

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: **August 28, 2024, 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 August 2024 Board of Directors meeting will be held in person.

The livestream is available on Youtube at:

<http://bit.ly/lextranmeeting>

TABLE OF CONTENTS

AGENDA.....	2
MINUTES.....	3
MONTHLY PERFORMANCE REPORT	13
FINANCIALS	19
ACTION ITEMS	21

LEXTRAN BOARD OF DIRECTORS MEETING**August 28, 2024****10:00 a.m.****MEETING AGENDA**

- | | | |
|-------|---|---------------|
| I. | Call to Order & Roll Call | 10:00 |
| II. | Public Comment on Agenda Items | 10:00 – 10:05 |
| III. | Approval of Minutes –
A. June 2024
B. July 2024
C. Special Meeting August 2024 | 10:05 – 10:10 |
| IV. | Chair’s Report (Dowell) | 10:10 – 10:15 |
| V. | Lextran Monthly Performance Report & Financials – July | 10:15 – 10:30 |
| VI. | Action Items
A. Board Resolution 2024-21 Electric Motors
B. Board Resolution 2024-22 Fuel for Buses
C. Board Resolution 2024-23 Paratransit Vehicles | 10:30 – 10:55 |
| VII. | Change Order Report | 10:55 |
| VIII. | Old Business | 10:55 |
| IX. | New Business | 10:55 – 11:00 |
| X. | Proposed Agenda Items
A. Review of Fiscal Year 2024 Audited Financial Statements
B. Resolution – Fixed Route Bus Purchase | 11:05 – 11:10 |
| XI. | Closed Session | 11:10 – 11:30 |
| XII. | Adjournment | 11:30 |

The next business meeting of the Board of Directors is scheduled for September 25, 2024, at 10:00 a.m.

BOARD OF DIRECTORS MEETING

BOARD MINUTES

June 26, 2024

MEMBERS PRESENT

Jamie Rodgers, Board Vice Chair
Jessica Berry
Paul Schoninger
Judge Lindsay Hughes Thurston (virtual)
Leidy Borges-Gonzalez (virtual)

ABSENT

George Ward
Harding Dowell, Board Chair
Dr. Koffi Akakpo

STAFF PRESENT

Fred Combs, General Manager
Randolph Williams, Assistant General Manager
Chris Withrow, Director of Maintenance
Nikki Falconbury, Director of Finance and Human Resources
Emily Elliott, Director of Planning and Community Development
Alan Jones, IT Manager
Deanna Istre, Purchasing Manager
Ta'Ziyah Bakara, Capital Planner
Catherine Moran, Compliance Specialist
Jessica Pence, Executive Administrative Assistant
Gregory Butler, Planning and Community Development Manager
Tyler Maynard, Transit Analyst
Dale Stone, Operations Manager
Isaiah Barron, Operations Manager

OTHERS PRESENT

Addison Lowry, Lextran Counsel
Kuantaze Cooper, RATP Dev
Byron Robinson, RATP Dev

I. CALL TO ORDER

Ms. Jamie Rodgers called the meeting to order at 10:03 a.m. and performed a roll call. Quorum was achieved.

II. PUBLIC COMMENT

There was no public comment.

III. APPROVAL OF MINUTES

Ms. Rodgers called for a motion to approve the minutes for the May 2024 Board of Directors Meeting. Mr. Schoninger made a motion to approve the minutes with an amendment to add Joey David to the present list and Ms. Berry seconded that motion. The motion passed.

IV. CHAIR'S REPORT

There was no Chair's report.

V. ACTION ITEMS

A. Resolution 2024-19– Resolution to Award a Contract for Microsoft Office 365

Mr. Combs presented Resolution 2024-19, requesting the Board's approval to award a contract for Microsoft Office 365. RFP 2024-06 was issued April 12, 2024, with proposals received on May 17, 2024. A staff evaluation committee reviewed and approved the proposals for compliance and responsiveness. A responsive proposal was received from six (6) qualified proposers, Advizex Technologies LLC, Communication Square LLC, Golden Five LLC, HexaCorp LLC, Next Century Technologies LLC, and Zones LLC.

The proposal from Next Century Technologies LLC received the highest evaluation score and was recommended to provide Microsoft Office subscriptions for Lextran. The term of the contract awarded will be for five (5) years with two (2) options to extend for 1 year each, for a total of seven (7) possible contract years. The first-year cost is \$17,070 that will cover the existing level of licensing for Exchange Online Plan 1, MS365 Business Standard, MS Teams Audio, and MS Planner 1. The first year is under the spending authority threshold for the General Manager, but based on the length of the contract it was presented to the Board for approval.

The source of funding for this procurement is Federal 5307 formula funds and the local Mass Transit account. Mr. Schoninger made the first motion for approval. Judge Thurston made the second motion for approval, and the motion was passed.

VI. LEXTRAN PERFORMANCE REPORT & FINANCIALS

Mr. Fred Combs made several announcements. Paratransit Listening Sessions have been scheduled for July 8th, July 10th, July 11th. A safety audit was conducted with Transdev that provided additional perspective on our safety efforts. The human resources team had a wonderful idea to conduct on-site interviews weekly and those have gone beyond expectation. There were 14 interviews 3 weeks ago, 19 interviews last week, and 14 interviews yesterday. We will be looking forward to one of the largest trainee classes Lextran has had.

Ms. Emily Elliott presented the Monthly Performance Report for May 2024, which can be found on pages 9-14 of the June 2024 board packet.

HIGHLIGHTS FOR MAY 2024:

- Lextran completed its Triennial Review with the Federal Transit Administration between May 1st-3rd.
- General Manager Fred Combs presented the proposed FY25 budget to the City Council on May 14th.
- Lextran held its annual Safety Awards banquet on May 19th recognizing staff for the safe practices over the last year.
- Construction on the upgraded CNG fueling station infrastructure began in May and will continue throughout the summer.
- Supervisors and managers engaged in training sessions conducted by New Horizons, Lextran's new training provider.

Ms. Elliott reviewed the May key performance indicators. There was a nine percent increase in ridership over FY23 on both fixed-route and paratransit. New vans were released to service, with one for fixed-route and four for paratransit. There were seven travel trainings completed with five separate referral sources. The Student Success partnership with Lexington Public Library began on 5/30 providing free rides for youth for the summer. Ms. Elliott expressed her congratulations to John James, George Higgins, and Miguel Vivanco for being selected as May's Top Performers.

Ms. Rodgers asked about main goals of the Student Success program. Ms. Elliott responded that the main goal of the program was to offer flexibility to youth for access to library services. It was intended to ensure youth had access to the library and give them the opportunity to get out of their houses and neighborhoods during the summer months.

FINANCIAL REPORT

Ms. Nikki Falconbury presented the May Financial Report which can be found on pages 15-16. Property taxes were received at a four percent increase over the last year. Passenger revenue continued to increase with about \$90,000 over last year. Advertising Revenue was budgeted at \$260,000 and we received about \$40,000 in the month of June.

Ms. Rodgers asked about the timing of receiving federal funds and what happens if they are not received until the next fiscal year. Ms. Falconbury responded that funds would show in the next fiscal year.

VII. CHANGE ORDER REPORT

Mr. Combs presented two change orders. First, Crowe, who provides independent auditing services requested an adjustment to their contract due to a change in auditing standards. The change order for Crowe's contract added \$1,000 per year for the next three years. The second change order was

related to the contract with Shelcon for bus stop enhancements to add additional shelter replacements and trash receptacle placements. The Shelcon change order added an additional \$25,258 totaling a new contract cost of \$246,608. Neither change order required action by the Board.

Ms. Rodgers asked for clarification on the Shelcon change order and Mr. Combs responded that the change order reflected the continuation of the RAMP program to replace shelters in the community.

VIII. OLD BUSINESS

There was no old business.

IX. NEW BUSINESS

There was no new business.

X. CLOSED SESSION

There was no closed session.

XI. PROPOSED AGENDA ITEMS

- A. Nominating Committee Report - Election of Chair and Vice Chair
- B. Presentation - Lexington Area Metropolitan Planning Organization
- C. Resolution - Electric Motors

XII. ADJOURNMENT

Ms. Rodgers declared the meeting adjourned at 10:31 a.m.

BOARD OF DIRECTORS MEETING

BOARD MINUTES

July 24, 2024

July 2024 Board Meeting Livestream: <https://www.youtube.com/watch?v=hc1GwgHNQDI>

MEMBERS PRESENT

Harding Dowell, Board Chair

Jamie Rodgers, Vice Chair (Virtual)

Leidy Borges-Gonzalez

Dr. Koffi Akakpo

Judge Lindsay Hughes Thurston (Virtual)

ABSENT

George Ward

Jessica Berry

Paul Schoninger

STAFF PRESENT

Fred Combs, General Manager

Randolph Williams, Assistant General Manager

Chris Withrow, Director of Maintenance

Nikki Falconbury, Director of Finance and Human Resources

Emily Elliott, Director of Planning and Community Development

Alan Jones, IT Manager

Deanna Istre, Purchasing Manager

Ta'Ziyah Bakara, Capital Planner

Jessica Pence, Executive Administrative Assistant

Gregory Butler, Planning and Community Development Manager

Allie Jones, Finance Manager

Becky Lane, Purchasing Assistant

John McNeel, Director of Safety and Security

Jason Dyal, Director of Operations

OTHERS PRESENT

Addison Lowry, Lextran Counsel

Byron Robinson, RATP Dev/Wheels General Manager

Tod Birch, Lextran Operator, ATU Local 639 President

Chris Evilia, Lexington Area MPO

I. CALL TO ORDER

Mr. Harding Dowell called the meeting to order at 10:00 a.m. and performed roll call. Quorum was not achieved. Some members attended a portion, but not all of the meeting, with no opportunity for quorum.

II. PUBLIC COMMENT

Tod Birch, Lextran Bus Operator and ATU Local 639 President commented on the ongoing collective bargaining negotiations. Mr. Birch's full comment can be accessed via YouTube. The clip begins at the beginning of comment:

<https://www.youtube.com/live/hc1GwgHNQDI?si=a7ntyaUaTANeTuD6&t=284>

Mr. Birch stated that the wage proposals Lextran had submitted were unacceptable and that compared to other public transit entities, Lextran falls way short of the competitive wage. Currently, at TANK in Northern Kentucky, the starting wage for bus operators was more than 21 percent higher than the starting wage at Lextran. The wage after one year of service at TANK was 33 percent higher than the wage at Lextran. After one year on the job with TANK as a bus operator they make more than a 25-year veteran at Lextran. The top transit pay at TARC in Louisville is currently 15 percent higher than Lextran. Cincinnati Transit Agencies' top pay was also 15 percent higher than Lextran. Lextran pays 13 percent less than the national average wage for bus drivers according to the Bureau of Labor Statistics. In addition, Mr. Birch added, Lextran only shared 4 percent with the employees' pension where city workers were credited with more than 20 percent towards their pension, that was 500 percent more. Mr. Birch claimed that it was an embarrassment and asked who was going to tell the workers that they are not worth competitive wages.

Mr. Birch said his workers ask him every single day if they were going to receive the correct pay. He saw the pain in their eyes. Mr. Birch said that Mr. Dowell assured him that the Board of Directors had every intention to keep their job at Lextran a great job, but the proposal said differently. The city was going to have to do better than that offer and make the wage respectable and competitive once again for the employees. Mr. Birch added that service improvement and expansion was non-existent due to failure to retain enough workers and that Lextran faces cuts to services because employees continue to quit because of below average wages and leave for a better paying job they can secure elsewhere.

Mr. Birch concluded by saying that the dedication and commitment of union members are second to none. It's time to show them they are appreciated and respected.

III. APPROVAL OF MINUTES

The minutes could not be approved due to lack of quorum.

IV. CHAIR'S REPORT

There was no chair's report.

V. ACTION ITEMS

Lextran Board of Directors Meeting – July 2024

Action items could not be approved due to lack of quorum.

VI. LEXTRAN PERFORMANCE REPORT & FINANCIALS

Ms. Emily Elliott presented the Monthly Performance Report for June 2024, which can be found on pages 7-13 of the July 2024 board packet.

HIGHLIGHTS FOR JUNE 2024:

- Lextran held open interviews each Tuesday in June totaling 50 of the 59 interviews conducted for the month.
- Avail technologies was onsite the second week of June working with staff on discovery for the CAD/AVL implementation project.
- On June 18th, art contest winner, Mercedes Harn's mural was installed at the former Bottle Stop on Versailles Rd.
- Juneteenth was observed on June 19th with no modifications to service.
- Lextran participated in Lexington Emergency Management's Heat Plan multiple days in June to provide free rides for people experiencing homelessness to cool centers.

Ms. Elliott reviewed productivity and on-time performance for fixed-route and paratransit. Other items discussed were safety and maintenance key performance indicators for both services.

Mr. Dowell asked about the heat plan if that was a decision that Lextran made or was that something directed to us by emergency management. Ms. Elliott responded by saying it was directed to us by emergency management and they have specific protocol and procedures layout. Lextran partners with LFUCG Emergency Management in that plan.

FINANCIAL REPORT

Ms. Nikki Falconbury presented the June Financial Report which can be found on pages 14-15 of the July Board of Directors Meeting Packet. Ms. Falconbury covered the operating cash balance, property taxes, and accounts receivable.

Ms. Falconbury noted that the revenues appear to be out of line because federal funds had not yet been received as expected. Lextran does expect to receive the full allotment of federal funds budgeted for FY24 in the coming months. For advertising revenue, Lextran had budgeted \$260,000 in revenues for FY24 but had received \$301,000 for the fiscal year. Property tax revenues were also coming in higher than expected. Ms. Falconbury noted that paratransit expenses were close to the budgeted amounts for the fiscal year.

Dr. Akakpo asked how much federal funding was expected. Ms. Falconbury responded that Lextran expects about \$7 million. Dr. Akakpo also asked about how to budget for paratransit expenses because year after year it tends to jump. Ms. Falconbury said that Lextran anticipated expenses increasing next year slightly.

VII. CHANGE ORDER REPORT

Mr. Combs presented two change order reports for board information purposes only. The first change order was for Cummins providing rebuilt engines due to a price escalation. The second change was with Crowe, which is correction from June report who services independent auditors. No action was required by the board and detailed information is available in the July 2024 Board of Directors Meeting Packet on page 18.

VIII. OLD BUSINESS

There was no old business.

IX. NEW BUSINESS

Mr. Combs welcomed Mr. Chris Evilia, Director of Lexington Metropolitan Planning Organization. Mr. Evilia presented the transportation planning process and role of Lexington's MPO and Lextran. Topics covered by Mr. Evilia included the role of the Transportation Policy Committee, major guiding documents related to transportation, significant trends in transportation, Metropolitan Transportation Plan 2050 goals, and microtransit.

Mr. Evilia's full presentation can be found on YouTube. The video begins with the start of his comments: <https://www.youtube.com/live/hc1GwgHNQDI?si=EmgbFnydpYIXC47b&t=1271>

X. CLOSED SESSION

There was no closed session.

XI. PROPOSED AGENDA ITEMS

- A. Resolution – Committee Appointments
- B. Resolution – Paratransit Vehicles
- C. Resolution – Fuel

XII. ADJOURNMENT

Mr. Dowell declared the meeting adjourned at 10:59 a.m.

SPECIAL BOARD OF DIRECTORS MEETING

BOARD MINUTES

August 12, 2024

MEMBERS PRESENT

Harding Dowell, Board Chair
Jamie Rodgers, Vice Chair
Judge Lindsay Hughes Thurston
Paul Schoninger
Leidy Borges-Gonzalez (Virtual)

ABSENT

George Ward
Jessica Berry
Dr. Koffi Akakpo

STAFF PRESENT

Fred Combs, General Manager
Randolph Williams, Assistant General Manager
Chris Withrow, Director of Maintenance
Nikki Falconbury, Director of Finance and Human Resources
Emily Elliott, Director of Planning and Community Development
Alan Jones, IT Manager
Deanna Istre, Purchasing Manager
Catherine Moran, Compliance Specialist

OTHERS PRESENT

Addison Lowry, Lextran Counsel

I. CALL TO ORDER

Mr. Harding Dowell called the meeting to order at 9:07 a.m. and performed roll call. Quorum was achieved.

II. PUBLIC COMMENT

There was no public comment.

III. ACTION ITEMS

A. Nominating Committee

Judge Thurston presented the Nominating Committee report that proposed Mr. Harding Dowell as Chair and Ms. Jamie Rodgers as Vice Chair for Fiscal Year 2025.

Mr. Schoninger made a motion to approve the recommendation from the Nominating Committee. Ms. Borges-Gonzalez seconded, and the motion passed.

B. Resolution 2024-21- Resolution to Award Title 49 United States Code Section 5310 Funds

Mr. Randolph Williams presented Resolution 2021-20 requesting authority to award federal funds available through a Section 5310 Grant. These dollars provide capital and operating expenses to support the provision of transportation services to enhance the specific needs of seniors and people with disabilities.

Lextran, in its role as a designated recipient of 5310 funds has historically engaged in a competitive process for the distribution of 5310 funds. That process was again followed for this funding cycle. Available funds for the grant opportunity.

Federal Fiscal Year 2022	\$173,738
Federal Fiscal Year 2023	\$176,572
Total	\$350,483

Two applications were received from ITN Bluegrass and Lextran. The committee recommended awarding the funds, totaling \$120,000, to ITN Bluegrass for operating expenses in Fayette County.

The remaining FFY2023 funds will roll over into the next call for projects tentatively scheduled for the spring of 2025.

Mr. Schoninger made a motion that was seconded by Judge Thurston. The resolution passed without opposition.

IV. CLOSED SESSION

Ms. Rodgers made a motion to enter closed session pursuant to KRS 61.810 for discussion of provisions of an agency contract and paratransit. Judge Thurston seconded the motion. The board entered closed session at 9:14 a.m.

The board returned from closed session at 10:05 a.m. No action was taken.

V. ADJOURNMENT

Mr. Dowell declared the meeting adjourned at 10:05 a.m.

LEXTRAN MONTHLY PERFORMANCE REPORT – JULY 2024

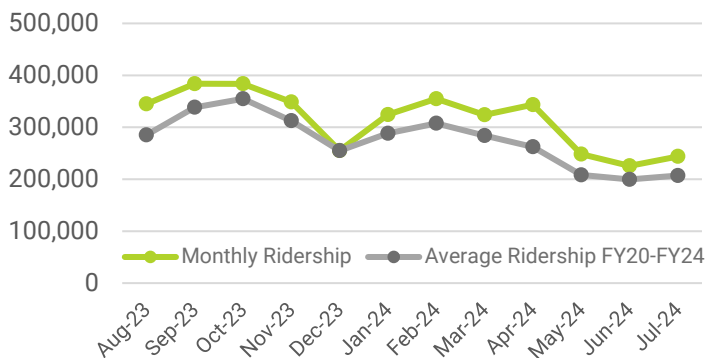
We serve people and our community with mobility solutions.

On July 8th, Lextran welcomed 17 trainees, marking the largest training class in recent history. Currently 11 of those trainees are on track to transition into revenue service in early September. The emphasis on hiring continued with 43 open interviews for the month and 11 new employees scheduled to join the team. Lextran hosted four paratransit listening sessions during the second week of July with a total of 60 participants. We celebrated summer with a cookout for employees on July 26th. A total of 42 employees received an FY23 attendance award for their dedication to our mission.

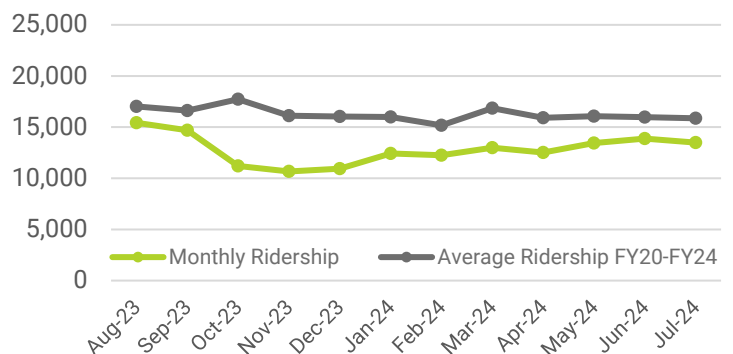
DEMONSTRATE VALUE TO THE COMMUNITY



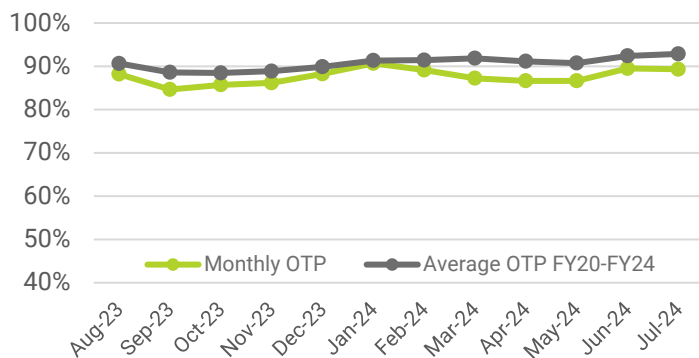
Fixed-Route Ridership



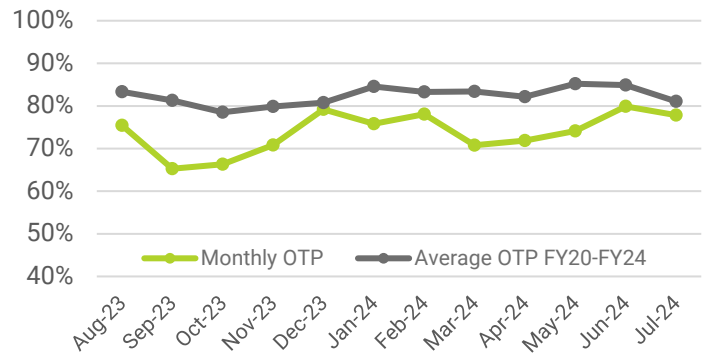
Paratransit Ridership



Fixed-Route On-Time Performance



Paratransit On-Time Performance



Performance Indicator	Fixed Route System			Paratransit (Wheels)		
	This Month	FY25YTD	FY24YTD	This Month	FY25YTD	FY24YTD
System Production						
Total Ridership	243,728	243,728	225,975	13,449	13,449	13,488
Weekday Ridership	207,262	207,262	182,724	11,350	11,350	10,730
Saturday Ridership	19,175	19,175	22,984	1,085	1,085	1,351
Sunday Ridership	13,611	13,611	16,451	811	811	1,174
Holiday Ridership	3,680	3,680	3,816	203	203	233
Total Revenue Miles	146,280	146,280	146,531	90,012	90,012	81,274
Total Revenue Hours	15,063	15,063	14,969	8,120	8,120	6,082
Trips per Mile	1.67	1.67	1.54	0.15	0.15	0.17
Trips per Hour	16.18	16.18	15.10	1.66	1.66	2.22

- Fixed-route ridership increased by nearly eight percent compared to July 2023.
- Fixed-route weekday ridership increased while weekend ridership was down, and holiday ridership showed no significant change from July 2023.
- Paratransit ridership is consistent with July 2023 showing neither an increase nor decrease.
- Trips per Mile and Hour for FY25YTD continue to exceed those of FY24YTD on fixed route.

LEXTRAN IN THE MEDIA

- July 2 – Lexington Heat Plan activated for Wednesday through Friday
<https://www.lex18.com/news/lexington-heat-plan-activated-for-wednesday-through-friday>
- July 8 – Phase One of Heat Plan issued for Lexington on Tuesday by Emergency Management
<https://www.lex18.com/news/covering-kentucky/phase-one-of-heat-plan-issued-for-lexington-on-tuesday-by-emergency-management>
- July 9 – Lexington implements phase one of heat plan today
<https://www.wtvq.com/lexington-implements-phase-one-of-heat-plan-today/>
- July 11 – Lextran receives \$4.2 million grant for xi new low-emission buses
<https://www.wkyt.com/2024/07/11/lextran-receives-42-million-grant-six-new-low-emission-buses/>
- July 11 – Federal funding helps Lexington receive sustainable buses
<https://spectrumnews1.com/ky/louisville/news/2024/07/11/lextran-low-emission-buses->
- July 12 – City of Lexington implements Heat Plan
<https://www.lex18.com/news/covering-kentucky/city-of-lexington-implements-heat-plan>
- July 12 – Lexington implements Phase One of Heat Plan amid rising temperatures
<https://www.wtvq.com/lexington-implements-phase-one-of-heat-plan-amid-rising-temperatures/>

- July 12 – Lexington mass transit in line to get six more compressed natural gas buses
<https://www.weku.org/lexington-richmond/2024-07-12/lexington-mass-transit-in-line-to-get-six-more-compressed-natural-gas-buses>
- July 29 – Lexington implements Heat Plan Phase I
<https://www.wtvq.com/lexington-implements-heat-plan-phase-i/>
- July 29 – City of Lexington issues Phase One of Heat Plan
<https://www.lex18.com/news/city-of-lexington-issues-phase-one-of-heat-plan>

COMMUNITY INVOLVEMENT AND OTHER MEETINGS

- July 2 – HealthFirst Bluegrass Board Meeting
- July 5 – LAMPO Bike and Pedestrian Advisory Committee Meeting
- July 8 – Listening Session 1 – Lexington Senior Center
- July 8 – Listening Session 2 – Ballard-Griffith Towers
- July 10 – Listening Session 3 – Meadowthorpe Landing
- July 10 – Local Supplier Diversity Meeting with FCPS
- July 11 – ‘How to Ride’ – Teacher’s Environmental Academy – Live Green Lexington
- July 11 – Listening Session 4 – Bluegrass Council of the Blind
- July 12 – Job and Resource Fair – Jubilee Jobs
- July 15 – Urban Growth Master Plan Public Engagement Event
- July 16 – US-27 Project Management Meeting
- July 17 – ‘How to Ride’ – Black Achievers Program – YMCA
- July 17 – University of Kentucky LexEngage Meeting
- July 17 – Access Lexington Commission Meeting
- July 18 – Veteran’s Resource United of Central/Southeastern KY
- July 18 – ‘How to Ride’ – Kentucky State College of Agriculture 4-H Extension Students
- July 18 – Public Transit Discussion – Kentuckians for Better Transportation
- July 22 – Travel Training – HealthFirst Bluegrass Referral
- July 22 – US-27 Project Team Meeting
- July 23 – CivicLex Meeting
- July 24 – Lexington Forum 2024 Social
- July 24 – Team Kentucky EV Disadvantaged Communities Working Group Meeting
- July 24 – LAMPO Transportation Improvement Plan Open House
- July 25 – Travel Training – HealthFirst Bluegrass Referral
- July 26 – BCTC First Year Orientation Resource Fair
- July 27 – Back to School Rally – Russell Cave Elementary – FCPS
- July 31 – BCTC First Year Orientation Resource Fair
- July 31 – Charles Young Center Job Center and Resource Fair – LFUCG
- July 31 – LexArts Meeting

DELIVER A HIGH-QUALITY PRODUCT

Performance Indicator	Fixed Route						Paratransit (Wheels)					
	This Month		FY25 YTD		FY24 YTD		This Month		FY25 YTD		FY24 YTD	
Service Quality	89.29%		89.29%		92.10%		77.83%		76.62%		68.85%	
On-Time Performance	89.29%		89.29%		92.10%		77.83%		76.62%		68.85%	
Farebox Recovery	6.49%		6.49%		7.13%		N/A		N/A		N/A	
Operating Expenses	\$2,079,242		\$2,079,242		\$1,642,374		\$666,041		\$666,041		\$640,551	
Per Mile	\$3.85		\$3.85		\$3.78		N/A		N/A		N/A	
Per Hour	\$100.65		\$100.65		\$72.08		N/A		N/A		N/A	
Customer Service	This Month		FY25 YTD		FY24 YTD		This Month		FY25 YTD		FY24 YTD	
	Count	Rate	Count	Rate	Count	Rate	Count	Rate	Count	Rate	Count	Rate
Customer Feedback Totals per 100k Trips	45	18.46	45	18.46	38	15.05	28	208.19	28	208.19	8	59.31
Commendations	8	3.28	8	3.28	2	0.89	19	141.27	19	141.27	0	0.00
Discourtesy	12	4.92	12	4.92	8	3.54	1	7.44	1	7.44	2	14.83
Late or Early	2	0.82	2	0.82	3	1.33	3	22.31	3	22.31	1	7.41
Safety	8	3.28	8	3.28	10	4.43	3	22.31	3	22.31	5	37.07
Passed Boarding /Missed Trips (Wheels)	4	1.64	4	1.64	10	2.66	0	0.00	0	0.00	0	0.00
Information and Service Requests	2	0.82	2	0.82	2	0.89	0	0.00	0	0.00	0	0.00
Other	9	3.69	9	3.69	3	1.33	2	14.87	2	14.87	0	0.00
Call Length	0:58		0:58		0:56		1:44		1:44		1:34	
Time to Abandon	0:14		0:14		1:03		2:11		2:11		5:30	

MANAGE AND SUSTAIN RESOURCES

Performance Indicator	Fixed Route System			Paratransit (Wheels)		
	This Month	FY25 YTD	FY24 YTD	This Month	FY25 YTD	FY24 YTD
Safety						
Preventable Accidents	2	2	3	1	1	2
Preventable Accidents per 100,000 miles	1.31	1.31	1.96	0.92	0.92	2.00
Days with No Preventable Accidents	29	29	28	29	29	29
Workers Compensation Claims	0	0	1	N/A	N/A	N/A
Injury Frequency Rate	0.00	0.00	4.75	N/A	N/A	N/A
Days of Lost Time	0	0	0	N/A	N/A	N/A

- There were two preventable accidents on fixed route and one on paratransit service, both down one from July 2023.
- There were no workers compensation claims or days of lost time for July.

Performance Indicator	Fixed Route System		
	This Month	FY25YTD	FY25YTD
Maintenance			
Miles between Road Calls	11,252	11,252	12,211
Percent of Preventive Maintenance Inspections on Schedule	100%	100%	100%

- In July, the maintenance department reported 11,252 miles between road calls.
- Maintenance completed 100 percent (70 of 70) of preventive maintenance inspections on schedule in July.

Performance Indicator	Fixed Route System	
	This Month	FY25YTD
Training Activities		
Customer Service Leadership Training	70	70
New Employee Training	17	17
CDL Permit Training	15	15
Electric Bus Training	8	8
Smith System Training	8	8
Operator Farebox Training	8	8
Accident Remedial	2	2
Lockout/Tagout Training	2	2
Incident Remedial	1	1
Return to Work	1	1

Hiring and Recruiting	This Month	Interviews	New Hires
Open Positions	30	46	11
Operations	20	27	9
Maintenance	8	16	0
Administration	2	3	2

Procurements	
Electric Motors	August Resolution
Fuel	August Resolution
A&E Services	Open
Bus Cameras	Open
Janitorial Supplies	Upcoming
Office Supplies	Upcoming
Transit Center Renovation	Upcoming

FINANCIALS
STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET POSITION

July 2024

	FY2025 ACTUAL	FY2025 BUDGET	FY2025 VARIANCE	FY 2024 ACTUAL
REVENUES				
Property taxes	\$0	\$0	\$0	\$0
Passenger revenue	\$134,862	\$104,346	\$30,516	\$117,068
Federal funds	\$0	\$468,122	(\$468,122)	\$0
State funds	\$0	\$0	\$0	\$0
Advertising revenue	\$320,000	\$300,000	\$20,000	\$260,000
Other revenue	\$16,999	\$224,334	(\$207,335)	\$223,088
TOTAL REVENUES	\$471,861	\$1,096,802	(\$624,941)	\$600,156

EXPENSES				
Wages	\$976,178	\$1,046,450	(\$70,273)	\$870,212
Fringe benefits	\$582,968	\$601,068	(\$18,100)	\$501,826
Professional services	\$125,561	\$158,967	(\$33,405)	\$96,445
Materials and supplies	\$143,546	\$125,958	\$17,587	\$118,646
Fuel-Diesel	\$54,498	\$84,281	(\$29,783)	\$63,732
Fuel-Other	\$48,537	\$74,465	(\$25,928)	\$49,479
Utilities	\$55,450	\$41,275	\$14,176	\$31,913
Insurance	\$89,696	\$81,699	\$7,997	\$74,215
Fuel taxes	\$16,711	\$19,167	(\$2,456)	\$16,252
Paratransit Expenses	\$675,824	\$672,327	\$3,498	\$682,649
Vanpool Expenses	\$0	\$0	\$0	\$3,958
Dues and subscriptions	\$0	\$2,750	(\$2,750)	\$36,175
Travel, training and meetings	\$42,365	\$20,848	\$21,517	\$10,642
Media advertising	\$6,271	\$19,542	(\$13,270)	\$6,658
Miscellaneous	\$687	\$7,117	(\$6,430)	\$1,961
Leases and rentals	\$2,184	\$2,184	\$0	\$2,184
Depreciation	\$362,173	\$362,173	\$0	\$285,913
TOTAL EXPENSES	\$3,182,650	\$3,320,271	(\$137,621)	\$2,852,859

CHANGE IN NET POSITION	(\$2,710,789)	(\$2,223,469)	(\$487,320)	(\$2,252,703)
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Monthly Average Diesel Cost:	\$2.61
YTD Average Diesel Cost:	\$2.61
CNG Diesel Gallon Equivalent	\$1.25

BALANCE SHEET
 as of July 31, 2024

	CURRENT YEAR-TO-DATE	LAST YEAR-TO-DATE
ASSETS		
Current assets		
Operating Cash	\$29,986,184	\$39,463,072
Accounts receivable	\$2,758,004	\$2,104,551
Inventory	\$837,721	\$848,193
Work in process	\$536,985	\$74,674
Prepaid	<u>\$1,592,177</u>	<u>\$1,292,524</u>
Total Current Assets	<u>\$35,711,070</u>	<u>\$43,783,014</u>
Long term asset - Pension	<u>\$2,472,657</u>	<u>\$2,472,657</u>
Total Long Term Assets	<u>\$2,472,657</u>	<u>\$2,472,657</u>
Net capital and related assets	\$43,238,295	\$37,178,873
TOTAL ASSETS	<u><u>\$81,422,022</u></u>	<u><u>\$83,434,544</u></u>
LIABILITIES		
Current liabilities		
Accounts payable	\$2,188,700	\$1,716,671
Payroll liabilities	<u>\$810,120</u>	<u>\$913,940</u>
Total Current Liabilities	<u>\$2,998,820</u>	<u>\$2,630,610</u>
Long term liability - Pension	<u>\$747,248</u>	<u>\$747,248</u>
Total Long Term Liabilities	<u>\$747,248</u>	<u>\$747,248</u>
NET POSITION	\$77,675,954	\$80,056,686
TOTAL LIABILITIES AND NET POSITION	<u><u>\$81,422,022</u></u>	<u><u>\$83,434,544</u></u>

MEMORANDUM

July 24, 2024

TO: Lextran Board of Directors

FROM: Fred Combs, General Manager

SUBJECT: Resolution to Award a Contract for Electric Motors for Transit Buses

Attached is a resolution requesting authority to award a contract for the provision of electric motors for transit buses.

RFP 2024-08 was issued May 17, 2024, with proposals received on July 02, 2024. A staff evaluation committee reviewed and approved the proposals for compliance and responsiveness. A responsive proposal was received from three (3) qualified proposers:

- Kirks Automotive
- Muncie Transit Supply
- The Aftermarket Parts Company

The proposal from Kirks Automotive received the highest evaluation score and is recommended to provide Electric Motors for Transit Buses for Lextran. The term of the contract awarded will be for two (2) years with two (2) options to extend for 1 year each, for a total of four (4) possible contract years.

Pricing will be as follows:

Kirk's Part Number	Description	Unit Price	Core Price	Warranty
KRK10479228	Remanufactured Starter	\$305.00	\$25.00	One Year from the Date of Installation
KHPKST4205	New Starter	\$305.00	Not Applicable	One Year from the Date of Installation
KRK10459123	Remanufactured Alternator	\$675.00	\$500.00	One Year from the Date of Installation
KHPK300HIPRO	New Alternator	\$995.00	Not Applicable	One Year from the Date of Installation
KRKC703	Remanufactured Alternator	\$1,220.00	\$500.00	One Year from the Date of Installation
C703	New Alternator	\$2,315.49	Not Applicable	One Year from the Date of Installation
KRKC706	Remanufactured Alternator	\$1,175.00	\$200.00	One Year from the Date of Installation
C706	New Alternator	\$2,160.33	Not Applicable	One Year from the Date of Installation
KRKC803D	Remanufactured Alternator	\$1,450.00	\$500.00	One Year from the Date of Installation
C803D	New Alternator	\$3,338.70	Not Applicable	One Year from the Date of Installation
104-323	Remanufactured Evaporator Motor	\$525.00	\$250.00	One Year from the Date of Installation
104-476	Remanufactured Condenser Motor	\$475.00	\$100.00	One Year from the Date of Installation
104-740	Remanufactured Condenser Motor	\$585.00	\$250.00	One Year from the Date of Installation
104-792	Remanufactured Evaporator Motor	\$995.00	\$500.00	One Year from the Date of Purchase
1040792	New Evaporator Motor	\$3,900.00	Not Applicable	One Year from the Date of Purchase

The source of funding for this procurement is (federal) Section 5307 Formula-Preventive Maintenance.

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

RESOLUTION 2024-21**TRANSIT AUTHORITY OF LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT****JULY 24, 2024**

WHEREAS, the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) issued RFP 2024-08 for Electric Motors for Transit Buses; and

WHEREAS, RFP 2024-08 resulted in proposals from three (3) qualified proposers; and

WHEREAS, the proposal from Kirks Automotive was determined to be responsive and responsible;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) hereby authorizes and directs the General Manager to execute a contract with Kirks Automotive to provide Electric Motors for Transit Buses per the terms as set forth in RFP 2024-08 and the proposal submitted by Kirks Automotive, which are incorporated herein by reference. The term of the contract awarded will be for Two (2) years with two (2) options to extend for 1 year each, for a total of four (4) possible contract years.

MOTION

SECOND

CHAIRPERSON

DATE

MEMORANDUM

August 28, 2024

TO: Lextran Board of Directors**FROM: Fred Combs, General Manager****SUBJECT: Resolution to Award a Contract for Fuel for Buses and Other Vehicles**

Attached is a resolution requesting authority to award a contract for the provision of diesel and gasoline fuel.

RFP 2024-09 was issued May 20, 2024, with proposals received on July 11, 2024. A staff evaluation committee reviewed and approved the proposals for compliance and responsiveness.

A responsive proposal was received from six (6) qualified proposers:

- Colonial Oil Industries, Inc.
- Mansfield Oil Company of Gainesville, Inc
- Petroleum Traders Corporation
- Keystops LLC (Key Oil Company/Southern Kentucky Maintenance)
- Sunoco LP
- World Fuel Services, Inc.

The proposal from Petroleum Traders Corporation received the highest evaluation score and is recommended to provide diesel and gasoline fuel for Lextran. The term of the contract awarded will be for three (3) years with two (2) options to extend for 1 year each, for a total of five (5) possible contract years.

Pricing will be as follows:

- Ultra Low Sulfur Diesel Fuel – \$0.0253 below the end-of-day Rack Average price for the date of delivery as published by OPIS for Lexington, KY
- Regular Unleaded Gasoline – \$0.0232 below the end-of-day Rack Average price for the date of delivery as published by OPIS for Lexington, KY
- Red Dyed Ultra Low Sulfur Diesel Fuel for Generators + \$0.8200 above the end-of-day Rack Average price for the date of delivery as published by OPIS for Lexington, KY

The source of funding for this procurement is local Mass Transit funds.

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

RESOLUTION 2024-22**TRANSIT AUTHORITY OF LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT****AUGUST 28, 2024**

WHEREAS, the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) issued RFP 2024-09 for Fuel for Buses and Other Vehicles; and

WHEREAS, RFP 2024-09 resulted in proposals from six (6) qualified proposers; and

WHEREAS, the proposal from Petroleum Traders Corporation was determined to be responsive and responsible;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) hereby authorizes and directs the General Manager to execute a contract with Petroleum Traders Corporation to provide Fuel for Buses and Other Vehicles per the terms as set forth in RFP 2024-09 and the proposal submitted by Petroleum Traders Corporation, which are incorporated herein by reference. The term of the contract awarded will be for three (3) years with two (2) options to extend for 1 year each, for a total of five (5) possible contract years.

MOTION

SECOND

CHAIRPERSON

DATE

MEMORANDUM

August 28, 2024

TO: Lextran Board of Directors**FROM: Fred Combs, General Manager****SUBJECT: Resolution to Purchase Seven (7) Paratransit Vehicles**

Attached is a resolution requesting authority to purchase Seven (7) 2 X 8 seat cutaway vehicles from Tesco for a total cost not to exceed \$825,727.

The Kentucky Public Transit Association (KPTA) published Bid #11 for the purchase of paratransit vehicles for multiple agencies that was awarded to Tesco on March 7, 2024. Lextran was not named in the original bid for purchases, however we have requested options from other named agencies for seven (7) 2 X 8 seat cutaway vehicles, and a named agency has agreed to provide these options to Lextran.

This purchase is contingent upon the receipt of an approval letter from the Kentucky Transportation Cabinet. Lextran has submitted the necessary paperwork for this approval and is awaiting response at this time.

The source of funding for these paratransit vehicles is as follows:

- FFY24 Section 5339 Grant \$553,533.00
- Local Mass Transit funds \$227,715.00
- FFY24 Section 5310 Grant \$ 44,479.00

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

RESOLUTION 2024-23**TRANSIT AUTHORITY OF LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT****AUGUST 28, 2024**

BE IT RESOLVED, that the Board of Directors of the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) hereby authorizes and directs the General Manager to purchase seven (7) 2 X 8 seat cutaway vehicles from Tesco for a total cost not to exceed \$825,727.

MOTION

SECOND

CHAIRPERSON

DATE