

# February 13, 2020 Board Meeting Agenda



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|-------|--|-------------------|
| I.    | Call to Order/Welcome of Guests  | Frazier           |
| II.   | Approval of Minutes of January 2020 LPA Board Meeting<br><i>Board Action Required</i>                                      | Frazier           |
| III.  | Update on ED Activities<br>A. Executive Director Reports<br>B. Operational Reports<br>C. Downtown Public Parking Inventory | Means             |
| IV.   | Present LPA and LEXPARK December 2019 Financial Reports<br>and Schrader Commercial Reports<br><i>Board Action Required</i> | Means             |
| V.    | Central Bank Pedway Renovation Request   | Means             |
| VI.   | Bylaws Amendment<br><i>Board Action Required</i>   | Means             |
| VII.  | Advisory Board   | Means             |
| VIII. | Credit Card Processing Services RFP Update   | Means             |
| IX.   | Off-Street (Garages)<br>A. PARCS RFP<br>B. Update on LEXPARK Office Expansion<br>C. Broadway Shoppes<br>D. Garage Updates  | Means<br>Trammell |
| X.    | Downtown Lexington Partnership Updates   | Sweeney           |
| XI.   | Comments<br>Comments from Commissioners/Advisory Committee Members   | Frazier           |
| XII.  | Closed Session per KRS 61.810  | Frazier           |

**Next Meeting: March 12, 2020**

# Lexington & Fayette County Parking Authority

Board Meeting Minutes  
January 9, 2020

Called to order: 10:00 a.m. by James Frazier, Chair

Location: 162 East Main Street, Lexington KY 40507

Voting Members: Kenton Ball  
Dee Dee Harbut  
Wesley Holbrook  
Wayne Masterman

Executive Director: Gary Means

LFCPA Staff: Kara Pearson, Linden Smith, and Edward Trammell  
Lexington & Fayette County Parking Authority

LFCPA Advisory Board: Christine Brown  
Terry Sweeney

Guests: Mark Doering, Reef  
Chris Goodson, Reef  
Justin Hubbard, DDAF  
Maurice Hunter, Reef  
Nicole Lawson, Reef  
Charles Stephenson, Reef  
Steven Taff, Reef

## Item 1 – Call to Order:

Chairman James Frazier noted the attendance of the members; hence quorum was reached, and he called the meeting to order.

## Item 2 – Approval of December 2019 Minutes

Ms. Harbut makes a motion to approve the minutes as presented. Mr. Holbrook seconds. The vote was unanimous, and the motion carried.

## Item 3 – Update on ED Activities

### A. Executive Director Report

Mr. Means presents the December 2019 Executive Director report. LPA received the LFUCG Environmental Commission's 2019 Award for the Helix stormwater project. He notes that LPA wrote its first motorized scooter citations.

### B. Operational Reports

Mr. Means presents the December 2019 operations reports. Collections rebounded from the prior month. Nearly all the older style POM meters have been removed and replaced with IPS or LUKE meters. On-Street monthly permits continue to climb. Ms. Harbut notes that boot fines increased. Mr. Means explains that it is a cash flow issue due to Barnacle sending LPA a check for prior activity. Voids continue to fall below industry standards.



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*C. Food for Fines Update*

Food for Fines was successful yet again, collecting over 9,500 food items which is the highest total since 2015.

*D. ED Travel Update*

Mr. Means presents his bi-annual ED travel update.

**Item 4 – November 2019 Financial Reports**

Mr. Means presents the November 2019 draft financials. He highlights the variances on the Reef financial reports. Mr. Means notes that the high amount in miscellaneous income is due to the armored car service depositing funds that do not belong to LPA into LPA's bank account. Additionally, approximately \$5,000 needs to be re-classified from On-Street monthly rentals to On-Street meter collections. On-Street and Off-Street expenses are under budget for the month. January financials will be presented to the Board next month for approval.

**Item 5 – Downtown Lexington Partnership Membership Proposal**

Mr. Sweeney presents a proposal for an increased level of sponsorship for the 2020 year. Mr. Ball makes a motion to accept the new level of sponsorship. Mr. Holbrook seconds. The vote was unanimous, and the motion carried.

**Item 6 – Bylaws Amendment**

Ms. Means presents a draft of a proposed change to the Bylaws to more effectively identify potential members of the Advisory Board. Per the bylaws, the change cannot be voted on until the next meeting.

**Item 7 – Advisory Board**

Mr. Means introduces Christine Brown from Central Bank who has replaced Steve Kelly. Commissioners are still seeking additional Advisory Board members.

**Item 8 – Credit Card Processing RFP Update**

Work to switch credit card processors continues.

**Item 9 – On-Street**

*A. Meter Bag Extension Request*

Mr. Ball makes a motion to accept the staff recommendation and approve the meter bag request. Mr. Holbrook seconds. The vote was unanimous, and the motion carried.

**Item 10 – Off-Street**

*A. PARCS RFP*

Mr. Means informs the Commissioners that LPA is beginning to write an RFP for PARCS equipment. The current Scheidt & Bachmann equipment is aging and ready to be replaced.

*B. Update on LEXPARK Office Expansion*

Three bids were received for the office expansion project, and DB Contractors were chosen with the low bid. Work should begin imminently and last around four weeks.

*C. Broadway Shoppes*

There were no major issues at the Broadway Shoppes for the month.

*D. Garage Updates*

Mr. Trammell presents the garage updates. The beam work on Level 6 – West of Transit has been completed and RAM is currently working on Level 6 – East. Other beams with corroded cables were discovered and will be fixed in the next fiscal year. Mr. Trammell presents options to hang a new sign on the Victorian Square Garage as part of



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the façade project. By consensus, the Commissioners agree to have the large sign placed on Short Street prior to the entrance of the garage and add a Blue P sign to Broadway.

There being no further business brought before the Board, the meeting adjourned at 11:15 a.m.



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February 4<sup>th</sup>, 2020  
**Lexington & Fayette County  
 Parking Authority  
 Executive Directors Report  
 January 2020**



### **Accomplishments**

- Published a press release announcing yet another successful Food for Fines campaign with 8,828 pounds of food being donated to God's Pantry Food Bank
- Gained full LPA Board approval to renew our DLP membership at the "Leader" level for 2020
- Gained full LPA Board approval to amend our Bylaws as it relates to the Advisory Committee composition

### **Meetings with LFUCG/LFCPA staff**

- We formally introduced Mark Doering our LEXPARK (REEF) Gen. Manager to the General Services staff at LFUCG
- Attended the January LPA board meeting
- Attended the January LFUCG MPO Bike Pedestrian Advisory Committee
- Board meeting follow up breakfast with LPA staff
- Met with representatives from LFUCG and the Mayors Commission for Citizens with Disabilities regarding the on-street meter program and opportunities to adjust locations or add locations that make sense for ADA meters
- Kara and I met with Justin Hubbard from DDAF regarding the use of dashboards with come with our agreement with them and the "Intact" financial system
- Held regular weekly meetings for On-Street and Garage operations with REEF Parking (LEXPARK) staff
- Held regular Bi-monthly conference calls with LPA & LEXPARK local staff and REEF corporate staff and municipal experts

### **Meetings with External Individuals/Groups**

- Ed, Mark and I met with the LEXPARK office expansion Gen. Contractor DB General Contracting for a project kick off meeting
- LPA and LEXPARK staff joined T2 professional services tech. James Sternberg on a conference call regarding implementation of automated letters to violators of the gateless Transit Center garage
- Conference call with T2, REEF, LEXPARK, LPA staff and AMG Payments regarding the credit card processor changeover
- LPA hosted a presentation by PARCS vendor Amano McGann from their install and support team Evens Time out of Indianapolis
- LPA hosted a presentation by PARCS vendor Flash Parking as we continue to gain helpful information about what current garage equipment vendors are offering

and what technologies have been developed over the past 8 years since we installed our current PARC system

- LPA & LEXPARK (REEF) staff attended the Marriott City Center ribbon cutting
- Met with regional Verizon rep regarding their services and additional technology offerings related to the parking industry
- Kara, Ed and I attended an online meeting with Zipie (our marketing partner) for the monthly activities and results meeting
- Ed and I met onsite at the Victorian Square garage with the Image360 team regarding the large marquee P.A.R.K. sign they will be fabricating for us
- We will be rolling out a “coupon” option to the users of our gateless Transit Center garage, LPA and LEXPARK staff joined T2 for an online training session regarding this new service option
- LPA & LEXPARK staff met with a representative of a mechanical sweeper company to investigate options for replacing our 12-year-old sweeper
- LPA & LEXPARK staff participated in a conference call with PayByPhone regarding the acquired data analysis and the go forward plans for expanding the local user base of the PayByPhone app
- Attended the “Light up Broadway” gathering and celebration hosted by the Downtown Lexington Partnership and Downtown Lexington Management District and MC’d by our very own Chair Jim Frazier, Ed also put a lot of effort into the pedway lighting and insured we had a successful unveiling of the pedway lighting project
- Phone call with our real estate Attorney
- LPA and LEXPARK staff met with ParkHub a software and hardware supplier in the parking industry that focus mainly on event management processes
- Had a visit from EVP of REEF Parking, Robert Cizek
- Follow up meeting with regional Verizon rep regarding their services and additional technology offerings related to the parking industry
- Quick sales call from DropBox on options for business use
- Kara and I met with the city contract person for office furniture to help select a conference room set up for the newly expanded LEXPARK office
- LPA Commissioner Trish Vertuca and I met with our attorney and a developer with their attorney to advance a discussion around a potential development in downtown Lexington
- Had coffee with a potential residential representative candidate for our LPA Advisory Committee
- Participated in a conference call with IPMI’s Accessible Parking Coalition pilot program committee

### **Future Goals and Planned Activities**

- Continue working on transitioning the Transit Center garage from a gated to gateless facility with enforcement and space count sign integrations
- Continue working on recommendations from the Kimley-Horn Operations and Best Practices Audit
- Continue working on 10 year “Asset Management” Plan
- Implement recommendations from Walker’s 10-Year Analysis

- Re-start process to submit the Helix on Main for the Green Garage Certification now called ParkSmart Certification and is under the US Green Building Council
- Continue to market the pay-by-phone program
- Continue to focus on the use of social media such as Twitter and Facebook to help get the positive word out about **LEXPARK**
- Continue planning media releases and related marketing information
- Continue holding weekly operations meetings with **LEXPARK** staff
- Attend various board and committee meetings that I serve on
- Continue meeting with various LFUCG departments as needed
- Continue meeting with the Downtown Lexington Partnership as needed
- Meet with Individuals and groups regarding the Parking Authority
- Work on agreed upon Lexington Parking Authority goals









ON STREET BY THE NUMBERS  
FY 2020

	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	FY 2020 AVG	FY 19 AVG	FY 18 AVG
1 Violations Cited	3,434	4,165	3,663	4,309	4,127	3,939	4,108						3,964	3,829	3,320
2 Actual Citations (exc voids & warnings)	3,243	3,808	3,506	4,095	3,877	3,742	3,889						3,737	3,526	3,040
3 Value of Actual Citations	\$ 78,335	\$ 90,405	\$ 86,095	\$ 97,855	\$ 89,945	\$ 87,075	\$ 88,480						\$ 88,313	\$ 88,698	\$ 85,601
4 Citations Paid	2,522	2,760	2,763	3,095	2,696	3,296	2,911						2,863	2,687	2,504
5 Percentage of Citations Paid	77.80%	72.50%	78.81%	75.60%	69.50%	88.10%	74.90%						76.74%	76.74%	80.28%
6 Value of Citations Paid	\$ 71,101	\$ 76,720	\$ 80,911	\$ 89,090	\$ 74,869	\$ 95,092	\$ 81,500						\$ 81,326	\$ 76,608	\$ 70,919
7 Warnings Issued	141	316	121	165	211	158	161						182	247	195
8 Voids	55	50	42	57	41	52	67						52	51	74
9 Citation Void Percentage	1.6%	1.2%	1.1%	1.3%	0.9%	1.3%	1.6%						1.3%	1.4%	2.3%
10 Meter Revenue Collected	\$ 94,297	\$ 101,821	\$ 111,701	\$ 121,716	\$ 100,008	\$ 97,800	\$96,458						\$ 103,400	\$ 92,456	\$ 88,777
11 Avg Meter Rev Collected per Work Day	\$ 4,286	\$ 4,628	\$ 5,585	\$ 5,292	\$ 5,556	\$ 4,890	\$ 4,593						\$ 4,976	\$ 4,228	\$ 4,121
12 RPP's Sold	710	734	119	89	26	33	43						251	167	2,136
13 Value of RPP Permits	\$ 7,100	\$ 7,340	\$ 1,190	\$ 890	\$ 260	\$ 330	\$ 430						\$ 2,506	\$ 1,673	\$ 1,436
14 Monthly Permit Revenue	\$ 5,864	\$ 7,154	\$ 6,673	\$ 8,228	\$ 4,987	\$ 7,593	\$ 10,026						\$ 7,218	\$ 6,117	\$ 6,150
15 Value of Bagged Meters	\$ 7,023	\$ 4,573	\$ 4,545	\$ 6,140	\$ 2,775	\$ 3,725	\$ 6,225						\$ 5,001	\$ 10,460	\$ 11,426
16 New Meters Added or Removed	-	-	(2)	(5)	8	(6)	(6)						(2)	1	0
17 Single Space Meters	810	770	752	751	759	686	644						739	875	946
18 Multi-Space Meters	48	55	58	58	62	68	71						60	41	37
19 Metered Space Count	1,273	1,267	1,265	1,260	1,268	1,262	1,256						1,264	1,271	1,272
20 Vehicles Booted	28	50	19	49	37	45	58						41	39	42
21 Booting Fees	\$ 2,070	\$ 2,970	\$ 1,890	\$ 2,160	\$ 1,590	\$ 4,590	\$ 2,660						\$ 2,561	\$ 3,064	\$ 3,221
22 Total Revenue Collected	\$ 187,454	\$ 200,578	\$ 206,910	\$ 228,223	\$ 184,489	\$ 209,130	\$ 197,299						\$ 202,012	\$ 190,376	\$ 181,929



## LEXPARK VOID SUMMARY

### Voided Citations By Officer

FY 2020		Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	AVERAGE
Issuing Officer														
1	2013	4	1	5	-	-	1	1						2
2	2065	-	-	-	-	-	-	-						-
3	2081	7	7	-	6	3	-	5						4
4	2082	2	4	8	7	3	7	3						5
5	2098	1	1	1	-	-	-	-						0
6	2115	-	-	-	-	-	-	-						-
7	2117	-	-	-	1	-	-	-						0
8	2119	7	5	7	4	-	2	-						4
9	2120	10	6	6	7	9	7	4						7
10	2122	-	1	-	-	-	-	-						0
11	2124	-	-	-	-	-	-	-						-
12	2125	-	1	-	1	-	-	-						0
13	2130	-	-	-	-	-	-	-						-
14	2131	9	3	-	2	1	7	21						6
15	2132	-	-	-	-	-	-	-						-
16	2133	15	13	10	17	13	6	16						13
17	2137	-	8	5	7	1	6	6						5
18	2138	-	-	-	5	11	9	8						5
19	2140	-	-	-	-	-	7	3						1
20	% Voids	1.60%	1.20%	1.15%	1.32%	0.99%	1.32%	1.63%						1.32%
21	Total	55	50	42	57	41	52	67						52
22	Total Citations	3,434	4,165	3,663	4,309	4,127	3,939	4,108						3,964

### Voided Citations Summary By Reason

FY 2020		Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	AVERAGE
Void Type														
23	Administrative	18	8	6	7	6	18	38						14
24	Ambiguous Mrkg /Missing Sign	-	-	-	-	-	-	2						0
25	Customer Walk Up	2	-	1	-	1	-	-						1
26	Duplicate	6	7	9	3	4	2	3						5
27	Meter Malfunction	-	4	2	1	1	-	-						1
28	Pay By Phone	18	12	9	23	10	15	9						14
29	Officer Error	7	16	13	23	16	15	13						15
30	Test	2	-	-	-	-	-	-						0
31	Visitor	-	-	-	-	1	-	2						0
32	Printer Error	1	-	-	-	-	-	-						0
33	Paid Other Luke	1	-	1	-	2	-	-						1
34	Void By Client Directive	-	3	1	-	-	2							1
35	TOTAL	55	50	42	57	41	52	67						52



# Citations Aging Report

## Five-Year Report Ending February 1, 2020

Category	1-30	31-60	61-90	91-120	121-180	6M-1Y	1Y-2Y	2Y-3Y	3Y-4Y	4Y	Totals
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**TOTALS**

Count	2,132	1,147	1,047	991	1,657	4,354	8,079	7,357	8,792	960	36,516
Dollar Amt	\$63,590.00	\$44,635.00	\$40,160.00	\$39,947.50	\$70,780.00	\$182,970.00	\$364,615.52	\$279,525.86	\$339,034.50	\$40,025.00	\$1,465,283.38



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# Citations Aging Report

## Five-Year Report Ending January 1, 2020

Category	1-30	31-60	61-90	91-120	121-180	6M-1Y	1Y-2Y	2Y-3Y	3Y-4Y	4Y	Totals
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**TOTALS**

Count	1,989	1,197	1,128	957	1,471	4,396	8,009	7,478	8,855	740	36,220
Dollar Amt	\$63,095.00	\$45,580.00	\$45,312.50	\$39,180.00	\$61,445.00	\$185,350.00	\$360,255.52	\$282,950.86	\$344,314.50	\$29,555.00	\$1,457,038.38



**OFF STREET BY THE NUMBERS  
FY 2020**

	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	FY 2020 AVG	FY 19 AVG
<b>MONTHLY CARD HOLDERS BILLED</b>														
1 Victorian Square	383	382	388	389	381	384	374						383	378
2 Transit Center	1,079	1,061	1,062	1,065	1,067	1,043	1,046						1,060	1,107
3 Courthouse	224	241	242	243	245	239	240						239	224
4 Helix	400	396	395	394	387	384	381						391	384
5 TOTAL	2,086	2,080	2,087	2,091	2,080	2,050	2,041						2,074	2,093

<b>TOTAL AVAILABLE FOR MONTHLY</b>														
6 Victorian Square (384)	-	-	-	-	4	15	10						4	-
7 Transit Center (777)	-	-	-	-	-	5	9						2	4
8 Courthouse (518)	-	-	-	-	-	8	2						1	15
9 Helix (389)	-	-	-	-	7	5	6						3	4
10 TOTAL (2068)	-	-	-	-	11	33	27						10	23

11 SPECIAL EVENTS WORKED - VS	3	5	6	8	11	10	12						8	9
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12 VALIDATIONS SOLD - ALL GARAGES	1,134	2,044	3,056	1,737	2,268	1,174	3,114						2,075	1,533
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<b>AVERAGE DAILY TRANSACTIONS</b>														
13 Victorian Square	333	264	255	261	261	252	223						264	293
14 Transit Center	17	11	14	15	13	14	16						14	50
15 Courthouse	235	169	177	215	190	173	197						194	215
16 Helix	605	383	419	442	368	356	408						426	479
17 TOTAL	1,190	827	865	932	832	795	844						898	1,037

<b>AVERAGE LENGTH OF STAY - HOURS</b>														
18 Victorian Square	2.8	2.0	2.2	2.7	3.2	2.8	2.1						2.5	2.4
19 Transit Center	3.5	2.7	2.8	2.8	3.0	2.7	2.9						2.9	3.8
20 Courthouse	2.4	1.9	1.9	2.1	2.1	2.0	2.1						2.1	2.0
21 Helix	2.3	1.1	1.1	1.3	1.7	1.4	1.1						1.4	1.6
22 CUMULATIVE AVERAGE	2.8	1.9	2.0	2.2	2.5	2.2	2.1						2.2	2.5

<b>AVERAGE TRANSACTION AMOUNT</b>														
23 Victorian Square	\$ 3.87	\$ 4.00	\$ 4.35	\$ 5.43	\$ 6.46	\$ 5.60	\$ 7.90						\$ 5.37	\$ 5.12
24 Transit Center	\$ 4.98	\$ 5.16	\$ 5.08	\$ 4.99	\$ 5.39	\$ 5.34	\$ 5.61						\$ 5.22	\$ 7.33
25 Courthouse	\$ 3.99	\$ 3.81	\$ 3.71	\$ 4.14	\$ 4.33	\$ 4.01	\$ 4.22						\$ 4.03	\$ 4.10
26 Helix	\$ 2.23	\$ 2.16	\$ 2.17	\$ 2.61	\$ 3.73	\$ 2.65	\$ 3.45						\$ 2.71	\$ 2.99
27 CUMULATIVE AVERAGE	\$ 3.77	\$ 3.78	\$ 3.83	\$ 4.29	\$ 4.98	\$ 4.40	\$ 5.30						\$ 4.33	\$ 4.89

**Aged Balances - 21081203 Transit Center Garage**

Ending Balances as of 2/4/2020

Account	Current	30 Days	60 Days	90 Days	Total Due
<b>Report Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**15**

**Aged Balances - 21081202 Victorian Square Garage**

Ending Balances as of 2/4/2020

Account	Current	30 Days	60 Days	90 Days	Total Due	
56428 GARMER	\$210.00	\$210.00	\$0.00	\$0.00	\$420.00	Will email
96128 BLUEGRASS ELDERLAW	\$540.00	\$11.25	\$0.00	\$0.00	\$551.25	Check is being sent
96430 PATRICK GALLOWAY	\$90.00	\$90.00	\$0.00	\$0.00	\$180.00	Card Blocked
<b>Report Totals</b>	<b>\$840.00</b>	<b>\$311.25</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,151.25</b>	

**Aged Balances - 21081204 Courthouse Garage**

Ending Balances as of 2/4/2020

Account	Current	30 Days	60 Days	90 Days	Total Due	
96173 DEPT OF ADVOCACY	\$280.00	\$280.00	\$280.00	\$280.00	\$1,120.00	TRYING TO GET SORTED OUT W/STATE
<b>Report Totals</b>	<b>\$280.00</b>	<b>\$280.00</b>	<b>\$280.00</b>	<b>\$280.00</b>	<b>\$1,120.00</b>	

**Aged Balances - 21081201 Helix Garage**

Ending Balances as of 2/4/2020

Account	Current	30 Days	60 Days	90 Days	Total Due	
96262 JACKSON KELLY PLLC	\$720.00	\$720.00	\$0.00	\$0.00	\$1,440.00	WILL EMAIL
<b>Report Totals</b>	<b>\$720.00</b>	<b>\$720.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,440.00</b>	

## Downtown Lexington Public Parking

No.	Facility Name	Total Spaces	Monthly Available	Monthly Rate	First Hour/ Hourly Rates	Daily Rate	Evening Rates	Weekend Rates	Event Parking	Contact Information
1	<b>Rupp Arena</b> High Street parking lot	1720	100	\$ 40.00	\$ 2.00	\$ 10.00	Free after 7PM on non-event days	Free after 7PM on non-event days	Yes	Lexington Center Corporation - Gerry Newby P. 859-233-4567 E. gnewby@lexingtoncenter.com
3a	<b>South Hill LLC Upper Lot</b> 1/2 block up Broadway from High	83	0	\$ 50.00	N/A	N/A	N/A	N/A	Yes	Nick Schwendeman P. 253-0000 E. nicks@thwebbcompanies.com
3b	<b>South Hill LLC Lower Lot</b> SE corner of High & Broadway	23	0	\$ 55.00	N/A	N/A	N/A	N/A	Yes	Nick Schwendeman P. 253-0000 E. nicks@thwebbcompanies.com
4	<b>Central Bank Annex Garage</b> Broadway 1/2 block south of High	607	As available	\$ 70.00	N/A	N/A	N/A	N/A	Yes	Langley Properties - Diana Halverson P. 253-2255 E. dhalverson@langleyproperty.com
5	<b>Central Bank Lower Garage</b> NE corner of Broadway & High	275	0	Tenants only	\$2.00 (\$1.00/half hour up to 4 hours)	\$ 15.00	N/A	N/A	Yes	Langley Properties - Diana Halverson P. 253-2255 E. dhalverson@langleyproperty.com
6	<b>B&amp;T Garage</b> Mill & High	242	10	\$70/\$90	1st hr \$2.00 Additional \$1.00	4 Hrs \$10.00	\$ 5.00	\$ 5.00	Yes	SP+ - Shawne Williams P. 255-8808 ext 1001 E. swilliams@splus.com
7	<b>Former Unemp. Bldg.</b> 120 West High Street Central Dealers, LLC lot	63	0	\$ 60.00	N/A	N/A	N/A	N/A	Yes	Nick Schwendeman P. 253-0000 E. nicks@thwebbcompanies.com
8	<b>Transit Center Garage</b>	777	0	\$ 65.00	\$ 2.00	\$ 10.00	\$3 after 5PM	\$ 3.00	Yes	LEXPARK P. 231-PARK (7275) E. info@lexpark.org
9	<b>Bluegrass Corporate Center</b> Hilton Garage	465	0	\$ 80.00	Self - \$3/hr Valet - \$10 under 4hr	Self - \$12 Valet - \$19	Self - \$12 Valet - \$19	Self \$12 Valet \$19	Yes Rate Varies	Hilton - Adam New P. 859-281-3701 E. adam.new@hilton.com
10	<b>LFC Garage</b> Main & Mill	575	0	\$85/\$105	\$ 3.00	\$ 12.00	\$ 5.00	Daily Rate	Yes	SP+ - Glenn Pickett P. 255-8808 ext 1006 E. gpickett@splus.com
11	<b>City Center Garage</b> Street	701	20	\$100/\$120	\$ 2.00	\$ 12.00	Daily Rate	Daily Rate	N/A	SP+ - Brent Gingerich P. 859-474-1754 E. bgingerich@splus.com
12	<b>Library Garage</b> Main Street	421	0	\$ 65.00	Validate for first two hours \$1 per half hour	\$ 8.00	Daily Rate	Daily Rate		Library P. 231-5504 E. parkinggarageinformation@lexpublib.org
13	<b>The Helix</b> Main Street	389	5	\$ 60.00	\$1 each 20 min \$3/hr	\$ 12.00	\$3 after 5PM	\$ 3.00		LEXPARK P. 231-PARK (7275) E. info@lexpark.org
14	<b>Victorian Square Garage</b> Broadway & Main	381	0	\$ 90.00	\$1 each 20 min \$3/hr	\$ 12.00	\$3 after 5PM	\$ 3.00	Yes	LEXPARK P. 231-PARK (7275) E. info@lexpark.org
15	<b>Billboard Lot</b>	78	5	\$ 90.00	\$ 3.00	\$ 12.00	No evening parking	No weekend parking	Yes	RPS - Phillip Thompson P. 859-310-1842 E. benjamin.steffen@reeparking.com
16	<b>Strand Lot</b> Short Street	84	0	\$55 to \$115	\$ 5.00	\$ 10.00	\$5 After 5pm ParkMobile ONLY	\$5 After 5pm ParkMobile ONLY		SP+ - Tate Lopez P. 255-8808 ext 1003 E. tlopez@splus.com



17	Chase Tower Garage	404	0	\$75 Non-Tenant	\$	2.00	\$	10.00	Daily Rate	Daily Rate	No	Chase Tower Building Owner, LLC Anne Kilcoyne - Isaac Commercial Properties P - (O) 224-2000, (M) 509-1934 E - alkilcoyne@naisaac.com
18	Limestone & Short St	16	0	NA		2 hour \$5 5 hour \$10	24 hour \$20	5 hour \$10	2 hour \$5 5 hour \$10		Yes	SP+ - Shawne Williams P. 255-8808 ext 1001 E. swilliams@splus.com
19	Short Street Lot	182	15	\$	110.00	1 hour \$4 2 hours \$7	12 hour \$13 24 hour \$20	3 hours \$8 9 hours \$10	12 hours \$13 24 hours \$20		Yes	SP+ - Shawne Williams P. 255-8808 ext 1001 E. swilliams@splus.com
20	Market Lot	91	10	\$	120.00	2 hour \$6 9 hour \$13	24 hour \$20	3 hour \$6 9 hour \$13	3 hour \$6 9 hour \$13		Yes	SP+ - Shawne Williams P. 255-8808 ext 1001 E. swilliams@splus.com
21	Upper Street Lot	102	10	\$	90.00	2 hour \$6 9 hour \$9 ParkMobile ONLY	24 hr \$20 ParkMobile ONLY	3 hour \$6 9 hour \$9 ParkMobile ONLY	3 hour \$6 9 hour \$9 ParkMobile ONLY		Yes	SP+ - Shawne Williams P. 255-8808 ext 1001 E. swilliams@splus.com
22	Christ Church Cathedral Lot	57	5	\$	90.00	2 hour \$6 9 hour \$9 ParkMobile ONLY	24 hour \$20	3 hour \$6 9 hour \$9 ParkMobile ONLY	3 hour \$6 9 hour \$9 ParkMobile ONLY		Yes	SP+ - Shawne Williams P. 255-8808 ext 1001 E. swilliams@splus.com
23	Government Lot North Limestone	19	0	\$	90.00	Permit Only	Permit Only	\$6 After 5pm ParkMobile ONLY	\$6 After 5pm ParkMobile ONLY		No	SP+ - Shawne Williams P. 255-8808 ext 1001 E. swilliams@splus.com
24	Courthouse Garage Bar Street	524	30	\$	70.00	2.00	\$	10.00	\$3 after 5PM	\$	Yes	Chase Tower Building Owner, LLC Anne Kilcoyne - Isaac Commercial Properties P - (O) 224-2000, (M) 509-1934 E - alkilcoyne@naisaac.com
25	Corral Lot	50	0	\$	25.00	Permit Only	Permit Only	Permit Only	Permit only		No	
26	First Baptist Church Lot											John CdeBaca P. 252-4808
27	Short Street across from Rupp	41	30	\$	48.00	5.00	\$	5.00	Daily Rate	Daily Rate	Yes	Tyanna White P. 254-3491 E. tyanna@calvarybaptistchurch.com
28	Calvary Baptist Church Lot High Street	130	20	\$	50.00	N/A	N/A	N/A	N/A	N/A	Yes	RPS - Philip Thompson P. (859) 310-1842 E. benjamin.steffen@reeparking.com
29	First Presbyterian Church Lot	104	30	\$	85.00	N/A	\$	6.00	Thursdays and Fridays \$5 after 2pm	\$	Yes	
<b>Totals</b>		<b>8604</b>	<b>290</b>						<b>Available %</b>		<b>3.37%</b>	
<b>Totals not including Rupp lot</b>		<b>6884</b>	<b>190</b>						<b>Available % not including Rupp lot</b>		<b>2.76%</b>	

\*LEXPARK garages in blue

**Lexington & Fayette County Parking Authority**  
**Statement of Net Position**

Substantially All Disclosures Omitted

	As Of 12/31/19	As Of 12/31/18	Variance 12/31/19
<b>Assets</b>			
Current Assets			
Cash	\$ 1,964,467	\$ 1,854,916	\$ 109,551
Cash-Change Fund	495	12,099	(11,604)
Accounts Receivable	41,135	34,558	6,576
Prepaid Expenses	184,723	157,578	27,146
Restricted Cash & Cash Equivalents			
Investments-BB&T-Restricted Cash	3,500,000	3,500,000	0
Investments-BB&T-Garage Maintenance Reserve	1,045,772	957,529	88,243
Investments-BB&T-Unrealized G/L	1,106	(1,142)	2,248
Investments-BB&T-Accrued Interest	41,493	28,024	13,469
Total Restricted Cash & Equivalents	<u>4,588,371</u>	<u>4,484,411</u>	<u>103,960</u>
Total Current Assets	<u>6,779,191</u>	<u>6,543,562</u>	<u>235,629</u>
Non-Current Assets			
Capital Assets			
Land	7,585,095	7,585,095	0
Parking Facilities & Improvements	12,144,374	10,794,871	1,349,503
Equipment & Furniture	2,218,962	2,080,537	138,425
Construction In Progress	495,666	298,994	196,672
Computer Software	10,850	10,850	0
Total Capital Assets	<u>22,454,947</u>	<u>20,770,347</u>	<u>1,684,600</u>
Less: Accumulated Depreciation	<u>(4,245,546)</u>	<u>(3,549,715)</u>	<u>(695,831)</u>
Total Capital Assets, Net of Accumulated Depreciation	<u>18,209,401</u>	<u>17,220,632</u>	<u>988,769</u>
Total Non-Current Assets	<u>18,209,401</u>	<u>17,220,632</u>	<u>988,769</u>
<b>Total Assets</b>	<b><u>\$ 24,988,593</u></b>	<b><u>\$ 23,764,195</u></b>	<b><u>\$ 1,224,398</u></b>
<b>Liabilities and Net Assets</b>			
Current Liabilities			
Accounts Payable and Accrued Liabilities	\$ 407,099	\$ 310,660	\$ 96,439
Compensated Absences	10,546	13,511	(2,965)
Deposits Payable	4,695	4,509	186
Note Payable	412,628	405,060	7,567
Total Current Liabilities	<u>834,968</u>	<u>733,740</u>	<u>101,227</u>
Non-Current Liabilities			
Note Payable	2,650,952	3,063,569	(412,615)
Compensated Absences	10,547	13,511	(2,965)
Deposits Payable	2,800	3,038	(238)
Total Non-Current Liabilities	<u>2,664,299</u>	<u>3,080,118</u>	<u>(415,818)</u>
Total Liabilities	<u>3,499,267</u>	<u>3,813,858</u>	<u>(314,591)</u>
Net Position			
Capital Assets Net of Debt	15,145,821	13,752,003	1,393,817
Restricted-Garage Maintenance Reserve	1,088,371	986,079	102,293
Restricted-Capital Asset Mgmt Program	3,500,000	3,500,000	0
Unrestricted	1,755,134	1,712,255	42,879
Total Net Position	<u>21,489,326</u>	<u>19,950,337</u>	<u>1,538,989</u>
<b>Total Liabilities and Net Assets</b>	<b><u>\$ 24,988,593</u></b>	<b><u>\$ 23,764,195</u></b>	<b><u>\$ 1,224,398</u></b>

No assurance is provided on these financial statements.

**Lexington and Fayette County Parking Authority**  
**Statement of Cash Flows**

Substantially All Disclosures Omitted

	Month To Date 12/31/2019	Year To Date 12/31/2019
<b>Cash Flows from Operating Activities</b>		
Cash received from parking customers	\$ 395,505	\$ 2,383,844
Cash received from commercial property renters	6,429	24,082
Cash received from other sources (interest / misc)	(20,432)	53,267
Cash payments to suppliers for goods and services	(84,892)	(1,683,696)
Cash payments to employees for services	(33,284)	(156,768)
Cash payments of related party payables to LFUCG	(2,427)	(11,943)
<b>Net Cash Provided by Operating Activities</b>	<b>260,899</b>	<b>608,786</b>
<b>Cash Flows from Noncapital Financing Activities</b>		
Cash payments on Note Payable	(34,169)	(203,530)
<b>Net Cash Used in Noncapital Financing Activities</b>	<b>(34,169)</b>	<b>(203,530)</b>
<b>Cash Flows from Capital and Investing Activities</b>		
Net Changes in Restricted Investments	33,638	(10,138)
Purchases of Capital Assets	(232,645)	(580,441)
Funds received from grants	-	7,259
<b>Net Changes in Capital and Investing Activities</b>	<b>(199,007)</b>	<b>(583,320)</b>
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	<b>27,723</b>	<b>(178,064)</b>
<b>Cash and Cash Equivalents, Beginning of Period</b>	<b>1,937,239</b>	<b>2,143,026</b>
<b>Cash and Cash Equivalents, End of Period</b>	<b>\$ 1,964,962</b>	<b>\$ 1,964,962</b>
<b>Reconciliation of Operating Income to Net Cash Flows Provided by Operating Activities</b>		
Change in Net Position	\$ 132,634	\$ 778,018
<b>Adjustments to Reconcile Operating Income to Net Cash Provided by Operating Activities:</b>		
Unrealized losses (gains) on investments	1,187	650
Depreciation and Amortization	61,168	360,236
Loss (gain) on Disposal of Assets	-	(9,383)
Funds received from grants	-	(7,259)
<b>Changes in Assets and Liabilities:</b>		
Accounts Receivable	(12,854)	(55)
Prepaid Expenses	-	(184,723)
Accrued Interest	(41,493)	(41,493)
Accounts Payable and Accrued Liabilities	120,257	(287,205)
<b>Net Cash Provided by Operating Activities</b>	<b>\$ 260,899</b>	<b>\$ 608,786</b>

No assurance is provided on these financial statements.

**Lexington & Fayette County Parking Authority**  
**Management Report**  
**FY Revenues and Expenses - Budget vs. Actual**

Substantially All Disclosures Omitted

	Month End 12/31/2019	Month End 12/31/2019	Variance 12/31/2019	FYTD 12/31/2019	FYTD 12/31/2019	Variance 12/31/2019	Annual Budget 6/30/2020	
	Actual	FYE Budget		Actual	FYE Budget		FYE Budget	
<b>Revenue</b>								
Revenue OnStreet								
1	Parking - Monthly Rental	\$ 7,923	\$ 8,167	\$ (245)	\$ 68,094	\$ 49,002	\$ 19,092	\$ 98,004
2	Parking - Meter Collections	104,469	120,793	(16,323)	654,171	719,387	(65,216)	1,444,144
3	Parking - Fines	87,657	83,684	3,973	484,367	484,316	51	981,438
4	<b>Total Revenue OnStreet</b>	<b>200,049</b>	<b>212,644</b>	<b>(12,595)</b>	<b>1,206,632</b>	<b>1,252,705</b>	<b>(46,073)</b>	<b>2,523,586</b>
Revenue OffStreet								
5	Parking - Monthly Rental	110,679	112,920	(2,241)	669,932	677,520	(7,588)	1,355,400
6	Parking - Transient Rental	64,405	67,049	(2,644)	392,445	398,209	(5,764)	799,242
7	Parking - Event	31,300	31,550	(250)	93,839	115,450	(21,611)	208,500
8	Parking - Validations	1,885	3,906	(2,021)	21,513	23,250	(1,737)	46,686
9	Parking - Fines	20	0	20	105	0	105	0
10	Overage/Shortage/Fees	21	0	21	(566)	0	(566)	0
11	<b>Total Revenue OffStreet</b>	<b>208,310</b>	<b>215,425</b>	<b>(7,115)</b>	<b>1,177,268</b>	<b>1,214,429</b>	<b>(37,161)</b>	<b>2,409,828</b>
12	Commercial Property Rental	6,429	4,967	1,462	24,082	29,802	(5,720)	59,604
13	Miscellaneous Income	(28,287)	0	(28,287)	1,636	0	1,636	0
14	<b>Total Revenue</b>	<b>386,501</b>	<b>433,036</b>	<b>(46,535)</b>	<b>2,409,618</b>	<b>2,496,936</b>	<b>(87,318)</b>	<b>4,993,018</b>
<b>Operating Expenses</b>								
OnStreet Operating Expenses								
15	Lanier Operating Expenses	72,103	92,839	20,736	436,166	553,916	117,750	1,104,023
16	Property & Casualty Excess Insurance	0	0	0	995	1,440	445	1,440
17	Bank & Credit Card Fees	12,253	11,000	(1,253)	70,146	66,000	(4,146)	132,000
18	<b>Total OnStreet Operating Expenses</b>	<b>84,356</b>	<b>103,839</b>	<b>19,483</b>	<b>507,307</b>	<b>621,356</b>	<b>114,049</b>	<b>1,237,463</b>
OffStreet Operating Expenses								
19	Lanier Operating Expenses	57,106	93,888	36,782	352,370	571,511	219,141	1,112,657
20	Property & Casualty Excess Insurance	0	0	0	57,120	57,501	381	57,501
21	Bank & Credit Card Fees	4,245	4,584	339	27,341	27,504	163	55,008
22	Utilities	15,950	10,166	(5,784)	63,978	60,996	(2,982)	121,992
23	Interest Expense	5,560	6,667	1,107	34,848	40,000	5,152	80,000
24	<b>Total OffStreet Operating Expenses</b>	<b>82,861</b>	<b>115,305</b>	<b>32,444</b>	<b>535,657</b>	<b>757,512</b>	<b>221,855</b>	<b>1,427,158</b>
25	Personnel Expenses	20,696	25,872	5,176	161,364	155,232	(6,132)	310,464
Administrative Expenses								
26	Property & Casualty Excess Insurance	0	0	0	35,884	37,400	1,516	37,400
27	Bank & Credit Card Fees	12	0	(12)	(10)	0	10	0
28	Other Professional Services	7,748	18,950	11,202	65,385	113,700	48,315	227,400
29	Rent/Lease Expenses	876	876	0	5,254	5,256	2	10,512
30	Landline Phones	397	442	45	2,384	2,652	268	5,304
31	Business Travel & Training	1,398	1,625	227	8,943	9,750	807	19,500
32	Dues Subscriptions & Publications	0	258	258	786	1,548	762	3,096
33	Office Supplies	977	583	(395)	2,356	3,498	1,142	6,996
34	Office Machines & Equipment	0	208	208	0	1,248	1,248	2,496
35	Office Repairs & Maintenance	46	125	80	177	750	573	1,500
36	Mileage Expense	0	33	33	0	198	198	396
37	Operating Contingency	0	7,500	7,500	13,500	45,000	31,500	90,000
38	<b>Total Administrative Expenses</b>	<b>11,454</b>	<b>30,600</b>	<b>19,146</b>	<b>134,659</b>	<b>221,000</b>	<b>86,341</b>	<b>404,600</b>
39	<b>Total Operating Expenses</b>	<b>199,367</b>	<b>275,616</b>	<b>76,249</b>	<b>1,338,987</b>	<b>1,755,100</b>	<b>416,113</b>	<b>3,379,685</b>
40	Change in Net Position Before Capital & Other Financing	187,134	157,420	29,714	1,070,631	741,836	328,795	1,613,333
<b>Expenses For Capital Assets</b>								
41	Depreciation & Amortization	61,168	56,601	(4,567)	360,236	339,607	(20,629)	679,214
42	<b>Total Expenses For Capital Assets</b>	<b>61,168</b>	<b>56,601</b>	<b>(4,567)</b>	<b>360,236</b>	<b>339,607</b>	<b>(20,629)</b>	<b>679,214</b>
<b>Other Financing Sources</b>								
43	Grants Received	0	0	0	7,259	0	7,259	0
44	Interest Income	7,855	9,000	(1,145)	51,631	54,000	(2,369)	108,000
45	Gain (Loss) on Disposal of Assets	0	0	0	9,383	0	9,383	0
46	Unrealized Gain / Loss on Investments	(1,187)	0	(1,188)	(650)	0	(650)	0
47	<b>Total Other Financing Sources</b>	<b>6,668</b>	<b>9,000</b>	<b>(2,333)</b>	<b>67,623</b>	<b>54,000</b>	<b>13,623</b>	<b>108,000</b>
48	<b>Total Change in Net Position</b>	<b>\$ 132,634</b>	<b>\$ 109,819</b>	<b>\$ 22,814</b>	<b>\$ 778,018</b>	<b>\$ 456,229</b>	<b>\$ 321,789</b>	<b>\$ 1,042,119</b>

No assurance is provided on these financial statements.

**Lexington & Fayette County Parking Authority  
Management Report  
Capital Expenditures**

Substantially All Disclosures Omitted

	FYTD 12/31/19 <small>Actual</small>	Year Ending 06/30/19 <small>Actual</small>	Year To Date 12/31/19 <small>Capital Expenditures</small>	FYTD 06/30/20 <small>Annual Cap Ex Budget</small>
<b>Capital Assets</b>				
Land	7,585,094	7,585,094	0	0
Parking Facilities & Improvements	12,144,374	12,144,374	0	2,375,250
Equipment & Furniture	2,218,963	1,996,555	222,408	323,000
Construction In Progress	495,666	128,249	367,416	0
Computer Software	10,850	10,850	0	0
<b>Total Capital Assets</b>	<b>22,454,947</b>	<b>21,865,122</b>	<b>589,824</b>	<b>2,698,250</b>

No assurance is provided on these financial statements.

Substantially All Disclosures Omitted

**Lexington & Fayette County Parking Authority**  
**Parking Revenue Less Expenses**  
**Fiscal Year to Date As of December 31, 2019**

	OnStreet Year To Date 12/31/19	Victorian Square Garage Year To Date 12/31/19	Transit Center Garage Year To Date 12/31/19	Courthouse Garage Year To Date 12/31/19	Helix Garage Year To Date 12/31/19	All Locations Year To Date 12/31/19
<b>Revenue</b>						
Parking - Monthly Rental	\$ 68,094	\$ 207,510	\$ 285,125	\$ 82,383	\$ 94,915	\$ 738,027
Parking - Transient Rental	0	155,381	11,919	96,665	128,480	392,444
Parking - Event	0	91,850	734	16	1,238	93,839
Parking - Validations	0	10,851	0	205	10,458	21,513
Parking - Meter Collections	654,171	0	0	0	0	654,172
Parking - Fines	484,367	0	110	(5)	0	484,471
Overage/Shortage/Fees	0	(333)	(24)	(104)	(106)	(566)
Total Revenue	1,206,632	465,259	297,864	179,160	234,985	2,383,900
<b>Operating Expenses</b>						
Lanier Operating Expenses	436,166	155,028	77,684	54,006	65,651	788,536
Property & Casualty Excess Insurance	995	15,112	26,081	384	15,544	58,115
Bank & Credit Card Fees	70,146	10,375	970	5,836	10,160	97,487
Utilities	0	17,167	19,070	21,475	6,266	63,978
Interest Expense	0	871	6,273	871	26,833	34,848
Total Operating Expenses	507,307	198,553	130,078	82,572	124,454	1,042,964
Net parking revenue before depreciation and amortization	699,325	266,706	167,786	96,588	110,531	1,340,936
Depreciation & Amortization	29,270	43,410	102,853	26,736	154,555	356,823
<b>Net parking revenue</b>	<b>\$ 670,055</b>	<b>\$ 223,296</b>	<b>\$ 64,933</b>	<b>\$ 69,852</b>	<b>\$ (44,024)</b>	<b>\$ 984,113</b>

No assurance is provided on these financial statements.



**LEXPARK**  
**On-Street Financial Report**  
**December 31, 2019**  
**Location 21081200**



Description	Current Actual	% of Total Revenue	Current Budget	Current Variance		YTD Actual	% of Total Revenue	YTD Budget	YTD Variance	
<b>Revenue</b>										
1 Meter Receipts	\$ 97,800	50%	\$ 112,790	\$ (14,990)	A	\$ 627,989	52%	\$ 671,369	\$ (43,380)	A
2 Permit Sales/Monthly Permit Sales	\$ 7,923	4%	\$ 6,800	\$ 1,123		\$ 57,607	5%	\$ 57,200	\$ 407	
3 Violation Tickets	\$ 82,857	42%	\$ 76,818	\$ 6,039		\$ 471,381	39%	\$ 452,250	\$ 19,131	
4 Bag Rental Fees	\$ 3,725	2%	\$ 8,003	\$ (4,278)		\$ 28,781	2%	\$ 48,018	\$ (19,237)	B
5 Booting Fees	\$ 4,410	2%	\$ 5,040	\$ (630)		\$ 15,180	1%	\$ 30,240	\$ (15,060)	C
<b>6 Total Revenue</b>	<b>\$ 196,714</b>		<b>\$ 209,451</b>	<b>\$ (12,737)</b>		<b>\$ 1,200,938</b>		<b>\$ 1,259,077</b>	<b>\$ (58,139)</b>	
<b>Expenses</b>										
<b>Payroll</b>										
7 Salaries & Wages	\$ 33,186		\$ 39,923	\$ 6,737		\$ 206,749		\$ 238,173	\$ 31,424	D
8 Payroll Taxes	\$ 4,815		\$ 5,793	\$ 977		\$ 30,012		\$ 34,559	\$ 4,547	
9 Workers Comp Ins	\$ 2,074		\$ 2,495	\$ 421		\$ 12,927		\$ 14,886	\$ 1,959	
10 Liability Insurance	\$ 1,599		\$ 1,599	\$ -		\$ 9,597		\$ 9,597	\$ -	
11 Employee Health Insurance	\$ 2,366		\$ 5,070	\$ 2,704		\$ 14,112		\$ 30,420	\$ 16,308	
<b>12 Total Payroll</b>	<b>\$ 44,041</b>	<b>22%</b>	<b>\$ 54,880</b>	<b>\$ 10,839</b>		<b>\$ 273,396</b>	<b>23%</b>	<b>\$ 327,634</b>	<b>\$ 54,238</b>	
<b>Field</b>										
13 Uniforms	\$ -		\$ -	\$ -		\$ 526		\$ 1,250	\$ 724	
14 Hiring/Training	\$ 137		\$ 137	\$ -		\$ 855		\$ 822	\$ (33)	
15 Equipment	\$ (0)		\$ -	\$ 0		\$ 61		\$ -	\$ (61)	
16 Vehicle Expense	\$ 1,538		\$ 1,280	\$ (258)		\$ 5,547		\$ 7,681	\$ 2,134	
17 EMS/IPS/PBP/CCS Service Fees	\$ 12,804		\$ 22,907	\$ 10,103		\$ 132,735		\$ 136,205	\$ 3,470	
18 Professional Services/Fees	\$ 171		\$ 517	\$ 346		\$ 4,846		\$ 3,101	\$ (1,745)	
19 General Supplies	\$ 815		\$ 3,017	\$ 2,202		\$ 12,348		\$ 18,100	\$ 5,752	
20 Repairs - Maintenance	\$ 4,410		\$ 1,550	\$ (2,860)		\$ 22,426		\$ 9,300	\$ (13,126)	E
<b>21 Total Field</b>	<b>\$ 19,875</b>	<b>10%</b>	<b>\$ 29,407</b>	<b>\$ 9,533</b>		<b>\$ 179,343</b>	<b>15%</b>	<b>\$ 176,459</b>	<b>\$ (2,885)</b>	
<b>Office</b>										
22 Communications/Telephones	\$ 1,035		\$ 1,391	\$ 356		\$ 12,510		\$ 9,758	\$ (2,752)	
23 Office Supplies	\$ -		\$ -	\$ -		\$ 423		\$ 417	\$ (6)	
24 Printing & Design/Ticket Purchase	\$ -		\$ 548	\$ 548		\$ 10,594		\$ 3,290	\$ (7,304)	
25 Postage/Dues & Memberships	\$ 1,985		\$ 1,227	\$ (758)		\$ 6,665		\$ 7,750	\$ 1,085	
26 Employee Incentive	\$ -		\$ 175	\$ 175		\$ 85		\$ 1,050	\$ 965	
27 Service Vehicle Expense	\$ -		\$ -	\$ -		\$ 632		\$ -	\$ (632)	
<b>28 Total Office</b>	<b>\$ 3,020</b>	<b>2%</b>	<b>\$ 3,342</b>	<b>\$ 322</b>		<b>\$ 30,908</b>	<b>3%</b>	<b>\$ 22,265</b>	<b>\$ (8,644)</b>	
<b>Miscellaneous</b>										
29 Customer Refund	\$ -		\$ -	\$ -		\$ 30		\$ -	\$ (30)	
30 Base Management Fee	\$ 1,465		\$ 1,465	\$ -		\$ 8,793		\$ 8,793	\$ -	
31 Management Incentive Fee	\$ 3,561		\$ 2,319	\$ (1,242)		\$ 16,244		\$ 13,914	\$ (2,330)	
32 Dues & Subscriptions	\$ 86		\$ 1,425	\$ 1,340		\$ 2,955		\$ 4,853	\$ 1,898	
<b>33 Total Miscellaneous</b>	<b>\$ 5,112</b>	<b>3%</b>	<b>\$ 5,210</b>	<b>\$ 97</b>		<b>\$ 28,022</b>	<b>2%</b>	<b>\$ 27,560</b>	<b>\$ (462)</b>	
<b>34 Total Expenses</b>	<b>\$ 72,048</b>	<b>37%</b>	<b>\$ 92,839</b>	<b>\$ 20,791</b>		<b>\$ 511,670</b>	<b>43%</b>	<b>\$ 553,917</b>	<b>\$ 42,247</b>	
<b>35 Net Income (Loss)</b>	<b>\$ 124,666</b>		<b>\$ 116,612</b>	<b>\$ 8,054</b>		<b>\$ 689,268</b>		<b>\$ 705,160</b>	<b>\$ (15,892)</b>	

**Variance Notes**

**A** Meter revenues were projected higher than actuals due to rate increase and not factoring in the level of impact from school being out of session early in the FY. This is expected to decrease over duration of FY20

**B** Variance due to overall bagging requests YTD being below projected budgeted amounts that were based on prior year's performance.

**C** Variance due to fewer than anticipated boots as well as the reduced boot fees resulting from using Barnacle were not reflected in the FY 20 budget.

**D** Variance due in part to not yet utilizing contingency funds for employee appreciation/bonus payouts. Utilization of these funds is expected as the year 2020 progresses.

**E** Variance due to Out of Warranty Repair cost of \$1120 and a \$2024 cost for a Controller V5-L2/LC



**LEXPARK**  
**Garage Financial Report**  
**December 31, 2019**  
**Location 21081201..21081204**



Description	Current Actual	% of Total Revenue	Current Budget	Current Variance	YTD Actual	% of Total Revenue	YTD Budget	YTD Variance	
<b>Revenue</b>									
1 Monthly	\$ 107,106	54%	\$ 112,950	\$ (5,844)	\$ 670,453	57%	\$ 677,700	\$ (7,247)	
2 Violation Tickets	\$ 20	0%	\$ 1,050	\$ (1,030)	\$ 170	0%	\$ 6,400	\$ (6,230)	
3 Transient	\$ 57,937	29%	\$ 66,869	\$ (8,932)	\$ 387,346	33%	\$ 398,029	\$ (10,682)	A
4 Stamp/Validation	\$ 1,886	1%	\$ 3,906	\$ (2,021)	\$ 21,513	2%	\$ 23,250	\$ (1,737)	
5 Event	\$ 31,644	16%	\$ 31,550	\$ 94	\$ 93,792	8%	\$ 115,450	\$ (21,658)	B
<b>6 Total Revenue</b>	<b>\$ 198,593</b>		<b>\$ 216,325</b>	<b>\$ (17,732)</b>	<b>\$ 1,173,274</b>		<b>\$ 1,220,829</b>	<b>\$ (47,555)</b>	
<b>Expenses</b>									
<b>Payroll</b>									
7 Salaries & Wages	\$ 30,882		\$ 38,089	\$ 7,207	\$ 165,260		\$ 227,277	\$ 62,017	C
8 Payroll Taxes	\$ 4,481		\$ 5,527	\$ 1,046	\$ 23,979		\$ 32,978	\$ 8,999	
9 Workers Comp Ins	\$ 1,930		\$ 2,381	\$ 450	\$ 10,329		\$ 14,205	\$ 3,876	
10 Liability Insurance	\$ 2,948		\$ 2,948	\$ -	\$ 17,690		\$ 17,690	\$ -	
11 Employee Health Insurance	\$ -		\$ 5,501	\$ 5,501	\$ 522		\$ 33,009	\$ 32,487	
<b>12 Total Payroll</b>	<b>\$ 40,242</b>	<b>20%</b>	<b>\$ 54,446</b>	<b>\$ 14,204</b>	<b>\$ 217,780</b>	<b>19%</b>	<b>\$ 325,158</b>	<b>\$ 107,379</b>	
<b>Field</b>									
13 Uniforms	\$ -		\$ 400	\$ 400	\$ 126		\$ 2,400	\$ 2,274	
14 Hiring/Training	\$ 155		\$ 155	\$ -	\$ 928		\$ 928	\$ -	
15 Repairs - Maintenance	\$ 2,500		\$ 2,500	\$ -	\$ 36,366		\$ 37,000	\$ 634	
16 Vehicle Expense	\$ 1,072		\$ 810	\$ (262)	\$ 6,357		\$ 4,860	\$ (1,497)	
17 Equipment	\$ -		\$ -	\$ -	\$ 7,855		\$ -	\$ (7,855)	
18 EMS/IPS/PBP/CCS Service Fees	\$ 340		\$ 4,135	\$ 3,795	\$ 43,775		\$ 28,235	\$ (15,541)	D
19 Snow Removal	\$ -		\$ 9,000	\$ 9,000	\$ -		\$ 18,000	\$ 18,000	
20 Professional Services/Fees	\$ 4,675		\$ 9,774	\$ 5,099	\$ 38,255		\$ 57,243	\$ 18,989	
21 Repairs - Sweeper	\$ -		\$ 207	\$ 207	\$ 1,106		\$ 2,479	\$ 1,373	
22 General Supplies	\$ 1,641		\$ 4,167	\$ 2,525	\$ 27,404		\$ 25,000	\$ (2,404)	
23 Elevator Maintenance	\$ 1,574		\$ 1,667	\$ 93	\$ 16,500		\$ 10,000	\$ (6,500)	
24 Pressure Washing	\$ -		\$ -	\$ -	\$ -		\$ 20,660	\$ 20,660	E
25 Damages - Billable	\$ -		\$ -	\$ -	\$ 390		\$ -	\$ (390)	
<b>26 Total Field</b>	<b>\$ 11,957</b>	<b>6%</b>	<b>\$ 32,814</b>	<b>\$ 20,857</b>	<b>\$ 179,061</b>	<b>15%</b>	<b>\$ 206,805</b>	<b>\$ 27,744</b>	
<b>Office</b>									
27 Communications	\$ 1,512		\$ 1,151	\$ (361)	\$ 5,784		\$ 8,495	\$ 2,711	
28 Office Supplies	\$ -		\$ 221	\$ 221	\$ 258		\$ 1,296	\$ 1,038	
29 Printing & Design	\$ -		\$ 618	\$ 618	\$ 2,901		\$ 3,710	\$ 809	
30 Postage	\$ 352		\$ 292	\$ (61)	\$ 4,329		\$ 1,750	\$ (2,579)	
<b>31 Total Office</b>	<b>\$ 1,864</b>	<b>1%</b>	<b>\$ 2,282</b>	<b>\$ 417</b>	<b>\$ 13,272</b>	<b>1%</b>	<b>\$ 15,251</b>	<b>\$ 1,979</b>	
<b>Miscellaneous</b>									
32 Customer Refund	\$ -		\$ -	\$ -	\$ 3		\$ -	\$ (3)	
33 Base Management Fee	\$ 2,701		\$ 2,701	\$ -	\$ 16,208		\$ 16,208	\$ -	
34 Dues & Subscriptions	\$ 342		\$ 1,853	\$ 1,511	\$ 4,738		\$ 3,565	\$ (1,173)	
<b>35 Total Miscellaneous</b>	<b>\$ 3,044</b>	<b>2%</b>	<b>\$ 4,554</b>	<b>\$ 1,511</b>	<b>\$ 20,948</b>	<b>2%</b>	<b>\$ 19,772</b>	<b>\$ (1,176)</b>	
<b>36 Total Expenses</b>	<b>\$ 57,106</b>	<b>29%</b>	<b>\$ 94,096</b>	<b>\$ 36,989</b>	<b>\$ 431,060</b>	<b>37%</b>	<b>\$ 566,986</b>	<b>\$ 135,926</b>	
<b>37 Net Income (Loss)</b>	<b>\$ 141,486</b>		<b>\$ 122,229</b>	<b>\$ 19,257</b>	<b>\$ 742,214</b>		<b>\$ 653,843</b>	<b>\$ 88,371</b>	

**Variance Notes**

A Both Helix and Vic Square garage Transient down for December. Helix paystation 601 out of order for over 1/2 of mth. & holidays affected garage use.

B Event revenue at Vic Square hit budget this month but we are down YTD due to fewer events occurring compared to last year.

C Variance due in part to not yet utilizing contingency funds for employee appreciation/bonus payouts. Utilization of these funds is expected as the year 2020 progresses.

D We are under this month, but over YTD; \$3423.28 in Sept. for extended warranty for Transit Ctr Lukes, paid June S&B invoices in July \$4k

E We intend to use our pressure washing budget this Spring when the weather warms up



**Lexington/ Fayette Co Parking Authority**Balance Sheet  
December 31, 2019

## ASSETS

Current Assets		
Cash - US Bank	\$	<u>12,918.02</u>
Total Current Assets		12,918.02
Property and Equipment		
Building Improvements		<u>81,518.30</u>
Total Property and Equipment		81,518.30
Other Assets		
Total Other Assets		<u>0.00</u>
Total Assets	\$	<u><u>94,436.32</u></u>

## LIABILITIES AND CAPITAL

Current Liabilities		
Tenant Deposits	\$	<u>4,565.63</u>
Total Current Liabilities		4,565.63
Long-Term Liabilities		
Total Long-Term Liabilities		<u>0.00</u>
Total Liabilities		4,565.63
Capital		
Beginning Balance Equity		30,139.26
Capital Contribution, Net		(172,900.00)
Retained Earnings		220,583.27
Net Income		<u>12,048.16</u>
Total Capital		<u>89,870.69</u>
Total Liabilities & Capital	\$	<u><u>94,436.32</u></u>

Lexington/ Fayette Co Parking Authority  
Income Statement  
Compared with Budget  
For the Six Months Ending December 31, 2019

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
<b>Revenues</b>						
Rental Income	\$ 4,776.91	\$ 4,743.00	\$ 33.91	\$ 22,123.98	\$ 22,058.00	\$ 65.98
Income - Utilities	148.10	225.00	(76.90)	907.50	850.00	57.50
<b>Total Revenues</b>	<b>4,925.01</b>	<b>4,968.00</b>	<b>(42.99)</b>	<b>23,031.48</b>	<b>22,908.00</b>	<b>123.48</b>
<b>Cost of Sales</b>						
Total Cost of Sales	0.00	0.00	0.00	0.00	0.00	0.00
<b>Gross Profit</b>	<b>4,925.01</b>	<b>4,968.00</b>	<b>(42.99)</b>	<b>23,031.48</b>	<b>22,908.00</b>	<b>123.48</b>
<b>Expenses</b>						
Property Management Fee	500.00	500.00	0.00	3,000.00	3,000.00	0.00
Repair & Maintenance	0.00	100.00	(100.00)	1,858.37	1,500.00	358.37
Postage	1.65	2.00	(0.35)	4.95	4.00	0.95
Commission expense	0.00	0.00	0.00	6,120.00	0.00	6,120.00
<b>Total Expenses</b>	<b>501.65</b>	<b>602.00</b>	<b>(100.35)</b>	<b>10,983.32</b>	<b>4,504.00</b>	<b>6,479.32</b>
<b>Net Income</b>	<b>\$ 4,423.36</b>	<b>\$ 4,366.00</b>	<b>\$ 57.36</b>	<b>\$ 12,048.16</b>	<b>\$ 18,404.00</b>	<b>(6,355.84)</b>

**Lexington/ Fayette Co Parking Authority  
General Ledger**

**For the Period From Dec 1, 2019 to Dec 31, 2019**

Filter Criteria includes: Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
100 Cash - US Bank	12/1/19			Beginning Balance			7,894.66
	12/2/19	1147	CDJ	Schrader Commercial Prop		500.00	
	12/10/19	121019	CRJ	Crreatures of Whim	2,400.00		
	12/10/19	121019	CRJ	Spotz, LLC	1,600.00		
	12/10/19	121019	CRJ	Savane Silver	104.80		
	12/18/19	121819	CRJ	Crreatures of Whim	43.30		
	12/18/19	121819	CRJ	Savane Silver	1,376.91		
	12/26/19	1148	CDJ	Schrader Commercial Prop		1.65	
				Current Period Change	5,525.01	501.65	5,023.36
	<b>12/31/19</b>			<b>Ending Balance</b>			<b>12,918.02</b>
155 Building Improvements	12/1/19			Beginning Balance			81,518.30
	<b>12/31/19</b>			<b>Ending Balance</b>			<b>81,518.30</b>
231 Tenant Deposits	12/1/19			Beginning Balance			-3,965.63
	12/10/19	121019	CRJ	Crreatures of Whim - Depo		600.00	
				Current Period Change		600.00	-600.00
	<b>12/31/19</b>			<b>Ending Balance</b>			<b>-4,565.63</b>
349 Beginning Balance Eq	12/1/19			Beginning Balance			-30,139.26
	<b>12/31/19</b>			<b>Ending Balance</b>			<b>-30,139.26</b>
350 Capital Contribution, N	12/1/19			Beginning Balance			172,900.00
	<b>12/31/19</b>			<b>Ending Balance</b>			<b>172,900.00</b>
352 Retained Earnings	12/1/19			Beginning Balance			-220,583.27
	<b>12/31/19</b>			<b>Ending Balance</b>			<b>-220,583.27</b>
400 Rental Income	12/1/19			Beginning Balance			-17,347.07
	12/10/19	121019	CRJ	Crreatures of Whim - Dec		1,800.00	
	12/10/19	121019	CRJ	Spotz, LLC - Dec rent		1,600.00	
	12/18/19	121819	CRJ	Savane Silver - Dec rent		1,376.91	
				Current Period Change		4,776.91	-4,776.91
	<b>12/31/19</b>			<b>Ending Balance</b>			<b>-22,123.98</b>
401 Income - Utilities	12/1/19			Beginning Balance			-759.40
	12/10/19	121019	CRJ	Savane Silver - Electric 9		104.80	
	12/18/19	121819	CRJ	Crreatures of Whim - Elect		43.30	
				Current Period Change		148.10	-148.10
	<b>12/31/19</b>			<b>Ending Balance</b>			<b>-907.50</b>
500 Property Management	12/1/19			Beginning Balance			2,500.00
	12/2/19	1147	CDJ	Schrader Commercial Prop	500.00		
				Current Period Change	500.00		500.00
	<b>12/31/19</b>			<b>Ending Balance</b>			<b>3,000.00</b>
511 Repair & Maintenance	12/1/19			Beginning Balance			1,858.37

**Lexington/ Fayette Co Parking Authority  
General Ledger  
For the Period From Dec 1, 2019 to Dec 31, 2019**

Filter Criteria includes: Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
	12/31/19			<b>Ending Balance</b>			<b>1,858.37</b>
526 Postage	12/1/19			Beginning Balance			3.30
	12/26/19	1148	CDJ	Schrader Commercial Prop	1.65		
				Current Period Change	1.65		1.65
	12/31/19			<b>Ending Balance</b>			<b>4.95</b>
528 Commission expense	12/1/19			Beginning Balance			6,120.00
	12/31/19			<b>Ending Balance</b>			<b>6,120.00</b>

**Lexington/ Fayette Co Parking Authority**  
**Account Reconciliation**  
**As of Dec 31, 2019**  
**100 - Cash - US Bank**  
**Bank Statement Date: December 31, 2019**

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance	7,894.66
Add: Cash Receipts	5,525.01
Less: Cash Disbursements	(501.65)
Add (Less) Other	_____
Ending GL Balance	<u>12,918.02</u>
Ending Bank Balance	12,918.02
Add back deposits in transit	_____
Total deposits in transit	_____
(Less) outstanding checks	_____
Total outstanding checks	_____
Add (Less) Other	_____
Total other	_____
Unreconciled difference	<u>0.00</u>
Ending GL Balance	<u><u>12,918.02</u></u>

BYLAWS

For the

LEXINGTON AND FAYETTE COUNTY

PARKING AUTHORITY

ARTICLE I

Name

The name of this Organization shall be the "Lexington and Fayette County Parking Authority" ("Parking Authority").

ARTICLE II

Authorization

The authorization for the creation of the Parking Authority is set forth under Chapter 2, Article XIII, of the Code of Ordinances, Lexington-Fayette Urban County Government. The business affairs of the Parking Authority shall be managed by its Board of Commissioners ("the Board"). The above mentioned legislation authorizes the Board to "adopt bylaws, rules and regulations," which is the purpose of the Bylaws contained here.

ARTICLE III

Board Commissioners

Section 1. The Board shall consist of six (6) commissioners, five (5) appointed by the Mayor, subject to confirmation by a majority vote of the Council of the Lexington-Fayette Urban County Government and the sixth being filled by the Commissioner of Finance of the Urban County Government. The terms of office of all commissioners shall be as provided in Section 2-180 of the Code of Ordinances, Lexington-Fayette Urban County Government.

Section 2. Article 16 of the Lexington-Fayette Urban County Government Charter, the Code of Ethics, shall apply to all officers and commissioners of the Board.

Section 3. Any commissioner desiring to resign from the Board shall submit his resignation in writing to the Secretary, who shall present it to the Board for action.

Section 4. Any commissioner may be removed from the Board by a majority vote of the Council of the Lexington-Fayette Urban County Government for inefficiency or neglect of duty. If a commissioner misses, without reasonable cause, three consecutive meetings or does not attend at least seventy-five percent (75%) of the meetings during the year, this record of attendance may be submitted by the Board Chair to the Mayor for consideration to remove, after a majority vote of the Board.

#### ARTICLE IV Powers and Duties

The Parking Authority shall have all the powers, and duties, as set forth in Chapter 2, Article XIII of the Lexington-Fayette Urban County Government Code of Ordinances.

#### ARTICLE V Officers

Section 1. The officers of the Board shall consist of a Chair, a Vice-Chair, and a Secretary. These officers shall perform the duties prescribed by these Bylaws and by the parliamentary procedures adopted by the Board. The Board shall have the power to appoint other officers and employees as necessary to perform its duties.

Section 2. At the first regular meeting of each fiscal year, running from July 1 through June 30, the Board shall hold the election of officers.

Section 3. The officers shall be elected by ballot to serve for one year or until their successors are elected, and their term of office shall begin at the close of the annual meeting at which they are elected. Officers are eligible for re-election.

Section 4. Vacancies in office shall be filled immediately by regular election procedure.

#### ARTICLE VI Duties of Officers

Section 1. Chair. The Chair shall preside at all meetings of the Board and at other meetings and public hearings called by the Board. The Chair shall call special meetings of the Board when necessary or required to conduct business. All meetings of the Board shall be scheduled at the call of the Chair who shall give written or oral notice to all commissioners of the Board at least seven (7) days prior to the meeting, or one (1) day in advance for emergency matters, which notice shall contain the date, time and place for the meeting, and the subjects which will be discussed. The Chair may delegate the duty of giving the required notice to the Secretary, as set forth in Article VI of these Bylaws. The Chair shall act as the spokesman for the Board, and shall also have such other duties

as are normally conferred upon such officers by parliamentary procedure.

Section 2. Vice-Chair. The Vice-Chair shall serve as Chair during the temporary absence or disability of the Chair. In the event of the Chair's permanent absence, due to resignation or other causes, the Vice-Chair shall perform the duties of the Chair until such time as the Board shall elect a new Chair. In case of the temporary absence of the Chair and the Vice-Chair, the Board shall elect a temporary Chair for the conduct of business at that particular meeting.

Section 3. Secretary. Under the direction of the Chair and with the assistance of such staff as is available, the Secretary, who need not be a commissioner of the Board, shall prepare, distribute and maintain the records and minutes of the Board; prepare the agenda for meetings; provide notice of all meetings to commissioners; arrange proper and legal notice of all hearings; attend to correspondence of the Board; and assume such other duties as are normally carried out by a Secretary.

## ARTICLE VII Meetings

Section 1. The Parking Authority shall hold at least four (4) regular meetings per year at a time as determined by the Board at the last meeting of each year for the following year.

Section 2. Special meetings, including emergency meetings, shall be held in conformity with the procedures and requirements of KRS 61.823. Upon request of the Chair, the Secretary shall notify all members at least seven (7) days in advance of such meetings, or one (1) day in advance for emergency matters.

Section 3. Meetings of the Parking Authority shall be governed by the Open Meeting Law and shall be open to the public except to the extent KRS 61 authorizes a closed session. The records of the Board are governed by the Open Records Act and shall be open for public inspection according to the procedures and requirements of KRS 61. The Board shall keep minutes of its proceedings, showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and shall keep records of its examinations or and other official actions.

Section 4. A quorum shall be necessary at any meeting in order for the Parking Authority to take official actions or carry on its business. A quorum shall consist of a majority of the entire membership of the Board. Having a quorum, the Board shall then take official actions in accord with the expressed desires of a majority of these members in attendance. Any member of the Board who has disqualified themselves from voting on the question, in accordance with the Lexington-Fayette Urban County Government Charter's Code of Ethics Sections 16.02 and 16.03, shall not be counted for the purpose



of a quorum, and shall absent themselves from the meeting room during the discussion of and voting on such a matter.

ARTICLE VIII  
Committees

Section 1. Committees, standing or special, and their respective chair, shall be appointed by the Board Chair for purposes and terms necessary to carry on the work of the Board and shall be approved by the Board. The Board Chair shall be ex-officio member of all committees except the Nominating Committee.

Section 2. Committees shall meet monthly or at the call of their chair. The committee chair shall be responsible for reports of their meetings and will forward a copy of any written correspondence to the Board Chair. No committee or its chair shall make an expenditure or incur any debt without prior approval of the Board.

Section 3. There shall be a standing committee known as the Parking Authority Advisory Committee. It shall consist of no more than five (5) members. The composition of this Committee is at the discretion of the Board but may include the following:

- Downtown Lexington Management District representative
- President Downtown Lexington Partnership, or designee
- University of Kentucky representative
- Downtown merchants' representative
- Downtown neighborhood representative.

ARTICLE IX  
Contracts, Loans, Checks  
And Deposits

Section 1. Contracts. The Board may authorize any officer or officers, agent or agents, to enter into any contract and execute and deliver any instruments in the name of and on behalf of the Parking Authority. Such authority may be general or confined to specific instances.

Section 2. Loans. No loans shall be contracted on behalf of the Parking Authority, and no evidences of indebtedness shall be issued in its name, unless authorized by a resolution of the Board. Such authority may be general or confined to specific instances.

Section 3. Checks, Drafts, Etc. All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Parking Authority shall be signed by such officer or officers, or agent or agents, of the Parking Authority and in such manner as shall, from time to time, be determined by resolution of the Board.

Section 4. Deposits. All funds of the Parking Authority not otherwise employed shall be deposited, from time to time, to the credit of the Parking Authority in such banks, trust companies, and other depositories as the Board may select.

ARTICLE X  
Parliamentary Board

The rules contained in the current edition of Roberts' Rules of Order Newly Revised shall govern the Board in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the Board may adopt.

ARTICLE XI  
Amendment of Bylaws

These Bylaws may be amended at any regular meeting of the Board by a two-thirds vote, provided that the amendment has been submitted in writing at the previous regular meeting.

## Garage Updates

### Helix Garage:

- The garage lighting system was programmed with a blue and white scheme for UK basketball.
- The garage lighting system was programmed with a gold scheme for New Year's.
- The garage lighting system was programmed with a red, white and blue scheme for MLK Day.
- The garage lighting system was programmed with a purple and yellow scheme in memory of Kobe Bryant.
- The garage lighting system was programmed with a pink and red scheme for National Wear Red Day.
- The garage lighting system was programmed with the standard multicolor scheme.

### Transit Center Garage:

- RAM Construction completed repair work on a structural beam located on level 6E. The total cost of the repair was \$69,436.
- DC Elevator discovered an elevator with hydraulic problems. The repair will require the installation of a new hydraulic jack. The repair will take approximately three weeks to complete following the arrival of parts. The estimated cost of the repair is \$42,170.

### Victorian Square Garage:

- LPA met with IMAGE360 to discuss the location of the new PARK sign for the Victorian Square Garage. The total cost of the sign is \$43,858.
- Pohl Rosa Pohl has completed the bid package for the façade enhancement project and is gathering bids from qualified contractors.
- DB General Contracting began work on the expansion of the LEXPARK office. The project will entail expanding the current LEXPARK office located at 122 N. Broadway into the adjoining 124 N Broadway space. Project completion is expected by March 1.

### General Garage Notes:

- Walter P Moore has completed the bid documents for the 2020 capital asset management plan repairs. LPA and Walter P Moore held a pre-bid meeting with qualified contractors on February 10. Bids will be due on March 2, 2020.