

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 27, 2025, 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 2025 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	8
FINANCIALS	14
ACTION ITEMS.....	16

LEXTRAN BOARD OF DIRECTORS MEETING**August 27, 2025****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. July 2025	10:05 – 10:10
IV.	Chair's Report (Dowell)	10:10 – 10:15
V.	US 27 Study Presentation	10:15 – 10:40
VI.	General Manager's Report-Transit Center Renovation Update	10:40 – 10:45
VII.	Lextran Monthly Performance Report & Financials	10:45 – 11:00
VIII.	Closed Session	11:00 – 11:20
IX.	Action Items A. Resolution 2025-16 Committee Assignments B. Resolution 2025-17 Title VI Program Plan C. Resolution 2025-18 Transit Center Exterior Safety Improvements Work Order	11:20 – 11:30
X.	Change Order Report	11:30 – 11:35
XI.	Old Business	11:35
XII.	New Business	11:35
XIII.	Proposed Agenda Items	11:35
XIV.	Adjournment	11:35

The next business meeting of the Board of Directors is scheduled for September 24, 2025, at 10:00 a.m.

TRANSIT AUTHORITY OF THE LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT (LEXTRAN) BOARD OF DIRECTORS MEETING MINUTES

July 23, 2025 – 10:00 am

Board Meeting Livestream: <https://www.youtube.com/live/w2DH5Dv2cBE?si=JT04WyQn8x-kJ09E>

Board Members Present

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

Board Members Absent

George Ward

Staff Present

Fred Combs, General Manager
Randolph Williams, Assistant General Manager
Kara Legg, General Counsel
Jason Dyal, Director of Operations
Emily Elliott, Director of Planning & Community Development
Nikki Falconbury, Director of Finance & HR
Stephan Rohde, Interim Director of Safety & Security
Chris Withrow, Director of Maintenance
Gregory Butler, Planning & Community Development Manager
Deanna Istre, Purchasing Manager
Alan Jones, IT Manager
Allie Jones, Finance Manager
Becky Lane, Purchasing Coordinator
James McElroy, Transit Analyst
Dale Stone, Operations Manager

Guests Present

Derwin Blair, RATP-Dev
Kuantaze Cooper, RATP-Dev
Linda Froehlich, Living Streets Lexington
Byron Robinson, RATP-Dev

I. CALL TO ORDER

Chair Harding Dowell called the meeting to order at 10:00 am and performed the roll call.

II. PUBLIC COMMENT ON AGENDA ITEMS

Linda Froehlich addressed the Board to advocate for additional shade structures at the Transit Center. She expressed appreciation for the installation of two covers since the previous meeting but noted they were insufficient. She submitted photos for the record and urged the Board to act to improve rider comfort and public perception.

III. APPROVAL OF MINUTES

Mr. Schoninger moved to approve the May 2025 meeting minutes, and Mr. Huston seconded. The motion carried unanimously.

IV. CHAIR'S REPORT (DOWELL)

No Chair's Report was given.

V. GENERAL MANAGER'S REPORT-TRANSIT CENTER RENOVATION UPDATE

Mr. Combs provided an update on the Transit Center renovation, stating that structural repairs had been completed and that mechanical systems and interior elements were progressing on schedule. The team had begun focusing on exterior improvements such as platform leveling, curbs, and wayfinding signage. Two additional sunshades were scheduled for installation on High Street within a week.

Mr. Dowell asked whether November had always been the target date for project completion. Mr. Combs confirmed that it was.

Mr. Huston asked whether four sunshade structures would be sufficient. Mr. Combs explained that while not everyone would have a seat, riders were permitted to stay on board buses to cool off between rides, with staff and supervisors supporting that option.

Mr. Dowell asked whether the on-board cooling allowance was communicated to riders via signage or operators. Mr. Combs said it was communicated verbally by drivers and supervisors.

Jason Dyal, Director of Operations, added that two-to-three supervisors are stationed at the Transit Center, along with customer service staff, to assist riders. He acknowledged that some people prefer to remain outside but affirmed the team's commitment to rider comfort.

VII. LEXTRAN PERFORMANCE REPORT AND FINANCIALS – MAY

LEXTRAN PERFORMANCE REPORT

Emily Elliott, Director of Planning and Community Development presented the June 2025 performance report. She highlighted key accomplishments including open enrollment, strategic planning workshops, the implementation of a new performance code of conduct, and fare-free trips to cooling centers during heat advisories. Ridership declined by approximately 11 percent year-over-year.

Mr. Dowell asked whether the ridership decline could be attributed to technology issues rather than actual decreases in use. Ms. Elliott responded that while some decline is occurring, it is not to the degree reported and that issues with the automatic passenger counters (APCs) are under review.

Mr. Combs asked whether the recent software update to the scheduling system may have contributed to reporting inconsistencies. Ms. Elliott confirmed the correlation between the system upgrade and data discrepancies. Ms. Elliott explained that now, with a full year of data, they can better isolate technical vs. behavioral causes.

Mr. Dowell emphasized the seriousness of a 10 percent ridership drop. Ms. Elliott agreed and reiterated the need for evidence-based conclusions.

Ms. Borges-Gonzalez asked whether Lextran had consulted with the university about increases in online classes that could affect ridership. Ms. Elliott replied that while online enrollment might contribute, the focus remains on verifying the accuracy of the data tools before attributing changes to behavioral shifts. Mr. Combs added that they had completed a year-end debrief with the university and would hold a start-of-year meeting in the coming weeks. Ms. Rodgers asked whether the university's fee arrangement with Lextran was tied to ridership. Ms. Elliott confirmed it was not.

Ms. Elliott concluded her report with on-time performance at 90.9 percent, eight preventable accidents, improved preventive maintenance numbers, and stable costs for fuel.

Mr. Huston inquired about the current timeline for the strategic plan. Mr. Combs said materials would be shared mid-month, and Ms. Elliott added that stakeholder engagement would follow. Mr. Huston asked whether it was a 10-month process, and Ms. Elliott confirmed that the goal was to complete the plan by December.

PARATRANSIT PERFORMANCE REPORT

Randolph Williams, Assistant General Manager, reported on paratransit performance, noting stable ridership with a one percent increase over the previous fiscal year, and improvements in audited on-time performance (OTP), which reached 87.59 percent—the highest since he joined.

Ms. Rodgers remarked that it was the highest she had seen in five years. Mr. Combs credited the addition of new vehicles and operational improvements for the progress.

Mr. Dowell asked how updating customer profiles helped reduce late cancellations. Mr. Williams explained that outdated subscription details, such as appointment times and emergency contacts, contributed to preventable scheduling issues. With better data, dispatchers could make better decisions.

Ms. Rodgers asked whether Lextran had identified other high-volume destinations besides dialysis centers for targeted outreach. Mr. Williams said they were reviewing senior centers and employment locations next.

FINANCIAL REPORT

Nikki Falconbury, Director of Finance and Human Resources, presented the unaudited financial report for the end of Fiscal Year 2025. She explained that federal and state fund entries were pending. Passenger revenue was slightly under budget; wages were over due to overtime. Fuel costs remained lower than the previous year, and the agency remained within budget overall. Ms. Rodgers asked about the status of federal and state reimbursements. Ms. Falconbury said both were in process, with state reimbursements done annually and federal quarterly.

VII. ACTION ITEMS

A. NOMINATING COMMITTEE REPORT—ELECTION OF CHAIR AND VICE CHAIR

Ms. Borges-Gonzalez, Committee Chair, presented the committee's recommendation to reappoint Harding Dowell as Chair and Jamie Rodgers as Vice Chair.

Mr. Schoninger moved to approve; Mr. Huston seconded. The motion passed unanimously.

X. CHANGE ORDER REPORT

Mr. Combs presented three change orders and stated that none required board action:

1. \$4,000 for consultant travel to present the microtransit study to LFUCG Urban County Council.
2. Varied price increases across Fastenal's catalog that would equate to roughly \$500 annually.
3. \$33,000 to repair a missing footing at the Transit Center.

Ms. Rodgers asked how many total change orders there had been for the Transit Center. Mr. Combs stated this was the fifth. Ms. Rodgers noted that the number was high but expected given the building's condition. Mr. Huston asked whether the architect reviewed all change orders. Mr. Combs confirmed they did. Mr. Dowell asked how often Kersey & Kersey was on-site, Mr. Combs said they visited at least biweekly. Ms. Rodgers asked whether the project was still under budget. Fred confirmed and said surplus funds may support external improvements.

Mr. Dowell asked about feedback from the Council presentation on microtransit. Mr. Combs and Ms. Elliott said Council showed interest and asked substantive questions, but that the funding discussion occurred in a separate meeting.

Ms. Rodgers asked whether Council had allocated \$250,000 before or after seeing the full cost estimate of \$2 million. Ms. Elliott confirmed the allocation preceded the presentation. Ms. Rodgers asked whether Lextran had been invited to return to Council. Mr. Combs said not formally, but ongoing discussion was expected. Ms. Rodgers asked whether the \$250,000 would remain available until the pilot plan was finalized. Mr. Combs confirmed that it would.

XI. OLD BUSINESS

No old business was discussed.

XII. NEW BUSINESS

No new business was discussed.

XIII. PROPOSED AGENDA ITEMS

Mr. Combs reported that two items were scheduled for the August agenda:

1. Presentation on the U.S. 27 (Nicholasville Road) Bus Rapid Transit (BRT) study
2. Update to the Title VI plan

XIV. CLOSED SESSION

The Board did not enter Closed Session.

XV. ADJOURNMENT

Mr. Dowell adjourned the meeting at 10:43 am

LEXTRAN MONTHLY PERFORMANCE REPORT – JULY 2025

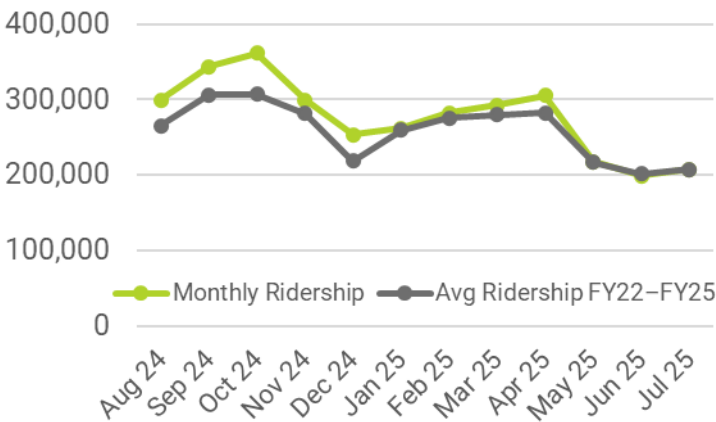
We serve people and our community with mobility solutions.

July marked the beginning of a new fiscal year for Lextran. Independence Day was observed with Sunday-level service that extended later into the evening to accommodate community celebrations. Staff and passengers partnered in a “Christmas in July” school supply drive benefitting Arbor Youth. Three public meetings were held to gather input on proposed services adjustments scheduled for August. Progress continued on the Transit Center interior renovation project, and new sun shades were installed along High Street to provide additional comfort for riders.

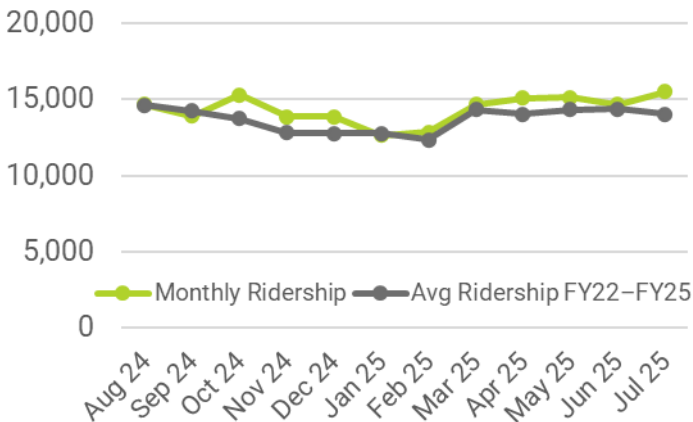
DEMONSTRATE VALUE TO THE COMMUNITY



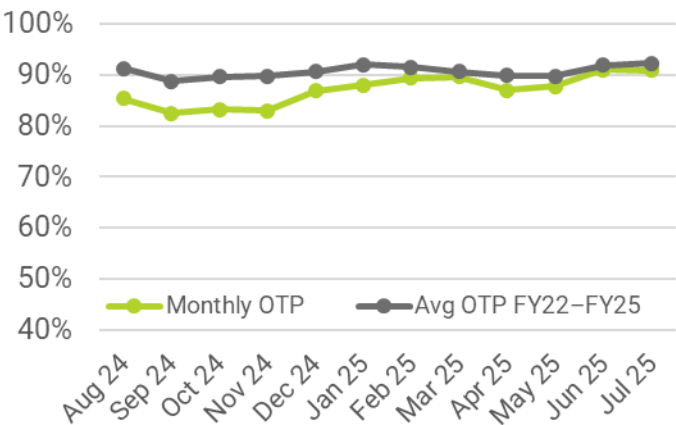
Fixed-Route Ridership



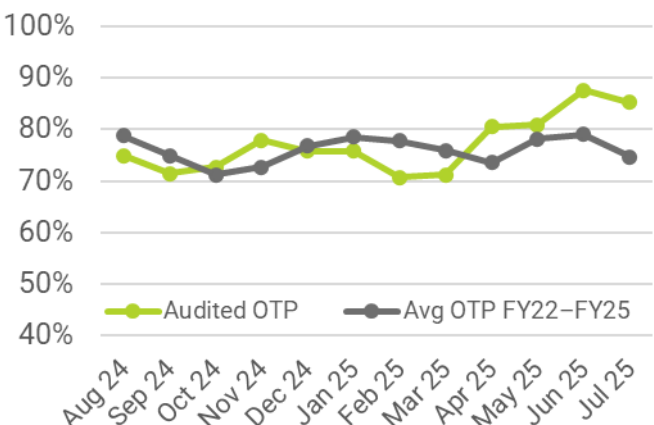
Paratransit Ridership



Fixed-Route On-Time Performance



Paratransit On-Time Performance



Performance Indicator	Fixed Route System			Paratransit (Wheels)		
System Production	This Month	FY26YTD	FY25YTD	This Month	FY26YTD	FY25YTD
Total Ridership	207,289	207,289	243,728	15,531	15,531	13,449
Weekday Ridership	175,677	175,677	207,262	13,036	13,036	11,350
Saturday Ridership	16,852	16,852	19,175	1,196	1,196	1,085
Sunday Ridership	11,556	11,556	13,611	1,027	1,027	811
Holiday Ridership	3,204	3,204	3,680	272	272	203
Total Revenue Miles	165,339	165,339	144,455	93,439	93,439	90,012
Total Revenue Hours	15,148	15,148	14,878	7,366	7,366	8,120
Trips per Mile	1.25	1.25	1.69	0.17	0.17	0.15
Trips per Hour	13.68	13.68	16.38	2.11	2.11	1.66

- Fixed route ridership increased slightly from June 2025 but remains lower than July 2024.
- Paratransit ridership also increased from June.
- Total revenue miles were higher than in June for both fixed route and paratransit.

LEXTRAN IN THE MEDIA

- July 2 - [Lextran provides update on downtown transit center construction](#) (FOX 56)
- July 23 - [As temps remain high, Lexington Emergency Management extends Phase 1 of Extreme Heat Plan](#) (LEX 18)
- July 23 - [Lexington activates Phase I of heat plan](#) (WKYT)
- July 24 - [Heatwave hits Kentucky; emergency plan in place in Lexington](#) (WUKY)
- July 25 - [Big outdoor plans this weekend? Prepare to sweat, sweat and sweat some more](#) (Lexington Herald Leader)
- July 28 - [As heat wave continues, Lexington extends phase 1 of heat plan](#) (WEKU)
- July 28 - [NWS issues heat warning, Lexington officials extend Phase One Heat Plan](#) (WUKY)

COMMUNITY INVOLVEMENT AND OTHER MEETINGS

- July 1 – 250LEX Commemorative Planting Ribbon Cutting
- July 1 – Situation Table Meeting
- July 2 – How to Ride – UK College of Orientation and Mobility
- July 3 – Meeting with Gatton Park
- July 8 – Fayette Alliance Grow Smart Academy Session Three: Sustainability and Transportation
- July 8 – US 27 Project Management Meeting.
- July 9 – Summer Leadership Experience Camp Transportation Session
- July 11 – STARS Incorporated Camp Transportation Session
- July 15 – Travel Training – Kentucky Refugee Ministries
- July 16 – Civic Lex Meeting
- July 16 – Lexington Forum July Social
- July 21 – Travel Training – Kentucky Career Center
- July 23 – Living Streets Lexington Meeting

COMMUNITY INVOLVEMENT AND OTHER MEETINGS (CONTINUED)

- July 29 – Service Adjustment Public Meeting One – Virtual
- July 29 – Keep Lexington Beautiful Meeting
- July 30 – Service Adjustment Public Meeting Two
- July 31 – Service Adjustment Public Meeting Three - Virtual

DELIVER A HIGH-QUALITY PRODUCT

Performance Indicator	Fixed Route						Paratransit (Wheels)					
Service Quality	This Month		FY26 YTD		FY25 YTD		This Month		FY26 YTD		FY25 YTD	
OTP	90.8%		90.8%		89.3%		85.3%		85.3%		79.1%	
Farebox Recovery	5.3%		5.3%		6.6%		N/A		N/A		N/A	
Operating Expenses	\$2,118,217		\$2,118,217		\$2,053,633		\$638,329		\$638,329		\$666,041	
Per Mile	\$3.48		\$3.48		\$3.85		N/A		N/A		N/A	
Per Hour	\$101.85		\$101.85		\$100.65		N/A		N/A		N/A	
Customer Service	This Month		FY26 YTD		FY25 YTD		This Month		FY26 YTD		FY25 YTD	
	Count	Rate	Count	Rate	Count	Rate	Count	Rate	Count	Rate	Count	Rate
Customer Feedback	46	22.2	46	22.2	45	18.5	13	83.7	13	83.7	28	208.2
Commendations	4	1.93	4	1.93	8	3.86	2	12.9	2	12.9	19	141.3
Discourtesy	10	4.82	10	4.82	12	5.79	0	0.0	0	0.0	1	7.4
Late or Early	7	3.38	7	3.38	2	0.96	3	19.3	3	19.3	3	22.3
Safety	8	3.86	8	3.86	8	3.86	4	25.8	4	25.8	3	22.3
Passed Boarding /Missed Trips (Wheels)	8	0.48	8	0.48	0	0.00	0	0.0	0	0.0	0	0.0
Information and Service Requests	6	2.89	6	2.89	0	0.00	0	0.0	0	0.0	0	0.0
Other	3	1.45	3	1.45	8	3.86	4	25.8	4	25.8	2	14.9
Call Length	01:02		01:02		00:58		01:18		01:18		01:44	
Time to Abandon	00:52		00:52		00:14		01:59		01:59		02:11	

MANAGE AND SUSTAIN RESOURCES



Performance Indicator	Fixed Route System			Paratransit (Wheels)		
Safety	This Month	FY26 YTD	FY25 YTD	This Month	FY26 YTD	FY25 YTD
Preventable Accidents	1	1	2	0	0	1
Preventable Accidents per 100,000 miles	0.57	0.57	1.31	0.00	0.00	0.92
Days with No Preventable Accidents	30	30	29	31	31	30
Workers Compensation Claims	0	0	0	N/A	N/A	N/A
Injury Frequency Rate	0.00	0.00	0.00	N/A	N/A	N/A
Days of Lost Time	0	0	0	N/A	N/A	N/A

- July saw only one preventable accident across all modes.

Performance Indicator	Fixed Route System		
Maintenance	This Month	FY26YTD	FY25YTD
Miles between Road Calls	18,371	18,371	11,112
Percent of Preventive Maintenance Inspections on Schedule	100%	100%	100%

- July had high miles between road calls, reflective of moderately high revenue miles and only nine road calls.
- Maintenance completed 100 percent (69 of 69) of preventive maintenance inspections on schedule in July.

Performance Indicator	Fixed Route System	
Training Activities	This Month	FY25YTD
New Employee Training	4	4
Smith System Training	3	3
Accident Remedial	1	1
Incident Remedial	1	1
CDL Permit Training	0	0
Customer Service Leadership Training	0	0
Electric Bus Training	0	0
Operator Farebox Training	0	0
Drug & Alcohol Reasonable Suspicion Training	0	0
Lockout/Tagout Training	0	0
Return to Work	0	0

Hiring and Recruiting	Open Positions	Interviews	New Hires
Total	18	43	12
Operations	10	30	10
Maintenance	6	5	1
Administration	2	8	1

Procurements	
Fasteners & Other Shop Supplies	Open
Hybrid Battery Replacement	Open
Maintenance Uniforms	Open
Marketing and Public Relations Services	Open
Paratransit Eligibility Assessments	Open
Bus Stop Enhancements	Upcoming
Safety & Compliance Software	Upcoming
Security and Access Control	Upcoming

FINANCIALS

BALANCE SHEET

as of July 31, 2025

	CURRENT YEAR-TO-DATE	LAST YEAR-TO-DATE
ASSETS		
Current assets		
Operating Cash	\$26,713,376	\$29,986,184
Accounts receivable	\$7,899,353	\$2,758,004
Inventory	\$779,283	\$837,721
Work in process	\$408,013	\$536,985
Prepaid	\$1,651,867	\$1,592,177
Total Current Assets	\$37,451,891	\$35,711,070
Long term asset - Pension	\$3,278,791	\$3,278,791
Total Long Term Assets	\$3,278,791	\$3,278,791
Net capital and related assets	\$46,118,365	\$43,238,295
TOTAL ASSETS	<u>\$86,849,047</u>	<u>\$82,228,156</u>
LIABILITIES		
Current liabilities		
Accounts payable	\$923,598	\$1,441,453
Payroll liabilities	\$1,708,886	\$810,120
Total Current Liabilities	\$2,632,484	\$2,251,573
Long term liability - Pension	\$590,272	\$590,272
Total Long Term Liabilities	\$590,272	\$590,272
NET POSITION	\$83,626,291	\$79,386,312
TOTAL LIABILITIES AND NET POSITION	<u>\$86,849,047</u>	<u>\$82,228,156</u>

STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET POSITION

July 2025

	FY2026 ACTUAL	FY2026 BUDGET	FY2026 VARIANCE	FY 2025 ACTUAL
REVENUES				
Property taxes	\$0	\$0	\$0	\$0
Passenger revenue	\$111,696	\$104,894	\$6,802	\$134,862
Federal funds	\$0	\$432,366	(\$432,366)	\$0
State funds	\$0	\$0	\$0	\$0
Advertising revenue	\$335,000	\$335,000	\$0	\$320,000
Other revenue	\$75,058	\$259,225	(\$184,167)	\$16,999
TOTAL REVENUES	\$521,754	\$1,131,486	(\$609,732)	\$471,861

EXPENSES				
Wages	\$999,496	\$1,141,688	(\$142,192)	\$976,178
Fringe benefits	\$658,459	\$625,989	\$32,469	\$582,968
Professional services	\$112,674	\$180,318	(\$67,644)	\$125,561
Materials and supplies	\$72,500	\$206,583	(\$134,083)	\$143,546
Fuel-Diesel	\$45,897	\$65,000	(\$19,103)	\$54,498
Fuel-Other	\$69,153	\$71,667	(\$2,514)	\$48,537
Utilities	\$39,559	\$30,417	\$9,142	\$55,450
Insurance	\$98,705	\$100,128	(\$1,423)	\$89,696
Fuel taxes	\$16,148	\$17,083	(\$936)	\$16,711
Paratransit Expenses	\$679,579	\$698,167	(\$18,588)	\$675,824
Dues and subscriptions	\$36,310	\$36,000	\$310	\$0
Travel, training and meetings	\$6,661	\$18,742	(\$12,081)	\$42,365
Media advertising	\$1,690	\$15,417	(\$13,727)	\$6,271
Miscellaneous	\$3,558	\$7,800	(\$4,242)	\$687
Leases and rentals	\$0	\$2,184	(\$2,184)	\$2,184
Depreciation	\$378,130	\$378,130	\$0	\$362,173
TOTAL EXPENSES	\$3,218,518	\$3,595,312	(\$376,794)	\$3,182,650

CHANGE IN NET POSITION	(\$2,696,764)	(\$2,463,827)	(\$232,937)	(\$2,710,789)
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Monthly Average Diesel Cost:	\$2.04
YTD Average Diesel Cost:	\$2.04
CNG Diesel Gallon Equivalent:	\$1.67

MEMORANDUM

August 27, 2025

TO: Lextran Board of Directors

FROM: Harding Dowell, Chairman
Fred Combs, General Manager

SUBJECT: Resolution to Appoint Board Members to Committees

Resolution 2025-16, attached, requests the Board's approval of the appointments to the Finance and Pension Committees.

Finance Committee

Resolution 2020-20 clarified the membership of the Finance Committee in Section 1. Board members of the Finance Committee established in Resolution 2020-20 are as follows:

Chair of the Lextran Board of Directors (or designee), voting member;
Board Member, voting member; and
Board Member, voting member.

Resolution 2020-20 outlines in Section 3, "named Board members will be appointed by the Chair of the Board of Directors and approved by the Board annually." Today's resolution requests the Board's approval of the following appointments to the Finance Committee:

Mr. Harding Dowell
Mr. George Ward
Ms. Jamie Rodgers

Pension Committee

The Lextran Employees Contributory Pension Plan and Trust document outlines in Article 1, Section 4, that one "Company" (non-Union) representative on the Committee shall be a member of the Board of Directors, appointed by the Board of Directors.

The Board's approval is requested for the appointment of Mr. Paul Schoninger, Board Member, to the Pension Committee.

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

RESOLUTION 2025-16

TRANSIT AUTHORITY OF LEXINGTON-FAYETTE URBAN COUNTY

GOVERNMENT AUGUST 27, 2025

WHEREAS, the Chairman of the Board of Directors of the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) has the authority to appoint the members of any committee per Article VI, Section 3 of the Bylaws of the Board of Directors of the Transit Authority of the Lexington-Fayette Urban County Government; and

WHEREAS, the Chairman of the Board of Directors of Lextran has appointed Mr. Harding Dowell, Mr. George Ward, and Ms. Jamie Rodgers as members of the Finance Committee; and

WHEREAS, the Chairman of the Lextran Board of Directors has appointed Mr. Paul Schoningher to serve as the Board member on the Pension Committee;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of Lextran hereby approves the appointments made to the Finance and Pension Committees by the Chairman of the Board.

MOTION

SECOND

CHAIRPERSON

DATE

MEMORANDUM

August 27, 2025

TO: Lextran Board of Directors

FROM: Fred Combs, General Manager

SUBJECT: Resolution to Approve the 2025 Title VI Program Plan

Resolution 2025-17, attached, requests the Board of Directors approval for Lextran's Title VI program submittal to the Federal Transit Administration (FTA).

As a recipient of federal funding, Lextran is required to comply with Title VI of the Civil Rights Act of 1964 in the delivery of transit services. In addition, Lextran is required to submit a Title VI program to the FTA every three years. FTA Circular 4702.1B added criteria regarding board input and approval.

Pursuant to FTA Circular 4702.1B, Lextran must submit:

- Title VI Notice to the Public, including a list of locations where the notice is posted
- Title VI Complaint Procedures (i.e., instructions to the public regarding how to file a Title VI discrimination complaint)
- Title VI Complaint Form
- List of transit-related Title VI investigations, complaints, and lawsuits
- Public Participation Plan, including information about outreach methods to engage minority and limited English proficiency (LEP) populations, and a summary of outreach efforts made since the last Title VI Program submission
- Language Assistance Plan for providing language assistance to persons with limited English proficiency (LEP)
- A table depicting the membership of non-elected committees and councils, the membership of which is selected by the recipient, broken down by race, and a description of the process uses to encourage participation of minorities on such committees
- A description of how the agency monitors its subrecipients for compliance with Title VI, and a schedule of subrecipient Title VI Program submissions
- A Title VI equity analysis if the recipient has constructed a facility, such as a vehicle storage facility, maintenance facility, operation center, etc.
- A copy of board meeting minutes, resolution, or other appropriate documentation showing the board of directors or appropriate governing entity or official(s) responsible for policy decisions has reviewed and approved the Title VI Program prior to submission to FTA.
- Service standards, which include vehicle loads, vehicle headway, on-time performance, and service availability for each mode
- Service policies, which include transit amenities and vehicle assignments for each mode
- Demographic and service profile maps and charts
- Demographic ridership and travel patterns, collected by surveys
- Results of the monitoring program and report, including evidence that the Board or other governing entity or official(s) considered, was aware of the results, and approved the analysis

- A description of the public engagement process for setting the “major service change policy,” disparate impact policy, and disproportionate burden policy
- Results of service and/or fare equity analyses conducted since the last Title VI Program submission, including evidence that the Board or other governing entity or official(s) considered, was aware of, and approved the results of the analysis

The Program Plan draft was made available for review on the Lextran website with the public comment period open August 1st through August 20th. Comments were accepted via email at info@lextran.com, via customer comment cards, and a dedicated voicemail line. In addition, two public meetings were held –

- Tuesday, August 5, 11:00 a.m. – Central Library – 140 East Main Street
- Thursday, August 7, 4:00 p.m. – Marksbury Library – 2197 Versailles Rd

A copy of Lextran’s Title VI Program, including the “major service change policy,” disproportionate burden policy, disparate impact policy, and Title VI service monitoring program, are attached for review.

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

**RESOLUTION 2025-17
TRANSIT AUTHORITY OF LEXINGTON-FAYETTE
URBAN COUNTY GOVERNMENT**

August 27, 2025

WHEREAS, the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) is a direct and primary recipient of FTA funds and is a transit provider that operates 50 or more fixed route vehicles in peak service and is located in a UZA of 200,000 or more in population; and

WHEREAS, the Federal Transit Administration (FTA) requires that all direct and primary recipients document their compliance with DOT's Title VI regulations by submitting a Title VI Program to their FTA regional civil rights officer once every three years or as otherwise directed by FTA; and

WHEREAS, the Title VI Program must be approved by the direct and primary recipient's board of directors or appropriate governing entity or official(s) responsible for policy decisions prior to submission to FTA; and

WHEREAS, results of the monitoring program of service standards and policies and any action taken, including documentation to verify the board's or governing entity or official(s)' consideration, awareness, and approval of the monitoring results, is a required component of the Title VI Program submission.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) hereby approves the Title VI program, "major service change policy," disproportionate burden policy, disparate impact policy, and the Title VI service monitoring program, including the monitoring results, which are attached hereto and incorporated herein by reference.

MOTION

SECOND

CHAIRPERSON

DATE

MEMORANDUM

August 27, 2025

TO: Lextran Board of Directors

FROM: Fred Combs, General Manager

SUBJECT: Resolution to Execute a Work Order Contract for Transit Center Exterior Safety Improvements

Attached is a resolution requesting authority to enter into a work order contract with Building and Repair Systems LLC for improvements to the existing exterior platform of the transit center.

At present, several exterior conditions present significant access challenges. Uneven concrete surfaces, worn curbing, and incomplete tactile pathways hinder safe navigation and create barriers for individuals using assistive devices such as wheelchairs, walkers, and canes.

To address these issues, the proposed project will focus on the following accessibility improvements:

- Repairing and replacing deteriorated concrete curbing to ensure the safe containment of pedestrian pathways and eliminate tripping hazards.
- Leveling and resurfacing uneven concrete walkways to provide smooth transitions between surfaces and support safer, more stable movement.
- Installing data and power conduit for high-visibility, ADA-compliant wayfinding signage.

As these improvements require construction work, they must be completed while the platform is closed to the public. To most efficiently accommodate the time needed, this work order contract would be procured under emergency procurement procedures to allow for the expedited selection of the general contractor to perform the work. This will allow the safety improvements to be carried out while the transit center is closed for the main renovation project and avoid the need to shut down the transit center again in the near future.

The total project cost shall not exceed \$285,904

If allocation of 5310 funds is approved by the FTA, funding sources for this project are as follows:

- Federal 5310: \$177,036
- Local Match: \$108,868

If 5310 funding is not approved, the full project cost will be sourced through local mass transit funds.

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

RESOLUTION 2025-18**TRANSIT AUTHORITY OF LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT****August 27, 2025**

WHEREAS, the transit center is currently closed to the public while renovations to the interior customer service area are ongoing; and

WHEREAS, improvements must be made to the exterior platform to ensure safety and ADA compliance while the transit center is closed to the public; and

WHEREAS, Building and Repair Systems LLC can perform the work needed within the condensed timeframe required;

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 work order contract with Building and Repair Systems LLC under emergency procurement procedures to provide improvements to the existing exterior platform of the transit center.

MOTION

SECOND

CHAIRPERSON

DATE

RESOLUTION 2025-18**TRANSIT AUTHORITY OF LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT****August 27, 2025**

WHEREAS, the transit center is currently closed to the public while renovations to the interior customer service area are ongoing; and

WHEREAS, improvements must be made to the exterior platform to ensure safety and ADA compliance while the transit center is closed to the public; and

WHEREAS, Building and Repair Systems LLC can perform the work needed within the condensed timeframe required;

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 work order contract with Building and Repair Systems LLC under emergency procurement procedures to provide improvements to the existing exterior platform of the transit center.

MOTION

SECOND

CHAIRPERSON

DATE

CHANGE ORDER REPORT - AUGUST 2025

Contractor	Type of Service	Original Price	Change	Reason for Change	Prior Change Orders
Concentra	Physicals & Drug Screens	Varied price sheet for several services	3% increase overall	First requested economic price adjustment of the contract. Applied to all services provided by Concentra.	None (0)
Building & Repair Systems (CO#7)	Transit Center Interior Renovation	\$2,572,183.00 following CO #6	Add \$6,600.00 making Contract total \$2,578,783.00	Tile change due to availability of materials.	Five (5)
McBrayer PLLC	Legal Services	Non-Retainer services: \$150/hour and paralegals \$60/hour	Partner: \$265/hour, Associate: \$200/hour, Paralegal: \$100/hour	Subcontract with specialized counsel. Change in rate will only apply to hours billed to this sub.	Two (2)
Avail Technologies	ITS Systems - Wayside Signs Project	\$2,048,671.73 for base implementation contract cost	Add \$33,774.07 making base implementation contract cost \$2,082,445.80	Change to wayside signs designated for renovated transit center.	None (0)
Tolar Manufacturing	Shelters, Benches, Trash Receptacles	Shelter A: \$8,135.00, Shelter B: \$6,615.00, Shelter Bench: \$580.00, Stand Alone Bench: \$1,050.00, Solar Lighting: \$1,960.00, Trashcan A: \$720.00, Trashcan B: \$1,125.00	4.5% for each item Shelter A: \$8,501.08 Shelter B: \$6,912.68 Shelter Bench: \$606.10 Stand Alone Bench: \$1,097.25 Solar Lighting: \$2,048.20 Trashcan A: \$752.40 Trashcan B: \$1,175.63	First requested economic price adjustment based on industry fluctuations.	None (0)