

NOTICE AND AGENDA OF PUBLIC MEETING OF THE TRANSIT AUTHORITY OF LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT (LEXTRAN) BOARD OF DIRECTORS

Pursuant to KRS 96.A, the Lextran Board of Directors is to meet monthly. The next meeting will be:
Wednesday, April 26, 2023 at 10:00 a.m. EST

Meeting location:

**Lextran – Room 110
200 West Loudon Avenue
Lexington, KY 40508**

Pursuant to KRS 61.810, the Board may enter into Closed Session, but shall not take any action in a Closed Session.

Pursuant to the Americans with Disabilities Act, persons with a disability may request a reasonable accommodation for assistance with the meeting or meeting materials. Please contact Emily Elliott at 859-255-7756. Requests made as early as possible will allow time to arrange accommodation.

MEETING INSTRUCTIONS

The April 2023 Board of Directors meeting will be held in person.

The livestream is available on Youtube at:

<http://bit.ly/lextranmeeting>

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BOARD OF DIRECTORS MEETING

April 26, 2023

10:00 a.m.

MEETING AGENDA

- | | | |
|-------|---|---------------|
| I. | Call to Order & Roll Call | 10:00 |
| II. | Public Comment on Agenda Items / Public Hearing | 10:05 – 10:10 |
| III. | Approval of Minutes – March 2023 Meeting | 10:10 – 10:15 |
| IV. | Chair’s Report (Dowell) | 10:15 – 10:20 |
| V. | Lextran Monthly Performance Report & Financials – March | 10:20 – 10:35 |
| VI. | Action Items | 10:35 – 10:45 |
| | A. Resolution 2023-05 – Operator Uniforms and Maintenance Gear | |
| | B. Resolution 2023-06 – Lextran FY2024 Operating Budget | |
| VII. | Change Order Report | 10:45 – 10:50 |
| VIII. | Old Business | 10:50 |
| IX. | New Business | |
| X. | Proposed Agenda Items | 10:55 |
| | A. Resolution – IT Services | |
| | B. Resolution – Electrician Services | |
| | C. Resolution – Procurement Policy Update, re: HB 522 and KRS 45A.385 | |
| | D. Presentation – RAMP Program Update | |
| XI. | Closed Session | 10:55 – 11:10 |
| XII. | Adjournment | 11:10 |

The next business meeting of the Board of Directors is scheduled for May 24, 2023 at 10 a.m.

BOARD OF DIRECTORS MEETING

BOARD MINUTES

March 22, 2023

MEMBERS PRESENT

Harding Dowell, Board Chair
George Ward
Leidy Borges-Gonzalez (via Zoom)
Paul Schoninger
Christian Motley
Judge Lindsay Hughes Thurston
Dr. Koffi Akakpo

ABSENT

Jamie Rodgers, Vice Board Chair

STAFF PRESENT

Jill Barnett, General Manager
Byron Robinson, Assistant General Manager
Chris Withrow, Director of Maintenance
Fred Combs, Director of Planning, Technology, and Community Relations
Jason Dyal, Director of Operations
John Givens, Director of Risk Management
Nikki Falconbury, Director of Finance and Human Resources
Stephanie Hoke, Finance and Purchasing Manager
Deanna Istre, Purchasing Coordinator
Emily Elliott, Community Relations Manager
Jessica Pence, Capital Planner
Alan Jones, Systems Administrator
Jaylen Link, IT Intern

OTHERS PRESENT

Scott Schuette, McBrayer, Lextran Counsel
Adam Jones, BUILD
Kabby Akers, BUILD
23 BUILD Representatives

I. CALL TO ORDER

Board Chair Harding Dowell called the March 22, 2023 meeting of the Lextran Board of Directors to order at 10:02 a.m. Mr. Dowell performed a roll call to determine which members were present. Quorum was achieved.

II. PUBLIC COMMENT

Adam Jones, representing BUILD, provided public comment. Mr. Jones described BUILD as a coalition of 27 congregations around Lexington working to solve a range of community problems in Lexington. Mr. Jones stated that BUILD believes transit is a connection to better health outcomes, to community, and is a key to independence. They met with over 400 people in their congregations to learn more about transportation gaps that impact the community. They discovered the bus system works great for many people in Lexington, but some people live too far from the bus route, and some cannot manage public transportation due to disability. Mr. Jones said he would be taking a parishioner to the hospital early in the morning because Wheels does not offer service during the hours needed and the parishioner cannot afford an Uber. Mr. Jones stated he has transported many parishioners to and from the emergency room and the grocery store. He added that they met with New Vista and stated that New Vista cited public transportation as an issue for those accessing mental health care. Mr. Jones suggested cities across the country are closing these gaps with on-demand microtransit service. Mr. Jones is meeting with Fred Combs on April 10th and asked if Ms. Barnett will attend. Ms. Barnett confirmed she will be in attendance. Mr. Jones extended an invitation to all in attendance for the Nehemiah Action on April 24th at the Central Bank Center. Mr. Jones said they want to work with Lextran to fill gaps so neighbors have the transportation that they need in Lexington.

III. APPROVAL OF MINUTES

Mr. Dowell called for a motion to approve the minutes from the February 22, 2023 meeting of the Lextran Board of Directors. Mr. Motley made a motion to approve the minutes and Mr. Ward seconded. The motion passed unanimously.

IV. CHAIR'S REPORT

There was no chair's report.

V. LEXTRAN PERFORMANCE REPORT & FINANCIALS

Ms. Barnett shared that Lextran, TANK, TARC, and the Kentucky Public Transit Association received correspondence from Amalgamated Transit Union (ATU) International regarding Senate Bill 7. ATU International has asked the Governor to veto Senate Bill 7, which would prohibit voluntary payroll deduction for union dues. Ms. Barnett has asked Lextran counsel, McBrayer, for feedback on this matter.

Ms. Barnett shared that she and Emily Elliott visited Washington DC last week to attend the American Public Transportation Association (APTA) Legislative Conference where they had the opportunity to come together with experts in the industry and visit Capitol Hill.

Fred Combs presented the Monthly Performance Report for February 2023, which can be found on pages 8-12 of the March 2023 board packet.

HIGHLIGHTS FOR FEBRUARY:

- Lextran won a \$3 million competitive grant award from the Congestion Mitigation and Air Quality (CMAQ) program which will be used to purchase four CNG buses and six hybrid-electric paratransit vehicles.
- The Transportation Policy Committee authorized \$754,865 under the federal Carbon Reduction Program for the purchase of a new battery electric bus.
- The Federal Transit Administration approved Lextran's automatic passenger counters and data collection program.

Mr. Dowell asked if the awards are to be allocated toward existing contracts for bus purchases. Mr. Combs said the vehicles will be purchased under the current contracts with the exception of the electric paratransit vehicles. Ms. Barnett added that there is not currently a contract to purchase paratransit vehicles. The CNG and Electric buses will most likely be Gillig vehicles due to existing contracts.

Mr. Ward asked if paratransit vehicles are different from a bus. Mr. Combs says they will be smaller cutaway vehicles.

Four commendations were shared from customers for operators and one for a customer service representative. One general commendation was shared regarding an online purchase of passes.

Fixed-route ridership increased by 38 percent in February 2023 compared to February 2022, and FY23YTD ridership is up by 29 percent compared to FY22YTD. Paratransit ridership was about 14 percent lower in February 2023 compared to February 2022 and about eight percent lower compared to the previous month. Trips per mile and hour were greater in FY23YTD than FY22YTD on fixed-route and paratransit. Fixed-route service maintained a positive change over the average ridership of a particular month with a one percent change over the average February.

The number of preventable accidents on fixed-route is on track with last year to date. Paratransit has had zero preventable accidents in February. There was one workers compensation claim for February that was from an incident that happened in March. The injury frequency rate was adjusted to reflect that. Lextran operated 11,702 miles between road calls in February. Maintenance completed 42 of the 42 preventative maintenance inspections in February.

Mr. Ward asked about the status of Paratransit. Ms. Barnett reported that they are trending up slightly, with issues similar to those shared in previous months. RATP Dev recently did a new run bid for their operators, which changed their schedules in an effort to gain efficiency. Ms. Barnett stated that they seem to be meeting the two passenger per hour target, however on-time performance is not as strong as it might be otherwise. There is now six months of data to review for more insight. As opposed to the previous paratransit contract, Lextran is now the primary source of customer feedback for paratransit. Lextran is in regular contact with RATP Dev related to customer complaints and performance. Ms. Barnett stated that riders deserve a reliable service and one that can get them there in a timely manner. She also noted that Lextran is doing what is available given paratransit service is operated by a third party.

FINANCIAL REPORT

Ms. Nikki Falconbury presented the February 2023 Finance Report, found on pages 13-14 of the February 2023 board packet.

Ms. Falconbury reported operating cash for February was strong. She stated smaller amounts of property taxes will continue to come in over the next few months. The property tax has exceeded the total annual budget. Passenger revenue is within budget. Wages and fringe benefits are under budget at this time due to vacancies. Professional services is currently under budget but will likely go up over the next couple of months due to buses needing engine rebuilds. Diesel fuel was on average \$2.98 for the month of February which is lower than the YTD average cost of \$3.64. CNG diesel gallon equivalent is \$2.00. Ms. Falconbury shared that the budget will go to the finance committee soon and the resolution will be seen at the April Work Session and April Board Meeting.

Mr. Motley asked about the status of the ARPA dollars. Ms. Falconbury said the last amount was about \$14 million dollars. Some was spent last year and we are going to use 7 million dollars this year and a small amount next year. Ms. Barnett reminded the Board that ARPA money is provided on a reimbursement basis.

VI. ACTION ITEMS

A. Resolution 2023-03 – Resolution to Purchase One Set (of Four) Mobile Lifts

Ms. Barnett presented Resolution 2023-03, requesting authority to purchase one set (of four) Rotary Flex Max Wireless Mobile Column Lifts from Choice Equipment, LLC.

The Commonwealth of Kentucky Office of Procurement established a Master Agreement for Rotary Lifts, Alignment Lifts, & Accessories with Choice Equipment, LLC on May 1, 2019.

This resolution requests authority to purchase one set of four Rotary Flex Max Wireless Mobile Column Lifts at a total cost not-to-exceed amount of \$61,632. This price includes installation and operator training by a rotary authorized installer.

Judge Thurston asked how the mobile lifts will be assigned to the equipment. Ms. Barnett said this will serve as a replacement for the existing mobile lift that is beyond its useful life. This provides a backup option in the event an inground lift goes down or to use in a bay without an inground lift. The inground lifts are also not compatible with non-revenue vehicles such as a supervisor's vehicle.

Judge Thurston made a motion to approve Resolution 2023-03, seconded by Mr. Motley. The motion passed unanimously.

B. Resolution 2023-04 – Resolution to Award a Contract for Vanpool Services

Ms. Barnett presented Resolution 2023-04, requesting authority to award a contract for vanpool services. Lextran has operated the vanpool program since May 2013 through the utilization of a third-party contractor.

RFP 2022-15 for Vanpool Services was issued on December 19, 2022, with proposals received on February 22, 2023. A staff evaluation committee reviewed and approved the proposals for compliance and responsiveness. A responsive proposal was received from one qualified proposer, **EAN Holdings, LLC dba Commute with Enterprise**.

The proposal from Commute with Enterprise was determined to offer a fair and reasonable price and is recommended for contract award, according to the terms of their proposal in response to RFP 2022-15.

The term of the contract awarded will be for five years. Lextran will pay Commute with Enterprise \$300 per month for each vanpool in operation during that month, which will subsidize the program for those riders. The source of funds for this contract will be Local Mass Transit Funds.

Ms. Barnett stated that Lextran is able to count these ridership numbers toward our total reported to NTD. This service allows Lextran to offer regional service and see where demand is coming from. The trip must either start or end in Fayette County.

Judge Thurston asked about the most popular route. Ms. Barnett said that Frankfort is a popular destination. There are also trips from Madison County.

Mr. Schoninger made a motion to approve Resolution 2023-04, seconded by Dr. Akakpo. The motion passed unanimously.

VII. CHANGE ORDER REPORT

Ms. Barnett shared two change orders for information, with no board action required. The change orders were as follows:

- IBI Group (AVAIL Technology Consultant)
- DC Elevator Company (Elevator maintenance and repair)

IBI Group has an existing contract, this change order was to extend their contract for 2 additional years. DC Elevator Company has the current contract for elevator maintenance and repair. There was an hourly cost increase for quarterly preventative maintenance from \$122.53 to \$128.66.

VIII. OLD BUSINESS.

There was no old business.

IX. NEW BUSINESS

There was no new business.

X. PROPOSED AGENDA ITEMS

- A. Resolution – IT Services
- B. Resolution – Electrician Services
- C. Fiscal Year 2024 Operating Budget
- D. RAMP Update – requested by Mr. Motley

XI. CLOSED SESSION

There was no closed session.

XII. ADJOURNMENT

Mr. Dowell declared the meeting adjourned. The meeting adjourned at 10:40 a.m.

BOARD OF DIRECTORS WORK SESSION

WORK SESSION MINUTES

April 19, 2023

MEMBERS PRESENT

Harding Dowell, Board Chair
George Ward
Paul Schoninger
Christian Motley
Leidy Borges-Gonzalez

MEMBERS ABSENT

Dr. Koffi Akakpo
Jamie Rodgers, Board Vice Chair
Judge Lindsay Hughes Thurston

STAFF PRESENT

Jill Barnett, General Manager
Byron Robinson, Assistant General Manager
Chris Withrow, Director of Maintenance
Jason Dyal, Director of Operations
Nikki Falconbury, Director of Finance and Human Resource
Fred Combs, Director of Planning, Technology, and Community Relations
John Givens, Director of Risk Management
Jessica Pence, Capital Planner
Alan Jones, Systems Administrator
Stephanie Hoke, Finance and Purchasing Manager

OTHERS PRESENT

Addison Lowry, McBrayer, Lextran Counsel
Joseph David, Lexington Area MPO

I. CALL TO ORDER

Board Chair Harding Dowell called the Lextran Board of Directors April 19, 2023 work session to order at 10:07 am..

II. PUBLIC COMMENT

No public comment.

III. FISCAL YEAR 2024 BUDGET

Lextran General Manager Jill Barnett presented a draft of the Fiscal Year 2024 Operating Budget for Lextran. Ms. Barnett stated the Board's Finance Committee had reviewed the budget in detail and provided feedback on April 14.

Ms. Barnett first presented highlights for fiscal year 2023. Lextran won three competitive grant awards for fixed route fleet replacement, CNG station upgrades, and paratransit fleet replacement. Significant progress was made towards the fleet replacement program in 2023 with delivery of four new CNG buses and two new electric buses. On-route infrastructure improvement projects were completed at 23 bus stops in the Lextran service area as a part of the RAMP program. At the Safety Awards, more than half of the workforce was recognized with an award.

Ms. Barnett presented a sampling of projects and events planned for fiscal year 2024. A 50th anniversary celebration is anticipated for December 2023. There will be an additional focus on the provision of paratransit service improvements, a continued investment in passenger facilities, and an expected delivery of 10 new fixed route vehicles (7 CNG and 3 battery electric). Also anticipated in FY24 is the kick-off of the CAD/AVL replacement project, service improvements based on COA recommendations, and continued work on capital projects such as the Transit Center rehabilitation, Electric Bus Canopy, and CNG station upgrades. There are potential strategic planning efforts and a Long-Range Plan in conjunction with the MPO Metropolitan Transportation Plan, and the collective bargaining agreement expires 6.30.2024 so there is an anticipated kick-off of negotiations with ATU Local 639.

Ms. Barnett presented highlights about the operating budget. Formula funds represent a slight increase over years past due to the Infrastructure Investment and Jobs Act (IIJA). Paratransit expenses represent a growing portion of the operating budget in comparison to years past, partially due to the new contract arrangement. Other expenses have grown due to increased market pricing, contract agreements and anticipated needs. Diesel fuel is budgeted at \$4.25 per gallon, the same as FY23, due to forecasts and recent fuel prices. Ms. Barnett detailed anticipated impacts on the budget line items and asked Nikki Falconbury, Director of Finance and HR, to provide additional detail.

Ms. Nikki Falconbury presented the operating budget. She noted that each line item was gone through in detail at the Finance Committee meeting as well. She described the items included for each revenue line item.

Mr. Harding Dowell asked about the advertising on the buses and the fixed cost amount for advertising. He said there are advertising spaces available that are not being utilized which could be an option for increasing revenue in the future. Ms. Barnett acknowledged the additional spaces other transit facilities may utilize that Lextran has not traditionally utilized. Ms. Barnett describes the current contract arrangement, and that the contractor provides a turnkey service.

Ms. Falconbury explained the operating expense line items. There is an open procurement for health insurance and the results of that will be available soon. There are changing paratransit

expenses due to the new contract. There will be an increase in the usage of CNG this fiscal year once the new CNG buses are received. The CNG-Diesel gallon equivalent has been about \$2.00 this past fiscal year.

Mr. Dowell asked about separating the cost of electricity for electric buses and putting that into a fuel expense as opposed to a utility. Ms. Falconbury responded that we do not have the capability to separate the electric usage now, but the new bus canopy will have its own meter.

Questions from the Board regarding low or no emission vehicles were answered by Ms. Barnett and Ms. Falconbury. Approximately half of the fleet is low or no emission.

Ms. Falconbury presented the 5-year Capital Plan. Questions from the Board regarding spending of grant money and long-term plans were answered by Ms. Barnett and Ms. Falconbury. Ms. Barnett stated that a resolution for budget approval will be presented at the monthly Board meeting. Following that, the City Council will be presented the budget sometime in May. Following that process, Lextran's budget will also be submitted to the State Office of Local Governments. After these steps, the budget will go into effect July 1.

Mr. Ward shared with the Board that he attended the Finance Committee meeting and described some of the changes that were discussed during that meeting.

IV. ADJOURNMENT

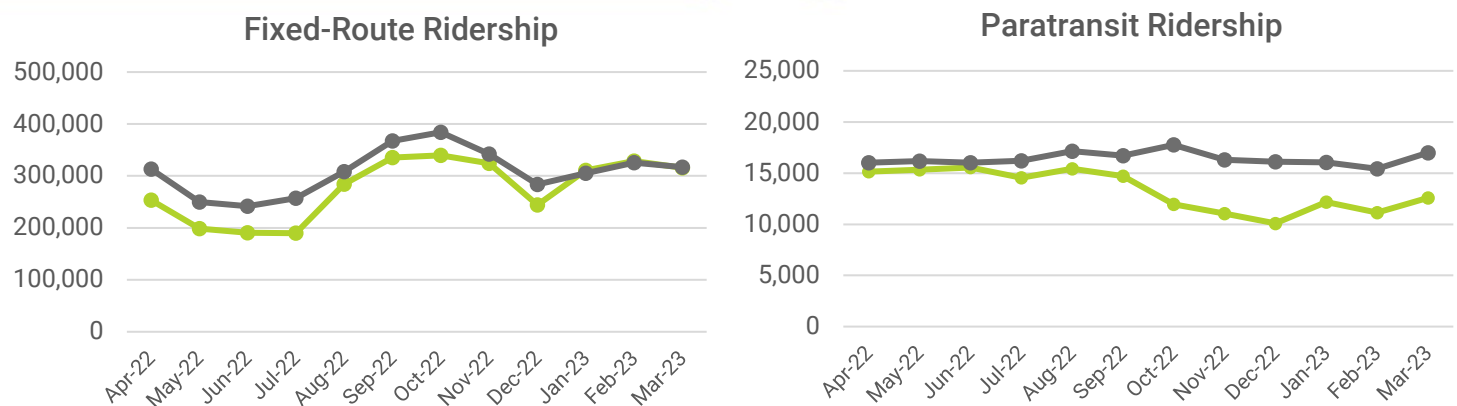
The meeting adjourned by consensus at 10:58 am.

LEXTRAN MONTHLY PERFORMANCE REPORT – MARCH 2023

We serve people and our community with mobility solutions.

Lextran held its annual Safety Awards Banquet on March 26th and recognized 86 operations and maintenance employees for demonstrating safe practices at work. General Manager Jill Barnett and Community Relations Manager Emily Elliott attended the APTA Legislative Conference in Washington D.C. March 12 – 14th. Throughout March, Lextran celebrated Employee Appreciation Month with snacks, coffee, hot dogs, donuts, and ice cream. Lextran employees attended the Transportation Policy Committee Orientation meeting on March 21st.

DEMONSTRATE VALUE TO THE COMMUNITY



Performance Indicator	Fixed Route System			Paratransit (Wheels)		
	This Month	FY23 YTD	FY22 YTD	This Month	FY23 YTD	FY22 YTD
System Production						
Total Ridership	315,477	2,672,113	2,082,165	12,573	112,838	128,364
Weekday Ridership	282,223	2,323,260	1,807,892	9,929	92,713	108,291
Saturday Ridership	19,021	198,961	154,159	1,001	10,068	10,797
Sunday Ridership	14,233	137,768	110,040	805	8,302	8,431
Total Revenue Miles	166,260	1,416,664	1,351,209	69,010	688,574	898,711
Total Revenue Hours	17,840	149,078	149,217	5,872	54,167	69,219
Trips per Mile	1.90	1.89	1.54	0.17	0.16	0.14
Trips per Hour	17.68	17.92	13.95	2.00	2.08	1.85

- Fixed-route ridership increased by 22 percent in March 2023 compared to March 2022, and FY23YTD ridership is up by 28 percent compared to FY22YTD.
- Paratransit ridership was about 20 percent lower in March 2023 compared to March 2022 and about 13 percent higher compared to the previous month.
- Trips per mile and hour remain higher in FY23YTD than FY22YTD on both services.
- Fixed-route service essentially maintained a net zero change over the average March ridership (-0.38 percent).

LEXTRAN IN THE MEDIA

- March 6 – Spring Break Transportation & Parking Updates
<https://www.uky.edu/transportation/newsroom/spring-break-transportation-parking-updates>
- March 11 – Officer-involved accident following arrest of theft suspect
<https://www.wkyt.com/2023/03/11/officer-involved-accident-following-arrest-theft-suspect/>
- March 20 – 19 Things to Know About Living in Lexington
<https://www.extraspace.com/blog/moving/city-guides/things-to-know-about-living-in-lexington/>
- March 29 – Faith coalition prepares to challenge city officials on housing, mental health, violence
<https://www.kentucky.com/news/local/counties/fayette-county/article273704340.html>

COMMUNITY INVOLVEMENT AND OTHER MEETINGS

- March 2 – Public Art Commission
- March 2 – Pedestrian Safety Working Group
- March 3 – Senior Services Commission Meeting
- March 6 – Bluegrass Community Action Partnership Project Coordination Meeting
- March 7 – Empower Lexington Transportation and Land-Use Working Group
- March 9 – IMI + AIM Multimodal Data Integration
- March 10 – US 27 Traffic and Transit Forecasting
- March 10 – Kentucky Refugee Ministries Cultural Orientation
- March 10 – BCTC New Student Orientation
- March 12-14 – APTA Annual Legislative Conference – Washington, D.C.
- March 13 – Winburn Community Partners Meeting
- March 14 – Kentucky Refugee Ministries Quarterly Meeting
- March 16 – “How to Ride” – Providence Montessori
- March 16 – Commerce Lexington Policy Luncheon
- March 20 – Meeting with VM Dan Wu & Lex Arts
- March 20 – “How to Ride” – Providence Montessori
- March 20 – “How to Ride” – Connections at Baptist Health
- March 21 – Kentucky Public Transit Association Board of Directors Meeting
- March 21 – Transportation Policy Committee Orientation
- March 21 – “How to Ride” – Providence Montessori
- March 22 – Commission for People with Disabilities Meeting
- March 22 – Coventry Oak Elementary Career Day
- March 23 – Community Travel Training
- March 24 – Optimal Living Trip Planning Session
- March 24 – Sullivan New Student Resource Fair

- March 24 – Kentucky Refugee Ministries – Refugee and Immigrant Job Fair
- March 26 – Lextran Safety Awards
- March 29 – Henry Clay High School Transition Fair for Students with Disabilities
- March 30 – Drug Free Lex Meeting
- March 31 – Kentuckians for Better Transportation Board of Directors Meeting

DELIVER A HIGH-QUALITY PRODUCT

Performance Indicator	Fixed Route System			Paratransit (Wheels)		
	This Month	FY23 YTD	FY22 YTD	This Month	FY23 YTD	FY22 YTD
Service Quality						
On-Time Performance	89.20%	89.10%	89.87%	60.78%	59.14%	79.72%
Farebox Recovery	6.43%	6.05%	4.62%	N/A	N/A	N/A
Operating Expenses	\$1,619,762	\$14,501,713	\$15,626,976	\$639,156	\$4,914,638	\$3,201,942
Per Mile	\$3.45	\$3.78	\$3.56	N/A	N/A	N/A
Per Hour	\$58.64	\$61.69	\$72.45	N/A	N/A	N/A
Customer Service	This Month	FY23 YTD	FY22 YTD	This Month	FY23 YTD	FY22 YTD
Customer Feedback Totals per 100k Trips	16.55	11.71	24.30	174.98	286.78	175.28
Commendations	0.89	1.17	2.11	0.00	3.52	7.79
Discourtesy	4.02	2.77	5.81	7.95	28.15	67.78
Late or Early	0.45	1.22	2.21	87.49	115.24	31.94
Safety	3.58	1.84	2.88	39.77	39.59	63.88
Passed Boarding	4.47	2.21	6.24	7.95	30.79	0.00
Information and Service Requests	0.45	0.93	1.92	0.00	0.00	0.00
Other	2.68	1.57	3.12	31.81	69.50	3.90
Call Length	1:08	1:13	1:12	1:29	1:35	1:19
Time to Abandon	1:16	1:55	1:01	3:02	2:19	0:54

- Fixed-route on-time performance dipped slightly from the previous month (90.00 percent) and from March 2022 (90.30 percent).
- Paratransit on-time performance dropped to 61 percent compared to 67 percent last month and 79 percent in March 2022.
- There has been a 42% reduction in total Passed Boarding complaints from YTD2022 to YTD2023.
- The rate of paratransit complaints returned to roughly FY22 levels for January, February, and March 2023.

MANAGE AND SUSTAIN RESOURCES

Performance Indicator	Fixed Route System			Paratransit (Wheels)		
	This Month	FY23 YTD	FY22 YTD	This Month	FY23 YTD	FY22 YTD
Safety						
Preventable Accidents per 100,000 miles	0.58	1.68	1.98	6.18	2.15	1.36
Injury Frequency Rate	6.51	11.25	7.63	N/A	N/A	N/A
Days with No Preventable Accidents	30	249	244	26	256	260
Days of Lost Time	95	451	398	N/A	N/A	N/A
Workers Compensation Claims	1	16	11	N/A	N/A	N/A

- From February to March, the number of preventable accidents dropped by four on fixed-route (from five to one).
- The number of preventable accidents increased in the recent month, from zero to five on paratransit.
- The injury frequency rate decreased by one tenth of a point between February and March.
- Days of lost time on fixed-route decreased by fifteen percent between February and March.

Performance Indicator	Fixed Route System		
	This Month	FY23 YTD	FY22 YTD
Maintenance			
Miles between Road Calls	8,751	9,444	8,442
Percent of Preventive Maintenance Inspections on Schedule	100%	100%	100%

- In March, the maintenance department reported 8,751 miles between road calls, a 25 percent drop from the previous month but a 33 percent improvement from March 2022.
- Maintenance completed 100 percent (62 of 62) of scheduled preventive maintenance inspections in March.

Performance Indicator	Fixed Route System	
	This Month	FY23 YTD
Training Activities		
Powered Lift Truck Training	26	26
Customer Service Orientation	6	11
Dispatch and Maintenance Orientation	6	14
Smith System Training	6	24
Electric Bus Training	6	11
Accident Remedial Training	1	24

Procurements	
General IT Services	Open
Uniforms – Operators	Open
Electrician Services	Upcoming
Hybrid Battery Replacement	Upcoming
Customer Service Training	Upcoming

FINANCIALS
BALANCE SHEET

as of March 31, 2023

	CURRENT YEAR-TO-DATE	LAST YEAR-TO-DATE
ASSETS		
Current assets		
Operating Cash	\$31,580,106	\$27,365,520
Accounts receivable	\$4,293,529	\$3,562,443
Inventory	\$872,703	\$784,348
Work in process	\$3,528,113	\$3,257,495
Prepaid	\$388,330	\$359,770
Total Current Assets	<u>\$40,662,781</u>	<u>\$35,329,576</u>
Long term note - Lextran Foundation Inc	\$0	\$8,355,000
Long term asset - Pension	<u>\$1,962,500</u>	<u>\$1,757,884</u>
Total Long Term Assets	<u>\$1,962,500</u>	<u>\$10,112,884</u>
Net capital and related assets	\$35,600,468	\$22,817,501
TOTAL ASSETS	<u><u>\$78,225,749</u></u>	<u><u>\$68,259,960</u></u>
LIABILITIES		
Current liabilities		
Accounts payable	\$840,621	\$545,293
Payroll liabilities	<u>\$557,752</u>	<u>\$588,758</u>
Total Current Liabilities	<u>\$1,398,373</u>	<u>\$1,134,051</u>
Long term liability - Pension	<u>\$464,607</u>	<u>\$1,301,871</u>
Total Long Term Liabilities	<u>\$464,607</u>	<u>\$1,301,871</u>
NET POSITION	\$76,362,769	\$65,824,038
TOTAL LIABILITIES AND NET POSITION	<u><u>\$78,225,749</u></u>	<u><u>\$68,259,960</u></u>

STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET POSITION

March 2023

	FY2023 ACTUAL	FY2023 BUDGET	FY2023 VARIANCE	FY 2022 ACTUAL
REVENUES				
Property taxes	\$21,663,613	\$20,111,561	\$1,552,052	\$19,984,435
Passenger revenue	\$877,211	\$743,938	\$133,273	\$722,546
Federal funds	\$10,914,233	\$13,438,981	(\$2,524,748)	\$9,236,354
Advertising revenue	\$260,000	\$260,000	\$0	\$260,000
Other revenue	\$2,859,550	\$1,868,060	\$991,491	\$1,961,595
Gain/Loss on Investments	\$4,520,394	\$0	\$4,520,394	\$0
TOTAL REVENUES	\$41,095,001	\$36,422,539	\$4,672,462	\$32,164,929
EXPENSES				
Wages	\$8,232,442	\$8,560,280	(\$327,837)	\$8,181,578
Fringe benefits	\$4,262,846	\$4,721,699	(\$458,853)	\$4,260,928
Professional services	\$888,270	\$1,381,622	(\$493,352)	\$794,435
Materials and supplies	\$1,105,868	\$1,012,125	\$93,743	\$919,097
Fuel-Diesel	\$1,000,932	\$1,092,213	(\$91,281)	\$708,007
Fuel-Other	\$484,690	\$318,900	\$165,790	\$324,186
Utilities - Facilities	\$302,883	\$289,449	\$13,434	\$284,030
Utilities - Electric Bus	\$7,231	\$64,500	(\$57,269)	\$24,565
Insurance	\$633,832	\$638,375	(\$4,543)	\$627,463
Fuel taxes	\$147,571	\$150,000	(\$2,429)	\$140,121
Paratransit Expenses	\$5,799,225	\$3,900,000	\$1,899,225	\$3,617,911
Vanpool Expenses	\$30,132	\$15,000	\$15,132	\$16,563
Dues and subscriptions	\$13,079	\$10,800	\$2,279	\$36,532
Travel, training and meetings	\$93,216	\$137,719	(\$44,503)	\$50,469
Media advertising	\$65,416	\$174,750	(\$109,334)	\$73,503
Miscellaneous	\$48,196	\$50,925	(\$2,729)	\$42,946
Leases and rentals	\$2,184	\$0	\$2,184	\$157,074
Depreciation	\$2,433,211	\$2,433,211	\$0	\$2,271,671
TOTAL EXPENSES	\$25,551,224	\$24,951,566	\$599,657	\$22,531,079
CHANGE IN NET POSITION	\$15,543,777	\$11,470,973	\$4,072,804	\$9,633,850
Monthly Average Diesel Cost:	\$2.86			
YTD Average Diesel Cost:	\$3.56			
CNG Diesel Gallon Equivalent:	\$2.00			

MEMORANDUM

April 26, 2023

TO: Lextran Board of Directors

FROM: Jill Barnett, General Manager

SUBJECT: Resolution to Award a Contract for Operator Uniforms and Maintenance Gear

Resolution 2023-05, attached, requests authority to enter into a contract for operator uniforms and maintenance rain gear, winter gear, and safety boots. The Collective Bargaining Agreement outlines the provision of operator uniforms as well as rain gear, winter gear, and safety boots for maintenance employees.

RFP 2023-01 was issued on January 18, 2023, with proposals received on March 17, 2023. A staff evaluation committee reviewed and approved the proposals for compliance and responsiveness. A responsive proposal was received from three (3) qualified proposers:

- National Workwear
- Cintas
- Galls LLC

Interviews were held and proposals were re-scored by the evaluation committee following interviews. National Workwear received the highest-ranking evaluation score and is recommended for the contract award for operator uniforms and maintenance rain gear, winter gear, and safety boots according to the terms as set forth in RFP 2023-01 and the proposal submitted by National Workwear. The term of the contract awarded will be for five (5) years.

The source of funds for this contract is Local Mass Transit Funds.

If you have any questions, please call me at 859.255.7756.

**RESOLUTION 2023-05
TRANSIT AUTHORITY OF LEXINGTON-FAYETTE
URBAN COUNTY GOVERNMENT**

April 26, 2023

WHEREAS, the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) issued RFP 2023-01 for uniforms; and

WHEREAS, RFP 2023-01 resulted in a proposal from three (3) qualified proposers; and

WHEREAS, the proposal from National Workwear received the highest-ranking evaluation score;

BE IT RESOLVED, that the Board of Directors of the Transit Authority of Lexington-Fayette Urban County Government hereby authorizes the General Manager to execute a contract with National Workwear to provide operator uniforms and maintenance rain gear, winter gear, and safety boots according to the terms as set forth in RFP 2023-01 and the proposal submitted by National Workwear. The term of the contract awarded will be for five (5) years. The source of funds for this contract will be Local Mass Transit Funds.

MOTION

SECOND

CHAIRPERSON

DATE

MEMORANDUM

April 26, 2023

TO: Lextran Board of Directors**FROM:** Jill Barnett, General Manager**SUBJECT:** Resolution to Approve the Lextran Fiscal Year 2024 Operating Budget

Resolution 2023-06, attached, requests the Board's approval of Lextran's Fiscal Year 2024 Operating Budget.

Lextran is proud of our mission to "serve people and the community with mobility solutions." The attached package contains the proposed operating budget for FY2024. The total Operating Budget includes expenses of \$33,963,592 and the capital plan for FY2024 totals \$21,417,405.

The Budget was presented to the Lextran Finance Committee on April 14, 2023, and presented to the Lextran Board of Directors at the work session on April 19, 2023. The budget includes expected revenues from federal sources, including American Rescue Plan Act (ARPA) funds as well as Section 5307 formula funds for capital maintenance and paratransit expenses. The 5307 formula funds represent a transfer of 28% of the total capital budget to the operating budget.

Resolution 2023-06, requests the Board's approval of the FY2024 Operating Budget. I look forward to working with the Board and staff in FY2024 to continue Lextran's mission to serve people and the community with mobility solutions.

If you have any questions, please call me at 859.255.7756.

RESOLUTION 2023-06**TRANSIT AUTHORITY OF LEXINGTON-FAYETTE
URBAN COUNTY GOVERNMENT****April 26, 2023**

WHEREAS, the Transit Authority of the Lexington-Fayette Urban County Government (“Lextran”) has established the attached FY2024 Operating Budget as presented; and

WHEREAS, the total operating FY2024 operating budget includes expenses of \$33,963,592; and

WHEREAS, the Finance Committee of the Lextran Board of Directors reviewed the proposed budget during a public finance committee meeting held on April 14, 2023, and the Board reviewed the budget during a public work session on April 19, 2023;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Transit Authority of the Lexington-Fayette Urban County Government hereby adopts the FY2024 Operating Budget, which is attached hereto and incorporated herein by reference, in the amount of \$33,963,592 and directs the staff to advance any grant and/or agreement to maximize non-local funding. The General Manager is authorized to enter into contracts for health insurance, workers compensation insurance, and property and liability insurance for the amounts included in the budget.

MOTION

SECOND

CHAIRPERSON

DATE

CHANGE ORDER REPORT - APRIL 2023

Contractor	Type of Service	Original Price	Change	Reason for Change	Prior Change Orders
McBrayer PLLC	Legal Services	Out of Scope Services \$150/hour and paralegals \$60/hour	Authorization for subcontracting and rate documentation.	Authorizes subcontracted legal representation for an impending arbitration. The scope for this particular engagement is an estimated 36 hours, with rates as follows – subcontracted partners (\$285/hour), associates (\$235/hour), and paralegals (\$195/hour).	None