

LYNX Finance & Audit Committee Agenda

Meeting Date: 05/16/2024
Meeting Time: 1:30 PM

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

-  Finance Committee Minutes - April 18, 2024

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 Financial Officer's Report


5. Consent Agenda

A. Request for Proposal (RFP)

-  Authorization to Release a Request for Proposal (RFP) for Fire Alarm System Monitoring, Inspection and Repair and Methane Detection System Inspection and Repair Services Pg 7
-  Authorization to Release a Request for Proposal (RFP) for Labor & Employment Legal Services Pg 8
-  Authorization to Release a Request for Proposal (RFP) for Pension Legal Services Pg 10
-  Authorization to Release a Request for Proposal (RFP) for Vanpool Support Pg 12

B. Miscellaneous


-  Authorization to Purchase One (1) Battery Electric Bus to Pilot in Fixed Route Service for a Not to Exceed Amount of \$1,160,000 Pg 14
-  Authorization to Purchase up to Fifteen (15) Replacement Vehicles and Twenty (20) Expansion Vehicles for ACCESS LYNX Paratransit Services with a Not to Exceed Amount of \$4,600,000 Pg 15
-  Authorization to Enter into a Grant Agreement with the American Heart Association in an Amount Not to Exceed of \$42,000 Pg 17
-  Authorization to Solicit FY2025-2026 Project Applications for the Federal Transit Administration (FTA), Section 5310 Program: Enhanced Mobility of Seniors and Individuals with Disabilities Pg 19
-  Authorization to Submit Grant Applications to the Federal Transit Administration for the Fiscal Year 2024 Apportionments \$63,456,333; to Sub-allocate FY2024 Orlando Urbanized Area Funding to Lake County Transit Services \$767,844 and Florida Department of Transportation \$18,771,571 Pg 21


- vi.  Authorization to Submit a Grant Application to the Florida Department of Transportation (FDOT) for the FY2025 Intermodal Development Funding Program Grant in the Amount of \$2,900,000 and Execute Resolution 24-003 Pg 25

-Attachments 


- vii.  Authorization to Implement June 23rd, 2024 Service Changes Pg 29

6. Action Agenda

- A.  Approval to Amend the FY2024 Operating and Capital Budgets Pg 32

- B.  Approval of the FY2025 Preliminary Capital Budget Pg 37

7. Discussion

- A.  Review of the FY2024 2nd Quarter Operating Results Pg 39

8. Other Business

9. 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
Finance and Audit Committee Meeting Minutes

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

DATE: April 18, 2024

TIME: 1:30 p.m.

Members in Attendance:

Leslie Felix, Osceola County
Jose Fernandez, City of Orlando
Tim Jecks, Seminole County
Kurt Petersen, Orange County
Jamie Ledgerwood, FDOT, 5th District
James Goldsmith, LYNX Attorney

Staff in Attendance:

Leonard Antmann, Chief Financial Officer
Michelle Daley, Director of Finance
David Vance, Manager of Financial Planning & Analysis
Matt Friedman, Director of Marketing Communications

1. Call to Order

Vice Chair Petersen called the meeting to order at 1:30 p.m.

2. Approval of Minutes

Tim Jecks moved to approve the March 25, 2024 Finance and Audit Committee meeting minutes. Seconded by Leslie Felix. The minutes were unanimously approved as presented.

3. Public Comments

No members of the public were present to speak.

4. Chief Financial Officer's Report

Lenny Antmann, Chief Financial Officer, provided the following updates:

- Fixed Route ridership is averaging 60,000-62,000 passengers per day and Paratransit trips have increased to an average of 53,000-56,000 per month.
- Next week the Oversight committee will receive an update on paratransit operations from the Director of Paratransit and the Board will receive a SunRail transition update.
- One item was added to the Oversight and Board agendas after we published: no financial impact:
 - Authorization for Chief Executive Officer to Sign on Behalf of LYNX the Amendment to the Interlocal Agreement for Creation of the Orlando Urban Area Metropolitan Planning Organization d/b/a MetroPlan Orlando

- One action item in today’s agenda – the Preliminary Operating Budget FY2025. The presentation will be based on the model selected by this committee last month. Seminole has requested an alternate model, based on the criteria that they asked about, we will present the second model. Both models will be presented before the vote.
- In May, we will bring the FY2025 Preliminary Capital Budget, FY2024 Second Quarter Financial Results and a FY2024 Budget Amendment.

5. Consent Agenda

A. Request for Proposal (RFP)

- i. Authorization to Issue a Request for Proposal (RFP) for Professional Services for the I-Drive Transit Project NEPA, Preliminary Engineering and FTA Small Starts Project Development

B. Miscellaneous

- i. Authorization to Submit Trip and Equipment Grant Application to the Florida Commission for the Transportation Disadvantaged in the Overall Amount of \$3,529,938 and Adoption of Resolution #24-004
- ii. Authorization to Execute a Change Order with Denovo Ventures, LLC for Implementation, Licenses, and Support for a Recruiting Module as well as Project Realignment for the ERP Project
- iii. Authorization to Modify Sole Source Agreement #22-S014 with Trapeze Software Group, Inc. for PASS Upgrade with Trapeze Cloud Managed Services to Provide Polygon Update Support and Increase the Not to Exceed (NTE) Amount from \$542,410 to \$579,475

Jamie Ledgerwood made a motion to approve all Consent Agenda items, second by Tim Jecks. Motion passed unanimously.

6. Action Agenda

A. Approval of the FY2025 Preliminary Operating Budget

Mr. Antmann stated for clarity that this item requests approval to move the FY2025 preliminary operating budget forward to Oversight. Based on the approval today, the budget will be presented to Oversight for permission to bring it forward to the County presentations in June and July.

The preliminary FY2025 Operating budget is \$208.1M, a \$15.7M increase over FY2024.

In March we presented eight partner funding models. Today we will present the model that was recommended last month as well as an alternative model that Seminole County requested. The budget assumptions and \$208.1M operating budget are unchanged from the respective February and March presentations.

The preliminary FY2025 Operating funding partner contributions are \$106.2M, an increase from \$92M in FY2024 based on the partner funding model recommended by consensus from this committee in March was a 15.5% contribution increase with \$25.5M usage of stabilization funds to balance the budget. Following this model, we will be back to full funding in FY2028 with normalized 5-7% increase. We also included a \$6.5M set-aside without impacting the

schedule. The majority of these funds came from interest income. The set-aside usage will be at the discretion of the Board.

Based on the 15.5% model, preliminary FY2025 Operating Contributions will be \$106.2M, local \$3 per service hour Capital Contributions are \$3.9M for total FY2025 partner funding of \$110.1M.

SunRail feeder route expenses will be transitioned to the funding partners beginning January 1, 2025. FDOT is paying the first quarter FY2025 (Oct-Dec).

The total partner funding of \$110.1M and the additional \$1.5M 9-month SunRail feeder route contribution results in Total Partner FY2025 Contribution of \$111.7M.

Mr. Antmann reviewed the budget timeline. In April, the FY2025 preliminary Operating Budget will be presented to Oversight. In May, we plan to present the preliminary capital plan to both Finance and Oversight. In June and July, we present to the counties as requested. We will come back in August with adjustments and the latest FY2025 proposed operating and capital budget to Finance and Oversight and a Board work session. In September, we will request Board action to adopt the FY2025 budget to go into effect October 1.

Mr. Antmann presented an alternate model with the modifications requested by Seminole county to fully consume the \$6.5M “reserve” in FY2025 which would lower the FY2025 contribution increase from 15.5% to 9.8%. The remaining budget stabilization funds would be consumed in FY2026, a 4-year utilization, and contributions would increase to 16.50%. The FY2027 projected contribution increase would be 23.75% with no remaining stabilization and then back to the normal range FY2028 and beyond.

Mr. Antmann provided an impact comparison by county. Osceola and Seminole would save just under \$600K and the bulk of the savings are in Orange County at just over \$4M.

Mr. Jecks commented that with SunRail coming on this year, Seminole is interested in any savings that can be found to transition into the future. He understands that this would result in larger increases over the following two years if this approach was accepted. It is not about the percentages; the time is coming soon that we are going to be out of the budget stabilization numbers. This is something that I think makes a lot of sense for us in terms of taking advantage of the extra \$6.5M earned on interest. I know at 5% interest that extra money in Orange County – \$5-6M extra, that \$250K is real money; makes a difference to Seminole. If there is an opportunity to get a discount in FY2025 we would be looking to take that.

Mr. Antman pointed out that the model with the \$6.5M reserved would be gone under the alternative model and the counties would be asked to write another check. Mr. Jecks stated that we would need to set that money aside in our own books.

Mr. Peterson asked if we knew when the \$6.5M would be needed. Mr. Antman reminded the committee that the preliminary location has been presented to Oversight. LYNX staff have completed the NEPA environment analysis and are waiting for response from the FTA. If that is approved, we would go forward in the next couple months with the process to acquire the land. At that point, depending on how the funding works out, we would start needing funds going into early-mid FY2025. Again, this is based on the best information known today.

Mr. Jecks asked if we had any estimates on the cost for the construction of the Southern Operations Facility. Mr. Antmann responded that we only have preliminary estimates and nothing concrete at this point. Mr. Antmann stated that we would have the planning staff provide a presentation of the project.

Mr. Jecks stated that his biggest concern is that this reserve/set-aside implies that we are going to fund the \$80-\$100M project based on the current funding model. and that this committee hasn't seen any real information regarding the costs on the southern operations facility. Mr. Jecks is not in favor of starting the decision on how the project will be funded. Mr. Jecks stated that he would need to have information to provide to the Seminole Board to provide them with an understanding on the costs and funding. Mr. Peterson commented on the model presented, stating that a 24% jump in one year is not reasonable and asked that another option be considered. Mr. Jecks stated that it would be reasonable to talk with the respective Boards about a big project like this as it would require a Board amendment in order to approve additional funding back to LYNX. Ms. Felix asked what is Seminole's goal? Mr. Jecks responded that the primary goal is not to commit to the reserve of \$6.5M. Mr. Jeck feels that by recommending the 15.5% increase that they are committing to the reserve for Southern Operations Facility project. Mr. Jecks' primary goal is that we don't identify the set-aside. I am open to taking down the use of stabilization in FY2025.

The committee had discussions on an alternate model to present to the oversight committee and Mr. Antmann will build an alternative model reflecting this guidance.

After feedback from Seminole County and general discussions, the committee recommended advancing both the original and revised alternative models to Oversight committee for their review and consideration.

Leslie Felix made a motion to approve the FY2025 Preliminary Operating Budget as presented in the meeting package, second by Kurt Petersen. Vote in favor: Kurt Petersen, Jamie Ledgewood, Leslie Felix, Jose Fernandez; Opposed – Tim Jeck.

Tim Jecks made a motion to bring forward to Oversight Committee for consideration an alternate FY2025 Preliminary Operating Budget model which will add \$3M to FY2025 contribution and keep FY2027 contribution consistent with the original proposed model. The difference will be reflected in FY2026 contribution with no set-aside. Second by Kurt Petersen. Motion passes unanimously.

7. Discussion

A. Reserve Analysis

Mr. Antmann presented the final Reserve Analysis effective September 30, 2023 from the audited financial statements. The Unrestricted Net Position changed from \$134.9M in 2022 to \$110.3M in 2023. There was one minor change from the preliminary Reserve Analysis presented in February; the Unrestricted Net Position – Net of Long-Term Liability Effects was revised from \$131.4M to \$131.5M for 2023 versus \$151.9M in 2022. The budget stabilization fund will be \$87.5M after unrestricted reserve requirements of \$44M. The Restricted Reserve is \$7.1M.

8. Other Business

None

9. Adjourned

The meeting adjourned at 2:40 p.m.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.A. i

To: LYNX Finance & Audit Committee

From: **Elvis Dovalés**
Director Of Maintenance
Jafari Bowden
Technical Contact
Ricky Gonzalez
Technical Contact

Phone: 407.841.2279 ext: 6239

Item Name: **Authorization to Release a Request for Proposal (RFP) for Fire Alarm System Monitoring, Inspection and Repair and Methane Detection System Inspection and Repair Services**

Date: 05/16/2024

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to release a Request for Proposal (RFP) for Fire Alarm System Monitoring, Inspection and Repair Services and Methane Detection System Inspection and Repair Services.

BACKGROUND:

All owned and leased LYNX facilities are equipped with fire alarm systems that must be inspected, maintained, and repaired in accordance with National Fire Protection Association (NFPA) requirements by licensed contractors to ensure the safety of all users of the facilities.

Of the 292 buses of LYNX's fleet, 204 are fueled by compressed natural gas (CNG). The LYNX Operations Center (LOC) Maintenance Facility is equipped with a methane detection system to provide warning of CNG leaks. The methane detection system must be inspected and repaired to ensure the safety of all the users of the facility.

FISCAL IMPACT:

The FY2024 Approved Operating Budget includes \$90,000 for Fire Alarm System Monitoring, Inspection and Repair Services and Methane Detection System Inspection and Repair Services.

LYNX Finance & Audit mmittee Agenda

Consent Agenda Item #5.A. ii

To: LYNX Finance & Audit Committee

From: Terri Settington
Director Of Human Resources
Terri Settington
Technical Contact

Phone: 407.841.2279 ext: 6106

Item Name: Authorization to Release a Request for Proposal (RFP) for Labor & Employment Legal Services

Date: 05/16/2024

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to release a Request for Proposal (RFP) for Labor & Employment Legal Services.

BACKGROUND:

LYNX has a need for specialized labor and employment legal services to provide direct support to the Chief Executive Officer and staff.

At the December 5, 2019 Board of Directors' meeting, staff received authorization to enter into a contract with Gray Robinson, P.A. for an initial term of two (2) years with three (3) one (1) year renewal options for Labor & Employment Legal Services. Staff received authorization on January 22, 2022 to exercise the first option year of this contract. Staff received authorization on October 27, 2022 to exercise the second option year. On October 26, 2023 staff received authorization to exercise the third option year. The current contract expires on February 6, 2025 and has exhausted all renewal options.

The support of an outside legal firm specialized in labor and employment law will provide the necessary expertise and resources to effectively represent LYNX in matters related to labor and employment law.

LYNX Finance & Audit 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 \$300,000 for Labor & Employment Legal Services.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.A. iii

To: LYNX Finance & Audit Committee

From: Terri Settington
Director Of Human Resources
Brian Anderson
Technical Contact

Phone: 407.841.2279 ext: 6106

Item Name: Authorization to Release a Request for Proposal (RFP) for Pension Legal Services

Date: 05/16/2024

ACTION REQUESTED:

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

BACKGROUND:

LYNX has a need for specialized pension legal services to provide direct support and guidance to the Trustee Retirement Boards, Administrative Committees and LYNX Employee Benefits staff related to the LYNX Retirement Plans (Defined Contribution, Defined Benefit and 457 Plans).

At the December 5, 2019 Board of Directors' meeting, staff received authorization to enter into a contract with Akerman, LLP for an initial term of two (2) years with three (3) one (1) year renewal options for Pension Legal Services. The current contract expires on December 5, 2024 and has exhausted all renewal options.

The support of an outside legal firm specialized in retirement and employee benefits law will provide the necessary expertise and resources to effectively represent the Trustee Retirement Boards, Administrative Committees and LYNX Employee Benefits staff with matters related to retirement and employee benefits law.

LYNX Finance & Audit mmittee Agenda

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The FY2024 Approved Operating Budget includes \$350,000 for Pension Legal Services.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.A. iv

To: LYNX Finance & Audit Committee

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

Phone: 407.841.2279 ext: 6206

Item Name: Authorization to Release a Request for Proposal (RFP) for Vanpool Management Services

Date: 05/16/2024

ACTION REQUESTED:

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

BACKGROUND:

The LYNX Vanpool program was developed 30 years ago to provide additional commuter options for the Central Florida community to get to work. The Vanpool program offers individuals who live and work in the same area an affordable rideshare transportation option. LYNX is the program administrator while the services are currently managed day to day by Commute with Enterprise.

The Vanpool program consists of rideshare matching process, assisting employers with the implementation of commuter programs and formation of Vanpool groups as well as maintaining ridership and Vanpool participation.

The last RFP was released in December 2019 and Commute with Enterprise was the only responder to the RFP. Contract 20-C37 was an initial three (3) year contract with two (2) one (1) year options. The current contract will expire December 31, 2024.

The agency would like to release an RFP in order to procure a new contract for fleet management, maintenance and insurance coverage.

LYNX Finance & Audit mmittee Agenda

Currently the Vanpool program has one hundred and seventeen (117) vans. The program is popular and has good growth potential.

FISCAL IMPACT:

The FY2024 Approved Operating Budget includes \$360,000 for anticipated expenses.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.B. i

To: LYNX Finance & Audit Committee

From: Elvis Dovalés
Director Of Maintenance
Elvis Dovalés
Technical Contact

Phone: 407.841.2279 ext: 6239

Item Name: Authorization to Purchase One (1) Battery Electric Bus to Pilot in Fixed Route Service for a Not to Exceed Amount of \$1,160,000

Date: 05/16/2024

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to purchase one (1) 40' Low Floor, Battery Electric Bus from the State of Florida Battery Electric Bus Purchase Schedule (PSTA) Contract #C22-MT-001 for a Not to Exceed amount of \$1,160,000.

BACKGROUND:

LYNX operates fourteen (14) battery electric buses (BEB) on the LYMMO service. The design specifications for the LYMMO electric buses were specific to short routes with dedicated guideways. As such, the buses were purchased in a thirty-five-foot, four battery configuration. LYNX is requesting board authorization to purchase one (1) forty-foot, six battery electric bus as a pilot to test the feasibility of operating battery electric buses on all other routes serviced.

FISCAL IMPACT:

The FY2024 Proposed Amended Capital Budget includes \$1,158,619 for one (1) Fixed Route Electric Vehicle. This purchase is 100% federal funded.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.B. ii

To: LYNX Finance & Audit Committee

From: **Norman Hickling**
Director Of Mobility Services
Benjamin Gonzalez
Technical Contact

Phone: 407.841.2279 ext: 6169

Item Name: **Authorization to Purchase up to Fifteen (15) Replacement Vehicles and Twenty (20) Expansion Vehicles for ACCESS LYNX Paratransit Services with a Not to Exceed Amount of \$4,600,000**

Date: 05/16/2024

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to purchase a total of Fifteen (15) Ford E450 7.3L Turtle Top Odyssey Cutaway Vehicles, replacing similar vehicles ready for surplus, and Twenty (20) Ford Transit Vans to support fleet expansion. The proposed vehicle procurements have been budgeted in the FY2024 Capital Asset Budget with a Not to Exceed (NTE) amount of \$4,600,000.

BACKGROUND:

The requested Turtle Top vehicles will be replacement vehicles in the ACCESS LYNX fleet that have outlived their useful life in both age and mileage. The vehicles will be purchased through the Florida Department of Transportation's Transit Research Inspection Procurement Services (TRIPS) program utilizing the TRIPS-22-CA-MB-LF-ABG contract. The replacement vehicles will lower maintenance costs and enhance the quality of service provided to ACCESS LYNX customers.

The requested Ford Transit Vans will allow for fleet expansion necessary to meet increased ACCESS LYNX paratransit service demand. The vehicles will be purchased through the Florida Department of Transportation's Transit Research Inspection Procurement Services (TRIPS) program utilizing the TRIPS-22-CA-MB-LF-FTS contract. The TRIPS program allows transit agencies to procure vehicles at the lowest price possible.

LYNX Finance & Audit Committee Agenda

All the vehicles will be outfitted with appropriate lifts, seating, and securement systems to be ADA compliant. Additionally, each vehicle will be outfitted with Safe Fleet Seon 4 camera system paid for by separate grant funding.

Paratransit Vehicles	Quantity	Cost/Vehicle	Total
Turtle Top Odyssey - Ford E450 7.3L	15	\$154,489	\$2,317,335
Ford Transit Vans	20	\$106,442	\$2,128,840
Safe Fleet Seon cameras, 4 camera system per unit. Grant	35	*\$3702.00	*\$129,570
Paratransit Vehicle Cost			\$4,575,745

*Procurement funded through separate FTA Grant entitled “Procurement, Installation & Maintenance Surveillance Cameras

FISCAL IMPACT:

The FY2024 Proposed Amended Capital Budget includes \$4,575,745 for the purchase of paratransit vehicles funded 80% Federal, 10% State and 10% local funds. The camera system on the vehicles is 100% federal funds.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.B. iii

To: LYNX Finance & Audit Committee

From: **James Boyle**
Interim Chief Planning And Development Officer
Prahallad Vijayvargiya
Technical Contact
Sara Holtzman
Technical Contact

Phone: 407.841.2279 ext: 6036

Item Name: **Authorization to Enter into a Grant Agreement with the American Heart Association in an Amount Not to Exceed of \$42,000**

Date: 05/16/2024

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to enter into a Grant Agreement with the American Heart Association (AHA) for LYNX's participation in AHA's Cardiac Emergency Response Plan (CERP) adoption and the procurement of fifteen (15) Automated External Defibrillators (AEDs), in an amount not to exceed \$42,000.

BACKGROUND:

The American Heart Association (AHA) was founded in 1924 with the goal of lowering the risks of heart disease and a mission of becoming a relentless force for a world of longer, healthier lives. AHA's Cardiac Emergency Response Plan (CERP) is a written document that establishes the specific steps to reduce death from cardiac arrest in any setting. When a person has cardiac arrest, survival depends on immediately receiving CPR from someone nearby.

On April 30, 2024, the American Heart Association selected LYNX to receive grant funding for the organization's participation in AHA's CERP implementation and the procurement of fifteen (15) AEDs that will be installed in the LYMMO line buses serving the downtown Orlando corridor. LYNX is expected to procure the equipment no later than December 31, 2024. AHA's Grant Agreement covers the period of May 1, 2024, through December 31, 2024. The use of AHA's grant funds follow all applicable United States, state, and local laws, as well as in compliance with the laws of any location or authority in which the project takes place, including applicable anti-terrorist financing and asset-control laws, statutes, and executive orders.

LYNX Finance & Audit mmittee Agenda

FISCAL IMPACT:

There is no fiscal impact for LYNX for this American Heart Association (AHA) project. LYNX was awarded a grant for this project.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.B. iv

To: LYNX Finance & Audit Committee

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

Phone: 407.841.2279 ext: 6036

Item Name: Authorization to Solicit FY2025-2026 Project Applications for the Federal Transit Administration (FTA), Section 5310 Program: Enhanced Mobility of Seniors and Individuals with Disabilities

Date: 05/16/2024

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to conduct the competitive process to select projects and sub-recipients for the Federal Transit Administration (FTA) Enhanced Mobility of Seniors and Individuals with Disabilities, Section 5310 Program.

BACKGROUND:

The Governor of the State of Florida appointed LYNX as the designated recipient for Section 5310 funds, under MAP-21 (continues under the Infrastructure Investment and Jobs Act aka "IIJ" Act), for the Census defined urbanized portion of Orlando and Kissimmee. As the designated recipient of 5310 funds for the urbanized areas of Orlando and Kissimmee, Florida, LYNX has the responsibility to develop a program of projects, including soliciting projects from non-profit organizations and other eligible entities under Section 5310 that serve seniors and individuals with disabilities. The Section 5310 program is intended to enhance mobility for seniors and persons with disabilities by providing funds for programs to serve the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary paratransit services.

LYNX Finance & Audit mmittee Agenda

Eligible activities under IIIJ Act include:

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

LYNX Mobility Management completed the Transportation Disadvantaged Service Plan (TDSP) Major Update for FY 2023-2028, a requirement by the State of Florida Commission for the Transportation Disadvantaged (CTD) and was approved by MetroPlan Orlando's Local Coordinating Board (LCB) on May 11, 2023. Included in the TDSP is the 5310 locally developed and coordinated public transit-human services transportation plan for FTA's Section 5310.

LYNX staff intends to competitively solicit project applications from non-profit organizations and other 5310 eligible entities to select sub-recipients. LYNX has successfully worked with non-profit agencies that have current coordination agreements to strive towards a common goal of providing cost-effective and efficient transportation services for seniors and individuals with disabilities. The 5310 trips provided directly by human service agencies to their respective clients are cost effective and reduce the need to provide paratransit trips to eligible riders.

FISCAL IMPACT:

LYNX staff will include the Section 5310 project award in future operating and capital budgets as appropriate.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.B. v

To: LYNX Finance & Audit 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 Grant Applications to the Federal Transit Administration for the Fiscal Year 2024 Apportionments \$63,456,333; to Sub-allocate FY2024 Orlando Urbanized Area Funding to Lake County Transit Services \$767,844 and Florida Department of Transportation \$18,771,571

Date: 05/16/2024

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to submit grant applications to the Federal Transit Administration (FTA) for the FY2024 FTA apportionments of \$63,456,333 and to execute Grant Agreements with the FTA.

In addition, staff is requesting the Board of Directors' authorization for the sub-allocation of the Orlando urban area funding to the Lake County Transit Services and the Florida Department of Transportation (FDOT) SunRail from the FTA's FY2024, 5307 formula apportionment in the amounts of \$767,844 and \$14,005,224, respectively. Also, the FTA's FY2024, 5337 formula apportionment in the amounts of \$4,766,347 to the Florida Department of Transportation (FDOT) for SunRail.

BACKGROUND:

On April 4, 2024, the Federal Transit Administration (FTA) released the full FY2024 annual apportionments on various FTA funding programs.

LYNX Finance & Audit Committee Agenda

Board authorization is requested to apply for these funding programs.

Urbanized Area Formula Program	\$ 47,284,712
State of Good Repair Fixed-Guideway	524,633
Bus/Bus Facilities Program	3,607,212
Enhanced Mobility for Seniors and Individuals with Disabilities	2,689,776
Community Projects	2,350,000
Surface Transportation Program	7,000,000
Total	\$ 63,456,333

The sub-allocation to Lake County is in the amount of \$767,844. The sub-allocation for FDOT's SunRail is in the amount of \$ \$14,005,224 & \$4,766,347. These amounts are determined based on the final FY2024 full year FTA apportionments.

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

Congress establishes the legal authority to commence and continue FTA programs through authorizing legislation covering several years. The federal public transportation law, Infrastructure Investment and Jobs Act (IIJA) ([Pub. L. 117-58](#)) signed by President Biden on November 15, 2021, and effective on October 1, 2021. In addition, formula and discretionary programs for FY 2024 based on the Consolidated Appropriations Act, 2024 ([Pub. L. 118-42](#), March 9, 2024). It also contains information on how FTA plans to administer its transit programs in FY 2024 and how funds appropriated and allocated prior to FY 2024 will be treated.

The following summarizes the funding programs and the FY2024 apportionments:

Urbanized Area Formula Program - Section 5307:

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

Under the IIJ Act a special rule allows recipients in urbanized areas with populations of 200,000 or above and those that operate 100 or fewer buses in fixed route service or demand response, excluding ADA complementary paratransit, during peak hours, to receive a grant for operating assistance subject to a maximum amount per system, in accordance with "Section 5307 Operating Assistance Special Rule Operator Caps". FTA identified the transit systems and their maximum operating assistance amounts for FY 2024 based on the percent of the apportionment attributable to an operator, calculated from vehicle revenue hours reported in their FY2022 and FY 2023, due to the COVID 19 pandemic's impact on ridership nationwide, FTA used the service data from each NTD report that had the highest vehicle revenue miles from either 2019 or the most recent year reported.

LYNX Finance & Audit Committee Agenda

In the FY2024 FTA apportionments released on April 4, 2024, the Orlando 5307 funds of \$53,336,707 included the apportionment attributable to Lake County in the amount of \$767,844 and commuter rail (FDOT) in the amount of \$14,005,224. The net LYNX 5307 funding is in the amount of \$38,563,639 for Orlando and \$8,721,073 for Kissimmee, combined \$47,284,712.

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

State of Good Repair (SGR) - Section 5337:

SGR replaced the fixed-guideway modernization formula program funds of \$5,290,980, included the apportionment attributable to commuter rail (FDOT) in the amount of \$4,766,347. The net LYNX 5337 funding is in the amount of \$524,633 for Orlando. Projects are limited to replacement and rehabilitation, or capital projects required to maintain public transportation systems in a state of good repair. LYNX will be working with the City of Orlando staff to upgrade the Orange LYMMO in a state of good repair and to provide amenities and technology enhancements compatible with the Lime and Grapefruit LYMMO expansions.

Bus/Bus Facilities Program – Section 5339:

Provides capital funding of \$3,607,212 to replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities.

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

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

This program is intended to enhance mobility for seniors and persons with disabilities by providing funds of \$2,689,776 for programs to serve the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary paratransit services. 55% Funds will be used as Traditional capital which will require 20% local match and 45% funds for nontraditional operating which will require in-kind match.

Eligible activities include:

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

LYNX Finance & Audit Committee Agenda

Community Project Funding/Congressionally Directed Spending:

LYNX had three Congressionally Directed Spending projects (earmarks) in the House version of the FY2024 Transportation-HUD bill. Congress passes the FY2024 Consolidated Appropriations Act. 2024 (H.R. 4366 / Public Law 118-42, March 9, 2024).:

- \$850,000 for the LYNX Central Station Bus Terminal Retrofit (Bus Bay Reconstruction) (requested by Congressman Frost)
- \$500,000 for the LYNX Solar Technology for Bus Shelters and Shelter Refacing (requested by Congressman Frost)
- \$1,000,000 for LYNX's Bus Pull Outs and Safety Enhancements (requested by Congressman Soto).

Surface Transportation Program (STP):

The STP provides funding of \$7,000,000 that may be used by States and localities for a wide range of projects to preserve and improve the conditions and performance of surface transportation, including highway, transit, intercity bus, bicycle, and pedestrian projects.

The USDOT funding for the Federal Highway Administration includes Surface Transportation Program (STP) funds that are eligible to be transferred to FTA for transit purposes. The regional STP funds are allocated by MetroPlan Orlando for transit enhancements, bicycle and pedestrian improvements and highway projects. STP funds are programmed annually by MetroPlan Orlando in the Transportation Improvement Program (TIP) and are incorporated in the state adopted State Transportation Improvement Program (STIP).

LYNX will program the FY2024 STP funding for revenue vehicles and passenger amenities.

FISCAL IMPACT:

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

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.B. vi

To: LYNX Finance & Audit Committee

From: **James Boyle**
Interim Chief Planning And Development Officer
Prahallad Vijayvargiya
Technical Contact
Myles O'Keefe
Technical Contact

Phone: 407.841.2279 ext: 6036

Item Name: **Authorization to Submit a Grant Application to the Florida Department of Transportation (FDOT) for the FY2025 Intermodal Development Funding Program Grant in the Amount of \$2,900,000 and Execute Resolution 24-003**

Date: 05/16/2024

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to submit a SFY2025 Intermodal Development Funding Program Grant Application to the Florida Department of Transportation (FDOT) in the amount of approximately \$2,900,000 and the execution of Resolution 24-003, attached hereto, for the reconstruction of bus bays at LYNX Central Station to accommodate 60-foot articulated buses.

BACKGROUND:

The Florida Department of Transportation (FDOT) is soliciting applications for SFY2025 Intermodal Development Funding Program. The discretionary program provides funding for projects that best promote intermodal or multimodal movement of people. The opportunity was developed in alignment with Florida Statute Section 341.053, that establishes the initiative to provide improved access to intermodal or multimodal transportation facilities and the construction of multimodal terminals.

The Intermodal Funding application is due on May 31, 2024. The proposed project, if awarded, will be programmed in the FDOT Work Program in SFY2025. The maximum period for project funding is three (3) Fiscal Years. Capital projects are eligible for 100% state funding under the Intermodal Development Funding Program, for regionally significant projects.

LYNX Finance & Audit Committee Agenda

LYNX proposes to submit the following project for Intermodal Development Funding Program:

- LYNX Central Station (LCS) Bus Terminal Retrofit (Bus Bay Reconstruction). This project will reconstruct existing bus bays at LCS to accommodate the agency's fleet of 60-foot articulated buses, which were not included in the original design of LCS. Currently, the articulated buses routinely block passenger crosswalks and cause operational issues with other buses entering and exiting bus bays, originally built for 40-foot buses. This project will provide several important improvements:
 - Improve safety at LCS by allowing pedestrians to safely cross in designated areas crosswalks that will no longer be blocked by 60-foot buses. It will also lead to less risk of collisions with pedestrians and other buses entering/exiting LCS.
 - Increase operational capacity at LCS and allow for buses and bus operators to better adhere to schedule, thus keeping the LYNX system more reliable for its passengers.
- The total cost of this project is \$3,750,000. LYNX received \$850,000 through a Congressional Project Funding request via Congressman Frost. LYNX will request the remaining \$2,900,000 from FDOT.

FISCAL IMPACT:

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

CFRTA RESOLUTION NO. 24-003

A RESOLUTION OF THE CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY (d/b/a/ LYNX) AUTHORIZING THE CHIEF EXECUTIVE OFFICER (CEO) TO EXECUTE AND SUBMIT A GRANT APPLICATION WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE STATE FISCAL YEAR 2025 INTERMODAL DEVELOPMENT FUNDING PROGRAM, IN THE AMOUNT OF APPROXIMATELY \$2,900,000 DOLLARS.

WHEREAS, LYNX has satisfied the requirement to complete a Transportation Development Plan (TDP) for FY2024-2033 which has been submitted to FDOT in August 2023. LYNX TDP update is consistent with METROPLAN Orlando's 2045 Plan and Five-Year Transportation Improvement Plan (TIP); and

WHEREAS, the LYNX Board of Directors (BOARD) has the authority and believes it is in the best interest of LYNX to authorize the CEO, or designee, to file and execute these grant applications and all supporting documents, agreements and assurances which may be required in connection with the applications as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The BOARD has the authority to authorize the submission of grant applications to the Florida Department of Transportation.
2. The BOARD has the authority to authorize the execution of Public Transportation Grant Agreements to be issued by FDOT in SFY2025.
3. The BOARD authorizes Tiffany Homler Hawkins, Chief Executive Officer, or designee, to submit a grant application to the Florida Department of Transportation for the State Fiscal Year (SFY) 2025, in the amount of approximately \$2,900,000 dollars on behalf of LYNX and the ability for the CEO to execute the application, amendments, warranties, certifications, assurances, reimbursement invoices and any other documents in connection with the grant applications.
4. The BOARD authorizes Tiffany Homler Hawkins, Chief Executive Officer, or designee, to sign all agreements or contracts, which may be required in connection with the application, and subsequent agreements, with the Florida Department of Transportation.
5. The BOARD authorizes Tiffany Homler Hawkins, Chief Executive Officer, or designee, to make purchases and/or expend funds pursuant to grant awards made by the Florida Department of Transportation authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended.
6. The above authorization shall be continuing in nature until revoked by the Chairman of the Governing Board.

CERTIFICATION OF THE ADOPTION OF THE PROPOSED RESOLUTION OF THE CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY (d/b/a/ LYNX) AUTHORIZING THE CHIEF EXECUTIVE OFFICER (CEO) TO EXECUTE AND SUBMIT A GRANT APPLICATION WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE STATE FISCAL YEAR 2025 INTERMODAL DEVELOPMENT FUNDING PROGRAM, IN THE AMOUNT OF APPROXIMATELY \$2,900,000 DOLLARS.

APPROVED AND ADOPTED this 25th day of May 2024 by the Governing Board of the Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL
TRANSPORTATION AUTHORITY

By: Governing Board

Chairman

ATTEST:

Assistant Secretary

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.B. vii

To: LYNX Finance & Audit 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 June 23rd, 2024 Service Changes

Date: 05/16/2024

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 June 23, 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 in June 2024. Three information sessions were held. LYNX customers and the public provided input on the service changes at the following information sessions:

Date/Time: Tuesday, May 14, 1-2 PM
Location: Kissimmee City Hall, Kissimmee, FL

Date/Time: Wednesday, May 15, 1-2 PM
Location: LYNX Central Station – Main Lobby, Orlando, FL

Date/Time: Thursday, May 16, 1-2 PM
Location: Sanford City Hall, Sanford, FL

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

LYNX Finance & Audit Committee Agenda

The public comment period for the proposed service changes ran from April 30, 2024, through May 22, 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.

June 23 Service Proposal*

SCHEDULE ADJUSTMENTS

- **Link 1** – Winter Park/Maitland/Altamonte Springs (Orange County/Seminole County) – Minor weekday schedule adjustment to align with new SunRail schedule.
- **Link 9** – Winter Park/Rosemont/Pine Hills (Orange County)– Minor weekday schedule adjustment to align with new Sun Rail schedule.
- **Link 18** – South Orange Avenue/Kissimmee (Orange County/Osceola County) – Minor weekday schedule adjustment to align with new Sun Rail schedule.
- **Link 23** – Winter Park/Rosemont/Springs Plaza (Orange County/Seminole County) – Minor weekday schedule adjustment to align with new Sun Rail schedule.
- **Link 34** – N. U.S. 17-92/Sanford (Seminole County) - Minor weekday schedule adjustment to align with new Sun Rail schedule.
- **Link 37** – Pine Hills/Kirkman Rd./Florida Mall (Orange County) – trips from Pine Hills to Florida Mall will serve Epic Universe team member lot. Trips from Florida Mall to Pine Hills will bypass the parking lot until late August 2024.
- **Link 45** – Lake Mary (Seminole County) – Minor weekday schedule adjustment to align with new Sun Rail schedule.
- **Link 46E** – E. First St./Downtown Sanford (Seminole County) - Minor weekday schedule adjustment to align with new Sun Rail schedule.
- **Link 46W** – W. SR 46/Seminole Towne Center (Seminole County) – Minor weekday schedule adjustment to align with new SunRail schedule.
- **Link 311** – Disney/Orlando International Airport/Destination Parkway Express (Orange County) – Minor weekday schedule adjustment to align with new SunRail schedule.
- **Link 418** –Florida Mall/Meadow Woods/Lake Nona Fast Link (Orange County) – Minor weekday schedule adjustment to align with new SunRail schedule.

LYNX Finance & Audit Committee Agenda

- **NeighborLink 604** – Intercession City/Campbell City (Osceola County) – Minor weekday schedule adjustment to align with new SunRail schedule.
- **NeighborLink 831** – North Kissimmee/Buena Ventura Lakes (Osceola County) – Minor weekday schedule adjustment to align with new SunRail schedule.
- **NeighborLink 852** – Maitland Center (Orange County) – Minor weekday schedule adjustment to align with new SunRail schedule.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The base service changes are budget neutral.

LYNX Finance & Audit Committee Agenda

Action Item #6.A

To: LYNX Finance & Audit Committee

From: Leonard Antmann
Chief Financial Officer
Michelle Daley
Technical Contact

Phone: 407.841.2279 ext: 6125

Item Name: Approval to Amend the FY2024 Operating and Capital Budgets

Date: 04/18/2024

ACTION REQUESTED:

LYNX Staff is requesting the Finance Committee's recommendation for the Chief Executive Officer (CEO) or their designee to present the FY2024 Amended Operating and Capital Budgets to the Oversight Committee.

BACKGROUND:

These changes will not result in any increased request from the funding partners.

LYNX Finance & Audit Committee Agenda

FY2024 Operating Budget Amendment

	<u>APPROVED FY24 BUDGET</u>	<u>PROPOSED ADJUSTMENTS BUDGET</u>	<u>PROPOSED AMENDED FY2024</u>
REVENUES			
Customer fares	\$ 18,367,662	\$ 1,800,000	\$ 20,167,662
Contract services	4,410,950	(508,140)	3,902,810
Advertising	2,605,000	0	2,605,000
Interest & Other income	1,480,000	1,656,949	3,136,949
Federal Revenue	12,703,583	465,368	13,168,951
State Revenue	14,572,756	112,000	14,684,756
Local Revenue	13,342,544	1,973,823	15,316,367
Local Revenue Funding Partner	91,991,691	0	91,991,691
Use of Budget Stabilization Funds	32,929,484	0	32,929,484
TOTAL REVENUE	<u>\$ 192,403,670</u>	<u>\$ 5,500,000</u>	<u>\$ 197,903,670</u>
EXPENSE			
Salaries, Wages & Fringe Benefits	\$ 112,799,502	\$ 2,500,000	\$ 115,299,502
Other services	13,637,483	0	13,637,483
Fuel	14,087,408	0	14,087,408
Materials and supplies	10,196,129	0	10,196,129
Utilities	2,133,621	0	2,133,621
Casualty & Liability	4,618,716	0	4,618,716
Taxes and licenses	633,738	0	633,738
Purchased transportation services	30,686,488	3,000,000	33,686,488
Leases & Miscellaneous	3,177,386	0	3,177,386
GASB 87 Lease Expense	388,512	(41,431)	347,081
Interest	44,687	41,431	86,118
TOTAL EXPENSE	<u>\$ 192,403,670</u>	<u>\$ 5,500,000</u>	<u>\$ 197,903,670</u>
NET CHANGE IN POSITION	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

LYNX Finance & Audit Committee Agenda

Explanation of Changes:

Revenues:

Customer Fares – Revenue had a favorable increase due to the increase in ridership.

Contract Services – The adjustment is primarily due to the decrease in the Transportation Disadvantaged Grant funding.

Interest & Other Income – Interest income has had favorable interest rates.

Federal Revenue – Favorable due to FEMA Reimbursement for Hurricane IAN not previously budgeted.

State Revenue – The State awarded a grant to assist with the costs associated with Vanpool after the FY24 budget was approved.

Local Revenue – Recognize new Orange County Accelerated Transportation Safety Program (ATSP) funding and Central Florida Tourism Oversight District (CFTOD) (Formerly Reedy Creek) came in favorable to Budget.

Expenses:

Salaries, Wages and Fringe – The adjustment for salaries for ATSP Operators & Benefits and to recognize pension increased costs from CBA negotiation for the union contracts.

Purchased transportation – Increase purchased transportation budget to projected expense. Paratransit costs are based on the forecasted trips and how those trips will be performed.

Leases & Miscellaneous, GASB 87 expense, and Interest. – Recognition for the updated lease agreement value for the LB McLeod facility for GASB87 and reclass lease and interest expenses from fixed route to paratransit.

LYNX Finance & Audit Committee Agenda

FY2024 Capital Budget Amendment

The principal objective for amending the FY2024 Capital Budget is to recognize additional unanticipated grant revenues for the procurement of vehicles:

<u>Capital Expenditures</u>	<u>FY2024 APPROVED BUDGET</u>	<u>PROPOSED ADJUSTMENTS</u>	<u>PROPOSED AMENDED FY2024</u>
Vehicles	\$ 61,182,931	\$ 5,158,619	\$ 66,341,550
Facilities	35,433,577	400,000	35,833,577
LYMMO SGR	2,000,062	0	2,000,062
Passenger Amenities	26,815,508	0	26,815,508
Technology	2,070,517	0	2,070,517
Security	2,037,733	0	2,037,733
Support Equipment	4,560,322	(400,000)	4,160,322
Total	\$ 134,100,650	\$ 5,158,619	\$ 139,259,269

<u>Capital Contributions</u>	<u>FY2024 APPROVED BUDGET</u>	<u>PROPOSED ADJUSTMENTS</u>	<u>PROPOSED AMENDED FY2024</u>
Federal Contributions	\$ 121,300,358	\$ 4,358,619	\$ 125,658,977
State Contributions	8,639,683	400,000	9,039,683
Local Contributions	4,160,609	400,000	4,560,609
Total	\$ 134,100,650	\$ 5,158,619	\$ 139,259,269

Explanation of Changes:

Revenues:

FDOT Section 5310 Grant Revenue – Additional funding has been awarded for the FY2022 and FY2023. FTA contributes 80% funding and the State and Local Partners have a 10% match.

FY2022 Low No Grant and FTA Section 5307 funding for Gillig Electric Bus.

Expenses:

Vehicles – Additional Paratransit vehicles include 18 vehicles for FY2023 and 7 vehicles for FY2022. One additional Gillig Electric Bus will be purchase from the Low No and FTA grants.

Facilities - Funding is being transferred from support projects to fund the passenger restrooms at LCS.

LYNX Finance & Audit mmittee Agenda

FISCAL IMPACT:

The Amended FY2024 Operating Budget has been balanced from offsetting adjustments in other categories.

The Amended FY2024 Capital Budget has been balanced from newly awarded Federal and State Grants.

LYNX Finance & Audit Committee Agenda

Action Item #6.B

To: LYNX Finance & Audit Committee

From: Leonard Antmann
Chief Financial Officer
Michelle Daley
Technical Contact

Phone: 407.841.2279 ext: 6125

Item Name: Approval of the FY2025 Preliminary Capital Budget

Date: 05/16/2024

ACTION REQUESTED:

LYNX Staff is requesting the Finance Committee's recommendation for the Chief Executive Officer (CEO) or their designee to present the FY2025 Preliminary Capital Budget to the Oversight Committee.

BACKGROUND:

The Preliminary Capital Budget for FY2025 is \$177,134,812.

The budget is funded from a combination of federal, state and local sources, and includes items such as the planned purchase of replacement buses and vans, bus shelters, and the use of technology to assist in service delivery and improvements.

LYNX Finance & Audit Committee Agenda

The table below identifies capital expenditures by major category:

	FY2025
	Preliminary
Facilities	\$ 72,343,034
Vehicles	67,020,371
Passenger Amenities	32,007,252
LYMMO SGR	2,897,345
Support	1,402,770
Security	818,040
Technology	646,000
TOTAL	\$ 177,134,812

The following are the details of each category:

- 1) Vehicles: includes replacement vehicles for fixed-route, vanpool, paratransit services and support vehicles.
 - 1) (50) 40 Ft CNG Buses (25 - Carryover from FY24)
 - 2) (1) 35 Ft Electric Buses (Carryover from FY24)
 - 3) (130) Paratransit Vehicles (70 - Carryover from FY24)
 - 4) (7) Neighborlink Vehicles (4 - Carryover from FY24)
 - 5) (66) Vanpool Vehicles
 - 6) Sub-recipient 5310 Vehicles
 - 7) Road Ranger and Support vehicles

- 2) Support equipment: includes maintenance equipment, road ranger equipment, marketing equipment and other equipment.

- 3) Passenger amenities: includes shelter installations, and Transfer Center construction.
 - 1) Pine Hills Transfer Center Construction completion
 - 2) Orange County ATSP Shelter program
 - 3) Traditional partner New and Rehab Shelters within the system

- 4) Facilities: includes funds to complete the LOC/LCS improvements including upgrade of the HVAC systems, Window replacement at the LCS, LCS Bus Bays Improvements and site selection and land acquisition for the southern operations facility.

- 5) Technology: includes items to improve communication and information delivery, software enhancements and upgrades. As well as the technology lifecycle replacements.

- 6) Security: includes access control and cameras to enhance security and surveillance at all LYNX facilities.

LYNX Finance & Audit Committee Agenda

Discussion Item #7.A

To: LYNX Finance & Audit Committee

From: Leonard Antmann
Chief Financial Officer
Michelle Daley
Technical Contact

Phone: 407.841.2279 ext: 6125

Item Name: Review of the FY2024 2nd Quarter Operating Results

Date: 05/16/2024

LYNX Staff will provide a review of the FY2024 2nd Quarter Operating Results.