



CENTRAL FLORIDA COMMUTER RAIL COMMISSION

February 3, 2022



Central Florida Commuter Rail Commission

Date: February 3, 2022
Time: 10:00 a.m.
Location: LYNX Central Station
455 N. Garland Ave., 2nd Floor Board Room
Orlando, Florida 32801

PLEASE SILENCE CELL PHONES

- I. Call to Order and Pledge of Allegiance**
- II. Announcements/ Recognition**
- III. Confirmation of Quorum**
- IV. Approvals**
 - Adoption of November 4, 2021, CFCRC Board Meeting Minutes
- V. Public Comments**
 - *Nadia will read into the record any comments received prior to the start of the meeting.*
 - *Those joining in person will be permitted to approach the podium in the LYNX Board Room and speak for up to 3 minutes.*
- VI. Reports**
 - A. SunRail Customer Advisory Committee (CAC) Update – James Grzesik, Chair
 - B. SunRail Technical Advisory Committee (TAC) Update – Tawny Olore, Chair
 - C. Agency Update -SunRail Chief Operating officer – Charles M. Heffinger Jr., P.E.
 - D. Connectivity
 - i. LYNX Update – Bruce Detweiler
 - ii. Votran Update –Kelvin Miller
- VII. Discussion Item**
 - A. Transition Update – Mike DePallo
 - B. SunRail Transition Operations Consideration (See Attachment) – Commissioner Dallari



Central Florida Commuter Rail Commission

VIII. Election of Officers

IX. Board Member Comments

X. Other Business

A. Next Meeting – May 5, 2022

XI. Adjournment

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. Persons who require accommodations under the Americans with Disabilities Act or persons who require translation services (free of charge) should contact Mr. Roger Masten, FDOT/SunRail Title VI Coordinator, 801 SunRail Drive, Sanford, FL 32771, or by phone at 321-257-7161, or by email at roger.masten@dot.state.fl.us at least three business days prior to the event.

Central Florida Commuter Rail Commission Meeting

November 4, 2021

10:00 a.m.

LYNX Admin. Building

455 North Garland Ave

Orlando, Florida 32801

Attendees: Chair Orange County Mayor Jerry Demings, Vice Chair Osceola County Commissioner Viviana Janer, Secretary City of Orlando Mayor Buddy Dyer, Board Member Seminole County Commissioner Bob Dallari, Board Member Volusia County Councilman Jeff Brower

Minutes

Meeting was called to order by Chairman Demings at 10:00 a.m.	
Pledge of Allegiance and Confirmation of Quorum	
Approval:	Presenter: Chair Demings
<ul style="list-style-type: none">Adoption of the meeting minutes from August 12, 2021. Motion to adopt minutes passed unanimously.	
Public Comments:	
<ul style="list-style-type: none">Joanne Counelis inquired why there are no busses in Florida with cables to keep them running like they have in California.<ul style="list-style-type: none">Chairman Demings noted that California has a different bus/transit electrified system. He mentioned they might be available in other places in Florida, but not in the area in question.Mayor Dyer informed Joanne that there are electrified busses Downtown. Half the Limo fleet is electric, but not the overhead electric that use batteries.Joanne Counelis expressed ‘SunRail needs to be available 24/7, holidays, nights, and weekends. busses should run every half hour, and that they need a bus to run the Country Club route’.	
Agenda Item: Reports	Presenter: Chair Demings
<ul style="list-style-type: none">SunRail Customer Advisory Committee (CAC) Update – James Grzesik, Chair<ul style="list-style-type: none">Mr. James Grzesik presented and shared that he has been a part of SunRail CAC for two and a half years.Their last virtual meeting was on September 30th. Mr. Heffinger attended and presented on his behalf. He spoke about the status of SunRail, the DeLand expansion, Safety Week, group riding program, mask mandates, and provided the metrics. Lynx and Votran also provided updates. Mr. Alan Danaher provided an update about the transition.Mr. Grzesik spoke about the board meeting participation. They had discussions on incidents that occurred with SunRail. Mr. Heffinger reported back on ways that they could improve the communication between SunRail and the public when there is an incident. They were able to provide bus services when the system was down, but the communication was lacking. They are looking into ways to improve and will report back on the next meeting.The cleanliness of the stations was also discussed, expansion of night and weekend services, expansion of services during sports events, stimulus funds for weekend service expansion, and optimizing routes between SunRail and Lynx.Mr. Heffinger stated that the last CAC meeting was very positive and had some very productive discussions. They will confirm five new members to the CAC Committee.SunRail Technical Advisory Committee (TAC) Update – Tawny Olore, Chair<ul style="list-style-type: none">Ms. Olore stated that SunRail TAC met virtually on October 13th. She said she hopes the next meeting is in person since they did not meet quorum and membership has been declining. Hopes are high for in person meetings improving participation.	

- Public comment by Ms. Jamie Miller, resident of Winter Park. Ms. Miller expressed concerns about noise occurring after hours due to FDOT Capital Maintenance projects. FDOT made a commitment to get back with her. The project has been completed and Ms. Miller is satisfied with the resolution.
- They noted that there was an increase to 11 incidents in the last quarter. FDOT is working with law enforcement about the trespassers as well as other coordination to prevent incidents.
- Agency Update -SunRail Chief Operating Officer – Charles M. Heffinger Jr., P.E.
 - Mr. Heffinger shared details of the UCF free riders’ program during summer school. It brought 500 to 600 participants who rode for free for approximately 60 days. The goal was to let them experience the rides and what efficiencies it provided for them. Many continued to ride the train after the trial period was over.
 - The Orlando City Partnership paid for eight home weekend matches. Usually, the last evening train leaves around 9:50 – 10:00 PM and it is hard to get to the trains by the time the games end. The partnership funded eight trains leaving at 10:30 PM and saw great ridership.
 - Question was presented asking when the last Northbound train is and if an extra one needs to be added.
 - The last train gets into DeLand around 11:30, so no more trains need to be scheduled.
 - Question was presented regarding the amount of ridership they have been having during games including UCF students.
 - Mr. Heffinger explained the Southbound train ridership has increased to 95 people at night during games when it has been as little as 25 to 30 people on a regular night. Ridership depends on how big or popular the game is.
 - There were about 650 UCF students utilizing free tickets during the free riding promotion. About 150 of these riders continued to add funds to their cards.
 - The slogan for Safety Week this year was “Never will I ever stop or walk on railroad tracks”. They had bold direct messages and reaction videos to share. They had community partnerships and coordinated enforcement days with the local police who issued around 145 citations and 160 warnings.
 - Mr. Heffinger proceeded to show the video with footage of people’s reactions to watching videos of accidents with the trains. Many people took the pledged not to stop on train tracks.
 - Commissioner Viviana Janer commented that she was by the County Administration building the previous day, starting her drive home, and she witnessed another car that disregarded the flashing lights and dynamic envelope, then got stuck between the two bars that came down. The car could not move forward or back, but fortunately the bars came back up and the car was able to move. She is thankful for the safety efforts and believes they should continue to spread the message.
 - Mr. Heffinger noted that Colonial has been a very hazardous intersection for hits. Many drivers do not notice that the rear end of their cars are in the tracks. They have added some sensors that make lights flash in front of the drivers so they become aware that they need to get off the tracks. They are looking at other intersections where the cars are backed up on the left turn lanes, like Colonial, to add this safety system.
 - Commissioner Dallari asked how SunRail ranked Nationally in comparison to other rail entities through the country.
 - Mr. Heffinger will find out that information for Commissioner Dallari, but he thinks that they are doing very well. The 11 incidents in the last quarter are not the norm.
 - The fare collection system is doing well. The contractor had their contract executed last week. They expect to go live on the first quarter of 2023.
 - Commissioner Janer asked if the system would work with the connectivity with the Lynx busses.
 - Mr. Heffinger responded that was one of the items in their request for proposal and the systems will link.
 - SunRail will begin the Phase Two North process to construct a DeLand Station and have two contracts. The first to construct the rail, station, and parking lot will be open to bids on December 3rd. The second contract, due to requirements with unions with the signal contract, will be open for bids on January 20th. They have taken the contractors on the train up and down the corridor which was a very positive experience.

- There is new SunRail merchandise available. They had a tent selling the new merch at Winter Park and at Kissimmee's farmers market. The new merch includes bandanas, patches, and teddy bears. There will be holiday promotions as well. Details will be announced through their social media and website.
- Social media has been helping to grow ridership. They have done polls, trivia, and giveaways to engage riders. Mr. Heffinger proceeded to play a video about a Professor at UCF and the positive experiences he has had while using SunRail. He started using the train during a free promotion and continued to use it due to all the benefits.
- Mobility week was from the 29th to the 5th and it was a statewide initiative. They had free rides all day Friday in partnership with Lynx. They had the largest ridership since March of 2020 with 4,614 riders breaking the 4K record.
- There is a new train route from the FL Department of Health, the second regional partner to wrap a train. The train was wrapped last weekend. Each wrap brings in an additional \$60K a year. There is a lot of potential revenue sources having 22 trains and they want to focus on the local partners. The wraps are two-year agreements. The wrap costs about \$24K, included in the \$60K, and the agreement includes the placement and removal. If there are damages to the train during the removal, that group has insurance to cover it. Orlando Health is renewing their agreement for an additional two years. They have two trains which amounts to \$120K in revenue.
- Group rides are back. Groups have the benefit of having to tap on and off only once, saving a lot of time and effort.
- The actual on time performance average was 93.9%, the lowest in some time. Contract is 98.6%. The 11 incidents that caused the train to stop including people running in front of the trains and running off daring the train to hit them, scooters thrown in front of trains, and storms blowing trees into the rails affected these numbers.
- PTC has been very successful. SunRail is leading the Nation in small rail transit with 99.5% PTC. This means each train is tracked with a GPS which monitors speed through curves and other important sections. The speed of the train can be controlled if it is moving too fast towards a curve. The PTC is an added layer of safety for the trains.
- Boarding by station during July to September 2021: Downtown was the busiest station.
- Parking: Covid had an impact on ridership, but it brought an opportunity to do studies to explore ways to expand some those parking spaces, perhaps through grants. Parking space percentages by stations will seem high or low depending on how many spaces are available at each station.
- There were 11 incidents this quarter.
 - July 6th: There was a suicide on one of the towers.
 - July 14th: There was a trespass for suicide at Church St. where a person stepped in front of the train.
 - July 21st: A train impacted the rear end of a car at Colonial. The driver fled the scene so there is no further information. The incident was recorded on video and there is an ongoing investigation.
 - August 14th: Amtrak struck some debris in DeLand when someone threw a tire onto the tracks. A second incident happened on this day where someone hung an object from an overpass in Orange City.
 - August 18th: CSX struck an unoccupied vehicle in Orlando and SunRail struck a scooter Downtown.
 - There were 4 incidents in September:
 - Amtrak struck an unoccupied vehicle in Georgia Ave.
 - CSX had a fatality strike near Magnolia St. in Kissimmee.
 - Amtrak had a passenger fatality in Fairview and Lancaster in Orange County.
 - SunRail struck a forklift at Meadow Woods. This meant about \$40K in damages to the train.
 - A question was brought up inquiring if there was an investigation about who owned the forklift and if they are liable for the damage to the train.
 - Mr. Heffinger responded that the incident was investigated by the police, and they are liable for the damage.
- Budget:
 - Since the situation with Covid-19 has improved, it was easier to find insurance this year. The amount worth of liability insurance needed each year is \$322M for the corridor. The cost of insurance was \$3.8M this year, lower than previous years, which meant savings of \$813K.

- The expected revenue this year is: \$2.3M for SunRail, \$3.7M for CSX, \$1M for Amtrak, and \$28K for FL Central. Our expected system revenue is around \$7.6M.
- A trespasser grant was pursued, and a lifesaver operation grant was awarded for \$20K.
 - Councilman Brower asked if an update could be provided about the fair collection before it goes live, maybe during the next meeting, about what the improvements are, what to expect, efficiency, cost savings, etc.
 - Mr. Heffinger responded that there will be an improvement in our cost savings, and he would provide the update with a presentation during the next meeting.
 - Councilman Brower commented that DeLand is in progress, and he wants to make sure the Station has restrooms. He asked if there were restrooms at all the other Stations to which the Commission responded that they do not.
 - Mr. Heffinger noted that there are restrooms available at the Amtrak stations. SunRail has canopy Stations with no restroom facilities.

Agenda Item: Connectivity: LYNX Update

Presenter: Bruce Detweiler

- Mr. Detweiler noted that several of the numbers in the chart presented for September are incorrect. He reported that the average riders for Orlando Health and Amtrak should be 18, 146 for Sand Lake Rd., 96 for Meadow Woods, 12 for Tupperware, and 6 for Poinciana. The revised grand total for September is 1,228 rides, which represents a 7% decrease from September of 2020.
- The busiest stops for connectivity continue to be Sanford, Winter Park, Advent Health, Orlando, and Sand Lake Rd. Stations.
- SunRail PH II Feeder Bus Routes: there has been an increase in ridership for fixed routes.
- Routes 604, 631, and 632 had a decrease in ridership.
- Overall, Lynx ridership is still recovering from the Covid-19 pandemic.
- The Chair requested for the corrected slide and spreadsheet to be sent to Mr. Heffinger and the Board.

Agenda Item: Connectivity: Votran Update

Presenter: Ralf Heseler

- Ralf Heseler, Senior Planner at Votran, filling in for Mr. Miller, reported on behalf of Votran.
- The Connectivity Report reflects the completion of fiscal years 2020 and 2021. Ridership is down 18% in comparison to last year, mostly due to Covid-19 and related issues.
- There was an increase of 14% in ridership in the last quarter, compared to the same period last year, indicating a return to normalcy. They hope they will continue to see an increase that meets or exceeds last year's ridership.

Agenda Item: Transition Update

Presenter: Mike DePallo

- Mr. DePallo presented the Transition Quarterly Report.
- Transition Study Process – Current Status
 - Tasks
 - They are currently working on the strategic planning, facilities assessment, and risk analysis. This will be followed by the Transition Plan Analysis.
 - Deliverables
 - The Existing Conditions Report is being completed.
 - They are progressing on the Transition Analysis Report and the Risk Assessment Report. This will be followed by the Final Transition Plan Report.
 - Agency Involvement – Part of the ongoing Communication Process with the Board and other Stakeholders involved in the project.
- Transition Analysis Framework
 - Lessons learned from other commuter rail systems
 - Based on WSP's extensive experience, they are in the process of analyzing the jurisdiction and organizational structure of all the 31 commuter railroads in North America. They will specifically be looking at the management structure, operating policies, vendor contracting methods, financial resources funding, and sources and uses of funds, fare policy, structure of the Capital Improvement Program, Asset Management Plan, and all other relevant plans.

- They will also follow up with related commuter rail properties to look for best practices to be included in the plan.
 - Staffing
 - They will review the existing staffing for operations and program management. They will also review the services and responsibilities handled by non-SunRail FDOT staff.
 - Committees
 - They identified and reviewed the role and operation of the existing SunRail committees to provide recommendations and changes needed during the transition.
 - Financial Analysis
 - They received information from FDOT regarding the procedures of initiating the National Transit Database. They will clarify the existing needs, staffing hours, and identify needs for additional resources.
 - They are working with the Government modeling to determine the operating scenarios that will be necessary for the five-year budget.
 - They will also be revising the financial analysis model structure and results from the Government modeling.
 - Fare System Analysis
 - They will review the current fare collection systems and devices. They will specifically look at the current software and hardware components, business practices, fare structure, and effectiveness of the fare enforcement program.
 - They will review the fare collection contract. Later in the project, they will do a concept of operations, a fare policy and title six analysis, and provide implementation support during the process.
 - Operational Assessment
 - They requested the latest Transit Asset Management data from FDOT to determine the State of Good Repair of the SunRail system. They will continue to review the latest version of the SunRail Operating Rules to evaluate changes needed.
 - They will request last year's FRA reporting violations from FDOT to determine if any operational issues exist that may impact the project.
 - They will review the new master list to determine items that may require additional action by the new operating agency.
 - Agency Analysis
 - The three basic agency options that will be evaluated are:
 1. CFCRC is owner and operator of the organization. Most of the administration, operations, and maintenance are provided in-house, with minimal third-party contracts.
 2. A hybrid organization where CFCRC is the owner, but only partially participates in the administration and most of the operations and maintenance will be contracted.
 3. CFCRS retains jurisdiction on a limited role, while the administration, operations, and maintenance functions are transferred and incorporated into an existing agency.
 - There has been a high-level screening of other agency options, however, after significant discussion among the Steering Group, it has been narrowed down to three organizations: LYNX, Brightline, and CFX.
 - Representatives from WSP and the Steering Group will meet with the top management of these three organizations to assess their interest and compatibility for the assignment.
 - To help with the decision-making process, other agency evaluation criteria will be developed under the following categories: Legal, Governances, Financial, and Organizational.
- Follow-up to Risk Assessment Workshop
 - The initial Risk Assessment Workshop was held on June 16th with members of the SunRail working group.
 - The primary objectives of the initial workshop were to define the challenges of the transition, identify

the risks, and discuss their potential impacts.

- There were 25 risks identified in five different categories: operations, financial, asset and data management, legal, and staffing. These form the basis for the development of the Risk Register.
- To complete the Risk Register, WSP developed a web-based risk survey that was provided to the members of the working group to confirm the risks identified during the workshop, assess the consequence of impact, assess the likelihood of occurrence, determine the potential risk response, and identify additional risks that were not already discussed in the meeting.
- The Current Risk Register Snapshot lists all 25 risk titles followed by the impact (moderate and major), likelihood (unlikely, possible, and likely), risk rating (low, medium, and high), and response (accepted, mitigated, or avoided).
 - There were risks ranked as the most serious facing success of the SunRail transition that met the following criteria:
 1. They are high risk.
 2. There is a major impact.
 3. They will have a response to be avoided at all costs.
 - These four risks are:
 - Organizational structure is not in place at the start of the transition
 - Financial management and accounting system not being able to perform these functions
 - Mid-life overhaul and major maintenance funding
 - Finding staff with rail-specific experience
- Risk Assessment Status: They had to close out the initial risk assessment. It is completed and being posted in SharePoint by the end of the week. Next, they will monitor the risks during the transition analysis between October and April. They will then prepare the Risk Register for the transition between April and July.
- Schedule Update
 - Risk Assessment Report and Financial Analysis memorandum – December 2021
 - Transition Plan – April 2022
 - Fare Policy Board Briefings – July to September 2022
 - Final Transition Plan – Fall of 2022

Agenda Item: Action Items

Presenter: Chair Demings

- A motion to approve the 2022 Proposed Meeting Dates was presented. The motion passed unanimously.
- A motion for the Ratification of the City of Orlando CAC Member, re-appointment of Edward Richter, was presented. The motion passed unanimously.
- A motion for the ratification of the Orange County CAC Members, appointment of J. Gordon Spears and appointment of Luis Nieves-Ruiz, was presented. The motion passed unanimously.
- A motion for ratification of the Seminole County CAC Members, re-appointment of James Grzesik and re-appointment of Dorothy O'Brien, was presented. The motion passed unanimously.

Committee Comments

- Commissioner Dallari requested to have staff look at the time frame and see if membership terms need to be increased and requested a report at a later date.
 - Mr. Heffinger explained that they serve three, one-year terms and at the end of three years, they move off the committee and are replaced. He said there is an opportunity to extend that.
 - Commissioner Dallari made the suggestion to extend it to perhaps three, two-year terms.
 - Ms. Olore expressed her support for this if they have good members that are willing to provide their input and go to the meetings, if they are in good standing.

- Mr. Grzesik agreed that two-year terms would help keep the membership consistent. There have been many appointments during the last year and it has led to very positive and productive discussions. He would support two-year appointments as well.
- Chairman Demings suggested that staff look at options that other rail commissions have, to make an informed decision.
- Councilman Brower commented that they need to increase ridership in DeLand. He noted the importance of having restroom facilities for the elderly, families with kids, etc. He inquired about how the decision was made to not include restrooms at the stations.
 - Secretary Perdue responded that they could look into the history of how the decisions were made in that regard. He also pointed out that they do have restrooms on the coaches.
- Councilman Brower mentioned he sees them moving from commuter rail to community rail and would like to know the status of the plan for the extension to the Orlando airport. He has a report of the scope of services for the plan to get to the airport and asked if a discussion was planned for the next or a future meeting.
 - Secretary Perdue explained that there was a study done which was finalized in 2018, to determine what the SunRail expansion to the airport would look like, including what the costs would be. They have been requested to update that scope and they are in the process of doing so in coordination with the Local Funding Partners, so the discussion can continue.
 - Chairman Demings mentioned, from an Orange County perspective, it is a regional challenge, and improving ridership for SunRail. Lynx is part of the conversation as well. Since there is still not a dedicated funding source, his plan, with the approval of the Board of County Commission, is to include a transportation infrastructure tax to be approved in the 2022 ballot. The plan contemplates additional connectivity for SunRail. Surveys reflected the interest of the community in this plan, and it was intended to go into the 2020 ballot, but the pandemic derailed the efforts, and it will now be in the 2022 ballot.

Next Meeting: February 3, 2022, at 10:00 AM

Adjournment: Meeting adjourned at 11:20 a.m.

PLEDGE OF ALLEGIANCE (Please Stand)

**I pledge allegiance to
the Flag of the United
States of America, and
to the Republic for
which it stands, one
Nation under God,
indivisible, with liberty
and justice for all.**





TITLE VI

This meeting, project, or study is being conducted without regard to race, color, national origin, age, sex, religion, disability or family status. Persons wishing to express their concerns relative to FDOT compliance with Title VI may do so by contacting:

ROGER MASTEN

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801 SunRail Drive
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JACQUELINE PARAMORE

State Title VI Coordinator
605 Suwannee Street, Mail Station 65
Tallahassee, Florida 32399

WELCOME





APPROVAL

ADOPTION OF NOVEMBER 4, 2021
MEETING MINUTES

PUBLIC COMMENTS



REPORTS

A. CUSTOMER ADVISORY COMMITTEE

James Grzesik, Chair

B. TECHNICAL ADVISORY COMMITTEE

Tawny Olore, P.E., Chair

C. AGENCY UPDATE

Charles M. Heffinger, Jr., P.E.

D. CONNECTIVITY

LYNX Update – Bruce Detweiler

Votran Update – Kelvin Miller



CHAIR'S REPORT

JAMES GRZESIK





CHAIR'S REPORT

TAWNY OLORE, P.E.

AGENCY UPDATE

CHARLES M. HEFFINGER, JR., P.E.





ORLANDO MAGIC TRAIN-TO-THE-GAME

- Partnership with Orlando Magic: special 10:30 PM southbound train for 15 home weeknight games
- Fans ride free to and from Church Street Station with game ticket, a short walk to Amway Center
- Marketing partnership with SunRail and Orlando Magic: coverage on all local networks, communication to ticket holders, onboard signage, social media, and “Stuff” photoshoot on the train





SPECIAL SERVICE ON MLK DAY

- By popular demand!
Regular service on
January 17, 2022
- Great opportunity to
support local communities
- Orlando Magic first
train-to-the-game night





GROUP RIDES BUILD RIDERSHIP

- FUN group travel is building ridership and popularity
- Schools, tour groups, special needs organizations, seniors
- NEW and EXCITING group ride program in development for 2022





BLACK FRIDAY SALE

- Thanksgiving week had highest ridership numbers for November
- Black Friday BOGO promoted purchase a ticket and bring a companion for FREE
- Destination ideas supported local businesses promoted on social media



Black Friday Sale!

ONE DAY ONLY! 11/26

B  **G O**

Buy Your Ride and Your Friend Rides FREE!



CELEBRATING WITH SUNRAIL

- December promotions resulted in highest ridership numbers in 2021
- Pop-up events with SunRail merchandise, festive train graphics, social media “Traindeer Games” and promotion of community events

Thank you for riding!





NATIONAL GRANT WINNER

- SunRail awarded Operation Lifesaver Safety Education Grant for \$20,000
- Innovative and inclusive special needs safety education program launching early 2022, “Safety is for Everyone”





ARE YOU FOLLOWING US?

- Influencers, local news anchors, and popular bloggers follow us!
- Train trivia, fun train trips, community happenings near stations, safety tips, and more
- Join in the fun!
 - Follow us on Facebook, Instagram and Twitter
 - Tag us @RideSunRail



Here's what our riders are posting about us!



CAPITAL PROJECTS

Work on the Lake Monroe Drawbridge (LMDB) in-progress

- 3-Phase Power Installation near completion at LMDB to provide reliable power supply for the lift span drive controls and motors, upgrades to signal house, connections to bridge tender house



LMDB



3-Phase Power Installation



CAPITAL PROJECTS

Completed/in-progress work on the Lake Monroe Drawbridge

- Completed
 - Pile cutoffs & debris removal
 - Lightning protection
 - Tender House walkways
- In-progress
 - Water removal & fender pile repairs





OTHER CAPITAL PROJECTS

Completed at MP 809.7 bridge

- Installed new handrail west side, new walkway east side

Upcoming at MP 784.3 CFRC bridge over US 17/92 first Q 2022

- Install new trainman walkways on both sides and structural repairs





FARE COLLECTION SYSTEM UPDATE

- FDOT issued Task Work Order #1 in November
- First milestone submittal package in December
 - Complete Project Schedule
 - Complete Project Management Plan
- Non-disclosure Agreements (NDA's) executed
 - NIC (credit card processor) and Conduent
 - Initial coordination meetings completed
 - Mission-critical items identified
- January 2022 Targets
 - Address mission-critical items
 - Evaluation of 1st milestone submittal package
 - Evaluation of mobile app early rollout



ON-TIME PERFORMANCE AVERAGE

October 2021 – December 2021

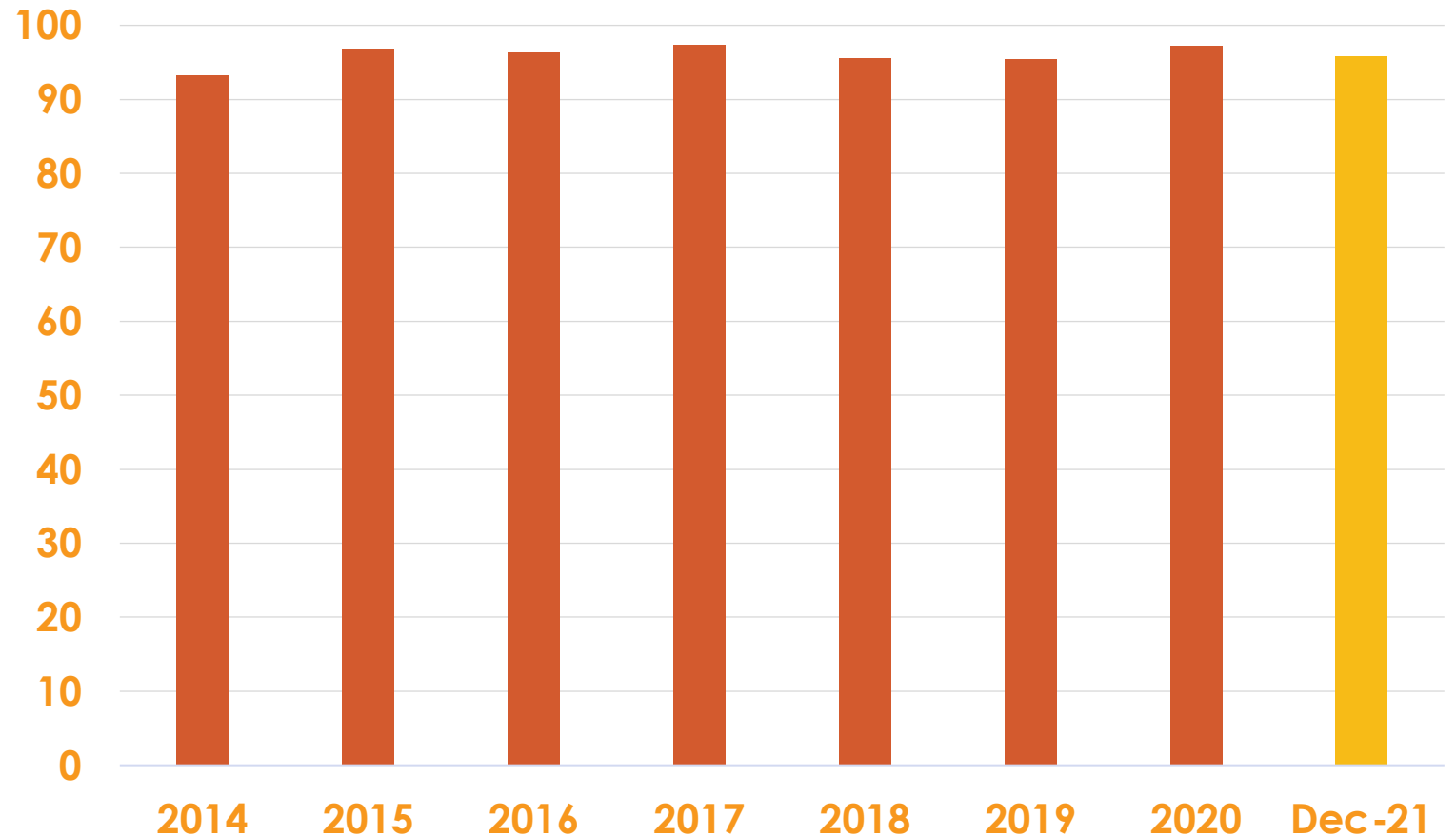
Goal = 95%

Actual = 96.76%

Contract = 99.51%

ABOVE AVERAGE

- On-Time 55 Days
- 65 Operating Days
- Ran 2,600 Trains





PTC SUCCESS

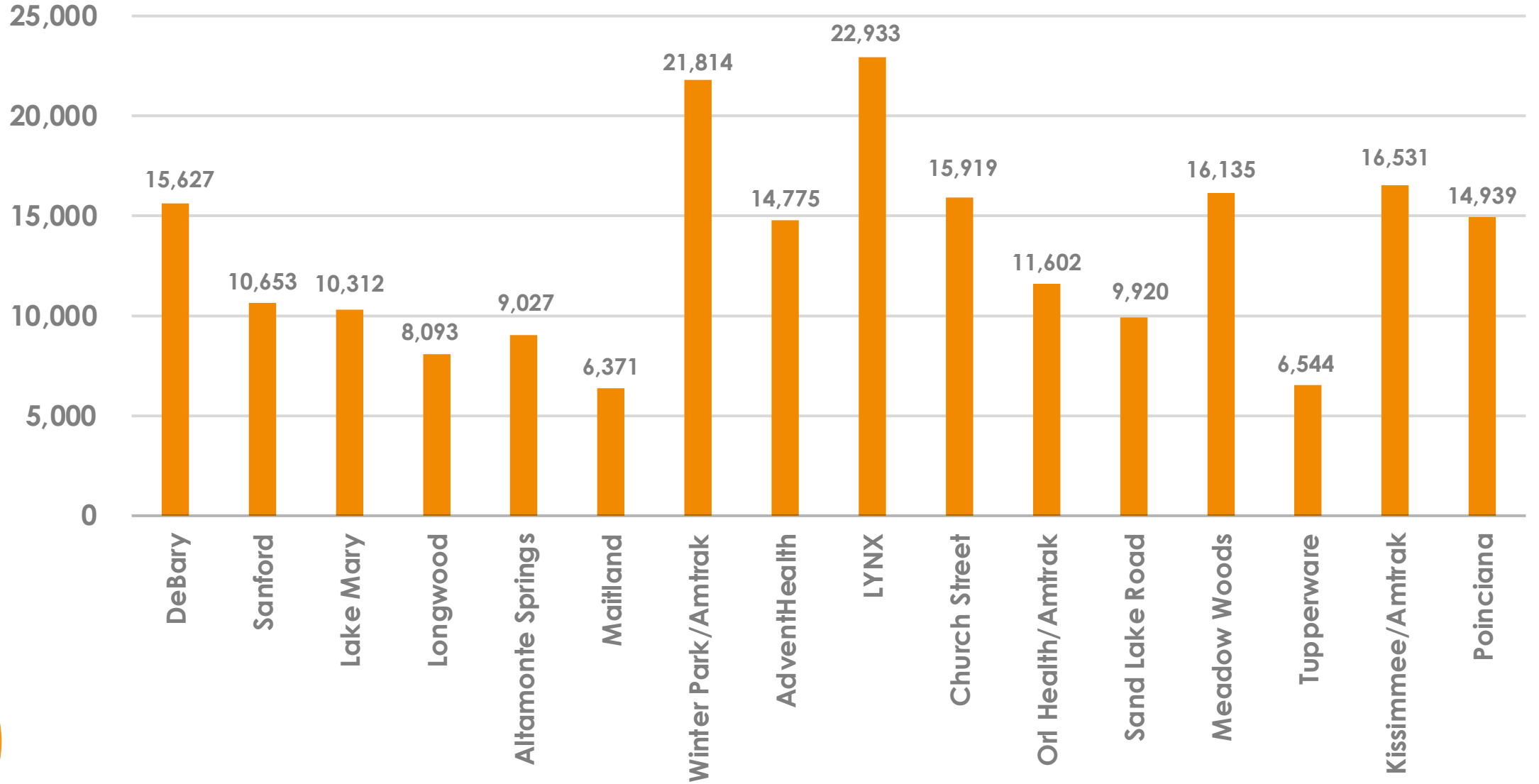
- Year to Date* PTC Active Operating Percentage:
 - SunRail 99.5%
 - CSX 99.3 %
 - AMTRAK 98.5%

* Through December 31, 2021

BOARDINGS BY STATION



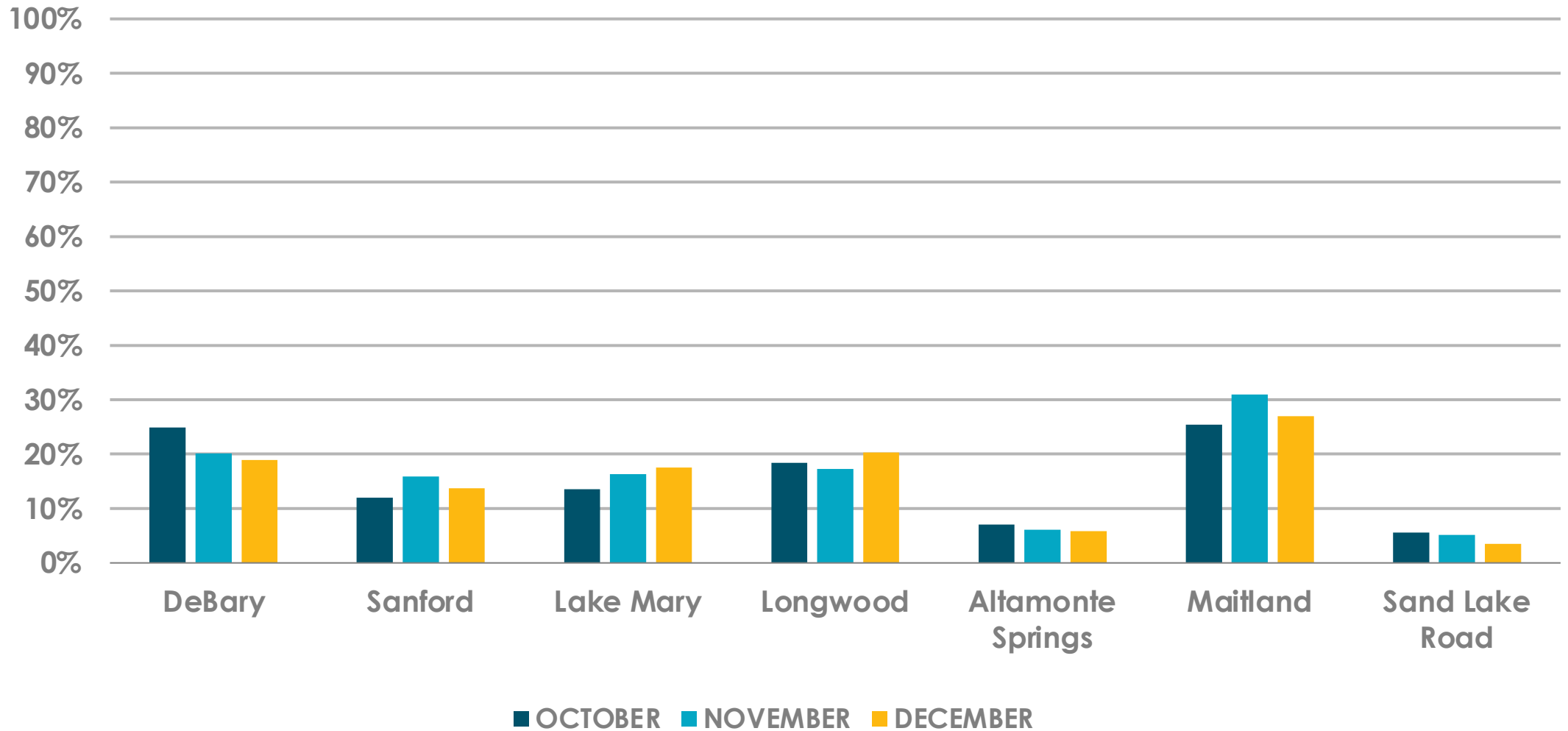
Ridership October – December 2021



IOS STATION PARKING



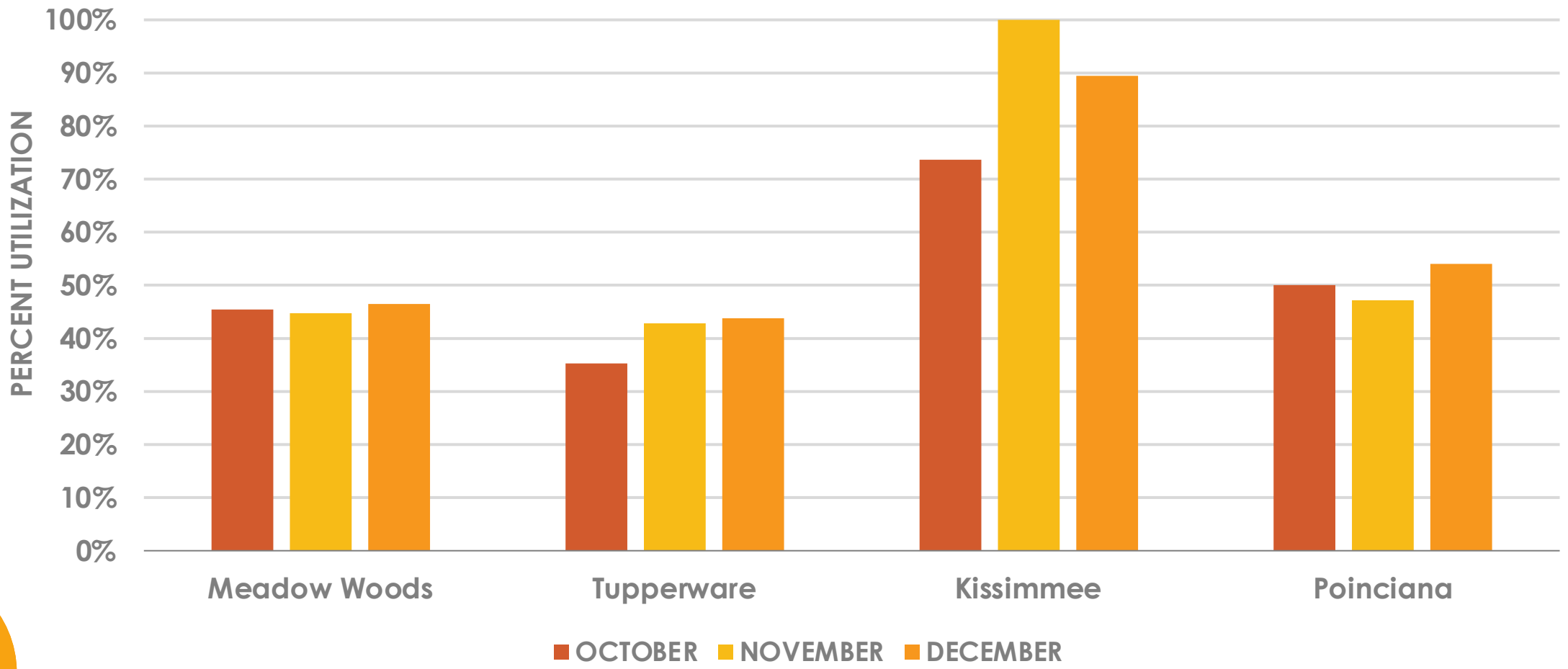
October 2021 – December 2021



SOUTHERN EXPANSION
STATION PARKING



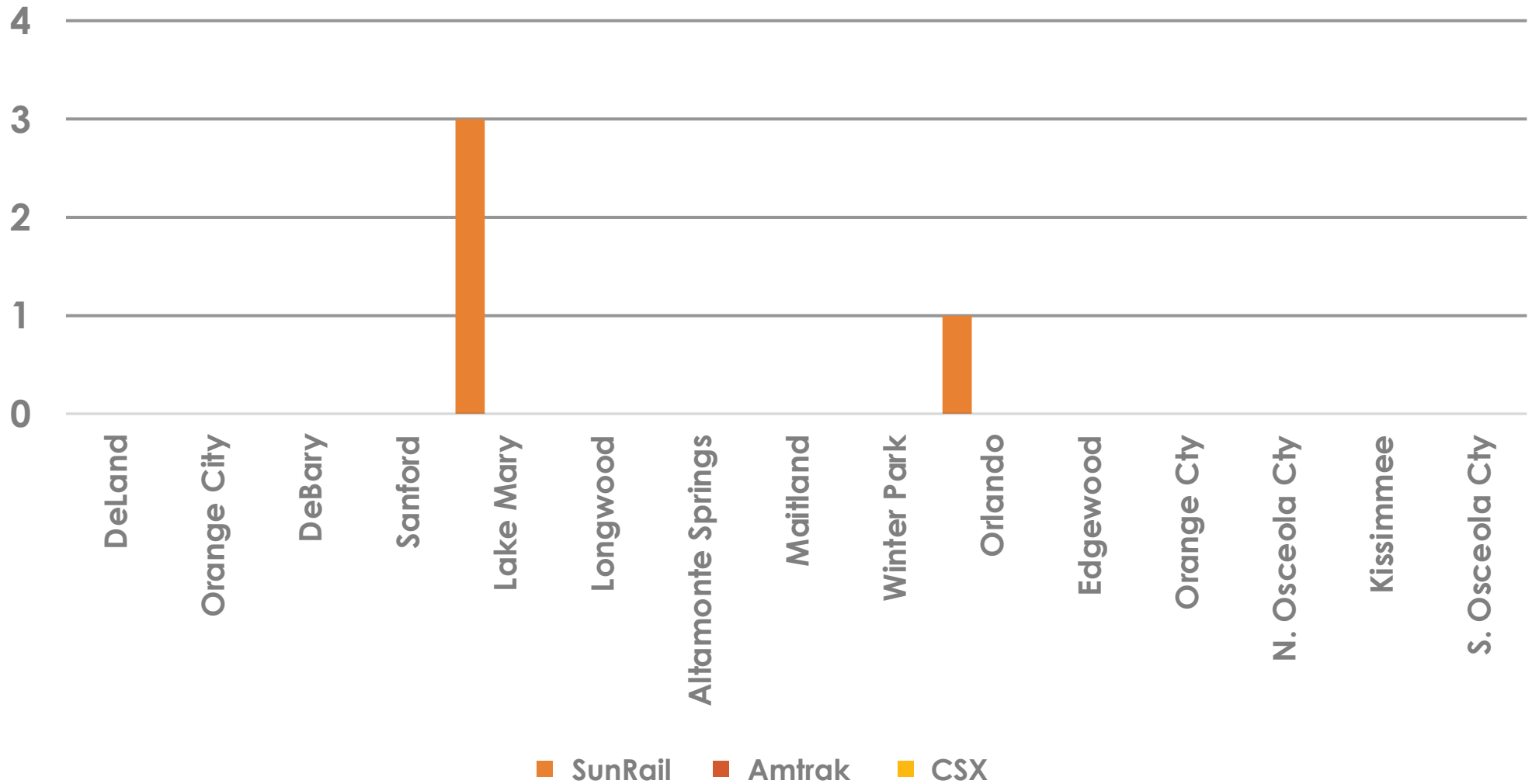
October 2021 – December 2021



REVENUE INCIDENTS BY
CITY/COUNTY



October 2021 – December 2021



FY 21/22 OPERATING BUDGET UPDATE



OPERATING COSTS, CAPITAL MAINTENANCE AND CONSULTANT SUPPORT
Bombardier - Operations
Bombardier - Maintenance
Bombardier - Incentive/Disincentive
Conduent - Back-of-the-House Hosting
Conduent - Fare Equipment Maintenance
Herzog - Signal Maintenance of Way
Green's Energy - Fuel
Gallagher - Insurance
Amtrak - Heavy Vehicle Maintenance
Wells Fargo - Banking Services
Bank of America - Merchant Services (Banking)
MidFlorida - Armored Car Service
AT&T/Verizon - Wi-Fi Service
Fare Media Smart Card
Limited Use Smart Card
PTC O&M Costs
BTNA – COVID Decontamination Services
OPERATING COSTS SUBTOTAL

ANNUAL BUDGET
\$ 10,745,000
\$ 16,255,000
\$ 1,350,000
\$ 1,000,000
\$ 2,200,000
\$ 3,500,000
\$ 2,500,000
\$ 5,000,000
\$ 2,136,000
\$ 6,000
\$ 100,000
\$ 30,000
\$ 40,000
\$ 10,000
\$ 300,000
\$ 10,000,000
\$ 3,506,560
\$ 58,678,560

YEAR TO DATE DECEMBER 31, 2021	
BUDGET	ACTUAL
\$ 5,372,500	\$ 5,286,678
\$ 8,127,500	\$ 8,033,494
\$ 675,000	\$ 605,790
\$ 500,000	\$ 384,060
\$ 1,100,000	\$ 2,967,958
\$ 1,750,000	\$ 1,868,118
\$ 1,250,000	\$ 1,053,022
\$ 5,000,000	\$ 3,842,500
\$ 1,068,000	\$ 688,803
\$ 3,000	\$ 1,492
\$ 50,000	\$ 25,245
\$ 15,000	\$ 9,900
\$ 20,000	\$ 16,646
\$ 5,000	\$ -
\$ 150,000	\$ -
\$ 5,000,000	\$ 4,704,196
\$ 1,753,280	\$ 2,214,722
\$ 31,839,280	\$ 31,702,624

Feeder Bus Expenses
Capital Maintenance
Consultant Support

\$ 2,000,000
\$ 10,620,000
\$ 12,200,000

\$ 1,000,000	\$ 541,394
\$ 5,310,000	\$ 2,497,731
\$ 6,100,000	\$ 4,968,306

TOTAL OPERATING COSTS, CAPITAL MAINTENANCE AND CONSULTANT SUPPORT

\$ 83,498,560

\$ 44,249,280	\$ 39,710,055
----------------------	----------------------

FY 21/22 OPERATING
BUDGET UPDATE

OPERATING REVENUE	ANNUAL BUDGET	YEAR TO DATE DECEMBER 31, 2021	
		BUDGET	ACTUAL
Farebox revenue	\$ 2,308,100	\$ 1,154,050	\$ 765,276
CSX usage fees	\$ 3,698,671	\$ 1,849,335	\$ 1,927,777
Amtrak usage fees	\$ 1,012,971	\$ 506,486	\$ 413,905
FCEN usage fees	\$ 28,416	\$ 14,208	\$ 13,590
Right-of-way lease revenue	\$ 123,442	\$ 61,721	\$ 54,757
Ancillary revenue	\$ 444,792	\$ 222,396	\$ 176,638
<i>Subtotal - System revenue</i>	\$ 7,616,391	\$ 3,808,195	\$ 3,351,943
FTA §5307 - Urbanized Area Grant Funds	\$ 20,218,060	\$ 20,218,060	\$ 20,218,060
CRRSAA Grant Funds	\$ 3,506,560	\$ 3,506,560	\$ 3,506,560
TOTAL OPERATING REVENUE	\$ 31,341,011	\$ 27,532,815	\$ 27,076,563



THANK YOU





LYNX CONNECTIVITY

LYNX Fixed-Route Average Daily Boardings & Alightings by SunRail Station Area													
SUNRAIL STATION	Fiscal Year 2021												ANNUAL DAILY AVERAGE
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
<i>Days of Operation</i>	22	19	22	19	20	23	22	20	22	22	22	23	256
Sanford	112	279	266	219	211	228	146	271	256	196	173	222	215
Lake Mary	42	49	56	49	51	57	74	64	51	51	60	65	56
Longwood	39	57	50	65	62	66	69	66	40	51	51	53	56
Altamonte Springs	40	101	80	112	30	55	13	38	37	81	111	108	67
Maitland	15	12	14	12	11	10	15	14	12	10	15	10	13
Winter Park	201	227	255	236	234	241	227	226	168	216	227	217	223
Florida Hospital/Health Village	246	255	248	245	265	260	280	210	261	181	282	275	251
LYNX Central Station													-
Church Street Station													-
Orlando Health/Amtrak	17	20	20	12	13	17	18	17	21	18	17	18	17
Sand Lake Road	71	87	73	79	82	112	91	111	84	148	151	146	103
Meadow Woods	77	80	76	80	55	65	71	85	38	53	49	96	69
Tupperware	7	11	11	10	10	12	8	10	6	12	10	12	10
Kissimmee Intermodal													-
Poinciana	4	4	3	3	5	4	5	5	2	5	4	6	4
Total - All Stations	871	1,182	1,152	1,122	1,029	1,127	1,017	1,117	976	1,022	1,150	1,228	1,083
Percent change from FY 20 to FY 21	-54%	-32%	-19%	-30%	-45%	-34.3%	733.6%	34.6%	10.3%	4.7%	-21.2%	-7%	-27%

N/A – Ridership was not collected due to bus not having Automatic Passenger Counter (APC); as of August 2020 all LYNX vehicles are equipped with APC's.

*Due to COVID-19, Orange & Osceola Counties instituted a stay-at-home order on March 26 and bus service was reduced on March 30, 2020. This caused a drop in ridership.

**Bus service was re-instated on May 11, 2020.

**Bus service was not provided to this station during the reduced schedule that took place on March 30 and ended on May 9, 2020.





LYNX CONNECTIVITY

LYNX Fixed-Route Average Daily Boardings & Alightings by SunRail Station Area													
SUNRAIL STATION	Fiscal Year 2022												ANNUAL DAILY AVERAGE
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
<i>Days of Operation</i>	21	21	23										65
Sanford	233	237	258										243
Lake Mary	61	59	63										61
Longwood	60	63	58										60
Altamonte Springs	108	100	92										100
Maitland	12	13	14										13
Winter Park	233	236	260										243
AdventHealth	285	270	288										281
LYNX Central Station													-
Church Street Station													-
Orlando Health/Amtrak	24	19	25										23
Sand Lake Road	157	181	167										168
Meadow Woods	92	86	81										86
Tupperware	12	14	12										13
Kissimmee Intermodal													-
Poinciana	6	4	4										5
Total - All Stations	1,283	1,282	1,322	-	-	-	-	-	-	-	-	-	1,296
Percent change from FY 21 to FY 22	47%	8%	15%										18%

N/A – Ridership was not collected due to bus not having Automatic Passenger Counter (APC); as of August 2020 all LYNX vehicles are equipped with APC's.

*Due to COVID-19, Orange & Osceola Counties instituted a stay-at-home order on March 26 and bus service was reduced on March 30, 2020. This caused a drop in ridership.

**Bus service was re-instated on May 11, 2020.

**Bus service was not provided to this station during the reduced schedule that took place on March 30 and ended on May 9, 2020.





LYNX CONNECTIVITY

LYNX Feeder Bus Route Analysis (Phase II Routes)

LINK	December		Change	% Change
	FY21	FY22		
18	14,810	17,361	2,551	17%
418	2,946	3,813	867	29%
155	332	669	337	102%
306	1,029	1,548	519	50%
604	110	44	(66)	-60%
631	345	248	(97)	-28%
632	216	183	(33)	-15%
709	780	962	182	23%



VOTRAN CONNECTIVITY

December 2021

Activity at DeBary Station	Fiscal year 2020												Annual Daily Average
	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	
Days of Operation	23	20	21	22	20	22	22	20	22	23	21	21	257
Total Monthly Ridership	1,493	964	1,563	1,389	1,036	889	115	135	926	892	851	889	11,142
Avg Daily Ridership	65	48	74	63	52	40	5	7	42	39	41	42	43

Activity at DeBary Station	Fiscal year 2021												Annual Daily Average
	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	
Days of Operation	22	20	22	20	20	20	22	20	22	22	22		232
Total Monthly Ridership	827	616	664	478	561	542	753	788	800	1,049	1,120	896	9,094
Avg Daily Ridership	38	31	30	24	28	27	34	39	36	48	51	43	36

Activity at DeBary Station	Fiscal year 2022												Annual Daily Average
	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	
Days of Operation	21	21	23										65
Total Monthly Ridership	670	684	709										2,063
Avg Daily Ridership	32	33	31										32

NOTES: April and May of 2020 ridership decreased due to COVID-19, May 2020 ridership was not accurately counted due to fare suspension.



DISCUSSION ITEMS

TRANSITION UPDATE
MIKE DEPALLO



Project Status Update

February 3, 2022
10:00 am

CFCRC Board
Meeting

SunRail

Transition Plan

Consulting

Services



Today's Discussion Items



UPDATE ON TRANSITION ANALYSIS



REVIEW OF OTHR AGENCY
EVALUATION/REFINED ALTERNATIVES
ANALYSIS METHODOLOGY

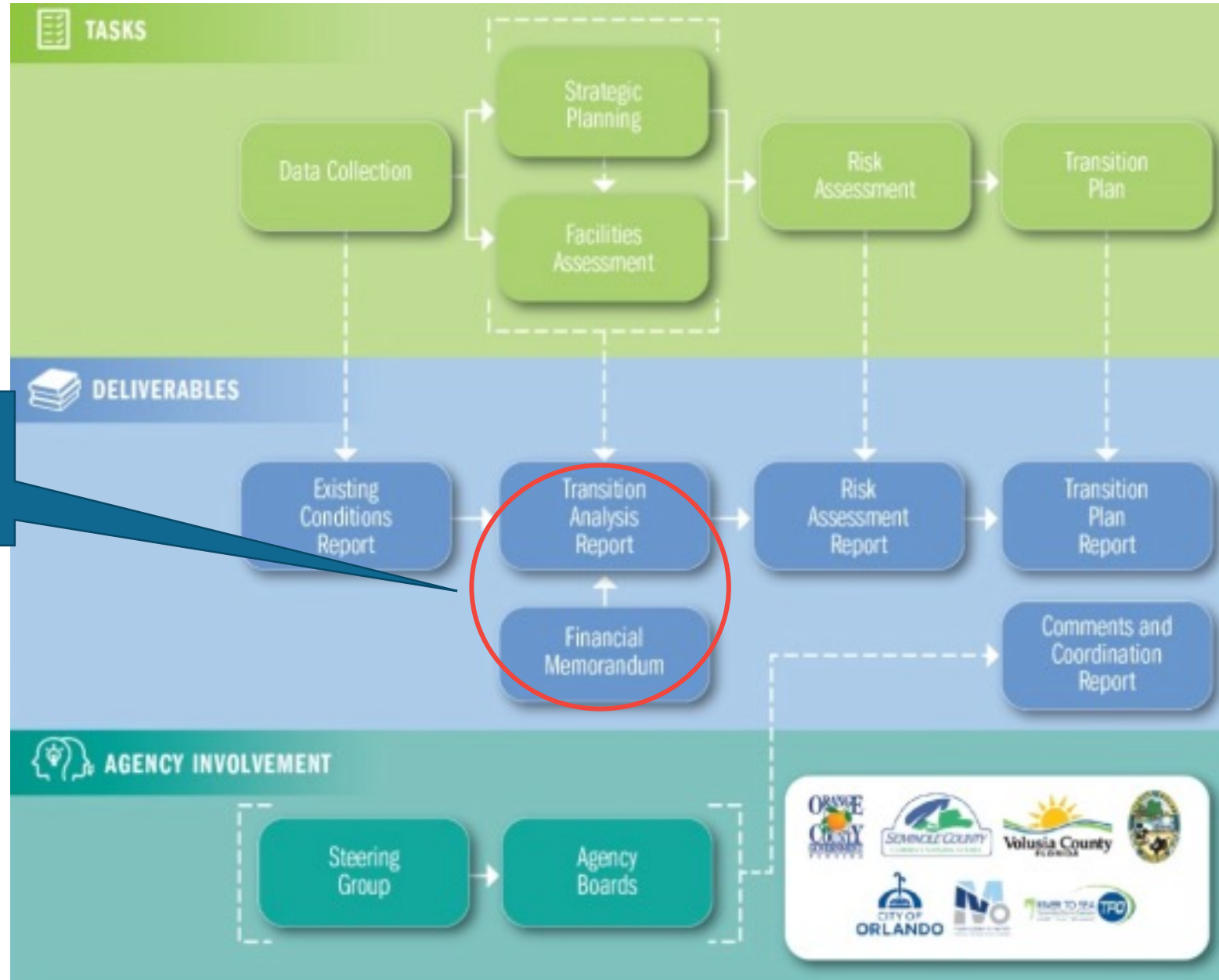


SCHEDULE UPDATE

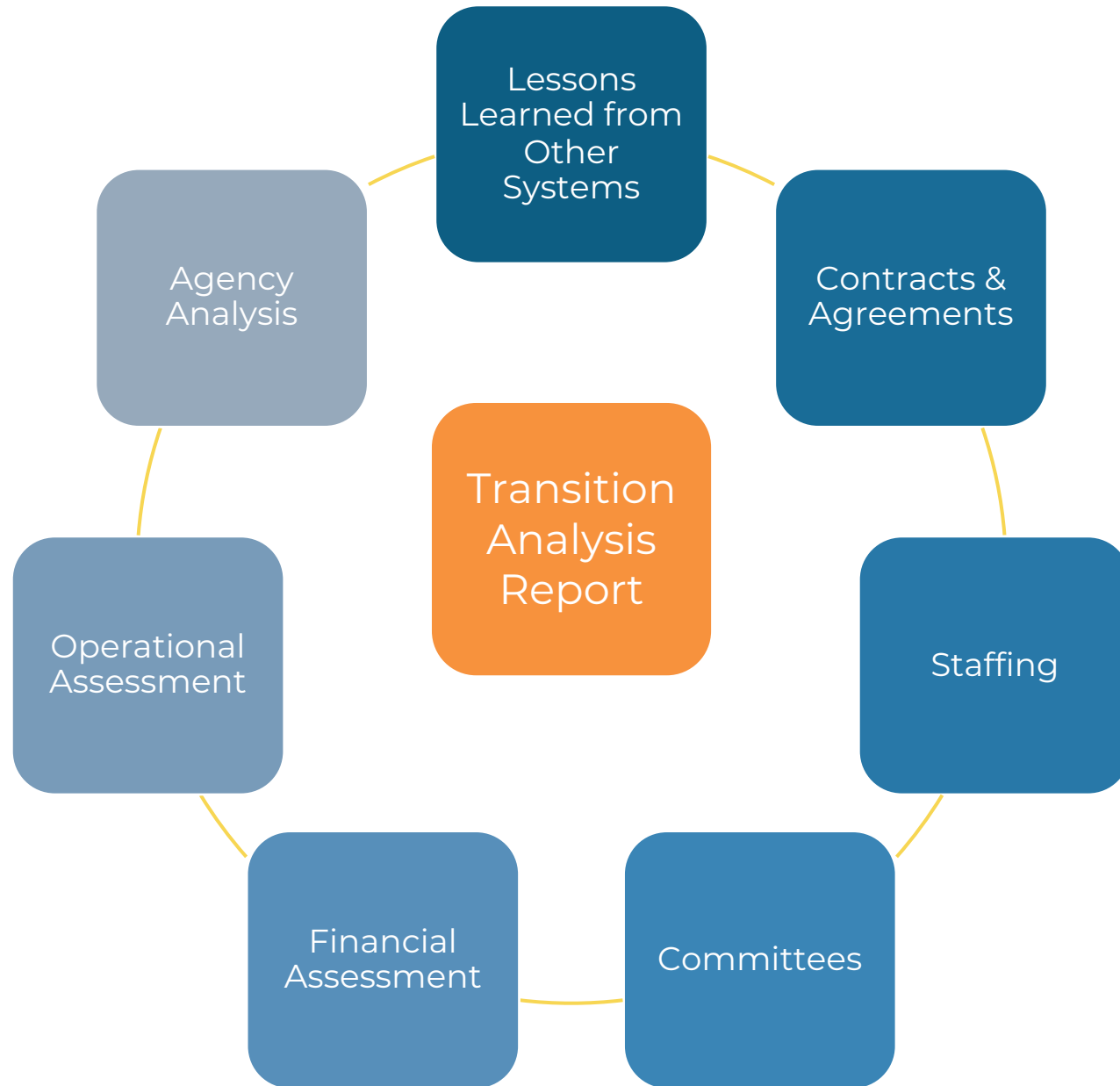


Transition Study Process – Current Status

We are here



Transition Analysis Framework



Contracts/Agreements Analysis

Operating Contracts – Updates

- 1) FDOT has extended most operating contracts to mid-2024 or later.
- 2) If the FDOT Funding Period ends in 2024, some critical contracts should be either re-procured by FDOT prior to transition or CFCRC should commence procurement a minimum of one year prior.
- 3) Scope of operating contracts are being reviewed for the potential to bundle certain work packages under fewer contracts to ease CFCRC's administrative burden and cost.
- 4) WSP is reviewing several of the contractors' recent monthly reports, on-time performance reports, and test and inspection reports to tease out repetitive failures or weaknesses.
- 5) Conduent contract (fare collection) has been terminated; FDOT has awarded a new contract to moovel; Conduent will maintain the software and hardware and provide hosting through implementation of moovel.



Staffing/Committees Analysis

STAFFING

- **Completed:** Review of existing staffing for Operations and Program Management
- **Completed:** Initial meetings with candidate outside agencies to review potential interest
- **Ongoing:** Refined and updated staffing profiles for three options—1 CFCRC all internal), 2 CFCRC (operations contracted), 3 CFCRC contracts with other agency to operate
- **Upcoming:** Completion of agency options and recommendations

COMMITTEES

- **Completed:** Identify and review role, membership, and operation of existing SunRail committees
- **Ongoing:** Determining which committees and functions should continue after transition, and if new committees or functions are necessary. Variance based on governance scenarios will be highlighted.



Financial Analysis

Completed: Overview of existing procedures to obtain revenue, NTD reporting, and considerations for the transition of the fare system

Ongoing: Finalizing the operating scenarios and costs of the staffing positions to be included in the 5-year budget in coordination with the Governance team

Upcoming: Revising the financial analysis model and incorporating results from the governance scenarios



Fare System Analysis

Ongoing: Review current fare collection environment, systems, devices and processes

Upcoming: Overview of new fare system contract (DBOM)

Future: During Transition Period



Operational Analysis

Completed: Assessment of State of Good Repair (SOGR)

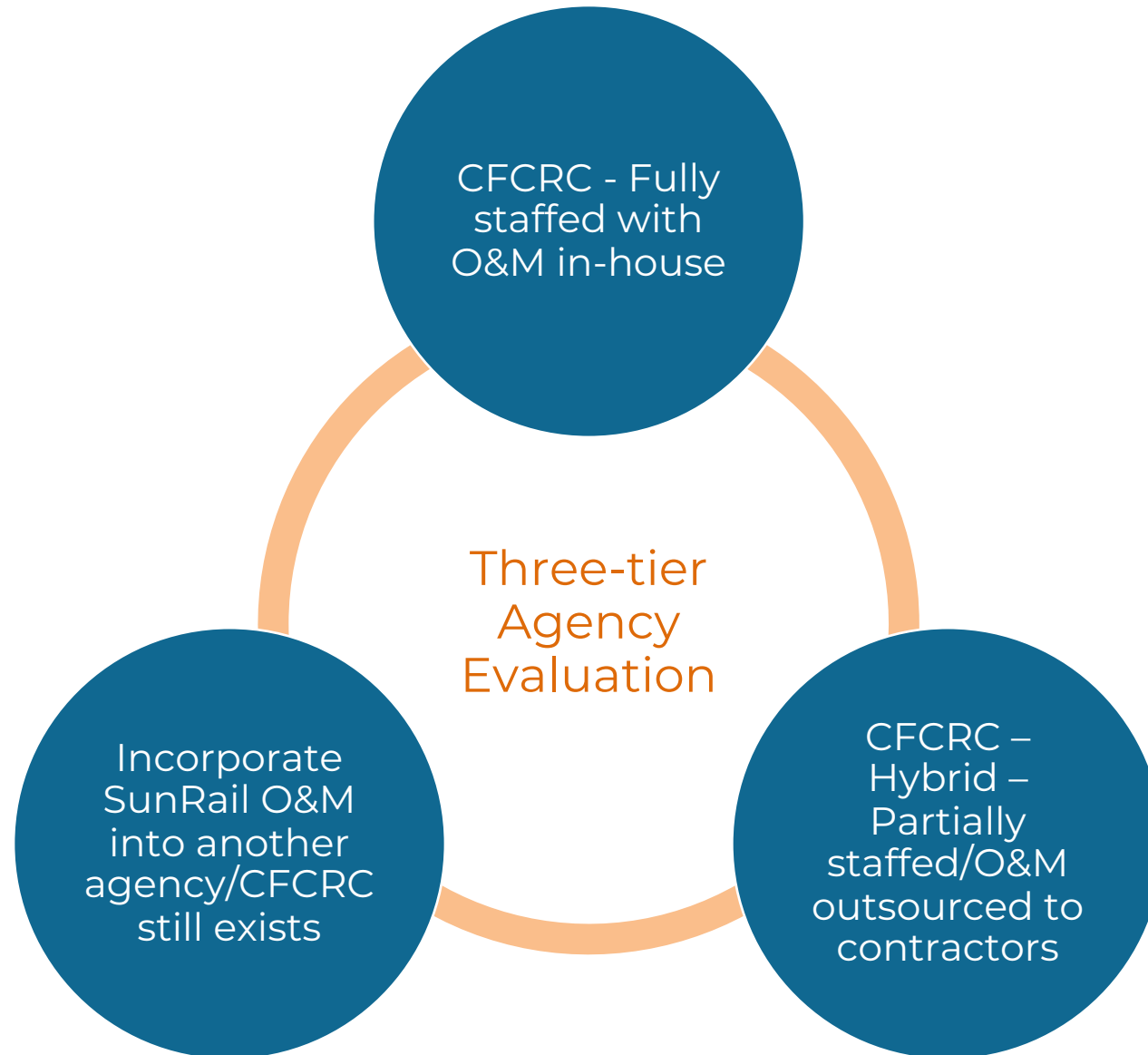
Completed: Operating Rules Review and Assessment

Completed: Operational Issue Assessment with FRA

Completed: FRA New Starts Requirements



Three Agency Options are Being Evaluated



Other Agency Options Considered

- LYNX
- Brightline
- CFX



Other Agency Evaluation Criteria

Criteria	
Categories	Representative Criteria
Legal	<ul style="list-style-type: none"> • Authority to operate in all jurisdictions • Procurement capacity • Civil rights rules compliance
Governance	<ul style="list-style-type: none"> • Local office
Financial	<ul style="list-style-type: none"> • Financial capacity • Ability to receive state and local grants
Organization	<ul style="list-style-type: none"> • Technical capacity • Rail system safety expertise • Railroad engineering expertise • Capital program • Treasury function to manage revenue • Customer service experience • Federal Railroad Administration experience • Service contract oversight



Other Agency Initial Ranking

Weighting of Criteria				
	1 point	Lower than average importance in comparison to other criteria		
	2 points	Average importance in comparison to other criteria		
	3 points	Higher than average weighting in comparison to other criteria		
Application of Consolidated Weighting from Five Funders (Osceola, Orange, Volusia, Seminole, City of Orlando)				
NOTE: Points were given if agency currently meets criteria or could meet it through recruiting appropriate expertise.		CFX	Brightline	LYNX
		47.8	49.4	52.4



Key Pros and Cons for Candidate Agencies

CFX	Brightline	LYNX
Key arguments in favor/pros		
<ul style="list-style-type: none"> • Strong financial capacity • Likely ability to bring on rail expertise • Engineering expertise • Customer service strength • Revenue management expertise 	<ul style="list-style-type: none"> • Can operate in all SunRail jurisdictions • Runs full-service passenger rail service with in-house staff • Strong marketing capability • Experience with FRA regulation 	<ul style="list-style-type: none"> • FTA experience and FTA grant recipient • Likely ability to bring on rail expertise • Back-office functions mirror SunRail organization • Experience overseeing out-sourced service contracts
Key arguments against/cons		
<ul style="list-style-type: none"> • May need legislative change to operate outside current boundaries • No FTA experience including grant rules compliance • No rail or transit experience; will have to build from scratch 	<ul style="list-style-type: none"> • Cannot be FTA grant recipient • No experience managing out-sourced service contracts • Not a public agency; CFCRC would need to hire staff to oversee public money 	<ul style="list-style-type: none"> • No rail experience



Agency Assessment Next Steps

LYNX Other Agency Option to Compare to Commission Options

- Follow up meeting with LYNX to develop refined LYNX staffing profile

Recommendation of No Further Evaluation of CFX and Brightline

- Discussion



Updated Staffing Profiles

Option		Assumptions	Est. Posits.	Comments
1	CFCRC-All direct hires	<ul style="list-style-type: none"> CFCRC is operating entity All positions (including operations) filled with CFCRC positions 	187.5	
2	CFCRC-Operations contracted	<ul style="list-style-type: none"> CFCRC is operating entity Ops positions contracted out per current FDOT arrangements 	51.5	Could be reduced to 36 with contracting 15.5 administrative positions
3	CFCRC-All functions contracted to existing organization (LYNX)	<ul style="list-style-type: none"> CFCRC is policy board All functions contracted to existing organization which contracts out operations Based on LYNX analysis 	9 (12.5 more pending further discussion)	<ul style="list-style-type: none"> Based on analysis of LYNX org chart; Existing LYNX positions take on corresponding SunRail responsibilities; Selective additions to handle extra work Decisions still pending on some including contract oversight



Criteria to Assess Options 1, 2, and 3

Key Criteria

- **Cost to operate SunRail**
- **Time to transition to new model**
- **Cost and effort to transition**

Other Criteria

- Compliant with inter-local agreements or changes required
- Efficient execution of policy, decision-making
- Exercise of management control



Governance Analysis – Next Steps

1. Refined Governance Alternatives Analysis
2. Prepare recommendation on governance structure



Schedule Update

- Transition Analysis
 - *Draft Report - January*
 - *Steering Group Review – February*
 - *Steering Group Comments – March Meeting*
 - *Final Report – April*
 - *Presentation to CFCRC Board and Committees – May Meetings*
- Transition Plan
 - *Draft Report – May*
 - *Steering Group Review - June*
 - *Steering Group Comments – July Meeting*
 - *Presentation to CFCRC Board and Committees – August Meetings*
 - *Agency Board Briefings – September/October*
 - Added Interim briefings if desired
 - *Final Report - November*



Thank you!

wsp.com

wsp



ACTION ITEMS

THANK YOU



NEXT MEETING:

May 5, 2022

10:00 AM

LYNX

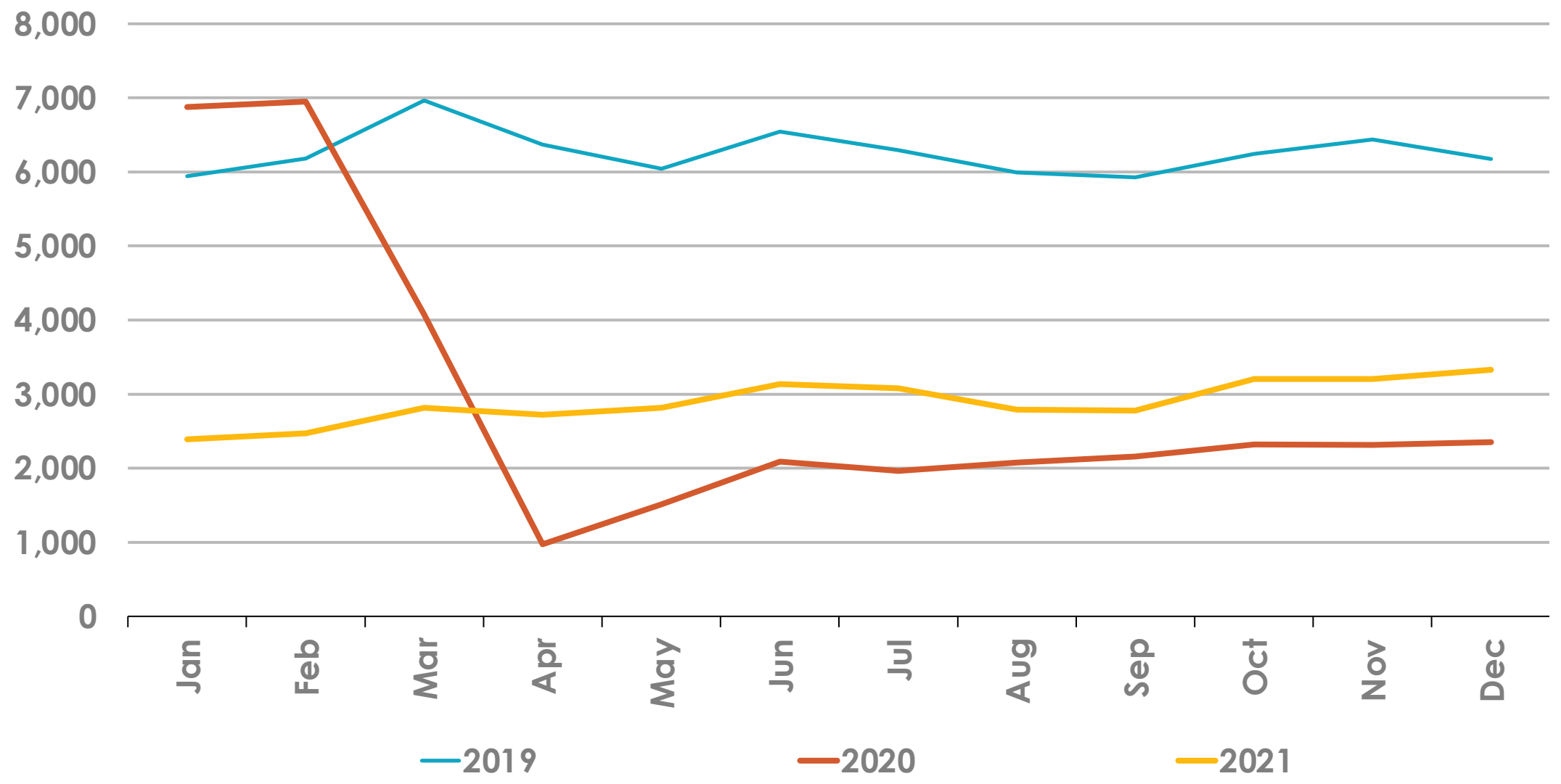


SUPPORTING CHARTS AND DATA



AVERAGE DAILY RIDERSHIP

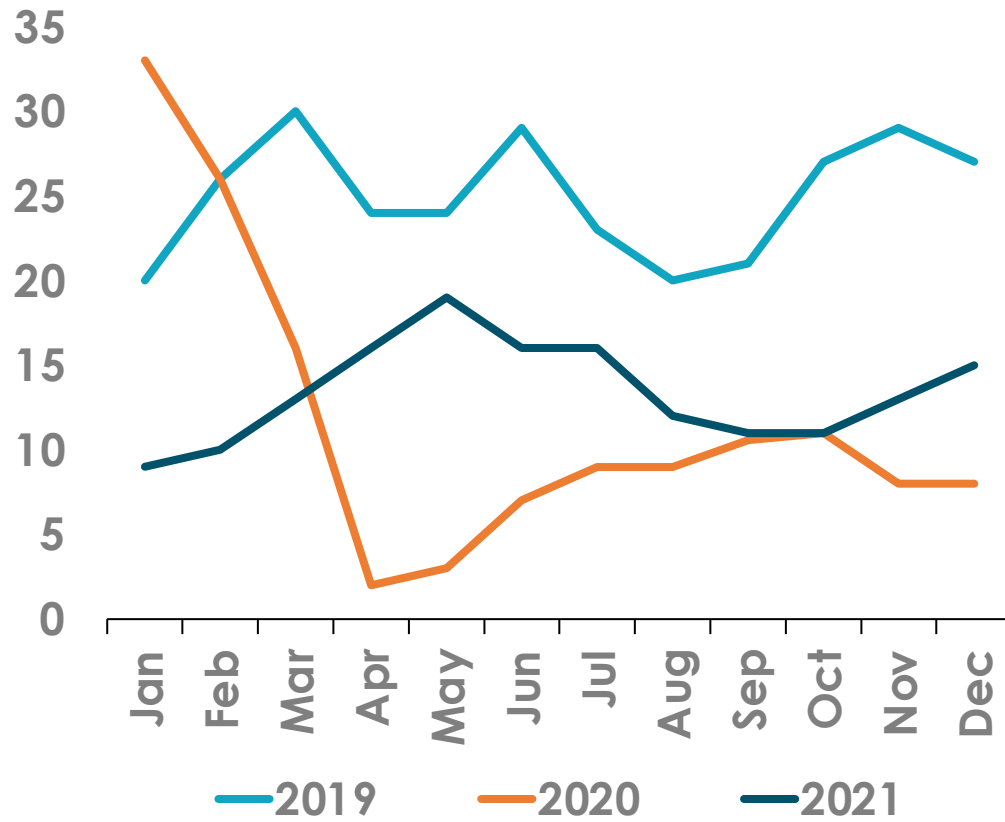
Oct – 3,207 | Nov – 3,204 | Dec – 3,329





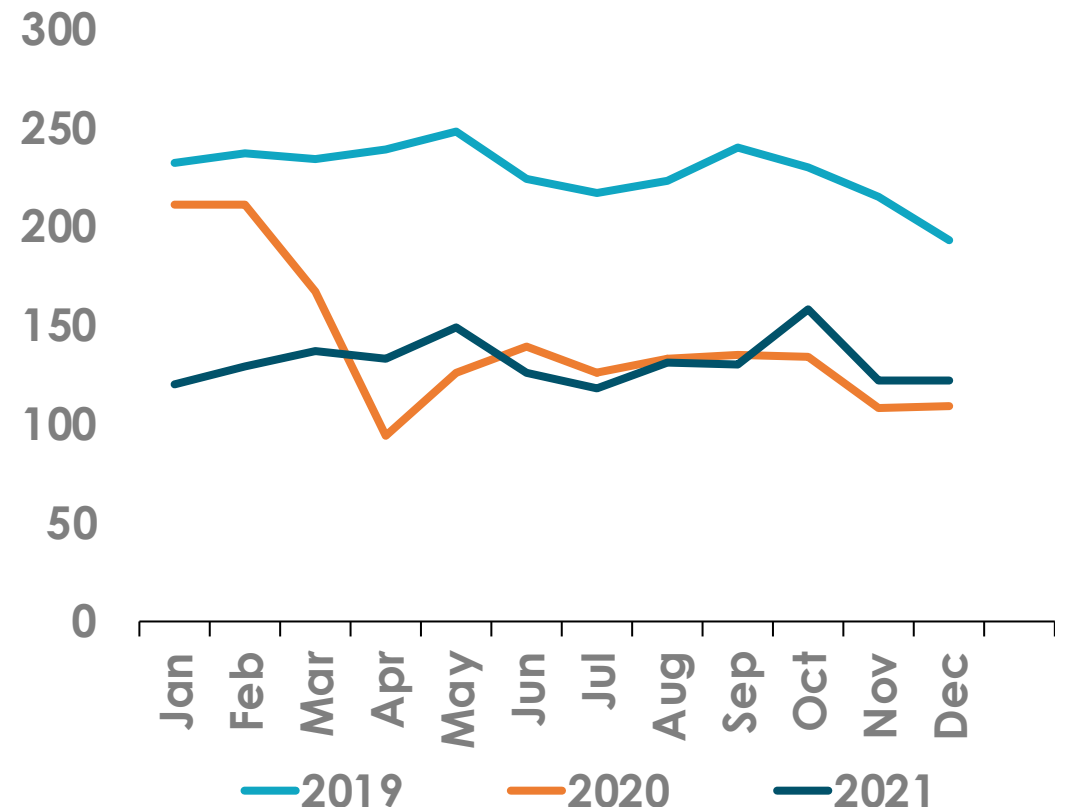
ADA

Oct - Dec Average: 13



BICYCLE

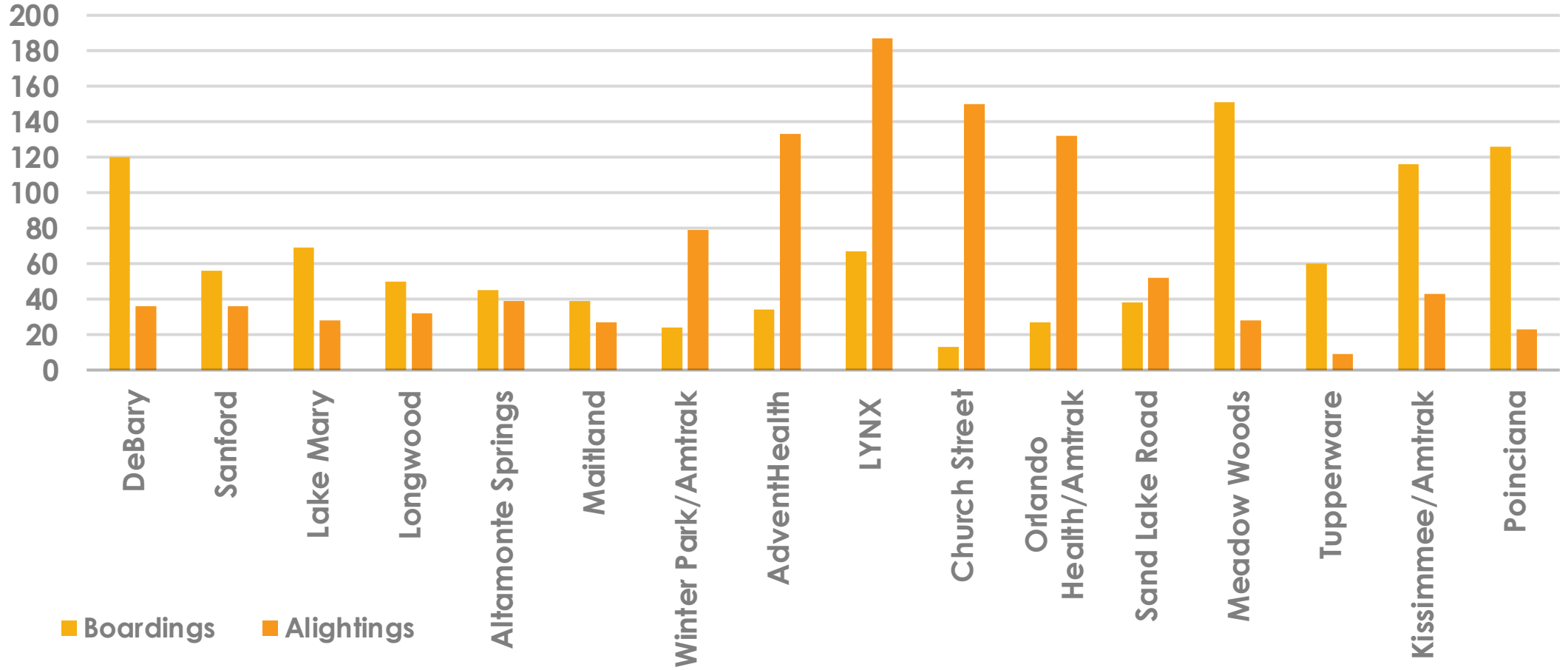
Oct - Dec Average: 134



BOARDINGS & ALIGHTINGS



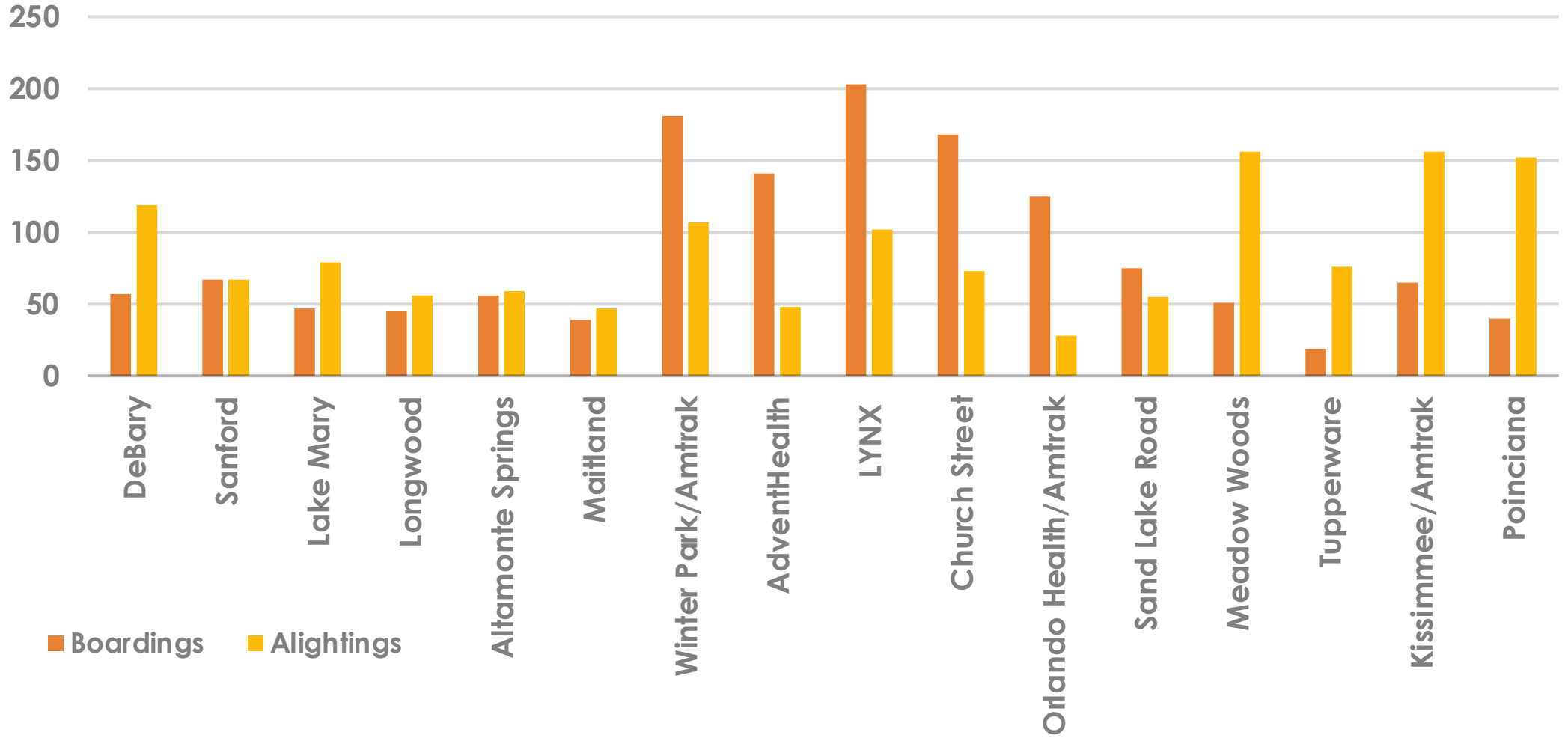
AM PEAK 5:45 AM – 8:45AM (NB from Poinciana) October - December 2021



BOARDINGS & ALIGHTINGS



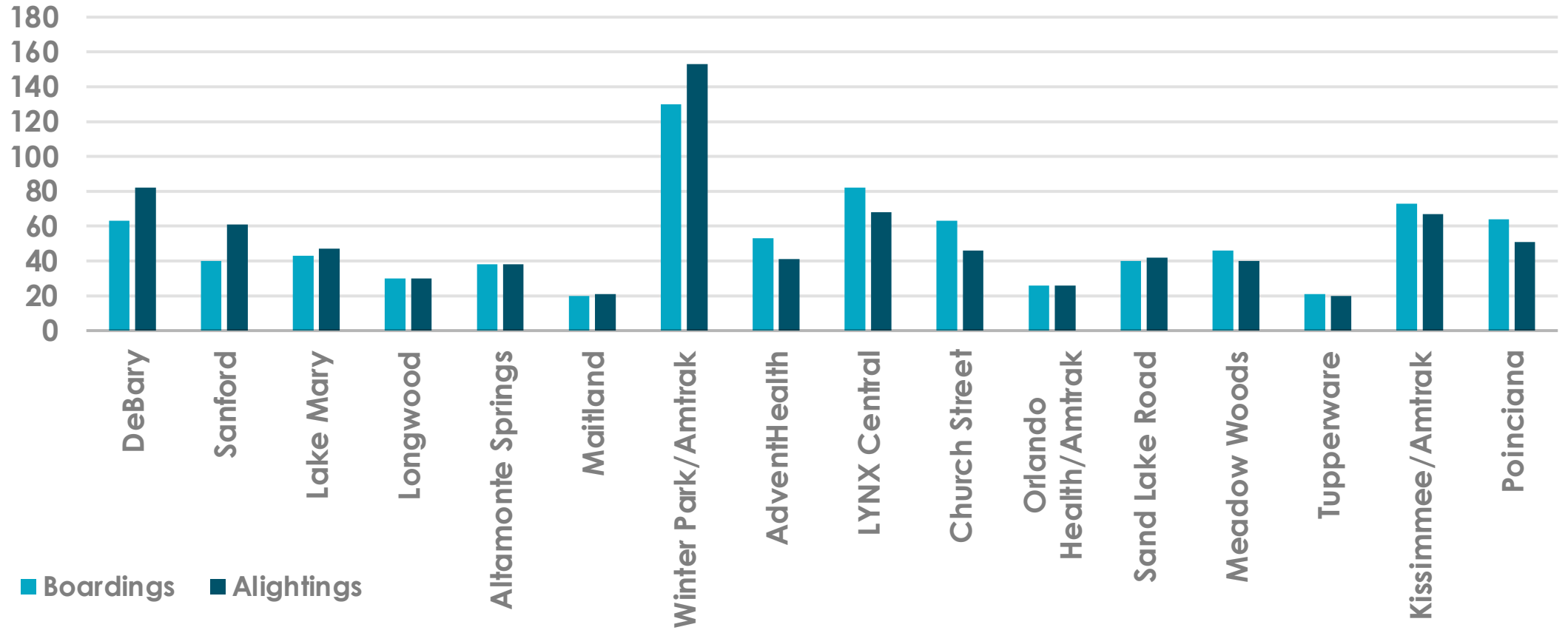
PM PEAK 3:15 PM – 6:25 PM (NB from Poinciana) October - December 2021



BOARDINGS & ALIGHTINGS



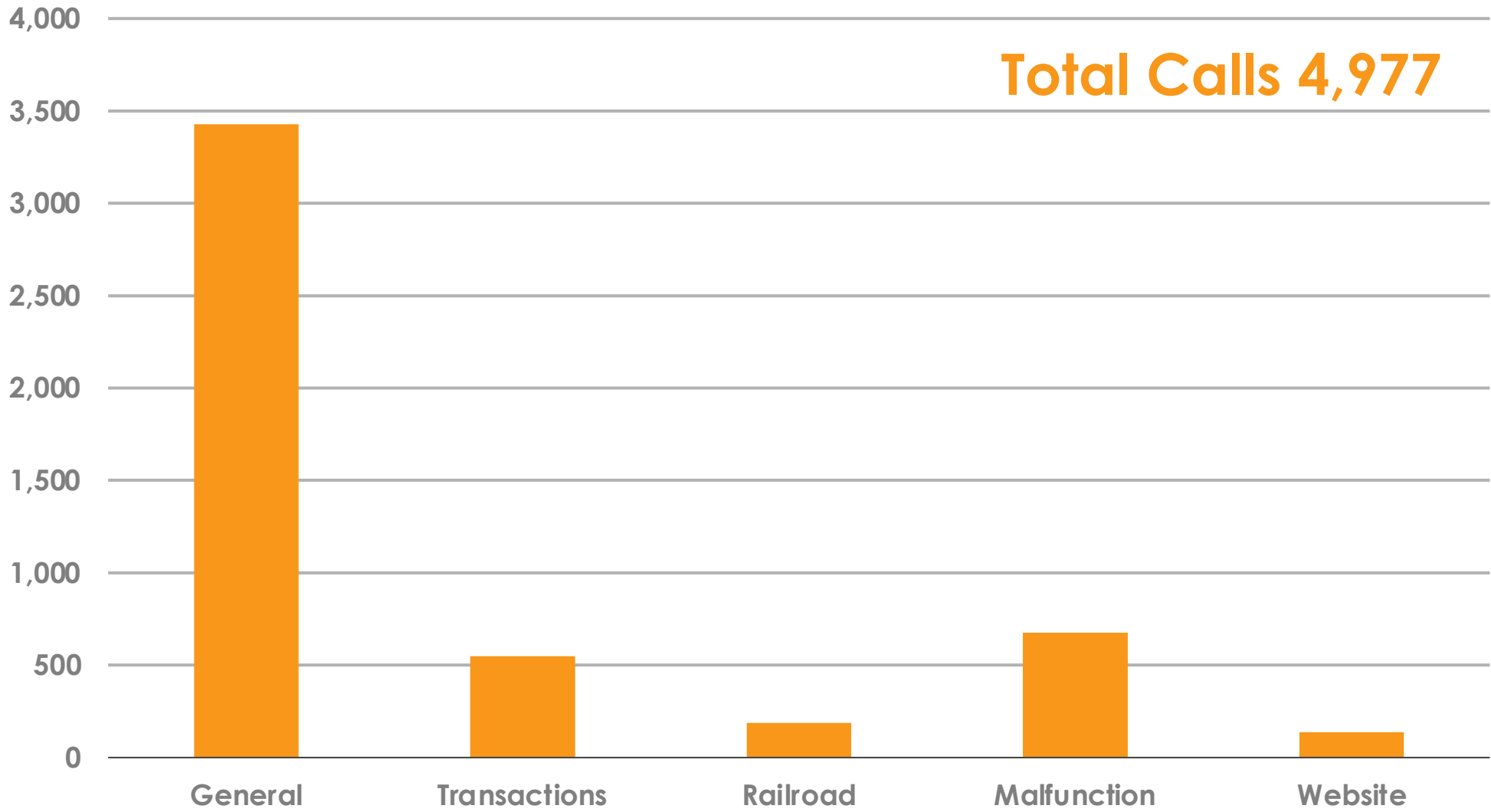
OFF PEAK
10:45 AM – 2:45 PM; 7:25 PM – 9:55 PM (NB from Poinciana)
October - December 2021



CUSTOMER SERVICE CALLS



October – December 2021





TRAIN PERFORMANCE DETAIL

October 2021 – December 2021

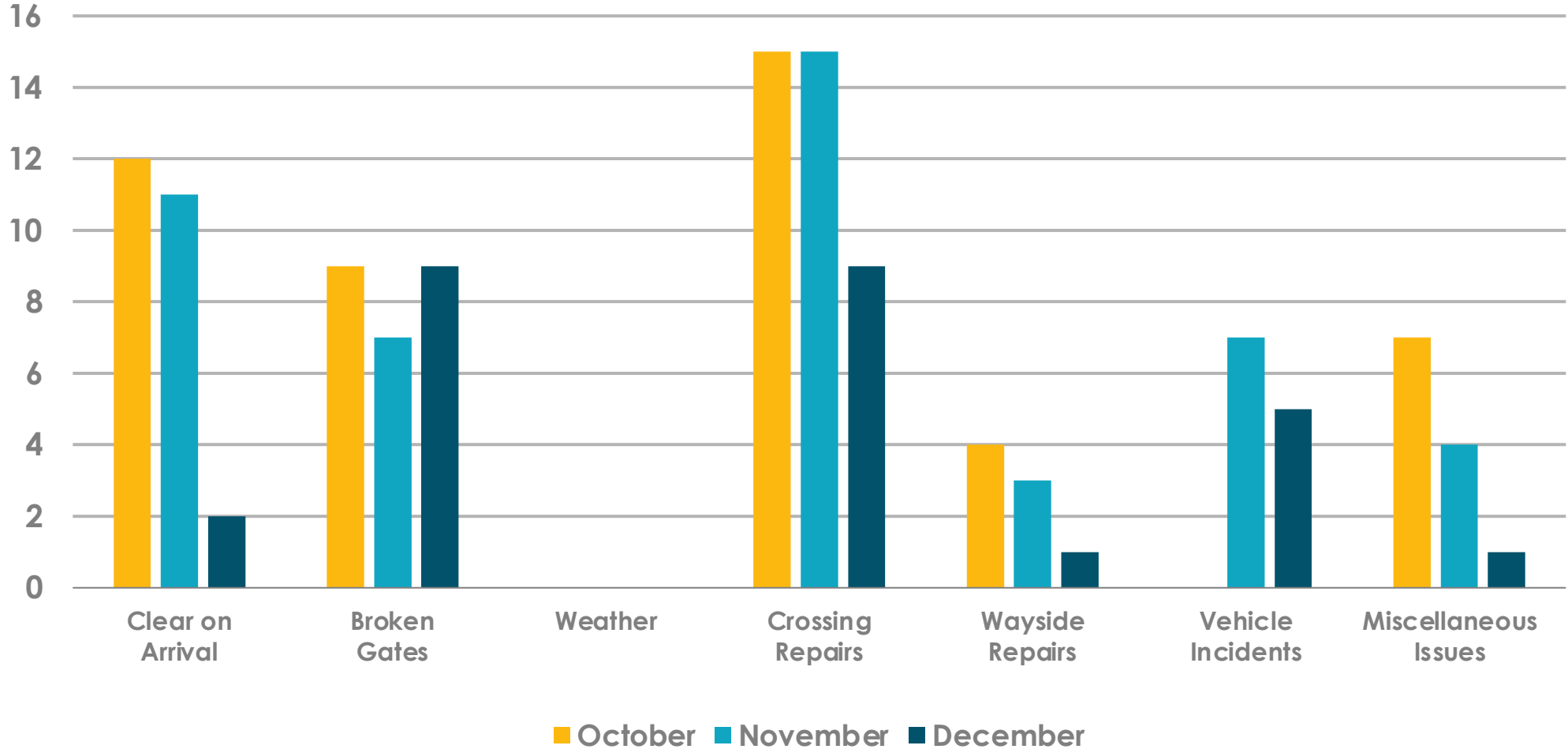
Train Performance Overview		Trains	Percentage	
On-Time		2,515	96.7%	
Late		85	3.3%	
Annulled		0	0.0%	
Total Trains Operated		2,600	100.0%	
Performance Detail		Days	Trains	Percentage
Mechanical		7	9	0.3%
Other		8	17	0.7%
Passengers		8	8	0.3%
Police Activity		10	27	1.0%
ROW Foul		0	0	0.0%
Signals & Components		7	7	0.3%
Train Interference		4	4	0.2%
Trespasser/Grade Crossing/Near Misses		4	11	0.4%
Total (Rounded)			85	3.3%

Note: Only categories with a value greater than zero are displayed and rounded to one decimal.



OCTOBER 2021 – DECEMBER 2021

CFRC SIGNAL SYSTEM INCIDENTS



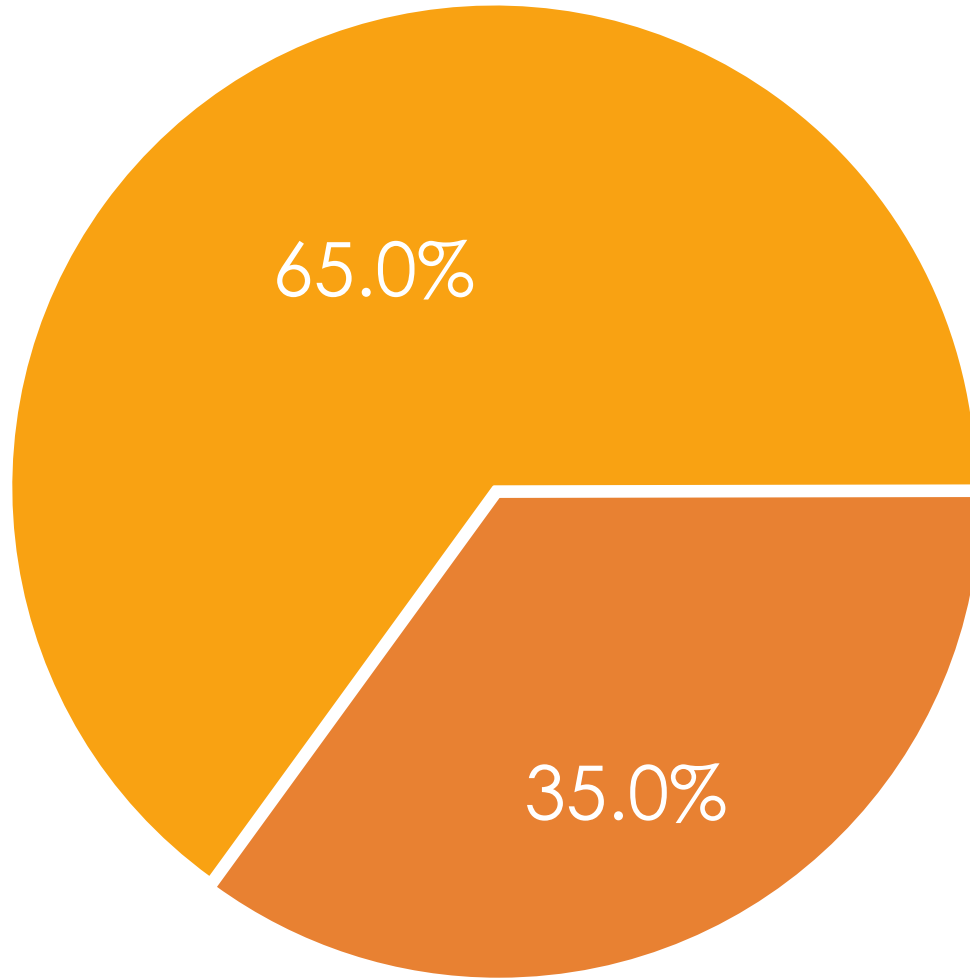


QUIET ZONES

Jurisdiction	Status
Edgewood	Quiet Zone Established
Orange County	Quiet Zone Established • Estimating costs for additional crossings for new Quiet Zone
Maitland	Quiet Zone Established
Winter Park	Quiet Zone Established
Seminole County	Coordinating with FRA CFRC and Seminole County have addressed FRA comments.
City of Orlando	Two additional crossings upgrades in progress. (South St./Washington St.) Will be completion January 10, 2022
City of Kissimmee	Quiet Zone Established

Local communities may apply for quiet zones and information is available on the “About” page at SunRail.com





■ Maintenance ■ Improvements

■ **Maintenance**

Non-recurring corrective or preventive maintenance or in-kind replacement

■ **Improvements**

Extend the useful life, increase the value or add new uses

