

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, December 21, 2022 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 December 2022 Board of Directors meeting will be held in person as well as live-streamed.

You may access the livestream on Youtube at:

<http://bit.ly/lextranmeeting>

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BOARD OF DIRECTORS MEETING

December 21, 2022

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 – November 2022 Meeting	10:10 – 10:15
IV.	Chair’s Report (Dowell)	10:15 – 10:20
V.	Lextran Monthly Performance Report & Financials – November	10:20 – 10:35
VI.	Action Items	10:35 – 10:50
	A. Resolution 2022-29 – CNG Bus Purchase	
	B. Resolution 2022-30 – AVAIL Technologies	
	C. Resolution 2022-31 – Task Order for Kersey & Kersey	
VII.	Change Order Report	10:50
VIII.	Old Business	
IX.	New Business	
X.	Proposed Agenda Items for January	11:00
XI.	Closed Session	
XII.	Adjournment	11:05

The next meeting of the Lextran Board of Directors is scheduled for January 25, 2022 at 10 a.m.

BOARD OF DIRECTORS MEETING

BOARD MINUTES

November 16, 2022

MEMBERS PRESENT

Harding Dowell, Board Chair
Jamie Rodgers, Vice Board Chair
George Ward
Leidy Borges-Gonzalez
Christian Motley (via Zoom)

ABSENT

Paul Schoninger
Dr. Koffi Akakpo
Judge Lindsay Hughes Thurston

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
Nikki Falconbury, Director of Finance and Human Resource
John Givens, Director of Risk Management
Stephanie Hoke, Finance and Purchasing Manager
Emily Elliott, Community Relations Manager
Deanna Istre, Purchasing Coordinator
Jessica Pence, Capital Planner
Alan Jones, Systems Administrator

OTHERS PRESENT

Scott Schuette, McBrayer, Lextran Counsel
Tania Whitfield, Community Member

I. CALL TO ORDER

Board Chair Harding Dowell called the November 16, 2022, meeting of the Lextran Board of Directors to order at 10:00 a.m. Mr. Dowell performed a roll call to determine which members were present. Quorum was achieved.

II. PUBLIC COMMENT

Tania Whitfield provided public comment. She has been riding Lextran for 15 years. She wants the buses to run more frequently, especially on the weekend. She would like if the buses ran every 35 minutes rather than every 70 minutes. She rides with her kids to the library and if they miss the bus, she will get a Lyft ride rather than waiting. She found out about the meeting by messaging Lextran on Facebook. She suggests that our Facebook page is a good way to reach out to people and provide information on meetings. People depend on Lextran and she suggests having someone on the Board or invited to the Board to speak that rides the bus. She suggests surveys to get feedback. Mr. Dowell asks which routes she rides. Ms. Whitfield responds Eastland and N Broadway are her main two, but she rides all of the routes.

III. APPROVAL OF MINUTES

Mr. Dowell requested a motion to approve the meeting minutes from the September 28, 2022, meeting of the Lextran Board of Directors. Mr. Ward made a motion to approve the minutes and Ms. Borges-Gonzalez seconded. The motion passed unanimously.

Mr. Dowell requested a motion to approve the meeting minutes from the October 26, 2022, meeting of the Lextran Board of Directors. Mr. Ward made a motion to approve the minutes and Ms. Rodgers seconded. The motion passed unanimously.

IV. CHAIR'S REPORT

Mr. Dowell reported that he attended Breeders Cup and saw so many full Lextran buses giving people access to the event. He acknowledged the Lextran Operators and Staff who provided that service.

V. LEXTRAN PERFORMANCE REPORT & FINANCIALS

General Manager Jill Barnett also acknowledged Breeders Cup, noting Lextran has participated in Breeders Cup when it has been held in Lexington previously. She noted that it is good to show members of the community, that might not otherwise have exposure to Lextran, what a great option it can be when they need it. Ms. Barnett also shared the following highlights:

- Attendance at the American Public Transportation Association's annual meeting in October along with Byron Robinson, the Assistant General Manager.
- Attendance at the Kentucky Public Transit Association's statewide conference earlier in the week, along with Nikki Falconbury, Director of Finance and Human Resources.
- Mayoral Proclamation issued for Operator Michael Burnett, winner of the Lextran Roadeo, and recognition at the October 27 Urban County Council meeting.

- Congratulations for Mr. Tod Birch (Coach Operator), newly elected Union President.
- Union request at the November Pension Committee meeting, asking Lextran to contribute a greater amount to the employee Pension. Ms. Barnett responded the topic is an item to be bargained.
- Lextran received fifteen million dollars earlier this week in property taxes, which are not reflected in this month's board packet, but will show on next month's financials.

Ms. Barnett invited Mr. Fred Combs, Director of Planning, Technology, and Community Relations, for the presentation of the Monthly Performance Report for October 2022, which can be found on pages 16-20 of the November 2022 board packet. Mr. Combs shared the following highlights:

- October marked the beginning of Lextran's partnership with RATP Dev for Wheels paratransit.
- Lextran completed the audit of its National Transit Database submission.
- A CMAQ grant application was submitted for the purchase of two CNG buses and hybrid-electric cutaways and received the highest priority (locally) for all competing applications.
- A job fair was held on October 4th with a turnout of about 20 people.
- Mr. Combs shared two customer commendations.

Fixed Route ridership was strong for October, with ridership is making progress toward pre-pandemic numbers. Paratransit ridership dropped in October to about 12,000 trips. System productivity is up on both systems, despite fewer paratransit rides. On-time performance (OTP) was 87% on fixed route and 47% on paratransit. Issues on paratransit are being sorted through to improve this number moving forward. There are many complaints related to paratransit. There had been trouble classifying those due to new types of unique complaints, those are listed in the "Other" category. As an example, Ms. Barnett discussed the telephone-related complaints. The hold time has been longer as people work through the negotiation on trips. Ms. Rodgers asked whether excessively late trips are reported in the Late numbers in the packet. Excessively late trips are included in the "late" trips in the Board Packet but are not reported separately. The number is broken down internally. Ms. Barnett noted that it will take some time to turn that number due to service currently operating with fewer drivers. Driver training classes are starting each week. With OTP less than 50% there is extra attention on this issue right now. Ms. Barnett explained the ADA trip negotiation process as a reminder from the October board meeting. Due to the negotiation or lack of negotiation, the schedule is impacted. Trip denials are not allowed and there are constraints on the amount of negotiation permitted. Lextran has made recommendations for best practices in relaying this information. Ms. Rodgers inquired about the note in the board packet regarding rounded numbers for paratransit. Mr. Combs attributes that to the new system with RATP Dev. The numbers do have to be accurate for reporting. We are still learning their system.

Ms. Rodgers asked for clarification on farebox recovery rate, which Mr. Combs defined as the amount of operational expense that we recover from fares. Farebox recovery was at 8% and jumped up in October due to a BCTC class pass purchase.

The number of preventable accidents per 100,000 miles and injury frequency rate (IFR) appear to be normalizing. There were no workers compensation claims for October. Maintenance is at about 8,000 miles between road calls. All 59 preventative inspections were completed.

Mr. Ward asked how many of the seven new hires listed showed up. Ms. Falconbury states that six showed up. Ms. Barnett notes that is for fixed route only.

FINANCIAL REPORT

Ms. Falconbury presented the October 2022 Financial Report, found on pages 21-22 of the November 2022 board packet. Property taxes were received the day prior to this meeting, in the amount of fifteen million dollars. Under Accounts Receivable, there is one million and two hundred thousand for state funding from the last fiscal year that we should see in the next few months.

Mr. Dowell asked if any pension funds were held in cryptocurrency funds. Ms. Barnett states the Lextran pension policy was written long time ago, before the existence of cryptocurrency therefore the policy likely would not allow such investments. Approximately five million dollars in federal funds were received from COVID relief money and reimbursements for grant projects. Wages are under budget because we have had enough vacancies to offset the overtime. Lextran is continuing recruiting efforts and has included RATP Dev in those efforts for drivers not interested in a CDL. Diesel is slightly over budget in diesel, as the diesel cost was \$4.47 per gallon for October. The "Fuel other" category includes gas for support vehicles and compressed natural gas (CNG). We have been using more CNG than diesel which is why it is showing over budget. Lextran paid RATP Dev startup costs for August and September as well as paying American Red Cross for the service provided. In October, Lextran paid RATP Dev a fixed cost per month plus a cost per trip. The higher rate kicked in, so paratransit is over budget due to the new contract. Vanpools are overbudget but the program has been low for a long time. The number of vanpools is now up to 10. Lextran has a contract with Enterprise rideshare which provides the vanpools and Lextran subsidizes each vanpool \$300 per month. The trips must originate or end in Fayette County. Passengers split the cost of fuel and remaining costs. Mr. Dowell asked how riders arrange a vanpool. Ms. Falconbury stated that we refer the riders to enterprise.

Mr. Ward asked if the new wage scale has helped us in trying to find new hires, and Ms. Falconbury confirmed it has been helpful.

Ms. Rodgers asked if property taxes come in phases. Ms. Falconbury confirmed the taxes come in at different times, based on the timing of payments.

VI. ACTION ITEMS

A. Resolution 2022-25 – Agent of Record, Employee Health Insurance

Resolution 2022-25 requests authority to enter into a contract for Agent of Record for

Employee Health Insurance. RFP 2022-08 was issued on August 1, 2022. Proposals were submitted by six companies and four of the proposals were deemed qualified and responsive.

USI Insurance Services received the highest-ranking evaluation score and is recommended for the contract award. The term of the contract awarded will be for two years with three options for one additional year. The source of funds is local Mass Transit funds.

Ms. Rodgers made a motion to approve Resolution 2022-25, seconded by Mr. Ward. The motion passed unanimously.

B. Resolution 2022-26 – Agent of Record, Property and Liability

Resolution 2022-26 requests authority to enter into a contract for Agent of Record for Property and Liability Insurance. RFP 2022-09 was issued on August 1, 2022. Proposals were submitted by six companies and five of the proposals were deemed qualified and responsive.

Marsh & McLennan Agency LLC received the highest-ranking evaluation score and is recommended for the contract award for Agent of Record - Property and Liability Insurance. The term of the contract awarded will be for two years with three options for one additional year. The source of funds is local Mass Transit funds.

Ms. Rodgers made a motion to approve Resolution 2022-26, seconded by Ms. Borges-Gonzalez. The motion passed unanimously.

C. Resolution 2022-27 – Legal Services

Resolution 2022-27 requests authority to enter into a contract for Legal Services. RFP 2022-11 was issued on September 12, 2022. Responsive proposals were received from three qualified proposers.

McBrayer PLLC received the highest-ranking evaluation score and is recommended for the contract award for Legal Services. The term of the contract awarded will be for three years with two options for one additional year. The source of funds is local Mass Transit funds.

Mr. Ward made a motion to approve Resolution 2022-27, seconded by Ms. Borges-Gonzalez. The motion passed unanimously.

D. Resolution 2022-28– Employee Physicals and Drug Screens

Resolution 2022-28 requests authority to enter into a contract for Physicals and Drug Screens. RFP 2022-12 was issued on September 12, 2022. Responsive proposals were submitted by three qualified proposers.

Concentra Medical Centers received the highest-ranking evaluation score and is recommended for the contract award for Employee Physicals and Drug Screens. The term

of the contract awarded will be for three years with two options for one additional year. The source of funds is local Mass Transit funds.

Mr. Ward made a motion to approve Resolution 2022-28, seconded by Jamie Rodgers. The motion passed unanimously.

VII. CHANGE ORDER REPORT

Ms. Barnett reported an informational change order for two recently approved Ford service trucks. The trucks which were recently approved with a cost not to exceed \$50,000 each and final cost came in \$2,280 higher than anticipated. The total change order is less than \$5,000 and there is no action needed by the Board.

VIII. OLD BUSINESS.

There was no old business.

IX. NEW BUSINESS

There was no new business.

X. PROPOSED AGENDA ITEMS

- A. Resolution – CNG Bus Purchase
- B. Resolution – Canopy Construction Plans (Kersey and Kersey)

XI. CLOSED SESSION

There was no closed session.

XII. ADJOURNMENT

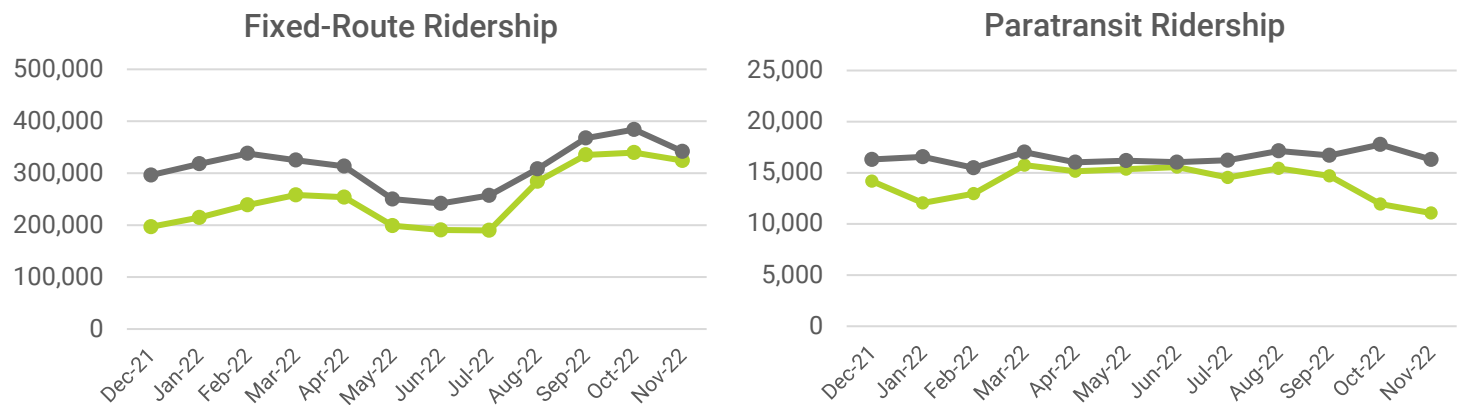
Mr. Dowell declared the meeting adjourned. The meeting adjourned at 10:51 a.m.

LEXTRAN MONTHLY PERFORMANCE REPORT – NOVEMBER 2022

We serve people and our community with mobility solutions.

Lextran served our community by offering free rides on Election Day and Thanksgiving Day. Employees who worked on Thanksgiving Day were treated with a meal during their shift. Also in November, Lextran provided service to the Breeder's Cup which was hosted at Keeneland. Lextran held the final Pension Committee meeting of the calendar year on November 8.

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	324,342	1,473,044	1,173,779	11,063	67,676	73,425
Weekday Ridership	280,432	1,260,907	1,001,268	8,339	54,876	61,406
Saturday Ridership	25,846	122,464	101,815	800	5,991	6,651
Sunday Ridership	15,862	80,876	63,344	731	5,054	4,731
Holiday Ridership	2,202	8,797	7,352	105	667	637
Total Revenue Miles	157,770	777,860	748,784	66,722	426,388	520,094
Total Revenue Hours	16,455	81,281	84,445	5,001	31,621	39,940
Trips per Mile	2.06	1.89	1.57	0.17	0.16	0.14
Trips per Hour	19.71	18.12	13.90	2.21	2.14	1.84

- Fixed-route ridership increased by 32 percent in November 2022 compared to November 2021, and FY23YTD ridership is up by 25 percent compared to FY22YTD.
- Paratransit ridership decreased by 21 percent in November 2022 compared to November 2021.
- Trips per mile and trips per hour were greater in FY23YTD than FY22YTD on fixed-route and paratransit.

LEXTRAN IN THE MEDIA

- November 2 – On Election Day all Lextran bus rides will be free
<https://spectrumnews1.com/ky/louisville/news/2022/11/02/lextran-free-rides-election-day>
- November 2 – Lextran offering free rides on Election Day
<https://www.wkyt.com/2022/11/02/lextran-offering-free-rides-election-day/>
- November 2 – Lextran to offer free rides for all customers Nov. 8 for Election Day
<https://www.lex18.com/news/covering-kentucky/lextran-to-offer-free-rides-for-all-customers-nov-8-for-election-day>
- November 4 – What to know about parking, transportation if you're heading to Keeneland for Breeders' Cup Saturday
<https://www.lex18.com/sports/breeders-cup/what-to-know-about-parking-transportation-if-youre-heading-to-keeneland-for-breeders-cup>
- November 14 – WATCH | Lextran giving free rides on Thanksgiving Day
<https://www.wkyt.com/video/2022/11/15/watch-lextran-giving-free-rides-thanksgiving-day/>
- November 15 – Lextran to offer free rides for all customers Thanksgiving Day
<https://www.lex18.com/news/lextran-to-offer-free-rides-for-all-customers-thanksgiving-day>
- November 15 – Lextran giving free rides on Thanksgiving Day
<https://www.wkyt.com/2022/11/15/lextran-giving-free-rides-thanksgiving-day/>
- November 16 – Resident expresses frustration over paratransit provider Lextran Wheels
<https://www.wtvq.com/resident-expresses-frustration-over-paratransit-provider-lextran-wheels/>
- November 16 – Logistics & Transportation: Central Kentucky is a route to success
<https://www.lanereport.com/160882/2022/11/logistics-transportation-central-kentucky-is-a-route-to-success/>
- November 17 – Lextran responds to complaints regarding issues with paratransit provider Wheels
<https://www.wtvq.com/lextran-responds-to-complaints-regarding-issues-with-paratransit-provider-wheels/>
- November 17 – 11 Personnel E170: Wading Through a Loss by Looking Ahead to Offseason Changes
<https://www.on3.com/teams/kentucky-wildcats/news/kentucky-football-podcast-11-personnel-vanderbilt-loss/>
- November 18 – Mark Stoops Shares Final Pre-Georgia Message, presented by Lextran
<https://www.on3.com/teams/kentucky-wildcats/news/mark-stoops-georgia-message-kentucky-football-press-conference-lextran/>
- November 22 – Lexington couple asking for help to feed people in need
<https://www.wkyt.com/2022/11/23/lexington-couple-that-feeds-homeless-every-week-ask-communitys-help/>
- November 23 – 11 Personnel E171: Kentucky and Louisville Duel in the Governor's Cup
<https://www.on3.com/teams/kentucky-wildcats/news/11-personnel-podcast-kentucky-football-louisville-duel-governors-cup/>
- November 29 – Lexington has \$3M to help developers build inside growth boundary. How it will work
<https://www.kentucky.com/news/politics-government/article269313742.html>

COMMUNITY INVOLVEMENT AND OTHER MEETINGS

- November 2 – Winter Weather Planning Meeting – OHPI
- November 2 – Transportation Policy Committee Meeting
- November 3 – Complete Streets Policy Information Session
- November 4 – Senior Services Commission Meeting
- November 4 – Bicycle and Pedestrian Advisory Committee Meeting
- November 4 – Travel Training – Community
- November 8 – Lextran Pension Committee
- November 8 – Travel Training – Community
- November 9 – Travel Training - KRM
- November 9 – “How to Ride” – Christ the King Preschool
- November 9 – “How to Ride” – Shepherd’s House
- November 10 – IMI + AIM Multimodal Data Integration Monthly Meeting
- November 14 & 15 – Kentucky Public Transit Association (KPTA) Meeting/Conference
- November 14 – Winburn Community Partner’s Meeting
- November 15 – Travel Training – KRM
- November 16 – Project Coordination Team
- November 18 – Cultural Orientation – KRM
- November 21 – Eastside Technical Center Career Fair
- November 22 – Travel Training – KRM
- November 30 – Kentuckians for Better Transportation (KBT) Subcommittee 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	87.90%	88.90%	89.54%	52.26%	56.86%	80.35%
Farebox Recovery	6.11%	6.54%	4.93%	N/A	N/A	N/A
Operating Expenses	\$1,644,842	\$7,912,970	\$8,317,432	\$611,638	\$2,406,856	\$1,812,293
Per Mile	\$3.87	\$3.84	\$3.29	N/A	N/A	N/A
Per Hour	\$62.77	\$61.06	\$69.42	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	13.87	17.11	24.62	506.19	336.90	170.24
Commendations	2.16	1.70	2.04	0.00	5.91	2.72
Discourtesy	3.39	4.01	6.05	9.04	39.90	69.46
Late or Early	1.23	1.70	1.62	271.17	124.12	36.77
Safety	2.16	2.58	2.73	18.08	45.81	61.29
Passed Boarding	2.16	3.05	6.39	36.16	31.03	0.00
Information and Service Requests	1.23	1.83	1.87	0.00	0.00	0.00
Other	1.54	2.24	3.92	171.74	90.14	0.00
Call Length	1:08	1:18	1:14	1:50	1:38	1:13
Time to Abandon	2:57	1:54	1:01	2:55	1:50	1:03

- Fixed-route on-time performance increased by 0.8% in November compared to October.
- Paratransit on-time performance was at 52 percent in November, an increase by 5 percent compared to October 2022 and below the previous year.
- On fixed-route, the number of commendations per one hundred thousand trips for FY23YTD is less than that of FY22YTD.
- The total number of Passed Boarding complaints decreased from the previous month, while the feedback related to Discourtesy, Late/Early, and Safety increased.
- Paratransit complaints remain high in November 2022, though there were significantly fewer complaints than the previous month. Late pickups and drop-offs and lack of communication to customers with scheduled trips are among the most common complaints.

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	1.80	2.21	1.40	1.31	1.66	1.51
Injury Frequency Rate	0.00	10.81	6.31	N/A	N/A	N/A
Days with No Preventable Accidents	27	135	140	28	144	144
Days of Lost Time	30	123	88	N/A	N/A	N/A
Workers Compensation Claims	0	9	5	N/A	N/A	N/A

- The number of preventable accidents decreased in November compared to October.
- The injury frequency rate for November was 0.0, the second consecutive month with this rate.
- Days of lost time on fixed-route decreased by 1 compared to the previous month.

Performance Indicator	Fixed Route System		
	This Month	FY23 YTD	FY22 YTD
Maintenance			
Miles between Road Calls	12,145	9,373	8,432
Percent of Preventive Maintenance Inspections on Schedule	100%	100%	100%

- In November, the maintenance department reported 12,145 miles between road calls. Miles between road calls for FY23YTD are on pace to improve from FY22YTD.
- Maintenance completed 100 percent (48 of 48) of scheduled preventive maintenance inspections in November.

Performance Indicator	Fixed Route System	
	This Month	FY23 YTD
Training Activities		
Smith System Training	6	12
Incident Remedial	6	12
Accident Remedial	5	19
Union Orientation	5	5
Maintenance Orientation	5	5
Customer Service Orientation	5	5
Dispatch Orientation	5	5
Electric Bus Orientation	5	5
Return to Work Training	1	2

Hiring and Recruiting	This Month	Interviews	New Hires
Open Positions	19	16	2
Operations	12	10	1
Maintenance	5	3	0
Administration	2	3	1

Procurements	
Environmental Services	Open
VOIP Phones	Open
Vanpool	Upcoming
IT Services	Upcoming
Electrician Services	Upcoming

FINANCIALS
BALANCE SHEET

as of May 31, 2022

	CURRENT YEAR-TO- DATE	LAST YEAR-TO- DATE
ASSETS		
Current assets		
Operating Cash	\$25,796,105	\$16,788,786
Accounts receivable	\$1,884,728	\$3,982,151
Inventory	\$847,230	\$730,461
Work in process	\$3,401,852	\$3,313,357
Prepaid	\$149,485	\$151,961
Total Current Assets	<u>\$32,079,400</u>	<u>\$24,966,716</u>
Long term note - Lextran Foundation Inc.	\$8,355,000	\$8,355,000
Long term asset - Pension	\$1,757,884	\$2,285,415
Total Long Term Assets	<u>\$10,112,884</u>	<u>\$10,640,415</u>
Net capital and related assets	\$22,311,991	\$22,834,119
TOTAL ASSETS	<u><u>\$64,504,275</u></u>	<u><u>\$58,441,249</u></u>
LIABILITIES		
Current liabilities		
Accounts payable	\$709,120	\$384,134
Payroll liabilities	\$704,293	\$1,055,703
Total Current Liabilities	<u>\$1,413,413</u>	<u>\$1,439,837</u>
Long term liability - Pension	\$1,301,871	\$2,589,356
Total Long Term Liabilities	<u>\$1,301,871</u>	<u>\$2,589,356</u>
NET POSITION	\$61,788,992	\$54,412,056
TOTAL LIABILITIES AND NET POSITION	<u><u>\$64,504,275</u></u>	<u><u>\$58,441,249</u></u>

STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET POSITION

May 2022

	FY2022 ACTUAL	FY2022 BUDGET	FY2022 VARIANCE	FY 2021 ACTUAL
REVENUES				
Property taxes	\$20,662,932	\$20,038,693	\$624,239	\$19,415,367
Passenger revenue	\$887,980	\$719,000	\$168,980	\$304,302
Federal funds	\$8,988,491	\$7,873,332	\$1,115,160	\$9,434,425
State funds	\$0	\$0	\$0	\$0
Advertising revenue	\$260,000	\$260,000	\$0	\$260,000
Other revenue	\$2,346,382	\$2,100,784	\$245,598	\$2,203,865
TOTAL REVENUES	\$33,145,786	\$30,991,809	\$2,153,977	\$31,617,959
EXPENSES				
Wages	\$9,864,626	\$9,137,406	\$727,220	\$9,151,737
Fringe benefits	\$5,148,860	\$5,663,160	(\$514,299)	\$4,898,975
Professional services	\$1,015,466	\$1,575,664	(\$560,198)	\$978,359
Materials and supplies	\$1,127,394	\$1,174,708	(\$47,314)	\$1,193,031
Fuel-Diesel	\$932,057	\$996,417	(\$64,360)	\$605,891
Fuel-Other	\$397,328	\$292,417	\$104,912	\$239,004
Utilities - Facilities	\$354,811	\$333,529	\$21,281	\$326,254
Utilities - Electric Bus	\$24,565	\$91,667	(\$67,102)	\$48,640
Insurance	\$790,998	\$808,995	(\$17,997)	\$742,771
Fuel taxes	\$171,684	\$183,333	(\$11,650)	\$164,596
Paratransit Expenses	\$4,487,438	\$4,766,667	(\$279,229)	\$4,455,661
Vanpool Expenses	\$18,663	\$23,100	(\$4,437)	\$14,139
Dues and subscriptions	\$42,587	\$37,240	\$5,347	\$41,268
Travel, training and meetings	\$58,517	\$147,904	(\$89,387)	\$89,383
Media advertising	\$95,183	\$143,917	(\$48,734)	\$102,866
Miscellaneous	\$48,132	\$55,092	(\$6,960)	\$34,248
Interest Expense	\$0	\$0	\$0	\$60,930
Leases and rentals	\$191,494	\$191,310	\$184	\$757,218
Depreciation	\$2,777,181	\$2,777,181	\$0	\$3,008,211
TOTAL EXPENSES	\$27,546,982	\$28,399,705	(\$852,723)	\$26,913,183
CHANGE IN NET POSITION	\$5,598,803	\$2,592,104	\$3,006,699	\$4,704,776

MEMORANDUM

December 21, 2022

TO: Lextran Board of Directors

FROM: Jill Barnett, General Manager

SUBJECT: Resolution to Purchase Seven (7) CNG Buses from Gillig LLC

Resolution 2022-29, attached, requests authority to purchase seven (7) 40-foot low-floor compressed natural gas (CNG) transit buses from Gillig LLC.

The Board approved resolution 2018-06 on March 21, 2018, to enter into a contract with Gillig LLC for the purchase of transit buses. The contract allows for the purchase of a minimum of one (1) and a maximum of thirty (30) transit buses during the term of the contract, which is five (5) years. This purchase will be the fifth during the current contract.

Previous purchases under this contract include:

- Resolution 2018-21, approved on September 19, 2018 – 3 CNG buses
- Resolution 2018-25, approved on December 19, 2018 – 3 CNG buses
- Resolution 2020-01, approved on February 19, 2020 – 4 CNG buses
- Resolution 2021-22, approved on October 20, 2021 – 4 CNG buses

Lextran is requesting authority to purchase seven (7) 40-foot low-floor CNG transit buses at a cost not-to-exceed \$733,646 per bus, for a total not-to-exceed amount of \$5,135,522.

The source of funds for this purchase is as follows:

FFY2022 Federal 5339 (Formula)*	\$ 538,097
FFY2022 Federal 5339 LoNo (Competitive)**	\$ 3,435,000
Commonwealth of Kentucky – State Match	\$ 615,000
Local Mass Transit Fund	\$ 547,425
	\$ 5,135,522

*5339 Formula requires an 80/20 split

**The LoNo competitive grant requires an 85/15 split for buses, and ITS components are 80/20 split.

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

**RESOLUTION 2022-29
TRANSIT AUTHORITY OF LEXINGTON-FAYETTE
URBAN COUNTY GOVERNMENT**

December 21, 2022

WHEREAS, the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) approved Resolution 2018-06 awarding a contract to Gillig LLC for the purchase of transit buses; and

WHEREAS, the Authority entered into a contract with Gillig LLC for a term of five (5) years to purchase a minimum of one (1) and a maximum of thirty (30) transit buses during the term of the contract; and

WHEREAS, the Authority has a need for additional transit buses to support existing service levels and a state of good repair amongst the fleet;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of Lextran hereby authorizes and directs the General Manager to execute the purchase of seven (7) 40-foot CNG low-floor transit buses from Gillig LLC at a cost not-to-exceed \$733,646 per bus for a total not-to-exceed amount of \$5,135,522.

MOTION

SECOND

CHAIRPERSON

DATE

MEMORANDUM

December 21, 2022

TO: Lextran Board of Directors**FROM: Jill Barnett, General Manager****SUBJECT: Resolution Authorizing GM to Execute Contracts with Avail Technologies, Inc.**

Resolution 2022-30, attached, authorizes the General Manager to execute contracts with Avail Technologies, Inc. to extend the existing warranty and maintenance agreement, and convert the ERP software to a cloud-hosted environment to ensure future support and functionality.

The Board approved resolution 2010-05 on May 19, 2010, authorizing Lextran to enter into contract with Avail Technologies, Inc. for a fixed-route intelligent transportation systems (ITS) project. The nature of the Avail ITS system today includes the Computer Aided Dispatch/Automatic Vehicle Location (CAD/AVL) system and the software used by the maintenance and finance departments (FleetNet). The existing Lextran warranty and maintenance agreement with Avail will expire end of year. The new agreement will be for two years, through December 31, 2024. The cost of the new agreement is \$124,447.56 for the first year, and \$128,056.54 for the second year. Costs will be billed monthly.

As part of a systemwide evolution, Avail is converting the existing FleetNet program to a cloud-hosted environment as part of their overall Enterprise Resource Planning (ERP) system migration. As a result, the existing FleetNet software used by Lextran will not be supported beyond June 30, 2023. In order to ensure future support and functionality, Lextran needs to convert to the Enterprise Transit Management Solution (ETMS). In addition to ensuring continuity of the system, this will provide cloud-hosting for all of Lextran's existing Avail products, which are currently self-supported on site. There is a one-time charge for this conversion and implementation, which is \$96,400. This cost is spread across three milestone payments.

The source of funds for this resolution is Federal 5307 Formula dollars (\$279,123.28) and local mass transit funds (\$69,780.82), for a total spend of \$348,904.10.

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

**RESOLUTION 2022-30
TRANSIT AUTHORITY OF LEXINGTON-FAYETTE
URBAN COUNTY GOVERNMENT**

December 21, 2022

WHEREAS, the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) uses Avail Technologies, Inc. for their Intelligent Transportation Systems (ITS) and FleetNet products; and

WHEREAS, the existing warranty and maintenance agreement with Avail is approaching expiration; and

WHEREAS, Lextan needs to extend the warranty and maintenance agreement of the ITS system and convert the ERP software to the new Avail ETMS cloud-hosted environment to ensure continuity of the system;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of Lextran hereby authorizes and directs the General Manager to execute contracts with Avail Technologies, Inc. to extend the warranty and maintenance agreement at a cost not-to-exceed \$252,504.10, and convert the existing ERP software to a cloud-hosted environment known as ETMS, at a cost not-to-exceed \$96,400. The total not-to-exceed amount for these Avail projects is \$348,904.10.

MOTION

SECOND

CHAIRPERSON

DATE

MEMORANDUM

December 21, 2022

TO: Lextran Board of Directors

FROM: Jill Barnett, General Manager

SUBJECT: Resolution Authorizing Task Order for Construction Documents (Canopy Project)

Resolution 2022-31, attached, authorizes the General Manager to proceed with a task order for Kersey & Kersey Architects (currently under contract for Architectural & Engineering [A & E] Services) to develop construction documents for Phase I of the canopy project.

In 2019, the Board of Directors approved Resolution 2019-22, and a contract was awarded to Kersey & Kersey for A & E Services. The contract with Kersey & Kersey outlined a "covered canopy" as part of potential tasks listed under "Lextran Headquarters Phase 2." As part of the existing Kersey engagement, Lextran has worked with the team to develop a preliminary design and master plan for the canopy project which was presented to the Board of Directors in July 2022.

Resolution 2022-31 will allow Lextran to proceed with issuing a task order to Kersey & Kersey to generate the construction drawings, specifications, and related documents needed to proceed with the project. In addition, this task will ensure Kersey & Kersey provides updated statements of probable cost and prepares and submits documents in order to acquire the proper building permits and approvals.

The cost of this engagement is \$297,256.85, and the source of funding is federal fiscal year 2019 Low or No Emissions (competitive) grant dollars and toll credits. There is no local mass transit fund requirement for this resolution.

If you have any questions, please call me at 859.255.7756

**RESOLUTION 2022-31
TRANSIT AUTHORITY OF LEXINGTON-FAYETTE
URBAN COUNTY GOVERNMENT**

December 21, 2022

WHEREAS, the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) previously approved Resolution 2019-22 and entered into contract with Kersey & Kersey for Architectural & Engineering (A & E) services; and

WHEREAS, Lextran described a “covered canopy” in the contract with Kersey & Kersey and noted a refined scope and task order would be issued; and

WHEREAS, the scope of work for the canopy includes, but is not limited to, design refinement of the canopy project and generation of a full set of construction documents and specifications, approved and stamped by licensed professionals of all necessary trades.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of Lextran hereby authorizes and directs the General Manager to issue a task order to Kersey & Kersey for A & E Services to create the construction documents for phase I of the canopy project at a total cost not-to-exceed \$297,256.85.

MOTION

SECOND

CHAIRPERSON

DATE