



**Board of Directors Meeting
Transit Authority of the Lexington-Fayette Urban
County Government
200 West Loudon Ave, Conference Room 110
Lexington, KY 40508**

**April 18, 2018
5:00 PM**

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Lexington, KY 40508
859-255-7756
Fax: 859-233-9446
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Agenda
Board of Directors
Transit Authority of the Lexington-Fayette Urban County Government
200 West Loudon Avenue - Lexington, KY 40508
April 18, 2018

- | | | |
|-------|--|-------------|
| I. | Call to order | 5:00 |
| II. | Approval of Board Meeting and Work Session Minutes | 5:00 — 5:05 |
| | i. March 21, 2018 Board Meeting Minutes | |
| | ii. April 11, 2018 Work Session Minutes | |
| III. | Public Comment on Agenda Items / Public Hearing | 5:05 — 5:15 |
| IV. | Chair's Report | 5:15 — 5:20 |
| V. | Action Items | 5:25 — 5:55 |
| | i. Revised Resolution No. 2018-08 - Credit and Building Loan | |
| | ii. Resolution No. 2018-09 - FY2019 Operating Budget | |
| VI. | Change Order | |
| VII. | Old Business/New Business | 5:55 — 6:00 |
| | i. Bylaws update | |
| | ii. Chair and Committees | |
| VIII. | General Manager's Report | 6:00 — 6:05 |
| | i. Financial Statement | |
| | ii. General Managers Report | |
| | iii. Key Performance Indicators | |
| IX. | Proposed Agenda Items | 6:05 — 6:10 |
| X. | Closed Session | 6:10 |
| XI. | Adjournment | 6:15 |



**Board of Directors Meeting
Transit Authority of the Lexington-Fayette Urban County Government
Lextran**

**200 West Loudon Ave, Conference Room 110
Lexington, KY 40508**

March 21, 2018

MEMBERS PRESENT

George Ward, Vice Chair
Dr. Augusta Julian
Marci Krueger-Sidebottom
Adrienne Thakur
Rick Christman

MEMBERS ABSENT

Malcolm Ratchford, Chair
Elias Haddad
Christian Motley

STAFF PRESENT

Carrie Butler, General Manager
Jill Barnett, Assistant General Manager
Carla McHale, Director of Human Resources
Chris Meetin, Maintenance Manager
Fred Combs, Planning and Technology Manager
John Givens, Director of Risk Management
Keith Srutowski, Director of Purchasing
Nikki Falconbury, Director of Finance
Ronda Brooks, Administrative Assistant
Tracy Sewell, Director of Operations

STAFF ABSENT

Jim Barrett, Director of Maintenance
Mary Kate Gray, Community Relations Manager

OTHERS PRESENT

Joseph David, Transportation Planner, LFUCG, MPO
Arlen Sandlin, Area Manager/VP at WSP
Matthew Gidcomb, KFTC = Kentuckians for the Commonwealth
Jacob Walbourn, Lextran's Board Attorney

I. CALL TO ORDER

Mr. Ward called the March 21, 2018 meeting of the Lextran Board of Directors to order at 5:00 p.m.

II. APPROVAL OF MINUTES

Mr. Ward called for a motion to approve the minutes from the February 21, 2018 board meeting. Ms. Krueger-Sidebottom made a motion and it was seconded by Ms. Thakur. The minutes will be amended to reflect that Ms. Adrienne Thakur attended the meeting. The minutes with amendment were approved unanimously.

III. INFORMATIONAL PRESENTATION FROM LEXINGTON AREA METROPOLITAN

Mr. Conyers made a presentation on behalf of the Lexington Area Metropolitan Planning Organization. MPOs – What, Why, Who, Funding?

What is an MPO? Policy and decision-making planning body responsible for carrying out the transportation planning process for our metropolitan area.

Why MPOs? Federal Aid Highway Act of 1956 allocated billions to State Department of Transportation.

Who is the MPO? No required structure for an MPO, but most (LIKE US) are made up of: A policy or executive board – (Transportation Policy Committee), Technical Advisory Committee(s), a director and staff.

Funding? Federal funds primary source (Highway Trust Fund) federal, state, MPO, local typical 80% federal with 20% local match

Contact Ronda Brooks, Lextran Administrative Assistant if you would like a copy of the presentation. rbrooks@lextran.com –or- 859-244-2000.

IV. PUBLIC COMMENT

There was no public comments.

V. CHAIR'S REPORT

There was no chair's report.

VI. ACTION ITEMS

- Revised Resolution No. 2018-03 - Cellular Services – Mr. Walbourn, Lextran's Board Attorney reviewed the reason for the revision. The RFP originally requested a five-year term for the contract but Sprint's proposal was for only three years. During contract negotiations Sprint

agreed to the longer term, so Lextran would like to amend the resolution to reflect the change to a five-year term. Mr. Ward called for a motion to accept the revision. Ms. Krueger-Sidebottom made a motion, and Mr. Christman seconded. The motion carried unanimously.

- Resolution No. 2018-04 - Designation of EEO and ADA Officer – Ms. Butler reviewed the resolution to designate Ashlie Woods, Lextran’s Compliance Coordinator, as Lextran’s Equal Employment Opportunity and ADA Officer. Mr. Ward called motion to approve and accept resolution 2018-04. Dr. Julian made a motion, and Ms. Thakur seconded. The motion carried unanimously.
- Resolution No. 2018-05 - Contract Extension with Transdev for Management Services. – Mr. Ward reviewed the resolution requesting authority to exercise the option in Lextran’s contract with Transdev for an additional year of management services as of November 1, 2018 and end on October 31, 2019. Mr. Ward called for a motion to approve and accept the contract extension. Ms. Krueger-Sidebottom made a motion, and Dr. Julian seconded. The motion carried unanimously.
- Resolution No. 2018-06 - Contract for Transit Buses – Ms. Butler reviewed the resolution requesting authority to enter into a contract with Gillig to provide transit buses. Mr. Ward called for a motion to approve entering into a contract for transit buses. Ms. Thakur made a motion, and Dr. Julian seconded. The motion carried unanimously.
- Revised Resolution No. 2018-07 – Removal of Bus Lifts and Underground Storage Tanks at 109 West Loudon. – Ms. Butler reviewed the resolution to enter into a contract with Chase Environmental Group to remove the bus lifts and underground storage tanks located at 109 West Loudon Avenue. Mr. Ward called motion to approve resolution 2018-07, with an amendment to reflect that the project is not to exceed 50K. Dr. Julian made a motion, and Ms. Krueger-Sidebottom seconded. The motion carried unanimously.

VII. CHANGE ORDER

There were no changes orders.

VIII. OLD BUSINESS

No old business to report.

IX. GENERAL MANAGER’S REPORT

Ms. Falconbury presented the financial statements, found on pages 26-27 of the March 21, 2018 board packet. Eight months into the fiscal year we are under budget. We continue to monitor diesel fuel prices. Average price of diesel fuel for FY2018 - \$1.95; Latest price of diesel fuel (March 13, 2018) - \$1.96. Latest price of CNG diesel gallon equivalent - \$1.42

Ms. Butler reviewed the General Manager's report and Key Performance Indicators, found on pages 28-34 of the March 21, 2018 board packet. Highlights of the report include:

- **DBE Lunch and Learn**
On February 28, 2018, Lextran held a lunch and learn event called "Doing Business with Lextran" presented by Keith Srutowski (Director of Purchasing) and Fred Combs in his role as Lextran's Disadvantaged Business Enterprise Liaison Officer. This was part of outreach efforts to help to identify more Disadvantaged Business Enterprises (DBEs) with which Lextran might be able to do business. Invitations to this event were sent to all businesses that are certified in Kentucky as a DBE. Eleven people representing seven companies attended.

X. PROPOSED AGENDA ITEMS

- Human Resources Update
- Finance Committee Update
- Demographics on how many applicants are hired
- Industries standard for turnover

XI. CLOSED SESSION

There was no closed session.

XII. ADJOURNMENT

The meeting adjourned by consensus at 6:12 p.m.

**MINUTES
BOARD OF DIRECTORS
TRANSIT AUTHORITY OF THE LEXINGTON-FAYETTE
URBAN COUNTY GOVERNMENT**

**200 West Loudon Ave, Conference Room 110
Lexington, KY 40508**

Work Session

April 11, 2018

5:00 P.M.

MEMBERS PRESENT

Malcolm Ratchford, Chair via Skype
George Ward, Vice Chair
Adrienne Thakur
Christian Motley
Elias Haddad
Marci Krueger-Sidebottom
Rick Christman
Dr. Augusta Julian

STAFF PRESENT

Carrie Butler, General Manager
Jill Barnett, Assistant General Manager
Carla McHale, Director of Human Resources
Fred Combs, Planning and Technology Manager
Jim Barrett, Director of Maintenance
John Givens, Director of Risk Management
Keith Srutowski, Director of Purchasing
Nikki Falconbury, Director of Finance
Tracy Sewell, Director of Operations

OTHER PRESENT

Jacob Walbourn, Lextran's Board Attorney

5:01 The meeting was called to order by Mr. George Ward.

The purpose of the meeting is a review of Lextran's fiscal year 2019 budget.

Mr. Ward stated that he, along with Mr. Christman and Ms. Sidebottom, had gone over the budget already through the Finance Committee.

Ms. Butler presented the FY19 draft budget, and started with a thank you to senior staff and the Director of Finance, Nikki Falconbury. Ms. Butler presented a timeline of the budget process, which included the presentation to the Finance Committee, a presentation to the full Board at the work session, and a reading for an official resolution at the April meeting of the Board of Directors. This is followed by a May presentation to the Urban County Council, where the budget must be accepted prior to Lextran's submission to the Commonwealth of Kentucky.

Mr. Ward asked for the date of the presentation to LFUCG. Ms. Barnett stated the initial presentation will be held on Tuesday May 15th at 3 p.m.

Ms. Butler continued the presentation, highlighting accomplishments from the previous year, and a review of FY18 ridership to date. Ms. Butler indicated a goal for 2019 to grow ridership. Highlights included:

1. Refocusing on Customer Service - getting down into communications and passenger interactions, along with branding project recommendations
2. Improving the Transit Center Experience - implementing the TAP award and Town Branch
3. Adding Passenger Amenities - beyond the Transit Center
4. Exploring more, new, or alternative service models and concepts

Mr. Christman asked about a look at ridership excluding the University of Kentucky. Mr. Ward stated that even though ridership appears fairly stagnant, it is increasing, with 4.5 million rides. Ms. Butler responded that ridership nationwide is on the decline, with light rail and paratransit ridership increasing, but fixed route seeing decreases. The impact of TNC's (Uber, Lyft, etc.) is unknown at this time, which may be one reason for the decrease along with low gas prices, improved economy, etc.

Mr. Ward reiterated Mr. Christman's point that UK ridership represents a large portion of Lextran passengers. Ms. Butler confirmed, and mentioned that the service at the University is very good and frequent so that is where high ridership would be expected.

Ms. Butler continued the presentation and stated "more service" is a frequent request from customers, the community, the Board. Lextran would like to be more responsive, though that is not always possible due to challenges and constraints. Revenues increase, often at a slower rate than expenses, and Lextran wants to be responsible in managing costs over time.

Dr. Julian arrived at 5:14 p.m.

Ms. Butler continued the presentation with Lextran Fleet Needs, indicating 41% of the Lextran fleet will be beyond its "useful life" of 12 years in 2019. On average, Lextran needs to replace 5 buses per year to maintain a healthy age of the fleet. Mr. Ward asked if grant money available for Lextran is becoming tougher to obtain. Ms. Butler responded that the vast majority of funds are from the federal level, and appropriations for the grant programs change from year to year. There is not yet a good

sense of new grant programs, although the Capital Investment Program was removed. There is also a new FTA Administrator.

Mr. Ward asked why and how there was such a large purchase of buses (17 forty-foot Gilligs) in 2007. Ms. Falconbury stated that of that purchase, 10 were purchased with local dollars and 7 were purchased with federal dollars. This was shortly after the passage of the tax referendum and when Lextran began to receive that revenue, funds were available to make the purchase especially as service and employees were reinstated and added back into the mix.

Mr. Ward asked if other properties were in a similar situation with their fleet needs. Mr. Barrett stated that most agencies are going with a 15-year useful life, trying to stretch it out. Mr. Christman asked where the "12-year useful life" comes from, and Ms. Falconbury and Mr. Barrett responded it was the federal standard and the time required by FTA to keep a vehicle. Ms. Sidebottom added that with the fleet's age, it was a big risk, and why the agency needed good mechanics.

Mr. Ward asked if Lextran put 500,000 miles on the vehicles. Mr. Barrett stated yes, maybe a little less than average compared to other agencies, but close. Mr. Haddad asked how Lextran managed that 17 vehicles would all go out at once. Ms. Butler stated that Lextran would not be able to retire and replace them all at once. Mr. Barrett responded that the agency tracks major components, and those with the oldest replacements and highest miles are removed from service first. Mr. Christman inquired if there was a market for used transit buses, and Mr. Barrett responded with approximately \$3,000 each as the going rate, and 2022 would be a crunch year.

Mr. Christman asked if there was a maximum number of vehicles that FTA would fund, and whether they would participate in replacing 15 vehicles. Ms. Butler responded that with other agencies facing similar situations, Lextran would have to demonstrate a very good need, like a tornado or natural disaster. Mr. Christman asked if Lextran could justify 5 per year, and Ms. Butler referenced the upcoming capital slide.

Ms. Butler continued with budget uncertainties, including variable costs (Health insurance premiums, paratransit service, and diesel fuel costs), state funding (loss of toll credits and other unknowns), and federal level uncertainties. Mr. Ward asked what varied with paratransit, as it looked the same every year. Ms. Falconbury responded that the per trip cost is set by contract with Wheels, in addition to growing ridership and fuel costs paid by Lextran.

Ms. Butler indicated a 10% growth in health care costs was included in the budget, along with consolidated costs for employee engagement, training for supervisors and front-line employees, technology and communications planning study, upgrades to maintenance area for CNG vehicles, additional operator staffing (121 total), and a close eye on costs of paratransit, aging voice radio equipment, technology and cyber-security, and the cost of diesel, CNG, and electric/utilities. Mr. Motley inquired about cyber security, and Ms. Butler responded that the agency must stay current on phishing schemes, ransomware attacks, and other risks as public emails are often replicated by hackers.

Ms. Butler continued through Capital, Expense, and Revenue charts, along with the Proposed FY19 Budget Summary. Mr. Ward asked if the total wages included the increase in the (union) contract,

plus being at a full staff. Ms. Falconbury confirmed, and indicated some turnover was included as well as contract wages and progression rate.

Mr. Ward inquired about line Revenue line items "Preventative Maintenance (from Capital)" and "Purchased Transportation (from Capital)," and whether that revenue was transferred over from the capital revenue. Ms. Butler and Ms. Falconbury confirmed that some federal capital dollars can be used as operating revenue.

Mr. Ward called for questions on particular line items from members of the Board.

Mr. Christman stated an assumption the budget is conservative on tax revenue. Ms. Falconbury stated Lextran had not budgeted as high in 2018 due to the property reassessment, and the PVA office generally provides a fairly conservative estimate. Mr. Ward asked that Lextran get the past 5 years of collections from the PVA office.

Mr. Christman also stated a possible loss of revenue from the state's (potential) elimination of the inventory tax.

Mr. Ward asked the amount of federal dollars included in the FY19 Capital Budget. Ms. Butler stated all of the projects included federal funding. Mr. Ward suggested adding a note to the slide to indicate this fact.

Mr. Ward asked how much of the \$8M capital in 2018 had been spent to date. Ms. Falconbury stated approximately \$5M, and that anything not spend in FY18 would roll over to the next fiscal year. Mr. Ward inquired as to the mix of local Lextran funds versus federal funds, and Ms. Falconbury pointed to the last line "local mass transit fund" to indicate local dollars.

The capital budget includes federal funding for 1 bus per year. Mr. Ward indicated that with the purchase of 17 buses in 2007, Lextran used local money to purchase. Ms. Falconbury confirmed, and stated federal grant programs were less competitive at that time, and most have been changed to low or now emissions along with CMAQ (congestion mitigation air quality).

Ms. Butler continued with Capital and Planning projects for 2019-20, which includes:

- Fleet replacement of 1 Proterra (electric) from the 2017 federal LoNo award, 1 Gillig (CNG) from federal Section 5339 funds, and possible outstanding grant applications for an additional 2 buses
- Rider Amenities at Many Places (RAMP Project), using federal 5310 funds at locations identified in the Transit Route Facilities Inventory
- Transit Center Improvements, as part of Town Branch trail and using the federal TAP grant award
- A planning study for technology and communications needs, as the onboard CAD/AVL system is approaching the 10 year mark and onboard voice radio currently requires leased tower space

- Minor changes to the maintenance facility to support CNG infrastructure

Ms. Butler looked beyond to 2020 and reminded the Board of the impending loss of toll credits at the state level. For every federal grant Lextran received, it must be matched with local dollars in order to leverage federal dollars. In the past, the state has allowed Lextran to use a credit in lieu of an actual cash match. In 2020, there will be no more toll credits and Lextran will need \$1 million dollars in operating funds to leverage federal funds.

Mr. Christman asked if the state will use the toll credits for other projects, as they are still collecting tolls. Ms. Butler responded that the state has already borrowed against future credits, including the Ohio River Bridges tolls, so at this time it is predicted that the availability of toll credits will end in 2020.

Mr. Haddad asked about the cost per trip for paratransit, and stated an Uber ride is \$15 for anywhere in Lexington. Ms. Butler stated that Uber was unable to meet all the federal requirements for the ADA, and the U.S. DOT Drug and Alcohol requirements. Mr. Haddad asked if the Board had considered bringing autonomous vehicles (A/V) to Lexington. Ms. Butler responded that there is lots of willingness to share information amongst the transit industry, and Lextran tries to stay informed of opportunities. An A/V program would need a partnership with LFUCG and there is not currently a "market-ready" A/V for Lexington.

Mr. Christman asked if this presentation would be shared with Urban County Government. Ms. Butler confirmed this is the presentation that will be given in May. Mr. Christman suggested the fund balance terminology be changed to cash on the capital and operating combined slide.

The meeting was adjourned at 5:52 p.m.



April 18, 2018

TO: The Board of Directors

FROM: Carrie Butler, General Manager

SUBJECT: Resolution for Line of Credit and Building Loan

Attached is a resolution requesting authority for the execution, delivery, and performance of a revolving note ("line of credit") in favor of Fifth Third Bank in the initial aggregate outstanding principal amount not to exceed \$1,000,000. This line of credit will be put in place to accommodate the Authority's ongoing cash flow needs.

The Board approved Resolution 2017-02 on March 15, 2017 for a \$1,000,000 line of credit. That note will expire on April 20, 2018.

If you have any questions, please call me at 255-7756.

DRAFT



RESOLUTION

TRANSIT AUTHORITY OF THE LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT

MOTION: _____ **SECOND:** _____

DATE: April 18, 2018 **RESOLUTION NO.:** 2018-08

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TRANSIT AUTHORITY OF THE LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT AUTHORIZING THE EXECUTION, DELIVERY AND PERFORMANCE BY THE TRANSIT AUTHORITY OF THE LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT OF A REVOLVING NOTE IN FAVOR OF FIFTH THIRD BANK IN THE INITIAL AGGREGATE OUTSTANDING PRINCIPAL AMOUNT NOT TO EXCEED \$1,000,000.

WHEREAS, the Transit Authority of the Lexington-Fayette Urban County Government (the "Authority"), is a mass transit authority and political subdivision and body corporate of the Commonwealth of Kentucky, duly organized and validly existing under the provisions of Section 96A of the Kentucky Revised Statutes, as amended (the "Act"); and

WHEREAS, the Authority has heretofore solicited a proposal from Fifth Third Bank (the "Lender") for a revolving note financing to accommodate the Authority's ongoing cash flow needs in accordance with all applicable provisions of Kentucky law; and

WHEREAS, the Authority has determined that it is necessary and desirable at this time for the Authority to authorize the execution and delivery of revolving note financing documents between the Lender and the Authority.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TRANSIT AUTHORITY OF THE LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT, AS FOLLOWS:

SECTION 1. That the preambles of this Resolution be incorporated as an integral part of this Resolution, to the same extent as if repeated herein verbatim, it being declared that the findings and statements of fact set forth in such preambles are true and accurate in all material respects.

SECTION 2. That the Revolving Note (the "Revolving Note") payable to the order of Fifth Third Bank in an initial maximum aggregate outstanding principal amount of \$1,000,000 and substantially in the form attached hereto as Annex A and made a part hereof, is hereby authorized and approved. It is hereby found and determined that the Revolving Note is to be issued and delivered in furtherance of proper public purposes of the Authority. It is further determined that it is necessary and desirable and in the best interests of the Authority to issue and deliver the Revolving Note for the purposes therein specified, and the issuance, execution and delivery of the Revolving Note is hereby authorized and approved. Each of the Chairman and General Manager of the Authority are hereby authorized to

execute and deliver the Revolving Note, together with such other agreements, instruments or certifications which may be necessary to accomplish the transactions contemplated by the Revolving Note, with such changes in the Revolving Note not inconsistent with this Resolution and not substantially adverse to the Authority as may be approved by the officials executing the same on behalf of the Authority. The approval of such changes by said officials, and that such are not substantially adverse to the Authority, shall be conclusively evidenced by the execution and delivery of such Revolving Note by such officials.

SECTION 3. That if any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the remaining provisions.

SECTION 4. That all resolutions, orders or parts thereof in conflict with the provisions of this Resolution are, to the extent of such conflict, hereby repealed.

SECTION 5. That this Resolution shall be in full force and effect from and after its adoption.

This Resolution was introduced, seconded and adopted at a duly convened meeting of the Board of Directors held on April 18, 2018.

Chairperson, Malcolm Ratchford

Date



April 18, 2018

TO: The Board of Directors

FROM: Carrie Butler, General Manager

SUBJECT: Resolution to Approve FY2019 Operating Budget

Attached is a package containing the proposed Operating Budget for FY2019. The total Operating Budget is \$26,627,712 with the Capital Budget being \$6,172,753. This includes use of \$17,937,500 from the Mass Transit Fund.

This budget reflects the use of Federal Formula Grant funding of approximately 31% for capital maintenance expenses and 32% Federal Formula Grant funding for Paratransit expenses.

I am requesting that the Board adopt the FY2019 Operating Budget. This budget represents a strong commitment to the citizens of Lexington for the continuous improvement of the Mass Transit System.

If you have any questions, please call me at 255-7756.



RESOLUTION

**TRANSIT AUTHORITY OF THE LEXINGTON-FAYETTE
URBAN COUNTY GOVERNMENT**

MOTION: _____ **SECOND:** _____

DATE: April 18, 2018 RESOLUTION NO.: 2018-09

WHEREAS, the Transit Authority of the Lexington-Fayette Urban County Government ("Lextran") has established the attached FY2019 Operating Budget as presented; and

WHEREAS, the total operating FY2019 budget will be \$26,627,713; and

WHEREAS, the Board of Directors of the Transit Authority of the Lexington-Fayette Urban County Government reviewed the proposed budget at a public work session held on April 11, 2018.

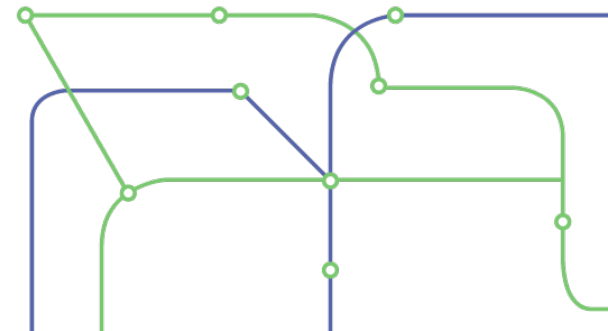
NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of the Transit Authority of the Lexington-Fayette Urban County Government hereby adopts the FY2019 Operating Budget, which is attached hereto and incorporated herein by reference, in the amount of \$26,627,713 and directs the staff to advance any grant and/or agreement to maximize non-local funding. The General Manager is authorized to enter into contracts for health insurance, workers compensation insurance, and property and liability insurance for the amounts included in the budget.

Chairperson, Malcolm Ratchford

Date

Lextran Board of Directors Work Session

Fiscal Year 2019 Budget Review
April 11, 2018



Budget Timeline



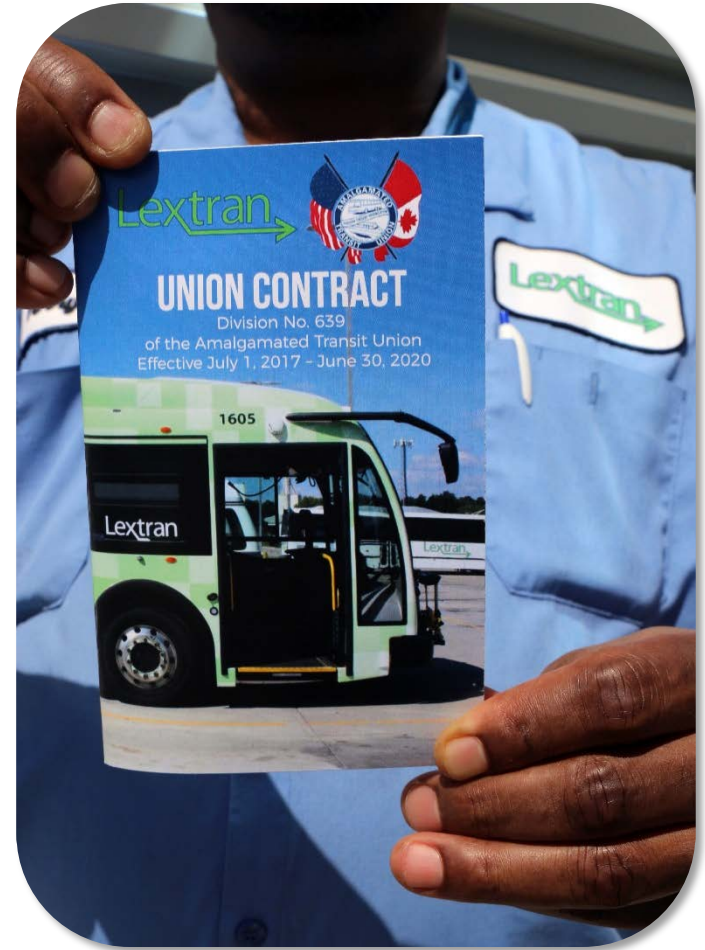
Lextran at a glance

- Public transportation provider in Fayette County since 1973
- 22 fixed routes
- County wide paratransit service
- Ridesharing/vanpool program
- 14,000 trips per day
- 4.5 million passenger trips (FY17)
- 65% of trips are for work or school
- Fleet –
 - 62 buses (12 CNG, 6 electric, 4 hybrids)
 - 3 trolleys (2 hybrid models)
 - 55 WHEELS paratransit vehicles



Triple A – Accomplishments, Achievements, & Awards

- Developed and implemented an Employee Engagement Program
- Renewed collective bargaining agreement and started a joint labor-management committee
- Updated human resource, scheduling, and payroll processing software
- Continued with organization-wide branding project



Triple A – Accomplishments, Achievements, & Awards

- Expanded partnership with University of Kentucky with additional on-campus service
- Modified routes to better serve workplaces on Mercer and Leestown Road
- Took delivery on additional CNG and fully electric buses
- Conducted a system-wide transit route facilities inventory



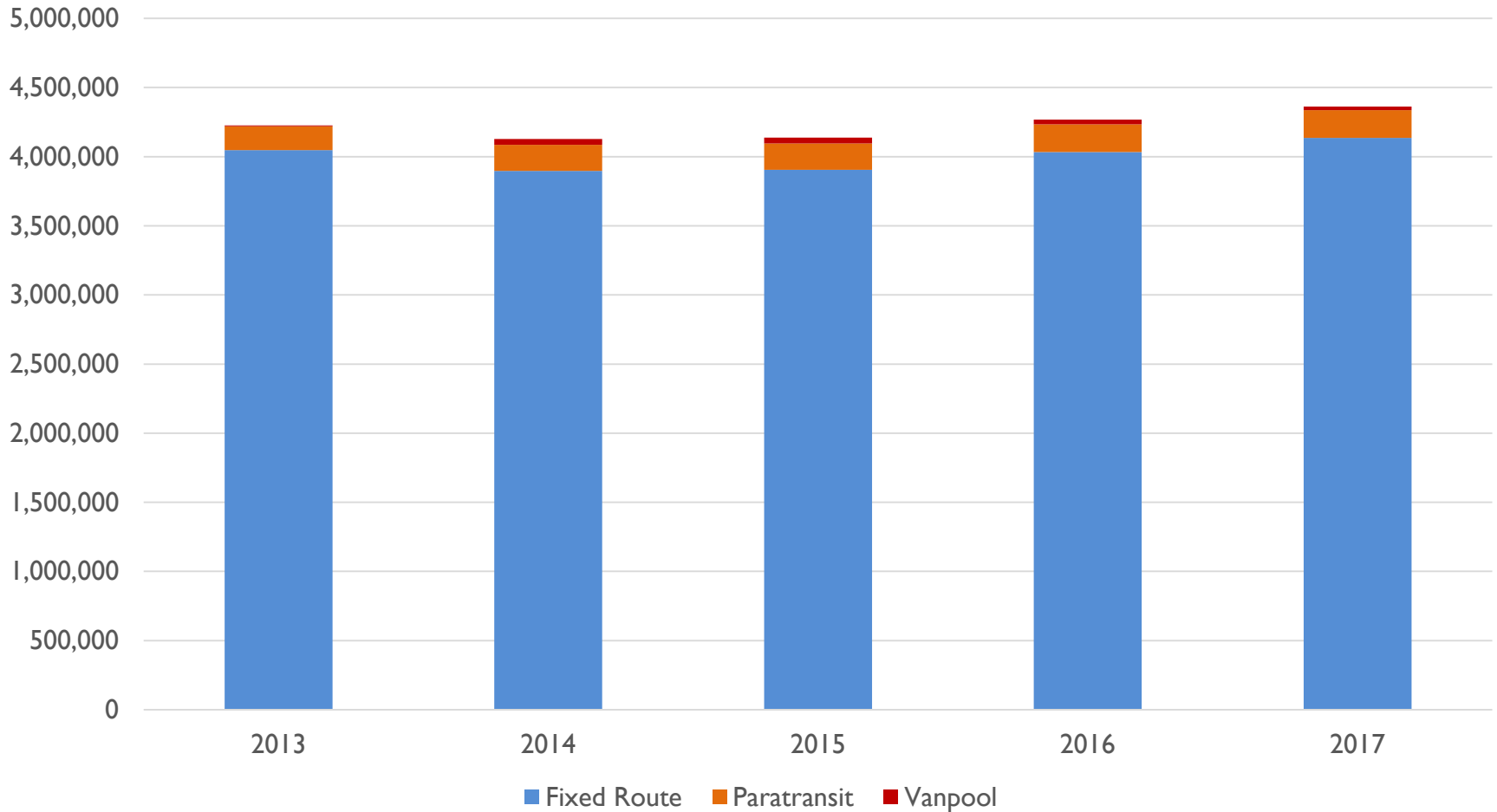
Triple A – Accomplishments, Achievements, & Awards

- Commonwealth of KY Statewide Going Green Public Transit Award
- LEED Gold certification
- Kentucky Clean Fuels Coalition “Green Fleets” Award
- Competed in international APTA Bus and Paratransit Roadeo



Year to Date Fiscal Year (FY) 2018 Review: Ridership

Lextran Ridership



2019 – Grow Ridership

1- Refocus on Customer Service

- Implement Branding Project recommendations

2 - Improve Transit Center Experience

- Complete Town Branch TAP award

3 - Add Passenger Amenities

- Make improvements at bus stops

4 – Explore More, New or Alternate Services

- Develop and test concepts with customers and riders

What we'd like to do...



Challenges and Constraints



Aging fleet



Absenteeism / hiring needs



Financially sustainable service growth



Revenue increases lag behind expense increases

12 year useful life / 5 bus per year replacement scheduled



Uncertainties for budget

- Variable Costs:
 - Health Insurance premium
 - Paratransit service
 - Diesel fuel
- State Funding
 - Loss of toll credits
 - Other unknowns at State
- Federal Level
 - New FTA administrator appointed
 - Loss of transit funding in the Administration's proposed budget
 - New grants? OR No grants?



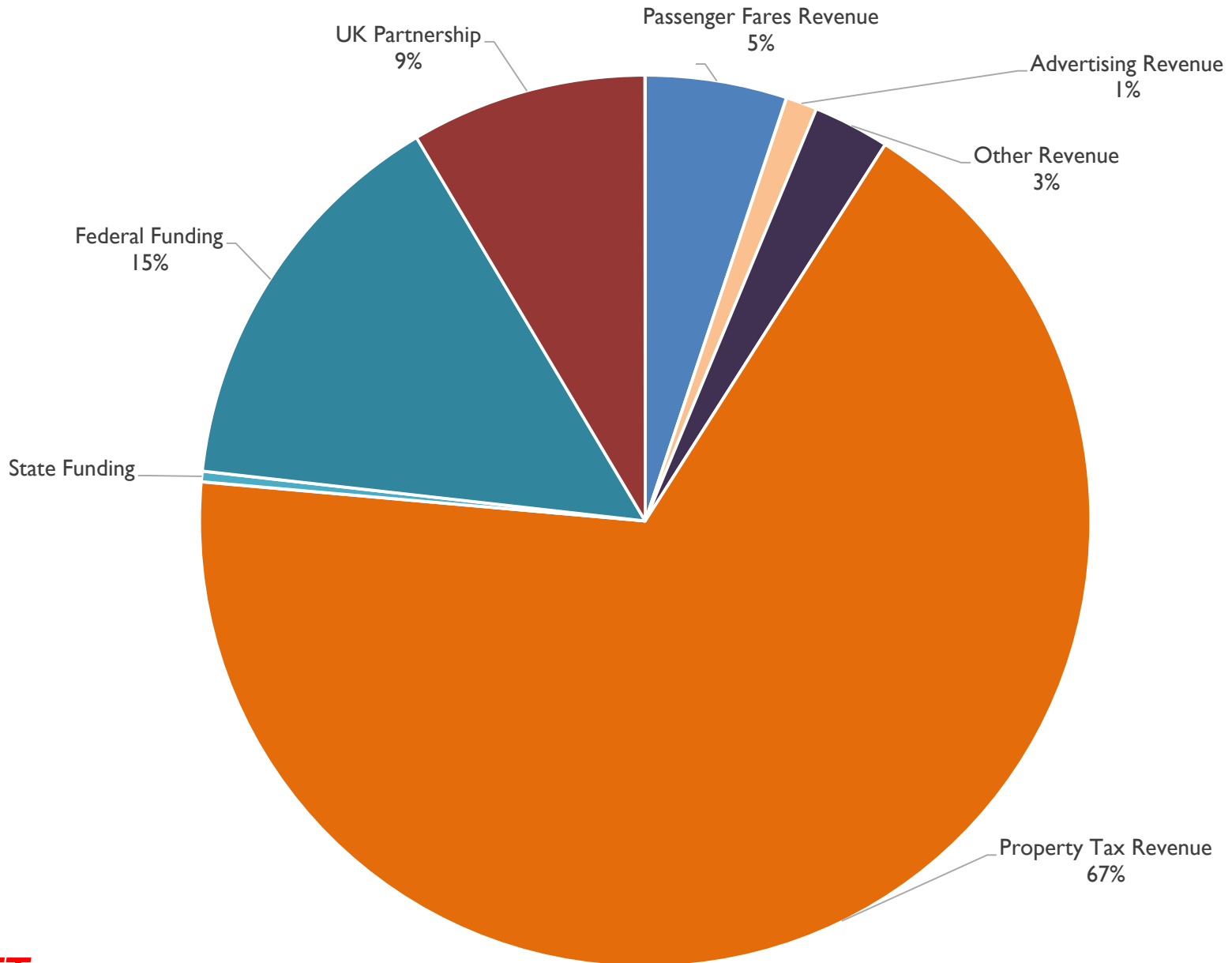
Included in budget

- Assume 10% growth in health care costs
- Consolidated expenses for Employee Engagement
- Training and coaching for Supervisors
- Training and coaching opportunities for front-line Employees
- Planning for communications and technology infrastructure
- Upgrades to maintenance area for CNG vehicles
- Operator staffing at highest number – 121
- Watching closely:
 - Paratransit costs
 - Voice radio, aging equipment
 - Technology, especially cyber security
 - Cost of diesel, CNG, utilities/electric

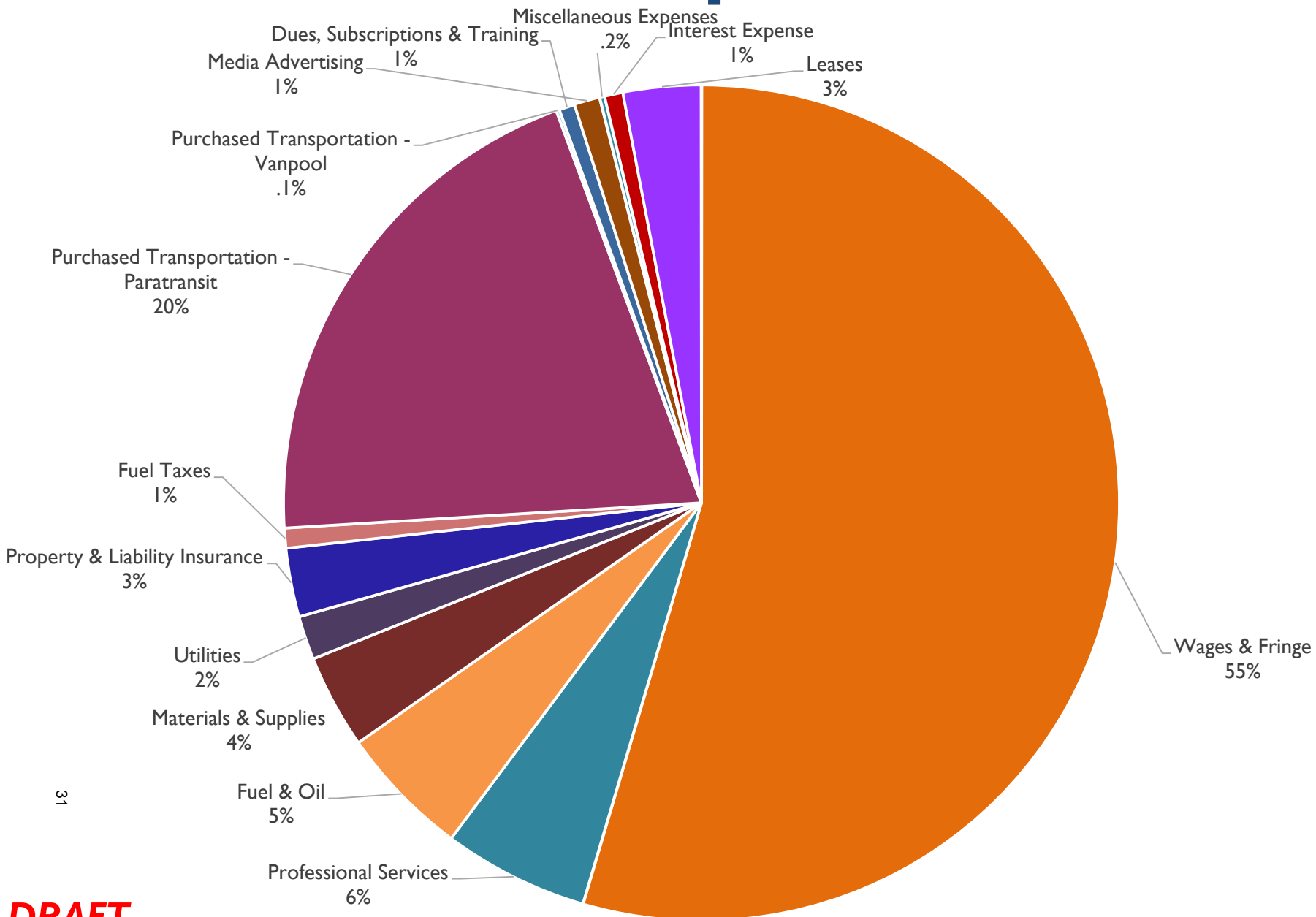
Combined Capital & Operating – FY 2019

| | |
|---|----------------------|
| Starting Mass Transit Fund Balance | \$ 11,148,283 |
| Capital & Grant Funds | \$ 6,072,752 |
| Operating Revenue | \$ 26,054,274 |
| Operating Expenses | \$ 26,054,274 |
| Debt Service | \$ 911,425 |
| Ending Mass Transit Fund Balance | \$ 10,236,858 |

Revenue – FY 2019?



Expenses— FY 2019



Proposed FY 2019 Budget Summary

FY2019
Draft Budget

FY 2018
Projection

FY2018
Budget

FY 2018
Actual (July to Feb)

DRAFT

OPERATING REVENUE

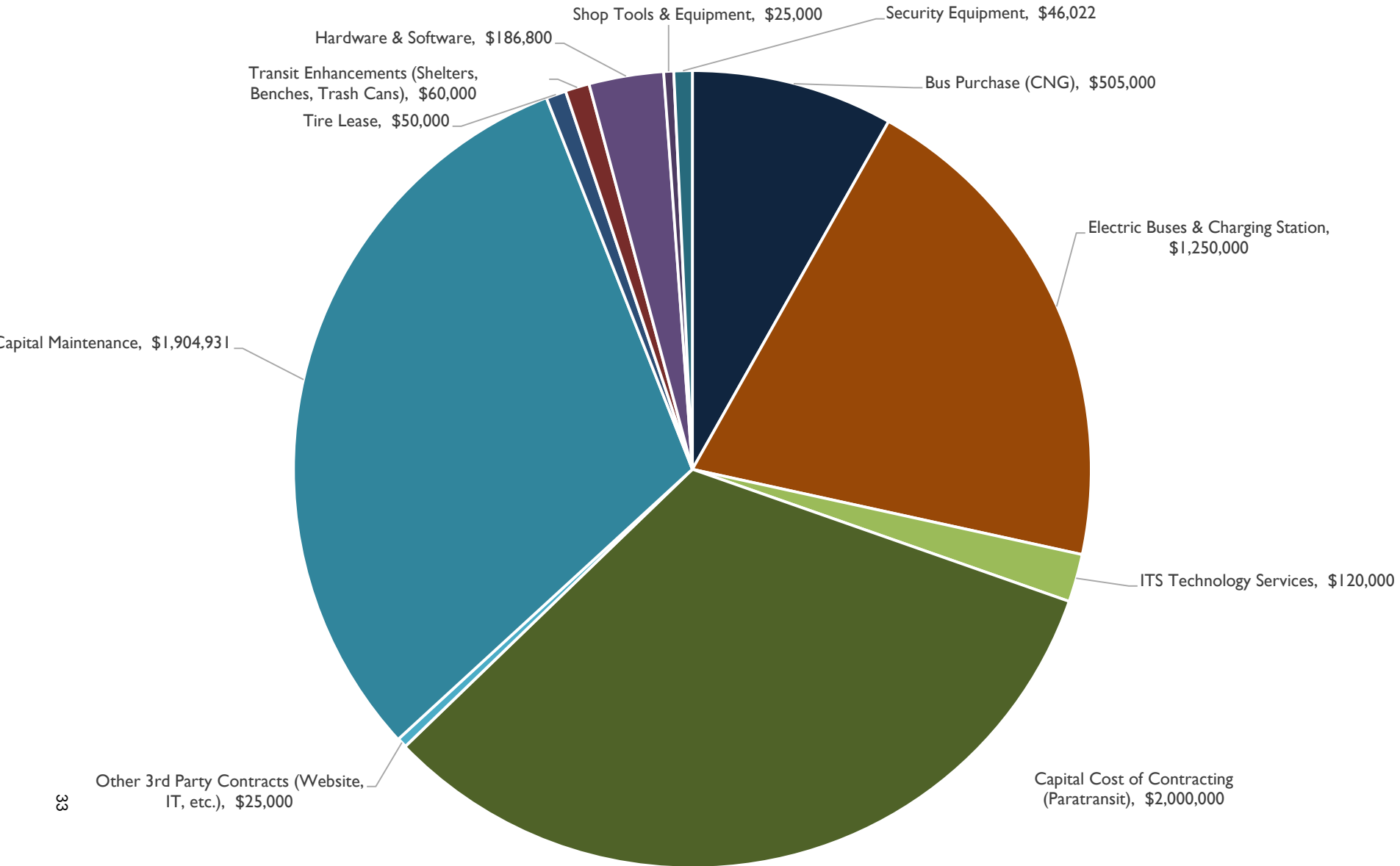
| | | | | | | | | |
|---|----|-------------------|----|-------------------|----|-------------------|----|-------------------|
| Passenger Fares | \$ | 1,357,100 | \$ | 1,324,000 | \$ | 1,491,957 | \$ | 876,638 |
| Passenger Fares: Shuttles | \$ | 11,000 | \$ | 10,868 | \$ | 30,000 | \$ | 10,868 |
| Advertising Revenue | \$ | 300,000 | \$ | 265,000 | \$ | 200,000 | \$ | 260,156 |
| ID Cards | \$ | 1,500 | \$ | 1,500 | \$ | 2,500 | \$ | 957 |
| Fuel Tax Refunds | \$ | 162,000 | \$ | 157,000 | \$ | 161,000 | \$ | 100,096 |
| Vending Machine | \$ | 2,500 | \$ | 1,950 | \$ | 2,500 | \$ | 943 |
| Property Taxes | \$ | 17,937,500 | \$ | 17,500,000 | \$ | 17,079,540 | \$ | 16,622,454 |
| Local Operating Assistance | \$ | - | \$ | 40,000 | \$ | 40,000 | \$ | - |
| State Funding | \$ | 100,000 | \$ | 350,000 | \$ | 100,000 | \$ | 350,000 |
| Preventative Maintenance (from Capital) | \$ | 1,904,931 | \$ | 2,000,000 | \$ | 2,000,000 | \$ | 1,585,893 |
| Purchased Transpiration (from Capital) | \$ | 2,000,000 | \$ | 2,000,000 | \$ | 2,000,000 | \$ | 1,764,330 |
| UK Partnership | \$ | 2,277,743 | \$ | 2,179,981 | \$ | 1,954,695 | \$ | 1,453,288 |
| Lextran Foundation | \$ | 573,439 | \$ | 561,033 | \$ | 561,033 | \$ | - |
| TOTAL REVENUE | \$ | 26,627,713 | \$ | 26,267,587 | \$ | 25,623,225 | \$ | 22,901,877 |

OPERATING EXPENSES

| | | | | | | | | |
|-------------------------------------|----|-------------------|----|-------------------|----|-------------------|----|-------------------|
| Total Wages | \$ | 9,239,594 | \$ | 8,765,415 | \$ | 8,446,297 | \$ | 5,843,610 |
| FICA | \$ | 773,807 | \$ | 766,111 | \$ | 715,422 | \$ | 510,741 |
| Pension Contribution | \$ | 416,000 | \$ | 403,369 | \$ | 397,611 | \$ | 268,912 |
| Health Insurance | \$ | 2,349,483 | \$ | 2,135,894 | \$ | 2,310,000 | \$ | 1,423,929 |
| Life Insurance | \$ | 85,800 | \$ | 82,292 | \$ | 85,499 | \$ | 54,862 |
| 401(a) | \$ | 30,000 | \$ | 34,651 | \$ | 32,300 | \$ | 25,554 |
| State Unemployment Insurance | \$ | 22,277 | \$ | 23,438 | \$ | 18,902 | \$ | 15,625 |
| Workers Compensation Insurance | \$ | 615,860 | \$ | 533,353 | \$ | 621,463 | \$ | 355,569 |
| Sick Pay | \$ | 220,000 | \$ | 274,237 | \$ | 210,300 | \$ | 205,454 |
| Holiday Pay | \$ | 329,985 | \$ | 316,092 | \$ | 316,092 | \$ | 230,101 |
| Vacation Pay | \$ | 324,978 | \$ | 308,200 | \$ | 328,743 | \$ | 195,525 |
| Other Pay | \$ | 10,200 | \$ | 14,300 | \$ | 11,500 | \$ | 12,845 |
| Other Employee Fringe Benefits | \$ | 113,300 | \$ | 106,800 | \$ | 116,000 | \$ | 68,820 |
| Professional and Contract Services | \$ | 1,499,766 | \$ | 1,497,666 | \$ | 1,676,200 | \$ | 643,772 |
| Fuel and Oil | \$ | 1,352,900 | \$ | 1,240,500 | \$ | 1,328,100 | \$ | 781,114 |
| Materials and Supplies | \$ | 966,200 | \$ | 1,180,663 | \$ | 864,000 | \$ | 823,983 |
| Utilities and Phone | \$ | 453,600 | \$ | 432,000 | \$ | 442,900 | \$ | 268,546 |
| Property and Liability Insurance | \$ | 705,000 | \$ | 700,170 | \$ | 618,000 | \$ | 466,595 |
| Fuel Taxes | \$ | 206,410 | \$ | 204,000 | \$ | 206,410 | \$ | 135,447 |
| Paratransit | \$ | 5,408,200 | \$ | 5,300,000 | \$ | 5,348,000 | \$ | 3,528,660 |
| Vanpool Expense | \$ | 34,000 | \$ | 28,800 | \$ | 36,000 | \$ | 19,200 |
| Training, Travel, and Dues | \$ | 162,862 | \$ | 163,100 | \$ | 166,700 | \$ | 86,146 |
| Media and Advertising | \$ | 265,000 | \$ | 265,000 | \$ | 293,000 | \$ | 125,248 |
| Employee Engagement & Miscellaneous | \$ | 50,250 | \$ | 23,110 | \$ | 29,200 | \$ | 14,009 |
| Interest and Lease | \$ | 992,240 | \$ | 1,004,586 | \$ | 1,004,586 | \$ | 676,852 |
| TOTAL EXPENSES | \$ | 26,627,712 | \$ | 25,803,746 | \$ | 25,623,225 | \$ | 16,781,120 |

Lextran 

Capital Budget– FY 2019



DRAFT

Five Year Capital Plan Summary

| | FY2018 | FY2019 | FY2020 | FY2021 | FY2022 |
|--|------------------|------------------|------------------|------------------|------------------|
| CAPITAL PROJECTS | | | | | |
| Bus Purchase (CNG) | 505,000 | 505,000 | 505,000 | 631,250 | 631,250 |
| Electric Buses & Charging Station | 683,400 | 1,250,000 | - | - | - |
| ITS Technology Services | 158,168 | 120,000 | 150,000 | 160,000 | 165,000 |
| Service Vehicles | 30,000 | - | - | - | 105,000 |
| Capital Cost of Contracting (Paratransit) | 2,000,000 | 2,000,000 | 2,000,000 | 2,455,688 | 2,529,400 |
| Other 3rd Party Contracts (Website, IT, etc.) | 45,000 | 25,000 | 50,000 | - | - |
| Capital Maintenance | 2,000,000 | 1,904,931 | 1,721,321 | 2,837,404 | 2,900,000 |
| Tire Lease | 50,000 | 50,000 | 50,000 | 62,500 | 62,500 |
| Town Branch Commons Corridor Project (TIGER)* | 1,862,500 | - | - | - | - |
| Transit Enhancements (Shelters, Benches, Trash Cans) | 50,000 | 60,000 | 67,178 | 58,678 | 75,000 |
| Improve Access to Fixed Route System (5310 funds) | 176,464 | - | - | - | - |
| Hardware & Software (IT Projects) | 40,000 | 186,800 | 132,500 | 62,500 | 62,500 |
| Shop Tools & Equipment | 150,000 | 25,000 | 25,000 | 216,696 | 18,750 |
| Maintenance Facility Upgrades | - | - | 126,000 | - | - |
| Security Equipment | 45,119 | 46,022 | 46,482 | 58,678 | 58,678 |
| Comprehensive Operational Analysis (COA) | - | - | 350,000 | - | - |
| SUBTOTAL CAPITAL PROJECTS | 7,795,651 | 6,172,753 | 5,223,481 | 6,543,394 | 6,608,078 |
| Federal Section 5307 Formula Funding | 4,511,921 | 4,602,159 | 4,648,181 | 4,694,663 | 4,741,609 |
| Section 5339 Bus & Bus Facilities Funding | 461,366 | 470,593 | 475,299 | 480,052 | 484,853 |
| Section 5339 LoNo Grant (Electric bus) | 683,400 | 1,000,000 | - | - | - |
| State Funding (Capital Maintenance) | 350,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Section 5310 Enhanced Mobility Seniors/Disabled | 141,171 | - | - | - | - |
| TIGER (Town Branch Commons Corridor Project)* | 892,500 | - | - | - | - |
| Local Mass Transit Fund** | 755,293 | 0 | 0 | 1,268,678.77 | 1,281,615.56 |
| TOTAL | 7,795,651 | 6,172,753 | 5,223,481 | 6,543,394 | 6,608,078 |
| <div>Local match may be required for new grant funds.</div> <div>Grant funds carry over if not completed during the fiscal year.</div> | | | | | |
| | | | NO TOLL CREDITS | | NO TOLL CREDITS |

Capital and Planning Projects

- Fleet Replacement for 2019/2020 buses
 - (1) Proterra from 2017 LoNo award
 - (1) Gillig CNG from Section 5339 funds
 - Possible grant funds for additional buses
- Rider Amenities at Many Places (RAMP)
 - Locations and detailed project costs based on Transit Route Facilities Inventory from Section 5310 funds
- Transit Center Improvements
 - Part of Town Branch Trail project from TAP grant award
- Upgrades to facility for CNG infrastructure
- Technology and Communications Study

On the horizon for 2020

- Preparing for loss of toll credits
 - Significant negative impact as 'match' for federal funds will be needed at least \$1 million in operating
- Fleet replacement needs continue and may get worse, grant funds unknown
- Energy cost increase or market instability
- Changes and/or growth in paratransit market
- Look for grant funds for comprehensive operations analysis and corridor studies

Balance Sheet
as of March 31, 2018

| | Current Year-To-Date | Last Year-to-Date |
|--|---------------------------------|------------------------------|
| Assets | | |
| Current assets | | |
| Operating Cash | \$15,521,461 | \$12,698,943 |
| Project Loan Account | \$1,145,044 | \$1,145,044 |
| Accounts receivable | \$1,832,087 | \$18,875 |
| Inventory | \$472,887 | \$512,296 |
| Net pension asset | \$1,331,841 | \$1,547,482 |
| Work in process | \$2,772,414 | \$7,510,484 |
| Prepaid | \$356,890 | \$343,822 |
| Total Current Assets | <u>\$23,432,624</u> | <u>\$23,776,946</u> |
| Long term note - Lextran Foundation Inc. | \$8,355,000 | \$8,355,000 |
| Net capital and related assets | \$26,632,578 | \$24,553,988 |
| Total Assets | <u>\$58,420,202</u> | <u>\$56,685,934</u> |
| Liabilities | | |
| Current liabilities | | |
| Accounts payable | \$2,556,270 | \$2,860,671 |
| Payroll liabilities | \$639,466 | \$830,804 |
| Short term note - Fifth Third Bank | \$904,578 | \$877,702 |
| Total Current Liabilities | <u>\$4,100,314</u> | <u>\$4,569,177</u> |
| Long term note - Fifth Third Bank | \$6,074,452 | \$6,967,274 |
| Net Position | \$48,245,436 | \$45,149,482 |
| Total Liabilities and Net Position | <u>\$58,420,202</u> | <u>\$56,685,934</u> |

STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET POSITION

| | | March 2018 FY 2018 | | FY 2017 |
|-------------------------------|---------------------|-----------------------|--------------------|---------------------|
| Revenues | Actual | Budget | Variance | Actual |
| Property taxes | \$17,039,171 | \$16,609,853 | \$429,318 | \$16,300,598 |
| Passenger revenue | \$991,552 | \$1,148,968 | (\$157,416) | \$1,112,482 |
| Federal funds | \$3,800,872 | \$3,600,000 | \$200,872 | \$3,639,388 |
| State funds | \$350,000 | \$100,000 | \$250,000 | \$500,000 |
| Advertising revenue | \$260,155 | \$200,000 | \$60,155 | \$182,169 |
| Other revenue | \$1,626,421 | \$1,590,520 | \$35,901 | \$2,979,909 |
| Total Revenues | \$24,068,171 | \$23,249,341 | \$818,831 | \$24,714,546 |
| Expenses | | | | |
| Wages | \$6,623,445 | \$6,334,725 | \$288,720 | \$6,087,664 |
| Fringe benefits | \$3,750,533 | \$3,872,874 | (\$122,342) | \$3,483,539 |
| Professional services | \$744,514 | \$1,271,344 | (\$526,830) | \$1,034,937 |
| Materials and supplies | \$916,807 | \$648,000 | \$268,807 | \$712,174 |
| Fuel-Diesel | \$702,751 | \$795,750 | (\$92,999) | \$581,873 |
| Fuel-Other | \$184,183 | \$200,325 | (\$16,142) | \$283,368 |
| Utilities - Facilities | \$246,382 | \$284,475 | (\$38,093) | \$280,172 |
| Utilities - Electric Bus | \$66,765 | \$47,700 | \$19,065 | \$19,555 |
| Insurance | \$544,528 | \$463,500 | \$81,028 | \$526,437 |
| Fuel taxes | \$155,568 | \$154,807 | \$761 | \$150,058 |
| Paratransit Expenses | \$4,008,441 | \$4,011,000 | (\$2,559) | \$3,768,364 |
| Vanpool Expenses | \$24,000 | \$27,000 | (\$3,000) | \$19,200 |
| Dues and subscriptions | \$33,181 | \$34,000 | (\$819) | \$34,211 |
| Travel, training and meetings | \$63,621 | \$98,775 | (\$35,154) | \$51,095 |
| Media advertising | \$127,706 | \$219,750 | (\$92,044) | \$89,086 |
| Miscellaneous | \$15,149 | \$21,900 | (\$6,751) | \$19,556 |
| Interest Expense | \$167,791 | \$163,125 | \$4,666 | \$204,326 |
| Leases and rentals | \$592,315 | \$590,315 | \$2,000 | \$572,916 |
| Depreciation | \$2,923,933 | \$2,923,933 | (\$0) | \$2,727,180 |
| Total Expenses | \$21,891,613 | \$22,163,298 | (\$271,685) | \$20,645,711 |
| Change in Net Position | \$2,176,558 | \$1,086,043 | \$1,090,515 | \$4,068,835 |

Notes:

Average price of diesel fuel for FY2018 - \$1.97; Latest price of diesel fuel (April 12, 2018) - \$2.18

Latest price of CNG diesel gallon equivalent - \$1.42

Memorandum

To: Board of Directors
From: Carrie Butler, General Manager
Date: April 18, 2018
Re: General Manager's Report for the Period of March 2018

Budget Statistics

Total revenue for March 2018, was \$1,166,295 and the expenditures totaled \$2,186,560. This resulted in a difference of (\$1,020,265) for the month. For a year to date comparison, with expenditures subtracted from revenues, the under budget variance is \$1,090,515.

Community Involvement

- 5310 Public Meeting at Lextran- March 5
- Student Success Program Meeting with Lexington Public Library- March 6
- Lexington Legends- March 8
- West End Community Partners Meeting- March 8
- Community Conversation on Homelessness in Lexington- March 9
- Dept. of Corrections Reentry PORTAL Class – How to Ride- March 12
- OWL Travel Training for Staff- March 16
- Transit Driver Appreciation Day Celebration Video- March 16
- Public Meeting for May 2018 Service Changes- March 19
- KRM Community Partners Recognition Breakfast- March 19
- DLP Open House- March 21
- Career Day at Southern Elementary (with Operator Vivian Davi) - March 23
- Introduction and Support Meeting with The Refuge Clinic- March 23
- Public Meeting for May 2018 Service Changes- March 26

Meetings / Updates

In March, Lextran representatives participated in the following (external) meetings:

- Town Branch Commons Advisory Meeting- March 1
- Senior Services Commission- March 2
- OneLex Neighborhood Engagement Meeting- March 5
- Kentucky Infrastructure Coalition Communications Update- March 6
- LexWork Meeting- March 6
- CTE 2018 Zero-Emission Transportation Reception- March 16
- On The Table (Transportation and Mobility @ The Plantory)- March 28
- On The Table (Workforce Development @ Community Action)- March 28
- On The Table (International Community @ Global Lex)- March 28
- On The Table (Public Conversation @ Chocolate Holler)- March 28

Paycom

The transition to the new payroll system continued throughout March. The Employee Self-Service option that will allow employees to see pay stubs, leave balances and year-end tax forms, will be activated in April for all employees. Training sessions for all employees will be scheduled soon.

Public Meetings

Lextran held two public meetings in March to discuss proposed service improvements for May. Proposed changes would affect Routes 2, 4, 10, and 12. Attendees were able to ask questions and voice concerns over the respective improvements. The summary of changes and handout from the public meeting is found on page 4 of the GM report.

Procurement Update

- An RFP for Operator uniforms was published on February 1, 2018. A pre-proposal conference was held on February 15, 2018. Proposals were due March 15, 2018. This is now expected to be a May resolution.
- An RFP for deferred compensation services was published February 19, 2018. A pre-proposal conference was held March 8, 2018. Proposals were due April 12, 2018. This is expected to be a May resolution.
- An RFP for bus engine rebuilds was published on March 15, 2018. A pre-proposal conference was held on March 29, 2018. Proposals are due April 26, 2018. This is expected to be a May resolution.
- An RFP for an Employee Assistance Program was published on April 2, 2018. The pre-proposal conference will be held on April 26, 2018. Proposals are due May 22, 2018. This is expected to be a June resolution.
- An RFP is being put together for website design and hosting services. This is targeted for an April release.
- A procurement is being put together for fuel. This is targeted for an April release.

Recruitment

- 42 Applications received:
 - Bus Operator (32)
 - Service Worker (9)
 - Maintenance Mechanic (1)
- 5 Interviews:
 - Bus Operator (0)
 - Service Worker (3)
 - Maintenance Mechanic (2)
- 2 New Hires:
 - Service Worker (1)
 - Maintenance Mechanic (1)

Training Activities

- 9 bus operators graduated from training
- 15 administrative staff completed Smith System Training
- 193 employees completed Unlawful Harassment Prevention, and Drug & Alcohol training
- 7 employees received Bomb Threat refresher training
- 30 employees received Biohazard Clean Up refresher training
- 5 operators completed post-accident remedial training
- 4 Operator trainers became recertified

MAY 2018 SERVICE ADJUSTMENT PROPOSALS

Objectives

- Describe proposed service adjustments that would go into effect in May
 - Railroad crossing safety hazard on W 3rd Street affecting Route 2 - Georgetown Road and Route 4 - Newtown Pike
 - Improved service to Frederick Douglass High School and Polo Club via Route 10 - Hamburg
 - Now serving Pleasant Ridge and Bryant Road via Route 18 - Centre Parkway Connector
- Collect feedback pertaining to May 2018 service adjustments

Route 2 - Georgetown Adjustments

- Inbound route will utilize 4th Street instead of 3rd Street to avoid railroad crossing.
- Stops currently served on 3rd Street will be moved to Jefferson Street.
- Route 2 end of the line layover location will move from Citation Blvd. to Innovation Drive.

Route 4 - Newtown Pike Adjustments

- Inbound route will utilize 4th Street instead of 3rd Street to avoid railroad crossing.
- Stops currently served on 3rd Street will be moved to Jefferson Street.

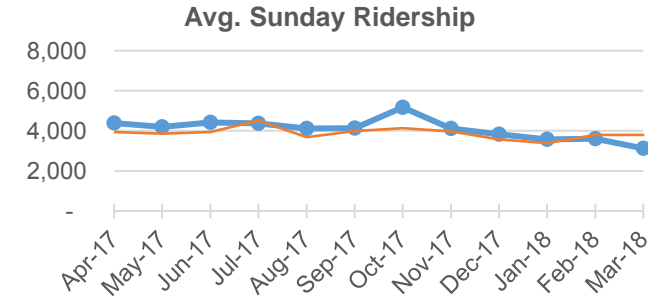
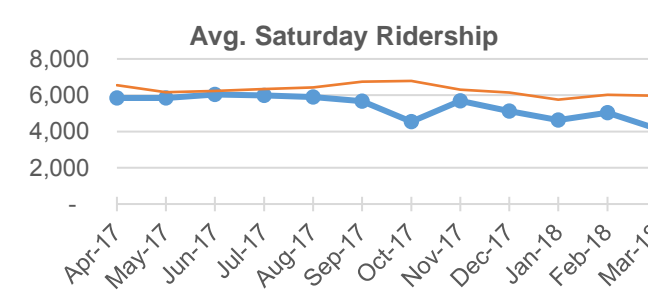
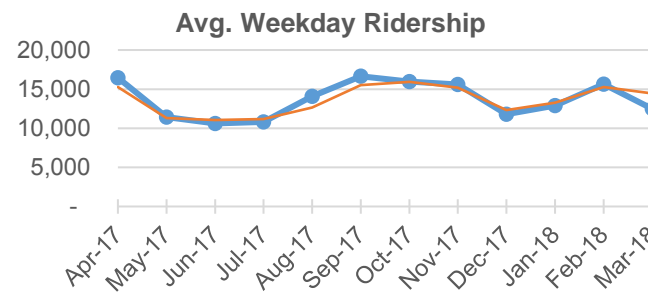
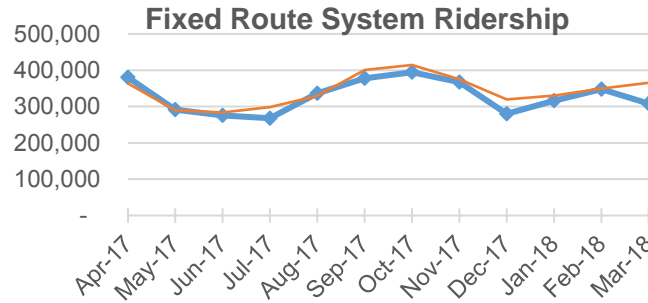
Route 10 - Hamburg Adjustments

- Frederick Douglas High school will be served on Meeting Street
- Pleasant Ridge Drive and Bryant Road will be moved to Route 18
- Pavilion Way and Vendor Way stops are moved to Sir Barton Way
- Improved Service to Polo Club

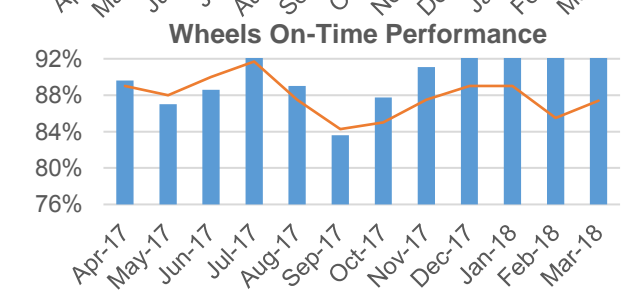
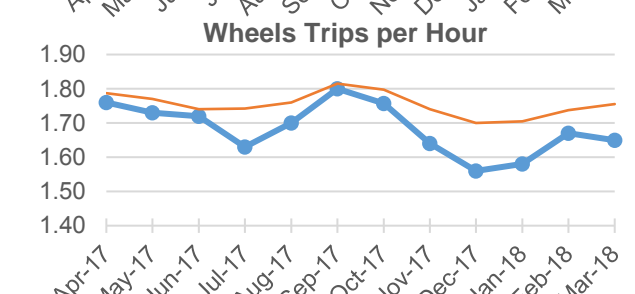
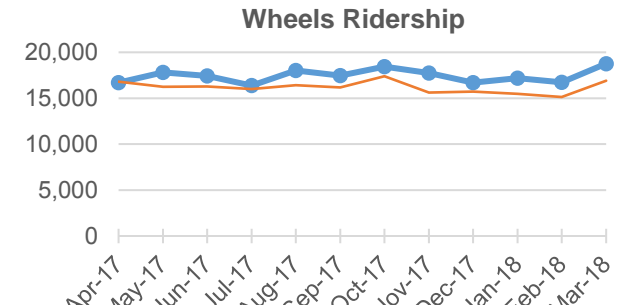
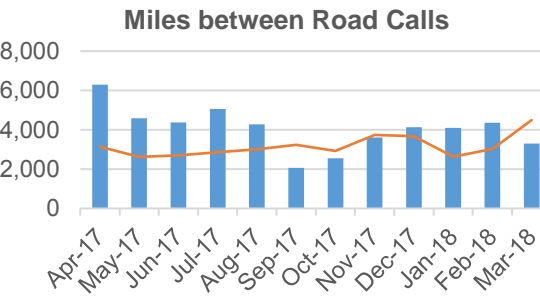
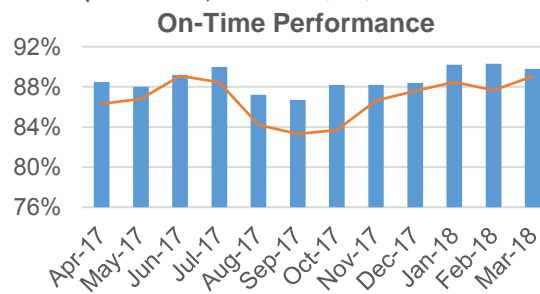
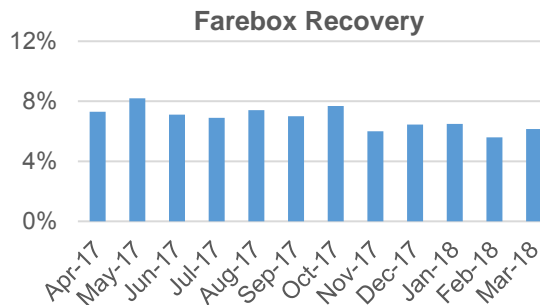
Route 18 - Centre Parkway Adjustments

- Liberty Road stops are removed
- Start Shoot Parkway are removed
- Route 18 now serves Pleasant Ridge Drive and Bryant Road

Service adjustments aim to provide safer, more efficient service to our community. Each adjustment is intentionally designed to improve the service Lextran provides.



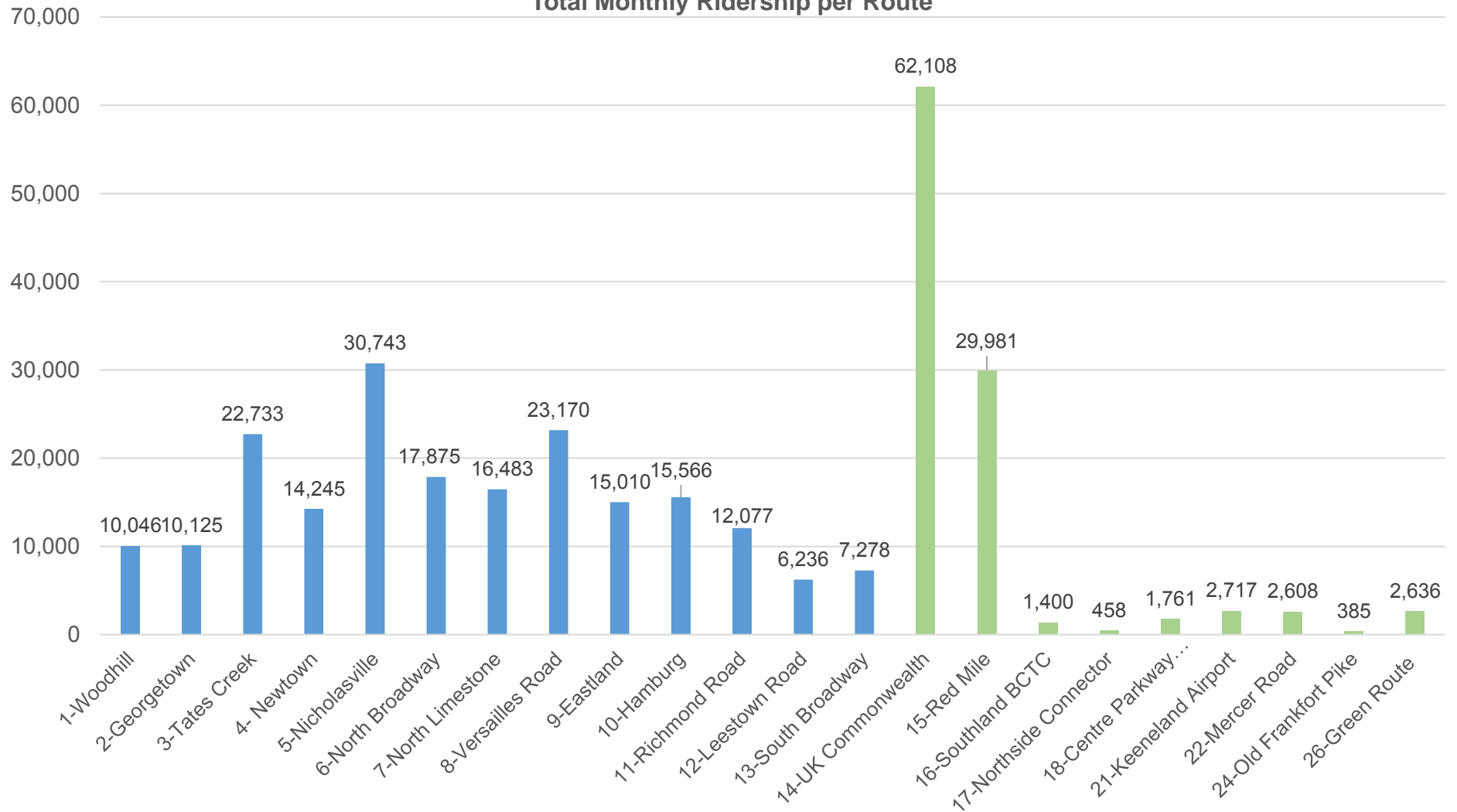
| Performance Indicator | Lextran Fixed Route System | | | Wheels | | |
|-----------------------|----------------------------|-----------|------------|------------|-----------|------------|
| | This Month | FY18 YTD | FY17 Total | This Month | FY18 YTD | FY17 Total |
| Total Ridership | 308,166 | 3,003,217 | 4,346,047 | 18,771 | 157,421 | 200,255 |
| Total Revenue Miles | 148,805 | 1,293,265 | 1,905,282 | 143,027 | 1,213,958 | 1,537,732 |
| Total Revenue Hours | 17,206 | 147,622 | 189,861 | 11,349 | 94,591 | 115,693 |
| Pass. per Mile | 2.07 | 2.32 | 2.28 | 0.13 | 0.13 | 0.13 |
| Pass. per Hour | 17.91 | 20.34 | 22.89 | 1.65 | 1.66 | 1.73 |





| Route Performance Indicators | | | | | | | | |
|---|--------------------|--------------------|-------------------------|---------------------|---------------------|------------------------|-----------------------|---------------------|
| Route Name | Total Cost | Net Cost | Net Total Cost per Hour | Passengers per Mile | Passengers per Hour | Net Cost per Passenger | Farebox Recovery Rate | On-Time Performance |
| 8-Versailles Road | \$82,517 | \$69,997 | \$83.04 | 3.18 | 27.49 | \$3.02 | 15.2% | 93.5% |
| 9-Eastland | \$63,462 | \$56,048 | \$86.46 | 2.68 | 23.15 | \$3.73 | 11.7% | 92.5% |
| 6-North Broadway | \$77,130 | \$66,648 | \$84.59 | 2.62 | 22.69 | \$3.73 | 13.6% | 93.5% |
| 7-North Limestone | \$74,538 | \$66,020 | \$86.71 | 2.50 | 21.65 | \$4.01 | 11.4% | 93.2% |
| 5-Nicholasville | \$144,515 | \$132,765 | \$89.93 | 2.41 | 20.83 | \$4.32 | 8.1% | 84.6% |
| 4- Newtown | \$82,269 | \$76,369 | \$90.87 | 1.96 | 16.95 | \$5.36 | 7.2% | 91.7% |
| 11-Richmond Road | \$88,359 | \$82,757 | \$91.69 | 1.55 | 13.38 | \$6.85 | 6.3% | 96.5% |
| 10-Hamburg | \$114,607 | \$107,827 | \$92.10 | 1.54 | 13.30 | \$6.93 | 5.9% | 89.5% |
| 3-Tates Creek | \$171,387 | \$160,799 | \$91.85 | 1.50 | 12.98 | \$7.07 | 6.2% | 90.3% |
| 2-Georgetown | \$80,011 | \$75,224 | \$92.04 | 1.43 | 12.39 | \$7.43 | 6.0% | 93.9% |
| 1-Woodhill | \$87,339 | \$82,273 | \$92.22 | 1.30 | 11.26 | \$8.19 | 5.8% | 91.6% |
| 13-South Broadway | \$73,195 | \$69,607 | \$93.10 | 1.13 | 9.73 | \$9.56 | 4.9% | 91.2% |
| 12-Leestown Road | \$85,820 | \$82,904 | \$94.57 | 0.82 | 7.11 | \$13.29 | 3.4% | 91.3% |
| 14-UK Commonwealth | \$155,622 | \$155,622 | \$97.89 | 4.52 | 39.07 | \$2.51 | 0.0% | NA |
| 15-Red Mile | \$112,652 | \$112,241 | \$97.54 | 3.01 | 26.05 | \$3.74 | 0.4% | 86.8% |
| 26-Green Route | \$18,139 | \$18,139 | \$97.89 | 1.64 | 14.23 | \$6.88 | 0.0% | NA |
| 18-Centre Parkway Connector | \$51,720 | \$49,805 | \$94.27 | 0.39 | 3.33 | \$28.28 | 3.7% | 86.3% |
| 17-Northside Connector | \$19,783 | \$19,153 | \$94.78 | 0.26 | 2.27 | \$41.82 | 3.2% | 91.0% |
| 21-Keeneland Airport | \$24,914 | \$22,766 | \$89.45 | 1.23 | 10.68 | \$8.38 | 8.6% | 91.8% |
| 22-Mercer Road | \$33,323 | \$31,518 | \$92.59 | 0.89 | 7.66 | \$12.09 | 5.4% | 85.4% |
| 16-Southland BCTC | \$25,363 | \$24,713 | \$95.38 | 0.62 | 5.40 | \$17.65 | 2.6% | 84.5% |
| 24-Old Frankfort Pike | \$17,694 | \$17,503 | \$96.84 | 0.25 | 2.13 | \$45.46 | 1.1% | 76.3% |
| Total | \$1,684,359 | \$1,580,700 | \$91.87 | 2.05 | 17.76 | \$5.17 | 6.2% | 90% |
| Note: Route 14 UK Commonwealth and Route 26 Green Route do not collect fares. | | | | | | | | |

March 2018 Total Monthly Ridership per Route





March Safety, Maintenance, and Operations Indicators

| Indicator | Lextran Fixed Route System | | | Wheels | | |
|------------------------------------|----------------------------|----------|------------|------------|----------|------------|
| | This Month | FY18 YTD | FY17 Total | This Month | FY18 YTD | FY17 Total |
| Preventable Accidents | 7 | 35 | 44 | 1 | 12 | 22 |
| Non-Preventable Accidents | 8 | 48 | 32 | 1 | 11 | 9 |
| Accident Frequency Rate | 4.70 | 2.71 | 2.36 | 0.67 | 0.96 | 1.22 |
| Accident Frequency Rate Goal* | 1.75 | 1.75 | 1.75 | 2 | 2 | 2 |
| Injury Frequency Rate | 22.18 | 26.62 | 17.60 | N/A | N/A | N/A |
| Injury Frequency Rate Goal** | 27.04 | 27.04 | 27.04 | N/A | N/A | N/A |
| Days without preventable accident | 24 | 237 | 217 | N/A | N/A | N/A |
| Days of Lost time | 23 | 223 | 321 | N/A | N/A | N/A |
| Workers Comp Claims | 5 | 36 | 35 | N/A | N/A | N/A |
| Miles Between Road Calls | 3,307 | 3,448 | 4,449 | N/A | N/A | N/A |
| Preventive Maintenance Inspections | 37 | 330 | 390 | N/A | N/A | N/A |

*The accident frequency goals are calculated per 100,000 miles.

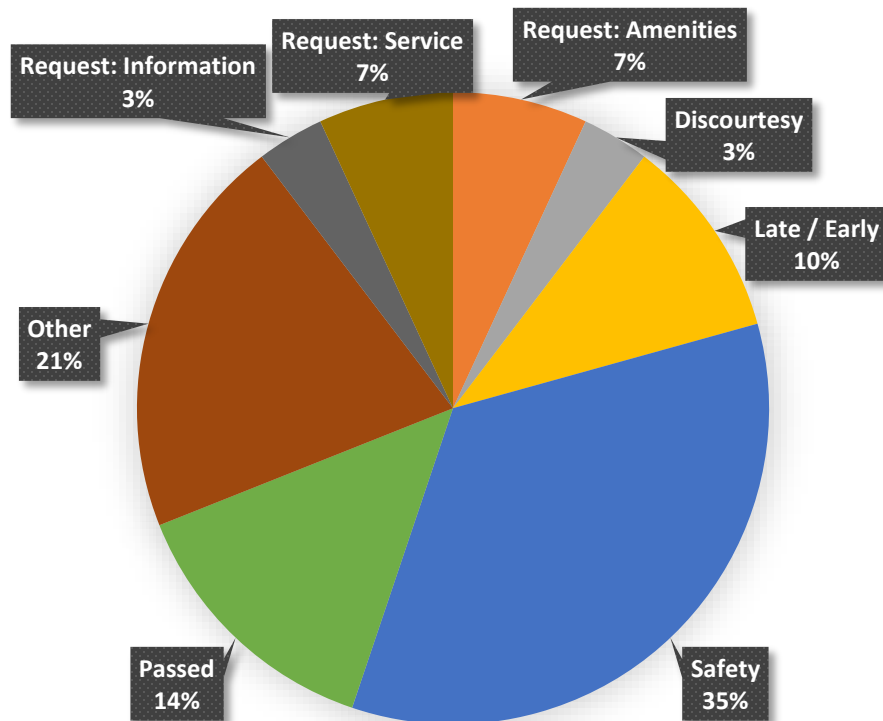
**The incident frequency goal is calculated per 200,000 working hours.

March Call Logs

| Comments by Type | Lextran Fixed Route System | | | Wheels | | |
|-------------------------|----------------------------|----------|----------|------------|----------|----------|
| | This Month | FY18 YTD | FY17 YTD | This Month | FY18 YTD | FY17 YTD |
| Total Commendations | 0 | 3 | 6 | 3 | 15 | 36 |
| Discourtesy | 1 | 56 | 67 | 6 | 56 | 62 |
| Late / Early | 3 | 26 | 37 | 5 | 46 | 56 |
| Safety | 10 | 46 | 38 | 8 | 77 | 87 |
| Passed | 4 | 39 | 40 | 0 | 0 | 0 |
| Other | 6 | 23 | 48 | 0 | 0 | 2 |
| Request: Information | 1 | 3 | 7 | 0 | 1 | 0 |
| Request: Service | 2 | 15 | 6 | 0 | 0 | 0 |
| Request: Amenities | 2 | 5 | 5 | 0 | 0 | 0 |
| Website | 0 | 3 | 5 | 0 | 0 | 0 |
| Total Calls into System | 14,588 | 116,030 | 38,600* | 23,778 | 195,982 | 210,309 |
| Total Calls into IVR | 50,387 | 449,271 | 452,490* | N/A | N/A | N/A |
| Average Length of Call | 1:20 | 1:27 | 1:26* | 1:00 | 1:01 | 0:54 |
| Average Time to Abandon | 0:14 | 0:13 | 0:21* | 0:53 | 1:05 | 1:06 |

*Lextran began tracking calls in November of 2016, FY17 year-to-date excludes July through October 2016.

March Comments for March 2018



Customer wanted to comment on how difficult it was for her to figure out where her Route 5 bus would be located at the Transit Center because the bay signage has changed.

Customer has stated that on several occasions Route 5 inbound has passed up the inbound stop 986 around the 3:25pm time.

When leaving Target onto Reynolds Rd., driver cut bus too short and nearly tipped it onto the side. Customer states they felt it was unsafe and unnecessary for customers to be ruffled up and be put in danger. Customer says they ride this bus every day and this driver is scary.

Bus driver left bus and did not tell customers where they went. Customer was concerned that in case of emergency or incident how they might be able to exit bus with doors locked shut. There are no signs posted in event of emergency on the bus. (There are signs posted in buses)

March 2018

Lextran in the media

March 1, 2018 - Bluegrass Council of the Blind

<http://bcbky.org/wp-content/uploads/2018/03/eyeKnow-News-March-1-2018-FOR-EMAIL.pdf>

MARCH 5-6, 2018

Bluegrass Council of the Blind

<http://bcbky.org/bcb-calendar>

March 19, 2018 Q&A with Lextran GM Carrie Butler - Management & Operations

<http://www.metro-magazine.com/management-operations/article/728928/q-a-with-lextran-gm-carrie-butler>

March 26, 2018

LexTran bus driver says he lost consciousness before causing chain reaction wreck

By WKYT News Staff | Posted: Mon 2:36 PM, Mar 26, 2018

<http://www.wkyt.com/content/news/LexTran-bus-driver-says-he-lost-consciousness-before-causing-chain-reaction-wreck-477960083.html>

March 28, 2018

UPDATE: Driver reportedly passed out before bus collided with 5 parked cars on Limestone

Kernel News Staff Mar 26, 2018 Updated Mar 28, 2018

http://www.kykernel.com/news/update-driver-reportedly-passed-out-before-bus-collided-with-parked/article_90016a26-313b-11e8-b665-27fe275bfbd1.html

Lexington Electric Bus Deployment

Current Projects

<http://www.cte.tv/project/lexington-five-electric-bus-deployment>

Lextran anticipates collecting and reporting performance and evaluation data through March 2018 and operating the buses through 2028.