

# 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: **November 20, 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 November 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.....	11
FINANCIALS .....	17
ACTION ITEMS.....	19

**LEXTRAN BOARD OF DIRECTORS MEETING**

November 20, 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	10:05 – 10:10
	A. October 2024	
IV.	Chair’s Report (Dowell)	10:10 – 10:15
V.	Lextran Monthly Performance Report & Financials – October	10:15 – 10:30
VI.	Action Items	10:30 – 10:35
	A. Board Resolution 2024-32 Benefit Improvement to the Lextran Employee Contributory Pension Plan	
	B. Board Resolution 2024-33 Rescind and Replace Camera System Upgrade for Buses	
VII.	Change Order Report	10:35
VIII.	Old Business	10:35
IX.	New Business	10:35
X.	Proposed Agenda Items	10:35 – 10:40
	A. Progress Report from RATP-Dev	
XI.	Closed Session	10:40
XII.	Adjournment	10:40

The next business meeting of the Board of Directors is scheduled for December 18, 2024, at 10:00 a.m.

## **BOARD OF DIRECTORS MEETING**

### **BOARD MINUTES**

October 23, 2024

October 2024 Board Meeting Livestream: <https://youtu.be/sRkairmsUNM>

### **MEMBERS PRESENT**

Harding Dowell, Board Chair  
Jamie Rodgers, Board Vice Chair  
Paul Schoninger  
Judge Lindsay Hughes Thurston  
George Ward  
Dr. Koffi Akakpo (Virtual)

### **ABSENT**

Leidy Borges-Gonzalez

### **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  
Jessica Pence, Executive Administrative Assistant  
Gregory Butler, Planning and Community Development Manager  
Jason Dyal, Director of Operations  
Allie Jones, Finance Manager  
Becky Lane, Purchasing Assistant  
Whitney Wigelsworth, Marketing & Communication Coordinator  
Catherine Waits, Payroll & Finance Coordinator

### **OTHERS PRESENT**

Byron Robinson, RATP Dev  
Shelby Lee, Crowe  
Mike Birch, RATP Dev  
Anne Tyler Morgan, Lextran Counsel  
Joey David, 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 achieved.

## II. PUBLIC COMMENT

There was no public comment.

## III. APPROVAL OF MINUTES

The minutes were reviewed and approved from August, September and September Special Board Meeting. Mr. George Ward made a motion to approve, and Judge Lindsay Thurston seconded that approval. The motion passed.

## IV. CHAIR'S REPORT

There was no Chair's report.

## V. FINANCE COMMITTEE REPORT – FY 2024 <https://youtu.be/sRkairmsUNM?t=476>

Mr. George Ward provided an update from the September 25th Finance Committee Meeting. He stated that the FY2024 audit showed an unmodified opinion, meaning that Lextran's financial statements were presented fairly. Mr. Ward shared his appreciation to Lextran's Finance Department for their work. Lextran's financial position is stable, and the pension was fully funded, with the main concerns being the increasing cost of paratransit and fleet replacement.

Ms. Shelby Lee from Crowe presented the FY2024 Audit Report. Ms. Lee reviewed the meaning of an unmodified opinion: Lextran hired Crowe for the audit service, Crowe reviewed all the financial records to make sure they are free from material error and misstatements, with a final opinion and report. An unmodified opinion was the highest level of assurance. Ms. Lee indicated that Crowe found no misstatements or audit adjustments that needed to be made.

Ms. Lee continued the overview of the audit report, including statement of net position, statement of activity, and financial statements. Lastly, Ms. Lee shared the required communications that discussed Crowe's responsibility in reviewing Lextran financial statements and management.

Had Crowe disagreed with management or uncovered fraud they would disclose that to Lextran and Board of Directors. However, no such matters took place. Ms. Rodgers asked about national trends in other transit agencies, Ms. Lee responded that a discussion had occurred during the Finance Committee meeting and there were no matters currently thought of as relevant.

## VI. LEXTRAN PERFORMANCE REPORT & FINANCIALS <https://youtu.be/sRkairmsUNM?t=984>

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

**HIGHLIGHTS FOR September 2024:**

- Lextran began the month with Labor Day offering Sunday level service.
- Two compressed natural gas buses, funded by a Low and No Emissions grant award, were received in September.
- Lextran staff attended multiple community meetings including the US 27 project meetings, four job fairs, and provided eight educational events.
- On September 26<sup>th</sup>, Lextran hosted the Public Transit Committee Meeting of Kentuckians for Better Transportation.
- The Week Without Driving began on September 30<sup>th</sup> and provided significant positive engagement from the community.

Ms. Elliott reviewed the fixed-route ridership, safety, and maintenance KPIs for September. For on-time performance, Ms. Elliott presented proposed service improvements intended to improve service reliability. The lowest performing routes in terms of on-time performance were Route 3 Bates Creek, Route 4 Newtown Pike, Route 5 Nicholasville Road, Route 12 Leestown Road, and Route 16 Southland Drive. Service improvements were proposed for Route 3 Bates Creek, Route 4 Newtown Pike, and Route 12 Leestown Road, with the effective date of December 22<sup>nd</sup>.

Mr. Ward asked about Route 2 Newtown Pike, specifically the number of riders that needed to get to hotel work or jobs beyond Citation Blvd. Ms. Elliott responded that direct outreach to riders and business in the affected areas would be conducted during the public engagement period, however access via Wheels would remain available.

Mr. Dowell asked about the pattern changes and where we had made pattern changes in both cases where we had shortened the route. Do we know what the impact would be on riders who currently have access to fixed route but would now be far enough away from the fixed route that they would be disqualified from Wheels if they had disability. Ms. Elliott responded that continued analysis and outreach would be involved with any changes. Mr. Dowell also asked if the adjustment to Route 12 Leestown Road removed service from Masterson Station. Ms. Elliott responded that the adjustment did not remove service from the neighborhood, only shortening the length of service on Sandersville Road.

Judge Thurston asked how the outreach plan will be communicated. Ms. Elliott responded that outreach will begin as soon as possible with traditional methods of engagement and targeted messaging.

Ms. Rodgers asked about the goal of on-time performance being 90% and what the worst performance routes were in terms of on-time performance. Ms. Elliott responded that Route 16 Southland Drive was the worst performing route by percentage, however that route does not have the same volume of departures that more frequent routes have.

Ms. Rodgers asked for clarification on the adjustment to Sandersville Road in terms of ridership. Ms. Elliott responded that the specific segment had very few riders in the past year. Ms. Rodgers followed

up asking about Route 16- Southland Drive and several years ago it was discussed about potentially cutting that route all together. Ms. Elliott responded that Route 16 was planned to be folded into Route 8 Versailles Road as proposed in the Comprehensive Operations Analysis.

Ms. Rodgers asked about the highest performing routes in terms of on-time performance and Ms. Elliott responded by saying Route 2 Georgetown Road, Route 6 North Broadway, and Route 7 North Limestone.

Mr. George Ward stated that Lextran was adjusting service to make the whole process work better. Buses must make it back to the terminal on time for riders to make connections.

## **PARATRANSIT PERFORMANCE REPORT**

Mr. Randolph Williams presented paratransit key performance indicators for the month of September. Paratransit ridership had about a five percent decrease compared to the previous month with a decrease in paratransit on-time performance. Two underlying factors that contributed to on-time performance were construction and high peak time ridership. To remain proactive with RATP Dev, in September Operator refresher training took place and administrative staffing software retraining. The software retraining focus was on optimizing road time and reliability with overall service.

Mr. Williams identified the top locations for paratransit trip arrivals and departures. Ms. Rodgers asked about the Senior Center and the two dialysis centers, and Mr. Williams responded that the amount of drop-offs and pickups had no change, however traffic patterns impacted service.

Mr. Dowell asked about the software that was supplied to operators to navigate changing traffic patterns. Mr. Williams responded that the Ecolane system had an application for riders as well as computer applications for dispatchers and the system could incorporate real time traffic patterns.

Mr. Ward asked if the on-time performance was measured from the pickup or drop-off time. Mr. Williams responded it was measured by both. Ms. Rodgers asked about unique riders and clarified that in the packet it showed that numbers were down. Mr. Williams clarified that most of the unique riders have subscriptions with RATP Dev. Ms. Rodgers asked as to why riders choose not to use the app and stated that is a tool that would greatly benefit the riders. Mr. Williams responded by saying during some of the listening sessions riders were not knowledgeable that we had an app and the usability of the app and did not have access to hearing abilities. More usage of the app would decrease the call volume and allow an increase in productivity.

## **FINANCIAL REPORT**

Ms. Nikki Falconbury presented the September Financial Report which can be found on pages 14-15. She noted that the statement of revenues and expenses showed good results from September with most line items under budget. Ms. Falconbury pointed out diesel fuel costs that were 90 cents higher at this time last year. Insurance for property and liability continued to be overbudget.

Ms. Rodgers asked about paratransit expenses being down, Ms. Falconbury responded that, along with a slight decrease in ridership, liquidated damage penalties were now in effect.

## VII. ACTION ITEMS

### A. Resolution 2024-25– Resolution to Award Collective Bargaining Agreement

Mr. Combs presented Resolution 2024-25, requesting the Board's approval to execute the Collective Bargaining Agreement between the Transit Authority of Lexington-Fayette Urban County Government (Lextran) and Amalgamated Transit Union (ATU), Local #639, with a term of July 1, 2024 through June 30, 2027.

This contract represents nearly six months of bargaining between Lextran and ATU Local #639. It was ratified by majority vote of the Union's local members on Wednesday, October 9th, 2024.

Judge Lindsay Thurston made a motion to approve the contract, and Mr. George Ward seconded that approval. The motion passed.

### B. Resolution 2024-26– Resolution to Purchase Solar Lighting for Bus Stops

Ms. Elliott presented Resolution 2024-26, requesting the Board's approval to purchase solar lighting kits for twenty-nine (29) bus stops. The price for solar lighting is \$1,960.00 each along with an estimate freight cost of \$4,200.00, for a total of \$61,040.00.

Lextran published RFP 2023-10 for the purchase of Bus Shelters, Benches, and Trash Receptacles and awarded a contract to Tolar Manufacturing Company, Inc on March 27, 2024 (Board Resolution 2024-06). Included in the contract is the option to purchase solar lighting for the price quoted above.

The sources of the funding for this procurement are:

- FFY2020 & FFY2021 Section 5310 grant funds (80%): \$48,832.
- Local Mass Transit funds (20%): \$12,208.

Mr. George Ward made a motion to approve the purchase, and Judge Lindsay Thurston seconded that motion. The motion passed.

### C. Resolution 2024-27– Resolution to Approve Task Order with Shelcon- Solar Lighting Installations

Ms. Elliott presented Resolution 2024-27, requesting the Board's approval to proceed with a task order for Shelcon Construction Company to install solar lighting on 29 bus stops.

On July 21, 2021, the Board of Directors approved Resolution 2021-13, and a contract was awarded to Shelcon Construction for Bus Stop Enhancements. The purpose of the contract is to issue task orders for projects that enhance bus stop accessibility across Fayette County.

Approval of Resolution 2024-25 allows Lextran to proceed with the task order to install solar lighting on 29 bus stops. The work to be performed will be scheduled once the order for Tolar Manufacturing Company, Inc. The price of installation is \$1,950 per bus stop. The mobilization cost for the project is \$2,500. The total cost for the project is \$59,050.

The sources of funding for this procurement are:

- FFY2020& FFY2021 Federal 5310 grant funds (80%): \$47,240.
- Local Mass Transit funds (20%): \$11,810.

Judge Lindsay Thurston made a motion to approve the resolution, and Mr. Paul Schoninger seconded that motion. The motion passed.

#### **D. Resolution 2024-28– Resolution to Purchase Six (6) CNG from Gillig LLC**

Mr. Combs presented Resolution 2024-28, requesting the Board’s approval to purchase six (6) 40-foot, low-floor compressed natural gas (CNG) transit buses at the cost of \$750,080 each, for a total of \$4,500.480.

TANK (Transit Authority of Northern Kentucky) published RFP 2023.02 for the purchase of CNG and Hybrid Buses that was awarded to Gillig LLC in April 2023. Lextran, along with several other transit authorities, partnered with TANK on this cooperative contract in an effort to secure more competitive pricing for future bus purchases. The contract allows for a minimum of one (1) and a maximum of thirty (30) buses during the term of the contract, which is five (5) years. This purchase of six (6) CNG buses will be the second under this contract, following the purchase of three-40-foot, low-floor CNG transit buses approved in December 2023.

The sources of funding for this purchase are:

- FFY2024 Low-No Emissions grant funds (85%): \$3,825.408.
- KYTC matching funds (15%): \$675,072

Mr. George Ward made a motion to approve the purchase, and Ms. Jamie Rodgers seconded that motion. The motion passed.

#### **E. Resolution 2024-29– Resolution to Purchase a Camera System Upgrade for Buses**

Mr. Combs presented Resolution 2024-29, requesting the Board’s approval to purchase a Camera System Upgrade for Buses.

The majority of Lextran’s current camera system consists of equipment purchased in 2018 as a result of Resolution 2018-10 approved by the Board of Directors on May 16, 2018. To maintain quality equipment for the safety of Lextran’s employees and the public, an update to the existing camera system is needed.



RFP 2024-10 was issued on July 15, 2024, with proposals received on August 28, 2024. A staff evaluation committee reviewed and approved the proposals for compliance and responsiveness. A responsive proposal was received from six (6) qualified proposers:

- Comsonics, Inc
- IDIS Americas, Inc.
- IVS, Inc. dba AngelTrax
- Radio Engineering Industries, Inc.
- Safety Vision
- Transit Solutions, LLC

The proposal from Transit Solutions, LLC, received the highest evaluation score and is recommended to provide and install the camera system upgrade for Lextran. The term of the contract awarded will be for three (3) years with two (2) options to extend for two (2) years each, for a total of seven (7) possible contact years.

The total cost of this project will be \$737,303.00. The pricing breakdown will be as follows for the core integration of the bus camera system upgrade:

- Onboard system (cameras, microphones, DVRs and integration): \$374,767.00
- Central system) software, network integration, data feeds): \$247,800.00 (\$35,400 annually)
- Project Implementation (management, installation, training): \$114,736.00

Transit Solutions LLC also included pricing for optional solutions for other fleet vehicles should Lextran choose to install a camera system on vehicles outside of fixed route buses.

The source of funding for this procurement is as follows:

- Federal 5307 Funds (80%) \$589,842
- State Match (20%) \$147,461

Judge Lindsay Thurston made a motion to approve the purchase, and Ms. Jamie Rodgers seconded that approval. The motion passed.

#### **F. Resolution 2024-30– Resolution to Establish a Special Committee of the Lextran Board of Directors**

Mr. Combs presented Resolution 2024-30, requesting the Board's approval to establish a special committee of the Lextran Board of Directors, Article VI. Section 1: Special Committees. The special committee being established is the Strategic Planning Committee, with the purpose of developing proposals and advising Lextran's Board of Directors on its upcoming strategic planning efforts.

The Strategic Planning Committee will consist of four (4) members, chaired by Harding Dowell and will include Jamie Rodgers, George Ward, and Leidy Borges-Gonzalez. The Strategic Planning Committee will adhere to the meeting rules as outlined in the Bylaws of the Lextran Board of

Directors, Article IV, Section 2,4,5,7,8,9, and 10. The strategic Planning Committee will dissolve on October 31, 2025, unless extended by the Lextran Board of Directors.

Judge Lindsay Thurston made a motion to approve the Committee, and Mr. Paul Schoninger seconded that motion. The motion passed.

#### **G. Resolution 2024-31– Resolution to Add a Money Market Account**

Mr. Combs presented Resolution 2024-31, requesting the Board’s approval to add and manage a Money Market account through Fifth-Third Bank, Lextran’s current banking partner. The purpose of this account is to manage funds while retaining liquidity. The authorized signatories for the account are as follows:

- Fred Combs, General Manager
- Nikki Falconbury, Director of Finance & Human Resources

Mr. George Ward made a motion to approve the resolution, and Mr. Paul Schoninger seconded that motion. The motion passed.

#### **VIII.CHANGE ORDER REPORT**

No change of order report.

#### **IX. OLD BUSINESS**

There was no old business.

#### **X. NEW BUSINESS**

There was no new business.

#### **XI.PROPOSED AGENDA ITEMS**

Mr. Fred Combs stated that conversations about service improvements will remain open and reported back to the Board in the future. Two procurements are on the horizon but likely not for next month’s meeting, including CNG improvements for the maintenance facility and the architecture and engineering services award.

#### **XII. CLOSED SESSION**

There was no closed session.

#### **XIII. ADJOURNMENT**

Mr. Harding Dowell adjourned the meeting at 11:15 a.m.

# LEXTRAN MONTHLY PERFORMANCE REPORT – OCTOBER 2024

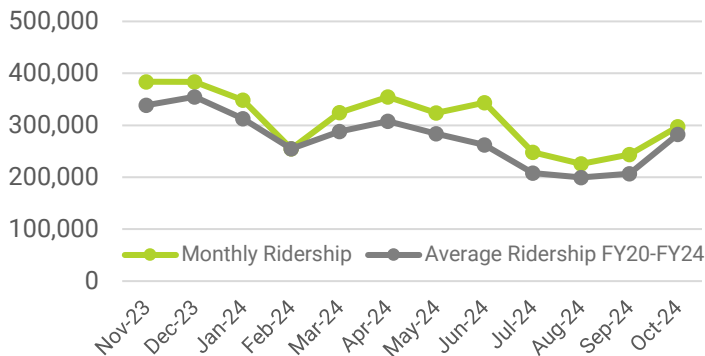
We serve people and our community with mobility solutions.

During the month of October, Lextran offered service for the Keeneland Fall Meet as well as the UK Football Shuttle for two home games. On October 19<sup>th</sup>, the Urban County Council Transportation Expo was held at the Marksberry Family Branch Library with great attendance and community engagement. The microtransit feasibility study kicked off on October 22<sup>nd</sup>. RATP Dev hosted their technology provider, Ecolane, along with Lextran staff, for training. AVAIL Technologies, Lextran’s intelligent transportation systems vendor, was in Lexington for a final design review on October 30<sup>th</sup> and 31<sup>st</sup>. Congratulations to this year’s Halloween Costume Contest winner, Misty Hellard!

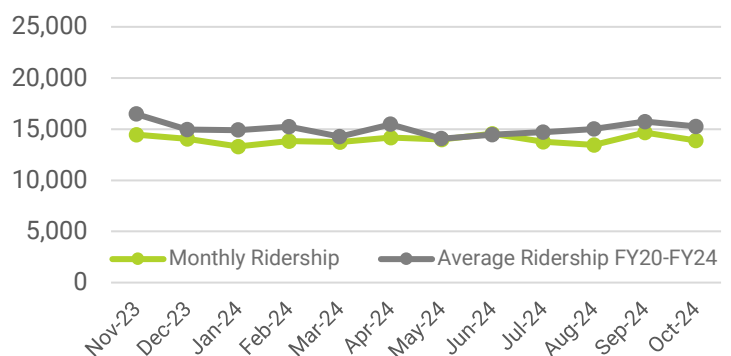
## DEMONSTRATE VALUE TO THE COMMUNITY



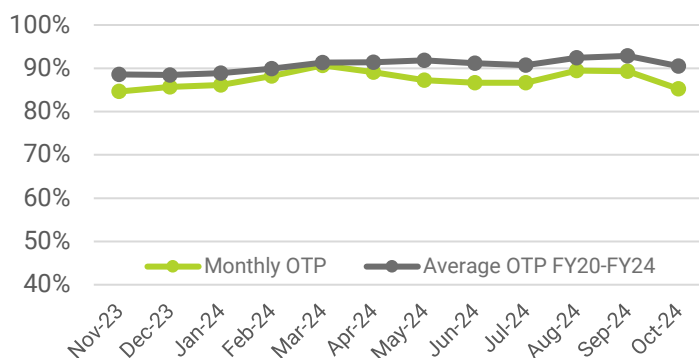
### Fixed-Route Ridership



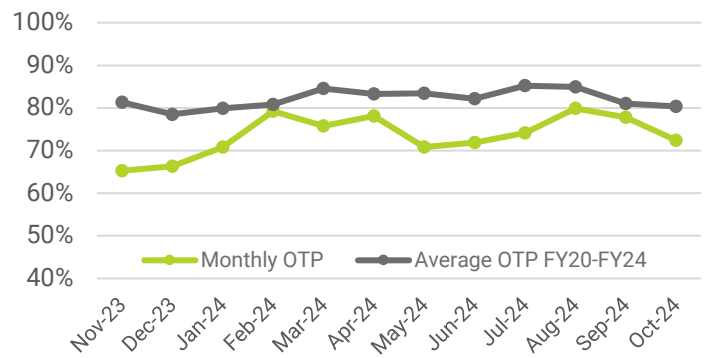
### Paratransit Ridership



### Fixed-Route On-Time Performance



### Paratransit On-Time Performance



Performance Indicator	Fixed Route System			Paratransit (Wheels)		
	This Month	FY25YTD	FY24YTD	This Month	FY25YTD	FY24YTD
<b>System Production</b>						
Total Ridership	332,950	1,217,826	1,338,309	15,290	57,312	56,802
Weekday Ridership	292,263	1,049,925	1,150,293	13,071	48,357	46,768
Saturday Ridership	25,661	97,279	108,160	1,254	4,815	5,133
Sunday Ridership	15,026	63,953	72,188	965	3,738	4,428
Total Revenue Miles	184,316	669,214	636,073	95,306	367,009	343,241
Total Revenue Hours	20,014	71,240	65,972	7,422	29,295	25,655
Trips per Mile	1.81	1.82	2.10	0.16	0.16	0.17
Trips per Hour	16.64	17.09	20.29	2.06	1.96	2.21

- Fixed route ridership for October decreased slightly from September 2024 and remains slightly below FY24 year-to date.
- Paratransit ridership showed a slight increase from last month but remained stable compared to October 2023.
- Trips per Hour have slightly decreased from last month on fixed route.

#### LEXTRAN IN THE MEDIA

- October 4 – [Community stakeholders discuss importance of National Pedestrian Safety Month \(WKYT\)](#)
- October 10 – [Good Question: What is the ‘health’ tax on my property taxes? \(WKYT\)](#)
- October 15 – [Lexington citizens urged to make transportation suggestions | WEKU](#)
- October 15 - [Fare-free rides coming to Lexington for Election Day \(Spectrum News\)](#)
- October 17 - [Lextran offering free rides on Election Day | WEKU](#)
- October 30 - [Tax for Lexington’s 100 parks on ballot on Nov. 5 | Lexington Herald Leader](#)
- October 31 - [Lextran bus reportedly hits building after overnight vehicle crash \(LEX18\)](#)
- October 31 - [Bus slams into downtown Lexington building \(WKYT\)](#)
- October 31 - [Wrong way vehicle collides with bus in downtown Lexington | Lexington Herald Leader](#)

#### COMMUNITY INVOLVEMENT AND OTHER MEETINGS

- October 3 – Travel Training
- October 3 – Vulnerable Road User Field Session (Tates Creek Road)
- October 4 – Travel Training
- October 4 – Bicycle Pedestrian Advisory Committee
- October 7 – Travel Training

**COMMUNITY INVOLVEMENT AND OTHER MEETINGS (CONTINUED)**

- October 8 – US 27 Project Management
- October 9 – Congestion Management & Air Quality Committee
- October 9 – Transportation Technical Coordinating Committee
- October 10 – Vulnerable Road User Follow Up (Tates Creek Road)
- October 14 – CivicLex
- October 16 – Access Lexington Commission
- October 17 – VRUCK – Veteran’s Day Celebration
- October 17 – Domestic Violence Vigil and Resource Fair
- October 17 – Travel Training
- October 17 – Corridors Commission
- October 17 – Meeting with Councilmember Baxter
- October 17 – Vulnerable Road Users Field Session (North Broadway PM)
- October 18 – Goodwill’s Expungement and Job Resource Fair
- October 18 – Housing Authority Fall Wellness Festival
- October 19 – Urban County Council Transportation Expo
- October 21 – Climate Action Plan – Transportation Technical Focus Group
- October 22 – Keep Lexington Beautiful
- October 22 – Travel Training
- October 23 – Lexington Area MPO Transportation Policy Committee
- October 23 – Team Kentucky – EV Charging Program Working Group
- October 24 – Travel Training
- October 24 – Vulnerable Road Users Follow Up (North Broadway PM)
- October 25 – Travel Training
- October 29 – Wheels & Lextran Senior Event
- October 30 – WORK Lexington Clean Slate Job and Resource Fair
- October 30 – Complete Streets
- October 31 – Kentucky Career Center Resource Event
- October 31 – Travel Training

**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	This Month		FY25 YTD		FY24 YTD		This Month		FY25 YTD		FY24 YTD	
On-Time Performance	83.30%		85.03%		87.65%		69.77%		68.60%		69.06%	
Farebox Recovery	5.58%		6.33%		6.94%		N/A		N/A		N/A	
Operating Expenses	\$1,987,115		\$7,571,722		\$6,576,422		\$584,515		\$2,440,285		\$2,593,904	
Per Mile	\$3.08		\$3.24		\$3.44		N/A		N/A		N/A	
Per Hour	\$70.92		\$77.35		\$66.96		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	39	11.71	186	15.27	186	14.65	53	358.81	127	223.62	89	210.23
Commendations	5	1.50	34	2.79	15	1.12	19	128.63	56	98.60	0	0.00
Discourtesy	12	3.60	43	3.53	57	4.26	2	13.54	8	14.09	23	54.33
Late or Early	5	1.50	16	1.31	9	0.67	19	128.63	33	58.11	17	40.16
Safety	2	0.60	28	2.30	36	2.69	6	40.62	13	22.89	18	42.52
Passed Boarding /Missed Trips (Wheels)	5	1.50	17	1.40	36	3.44	0	0.00	0	0.00	5	11.81
Information and Service Requests	2	0.60	10	0.16	13	0.97	0	0.00	0	0.00	16	37.79
Other	8	2.40	38	3.12	20	1.49	7	47.39	17	29.93	10	23.62
Call Length	0:59		0:59		1:01		1:47		1:43		1:34	
Time to Abandon	0:17		0:15		0:25		2:33		2:52		3:18	

**MANAGE AND SUSTAIN RESOURCES**

Performance Indicator	Fixed Route System			Paratransit (Wheels)		
	This Month	FY25 YTD	FY24 YTD	This Month	FY25 YTD	FY24 YTD
<b>Safety</b>						
Preventable Accidents	7	24	8	1	5	8
Preventable Accidents per 100,000 miles	3.64	3.43	1.20	0.87	1.13	1.93
Days with No Preventable Accidents	24	99	107	3	117	113
Workers Compensation Claims	1	2	5	N/A	N/A	N/A
Injury Frequency Rate	6.16	3.15	7.47	N/A	N/A	N/A
Days of Lost Time	44	81	51	N/A	N/A	N/A

- Fixed-route saw a decrease in the number of preventable accidents in October, but had a Workers Compensation claim, increasing the injury frequency rate.
- Paratransit had one preventable accident for October and overall maintains fewer preventable accidents year-to-date in FY25.

Performance Indicator	Fixed Route System		
	This Month	FY25YTD	FY24YTD
<b>Maintenance</b>			
Miles between Road Calls	10,240	9,841	14,135
Percent of Preventive Maintenance Inspections on Schedule	100%	100%	100%

- In October, the maintenance department reported 10,240 miles between road calls.
- Maintenance completed 100 percent (54 of 54) of preventive maintenance inspections on schedule in October.

Performance Indicator	Fixed Route System	
	This Month	FY25YTD
<b>Training Activities</b>		
New Employee Training	18	55
CDL Permit Training	12	41
Electric Bus Training	7	32
Smith System Training	7	32
Accident Remedial	6	28
Incident Remedial	2	5
Return to Work	2	7

Hiring and Recruiting	This Month	Interviews	New Hires
Open Positions	33	37	13
Operations	22	27	10
Maintenance	8	10	2
Administration	3	0	1

Procurements	
A&E Services	Open
CNG Facilities Update	Open
Office Supplies	Open
Plumbing Services	Open
HVAC Maintenance Services	Upcoming
Janitorial Services	Upcoming
Transit Center Exterior Renovation (IFB)	Upcoming
Transit Center Interior Renovation (RFP)	Upcoming
Uniforms – Maintenance	Upcoming



**FINANCIALS**
**BALANCE SHEET**

as of October 31, 2024

	CURRENT YEAR-TO-DATE	LAST YEAR-TO-DATE
<b>ASSETS</b>		
Current assets		
Operating Cash	\$22,416,492	\$28,732,516
Accounts receivable	\$2,653,185	\$979,549
Inventory	\$842,166	\$921,238
Work in process	\$1,323,245	\$5,439,435
Prepaid	\$1,170,369	\$1,025,124
Total Current Assets	<u>\$28,405,456</u>	<u>\$37,097,864</u>
Long term asset - Pension	<u>\$3,278,791</u>	<u>\$2,472,657</u>
Total Long Term Assets	<u>\$3,278,791</u>	<u>\$2,472,657</u>
Net capital and related assets	\$42,178,339	\$36,606,278
<b>TOTAL ASSETS</b>	<u><u>\$73,862,587</u></u>	<u><u>\$76,176,799</u></u>
<b>LIABILITIES</b>		
Current liabilities		
Accounts payable	\$1,195,567	\$928,494
Payroll liabilities	\$864,873	\$764,751
Total Current Liabilities	<u>\$2,060,440</u>	<u>\$1,693,245</u>
Long term liability - Pension	<u>\$590,272</u>	<u>\$747,248</u>
Total Long Term Liabilities	<u>\$590,272</u>	<u>\$747,248</u>
<b>NET POSITION</b>	\$71,211,875	\$73,736,306
<b>TOTAL LIABILITIES AND NET POSITION</b>	<u><u>\$73,862,587</u></u>	<u><u>\$76,176,799</u></u>

## STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET POSITION

October 2024

	FY2025 ACTUAL	FY2025 BUDGET	FY2025 VARIANCE	FY 2024 ACTUAL
<b>REVENUES</b>				
Property taxes	\$676,991	\$510,000	\$166,991	\$494,372
Passenger revenue	\$479,565	\$431,904	\$47,661	\$456,174
Federal funds	\$0	\$1,872,488	(\$1,872,488)	\$0
State funds	\$0	\$0	\$0	\$0
Advertising revenue	\$320,000	\$300,000	\$20,000	\$260,000
Other revenue	\$70,501	\$897,335	(\$826,834)	\$897,704
<b>TOTAL REVENUES</b>	<b>\$1,547,057</b>	<b>\$4,011,727</b>	<b>(\$2,464,670)</b>	<b>\$2,108,250</b>

### EXPENSES

Wages	\$4,067,323	\$4,185,802	(\$118,479)	\$3,819,592
Fringe benefits	\$2,075,749	\$2,404,273	(\$328,524)	\$1,911,836
Professional services	\$471,156	\$635,867	(\$164,711)	\$430,987
Materials and supplies	\$576,249	\$503,833	\$72,416	\$427,459
Fuel-Diesel	\$200,520	\$337,125	(\$136,605)	\$308,674
Fuel-Other	\$174,187	\$297,861	(\$123,675)	\$172,498
Utilities	\$148,830	\$165,099	(\$16,269)	\$140,643
Insurance	\$372,702	\$326,794	\$45,908	\$316,264
Fuel taxes	\$70,295	\$76,667	(\$6,372)	\$72,296
Paratransit Expenses	\$2,672,333	\$2,689,306	(\$16,973)	\$2,789,483
Vanpool Expenses	\$0	\$0	\$0	\$16,423
Dues and subscriptions	\$41,007	\$33,000	\$8,007	\$44,539
Travel, training and meetings	\$77,086	\$83,394	(\$6,308)	\$29,873
Media advertising	\$41,886	\$78,167	(\$36,281)	\$68,274
Miscellaneous	\$18,646	\$28,467	(\$9,821)	\$19,047
Leases and rentals	\$2,184	\$2,184	\$0	\$2,184
Depreciation	\$1,422,129	\$1,422,129	(\$0)	\$858,508
<b>TOTAL EXPENSES</b>	<b>\$12,432,282</b>	<b>\$13,269,967</b>	<b>(\$837,685)</b>	<b>\$11,428,580</b>

<b>CHANGE IN NET POSITION</b>	<b>(\$10,885,225)</b>	<b>(\$9,258,240)</b>	<b>(\$1,626,985)</b>	<b>(\$9,320,330)</b>
-------------------------------	-----------------------	----------------------	----------------------	----------------------

Monthly Average Diesel Cost:	\$2.35
YTD Average Diesel Cost:	\$2.41
CNG Diesel Gallon Equivalent:	\$1.02

**MEMORANDUM**

November 20, 2024

**TO: Lextran Board of Directors**

**FROM: Fred Combs, General Manager**

**SUBJECT: Benefit Improvement to the Lextran Employees Contributory Pension Plan**

Attached is a resolution requesting approval to execute an amendment to the Lextran Employees Contributory Pension Plan. The Lextran Pension Committee met on November 12, 2024. The Pension Committee consists of three union members, two administrative employees and one board member. A motion was made at the meeting to instruct the Lextran General Manager to bring it before the Lextran Board of Directors to amend the monthly benefit received for each year of service.

The resolution addresses the following changes to the Plan:

- Effective on November 20, 2024, the monthly benefit formula for all participants who retire on or after that date shall be increased from \$50 for each year of service with Lextran to \$60 for each year of service.
- Except as herein provided, the Plan shall, as amended, continue in full force and effect.

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

**RESOLUTION 2024-31****TRANSIT AUTHORITY OF LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT****NOVEMBER 20, 2024**

**WHEREAS**, under the terms of the Lextran Employees Contributory Pension Plan, the committee has the ability to make recommendations to amend the Plan;

**WHEREAS**, a motion was made at the Pension Committee meeting on November 12, 2024, to instruct the Lextran General Manager to bring it before the Lextran Board of Directors to amend the monthly benefit received for each year of service;

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Directors of the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) hereby adopts the amendment to the Lextran Employees Contributory Pension Plan which is attached hereto and incorporated by reference providing that the monthly normal retirement benefit shall be increased from \$50 to \$60 for each year of service with Lextran for any participant who retires on or after November 20, 2024. All other provisions of the Plan shall remain in full force and effect.

---

**MOTION**

---

**SECOND**

---

**CHAIRPERSON**

---

**DATE**

**MEMORANDUM**

November 20, 2024

**TO: Lextran Board of Directors****FROM: Fred Combs, General Manager****SUBJECT: Resolution to Rescind and Replace Resolution 2024-29 for Camera System Upgrade for Buses**

Attached is a resolution requesting authority to rescind and replace a previously approved resolution to purchase a Camera System Upgrade for Buses due to an update to the total contract price.

On October 23, 2024, the Lextran Board of Directors approved Resolution 2024-29 to enter into a contract with Transit Solutions, LLC for the purchase of an upgrade to the existing bus camera system. The contract awardee, as well as the term awarded remains the same at three (3) years with two (2) options to extend for two (2) years each, for a total of seven (7) possible contract years.

An adjustment in the price is necessary due to the cost of warranty and support for the four (4) optional years of the contract.

The updated total expected cost of this project is \$830,719.00. The pricing breakdown is as follows:

- System hardware: \$260,031
- Software (all 7 contract years): \$247,800 (\$35,400 annually)
- Project implementation: \$114,736
- Warranty & support years 4 & 5: \$99,120
- Warranty & support years 6 & 7 \$109,032

Transit Solutions LLC also included pricing for optional solutions for other fleet vehicles should Lextran choose to install a camera system on vehicles outside of fixed route buses during the contract term.

The source of funding for this procurement is as follows:

- 80% Federal 5307 Funds - \$664,575
- 20% State Match - \$166,144

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

**RESOLUTION 2024-33****TRANSIT AUTHORITY OF LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT****NOVEMBER 20, 2024**

**WHEREAS**, Resolution 2024-29 to enter into a contract with Transit Solutions, LLC for the purchase of an upgrade to the existing bus camera system; and

**WHEREAS**, the cost of warranty and support for the four (4) optional years of the contract shall be reflected in approved project price; and

**WHEREAS**, Transit Solutions, LLC provided pricing for a system upgrade that was determined to be fair and reasonable;

**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 enter into a contract with Transit Solutions, LLC to purchase and install a camera system upgrade for 78 transit buses.

---

**MOTION**

---

**SECOND**

---

**CHAIRPERSON**

---

**DATE**