

LYNX
Central Florida Regional Transportation Authority
Board of Directors' Meeting Minutes

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

DATE: **September 28, 2017**

TIME: **1:00 p.m.**

Members in Attendance:

Viviana Janer, Chair, Osceola County
Steve Martin, P.E., Secretary, 5th District, Florida Department of Transportation
Buddy Dyer, Mayor, City of Orlando,

Members Absent:

Teresa Jacobs, Mayor, Orange County
Lee Constantine, Commissioner, Seminole County BoCC

1. Call to Order

Chair Janer called the meeting to order at 1:15 p.m.

Chair Janer asked Mayor Buddy Dyer to lead the Pledge of Allegiance.

2. Approval of Minutes

Chair Janer asked the Board if there was any discussion about the July 27, 2017 meeting minutes. A motion was made by Mayor Buddy Dyer, seconded by Secretary Steve Martin. Minutes were unanimously approved as presented.

3. Recognitions

None presented at this time.

4. Public Comments

Beverly Glenn, Vice President of Local 1596 thanked the CEO and Executive Team for their support during the storm. Beverly stated that she looks forward to working with LYNX in the future.

Mayor Dyer also thanked LYNX and the staff for their response and support during Hurricane Irma. Commissioner Janer also thanked the CEO and LYNX staff for their diligence and for transporting people to safety.

Eazar Rodriguez, 104 East Mabrisa Way, Kissimmee, FL. Mr. Eazar stated he recently moved here from Tampa and would like to see service provided more frequently and all seven days of the week instead of six.

Joanne Cornelis, 138 Country Club Circle, Sanford, FL 32771. Ms. Cornelis spoke of the need for later bus routes to include 24 hours, weekends and holiday service in Seminole County.

5. Chief Executive Officer's Report

Chair Janer recognized Mr. Edward L. Johnson, Chief Executive Officer (CEO).

Mr. Johnson expressed his appreciation to his staff for their dedication and support during Hurricane Irma. He explained that he had drivers ready to begin service once we had the clearance so the community can return to normalcy.

Mr. Johnson also stated that one of our own staff members visited Puerto Rico to visit his sick mother and due to the circumstances of Hurricane Maria, he was not able to return to work and Mr. Johnson was seeking a way to assist him with his loss of wages.

Mr. Johnson said he will be meeting with his team to discuss ways to assist the onset of people that will be coming to Central Florida from Puerto Rico.

Mr. Johnson referenced a packet that was provided to the board members with his recommendations of his goals for 2018. Further discussion will take place in the December Board meeting.

Mr. Johnson stated that he has been working with Billy Hattaway of the City of Orlando along with Harry Barley of MetroPlan Orlando regarding the concept of operations of the Autonomous Vehicles along the LYMMO alignment.

Mr. Johnson concluded his report wishing Chair Janer a Happy Birthday and surprising her with a birthday cake as he volunteered Secretary Martin to begin the birthday song. Chairman Janer thanked everyone!

6. Oversight Committee Report

Chair Janer provided a review of the Oversight Committee Meeting held at 10:30 a.m. earlier in the day. Presentations were received on items 8 A through 8 C, item 8 E, and 8 G through 8 K. The committee recommended approval to LYNX full board on these items and also received a presentation on LYNX Medical Plan in addition to changes and proposed modifications to Administrative Rule 2.

7. Consent Agenda

A. Request for Proposal (RFP)

A.i. Authorization to Release a Request for Proposal (RFP) for Background Screening Services

B. Award of Contracts

B.i. Authorization to Award Contract #18-C03 to Papco for 87 Octane Unleaded Fuel.

B.ii. Authorization to Award Contract #18-C04 to Glover Oil for B-99 Biodiesel Fuel

B.iii. Authorization to Award Contract #18-C05 to Petroleum Traders for Dyed Ultra-Low Sulfur Diesel

B.iv. Authorization to Award a Contract to Bridgestone Americas Tire Operations, LLC for Tire Leasing

B.v. Authorization to Award a Contract Contractors Enterprise, Inc., for the Pressure Washing of LYNX Central Station (LCS) and Ten (10) Transfer Stations

B. vi. Authorization to Award Bus Service Agreement #17-A23 with Lakeland Area Mass Transit District (Link 416 and 427)

C. Extension of Contracts

C.i. Authorization to Increase Contract #14-C30 with Bolton & Helm, LLP for Workers' Compensation Legal Services

C.ii. Authorization to Extend Contract #13-C16 with Akerman, LLP, to December 31, 2017

C.iii. Authorization to Extend Contract #12-C16 with Goodyear Tire and Rubber for the Tire Leasing Runout Program

D. Miscellaneous

D.i. Authorization to Issue Coordination Agreements to Multiple Non-Compensable Human Services Agencies

D.ii. Authorization to Enter into a Participating Addendum with New Flyer of America as Part of the Commonwealth of Virginia's Department of General Services Contract for the Purchase of Fifteen (15) Articulated Buses

D.iii. Authorization to Solicit Project Applications for the Federal Transit Administration Enhanced Mobility of Seniors and Individuals with Disabilities Section 5310 Program

D.iv. Authorization to Execute METROPLAN Orlando's FY2017-2018 Unified Planning Work Program (UPWP) Pass-Thru Funding Agreement

D.v. Authorization to Issue a Purchase Order to Alliance Bus Group for the Purchase of Twenty-five (25) Paratransit Buses

D.vi. Authorization to Issue a Purchase Order to Florida Transportation Systems for the Purchase of Twenty-five (25) Paratransit Buses

D.vii. Authorization to Issue a Purchase Order in the Amount of \$73,200 to nMomentum for LYNX' Mobile Fare Payment Program Support

D.viii. Authorization to Auction Surplus Equipment & Obsolete Bus Parts

D.ix. Authorization to Dispose of Items Accumulated Through the Lost and Found Process

Chair Janer asked if there was any discussion or motion. Mayor Buddy Dyer moved for approval and Secretary Martin seconded, the Consent Agenda passed unanimously.

8. Action Agenda

A. Authorization to Enforce "No Strand Policy"

Chair Janer recognized Bill Hearndon, who requested the Board's approval to allow the policy to be re-enforced to strictly implement the "No Strand Policy" currently on the books.

Motion to approve made by Mayor Dyer and seconded by Secretary Martin. Motion passed unanimously.

B. Authorization to Adopt Fiscal Year 2018 Operating and Capital Budgets (followed by K on Agenda)

Bert Francis stated there were no changes on the Operating and Capital Budgets for 2018.

Motion to approve made by Secretary Martin and Seconded by Mayor Dyer. Motion passed unanimously.

C. Amendment to LYNX' FY2017 Operating and Capital Budgets

Bert Francis, Chief Financial Officer, stated that this amendment is for FY 2017 Budget and the only change proposed has no impact on the amounts asked for from our funding partners. The only exception is the City of Orlando has asked for two other items: the Autonomous Bus study for \$100,000 of which a portion of that has been included in the budget revision as well as \$30,000 for a Modal Real Time study. We have added the Lakeland Service and Link 320 but these are revenue neutral. Some changes on the Capital, were reduced the amount of Capital that was asked for by about \$300,000.

Motion to approve made by Secretary Martin and Seconded by Mayor Dyer. Motion passed unanimously.

D. Authorization to Enter into the FY2018 Service Funding Agreements with the Regional Funding Partners

Blanche Sherman requested Authorization to enter into funding agreements associated with funding partners to include: Orange County, City of Orlando, Osceola County, Seminole County, City of Altamonte, City of Lakeland and Reedy Creek.

Motion to approve made by Mayor Dyer and Seconded by Secretary Martin. Motion passed unanimously.

E. Authorization to Submit the FY2018-2027 Transit Development Plan (TDP) Major Update to the Florida Department of Transportation (FDOT) District 5 for Approval to meet Block Grant Funding Requirements

Chair Janer recognized Doug Robinson who stated that the presentation had been previously provided and is requesting to move forward with approval.

Motion to approve made by Secretary Martin and Seconded by Mayor Dyer. Motion passed unanimously.

F. Authorization to Initiate Public Outreach Process for Fiscal Year 2018 Proposed Service Changes

Doug Robinson requested authorization to conduct public hearings in accordance with bid changes that occur three times a year for 2018.

Mayor Dyer moved item for approval and Secretary Martin Seconded. Motion passed unanimously.

Mayor Dyer questioned the Board's approval on public hearings. He stated they want to be kept aware of the changes but did not feel it was necessary for the board to approve. Mr. Johnson stated that it was not a requirement and we can make that change.

G. Authorization to Extend Contract #12-C02 with MV Transportation, Inc. for a Period of up to Two (2) Month for Paratransit Services and to Increase the Not-To-Exceed Amount of the Contract

Chair Janer recognized Thomas Stringer, Chief Operating Officer who combined Action items G through K.

- H. Authorization to Extend Contract #10-C21 with MV Transportation, Inc. for a Period of up to Two (2) Month for NeighborLink Services and to Increase the Not-To-Exceed Amount of the Contract**
- I. Authorization to Increase the Not-To-Exceed Amount of Contract #12-C02 Extension with MV Transportation**
- J. Authorization to Increase the Not-to-Exceed Amount of Contract #10-C21 Extension for MV Transportation**
- K. Authorization to Award Contract #18-C08 to MV Transportation, Inc., for Paratransit and NeighborLink Services**

Mr. Stringer provided a presentation and the fiscal impact under the new terms which have been vetted in previous meetings.

Mayor Dyer requested confirmation from Pat Christiansen that the board can approve several items under one umbrella and he confirmed.

Mayor Dyer motioned to approve, Secretary Martin Seconded. Motion passed unanimously.

9. Work Session

A. SR 436 Transit Corridor Study - Project Update

Myles O'Keefe provided a power point presentation outlining the SR 436 Transit Corridor Study which is the 23rd corridor which runs from the Orlando International Airport to State Road 436. He highlighted the project goals, travel patterns, infrastructure, travel speeds, ridership and revenue.

10. Information Items

A. Business Development Report - July & August 2017

B. Notification of Settlement Agreement Pursuant to Administrative Rule 6

11. Other Business

12. Monthly Reports

A. Communications Report - July & August 2017

- B. FY2017 Ridership Report thru July 2017**
- C. Monthly Financial Report - August 31, 2017**
- D. Monthly Financial Report - July 31, 2017**
- E. Planning and Development Report**
- F. Procurement Calendar**

The meeting adjourned at 2:00 p.m.

Certification of Minutes:

I certify that the foregoing minutes of the September 28, 2017 LYNX Board of Director's meeting are true and correct, approved by the Board of Directors.

X

Assistant