



March 8, 2018 Board Meeting Agenda

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|-------|---|---------|
| I. | Call to Order/Welcome of Guests | Frazier |
| II. | Approval of Minutes of February 8, 2018 LPA Board Meeting
<i>Board Action Required</i> | Frazier |
| III. | Update on ED Activities | Means |
| | A. Executive Director Reports | |
| | B. Operational Reports | |
| | C. LEXPARK Revenue Enhancements – Update | |
| | D. RFP for Operational Audit & Best Practices – Update | |
| IV. | Approve LPA and LEXPARK January 2018 Financial Reports
and Schrader Commercial Reports
<i>Board Action Required</i> | Means |
| V. | LPA Advisory Board | Means |
| VI. | On-Street | Means |
| | A. Requests for Permanent Removal of Metered Spaces | |
| | B. Meter Request from Visit Lex | |
| | C. LPR Records Retention Policy | |
| | D. UK/LFUCG Land Swap | |
| VII. | Off-Street (Garages) | Means |
| | A. Broadway Shoppes | |
| | B. Garage Updates | |
| | C. Event Parking Procedures | |
| VIII. | Comments
Comments from Commissioners/Advisory Committee Members | Frazier |
| IX. | Closed Session per KRS 61.810 | Frazier |

Next Meeting: April 12, 2018



Mayor Jim Gray
Lexington-Fayette Urban County Government
LEXINGTON & FAYETTE COUNTY PARKING AUTHORITY

BOARD MEETING MINUTES

February 8, 2018

Called to order: 10:00 a.m. by James H. Frazier, III, Chairman

Location: 162 East Main Street, Ste. 212, Lexington KY 40507

Voting Members: Kenton Ball
Dee Dee Harbut
Bill O'Mara
Wayne Masterman
Trish Vertuca

Executive Director: Gary Means

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

Guests: Sheila Beck, DDAF
Matt Berry, RPS
Paul Dillon, RPS
Ricardo Seran, RPS
Charles Stephenson, RPS

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 the December 2017 Minutes

Mr. Ball makes a motion to approve the minutes as presented. Ms. Featherston seconds. The vote was unanimous, and the motion passed.

Item 3 – Update on ED Activities

A. Executive Director Report

Mr. Means presents the combined December 2017/January 2018 Executive Director Report. He presents an updated version of the rate survey which is available on the **LEXPARK** website.

B. Operational Reports

Mr. Means presents the January 2018 operations reports. The number of citations written increased from December to January. Mr. Masterman asks about credit card fees at meters. Mr. Means says LPA bid out credit card fees a few years prior. He notes that the current average of citations paid is at 79% and he would like to see it at 80%. The current average meter revenue collected per month is nearly \$90K and has grown

year over year. The citation aging report decreased a small amount from month to month. The average length of stay in both the Victorian Square Garage and the Transit Center Garage increased.

Mr. Means presents a request from Jamshid Baradaran at LFUCG who is asking that LPA discount Meridian Management's monthly parking rate by 50%. Meridian provides staffing for the Courthouse facilities, and the agreement between LFUCG and Meridian stipulates that LFUCG provide parking for Meridian employees. Mr. Means suggests requiring LFUCG to add Meridian to their account which already receives the discount. By consensus, the Board agrees that any discount for Meridian Staff should be paid for by LFUCG and included on their billing.

C. LEXPARK Revenue Enhancements – Update

Mr. Dillon reports that the VIP event rate has been successful. Flyers for the new hospitality rate in the garages have been generated and RPS plans to approach local businesses. Work continues on proposals for a meter rate increase. Work also continues on the meter dome reset pilot project. Mr. Stephenson mentions increasing the RPP annual rate that is currently \$10. Mr. Frazier asks that the RPS team work on proposals for increasing the RPP rates and meter bag rates.

D. RFP for Operational Audit and Best Practices

Mr. Means reports that the agreement with Kimley Horn has been finalized and the KH team are set to arrive in town during the week of February 26th. They will also be scheduling stakeholder interviews and Mr. Means requests that a couple Commissioners be interviewed. Mr. Frazier and Mr. Ball volunteer.

E. Update on ED Travel

Mr. Means presents a spreadsheet with updated travel expenses.

Item 4 – November and December 2017 Financial Reports

Mr. Means presents the November and December 2017 financials. For November, he notes that On-Street monthly rental revenues are slightly behind budget. Meter revenue is strong, but citation revenue is under budget by \$10K. Total revenues are \$54K under budget for the year. Total expenses are also under budget by \$175K. As of November 30, LPA is \$273K ahead of budget for the year.

Regarding the December 2017 financials, citation revenue continues to be a challenge, and is \$26K under budget for the month. Event revenue is also down. Mr. O'Mara asks about projected expenses for the year. Mr. Means responds that some money will be saved in the professional services budget if LPA elects against a marketing campaign this year.

Mr. Means refers to the P&L by Location reports and notes that Transit Center Garage went from an overall losing position to an overall positive position between Q1 and Q2. On-Street operations bring in around \$250K per quarter.

Ms. Vertuca makes a motion to accept the November 2017 and December 2017 financial reports. Mr. O'Mara seconds. The vote was unanimous, and the motion carried.

Item 5 – LPA Advisory Board

Mr. Means notes that the advisory board is still seeking new members and needs a downtown resident.

Item 6 – On-Street

A. Meter Bag Request

Mr. Means presents a meter request from Wells and Wells. He recommends approval. Ms. Harbut makes a motion to accept the staff recommendation and approve the request. Mr. Ball seconds. The vote was unanimous, and the motion carried.

B. UK/LFUCG Land Swap

Mr. Means presents a map showing the affected areas. LPA stands to lose over \$200K in revenue per year if unable to continue meter and enforcement operations in these areas. Mr. Frazier notes that the land swap is not yet complete and LFUCG will be holding public hearings on the matter. By consensus, the Commissioners agree to monitor the situation and keep them posted. Mr. Frazier also notes that LFUCG has agreed to drop the requirement that LPA to remit a portion of police-written citations to the general fund.

Item 7 – Off-Street

A. Broadway Shoppes

There were no major issues in the Broadway Shoppes during the month.

B. Garage Updates

Mr. Means reports that 21c will move the valet operations to a surface lot much closer to the hotel starting March 1st. Helix will now have more space available for monthly parking. 21c revenues were not included in this year's budget and they may still utilize Helix for overflow parking. Mr. Means met with Gray Construction, who have hired Guardian Security at the Transit Center Garage. LPA currently utilizes G4S Security. Mr. Means presents a proposal from Guardian for three hours in the morning and three hours in the evening, which will be staffed by uniformed police officers. By consensus, the Commissioners agree to terminate the current agreement with G4S and hire Guardian. Gray Construction will then terminate their contract with Guardian.

C. Structural and Mechanical Consulting Services RFP

Mr. Means reports that Ms. Harbut was on the selection committee and Walter P. Moore was the chosen firm.

D. Event Parking Procedures

Mr. Means will email the Commissioners about this topic.

E. Transit Center Rental Space

Mr. Means presents a request from Bluegrass.org to rent the small office space in the Transit Center Garage. The space will be used only by Bluegrass.org staff and no client meetings will take place in the office. Mr. Ball makes a motion to approve a one-year pilot program to lease the space to Bluegrass.org with the caveat that if at any time LPA determines the office has exacerbated the transient problems at Transit Center, the lease will be terminated with a 30 day notice. Ms. Harbut seconds. The vote was unanimous, and the motion carried.

Ms. Vertuca makes a motion to enter closed session per KRS 61.810. Mr. Ball seconds.

Mr. O'Mara makes a motion to exit closed session. Ms. Harbut seconds.

There being no further business brought before the Board, the meeting adjourned at 12:15pm.



March 2nd, 2018
**Lexington & Fayette County
 Parking Authority
 Executive Directors Report
 February 2018**



Accomplishments

- Completed the bi-annual Downtown Parking Inventory and Rates survey
- Ed Trammell attended the T2 Executive Forum and represented our organization
- Kimley-Horn and Associates completed their on-site reviews, staff interviews and stakeholder interviews per their scope regarding RFP 49-2017 Mgmt. Audit, Best Practices
- We worked with LFUCG Purchasing to publish RFP 5-2018 LPA On-Street and Off-Street Parking Program Mgmt. on 2/16/18, Proposal Responses will be due 03/29/18

Meetings with LFUCG/LFCPA staff

- Attended the LPA February Board Meeting
- Board meeting follow up call with RPS staff
- Board Meeting follow up breakfast meeting with LPA Staff
- Met with Jack Skelton and Steve Bartley from Republic Parking to discuss possible “gateless” operation at the Transit Center Garage
- Held another operations meeting regarding the idea of a “gateless” operation at the Transit Center
- Ed and I met with Steve Bartley to discuss previous LEXPARK operations
- Met with LFUCG Traffic Engineering team regarding a request for a right turn lane on Bolivar which could remove several on-street parking spaces
- Ed and I met with LPA Vice Char Ball regarding our communications with AOC as it pertains to our CAMP project and their budgeting processes
- Attended a Small Claims court hearing
- Held regular weekly meetings for both On-Street and Garage operations with Republic Parking (LEXPARK) staff

Meetings with External Individuals/Groups

- Attended the January LFUCG Bicycle Pedestrian Advisory Committee Meeting
- Participated in a conference call with our reservation vendor SpotHero to explore on-line purchases for on-street permits
- Met with the General Contractor regarding the “Hub” development on the UK property at Upper, Pine and Jersey
- Attended the 1st meeting of the Town Branch Partners which I’m serving on

- Attended the February DLMD meeting and was asked to give a brief update of the Parking Authorities activities
- Met with Holly Wiedemann at the Historic Courthouse to discuss meter parking and loading zone arrangements
- Met with LexEffect staff who will be managing events at the Historic Courthouse and could bring us a lot of new validation opportunities
- Met with CDP Engineers, our EQ grant firm and a local Pressure Washing company on the future possibilities and cost savings from our proposed water filtering system at the Helix
- Along with our staff and many Lexington leaders, attended the Historic Courthouse Dome Unveiling ceremony
- Met again with Mario Zuanetti the Condo owner who is working on the on-street permit project at 2nd street
- Attended another Bike Share Advisory Committee meeting to assist with moving forward with selecting a bike share vendor for our community
- Met with Guardian Security owner regarding off-duty Police Officers at the Transit Center
- Met with a staff person with Community Action regarding the possible parking options for a large training event they are hosting
- Attended a High Street YMCA Finance Committee Meeting
- Phone call with our legal counsel on a research project
- Met with Messer Const. at the Historic Courthouse regarding their installation of Loading Zone signs and posts
- Phone call with a vendor regarding workforce solutions
- Hosted a Pressure Washing proposal presentation from a vendor interested in our work this year
- Ed and I participated in a project kick-off call with Walter P Moore regarding the CAMP work we will begin this year
- Along with Ed and Kara, participated in a workshop/planning phone call with our Kimley-Horn team who will be performing our Mgmt Audit, Best Practices project
- Attended the February DLP meet and greet which was well attended
- Phone call with Parking director in Houston regarding potential advertising ideas and other revenue enhancement ideas for our programs
- Met with DLP staff and some stakeholders regarding security issues in parking lots downtown and ideas for better dealing with aggressive panhandling
- Met with Gray Construction Executives regarding security in the TC Garage and their parking agreement with LPA
- Weekly project calls with SpotHero on roll out of new on-line reservation system, signage and marketing the program

Future Goals and Planned Activities

- Work with CDP Engineers and LFUCG to implement water quality improvements at the Helix using LFUCG \$240k grant
- Continue working on 10 year "Asset Management" Plan
- 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

- Implement recommendations from Walker's 10-Year Analysis
- 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 LFCPA goals

From: Barbara Grossman [mailto:sage_grouse@twc.com]
Sent: Wednesday, February 07, 2018 11:51 AM
To: Gary Means <gmeans@lexpark.org>
Subject: For Tomorrow's Meeting, re: Blackburn Parking Permits

7 February 2018

Dear Gary:

Per today's conversation concerning the parking permits on Blackburn Avenue (40508), we think it unfair to charge a full year's fee for a five-month period. I suspect everyone figured we'd have a year from purchase date and had not realized they'd be sold on a fiscal-year basis; certainly had I known that, I'd have spoken up before purchasing the permits. As I mentioned, we began our steps last spring and therefore would have been perfectly ready and willing to buy the permits last July had that been an option. We are not the ones who dragged this out.

As I reminded you, the fundamental issue is that of the entire Council's having voted to allow a zoning variance to a developer wanting to build a four-storey complex at the corner of a tiny street with only small homes (plus a church that made its own deal with the devil in terms of parking places promised by the developer). But the ostensibly sympathetic Council members were the ones who told us we should get this designated a permit-parking street. I suspect they may not have realized the precise duration of the process, or—and this is the jaded I speaking—perhaps they, too, view this as nothing more than yet another way to raise revenue.

Be that as it may, paying for a full year for only five months does not seem right. I use "right" rather than "fair" because I believe this is not merely a matter of fairness, but rather one of right vs. wrong. I propose three alternative ways LexPark might make the appropriate adjustments. (I don't know what others on the block think, but I am making this request on behalf of all residents purchasing permits.):

- (1) refund (now) half the price per permit purchased (Peter Piper preferred); or
- (2) give each a full year from date of purchase, though I understand that may become an accounting nightmare for you, so probably not the best idea; or
- (3) apply half the amount paid toward next July's renewal, which is fine as long as there is documentation so indicating.

Please note I say "half" and am not requesting a pro-rated fee. I am perfectly willing to grant you that one month per permit. Now, that does seem fair. And right. I thank you for bringing this matter to the attention of the assembled. We hope you will do the right thing.

Yours truly,



Barbara Grossman
 321 Blackburn Ave.
 Lexington, KY 40508

LFCPA and LEXPARK Key Performance Indicators

User-input variable cells.

Totals for underlying cells.

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REVENUE STREAM INTEGRITY and SECURITY

Note

Jul-17 Aug-17 Sep-17 Oct-17 Nov-17 Dec-17 Jan-18 Feb-18 Mar-18 Apr-18 May-18 Jun-18

TOTAL AVERAGE Percent of Total

Field Inspections (with Contact)
 Canister Integrity
 Maintenance
 Collections
 Enforcement
 Coin Counting Observations

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	TOTAL	AVERAGE	Percent of Total
Canister Integrity	5	4	5	5	7	7	5	6					44	5.5	100%
Maintenance	1	0	0	0	1	0	0	0					2	0.3	5%
Collections	1	1	1	1	1	1	1	0					6	0.8	14%
Enforcement	0	1	0	0	1	2	1	1					6	0.8	14%
Coin Counting Observations	1	0	1	2	3	1	2	2					12	1.5	27%
	2	2	3	2	1	3	2	3					18	2.3	41%

Field Observations (Covert)

Vehicle Integrity
 Maintenance
 Collections
 Enforcement

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	TOTAL	AVERAGE	Percent of Total
Vehicle Integrity	10	7	8	7	8	7	9	10					66	7.8	100%
Maintenance	1	1	1	1	2	0	1	2					9	1.1	14%
Collections	3	2	2	2	2	3	2	3					19	2.4	29%
Enforcement	3	2	2	2	1	2	3	1					16	2.0	24%
	3	2	3	2	3	2	3	4					22	2.8	33%

Revenue Control Discrepancies Noted

Seal Integrity
 Lock Integrity
 Canister Integrity
 Key Integrity (e.g., not on locked ring, belt, etc.)
 Unlocked Vehicles
 Incomplete Coin Room Record
 Incomplete Key Control Documentation
 Failure to Notify of Location

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	TOTAL	AVERAGE	Percent of Total
Seal Integrity	0	0	0	0	0	0	0	0					0	N/A	N/A
Lock Integrity	0	0	0	0	0	0	0	0					0	N/A	N/A
Canister Integrity	0	0	0	0	0	0	0	0					0	N/A	N/A
Key Integrity (e.g., not on locked ring, belt, etc.)	0	0	0	0	0	0	0	0					0	N/A	N/A
Unlocked Vehicles	0	0	0	0	0	0	0	0					0	N/A	N/A
Incomplete Coin Room Record	0	0	0	0	0	0	0	0					0	N/A	N/A
Incomplete Key Control Documentation	0	0	0	0	0	0	0	0					0	N/A	N/A
Failure to Notify of Location	0	0	0	0	0	0	0	0					0	N/A	N/A

Customer Satisfaction

Number of Parkers Responding
 Positive Response
 Negative Response
 Specific Complaints

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	TOTAL	AVERAGE	Percent of Total
Number of Parkers Responding	1	0	2	1	3	2	1	2					12	2	N/A
Positive Response	1	0	2	1	1	1	1	1					8	1.0	N/A
Negative Response	0	0	0	0	2	1	0	1					4	1	N/A
Specific Complaints	0	0	0	0	1	0	0	1					2	0	N/A

Revenue Tests

Number of Single-Space Meters Planted
 Value Planted
 Value Recovered
 Number of Multi-Space Meters Planted
 Value Planted
 Value Recovered

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	TOTAL	AVERAGE	Percent of Total
Number of Single-Space Meters Planted	1	0	0	0	0	0	0	0					1	0.1	N/A
Value Planted	\$0.50												\$0.50	\$0.50	N/A
Value Recovered		\$1.10											\$1.10	1.10	N/A
Number of Multi-Space Meters Planted	0	0	0	0	0	0	0	0					0	N/A	N/A
Value Planted													\$0.00	N/A	N/A
Value Recovered													\$0.00	N/A	N/A

Average Meter Payment and Average Length of Stay

Average Meter Payment (LUKE & IPS)
 4 Hour Meters - Average Length of Stay (in minutes)
 2 Hour Meters - Average length of stay (in minutes)

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	TOTAL	AVERAGE	Percent of Total
Average Meter Payment (LUKE & IPS)	\$1.01	\$1.01	\$0.97	\$0.99	\$0.90	\$0.86	\$0.96	\$0.99					N/A	\$0.96	N/A
4 Hour Meters - Average Length of Stay (in minutes)	109	128	124	125	119	117	126	131					N/A	122	N/A
2 Hour Meters - Average length of stay (in minutes)	45	43	44	43	43	43	45	44					N/A	44	N/A

Credit Card Usage

LUKE (Percent of transactions)
 Average CC transaction
 IPS (Percent of transactions)
 Average CC transaction

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	TOTAL	AVERAGE	Percent of Total
LUKE (Percent of transactions)	55.0%	55.8%	57.0%	58.0%	59.0%	56.7%	68.3%	73.0%					N/A	60.4%	N/A
Average CC transaction	\$2.17	\$2.11	\$2.22	\$2.15	\$2.15	\$2.11	\$2.17	\$2.21					N/A	216.1%	N/A
IPS (Percent of transactions)	17.6%	17.9%	18.2%	17.0%	17.2%	18.2%	18.5%	18.5%					N/A		
Average CC transaction	\$1.32	\$1.33	\$1.32	\$1.32	\$1.33	\$1.31	\$1.34	\$1.31					N/A		

Meter Occupancy Rates by Zones

Low 0-30% (9,12,13)
 Medium 30-60% (1,2,3,5,6,7,10,11,14,15,16)
 High 60% or more (4,8)

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	TOTAL	AVERAGE	Percent of Total
Low 0-30% (9,12,13)	33%	32%	34%	37%	32%	32%	28%	30.0%					N/A	32.3%	N/A
Medium 30-60% (1,2,3,5,6,7,10,11,14,15,16)	51%	42%	53%	58%	41%	41%	48%	55.0%					N/A	48.6%	N/A
High 60% or more (4,8)	69%	48%	66%	72%	67%	82%	89%	71.0%					N/A	70.5%	N/A

LEXARK On-Street By The Numbers FY18

CATEGORY	FY18												Current			
	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Ave. FY18	Ave. FY17	Ave. FY16	Ave. FY14
Number of Violations Cited	3,265	4,157	3,961	4,320	3,924	3,318	3,594	3,358					3,737	3,587	3,587	3,832
Number of Actual Citations (excludes voids & warnings)	2,866	3,594	3,684	3,958	3,530	3,095	3,188	3,075					3,374	3,312	3,373	3,608
Value of Actual Citations	\$66,635	\$79,475	\$83,965	\$85,365	\$73,395	\$63,525	\$68,810	\$68,235					73,676	\$74,589	\$75,350	\$54,123
Number of Citations Paid	2,246	2,713	2,640	3,390	2,784	2,513	2,576	2,593					2,682	2,499	2,609	2,928
Percentage of Citations Paid	78.37%	75.49%	71.66%	85.65%	78.87%	81.20%	80.80%	84.33%					80%	76%	78%	81%
Value of Citations Paid	\$55,955	\$71,540	\$71,735	\$91,862	\$72,605	\$66,393	\$69,195	\$70,460					\$71,218	\$65,630	\$68,709	\$58,797
Number of Warnings Issued	329	486	220	280	334	166	276	226					290	362	190	199
Number of Voids	76	90	67	92	93	76	100	69					83	74	47	41
Percentage of Citations that were Voids	2.7%	2.5%	1.8%	2.3%	2.6%	2.3%	2.8%	2.1%					2%	1.9%	1.4%	1.1%
Meter Revenue Collected	\$75,012	\$94,666	\$95,584	\$98,780	\$96,450	\$77,106	\$87,751	\$93,972					\$89,915	\$82,470	\$71,729	\$65,236
Average Meter Revenue Collected per Work Day	\$3,751	\$4,116	\$4,779	\$4,490	\$4,593	\$4,058	\$4,618	\$5,873					\$4,535	\$3,982	\$3,607	\$3,088
Number of RPP's Sold	521	814	166	53	25	9	35	37					1,660	1,739	1,657	1,408
Value of RPP Permits	\$5,210	\$8,140	\$1,660	\$530	\$250	\$90	\$350	\$370					\$2,075	\$1,449	\$1,381	\$1,426
Monthly Permit Revenue	\$5,811	\$7,116	\$6,597	\$5,899	\$5,671	\$6,480	\$7,483	\$5,164					\$6,277	\$5,741	\$3,706	\$3,779
Value of Bagged Meters	\$4,611	\$7,844	\$8,209	\$4,965	\$5,067	\$2,977	\$9,133	\$5,768					\$6,072	\$2,795	\$6,047	\$7,998
Number of New Meters Added	0	25	2	12	0	0	0	7					6	4	0	4
Number of Single Space Meters	921	946	946	943	943	943	943	950					942	901	870	809
Number of Multi-space Meters	36	36	36	37	37	37	37	37					37	35	33	40
Number of Metered Spaces	1232	1257	1259	1269	1269	1269	1269	1276					1,263	1,173	1,123	1,125
Vehicles Booted	40	24	32	55	47	40	49	40					41	37	37	43
Amount of Booting Fees	\$2,520	\$1,980	\$1,800	\$3,960	\$3,690	\$2,700	\$3,600	\$3,240					\$2,936	\$3,303	\$2,880	\$2,283
Total Revenue Collected	\$149,119	\$191,285	\$185,584	\$205,995	\$183,733	\$155,746	\$177,511	\$178,974	\$0	\$0	\$0	\$0	\$178,493	\$161,388	\$154,452	\$139,519

LEXPARK VOID SUMMARY

Voided Citations By Officer

FY'18	2017	2017	2017	2017	2017	2017	2017	2018	2018	2018	2018	2018	2018
Issuing Officer	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan	Feb	Mar	Apr	May	Jun	
2008					1								
2006													
2013		1			4								
2019													
2007					5								
2034					1								
2020													
2057					1								
2017								2					
2058								1					
2052					1								
2054					3								
2069					1								
2074								1					
2027					1								
2081		12				2	3	5					
2111		5	23	17	10	14	7	3					
2103	16	15	4	13	20	9	11	9					
2104							1						
2081	5		9	18	2								
2082	3	15	11	23	13	10	11	16					
2109	20	21	14	7	6	17	16	10					
2114					5								
2115						4	32	19					
2086													
2060					1								
2094							1						
2095	10	6											
2096													
2097	22	14	6	14	17	20	18	3					
2088		1			1								
2105													
% Voids	2.3%	2.2%	1.7%	2.1%	2.4%	2.3%	2.8%	2.1%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
Total	76	90	67	92	93	76	100	69	0	0	0	0	
Total Citations	3265	4157	3961	4320	3924	3318	3594	3358					

Voided Citations Summary By Reason

FY'18	2017	2017	2017	2017	2017	2017	2017	2018	2018	2018	2018	2018	2018
Void Type	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan	Feb	Mar	Apr	May	Jun	
Administrative	14	13	14	6	31	4	22	14					
Ambigious Mrkg /Missing Sign								2					
Customer Walk Up	2	3				1	1						
Duplicate	4	5	1	8	2	6	4	3					
Meter Malfunction	3	1	1	5	2	4	2						
Pay By Phone	28	44	34	55	32	31	43	31					
Officer Error	23	24	17	17	23	29	27	18					
Test					1								
Visitor													
Printer Error	1												
Paid Other Luke	1				1	1	1						
Void By Client Directive				1	1			1					
Total	76	90	67	92	93	76	100	69	0	0	0	0	



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Citations Aging Report

Five-Year Report Ending February 1, 2018

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	1,801	914	804	959	1,593	4,265	9,357	8,632	7,122	653	36,100
Dollar Amt	\$49,660.00	\$33,225.00	\$31,390.00	\$37,108.00	\$60,775.00	\$159,455.00	\$360,839.50	\$336,636.00	\$261,145.00	\$19,414.00	\$1,349,647.50



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Citations Aging Report

Five-Year Report Ending March 1, 2018

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	1,736	879	800	836	1,663	4,140	9,302	8,921	6,894	786	35,957
Dollar Amt	\$53,275.00	\$31,765.00	\$29,325.00	\$32,460.00	\$64,483.00	\$154,015.00	\$358,314.50	\$347,301.00	\$258,915.00	\$23,310.00	\$1,353,163.50

LEXPARK Garages By The Numbers (FY18)

CATEGORY	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	2018 AVG.	2017 AVG.
Number of Monthly Card Holders Billed - VS	350	348	358	365	358	362	365	372					360	348
Number of Monthly Card Holders Billed - TC	1,132	1,108	1,101	1,089	1,111	1,105	1,105	1,109					1,108	759
Number of Monthly Card Holders Billed - CH	244	239	238	237	237	249	252	255					244	170
Number of Monthly Card Holders Billed - HX	299	301	301	300	324	327	330	331					314	147
Number of Total Spaces - VS (384) # Available for Monthly	5	10	0	0	0	0	10	3					4	
Number of Total Spaces - TC (777) # Available for Monthly	10	15	25	25	5	10	10	5					13	
Number of Total Spaces - CH (518) # Available for Monthly	5	10	15	15	15	5	5	5					9	
Number of Total Spaces - HX (389) # Available for Monthly	20	20	20	20	5	5	5	25					15	
Number of Special Events Worked - VS	5	1	1	7	9	12	13	7					7	8
Average Daily Transaction - VS	363	302	306	329	287	321	249	295					306	330
Average Daily Transaction - TC	58	60	62	69	66	62	67	86					66	12
Average Daily Transaction - CH	182	179	194	197	182	170	188	187					185	162
Average Daily Transaction - HX	437	450	429	427	381	394	437	465					427	413
Total Daily Transactions All Garages	32,240	30,721	29,730	31,682	25,648	29,357	27,260	28,924					29,445	27,416
Average Length of Stay - VS	2.0	2.1	2.1	2.1	2.3	2.0	2.2	2.2					2.1	1.8
Average Length of Stay - TC	3.6	3.7	3.9	3.4	3.4	3.6	3.9	3.8					3.6	2.7
Average Length of Stay - CH	2.1	2.0	2.2	2.2	2.2	2.2	2.2	2.2					2.2	1.8
Average Length of Stay - HX	1.2	1.2	1.2	1.3	1.2	1.3	1.3	1.4					1.3	1.0
Number of Validations Sold All Garages	702	1,529	1,198	1,462	941	880	4,551	636					1,487	1,244
Average Transaction Amount - VS	\$3.92	\$4.00	\$3.98	\$4.02	\$5.71	\$4.36	\$4.71	\$4.80					\$4.44	\$3.32
Average Transaction Amount - TC	\$8.80	\$8.90	\$9.40	\$8.74	\$8.98	\$9.15	\$9.96	\$9.79					\$9.22	\$3.98
Average Transaction Amount - CH	\$4.33	\$4.30	\$4.38	\$4.55	\$4.48	\$4.56	\$4.59	\$4.39					\$4.45	\$3.02
Average Transaction Amount - HX	\$2.52	\$2.60	\$2.54	\$2.58	\$2.85	\$2.64	\$3.08	\$3.04					\$2.73	\$1.77

Aged Balances - 6177-53 Transit Center Garage
Ending Balances as of 3/1/2018

Account	Current	30 Days	60 Days	90 Days	Total Due
Report Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Aged Balances - 6177-55 Helix Garage
Ending Balances as of 3/1/2018

Account	Current	30 Days	60 Days	90 Days	Total Due
95905 BLUEGRASS SPORTS COMMISSION	\$420.00	\$390.00	\$0.00	\$0.00	\$810.00
95964 21c Lexington LLC	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00
96262 JACKSON KELLY PLLC	\$600.00	\$600.00	\$0.00	\$0.00	\$1,200.00
Report Totals	\$1,020.00	\$1,290.00	\$0.00	\$0.00	\$2,310.00

Aged Balances - 6177-54 Victoria Square Garage
Ending Balances as of 3/1/2018

Account	Current	30 Days	60 Days	90 Days	Total Due
56347 MURRAY GUARD INC	\$0.00	\$0.00	\$85.00	\$170.00	\$255.00
96229 FIRST LEXINGTON CO	\$360.00	\$360.00	\$0.00	\$0.00	\$720.00
Report Totals	\$360.00	\$360.00	\$85.00	\$170.00	\$975.00

Aged Balances - 6177-56 Courthouse Garage
Ending Balances as of 3/1/2018

Account	Current	30 Days	60 Days	90 Days	Total Due
56456 FAYETTE COUNTY SHERIFF	\$3,615.00	\$240.00	\$0.00	\$0.00	\$3,855.00
56462 FAYETTE COUNTY SCHOO	\$70.00	\$70.00	\$0.00	\$0.00	\$140.00
56481 LFUCG MERIDIAN MGMT	\$620.00	\$630.00	\$630.00	\$10.00	\$1,890.00
Report Totals	\$4,305.00	\$940.00	\$630.00	\$10.00	\$5,885.00

Acct canceled,
contacted Will call Mrs.
Cheryl Ward

Cards added after Feb
Will be with March pmt
Will email
Payment processed

Lexington & Fayette County Parking Authority
 FY2018 Change in Net Position by Month
 As of January 31, 2017

	Actual Month Ended July	Actual Month Ended August	Actual Month Ended September	Actual Month Ended October	Actual Month Ended November	Actual Month Ended December	Projected Month Ended January	Projected Month Ended February	Projected Month Ended March	Projected Month Ended April	Projected Month Ended May	Projected Month Ended June	Projected Totals	FY18 Budget	Variance Totals
Revenue															
Revenue OnStreet															
Parking - Monthly Rental	\$ 11,021	\$ 15,236	\$ 8,204	\$ 6,429	\$ 5,921	\$ 6,570	\$ 7,843	\$ 6,500	\$ 6,660	\$ 6,500	\$ 5,500	\$ 4,950	\$ 91,334	\$ 88,454	\$ 2,880
Parking - Meter Collections	75,183	94,563	95,853	98,705	96,543	77,142	90,076	88,815	93,707	94,212	86,740	77,740	1,069,279	1,045,116	\$ 24,163
Parking - Fines	58,228	73,435	73,066	95,797	73,371	60,679	72,100	85,510	88,150	72,927	79,030	80,300	912,593	981,848	\$ (69,255)
Overage/Shortage/Fees	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ 0
Total Revenue OnStreet	144,432	183,234	177,123	200,931	175,835	144,391	170,019	180,825	188,517	173,639	171,270	162,990	2,073,206	2,115,418	(\$ 42,212)
Revenue OffStreet															
Parking - Monthly Rental	80,474	87,220	95,008	120,969	94,926	103,372	112,845	108,797	108,797	108,797	108,797	108,797	1,238,799	1,248,936	\$ (10,137)
Parking - Transient Rental	73,672	66,657	64,681	67,002	66,075	67,986	62,690	60,548	65,005	72,640	68,509	68,960	804,425	812,120	\$ (7,695)
Parking - Event	3,986	1,038	1,373	12,817	29,369	23,226	20,657	30,000	22,500	25,000	0	950	170,916	192,250	\$ (21,334)
Parking - Validations	8,106	5,321	9,464	5,971	5,912	6,398	12,490	3,325	1,720	1,720	1,720	2,320	64,467	42,755	\$ 21,712
Overage/Shortage/Fees	(136)	524	129	0	193	96	210	0	0	0	0	0	1,016	0	\$ 1,016
Total Revenue OffStreet	166,102	160,760	170,655	206,759	196,475	201,078	208,892	202,670	198,022	208,157	179,026	181,027	2,279,623	2,296,061	(\$ 16,438)
Total Revenue Property Rental	6,721	7,984	7,134	8,308	7,191	10,064	7,815	8,100	8,100	8,100	8,100	8,100	95,717	97,000	(\$ 1,283)
Grants Received	0	0	0	0	0	0	14,620	0	0	0	0	0	14,620	0	\$ 14,620
Miscellaneous Income	26	146	50	128	100	0	0	0	0	0	0	0	450	800	\$ (350)
Total Revenue	317,281	352,124	354,962	416,126	379,601	355,533	401,346	391,595	394,639	389,896	358,396	352,117	4,463,616	4,509,279	(\$ 45,663)
Operating Expenses															
OnStreet Operating Expenses															
Republic Operating Expenses	86,809	58,502	63,095	63,045	54,309	62,431	59,900	63,411	63,411	63,411	63,411	63,411	765,146	779,616	\$ (14,470)
Property & Casualty Excess Insurance	1,440	0	0	0	0	0	0	0	0	0	0	0	1,440	1,768	\$ (328)
Bank & Credit Card Fees	7,605	6,842	9,080	7,720	10,767	10,208	8,954	9,167	9,167	9,167	9,167	9,167	107,011	110,000	\$ (2,989)
Operating Contingency	0	0	0	0	4,500	0	0	0	0	0	0	0	4,500	-	\$ 4,500
Total OnStreet Operating Expenses	95,854	65,344	72,175	70,765	69,576	72,639	68,854	72,578	72,578	72,578	72,578	72,578	878,097	891,384	(\$ 13,287)
OffStreet Operating Expenses															
Republic Operating Expenses	55,470	48,540	61,112	76,333	53,391	61,271	70,791	79,497	87,497	70,549	70,549	76,579	811,579	920,015	\$ (108,436)
Property & Casualty Excess Insurance	57,623	0	0	0	0	0	0	0	0	0	0	0	57,623	57,624	\$ (1)
Bank & Credit Card Fees	4,849	4,697	4,244	6,537	4,321	4,009	4,413	4,667	4,667	4,667	4,667	4,667	56,405	56,000	\$ 405
Other Professional Services	0	0	118	0	0	0	0	0	0	0	0	0	118	-	\$ 118
Utilities	11,122	11,001	10,262	8,902	7,050	14,402	16,264	10,000	10,000	10,000	10,000	10,000	129,003	130,013	\$ (1,010)
Interest Expense	5,815	5,774	5,733	5,693	5,652	5,610	5,570	5,124	7,116	7,818	7,508	7,699	75,112	72,940	\$ 2,172
Total OffStreet Operating Expenses	134,879	70,012	81,469	97,465	70,414	85,292	97,038	99,288	109,280	93,034	92,724	92,724	1,129,840	1,236,592	(\$ 106,752)
Personnel Expenses	22,656	27,284	22,486	23,223	22,156	21,236	28,863	23,850	23,850	23,850	23,850	23,850	287,154	286,200	\$ 954
Administrative Expenses															
Property & Casualty Excess Insurance	35,596	0	0	0	0	0	0	0	0	0	0	0	35,606	35,600	\$ 6
Bank & Credit Card Fees	0	24	0	0	0	0	0	0	0	0	0	0	24	-	\$ 24
Other Professional Services	1,063	12,743	3,285	13,018	8,855	2,216	11,277	2,100	4,100	7,100	42,100	7,100	114,957	226,300	\$ (111,343)
Rent/Lease Expenses	759	759	759	759	759	759	759	759	759	759	759	759	9,108	9,200	\$ (92)
Landline Phones	390	390	390	390	390	390	390	390	390	390	390	390	4,680	5,500	\$ (820)
Business Travel & Training	0	0	99	1,998	2,332	853	0	3,900	2,000	0	0	4,200	15,382	19,200	\$ (3,818)
Dues Subscriptions & Publications	436	15	337	175	10	19	175	268	268	268	268	268	2,507	3,220	\$ (713)
Office Supplies	66	118	205	1,085	105	105	423	833	833	833	833	833	6,272	10,000	\$ (3,728)
Office Machines & Equipment	0	1,450	0	0	0	0	0	0	0	0	0	0	1,450	2,600	\$ (1,150)
Office Repairs & Maintenance	13	24	13	15	33	27	29	125	125	125	125	125	779	1,500	\$ (721)
Operating Contingency	0	0	7,000	500	0	0	0	0	25,000	0	0	0	32,500	90,100	\$ (57,600)
Total Administrative Expenses	38,333	15,523	12,088	17,950	12,484	4,369	13,053	8,375	33,475	9,475	44,475	13,675	223,265	403,220	(\$ 179,955)
Total Operating Expenses	291,712	178,163	186,218	209,403	174,630	183,536	207,808	204,091	239,183	198,937	233,627	209,048	2,518,356	2,817,396	(\$ 299,040)
Change in Net Position Before Capital & Other Financing	25,569	173,961	166,744	206,723	204,971	171,997	193,538	187,504	155,456	190,959	124,769	143,069	1,945,260	1,691,883	\$ 253,377
Expenses For Capital Assets															
Depreciation & Amortization	56,239	56,343	56,343	56,343	56,343	56,343	55,122	56,343	56,343	56,343	56,343	56,343	674,791	665,648	\$ 9,143
Parking Repairs & Maintenance	0	8,250	5,297	0	3,150	0	(5,000)	0	0	0	50,000	300,000	361,697	415,300	\$ (53,603)
Total Expenses For Capital Assets	56,239	64,593	61,640	56,343	59,493	56,343	50,122	56,343	56,343	56,343	106,343	356,343	1,036,488	1,080,948	(\$ 44,460)
Other Financing Sources															
Interest Income	75	77	78	75	77	75	149	76	76	76	76	76	986	0	\$ 986
Total Other Financing Sources	75	77	78	75	77	75	149	76	76	76	76	76	986	0	\$ 986
Total Change in Net Position	(\$ 30,595)	\$ 109,445	\$ 105,182	\$ 150,455	\$ 145,555	\$ 115,729	\$ 143,565	\$ 131,237	\$ 99,189	\$ 134,692	\$ 18,502	\$ (213,199)	\$ 909,758	\$ 610,935	\$ 298,823

Lexington & Fayette County Parking Authority
Statement of Net Position

Substantially All Disclosures Omitted

	As Of 01/31/18	As Of 01/31/17	Variance 01/31/18
Assets			
Current Assets			
Cash	\$ 2,827,399	\$ 3,623,082	\$ (795,683)
Cash-Change Fund	12,000	12,000	0
Accounts Receivable	32,013	40,150	(8,137)
Restricted Cash & Cash Equivalents			
Cash-Restricted	2,005,141	0	2,005,141
Cash-US Bank-Debt Service Reserve	448,519	448,519	0
Cash-US Bank-Garage Maintenance Reserve	429,340	274,413	154,926
Cash-US Bank-Sinking Fund Reserve	684	307	378
Cash-US Bank-Construction Fund	0	1	(1)
Total Current Assets	5,755,096	4,398,472	1,356,624
Non-Current Assets			
Capital Assets			
Land	7,585,094	7,585,094	0
Parking Facilities & Improvements	10,688,236	10,688,236	0
Equipment & Furniture	2,028,809	1,942,087	86,723
Construction In Progress	18,274	39,452	(21,179)
Computer Software	10,850	10,850	0
Total Capital Assets	20,331,263	20,265,719	65,544
Less: Accumulated Depreciation	(2,946,063)	(2,270,814)	(675,249)
Total Capital Assets, Net of Accumulated Depreciation	17,385,200	17,994,905	(609,705)
Total Non-Current Assets	17,385,200	17,994,905	(609,705)
Total Assets	\$ 23,140,296	\$ 22,393,377	\$ 746,919
Liabilities and Net Assets			
Current Liabilities			
Accounts Payable and Accrued Liabilities	\$ 165,297	\$ 139,491	\$ 25,806
Compensated Absences	10,263	14,228	(3,965)
Deposits Payable	1,657	5,782	(4,124)
Note Payable	383,049	378,500	4,549
Total Current Liabilities	560,266	538,001	22,266
Non-Current Liabilities			
Note Payable	3,896,943	4,280,480	(383,538)
Compensated Absences	10,263	14,229	(3,966)
Deposits Payable	5,889	0	5,890
Total Non-Current Liabilities	3,913,095	4,294,709	(381,614)
Total Liabilities	4,473,361	4,832,710	(359,348)
Net Position			
Capital Assets Net of Debt	13,105,209	13,335,924	(230,716)
Reserve-Sinking Fund	684	0	684
Restricted-Capital Projects	5,142	28,838	(23,696)
Restricted-Debt Service	448,519	448,519	0
Restricted-Garage Maintenance Reserve	429,339	274,413	154,926
Restricted-Capital Asset Mgmt Program	2,000,000	0	2,000,000
Unrestricted	2,678,042	3,472,973	(794,931)
Total Net Position	18,666,935	17,560,667	1,106,267
Total Liabilities and Net Assets	\$ 23,140,296	\$ 22,393,377	\$ 746,919

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 1/31/2018	Year To Date 1/31/2018
	<u> </u>	<u> </u>
Cash Flows from Operating Activities		
Cash received from parking customers	\$ 380,683	\$ 2,521,415
Cash received from commercial property renters	7,815	55,217
Cash received from grants	14,619	14,619
Cash payments to suppliers for goods and services	(153,717)	(1,500,390)
Cash payments to employees for services	(23,161)	(163,564)
Cash payments of related party payables to LFUCG	(2,382)	(13,029)
Net Cash Provided by Operating Activities	<u>223,857</u>	<u>914,268</u>
 Cash Flows from Noncapital Financing Activities		
Cash payments on Note Payable	(31,807)	(221,790)
Net Cash Used in Noncapital Financing Activities	<u>(31,807)</u>	<u>(221,790)</u>
 Cash Flows from Capital and Investing Activities		
Net Changes in Restricted Investments	(150)	(160,673)
Purchases of Capital Assets	(2,424)	(40,301)
Net Cash Used in Capital and Investing Activities	<u>(2,574)</u>	<u>(200,974)</u>
 Net Increase (Decrease) in Cash and Cash Equivalents	189,476	491,504
Cash and Cash Equivalents, Beginning of Period	<u>2,649,923</u>	<u>2,347,895</u>
Cash and Cash Equivalents, End of Period	<u><u>\$ 2,839,399</u></u>	<u><u>\$ 2,839,399</u></u>
 Reconciliation of Operating Income to Net Cash Flows		
Provided by Operating Activities		
Change in Net Position	\$ 143,565	\$ 739,336
Adjustments to Reconcile Operating Income to Net Cash		
Provided by Operating Activities:		
Depreciation and Amortization	55,123	393,077
Changes in Assets and Liabilities:		
Accounts Receivable	1,770	14,728
Accounts Payable and Accrued Liabilities	23,399	(232,873)
Net Cash Provided by Operating Activities	<u><u>\$ 223,857</u></u>	<u><u>\$ 914,268</u></u>

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 1/31/2018 Actual	Month End 1/31/2018 FYE Budget	Variance 1/31/2018	FYTD 1/31/2018 Actual	FYTD 1/31/2018 FYE Budget	Variance 1/31/2018	Annual Budget 6/30/2018 FYE Budget
Revenue							
Revenue OnStreet							
Parking - Monthly Rental	7,843	6,659	1,184	61,222	62,628	(1,406)	88,454
Parking - Meter Collections	90,076	82,619	7,457	628,067	603,895	24,172	1,045,116
Parking - Fines	72,100	91,118	(19,018)	506,676	575,931	(69,254)	981,848
Overage/Shortage/Fees	0	0	0	0	0	(1)	0
Citation Payment to LFUCG	0	0	0	0	0	0	(22,500)
Total Revenue OnStreet	170,019	180,396	(10,377)	1,195,965	1,242,454	(46,489)	2,092,918
Revenue OffStreet							
Parking - Monthly Rental	112,845	104,078	8,767	694,814	728,546	(33,732)	1,248,936
Parking - Transient Rental	62,690	62,104	587	468,764	476,458	(7,694)	812,120
Parking - Event	20,657	34,400	(13,744)	92,464	113,800	(21,336)	192,250
Parking - Validations	12,490	4,300	8,190	53,664	31,950	21,714	42,755
Overage/Shortage/Fees	210	0	210	1,016	0	1,015	0
Total Revenue OffStreet	208,892	204,882	4,010	1,310,722	1,350,754	(40,033)	2,296,061
Commercial Property Rental	7,815	8,083	(268)	55,217	56,584	(1,366)	97,000
Grants Received	14,620	0	14,619	14,619	0	14,619	0
Miscellaneous Income	0	67	(66)	449	466	(17)	800
Total Revenue	401,346	393,428	7,918	2,576,972	2,650,258	(73,286)	4,486,779
Operating Expenses							
OnStreet Operating Expenses							
Republic Operating Expenses	59,900	63,411	3,511	448,090	446,111	(1,979)	779,616
Property & Casualty Excess Insurance	0	0	0	1,440	1,768	328	1,768
Bank & Credit Card Fees	8,954	9,167	213	61,176	64,166	2,990	110,000
Operating Contingency	0	0	0	4,500	0	(4,500)	0
Total OnStreet Operating Expenses	68,854	72,578	3,724	515,206	512,045	(3,161)	891,384
OffStreet Operating Expenses							
Republic Operating Expenses	70,791	79,497	8,706	426,908	535,376	108,468	920,015
Property & Casualty Excess Insurance	0	0	0	57,623	57,624	0	57,624
Bank & Credit Card Fees	4,413	4,666	253	33,070	32,666	(403)	56,000
Other Professional Services	0	0	0	118	0	(118)	0
Utilities	16,264	10,835	(5,430)	79,003	75,841	(3,163)	130,013
Interest Expense	5,570	6,078	509	39,847	42,548	2,702	72,940
Total OffStreet Operating Expenses	97,038	101,076	4,038	636,569	744,055	107,486	1,236,592
Personnel Expenses	28,863	23,850	(5,013)	167,904	166,950	(954)	286,200
Administrative Expenses							
Property & Casualty Excess Insurance	0	0	0	35,607	35,600	(7)	35,600
Bank & Credit Card Fees	0	0	0	24	0	(24)	0
Other Professional Services	11,277	18,858	7,581	52,456	132,008	79,552	226,300
Rent/Lease Expenses	759	767	8	5,315	5,367	52	9,200
Landline Phones	390	458	68	2,728	3,208	481	5,500
Business Travel & Training	0	1,600	1,600	5,280	11,200	5,919	19,200
Dues Subscriptions & Publications	175	269	94	1,167	1,879	711	3,220
Office Supplies	423	833	410	2,109	5,833	3,725	10,000
Office Machines & Equipment	0	217	217	1,450	1,517	67	2,600
Office Repairs & Maintenance	29	125	96	154	875	721	1,500
Mileage Expense	0	33	33	0	233	233	400
Operating Contingency	0	7,508	7,509	7,500	52,558	45,059	90,100
Total Administrative Expenses	13,053	30,668	17,616	113,790	250,278	136,489	403,620
Total Operating Expenses	207,808	228,172	20,365	1,433,469	1,673,328	239,860	2,817,796
Change in Net Position Before Capital & Other Financing	193,538	165,256	28,283	1,143,503	976,930	166,574	1,668,983
Expenses For Capital Assets							
Depreciation & Amortization	55,122	55,471	348	393,077	388,295	(4,783)	665,648
Parking Repairs & Maintenance	(5,000)	34,608	39,608	11,696	242,258	230,562	415,300
Total Expenses For Capital Assets	50,122	90,079	39,956	404,773	630,553	225,779	1,080,948
Other Financing Sources							
Interest Income	149	0	150	606	0	606	0
Total Other Financing Sources	149	0	150	606	0	606	0
Total Change in Net Position	\$ 143,565	\$ 75,177	\$ 68,389	\$ 739,336	\$ 346,377	\$ 392,959	\$ 588,035

No assurance is provided on these financial statements.



ON-STREET FINANCIAL REPORT - JAN 2018

Line	Revenue	Actual	%of total Rev.	Budget	Variance	Year to Date	%of total Rev.	Budget YTD	Variance
\$ 1	Meter Receipts	\$ 80,934		\$ 78,678	\$ 2,256	\$ 584,804		\$ 587,577	\$ (2,774)
\$ 2	Permit Sales/ Monthly Permit Sales	\$ 7,833		\$ 6,659	\$ 1,174	\$ 61,233		\$ 62,628	\$ (1,395)
\$ 3	Violation Tickets	\$ 68,500		\$ 86,428	\$ (17,928)	\$ 486,467		\$ 553,337	\$ (66,870)
\$ 4	Bag Rental Fees	\$ 9,133		\$ 3,941	\$ 5,192	\$ 42,806		\$ 16,318	\$ 26,488
\$ 5	Booting Fees	\$ 3,600		\$ 4,690	\$ (1,090)	\$ 20,271		\$ 22,594	\$ (2,323)
						\$ -			
\$ 6	Total Revenue	\$ 169,999		\$ 180,396	\$ (10,397)	\$ 1,195,580		\$ 1,242,454	\$ (46,874)
\$ 7	Expenses								
\$ 8	Salaries & Wages	\$ 29,858		\$ 31,602	\$ (1,745)	\$ 214,877		\$ 221,217	\$ (6,340)
\$ 9	Payroll Taxes	\$ 3,556		\$ 3,792	\$ (236)	\$ 27,044		\$ 26,546	\$ 498
\$ 10	Workers Comp Ins	\$ 2,120		\$ 2,215	\$ (95)	\$ 15,256		\$ 15,439	\$ (183)
\$ 11	Liability Insurance	\$ 522		\$ 522	\$ -	\$ 3,654		\$ 3,654	\$ -
\$ 12	Employee Health Insurance	\$ 613		\$ 1,500	\$ (887)	\$ 6,848		\$ 10,500	\$ (3,652)
\$ 13	Employee Bond	\$ -		\$ -	\$ -	\$ 802		\$ 2,300	\$ (1,498)
\$ 14	Total Payroll & Related	\$ 36,669	22%	\$ 39,632	\$ (2,963)	\$ 268,481	22%	\$ 279,656	\$ (11,175)
\$ 15	Uniforms			\$ 262	\$ (262)	\$ 2,445		\$ 1,834	\$ 611
\$ 16	Hiring/Training			\$ 80	\$ (80)	\$ 656		\$ 560	\$ 96
\$ 17	Armored Car	\$ 559		\$ 198	\$ 361	\$ 2,784		\$ 1,383	\$ 1,401
\$ 18	Equipment & tools	\$ 675		\$ 650	\$ 25	\$ 12,067		\$ 4,550	\$ 7,517
\$ 19	Vehicle expense			\$ 35	\$ (35)	\$ -		\$ 245	\$ (245)
\$ 20	EMS/IPS Service Fee	\$ 10,222		\$ 8,302	\$ 1,920	\$ 63,095		\$ 58,113	\$ 4,982
\$ 21	Handheld Cell Phone Fees/T2			\$ 140	\$ (140)	\$ -		\$ 980	\$ (980)
\$ 22	Professional Services	\$ 2,232		\$ 2,472	\$ (240)	\$ 44,330		\$ 17,304	\$ 27,026
\$ 23	Fuel			\$ 279	\$ (279)	\$ 1,462		\$ 1,954	\$ (492)
\$ 24	Towing			\$ 24	\$ (24)	\$ -		\$ 168	\$ (168)
\$ 25	General Supplies	\$ 1,140		\$ 2,741	\$ (1,601)	\$ 15,925		\$ 19,185	\$ (3,260)
\$ 26	Repairs	\$ 1,777		\$ 1,758	\$ 19	\$ 11,241		\$ 12,306	\$ (1,065)
\$ 27	Total Field Expenses	\$ 16,605	10%	\$ 16,940	\$ (335)	\$ 154,005	13%	\$ 118,581	\$ 35,424
\$ 28	Cell Phone	\$ -		\$ -	\$ -	\$ -		\$ -	\$ -
\$ 29	Communications/Telephones	\$ 1,982		\$ 1,200	\$ 782	\$ 8,442		\$ 8,400	\$ 42
\$ 30	Insurance			\$ -	\$ -	\$ -		\$ -	\$ -
\$ 31	Office Supplies	\$ 732		\$ 456	\$ 276	\$ 3,140		\$ 3,192	\$ (52)
\$ 32	Printing & Design/Ticket Purchase			\$ 850	\$ (850)	\$ 4,076		\$ 5,950	\$ (1,874)
\$ 33	Postage/Dues & Memberships	\$ 1,429		\$ 1,500	\$ (71)	\$ 12,741		\$ 10,500	\$ 2,241
\$ 34	Computers & Software	\$ -		\$ 200	\$ (200)	\$ 386		\$ 1,400	\$ (1,014)
\$ 35	Employee Incentive	\$ -		\$ 300	\$ (300)	\$ 498		\$ 2,100	\$ (1,602)
\$ 36	Total Office Expense	\$ 4,143	2%	\$ 4,506	\$ (363)	\$ 29,283	2%	\$ 31,542	\$ (2,259)
\$ 37	Base Management Fee	\$ 2,333		\$ 2,333	\$ (0)	\$ 16,331		\$ 16,333	\$ (2)
\$ 38	Management Incentive Fee	\$ -		\$ -	\$ -	\$ -		\$ -	\$ -
	Processing Fees	\$ 150		\$ -	\$ 150	\$ 1,050		\$ -	\$ 1,050
\$ 39	Total Misc. Expenses	\$ 2,483	1%	\$ 2,333	\$ 150	\$ 17,381	1%	\$ 16,333	\$ 1,048
\$ 40	Total Operating Expenses	\$ 59,900		\$ 63,411	\$ (3,512)	\$ 469,150		\$ 446,113	\$ 23,037
\$ 41	Net Operating Income (Loss)	\$ 110,100				\$ 726,431			

Variance Notes

A Past due Dunbar invoice and bag purchased

B PBP \$1807.5 and Verrus \$450 invoices had to be resubmitted

C Sprint Invoice was held back due to dispute on last bill

D Office Supplies restocking

E Year to Date variance is due to: Insurance Claim- Luke on South Upper was hit and had to be replaced, cost \$9,382.52

F Year to date Vairiance is due to: Flex YEARLY Basic Subscription of \$16, 660.79. Flex YEARLY enforcement of \$6,232.05. Quarterly Flex Handheld Software Subscription \$5643.91



OFF STREET FINANCIAL REPORT JAN 2018

Line	Revenue	Actual	%of total Rev.	Budget	Variance	Year to Date	%of total Rev.	Budget YTD	Variance
\$ 1	Monthly	\$ 112,675		\$ 104,078	\$ 8,597	\$ 716,552		\$ 728,546	\$ (11,994)
\$ 2	Transient	\$ 62,977		\$ 62,104	\$ 874	\$ 468,228		\$ 476,458	\$ (8,230)
\$ 3	Stamp/Validation	\$ 12,490		\$ 4,300	\$ 8,190	\$ 53,665		\$ 31,950	\$ 21,715
\$ 4	Event	\$ 20,657		\$ 34,400	\$ (13,743)	\$ 93,939		\$ 113,800	\$ (19,861)
\$ 5	Income Adjustments	\$ -		\$ -	\$ -	\$ 133		\$ -	\$ 133
\$ 6	Total Revenue	\$ 208,799		\$ 204,882	\$ 3,917	\$ 1,332,517		\$ 1,350,754	\$ (18,238)
\$ 7	Expenses								
\$ 8	Salaries & Wages	\$ 27,100		\$ 29,331	\$ (2,231)	\$ 192,393		\$ 205,316	\$ (12,924)
\$ 9	Payroll Taxes	\$ 3,243		\$ 3,520	\$ (277)	\$ 24,524		\$ 24,638	\$ (114)
\$ 10	Workers Comp Ins	\$ 1,924		\$ 2,376	\$ (452)	\$ 13,661		\$ 16,631	\$ (2,970)
\$ 11	Liability Insurance	\$ 1,933		\$ 1,933	\$ -	\$ 13,531		\$ 13,531	\$ -
\$ 12	Employee Health Insurance	\$ 1,877		\$ 1,682	\$ 195	\$ 12,062		\$ 11,774	\$ 288
\$ 13	Employee Bond	\$ -		\$ -	\$ -	\$ 2,882		\$ 1,920	\$ 962
\$ 14	Total Payroll & Related	\$ 36,077	17%	\$ 38,841	\$ (2,765)	\$ 259,053	19%	\$ 273,810	\$ (14,758)
\$ 15	Uniforms	\$ 3,420		\$ 280	\$ 3,140	\$ 3,734		\$ 1,960	\$ 1,774
\$ 16	Hiring/Training	\$ 158		\$ 176	\$ (19)	\$ 319		\$ 1,232	\$ (914)
\$ 17	Security	\$ -		\$ -	\$ -	\$ -		\$ -	\$ -
\$ 18	Repairs/maintenance	\$ -		\$ 8,000	\$ (8,000)	\$ 28,625		\$ 68,770	\$ (40,145)
\$ 19	Vehicle Expense	\$ -		\$ 80	\$ (80)	\$ -		\$ 560	\$ (560)
\$ 20	Equipment	\$ 215		\$ 600	\$ (385)	\$ 910		\$ 4,200	\$ (3,290)
\$ 21	Snow Removal	\$ 6,400		\$ 8,948	\$ (2,548)	\$ 6,400		\$ 26,844	\$ (20,444)
\$ 22	Professional Services	\$ 8,831		\$ 9,446	\$ (614)	\$ 55,778		\$ 66,121	\$ (10,342)
\$ 23	Fuel	\$ 36		\$ 300	\$ (264)	\$ 1,154		\$ 2,100	\$ (946)
\$ 24	Sweeper Repairs	\$ -		\$ 440	\$ (440)	\$ 135		\$ 3,080	\$ (2,945)
\$ 25	General Supplies	\$ 2,677		\$ 4,832	\$ (2,155)	\$ 22,287		\$ 33,824	\$ (11,537)
\$ 26	Elevator Maintenance	\$ 7,375		\$ 2,618	\$ 4,757	\$ 17,874		\$ 18,324	\$ (450)
\$ 27	Total Field Expenses	\$ 29,112	14%	\$ 35,720	\$ (6,607)	\$ 137,216	10%	\$ 227,015	\$ (89,799)
\$ 28	Armored Car	\$ 559		\$ 196	\$ 363	\$ 2,784		\$ 1,372	\$ 1,412
\$ 29	Office Repairs	\$ -		\$ -	\$ -	\$ -		\$ -	\$ -
\$ 30	Taxes/Licences/Fees	\$ -		\$ -	\$ -	\$ -		\$ -	\$ -
\$ 31	Communications	\$ 2,666		\$ 1,200	\$ 1,466	\$ 9,178		\$ 8,400	\$ 778
\$ 32	Misc.	\$ -		\$ -	\$ -	\$ -		\$ -	\$ -
\$ 33	Office Supplies	\$ 92		\$ 456	\$ (364)	\$ 2,653		\$ 3,190	\$ (537)
\$ 34	Printing & Design	\$ -		\$ 280	\$ (280)	\$ 586		\$ 1,960	\$ (1,374)
\$ 35	Postage	\$ 202		\$ 720	\$ (518)	\$ 2,038		\$ 5,040	\$ (3,002)
\$ 36	Total Office Expense	\$ 3,518	2%	\$ 2,852	\$ 667	\$ 17,238	1%	\$ 19,962	\$ (2,724)
\$ 37	Base Management Fee	\$ 2,083		\$ 2,083	\$ -	\$ 14,581		\$ 14,588	\$ (7)
\$ 38	Management Incentive Fee	\$ -		\$ -	\$ -	\$ -		\$ -	\$ -
\$ 39	Total Misc. Expenses	\$ 2,083	1%	\$ 2,083	\$ -	\$ 14,581	1%	\$ 14,588	\$ (7)
\$ 40	Total Monthly Expenses	\$ 70,791	34%	\$ 79,496	\$ (8,706)	\$ 428,089	32%	\$ 535,375	\$ (107,287)
\$ 41	Net Operating Income (Loss)	\$ 138,008				\$ 904,428			

Variance Notes

- A Uniform and winter gear purchased for new hired employees
- B Elevator repair at TC replacing Cab Flooring, Door Sill, and Sub-Flooring
- C Past due Dunbar invoice and bag purchased
- D Sprint Invoice was held back due to dispute on last bill
- E
- F
- G
- H
- I
- J

Lexington/ Fayette Co Parking Authority

Balance Sheet
January 31, 2018

ASSETS

Current Assets		
Cash - US Bank	\$ <u>41,725.00</u>	
Total Current Assets		41,725.00
Property and Equipment		
Building Improvements	<u>40,657.30</u>	
Total Property and Equipment		40,657.30
Other Assets		
Total Other Assets		<u>0.00</u>
Total Assets	\$	<u><u>82,382.30</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Tenant Deposits	\$ <u>1,765.63</u>	
Total Current Liabilities		1,765.63
Long-Term Liabilities		
Total Long-Term Liabilities		<u>0.00</u>
Total Liabilities		1,765.63
Capital		
Beginning Balance Equity	30,139.26	
Capital Contribution, Net	(72,900.00)	
Retained Earnings	80,190.70	
Net Income	<u>43,186.71</u>	
Total Capital		<u>80,616.67</u>
Total Liabilities & Capital	\$	<u><u>82,382.30</u></u>

Lexington/ Fayette Co Parking Authority
Income Statement
Compared with Budget
For the Seven Months Ending January 31, 2018

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
Revenues						
Rental Income	\$ 6,059.20	\$ 6,059.20	0.00	\$ 43,887.22	\$ 42,414.40	1,472.82
Income - Utilities	463.68	1,200.00	(736.32)	4,882.25	6,920.00	(2,037.75)
Rent Late Fee	73.65	0.00	73.65	590.41	150.00	440.41
Total Revenues	6,596.53	7,259.20	(662.67)	49,359.88	49,484.40	(124.52)
Cost of Sales						
Total Cost of Sales	0.00	0.00	0.00	0.00	0.00	0.00
Gross Profit	6,596.53	7,259.20	(662.67)	49,359.88	49,484.40	(124.52)
Expenses						
Property Management Fee	500.00	500.00	0.00	3,500.00	3,500.00	0.00
Repair & Maintenance	0.00	135.00	(135.00)	2,671.21	2,715.00	(43.79)
Postage	0.00	0.00	0.00	1.96	8.00	(6.04)
Total Expenses	500.00	635.00	(135.00)	6,173.17	6,223.00	(49.83)
Net Income	\$ 6,096.53	\$ 6,624.20	(\$ 527.67)	\$ 43,186.71	\$ 43,261.40	(74.69)

Lexington/ Fayette Co Parking Authority
Cash Disbursements Journal
For the Period From Jan 1, 2018 to Jan 31, 2018

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
1/2/18	1083	500	Invoice: LexPark - 1801	500.00	
		100	Schrader Commercial Properties, LLC		500.00
	Total			<u>500.00</u>	<u>500.00</u>

Lexington/ Fayette Co Parking Authority
General Ledger
For the Period From Jan 1, 2018 to Jan 31, 2018

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	1/1/18			Beginning Balance			35,628.47
Cash - US Bank	1/2/18	1083	CDJ	Schrader Commer		500.00	
	1/3/18	010318	CRJ	Savane Silver	1,323.68		
	1/3/18	010318	CRJ	Savane Silver	136.17		
	1/9/18	010918	CRJ	Georgettes and Ch	1,765.63		
	1/9/18	010918	CRJ	Georgettes and Ch	92.79		
	1/26/18	012618	CRJ	The Sweet Spot	1,497.07		
	1/26/18	012918	CRJ	The Sweet Spot	234.72		
	1/31/18	013118	CRJ	Clawdaddy's	1,472.82		
	1/31/18	013118	CRJ	Clawdaddy's	73.65		
				Current Period Cha	6,596.53	500.00	6,096.53
	1/31/18			Ending Balance			41,725.00
155	1/1/18			Beginning Balance			40,657.30
Building Improvement	1/31/18			Ending Balance			40,657.30
231	1/1/18			Beginning Balance			-1,765.63
Tenant Deposits	1/31/18			Ending Balance			-1,765.63
349	1/1/18			Beginning Balance			-30,139.26
Beginning Balance Eq	1/31/18			Ending Balance			-30,139.26
350	1/1/18			Beginning Balance			72,900.00
Capital Contribution,	1/31/18			Ending Balance			72,900.00
352	1/1/18			Beginning Balance			-80,190.70
Retained Earnings	1/31/18			Ending Balance			-80,190.70
400	1/1/18			Beginning Balance			-37,828.02
Rental Income	1/3/18	010318	CRJ	Savane Silver - Jan		1,323.68	
	1/9/18	010918	CRJ	Georgettes and Ch		1,765.63	
	1/26/18	012618	CRJ	The Sweet Spot - I		1,497.07	
	1/31/18	013118	CRJ	Clawdaddy's - Invoi		1,472.82	
				Current Period Cha		6,059.20	-6,059.20
	1/31/18			Ending Balance			-43,887.22
401	1/1/18			Beginning Balance			-4,418.57
Income - Utilities	1/3/18	010318	CRJ	Savane Silver - Util		136.17	
	1/9/18	010918	CRJ	Georgettes and Ch		92.79	
	1/26/18	012918	CRJ	The Sweet Spot - E		234.72	
				Current Period Cha		463.68	-463.68
	1/31/18			Ending Balance			-4,882.25
405	1/1/18			Beginning Balance			-516.76
Rent Late Fee	1/31/18	013118	CRJ	Clawdaddy's - Jan		73.65	-73.65
				Current Period Cha		73.65	-73.65
	1/31/18			Ending Balance			-590.41

Lexington/ Fayette Co Parking Authority
General Ledger
For the Period From Jan 1, 2018 to Jan 31, 2018

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
500 Property Management	1/1/18			Beginning Balance			3,000.00
	1/2/18	1083	CDJ	Schrader Commer	500.00		
				Current Period Cha	500.00		500.00
	1/31/18			Ending Balance			3,500.00
511 Repair & Maintenance	1/1/18			Beginning Balance			2,671.21
	1/31/18			Ending Balance			2,671.21
526 Postage	1/1/18			Beginning Balance			1.96
	1/31/18			Ending Balance			1.96

Lexington/ Fayette Co Parking Authority
Account Reconciliation
As of Jan 31, 2018
100 - Cash - US Bank
Bank Statement Date: January 31, 2018

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance	35,628.47
Add: Cash Receipts	6,596.53
Less: Cash Disbursements	(500.00)
Add (Less) Other	_____
Ending GL Balance	<u>41,725.00</u>
Ending Bank Balance	41,725.00
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>41,725.00</u>

From: Monica Conrad [mailto:mconrad@lexingtonky.gov]

Sent: Wednesday, February 14, 2018 7:42 AM

To: Gary Means <gmeans@lexpark.org>

Cc: Sally Hamilton <shamilton2@lexingtonky.gov>; Glenn Brown <gbrown3@lexingtonky.gov>; George S Milligan <gmilligan@lexingtonky.gov>; Chris A Cooperrider <ccooperrider@lexingtonky.gov>

Subject: Parking Reduction Request

Gary,

Thank you for your assistance with this request, please advise if I can provide any additional information.

LFPCA Board of Commissioners,

Good afternoon. Cheapside Park and Fifth Third Pavilion are operated and maintained by Lexington Parks & Recreation. As the Historic Courthouse nears completion, we are working with Downtown Lexington Partnership and The Farmer's Market to seek a solution for the placement of portable toilets in Cheapside Park for events such as Thursday Night Live and the weekly market. The portable toilets have been housed in various areas of the Courthouse renovation project, however, with project completion, the portable toilets cannot remain in the space and allow for ample event space.

Parks & Recreation is requesting consideration for an annual reduced rate for parking space 57102, located at Short and Market. We would enclose the area with a corral similar to the existing trash container corral located near the same location.

We appreciate LexPark as a partner and thank you for your consideration.

Monica

Monica J Conrad

Director

Parks & Recreation

859.288.2965 office

859.533.2946 cell

lexingtonky.gov



From: Brett Pierce [mailto:brett@wellsandwells.com]
Sent: Wednesday, February 21, 2018 2:51 PM
To: Gary Means <gmeans@lexpark.org>
Cc: Craig Loschen <craig@wellsandwells.com>
Subject:

Gary-

See attached final layout plan for 500 S. Upper. We are looking for a cost the buyout of the required parking spaces. We added a bulb at our future garage entrance to help with the traffic path as requested by traffic engineering. My understanding is that we will require (3) spaces. Let me know what a reasonable timeline is for a cost on this. Thanks.



Brett Pierce
brett@wellsandwells.com
t: 217-356-7030
c: 217-202-9384

612 North Walnut St.
Champaign, IL 61820
www.wellsandwells.com
f: 217-356-7033

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**Layout referenced is too large for packet but will be presented at the Board Meeting. The spaces in question are on the corner of the development nearest Raising Cane's Chicken.



February 23, 2018

LexPark
Attn: Gary Means, CAPP
Executive Director
Lexington & Fayette County Parking Authority
162 East Main, Suite 212
Lexington KY, 40507

Dear Gary,

The Lexington Visitors Center will be relocating to the Old Courthouse in late May. We are excited to be in the heart of downtown and have the opportunity to welcome visitors to Lexington in such a beautiful and historic building!

We are writing today to request that two meters on the west side of Upper Street between Short and Main be converted to 30 minutes. We also request permission to attach a sign to the meter poles with a welcome to Lexington message and our branded blue horse. The signage and availability of visitor parking will help us direct visitors to an area close to our center with easy access.

Visitors normally spend between 15 and 30 minutes in our center retrieving information about exploring Lexington and the Bluegrass Region. If visitors want to spend more time downtown we would encourage them to park in one of the nearby garages or open lots as we currently do in our space at The Square.

Since our move from Vine Street to The Square in 2012 we have seen an increase in visitors from an average of ten thousand people per year to an average of twenty five thousand people per year. We are thrilled to have increased our numbers 150%! The four thirty minute meters that we currently have on Main in front of our location has allowed us to welcome and serve visitors for the last five and a half years. Once we vacate the space at The Square we will no longer need the four spaces that are currently 30 minute meters.

We appreciate your consideration and assistance.

Sincerely,

A handwritten signature in black ink that reads "Mary Quinn K. Ramer". The signature is written in a cursive, flowing style.

Mary Quinn Ramer
President
VisitLEX

Garage Updates

Helix Garage:

- The garage lighting system was programmed with a blue and white scheme for UK home basketball games.
- The garage lighting system was programmed with a red and pink scheme for Valentines Day.
- The garage lighting system was programmed with a red, white and blue scheme for President's Day.
- The garage lighting system was programmed with the standard multicolor scheme for the remainder of the month.

LED Lighting Retrofit Project:

Victorian Square Garage:

- LPA has submitted the necessary application for the KU energy rebates related to the LED tube retrofit.

Courthouse Garage:

- LPA has placed the order for the LED tubes to be used in an energy saving lighting retrofit. The Rexel unit pricing is \$8.25 per tube, with an invoice total of \$9,603. LPA expects to receive an LGE/KU rebate of \$5820, bringing the final project cost to \$3,783.
- LPA will monitor energy usage in the coming months, as findings with the LED retrofit at the Helix, Transit Center and Victorian Square Garages showed a significant decrease in energy usage.

Broadway Shoppes:

- Gretchen Reece Bridal Couture has vacated the space originally leased by Georgettes and Chiffons, relocating to a new space on North Limestone. Gretchen Reece has enlisted the services of Block & Lot, to find a new tenant to sublease the space from Georgettes and Chiffons. Schrader Commercial Properties has informed LPA that all primary lease terms still apply to Gretchen Reece and the owner (LFCPA) must provide written consent to sublease to any potential subtenant per article 15 of the primary lease. Gretchen Reece informed Schrader Commercial Properties that rent payments will continue to Georgettes and Chiffons and utilities to LFCPA until the space is leased.
- There were no maintenance issues to report.

General Garage Notes:

- Walter P Moore is contracted to LPA to provide structural and mechanical consulting services from 2018 through 2020, as defined in RFP# 53-2017. Walter P Moore will prepare construction documents for the restoration repairs, assist LPA in the review of bid responses and provide construction administration services during the restoration repair phase.