












Board Date: 7/28/2010
Time: 1:00 P.M.

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

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


1. Call to Order

2. Audit Agenda Items

- A.  LYNX' Money Purchase & Deferred Compensation Plan Update Pg 1
- B.  Review Establishing an Administrative Committee for the LYNX' Money Purchase and the Deferred Compensation Plan Pg 3
- C.  Review of Amalgamated Transit Union (ATU) Local 1596 Pension Plan Proposed Amendment #6 Disability and Amendment #9 Deferred Retirement Option Program (DROP) Pg 5
- D.  Discuss Future Retirement Rates for New Employees Pg 8
- E.  Discussion of Distribution of Assets if LYNX Were to Cease to be the RTA Pg 9
 - Attachment  Pg 10
- F.  Discussion on Hedging the Purchase of Diesel Fuel Pg 13
- G.  Administrative Rules Review Pg 14
- H.  Discussion of Search for Chief Executive Officer Pg 15

4. Information Items

(For Review Purposes Only - No action required)

- I.  LYNX 12 Month Rolling Calendar Pg 18
- II.  Update on the LYMMO Alternative Analysis Project Pg 19
- III.  Update on LYNX' Shelter Program Pg 21

LYNX Board Audit Committee Agenda

Audit Committee Agenda Item #2.A

To: LYNX Board of Directors

From: Edward Johnson
CHIEF ADMINISTRATIVE OFFICER
Mike May
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: LYNX' Money Purchase & Deferred Compensation Plan Update

Date: 7/28/2010

Ms. Nadine Schaal with Akerman Senterfitt will provide the Committee with an update on the Money Purchase and Deferred Compensation Plans.

All plans that are intended to be qualified under Internal Revenue Code section 401(a), which includes the LYNX Money Purchase Plan (MPP), must follow a rigid timetable established by the Internal Revenue Service (IRS) to determine when amendments are required to be adopted to comply with new and revised statutory and regulatory provisions. The LYNX Deferred Compensation Plan (DCP) is on a different schedule for plan amendments; hence, this summary is limited to the MPP.

The MPP document, which was drafted by Hartford, as part of the services it performs as the third-party administrator for the MPP, is an individually designed plan. Such plans are assigned a year in which a complete restatement is required, based on the type of plan and employer (such as governmental entity or for profit entity). As a governmental entity, LYNX is assigned to a particular cycle with a deadline for restatement of January 31, 2011 for compliance with EGTRRA (the Economic Growth Tax Relief Reconciliation Act). After this restatement, the next time a complete restatement will likely be required will be in three years. (Generally the cycle for repeating the restatement process is 5 years, however, in this initial cycle, IRS permitted a delayed application for governmental plans, with a return to the original cycle for the next restatement.)

There will be subsequent amendments required to the MPP for the Pension Protection Act of 2006, which must be adopted by December 31, 2011 and the HEART Act (Heroes Earnings Assistance and Relief Tax of 2008), which must be adopted by December 31, 2012.

The intention is not to change any existing provisions where LYNX, as the employer, has an option. Any provisions can be discussed in greater detail when the new EGTRRA plan document is presented to the LYNX Board of Directors for approval and adoption at the next Board meeting.

This is no financial impact to LYNX.

LYNX Board Audit Committee Agenda

Audit Committee Agenda Item #2.B

To:	LYNX Board of Directors
From:	Edward Johnson CHIEF ADMINISTRATIVE OFFICER Mike May (Technical Contact)
Phone:	407.841.2279 ext: 6058
Item Name:	Review Establishing an Administrative Committee for the LYNX' Money Purchase and the Deferred Compensation Plan
Date:	7/28/2010

Nadine Saahel with Akerman Senterfitt will brief the Committee on the proposed Administrative Committee for the LYNX Money Purchase and Deferred Compensation Plans.

Generally, and as is in the case for the LYNX Money Purchase Plan and LYNX Deferred Compensation Plan (Plan or, collectively Plans), LYNX, the employer, is each Plan's Administrator. As such, the employer/Plan Administrator has a number of responsibilities, duties and obligations in maintaining and operating each of the Plans. Unless an appointment is made to delegate these responsibilities and duties, the employer acts through its Board of Directors. For purposes of this, any reference to actions to be taken by LYNX in its capacity as employer or Plan Administrator means the LYNX Board of Directors unless otherwise specified.

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

Since LYNX is the Administrator, and has the power to appoint, it may appoint any person(s) to perform its duties as the Administrator. To date, LYNX has not done this.

FUNCTIONS OF THE ADMINISTRATOR

The primary responsibility of the Administrator is to administer the Plan for the exclusive benefit of the participants and their beneficiaries in accordance with its terms. It has the power and discretion to construe the terms of the Plan and to determine all questions arising in connection with the administration, interpretation, and application of the Plan. Benefits under this Plan will be paid only if the Administrator decides, in its discretion, that the applicant is entitled to them.

LYNX Board Audit Committee Agenda

The Administrator may establish procedures to carry out the purpose of the Plan, provided they are nondiscriminatory and shall comply with the terms of the Internal Revenue Code and Plan's document.

An enumerated listing of the Administrator's duties includes, but is not limited to, the following:

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

Audit Committee Agenda Item #2.C

To:	LYNX Board of Directors
From:	Edward Johnson CHIEF ADMINISTRATIVE OFFICER Mike May (Technical Contact)
Phone:	407.841.2279 ext: 6058
Item Name:	Review of Amalgamated Transit Union (ATU) Local 1596 Pension Plan Proposed Amendment #6 Disability and Amendment #9 Deferred Retirement Option Program (DROP)
Date:	7/28/2010

Staff will provide an update on the status of the negotiations with the Collective Bargaining Unit on the proposed Amalgamated Transit Union (ATU) Local 1596 Pension Plan Amendment #6 Disability and Amendment #9 Deferred Retirement Option Program (DROP).

BACKGROUND:

The ATU Board of Pension Trustees (ATU Board), in conjunction with their counsel, Robert (Bob) Sugarman, Esq., adopted the two plan Amendments. These Amendments were brought to the LYNX Board of Directors in September 2009, at which time the LYNX Board voted to subject both Amendments to the collective bargaining process. The collective bargaining process did not result in an agreement and the ATU Board held another meeting on May 25, 2010 with union representation, Paul Wilson, and management representation, James Seegers, Esq. – Labor and Nadine Schaal, Esq. – Benefits.

Below, is an overview of the Amendments to the Pension Plan with recommendations to the Board for disposition of the changes to the Plan.

Amendment No. 6

This Amendment relates to revising the benefit due to a disability incurred while employed by LYNX. The significant differences from the current benefit are as follows:

- A short-term disability benefit will be available to all participants to provide for 60% of compensation during the first six (6) months of disability before long-term disability benefits are available (any unused vacation or sick time must be used before the disability benefit is payable).
- LYNX' employees have the ability to purchase short-term disability (STD) at group rates, for varying lengths of time not to exceed 6 months, and to accrue paid time off, such as sick and vacation time for such situations.

- The disability pay continuation is based on an employee purchasing short-term disability with a 120 day wait period. There is not a maximum benefit to ensure the payment does not exceed 100% of pay if the participant purchased STD of less than 120 days.
- The ATU Board would be required to make a determination of disability for this short-term period and would be required to retain medical consultants to assist in the process.
- Although a participant must have at least 10 years of credited service to be eligible for a disability pension, Amendment #6 would grant additional service, up to 25 years, while the participant is out of work on disability.
- The plan would defer any pension benefits after the first 6 months until benefits under the Long-Term Disability Plan (LTD) have been exhausted, rather than the current offset arrangement. The ATU Board believes this will result in a cost savings to the ATU Pension Plan, based upon actuarial calculations.
- LYNX' staff has tried to determine whether this arrangement, effectively deleting the offset feature in the LTD, would cause LYNX' LTD premiums to increase. Due to the combined workforce with Orange County, the carrier has not been able to provide any such cost information.
- There is a record retention requirement that any former employee on disability and receiving either LTD or social security disability benefits would be required to prove he or she was on disability from the initial disability determination until the expiration of LTD benefits by providing the ATU Board with copies of all checks from the LTD carrier or social security during the disability period.
- There are a few legal issues, such as delaying the payment of benefits until after retirement age.

Because of the complexities with Amendment #6, staff recommends that LYNX' legal counsel continue to review the legalities and constraints of this amendment and continue negotiations with the Union regarding this amendment.

Amendment No. 9

This Amendment includes adding a money market investment option for participants who have elected to participate in the Deferred Retirement Option Program (DROP). The purpose of this is to develop an investment option that will preserve the value of the participant's benefit at the time of electing to participate in the DROP.

- There will be only one alternative investment option, which will be selected with the assistance of the investment monitor; the investment option will be a short-term fund that is either a money market or bank fund.
- Participants in the DROP who elect the alternate investment option will also share, on a pro rata basis, the other administrative costs of operating the plan, with the plan participants who are not in the DROP.
- The DROP participants will be permitted to make quarterly elections, for investing their entire benefit and the participant will also bear any administrative cost of any such election.

LYNX Board Agenda

- Based on first quarter 2010 data, there are currently five (5) participants in DROP with combined account balances of approximately \$200,000.

Staff will be seeking, at the Board of Directors' meeting, approval of Amendment #9 with direction for Management Trustees to finalize this Amendment with the pension plan's legal counsel and continue negotiations with the Union regarding Amendment #6 Disability.

LYNX Board Audit Committee Agenda

Audit Committee Agenda Item #2.D

To: LYNX Board of Directors

From: Bert Francis
CHIEF FINANCIAL OFFICER
Blanche Sherman
(Technical Contact)

Phone: 407.841.2279 ext: 6047

Item Name: Discuss Future Retirement Rates for New Employees

Date: 7/28/2010

Staff will discuss retirement rate changes for new administrative employees effective 10/1/2010 that were presented during the preliminary budget discussion at the January 7, 2010 Board of Directors meeting.

LYNX Board Audit Committee Agenda

Audit Committee Agenda Item #2.E

To: LYNX Board of Directors

From: **Bert Francis**
CHIEF FINANCIAL OFFICER
Blanche Sherman
(Technical Contact)
Christopher Plummer
(Technical Contact)

Phone: 407.841.2279 ext: 6047

Item Name: Discussion of Distribution of Assets if LYNX Were to Cease to be the RTA

Date: 7/28/2010

The original question posed by Osceola County was “what would happen to LYNX’ assets if Osceola County would no longer be a member of the Central Regional Transportation Authority?” The question has since been revised to ask “how the assets would be distributed if LYNX ceased to be the Central Regional Transit Authority?”

The following is a Memorandum from James Goldsmith, Akerman Senterfitt, related only to the withdrawal of Osceola County from LYNX.

Staff is seeking direction if further research is required or necessary at this time.

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Orlando, Florida 32802-0231

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MEMORANDUM

TO: Edward Johnson, Chief Administrative Officer
Bert Francis, Chief Financial Officer
Lisa Darnall, Chief Operating Officer
Central Florida Regional Transportation Authority d/b/a LYNX

FROM: James F. Goldsmith

CC: Patrick T. Christiansen

DATE: December 16, 2009

SUBJECT: Withdrawal of Funding Partner; Dissolution of the Authority

BACKGROUND AND QUESTIONS PRESENTED

Osceola County is currently a funding partner of the Central Florida Regional Transportation Authority d/b/a LYNX (the "Authority"), and has a representative on the Authority's governing board. Osceola County recently asked what would happen to the assets and liabilities of the Authority if it was to withdraw from the Authority as a funding partner and remove its representative from the Authority's governing board? Osceola County also asked what would happen to the assets and liabilities of the Authority if the Authority was dissolved.

The Authority has requested that Akerman Senterfitt, as its general counsel, perform a preliminary review and analysis of the questions posed by Osceola County. This memorandum contains a summary of that preliminary review and analysis, and is intended solely for the Authority's information and is not intended to constitute a legal opinion or to be relied upon by the Authority or any other person.

BRIEF ANSWERS

Based upon our review of the Authority's enabling legislation as well as the Uniform Special District Accountability Act of 1989, Florida Statutes Chapter 189 (the "**Act**"), it is not clear what would happen to the assets and liabilities of the Authority if Osceola County ceased being a funding partner of the Authority and removed its representative from the Authority's governing board, or what would happen if the Authority was dissolved.

Substantial additional research would be needed if the Authority desired a definitive answer on these matters. Such additional research may include, without limitation, seeking an opinion from the Florida Attorney General, and performing a thorough review of all relevant United States Department of Transportation, Federal Transit Administration ("**FTA**") and Florida Department of Transportation ("**FDOT**"), grant applications, contracts and regulations. Also, because Osceola County is specifically named in the Authority's enabling legislation, it may be necessary to bring the matters addressed by Osceola County before the Florida Legislature.

DISCUSSION

Pursuant to Part II of Chapter 343 of the Florida Statutes, the Authority was formed as a body politic and corporate with a governing board consisting of five members, including the chair of the county commission of Osceola County or another member of the commission designated by the county chair. Florida Statutes § 343.63. The Authority's enabling legislation permits the governing board to increase its service area and board participation pursuant to board resolution, however, it does not address how to reduce the size of the governing board or what the consequence of such a reduction would be.¹ Florida Statutes § 343.64(6). The Authority's enabling legislation is also silent as to what the consequence to the Authority's assets and liabilities would be if the Authority was dissolved.

Pursuant to § 189.4031 of the Act, all special districts, such as the Authority, regardless of the existence of other, more specific provisions of applicable law, must comply with the creation, dissolution and reporting requirements set forth in the Act. The Act provides that the dissolution of an independent special district, such as the Authority, may only be effectuated by the Legislature unless otherwise provided by general law. Florida Statutes § 189.4042(2). The Act further provides that unless otherwise provided by law or ordinance, the dissolution of a special district government shall transfer the title to all property owned by the preexisting special district government to the local general-purpose government, which shall also assume all indebtedness of the preexisting special district. Florida Statutes § 189.4045(2). The Act does not specify what happens to the assets and liabilities of a special district in the context of a

¹ Because the Authority's enabling legislation identifies a representative of Osceola County as being one of the members of the Authority's Governing Board, the removal of the Osceola County representative may require an act of the Legislature.

dissolution where a special district covers multiple counties, or what happens to the assets and liabilities of a special district when a single funding partner desires to withdraw.

Because neither the Authority's enabling legislation nor the Act specify what is to happen to the assets and liabilities of the Authority if Osceola County ceases to be a funding partner of the Authority and removes its representative from the Authority's governing board, or what is to happen if the Authority is dissolved, substantial additional research would be needed if the Authority wanted a definitive answer to these questions. As indicated above, such additional research may include, without limitation, seeking an opinion from the Florida Attorney General, and performing a thorough review of all relevant FTA and FDOT grant applications, contracts and regulations. Also, as indicated above, because Osceola County is specifically named in the Authority's enabling legislation, it may be necessary to bring these matters before the Florida Legislature.

LYNX Board Audit Committee Agenda

Audit Committee Agenda Item #2.F

To: LYNX Board of Directors

From: Bert Francis
CHIEF FINANCIAL OFFICER
Blanche Sherman
(Technical Contact)

Phone: 407.841.2279 ext: 6047

Item Name: Discussion on Hedging the Purchase of Diesel Fuel

Date: 7/28/2010

Staff will discuss possibility of hedging the purchase of diesel fuel in FY2011 or FY2012.

LYNX Board Audit Committee Agenda

Audit Committee Agenda Item #2.G

To: LYNX Board of Directors

From: Edward Johnson
CHIEF ADMINISTRATIVE OFFICER
Edward Johnson
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Administrative Rules Review

Date: 7/28/2010

Pat Christiansen, LYNX General Counsel, will review the proposed changes to the various Administrative Rules approved by the LYNX Board of Directors.

LYNX Board Audit Committee Agenda

Audit Committee Agenda Item #2.H

To: LYNX Board of Directors

From: Edward Johnson
CHIEF ADMINISTRATIVE OFFICER
Mike May
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Discussion of Search for Chief Executive Officer

Date: 7/28/2010

Pat Christiansen, LYNX General Counsel, will provide an update on the executive search for a Chief Executive Officer.

At the meeting of the LYNX Board on July 1, 2010, the Board accepted the early resignation of Ms. Linda Watson as Chief Executive Officer, to be effective July 31, 2010. At that same meeting, the Board directed LYNX General Counsel to undertake a search for a replacement Chief Executive Officer and to undertake that through the engagement of a search firm, similar to the process that was followed in 2004.

The Board authorized Legal Counsel, after consulting with the Board Chairman, to select a search firm.

Also attached is a revised Profile (the 7-21-10 draft) for the position, which incorporates comments from one or more of the Board Members or their staff. This draft is in both a clean and marked copy.

With the postponement of the Audit Committee meeting, there is now time for Legal Counsel to come back to the Audit Committee and brief the Audit Committee on a selection of a search firm along with the recommendation of who to hire.

2010 Chief Executive Director Officer Profile
(LYNX)

Candidate Profile:

Regional Perspective to include multi-jurisdictional
Visionary
Consensus Builder
Strong (Great) Communicator
Leadership skills
Business (private Sector perspective)
Multi-modal Savvy/Supportive
Extensive transit background/knowledge
Administrative/Management, Transportation skills/experience
Quick Study

IDEAL CANDIDATE PROFILE

The LYNX governing board is seeking ~~an~~ a Chief Executive ~~Director~~ Officer who has both an extensive transportation background and strong managerial skills, and is capable of being a person who can lead a regional transportation agency in multi jurisdictions. This person must be able to assimilate into the community and build consensus among partners such as the business community, community leaders, transportation users, and funding partners. This leader must be able to help craft and articulate an inspiring and persuasive vision of transit for the region. The successful candidate must have strong political insight, understanding and experience with governing boards and demonstrated ability in establishing excellent government relations with federal, state and local elected officials and jurisdictions. We are seeking a person with strong interpersonal skills, with the ability to project a positive image of the organization throughout the region and the nation. The candidate must have an exceptional business acumen, as well as experience in establishing strategic direction, judgment and decision-making with proven leadership in accomplishing established goals. This person must have strong management skills characterized by accomplishments in an organization, either private or public, of at least 500 employees and who can provide successful evidence of cost-cutting and efficiency measures and knowledge in private sector service delivery options. The successful candidate should present examples of their experience with innovative funding expertise and financial cash flow experience in handling an annual budget of at least \$50 to \$60 million dollars, as well as their experience in developing public-private partnerships. Experience in developing and implementing a successful dedicated funding campaign is a plus. This professional must also have demonstrated expertise in the importance of employee/labor relations and technology leadership initiatives. ~~Because~~ The advent of commuter rail and high speed rail will significantly change transportation and specifically transit in the Central Florida region ~~is at a critical point in developing public transportation, the~~ The successful candidate should be able to demonstrate experience in coordinating existing bus service with various modes of transportation (~~i.e., light rail, commuter rail and high speed rail~~), high speed rail and light rail. In addition, the successful candidate should have demonstrated experience in coordinating activities with transit service providers (Federal, State, local governments, and heavy rail service providers).

2010 Chief Executive Officer Profile

(LYNX)

Candidate Profile:

Regional Perspective to include multi-jurisdictional
Visionary
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Business (private Sector perspective)
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IDEAL CANDIDATE PROFILE

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LYNX Board Audit Committee Agenda

Audit Committee Information Item #.I

To: LYNX Board of Directors

From: Bert Francis
CHIEF FINANCIAL OFFICER
Rich Bannon
(Technical Contact)

Phone: 407.841.2279 ext: 6047

Item Name: LYNX 12 Month Rolling Calendar

Date: 7/28/2010

September 2010

- Authorization to issue a Request for Proposal for A&E Services
- Contract #07-026 Authorization to exercise the first option year with Bank of America for Banking Services

November 2010

- No Activity

January 2011

- No Activity

March 2011

- Contract #07-022 Authorization to exercise the second option year with Pride Enterprises for the Printing of Public Timetables

May 2011

- Contract #06-C11 Authorization to exercise the first option year with Diamond Security for Security Guard Services.
- Contract #08-C04 Authorization to exercise the third option year with JEJ Associates for State Consulting Services.
- Contract #08-C05 Authorization to exercise the third option year with Gray Robinson for State Consulting Services.

LYNX Board Audit Committee Agenda

Audit Committee Information Item #.II

To:	LYNX Board of Directors
From:	Edward Johnson CHIEF ADMINISTRATIVE OFFICER Rudolph Walter (Technical Contact)
Phone:	407.841.2279 ext: 6058
Item Name:	Update on the LYMMO Alternative Analysis Project
Date:	7/28/2010

LYNX and the City of Orlando are partnering to evaluate the expansion of the LYMMO Circulator System in central Orlando, using FTA grant funding supplemented by City funding. This will be the first of multiple briefings on progress made on the study to date.

Subsequent to the completion of the Alternative Analysis Project (AA), subject to the approval of the LYNX Board and Orlando City Council, LYNX and the City would file a formal application to FTA to enter into its Small Starts program for capital funding, and file an application to obtain a Federal Earmark already allocated to the AA project to cover environmental assessment, preliminary and final design, and potentially other project costs.

PB Americas, Inc. (PB) was selected to perform a formal Alternatives Analysis (AA) study to provide a fresh look at both mode and alignment alternatives, ridership demand, costs and impacts, and potential funding strategies associated with an expanded LYMMO service, with an extensive public and agency involvement program. Corridor alternatives to key destinations will be considered along a North/South route from the Florida Hospital/Loch Haven Park area to Orlando Health and the South Orange Ave. corridor, and an East/West route from the Citrus Bowl to Thornton Park. This service improvement was originally identified in the 2006 City of Orlando Downtown Transportation Plan.

The origin and destination survey was conducted along the LYMMO route over the course of three days – June 5th, 7th and 8th. LYNX and City staff along with members of the consultant team and staffing provided by the non-profit, The Allied Group, helped to man all stops along the route to collect and hand out survey cards. A total of 2,675 individual passenger trips were surveyed to determine the origin and destination of each passenger trip. Combined with APC data collected over the course of the survey as well as historical ridership along the LYMMO route, LYNX was able to provide the consultant sufficient data in which to develop a comprehensive ridership model for the AA study. LYMMO bus operators were also helpful in supporting the survey team as well as acting as transit ambassadors explaining why the survey was being conducted and the potential expansion of the service.

LYNX Board Audit Committee Agenda

The AA is currently scheduled for completion by April 2011. Activities to date include project kickoff meetings with Orlando, LYNX and the consultant team, coordination with FTA regarding survey and model methodology, completion of an origin and destination survey on the LYMMO route, development of a comprehensive list of stakeholder groups, technical advisory committee and other public outreach efforts, review of existing conditions and creation of a draft rider survey to be completed later this summer/early fall.

A project Advisory Group, consisting of technical staff from our project partners and affected agencies, is scheduled to have an initial meeting on Friday July 16th from 1- 4 pm. The purpose of the meeting is to discuss the project, introduce the group to existing conditions and the background of the project, as well as to refine goals, objectives and evaluation criteria for the AA study.

LYNX Board Audit Committee Agenda

Audit Committee Information Item #.III

To: LYNX Board of Directors

From: Edward Johnson
CHIEF ADMINISTRATIVE OFFICER
Rudolph Walter
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Update on LYNX' Shelter Program

Date: 7/28/2010

Shelters and Amenities

The purpose of this update is to provide a mid-year review of the shelter and amenities program progress and the anticipated activities through the rest of the fiscal year.

A brief timeline of events for the shelter program to date follows:

- Late summer 2009-LYNX receives ARRA award
- September to December 2009-LYNX holds unified shelter meetings and decides to bring City of Orlando shelter contract in-house. Both City and Orange County decide on a new shelter style. Osceola and Seminole decide to keep existing LYNX-style shelter.
- January 2010-Release bid for new shelter style
- March 2010-Award bid for new shelter style
- May 2010-Executed Contract for new shelter style
- June 2010-Release RFP for installation to include new shelter style
- July 2010/August 2010-Anticipated award for installation

From January to July 2010, LYNX continued permitting shelters in all jurisdictions and continued the installation of shelters primarily in Seminole and Osceola Counties. LYNX has installed or in the construction phase of 83 shelters since the start of the fiscal year.

It is anticipated that by the end of the calendar year a total of 244 shelters will either be completely installed or in the construction process. This represents a 150 percent increase from the 94 shelters installed last year! Of this approximately 70 percent are ARRA funded and 30 percent are funded as part of our fiscal year allocation.

Osceola County: In order to maintain the efficiency of the installation crew, LYNX has been focusing efforts on Osceola County for the installation of shelters. By the end of July, 35 shelters will be fully installed or in the construction phase. In addition, a number of shelters are currently in the process of permitting and having work orders issued for construction. It is

LYNX Board Audit Committee Agenda

anticipated that by the end of the calendar year that a goal of 72 shelters completed and installed will be accomplished.

Corridors focused on include Pleasant Hill Road, Thacker, Vine Street, Michigan Avenue, Columbia Avenue, Orange Blossom Trail and John Young Parkway.

Also LYNX has completed the installation of Osceola Square Mall Transfer Facility. The final construction cost was just over \$125,000.00

Orange County: LYNX installed a total of 12 shelters to date (including 4 within the City of Winter Park) and has an additional 4 shelters in the process of installation at the Anthony House and Florida Mall. These are the LYNX-style shelters and are installed in corridors that already have this style of shelter. The locations included Oakridge Road (and associated side streets), McCoy Road, and within the City of Winter Park.

As part of ARRA and under the Unified Shelter Program, Orange County selected the Tolar advertising shelters with a green structure and copper color for the roof. Orange Blossom Trail (within the OBT Improvement District) is the first corridor that will receive these shelters and the permitting process is underway. Additional corridors planned for installation of these shelters are Silver Star Road, Pine Hills Road, Hiawasse Road, East and West Colonial Drive, Alafaya Trail, Orange Blossom Trail, University Boulevard, John Young Parkway to name a few.

Approximately 42 shelters are currently in the permitting phase. The goal is to have 50 sites in the construction phase by the end of the year.

City of Orlando: LYNX is working with the Orlando Clean Team on several shelter locations located within the Parramore neighborhood. It is anticipated that LYNX may be able to enter into a reciprocal agreement for trash pick up in the areas that the Clean Team currently manages.

LYNX installed 4 of the LYNX-style shelters on SR 436 and an additional developer-funded LYNX style shelter on SR 50. An additional 4 shelters are being installed at Florida Hospital along Orange Avenue.

As part of ARRA and under the Unified Shelter Program, the City of Orlando selected the Tolar advertising shelter in all black. Kirkman Road is the first corridor that will receive these shelters which is currently in the process of permitting. LYNX is also looking at installing additional shelters on Colonial Drive, SR 436, Westmoreland Drive, Central Boulevard, Orange Blossom Trail, Parramore Drive, North Lane, Silver Star Road, Michigan Street, South Orange Ave, CR Smith Street, Columbia Street, Orange Center Blvd, Edgewater Drive, several areas within Washington Shores, Conway Road, Curry Ford Road, Raleigh Street and Conroy Road to name a few. Approximately 59 sites are in the permitting phase. The goal is to have approximately 92 sites in the construction phase by the end of the year.

Seminole County: LYNX has been limited to the installation of shelters within the County to the municipalities due to restrictions with the County contract with Signal Outdoor Advertising.

LYNX Board Audit Committee Agenda

However, LYNX has made excellent headway with these municipalities. The installation of 6 shelters in Oviedo and 8 shelters in Sanford was completed prior to the Board meeting. The construction phase for 9 Winter Springs sites as begun. An additional 30 sites are currently in the permitting phase. The goal is to have these 39 sites completed by the end of the calendar year. Further analysis of future sites on SR 434 in Longwood, SR 436 in Casselberry and additional sites in Oviedo and Winter Springs is underway for the additional 11 sites.