

**From:** [Theresa Maynard](#)  
**To:** [Rachael Berry](#); [Shelia A Horton-Holt](#)  
**Cc:** [Kacy Allen-Bryant](#)  
**Subject:** FW: BA RE: FCC FCPS Bus contract issue RE: Legistar 0690-25  
**Date:** Thursday, September 4, 2025 8:45:59 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[image007.png](#)  
[image008.png](#)

Good morning, Rachael,

See Sheila's email below, they'd already pre-encumbered \$29K to FCPS for bus services, so the funds are in their budget. It's on PO LF00217356 dated 7/11/25, that's been created but not yet dispatched.

Let us know if that takes care of the issue.

Thanks!  
Theresa

| Budget Overview Results  |         |           |                     |            |         |             |                   |                   |                 |        |
|--|---------|-----------|---------------------|------------|---------|-------------|-------------------|-------------------|-----------------|--------|
| <div><div></div><div></div></div> <div>&lt; &gt; 1-1 of 1 &gt;&gt;</div> |         |           |                     |            |         |             |                   |                   |                 |        |
|  | Section | Account ↑ | Account Description | Budget     | Expense | Encumbrance | Available Budget* | Percent Available | Pre-Encumbrance | Budget |
|  | 1 0001  | 71299     | Prof Svc - Other    | 131,192.04 | 0.00    | 15,251.04   | 86,941.00         | 66.27             | 29,000.00       | 2026   |

Purchase Order Inquiry

Purchase Order

Business Unit

LFUCG

PO ID

LF00217356

PO Status

Open

Budget Status

Not Chk'd

Header

PO Date

07/15/2025

Supplier Name

FAYETTE CO-012

Supplier ID

0000022830

Buyer

Kristie L Thomas

PO Reference

Online Src From Req 0000219124

Backorder Status

Not Backordered

Receipt Status

Not Recvd

Hold From Further Processing

☐

Amount Summary

Merchandise

29,000.00

Freight/Tax/Misc.

0.00

Total

29,000.00 USD

Header Details

All RTV

Matching

Activity Summary

Header Comments...

Document Status

Actions

Lines

< > 1

| Line |  | Item ID | Item Description               | Category | PO Qty | UOM | Merchandise Amount |     | Status |
|------|--|---------|--------------------------------|----------|--------|-----|--------------------|-----|--------|
| 1    |  |         | Bus service for students, blan | 96216    | 1.0000 | DOL | 29,000.00          | USD | Active |

Return to Search

Notify

**From:** Shelia A Horton-Holt <[shorton@lexingtonky.gov](mailto:shorton@lexingtonky.gov)>  
**Sent:** Thursday, September 4, 2025 8:12 AM  
**To:** Theresa Maynard <[theresam@lexingtonky.gov](mailto:theresam@lexingtonky.gov)>  
**Cc:** Kacy Allen-Bryant <[kallenbryant@lexingtonky.gov](mailto:kallenbryant@lexingtonky.gov)>  
**Subject:** Re: BA RE: FCC FCPS Bus contract issue RE: Legistar 0690-25

Good morning,  
Here is what has happened with the bus contract. There is the available budget of \$86,941 but there is also a pre-encumbrance of \$29K to pay for bus services which makes the total \$115,941. Do we need to cancel the pre-encumbrance?

**Shelia Horton-Holt**  
Director of Family Services  
Family Care Center  
Department of Social Services  
  
859.288.4050 office  
859.494.6702 cell  
[lexingtonky.gov](http://lexingtonky.gov)



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**From:** Theresa Maynard <[theresam@lexingtonky.gov](mailto:theresam@lexingtonky.gov)>  
**Sent:** Wednesday, September 3, 2025 11:48 AM  
**To:** Shelia A Horton-Holt <[shorton@lexingtonky.gov](mailto:shorton@lexingtonky.gov)>  
**Cc:** Kacy Allen-Bryant <[kallenbryant@lexingtonky.gov](mailto:kallenbryant@lexingtonky.gov)>  
**Subject:** RE: BA RE: FCC FCPS Bus contract issue RE: Legistar 0690-25

Budgeting will not move the contract onto the Council agenda until the full \$95,522.44 in the contract is in place in your budget. So until a BA is done, the contract won't go to Council for approval.

T

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**From:** Shelia A Horton-Holt <[shorton@lexingtonky.gov](mailto:shorton@lexingtonky.gov)>  
**Sent:** Wednesday, September 3, 2025 11:44 AM  
**To:** Theresa Maynard <[theresam@lexingtonky.gov](mailto:theresam@lexingtonky.gov)>  
**Cc:** Kacy Allen-Bryant <[kallenbryant@lexingtonky.gov](mailto:kallenbryant@lexingtonky.gov)>  
**Subject:** Re: BA RE: FCC FCPS Bus contract issue RE: Legistar 0690-25

Do the extra funds have to be moved now or can it wait to see if there is enough money to carry us through the year? The reason I am asking is because last year there were funds left in that account.

**Shelia Horton-Holt**  
*Director of Family Services*  
Family Care Center  
Department of Social Services

859.288.4050 office  
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**From:** Theresa Maynard <[theresam@lexingtonky.gov](mailto:theresam@lexingtonky.gov)>  
**Sent:** Wednesday, September 3, 2025 11:20 AM  
**To:** Shelia A Horton-Holt <[shorton@lexingtonky.gov](mailto:shorton@lexingtonky.gov)>  
**Cc:** Kacy Allen-Bryant <[kallenbryant@lexingtonky.gov](mailto:kallenbryant@lexingtonky.gov)>  
**Subject:** BA RE: FCC FCPS Bus contract issue RE: Legistar 0690-25

Sheila, we'll need to do a BA, then. I can do that for you, if you'll give me the account and amount you want to move money from into 606403 71299.

We'll need to move \$8590 to even out the 71299 with the bus costs. I've attached your current 606403 budget; do you want to take it from 606403 or from multiple lines? I've also attached your current 606401 Administration budget if you want to move some money from there as well/instead.

Just let me know accounts to move and amounts from each account. You may want to have more than just the bus contract money in 71299 account for the rest of the fiscal year, as well. If so, we can put more than 8590 in 71299.

Thanks,  
Theresa

*Kacy, just FYI that we'll be doing a budget adjustment for this.*

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**From:** Shelia A Horton-Holt <[shorton@lexingtonky.gov](mailto:shorton@lexingtonky.gov)>  
**Sent:** Wednesday, September 3, 2025 10:52 AM  
**To:** Theresa Maynard <[theresam@lexingtonky.gov](mailto:theresam@lexingtonky.gov)>; Rachael Berry <[rberry2@lexingtonky.gov](mailto:rberry2@lexingtonky.gov)>  
**Subject:** Re: FCC FCPS Bus contract issue RE: Legistar 0690-25

I would prefer it to remain in the 71299 account please and thank you.

**Shelia Horton-Holt**  
*Director of Family Services*  
Family Care Center  
Department of Social Services

859.288.4050 office  
859.494.6702 cell  
[lexingtonky.gov](http://lexingtonky.gov)





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**From:** Theresa Maynard <[theresam@lexingtonky.gov](mailto:theresam@lexingtonky.gov)>  
**Sent:** Wednesday, September 3, 2025 10:05 AM  
**To:** Rachael Berry <[rberry2@lexingtonky.gov](mailto:rberry2@lexingtonky.gov)>; Shelia A Horton-Holt <[shorton@lexingtonky.gov](mailto:shorton@lexingtonky.gov)>  
**Subject:** FCC FCPS Bus contract issue RE: Legistar 0690-25

Hi, Sheila,

See Rachael's email below.

Does the bus money need to come from another account rather than **1101-606403-0001-71299**? There's only \$86,941 available in that account, which doesn't cover the cost of the contract.

Or will some other funds be budget adjustment-ed into that account to make up the difference? Rachael, if that happens, do we have to wait to have the contract approved by Council or can we mark it "budget amendment in process?"

Thanks!

|   | Fund↑ | Dept   | Section | Account↑ | Account Description | Budget     | Expense | Encumbrance | Available Budget* | Percent Available |  |
|---|-------|--------|---------|----------|---------------------|------------|---------|-------------|-------------------|-------------------|--|
| 1 | 1101  | 606403 | 0001    | 71299    | Prof Svc - Other    | 131,192.04 | 0.00    | 15,251.04   | 86,941.00         | 66.27%            |  |

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**From:** Rachael Berry <[rberry2@lexingtonky.gov](mailto:rberry2@lexingtonky.gov)>  
**Sent:** Wednesday, September 3, 2025 9:37 AM  
**To:** Theresa Maynard <[theresam@lexingtonky.gov](mailto:theresam@lexingtonky.gov)>  
**Subject:** Legistar 0690-25

Hi Theresa,

There aren't enough funds in the account provided. Budgets Overview shows \$87,165.28.

**Rachael Berry**  
Budget Analyst  
Division of Budgeting

859-258-3061  
[lexingtonky.gov](http://lexingtonky.gov)



1775-2025