

Fiduciary Liability

This policy covers the LYNX Deferred Compensation, DC Plan for BU Employees, and Money Purchase Plans for various groups of participating employees.

Pollution

Last year, LYNX purchased a three-year paid-in-full policy. No premiums are due until it is renewed, or another policy is purchased for coverage after April 1, 2026.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE goal is applicable to this activity.

FISCAL IMPACT:

The FY2024 Operating Budget includes \$319,274 for insurance expenses. Several policies will be renewed in October, and the remaining budget is expected to cover the anticipated premiums.

LYNX Oversight Committee Agenda

Consent Agenda Item #6.D. iii

To: LYNX Oversight Committee

From: Michelle Daley
Director Of Finance
Kenneth Roberts
Technical Contact

Phone: 407.841.2279 ext: 6014

Item Name: Authorization to Auction Surplus Capital Items

Date: 03/28/2024

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 capital items as identified in the following detailed list.

BACKGROUND:

It is LYNX's policy to hold a quarterly auction to dispose of Board approved surplus and obsolete items. This year's auction is scheduled for March 2024. The following surplus items require authorization for retirement and disposal at the public auction pursuant to Administrative Rule 4.16.2.A:

Revenue Vehicles:

Revenue Vehicles with a total net book value of \$0.

- There are 9 Revenue Vehicles that have reached the end of their useful life and exceeding the FTA mileage requirement.

Other Vehicles:

Other Vehicles with a total net book value of \$0.

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- There are 22 Van Pool and 13 Support Vehicles that have reached the end of their useful life and exceeding the FTA mileage requirement.

Surplus Equipment:

Surplus equipment with a total net book value of \$0

Categorical Totals

| Category | Acquisition Value | Net Book Value |
|--------------------|---------------------|----------------|
| Revenue Vehicles | \$ 2,960,816 | \$0 |
| Other Vehicles | \$ 970,080 | \$0 |
| Surplus Equipment | \$ 425,137 | \$0 |
| GRAND TOTAL | \$ 4,356,033 | \$0 |

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The total net book value of the surplus items is \$0. The higher of the net book value or the net proceeds from the sale of any item may be due to the Federal Transit Administration (FTA) in FY2024.

Revenue Vehicles

| Sys No | Co Asset No | Description | Class | Acquisition Date | Est Life | Acquired Value | Net Book Value |
|--------|-------------|----------------------------------|-------|------------------|----------|----------------|----------------|
| 012715 | 734 | 35' LF BRT-G27B102N2 Gillig Bus | RV | 09/30/08 | 9 | \$314,661 | \$0 |
| 012716 | 734a | CUMMINS ISL 8.3L 280HP ENGINE | RV | 09/30/08 | 5 | \$22,976 | \$0 |
| 012717 | 734b | ZF 594C AUTOMATIC TRANS | RV | 09/30/08 | 5 | \$17,247 | \$0 |
| 013123 | 9-309 | 35' LF BRT- G27B102N4 Gillig Bus | RV | 08/03/09 | 9 | \$323,646 | \$0 |
| 013124 | 9-309A | CUMMINS ISL 8.9L 280HP ENGINE | RV | 08/03/09 | 5 | \$20,024 | \$0 |
| 013125 | 9-309B | ZF 594C AUTOMATIC TRANS | RV | 08/03/09 | 5 | \$18,073 | \$0 |
| 013126 | 10-309 | 35' LF BRT- G27B102N4 Gillig Bus | RV | 07/29/09 | 9 | \$323,646 | \$0 |
| 013127 | 10-309A | CUMMINS ISL 8.9L 280HP ENGINE | RV | 07/29/09 | 5 | \$20,024 | \$0 |
| 013128 | 10-309B | ZF 594C AUTOMATIC TRANS | RV | 07/29/09 | 5 | \$18,073 | \$0 |
| 013138 | 14-309 | 35' LF BRT- G27B102N4 Gillig Bus | RV | 08/06/09 | 9 | \$323,646 | \$0 |
| 013139 | 14-309A | CUMMINS ISL 8.9L 280HP ENGINE | RV | 08/06/09 | 5 | \$20,024 | \$0 |
| 013140 | 14-309B | ZF 594C AUTOMATIC TRANS | RV | 08/06/09 | 10 | \$18,174 | \$0 |
| 013144 | 16-309 | 35' LF BRT- G27B102N4 Gillig Bus | RV | 08/07/09 | 9 | \$323,646 | \$0 |
| 013145 | 16-309A | CUMMINS ISL 8.9L 280HP ENGINE | RV | 08/07/09 | 9 | \$20,024 | \$0 |
| 013146 | 16-309B | ZF 594C AUTOMATIC TRANS | RV | 08/07/09 | 5 | \$18,073 | \$0 |
| 013147 | 17-309 | 35' LF BRT- G27B102N4 Gillig Bus | RV | 08/07/09 | 9 | \$323,646 | \$0 |
| 013148 | 17-309A | CUMMINS ISL 8.9L 280HP ENGINE | RV | 08/07/09 | 5 | \$20,024 | \$0 |

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| | | | | | | | |
|--------|---------|----------------------------------|----|----------|---|-----------|-----|
| 013149 | 17-309B | ZF 594C AUTOMATIC TRANS | RV | 08/07/09 | 5 | \$18,073 | \$0 |
| 013159 | 22-309 | 35' LF BRT- G27B102N4 Gillig Bus | RV | 08/14/09 | 9 | \$323,646 | \$0 |
| 013160 | 22-309A | CUMMINS ISL 8.9L 280HP ENGINE | RV | 08/14/09 | 5 | \$20,024 | \$0 |
| 013161 | 22-309B | ZF 594C AUTOMATIC TRANS | RV | 08/14/09 | 5 | \$18,073 | \$0 |
| 013171 | 25-309 | 35' LF BRT- G27B102N4 Gillig Bus | RV | 08/24/09 | 9 | \$323,646 | \$0 |
| 013172 | 25-309A | CUMMINS ISL 8.9L 280HP ENGINE | RV | 08/24/09 | 5 | \$20,024 | \$0 |
| 013173 | 25-309B | ZF 594C AUTOMATIC TRANS | RV | 08/24/09 | 5 | \$18,073 | \$0 |
| 019304 | 150517 | Turtle Top Cutaway Van Pool | RV | 03/01/16 | 4 | \$73,630 | \$0 |

Revenue Vehicles Totals **\$2,960,816** **\$0**

Other Vehicles

| Sys No | Co Asset No | Description | Class | Acquisition Date | Est Life | Acquired Value | Net Book Value |
|--------|-------------|----------------------------------|-------|------------------|----------|----------------|----------------|
| 015877 | 37414 | 2013 CHEVY TRAVERSE 8PASSENGERS | OV | 06/07/13 | 4 | \$24,396 | \$0 |
| 015878 | 37415 | 2013 CHEVY TRAVERSE 8 PASSENGERS | OV | 06/07/13 | 4 | \$24,396 | \$0 |
| 015883 | 37165 | 2013 CHEVY TRAVERSE 8 PASSENGERS | OV | 06/07/13 | 4 | \$24,396 | \$0 |
| 015888 | 37164 | CHEVY TRAVERSE 8 PASSENGERS | OV | 06/07/13 | 4 | \$24,396 | \$0 |
| 015889 | 37159 | 2013 CHEVY TRAVERSE 8 PASSENGERS | OV | 06/07/13 | 4 | \$24,396 | \$0 |
| 016749 | 38242 | 2014 CHEVY TRAVERSE | OV | 09/25/13 | 4 | \$27,369 | \$0 |
| 016751 | 38244 | 2014 CHEVY TRAVERSE | OV | 09/25/13 | 4 | \$27,369 | \$0 |
| 016757 | 38250 | 2014 CHEVY TRAVERSE | OV | 09/26/13 | 4 | \$27,369 | \$0 |
| 016763 | 38429 | 2014 CHEVY TRAVERSE | OV | 09/26/13 | 4 | \$27,369 | \$0 |
| 016764 | 38425 | 2014 CHEVY TRAVERSE | OV | 09/26/13 | 4 | \$27,369 | \$0 |
| 016901 | 38869 | 2014 CHEVY TRAVERSE | OV | 12/31/13 | 4 | \$27,369 | \$0 |
| 016902 | 38870 | 2014 CHEVY TRAVERSE | OV | 12/31/13 | 4 | \$27,369 | \$0 |
| 016905 | 38873 | 2014 CHEVY TRAVERSE | OV | 12/31/13 | 4 | \$27,369 | \$0 |
| 016906 | 38874 | 2014 CHEVY TRAVERSE | OV | 12/31/13 | 4 | \$27,369 | \$0 |
| 016908 | 38876 | 2014 CHEVY TRAVERSE | OV | 12/31/13 | 4 | \$27,369 | \$0 |
| 016909 | 38877 | 2014 CHEVY TRAVERSE | OV | 12/31/13 | 4 | \$27,369 | \$0 |
| 016915 | 38883 | 2014 CHEVY TRAVERSE | OV | 10/31/13 | 4 | \$27,369 | \$0 |
| 016920 | 38888 | 2014 CHEVY TRAVERSE | OV | 12/31/13 | 4 | \$27,369 | \$0 |
| 016921 | 38889 | 2014 CHEVY TRAVERSE | OV | 12/31/13 | 4 | \$27,369 | \$0 |
| 017088 | 38154 | 2014 FORD E350 EXTENDED | OV | 01/31/14 | 4 | \$32,306 | \$0 |
| 017263 | 38763 | 2014 FORD E350 EXT | OV | 03/31/14 | 4 | \$30,496 | \$0 |
| 017269 | 38769 | 2014 FORD E350 EXT | OV | 03/31/14 | 4 | \$30,496 | \$0 |
| 017276 | 38777 | 2014 FORD E350 EXT | OV | 03/31/14 | 4 | \$33,468 | \$0 |
| 017282 | 39656 | 2014 FORD E350 | OV | 03/31/14 | 4 | \$25,456 | \$0 |
| 017866 | 41581 | CHEVY TRAVERSE 7 PASSENGER 2015 | OV | 08/31/14 | 4 | \$27,480 | \$0 |
| 017867 | 41583 | CHEVY TRAVERSE 7 PASSENGER 2015 | OV | 08/31/14 | 4 | \$27,480 | \$0 |
| 018295 | 45210 | 2015 Chevy Traverse | OV | 11/30/14 | 5 | \$27,480 | \$0 |
| 018296 | 45211 | 2015 Chevy Traverse | OV | 11/30/14 | 5 | \$27,480 | \$0 |
| 019372 | 236-116 | Dodge Promaster Van | OV | 06/01/16 | 4 | \$38,899 | \$0 |
| 019682 | 47991 | 2017 Chevy Traverse | OV | 10/13/16 | 4 | \$27,317 | \$0 |
| 019688 | 47989 | 2017 Chevy Traverse | OV | 10/13/16 | 4 | \$27,317 | \$0 |
| 019689 | 47775 | 2017 Chevy Traverse | OV | 10/04/16 | 4 | \$27,317 | \$0 |
| 019693 | 47990 | 2017 Chevy Traverse | OV | 10/13/16 | 4 | \$27,317 | \$0 |
| 019722 | 47995 | 2017 Chevy Traverse | OV | 11/29/16 | 4 | \$27,317 | \$0 |
| 019723 | 47994 | 2017 Chevy Traverse | OV | 11/29/16 | 4 | \$27,317 | \$0 |

Other Vehicles Totals **\$970,080** **\$0**

LYNX Oversight Committee Agenda

Surplus Equipment

| Sys No | Co Asset No | Description | Class | Acquisition Date | Est Life | Acquired Value | Net Book Value |
|--------|-------------|---|-------|------------------|----------|----------------|----------------|
| 009765 | 6018 | Media Gateway, G650 S8500 Sys | CE | 11/08/04 | 5 | \$3,900.00 | \$0.00 |
| 009766 | 6018A | CP AHF 110 Bus Terinator S8500 Sys | CE | 11/08/04 | 5 | \$181.00 | \$0.00 |
| 009767 | 6018B | CSU Module 120A4 S8500 Sys | CE | 11/08/04 | 5 | \$1,648.00 | \$0.00 |
| 009768 | 6018C | CSU Module 120A4 S8500 Sys | CE | 11/08/04 | 5 | \$1,648.00 | \$0.00 |
| 009769 | 6018D | CP TN464GP DS 1 INTFC 24/32 S8500 Sys | CE | 11/08/04 | 5 | \$3,950.00 | \$0.00 |
| 009770 | 6018E | CP TN464GP DS1 INTFC 24/32 S8500 SYS | CE | 11/08/04 | 5 | \$3,950.00 | \$0.00 |
| 009771 | 6018F | CP TN 2302 IP Media Proc S8500 Sys | CE | 11/08/04 | 5 | \$9,000.00 | \$0.00 |
| 009772 | 6018G | CP C-LAN INTF TN 7900 S8500 Sys | CE | 11/08/04 | 5 | \$1,250.00 | \$0.00 |
| 009773 | 6018H | CP C-LAN INTF TN799 S8500 Sys | CE | 11/08/04 | 5 | \$1,250.00 | \$0.00 |
| 009774 | 6018I | VAL CP TN 2501 | CE | 11/08/04 | 5 | \$5,500.00 | \$0.00 |
| 009775 | 6018J | CP TN774E Call Class DET S8500 Sys | CE | 11/08/04 | 5 | \$1,916.00 | \$0.00 |
| 009776 | 6018K | IPS12 CP TN 2312 BP S8500 Sys | CE | 11/08/04 | 5 | \$7,250.00 | \$0.00 |
| 009777 | 6019 | Media Gateway G650 | CE | 11/08/04 | 5 | \$3,900.00 | \$0.00 |
| 009778 | 6019A | CP AHF 110 Bus Terminal S8500 Sys | CE | 11/08/04 | 5 | \$181.00 | \$0.00 |
| 009779 | 6019B | CP AUX Truck INTF TN 763D S8500 Sys | CE | 11/08/04 | 5 | \$1,150.00 | \$0.00 |
| 009780 | 6019C | CP TN 793B Anlg 24PT S8500 Sys | CE | 11/08/04 | 5 | \$3,285.00 | \$0.00 |
| 009781 | 6019D | CP TN771DP Main/Test S8500 Sys | CE | 11/08/04 | 5 | \$1,700.00 | \$0.00 |
| 009782 | 6019E | CP TN464 GP DS1 INTFC 24/32 S8500 Sys | CE | 11/08/04 | 5 | \$3,950 | \$0 |
| 009783 | 6019F | CP TN2302 IP Media Proc S8500 Sys | CE | 11/08/04 | 5 | \$9,000 | \$0 |
| 009784 | 6019G | CP C-LAN INTF TN799 S8500 Sys | CE | 11/08/04 | 5 | \$1,250 | \$0 |
| 009785 | 6019H | CP C-LAN INTF TN799 S8500 Sys | CE | 11/08/04 | 5 | \$1,250 | \$0 |
| 009786 | 6019I | CP C-LAN INTF TN799 S8500 Sys | CE | 11/08/04 | 5 | \$1,250 | \$0 |
| 009789 | 5862 | Avaya C363T PWR 24 Ports Voice Infrastructure | CE | 11/08/04 | 5 | \$3,395 | \$0 |
| 009790 | 5862A | Avaya MMF 1000Base-SX 550 MSFP Voice Infrastructure | CE | 11/08/04 | 5 | \$495 | \$0 |
| 009798 | 5873 | Avaya C363T PWR 24 Ports | CE | 11/08/04 | 5 | \$3,395 | \$0 |
| 009799 | 5873A | Avaya C360 Stack | CE | 11/08/04 | 5 | \$395 | \$0 |
| 009800 | 6020 | Avaya Chassis P333T-PWR Voice Infrastructure | CE | 11/08/04 | 5 | \$4,295 | \$0 |
| 009801 | 6020A | Avaya X330W-2DS1 Voice Infrastructure | CE | 11/08/04 | 5 | \$2,395 | \$0 |
| 009803 | 6021A | Avaya MMF 1000Base-SX 550 MSFP Voice Infrastructure | CE | 11/08/04 | 5 | \$410 | \$0 |
| 009804 | 6021B | Avaya MMF 1000Base-SX 550 MSFP Voice Infrastructure | CE | 11/08/04 | 5 | \$410 | \$0 |
| 009805 | 6021C | Avaya MMF 1000Base-SX 550 MSFP Voice Infrastructure | CE | 11/08/04 | 5 | \$410 | \$0 |
| 009806 | 6021D | Avaya MMF 1000Base-SX 550 MSFP Voice Infrastructure | CE | 11/08/04 | 5 | \$410 | \$0 |
| 009807 | 6021E | Avaya MMF 1000Base-SX 550 MSFP Voice Infrastructure | CE | 11/08/04 | 5 | \$410 | \$0 |
| 009808 | 6021F | Avaya MMF 1000Base-SX 550 MSFP Voice Infrastructure | CE | 11/08/04 | 5 | \$410 | \$0 |
| 009809 | 6021G | Avaya MMF 1000Base-SX 550 MSFP Voice Infrastructure | CE | 11/08/04 | 5 | \$410 | \$0 |
| 009824 | 6816 | CSU Module 120A4 S8500 Sys | CE | 11/08/04 | 5 | \$1,648 | \$0 |

LYNX Oversight Committee Agenda

| | | | | | | | |
|--------|-------|---|----|----------|---|----------|-----|
| 009825 | 6818 | Avaya C363T PWR Voice Infrastructure | CE | 11/08/04 | 5 | \$3,395 | \$0 |
| 009826 | 6818A | Avaya MMF 1000Base-SX 550 MSFP Voice Infrastructure | CE | 11/08/04 | 5 | \$495 | \$0 |
| 009837 | 6823 | Avaya C364T PWR 48 Ports Voice Infrastructure | CE | 11/08/04 | 5 | \$5,495 | \$0 |
| 017313 | 11995 | DELL OPTIPLEX 23" AIO | CE | 03/31/14 | 5 | \$2,101 | \$0 |
| 004126 | 2491 | DECELEROMETER | FE | 11/06/97 | 3 | \$1,806 | \$0 |
| 007474 | 3871 | Torque Tester | FE | 09/29/03 | 5 | \$1,640 | \$0 |
| 009802 | 6021 | Cajun Chas P332G-ML Gbic | FE | 11/08/04 | 5 | \$5,895 | \$0 |
| 012082 | 8698 | Data Link Adapter Inline | FE | 09/30/07 | 5 | \$749 | \$0 |
| 012083 | 8699 | Data Link Adapter Inline | FE | 09/30/07 | 5 | \$749 | \$0 |
| 012084 | 8700 | Data Link Adapter Inline | FE | 09/30/07 | 5 | \$749 | \$0 |
| 012208 | 8052 | Testman Diagnostic System | FE | 10/31/07 | 5 | \$1,549 | \$0 |
| 012209 | 8055 | Serial Link Adapter KIT | FE | 10/31/07 | 5 | \$449 | \$0 |
| 012210 | 8056 | USB diagnostic Kit | FE | 10/31/07 | 5 | \$2,296 | \$0 |
| 013790 | 9696 | Wireless Vehicle Link WVI2 | FE | 05/24/11 | 5 | \$890 | \$0 |
| 014579 | 10400 | TrapBlaster DPF Pnumatic Cleaner | FE | 06/01/12 | 5 | \$48,792 | \$0 |
| 014590 | 10132 | Farebox 36 inch for ARBOC | FE | 07/01/12 | 5 | \$13,325 | \$0 |
| 014593 | 10135 | Farebox 36 inch for ARBOC | FE | 07/01/12 | 5 | \$13,325 | \$0 |
| 014595 | 10137 | Farebox 36 inch for ARBOC | FE | 07/01/12 | 5 | \$13,325 | \$0 |
| 015527 | 10780 | Square Drive 58" Long Torque Wrench | FE | 04/24/13 | 5 | \$580 | \$0 |
| 017450 | 12170 | ODYSSEY FAREBOX-PARATRANSIT | FE | 05/31/14 | 5 | \$13,339 | \$0 |
| 017451 | 12171 | ODYSSEY FAREBOX-PARATRANSIT | FE | 05/31/14 | 5 | \$13,339 | \$0 |
| 017452 | 12172 | ODYSSEY FAREBOX-PARATRANSIT | FE | 05/31/14 | 5 | \$13,339 | \$0 |
| 017453 | 12173 | ODYSSEY FAREBOX-PARATRANSIT | FE | 05/31/14 | 5 | \$13,339 | \$0 |
| 017454 | 12174 | ODYSSEY FAREBOX-PARATRANSIT | FE | 05/31/14 | 5 | \$13,339 | \$0 |
| 017455 | 12175 | ODYSSEY FAREBOX-PARATRANSIT | FE | 05/31/14 | 5 | \$13,339 | \$0 |
| 017458 | 12178 | ODYSSEY FAREBOX-PARATRANSIT | FE | 05/31/14 | 5 | \$13,339 | \$0 |
| 017459 | 12179 | ODYSSEY FAREBOX-PARATRANSIT | FE | 05/31/14 | 5 | \$13,339 | \$0 |
| 017460 | 1244 | ODYSSEY FAREBOX-PARATRANSIT | FE | 05/31/14 | 5 | \$13,339 | \$0 |
| 018704 | 13173 | Engine Diagnostic Tool | FE | 09/16/15 | 7 | \$705 | \$0 |
| 018713 | 13449 | G450 MP 160 Media Gateway with Power Supply | FE | 09/30/15 | 5 | \$1,712 | \$0 |
| 018714 | 13450 | G430 MP120 Media Gateway | FE | 09/30/15 | 5 | \$7,456 | \$0 |
| 018875 | 13385 | Dell Optiplex 9020 | FE | 10/28/15 | 5 | \$1,734 | \$0 |
| 019212 | 13550 | Dell Optiplex 9020 | FE | 01/14/16 | 5 | \$1,514 | \$0 |
| 019459 | 14113 | Farebox-NeighborLink | FE | 08/22/16 | 5 | \$13,393 | \$0 |
| 019460 | 14119 | Farebox-NeighborLink | FE | 08/22/16 | 5 | \$13,393 | \$0 |
| 019461 | 14115 | Farebox-NeighborLink | FE | 08/22/16 | 5 | \$13,393 | \$0 |
| 019462 | 14116 | Farebox-NeighborLink | FE | 08/22/16 | 5 | \$13,393 | \$0 |
| 019463 | 14117 | Farebox-NeighborLink | FE | 08/22/16 | 5 | \$13,393 | \$0 |
| 019464 | 14118 | Farebox-NeighborLink | FE | 08/22/16 | 5 | \$13,393 | \$0 |
| 020036 | 14793 | Dell 7040 Computer | FE | 02/08/17 | 5 | \$1,576 | \$0 |
| 020072 | 14843 | DELL 7040 Computer | FE | 03/04/17 | 5 | \$1,576 | \$0 |
| 020660 | 14638 | Dell Optiplex 7050 | FE | 01/17/18 | 3 | \$1,221 | \$0 |
| 020668 | 14159 | Dell 7050 Computer with Monitor | FE | 02/13/18 | 3 | \$2,382 | \$0 |

Surplus Equipment Totals

\$425,137 \$0

LYNX Oversight Committee Agenda

Action Item #7.A

To: LYNX Oversight Committee

From: James Boyle
Interim Chief Planning and Development Officer
Prahallad Vijayvargiya
Technical Contact

Phone: 407.841.2279 ext: 6036

Item Name: Authorization to Ratify a Grant Application to the Florida Department of Transportation (FDOT) for the FY2024 Low or No Emission and Buses and Bus Facilities Competitive Program for Rural Areas in the Total Amount of \$9,206,090

Date: 03/28/2024

ACTION REQUESTED:

Staff is requesting the Board of Directors' ratification of a grant application that was submitted to the Florida Department of Transportation (FDOT) on March 22, 2024, for the FY2024 Low or No Emission Grant Program and the FY2024 Grants for Buses and Bus Facilities Competitive Program for Rural Areas for ten (10) Fixed-Route Compressed Natural Gas (CNG) Buses in the total amount of \$9,206,090.

BACKGROUND:

On February 8, 2024, the Federal Transit Administration (FTA) released a joint Notice of Funding Opportunity (NOFO) and availability of \$1.10 billion in competitive grants under the FY2024 Low or No Emission Grant Program and approximately \$390 million under the FY2024 Grants for Buses and Bus Facilities Competitive Program. An applicant may choose to submit a low or no emission project to one or both 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. LYNX named Gillig, LLC as the bus vendor partner on the application.

LYNX Oversight mmittee Agenda

Rural Low or No Emissions and the Buses and Bus Facilities funding is managed by FDOT, as all rural applications are packaged as part of a statewide application submitted by FDOT to the FTA. The rural grant applications were due to FDOT on March 22, 2024, to meet Department deadlines.

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 Buses & 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%.

LYNX began the transition to low emission buses in 2015 with 204 CNG buses, 90 diesel and hybrid buses, and 14 battery electric buses currently in the fleet. Buses purchased under this grant opportunity will replace the diesel and hybrid buses continuing the transition.

For FY2024, LYNX submitted one application to both programs for ten (10) Compressed Natural Gas (CNG) buses as summarized below. The local match will consist of Transportation Development Credits.

| | |
|--|--------------------|
| FDOT Low-No and Buses & Bus Facilities Funding Request | \$7,825,180 |
| Local Match (Transportation Development Credits) | <u>\$1,380,910</u> |
| Total Project Cost | \$9,206,090 |

The application will be scalable down to seven (7) CNG buses. This is based upon previous requests from the FTA for flexibility in grant submissions if needed due to funding allocations.

LYNX is pursuing several funding opportunities, including this request, that if successful could result in the retiring of the last diesel-powered bus from the fixed route fleet in 2025.

DISADVANTAGED 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

Action 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: Authorization to Approve FY2023 Annual Comprehensive Financial Report and Subsequent Submittal to the Government Financial Officers Association's (GFOA) Certificate of Achievement Program

Date: 03/28/2024

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to Authorize Approval of the FY2023 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.

DISADVANTAGED 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 Item #7.C

To: LYNX Oversight Committee

From: **James Boyle**
Interim Chief Planning and Development Officer
Bruce Detweiler
Technical Contact

Phone: 407.841.2279 ext: 6036

Item Name: Authorization to Implement April 21, 2024 Service Changes

Date: 03/28/2024

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 21, 2024.

BACKGROUND:

On September 28, 2023, 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 August. Three information sessions and one in person and virtual hearing/workshop were held. LYNX customers and the public provided input on the service changes at the following information sessions and workshop/public hearing:

Date/Time: Monday, February 12, 1-2 PM
Location: Kissimmee City Hall, Kissimmee, FL

Date/Time: Tuesday, February 13, 1-2 PM
Location: LYNX Central Station – Main Lobby, Orlando, FL

Date/Time: Wednesday, February 14, 1-2 PM
Location: Sanford City Hall, Sanford, FL

Date/Time: Wednesday, February 28, 4-6 PM
Location: LYNX Central Station – Open Space, Orlando, FL

LYNX Oversight Committee Agenda

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 8, 2024, through March 1, 2024. 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.

Apr. 21 Service Proposal*

NEW ROUTE

- **Link 311** – Disney / Orlando Int'l Airport Express (Orange County) – Route will operate between Disney Springs Transfer Center and Orlando International Airport with stops at Destination Parkway Superstop, Destination Parkway and International Drive (Orange County Convention Center), Destination Parkway and Universal Boulevard, Florida Mall Superstop, and Sand Lake SunRail Station. Operates every 30 minutes daily from 5:00 a.m. – 11:05 p.m.

DISCONTINUED ROUTE

- **Link 111** – Orlando International Airport/Destination Parkway/SeaWorld (Orange County) – Route is discontinued and replaced by Links 42, 108, 311, 350, and NeighborLink 841.

SCHEDULE ADJUSTMENTS

- **Link 15** – Curry Ford Road (Orange County) – Adding weekday 5 a.m. trip and discontinuing 11:25 p.m. trip from Valencia College West to downtown Orlando.
- **Link 18** – South Orange Ave./Kissimmee (Orange County/Osceola County) – minor Saturday schedule adjustments.
- **Link 19** – Richmond Heights (Orange County) – minor weekday schedule adjustments.
- **Link 21** – Raleigh St./Kirkman Rd./Universal Orlando (Orange County) – increase Sunday frequency to every 30 minutes from 5:15 a.m. – 8:15 p.m. Add Sunday 4:45 a.m. trip from Universal Orlando to LYNX Central Station. Minor Sunday schedule adjustments.

LYNX Oversight mmittee Agenda

- **Link 40** – Americana Boulevard/Universal Orlando (Orange County) – minor weekday schedule adjustments.
- **Link 42** – International Drive/Oak Ridge Road/OIA (Orange County) – increase Sunday frequency to every 30 minutes. Add Sunday 5 a.m. trip from Orlando Premium Outlets to Orlando International Airport and 5:05 a.m. trip from Florida Mall Superstop to Destination Parkway Superstop. Minor schedule adjustments.
- **Link 103** – North U.S. 17-92/Seminole Centre (Orange County/Seminole County) – minor Sunday schedule adjustments.
- **Link 105** – West Colonial Drive (Orange County) – minor Saturday schedule adjustments.
- **Link 301** –Disney Direct/Pine Hills (Orange County) – minor daily schedule adjustments.
- **Link 302** –Disney Direct/Rosemont (Orange County) – minor daily schedule adjustments.
- **Link 303** –Disney Direct/Washington Shores (Orange County) – minor daily schedule adjustments.
- **Link 304** – Disney Direct/Rio Grande/Vistana (Orange County) – minor daily schedule adjustments.
- **Link 306** – Disney Direct/Poinciana (Orange County/Osceola County) – minor daily schedule adjustments.
- **Link 405** – Apopka Circulator (Orange County) – minor Sunday schedule adjustments.
- **Link 436N** – SR 436/Fernwood/Apopka (Orange County/Seminole County) – minor Sunday schedule adjustments.
- **Link 436S** – SR 436/Fernwood/Orlando Int’l Airport (Orange County/Seminole County) – increase Sunday frequency to every 30 minutes between Orlando Int’l Airport and SR 436 & University Blvd. Add Sunday 4:50 a.m. trip from S.R. 436 & Colonial Dr. and 6 a.m. trip from S.R. 436 & University Blvd. to Orlando International Airport. Minor Sunday schedule adjustments.

LYNX Oversight Committee Agenda

ROUTE and/or SCHEDULE ADJUSTMENTS

- **Link 7** – S. Orange Avenue/Florida Mall (Orange County) – Discontinuing segment on Florida Mall Ave. between Golden Sky Lane and Voltaire Dr. Route will operate on Sand Lake Rd. and Summer Day Lane.
- **Link 11** – S. Orange Avenue/Orlando International Airport (Orange County) – Extending all trips on weekends into Sand Lake SunRail Station. Minor schedule adjustments.
- **Link 37** – Pine Hills/Kirkman Road/Florida Mall (Orange County) – Extend route via Sand Lake Road and Greenbriar Pkwy. to Universal Epic team member entrance. Increase Sunday frequency to every 30 minutes. Daily schedule adjustments.
- **Link 46E** – East First St./ Downtown Sanford (Seminole County) – eastbound route will operate Celery Ave., Lake Mary Blvd. to True Health. Minor weekday and Saturday schedule adjustments.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The base service changes are budget neutral. There is an additional bus service agreement that was approved to be executed with Orange County for services related to The Orange County Accelerated Transportation Safety Program (ATSP). LYNX Staff will include the revenue and associated expenses in their respective fiscal years.

LYNX Oversight Committee Agenda

Action Item #7.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 2024 Oversight Committee Officers

Date: 03/28/2024

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.

LYNX Oversight Committee Agenda

Discussion 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: FY2023 Financial Results

Date: 03/28/2024

LYNX staff will present the FY2023 Financial Results.

LYNX Oversight Committee Agenda

Discussion Item #8.B

To: LYNX Oversight Committee

From: Leonard Antmann
Chief Financial Officer
Michelle Daley
Technical Contact

Phone: 407.841.2279 ext: 6125

Item Name: FY2024 1st Quarter Results

Date: 03/28/2024

LYNX staff will present the FY2024 1st Quarter results.

LYNX Oversight Committee Agenda

Discussion Item #8.C

To: LYNX Oversight Committee

From: Leonard Antmann
Chief Financial Officer
Michelle Daley
Technical Contact

Phone: 407.841.2279 ext: 6125

Item Name: FY2025 Budget Assumptions

Date: 03/28/2024

LYNX staff will present the FY2025 Budget Assumptions.

LYNX Oversight Committee Agenda

Discussion Item #8.D

To: LYNX Oversight Committee

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

Phone: 407.841.2279 ext: 6206

Item Name: Update to the Vanpool Program

Date: 03/28/2024

LYNX Staff will provide an update to the Vanpool Program.