

March 12, 2020 Board Meeting Agenda



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|-------|---|-------------------|
| I. | Call to Order/Welcome of Guests | Frazier |
| II. | Approval of Minutes of February 2020 LPA Board Meeting
<i>Board Action Required</i> | Frazier |
| III. | Update on ED Activities
A. Executive Director Reports
B. Operational Reports | Means |
| IV. | Present LPA and LEXPARK January 2020 Financial Reports
and Schrader Commercial Reports
<i>Board Action Required</i> | Means |
| V. | LPA 10-Year Analysis Update | Means |
| VI. | LPA FY21 Budget Schedule | Means |
| VII. | Off-Street (Garages)
A. PARCS RFP
B. Update on LEXPARK Office Expansion
C. Broadway Shoppes
D. Garage Updates | Means
Trammell |
| VIII. | Downtown Lexington Partnership Updates | Sweeney |
| IX. | Visit Lex Updates | Schickel |
| X. | Comments
Comments from Commissioners/Advisory Committee Members | Frazier |
| XI. | Closed Session per KRS 61.810 | Frazier |

Next Meeting: April 9, 2020

Lexington & Fayette County Parking Authority

Board Meeting Minutes
February 13, 2020

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

Location: 162 East Main Street, Lexington KY 40507

Voting Members: Kenton Ball
Wayne Masterman
Trish Vertuca

Executive Director: Gary Means

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

LFCPA Advisory Board: Christine Brown
Michael Scales
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 January 2020 Minutes

Mr. Ball makes a motion to approve the minutes as presented. Mr. Masterman seconds. The vote was unanimous, and the motion carried.

Item 3 – Update on ED Activities

A. Executive Director Report

Mr. Means presents the January 2020 Executive Director report.

B. Operational Reports

Mr. Means presents the January 2020 operations reports. Downtown meter turnover rate was up from the prior month. The citation collection rate is nearing 80%. Voids continue to fall below industry standard. All four garages have monthly parking availability and the LEXPARK office is working through wait lists.

C. Downtown Public Parking Inventory

Mr. Means presents the bi-annual update of the inventory.



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Item 4 – December 2019 Financial Reports

Mr. Means presents the December 2019 financials. Mr. Doering goes over variance notes on the Lanier financial reports. There were out of warranty meter repairs during the month. The pressure washing budget will be utilized in the spring when weather permits. Mr. Means highlights the quarterly Revenues Less Expenses report. All facilities are profitable before depreciation and amortization, and only the Helix is running a loss with depreciation included. Total revenues are under budget year to date but the total change in net position remains positive. Ms. Vertuca makes a motion to approve the December 2019 financials. Mr. Masterman seconds. The vote was unanimous, and the motion carried.

Item 5 – Central Bank Pedway Renovation Request

Mr. Means presents a request from the Webb Companies and Langley Properties for financial assistance to repair their pedways. Mr. Ball makes a motion to contribute five thousand dollars. Ms. Vertuca seconds. The vote was unanimous, and the motion carried.

Item 6 – Bylaws Amendment

Mr. Masterman makes a motion to approve the updated bylaws. Mr. Ball seconds. The vote was unanimous, and the motion carried.

Item 7 – Advisory Board

Mr. Ball makes a motion to appoint Thomas Pettit to the Advisory Board. Ms. Vertuca seconds. The vote was unanimous, and the motion carried.

Item 8 – Credit Card Processing RFP Update

The credit card processor change is complete but was not as smooth as expected. LPA is still expected to achieve significant savings.

Item 9 – Off-Street

A. PARCS RFP

Mr. Means informs the Commissioners that LPA is on track to release the RFP in early spring.

B. Update on LEXPARK Office Expansion

The office expansion project continues. The Marjorie Guyon truck installation will be moved from the exterior of Victorian Square to the new conference room.

C. Broadway Shoppes

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

D. Garage Updates

Mr. Trammell presents garage updates. Beam repairs at Transit Center are complete. One of the elevators at Transit Center needs a new hydraulic jack.

Item 10 – Downtown Lexington Partnership Updates

Mr. Sweeney gives a presentation to the Commissioners. A date is on the calendar for LEXPARK ambassador training.

Ms. Vertuca makes a motion to enter closed session. Mr. Masterman seconds.

Mr. Masterman makes a motion to exit closed session. Ms. Vertuca seconds.

There being no further business brought before the Board, the meeting adjourned at 11:30 a.m.



Lexington & Fayette County Parking Authority
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March 5th, 2020
**Lexington & Fayette County
 Parking Authority
 Executive Directors Report
 February 2020**



Accomplishments

- Fully updated the downtown parking inventory and rates survey which we update every six months
- Gained full LPA Board approval to add Thomas Pettit to our LPA Advisory Committee as a downtown residential representative
- Worked with the LEXPARK team to fully complete the installation of the new LUKE meters which included the elimination of all the oldest single space meters which were not able to provide audit reports and did not accept credit cards, now all on-street parking spaces in Lexington which have meters contain “smart” meters
- Successfully completed first full month with AMG Payments our new credit card processor

Meetings with LFUCG/LFCPA staff

- Attended the February LFUCG MPO Bike Pedestrian Advisory Committee
- Attended the 1st LFUCG Bike Lane Task Force meeting which will now be renamed the LFUCG Curb Management Task Force
- Attended the February LFUCG Congestion Management Committee meeting
- Attended the February LPA board meeting
- Board meeting follow up breakfast with LPA staff
- Met with Charles to look at re-printing our immobilization stickers that will be placed on the driver side window when a vehicle has had a Barnacle applied to it, as the language needed to change from the “booting” version
- LPA and REEF staff held a conference call regarding the progress of our RFP for a new Parking Access & Revenue Control 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

- Coffee meeting with our real estate attorney to review draft documents
- Attended our LFCPA C.A.M.P. maintenance and restoration work for 2020 pre-bid meeting with Ed Trammell our engineers from Walter P Moore and several potential general contractors
- Kara, Ed and I hosted our monthly meeting with Zipie (our marketing partner) for the monthly activities and results meeting

- Ed and I went up to Northern KY to the Vincent Lighting headquarters for an open house event they invited us to where we were able to see multiple lighting and lighting related demonstrations etc.
- Met with Terry Sweeney regarding the DLP and LPA partnership and ways to collaborate
- LPA hosted a presentation by PARCS vendor TIBA and their Installer/Distributor Signature Controls 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
- Ed and I held a conference call with our AMG Payments representative regarding the credit card processor transitions and some of the challenges we experienced
- Participated in an IPMI Board of Directors conference call
- Participated in an IPMI Board Executive Committee conference call
- Attended an LFUCG Lexington Area ITS Architecture Stakeholder meeting regarding work by a consulting firm in the area of Intelligent Transportation System for LFUCG which also includes parking management
- Ed and I, as well as an LFUCG rep. met with a contractor who has a system for very detailed mapping of ADA curb ramps
- Linden Smith and I attended an online meeting/demo by INRIX regarding their FREE software that allows you to digitally map your curbs and sidewalks with details like where fire hydrants are located, scooter parking areas, meters, loading zones, bus stops, bike lanes etc.
- Ed and I, as well as several LFUCG staff held a follow up meeting with the contractor who has a system for very detailed mapping of ADA curb ramps, as they showed us the results of their survey taken the day before
- I met with the contractor of the **LEXPARK** office expansion project and did a walk-thru and punch list for the work they had completed on the expansion side (unit 124) of the **LEXPARK** office
- LPA and REEF staff attended a demo of a garage floor sweeper vehicle as our old one needs to be replaced
- Attended an open house for the new JacksonKelly office at CityCenter, they have maintained a group of parkers in the Helix garage even though they moved down the street two blocks
- Attended a “Data & Analytics” webinar offered by T2
- Ed and I met at the **LEXPARK** office expansion site to decide on a flooring coating
- Ed and I attended a pre-construction meeting with Jarboe Construction, the contractor selected for our Victorian Square safety and façade enhancement project
- IPMI phone call regarding the Accessible Parking Coalition program
- Phone call with a company that manufacturers small enforcement and utility vehicles

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 Capital 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

LFCPA and LEXPARK Key Performance Indicators

User-Input variable cells.

Totals for underlying cells.

CUSTOMER SUPPORT, PUBLIC OUTREACH and SERVICE PROVISION

1	Unique Visitors to Website	
2	LEXPARK Walk-In Customers	
3	LEXPARK Telephone Inquiries (Total)	
4	Reporting Inoperative Meters	
5	LUKE	
6	IPS	
7	POM	
8	Enforcement Complaint	
9	Other Inquiry including payments/ just payments	
10	Pay by Phone questions or issues	
11	After 5 Parking questions	
12	Wrong Way Parking	
13	Garages	
TOTAL CONTACTS		
14	Business Association Meetings Attended	
15	Neighborhood Association Meetings Attended	
16	Number of Merchants Visited	
17	Number of Institutional and/or Public Official Meetings	
18	Number of Parking Customers Contacted (Intercept surveys, survey document responses) (Analyst)	
19	Parking Meter In-Service Rates (% of time)	
20	Single-Space Meters	
21	Multi-Space Meters	
22	Average Response Time to Address Meter Complaint (Hours)	
23	(POM) These meters have been phased out as of March 1st	
24	Single-Space Meters (IPS)	
	Multi-Space Meters (LUKE)	
25	Number of Citation Appeal Hearings	
26	Number of Citations Dismissed or Reduced to Warning	
27	Number of Requested Citation Administrative Appeals	
28	Number of Citations Administratively Dismissed or Reduced to Warning	

PARKING MANAGEMENT EFFECTIVENESS

29	Number of Parking Activity Surveys Conducted (TOTAL)	
30	Parking Occupancy and Availability	
31	Parking Turnover	
32	Downtown Meter Turnover Rate	
33	Parking Vacancy Rate in Neighborhoods	
34	Meter Occupancy Rate by Survey	
35	Paid Legal Meter Occupancy Rate by Meter Revenue	
36	Safety Zone Violation Rate	
37	Loading Zone Violation Rate	

PARKING OPERATIONS EFFICIENCY

38	Number of Parking Violation Surveys Conducted	
39	Violation Capture Rate (Meters & RPP)	
40	Total Net Patrol Hours	
41	Average Net Patrol Hours per Officer	
42	Number of Letters Mailed	
43	Total Amount Due from Top 20 Scofflaws	
44	Parking Ticket Collection Rate (1-year running average)	

Note Jul-19 Aug-19 Sep-19 Oct-19 Nov-19 Dec-19 Jan-20 Feb-20 Mar-20 Apr-20 May-20 Jun-20 Standard

FY 19 Percent of FY 2018
TOTAL AVERAGE Total AVERAGE

	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Standard				
1	2,727	3,449	3,493	3,508	4,200	3,302	3,499	3,541						27,719	2,796.9	N/A	2,460.1
2	642	651	647	651	647	653	649	637						5177	651.1	N/A	582.8
3	1832	1818	1794	1846	1811	1826	1836	1804						14567	1915	100%	2011
4	136	134	128	201	188	204	209	197						1397	128	10%	161
5	22	24	14	11	15	13	20	22						141	34	1%	41
6	31	27	20	20	16	13	11	10						148	47	1.0%	61
7	11	12	12	10	10	11	15	16						97	25	1%	51
8	0	0	0	0	0	0	0	0						0	0	0.0%	1
9	616	608	617	609	596	598	591	581						4816	650	33%	611
10	55	51	46	41	35	38	34	31						331	85	2%	91
11	0	0	0	0	0	0	0	0						0	0	0%	1
12	4	3	2	3	5	6	7	4						34	12	0%	21
13	957	959	955	951	946	943	949	943						7603	979.8	52%	959.5
14	16	23	25	20	21	22	20	26						173	28.1	100%	26.3
15	8	15	14	9	11	10	8	11						86	14.5	50%	14.2
16	0	0	1	0	1	0	0	0						2	1.1	1%	1.3
17	1	2	2	3	2	4	4	3						21	3.3	12%	2.7
18	7	6	8	8	7	8	8	12						64	9.3	37%	8.2
19	1	0	0	3	1	2	1	0						8	0.9	N/A	1.3
20	99.1%	99.8%	99.7%	99.7%	99.8%	99.7%	99.7%	99.6%						N/A	99.7%	N/A	99.8%
21	99.9%	99.9%	99.9%	99.9%	99.9%	99.9%	99.8%	99.8%						N/A	99.9%	N/A	99.9%
22	8.45	1.55	2.39	1.57	1.37	0.78	2.51	0						N/A	1.9	N/A	2.1
23	8.64	2.29	3.33	2.9	2.36	2.01	2.51	2.82						N/A	2.8	N/A	2.6
24	2.9	2.28	2.51	6.05	2.2	2.91	6.45	3.57						N/A	2.0	N/A	1.6
25	19	15	46	34	35	19	9	21						198	28.3	100%	28.8
26	8	10	8	8	13	5	9	11						72	10.9	36%	13.3
27	177	240	226	222	217	228	205	215						1730	202.7	100%	166.3
28	103	101	106	96	109	135	115	121						886	102.5	51%	82.8
29	47	47	47	47	47	47	47	47						376	47.0	100%	47.0
30	46	46	46	46	46	46	46	46						368	46.0	98%	46.0
31	1	1	1	1	1	1	1	1						8	1.0	2%	1.0
32	189%	191%	207%	178%	221%	173%	228%	215%						N/A	204.8%	N/A	210.8%
33	56%	68%	62%	58%	65%	59%	50%	58%						N/A	62.3%	N/A	62.3%
34	38%	45%	50%	48%	50%	51%	48%	43%						N/A	45.8%	N/A	48.4%
35	35.0%	38.1%	45.8%	45.1%	40.1%	44.2%	36.4%	49.5%						N/A	45.5%	N/A	44.6%
36	7.0%	2.6%	6.6%	6.5%	6.7%	5.50%	6.8%	7.7%						N/A	8.3%	N/A	7.2%
37	1.3%	1.5%	2.3%	1.1%	1.9%	1.7%	1.7%	2.3%						N/A	1.7%	N/A	2.0%
38	30	30	30	30	30	30	30	30						240	30.0	100%	30.0
39	27%	10%	27%	17%	34%	33%	20%	41%						N/A	38%	N/A	33%
40	734	905	794	913	829	883	1,103	996						7,157	735	N/A	761
41	147	151	132	152	138	147	158	142						N/A	126	N/A	131
42	2,888	2,212	3,317	7,160	2,500	2,872	2,823	2,905						26,677	2,466	N/A	3,001
43	\$9,955	\$10,145	\$10,255	\$10,325	\$10,855	\$10,920	\$11,475	\$11,625						N/A	\$9,175	N/A	\$9,671
44	76.88%	77.50%	78.43%	78.55%	77.97%	78.18%	77.80%	77.74%						N/A	77.3%	N/A	80.1%

User--input variable cells.

Totals for underlying cells.

REVENUE STREAM INTEGRITY and SECURITY

	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	TOTAL	AVERAGE	Percent of Total
Field Inspections (with Contact)															
1 Canister Integrity	7	8	4	2	5	8	3	7					44	5.5	100%
2 Maintenance Collections	0	0	0	0	0	1	0	0					1	0.1	2%
3 Enforcement	1	2	0	0	1	2	0	2					8	1.0	18%
4 Coin Counting Observations	2	2	1	1	1	2	2	2					11	1.4	25%
5	2	3	2	0	1	2	2	2					14	1.8	32%
6	2	1	1	1	2	1	1	1					10	1.3	23%
Field Observations (Covert)															
7 Vehicle Integrity	9	10	8	10	12	7	11	9					76	9.5	100%
8 Maintenance Collections	1	2	0	2	2	1	2	1					11	1.4	14%
9	3	3	3	2	2	2	3	3					21	2.6	28%
10	2	3	2	2	3	1	2	2					17	2.1	22%
11	3	2	3	4	5	3	4	3					27	3.4	36%
Revenue Control Discrepancies Noted															
12 Equipment Integrity	0	0	0	0	0	0	0	0					0	N/A	N/A
13 Incomplete Coin Room Record	0	0	0	0	0	0	0	0					0	N/A	N/A
14 Incomplete Key Control Documentation	0	0	0	0	0	0	0	0					0	N/A	N/A
15 Failure to Notify of Location	0	0	0	0	0	0	0	0					0	N/A	N/A
Customer Satisfaction															
17 Number of Parkers Responding	1	0	0	3	1	0	0	2					7	1	N/A
18 Positive Response	1	0	0	2	1	0	0	1					5	0.6	N/A
19 Negative Response	0	0	0	1	0	0	0	1					2	0	N/A
20 Specific Complaints	0	0	0	1	0	0	0	1					2	0	N/A
Revenue Tests															
21 Number of Single-Space Meters Planted	0	0	0	0	0	0	0	0					0	N/A	N/A
22 Value Planted	0	0	0	0	0	0	0	0					\$0.00	N/A	N/A
23 Value Recovered													\$0.00	N/A	N/A
24 Number of Multi-Space Meters Planted	0	0	0	0	0	0	0	0					0	N/A	N/A
25 Value Planted													\$0.00	N/A	N/A
26 Value Recovered													\$0.00	N/A	N/A

Average Meter Payment and Average Length of Stay

27 Average Meter Payment (LUKE & IPS)	\$1.12	\$1.31	\$1.34	\$1.31	\$1.30	\$1.22	\$1.20	\$1.49					N/A	\$1.29	N/A
28 4 Hour Meters - Average Length of Stay (in minutes)	100	100	110										N/A	103	N/A
29 2 Hour Meters - Average length of stay (in minutes)	40	40	40										N/A	40	N/A

Credit Card Usage and Forms of Payment

30 LUKE (Credit Card Percent of transactions)	56.0%	61.9%	68.0%	68.6%	70.0%	67.1%	65.5%	73.0%					N/A	66.3%	N/A
31 Average CC transaction	\$2.01	\$2.58	\$2.78	\$2.66	\$2.60	\$2.48	\$2.50	\$2.65					N/A	\$2.5	N/A
33 IPS (CC as a percent of transactions)	21.0%	23.0%	22.0%	22.0%	22.0%	21.6%	21.8%	22.9%					N/A	22.0%	N/A
34 Average CC transaction	\$1.74	\$1.86	\$1.77	\$1.76	\$1.73	\$1.75	\$1.75	\$1.74					N/A	176.3%	N/A
35 Pay by Phone (as a meter payment transaction)	10.4%	14.9%	14.9%	15.0%	16.0%	18.3%	16.7%	17.6%					N/A	15.5%	N/A

Meter Occupancy Rates by Zones

36 Low 0-30% (9,12,13)	20%	27%	34%	32%	34%	41%	42%	30%					N/A	32.5%	N/A
37 Medium 30-60% (1,2,3,5,6,7,10,11,14,15,16)	39%	40%	50%	48%	53%	50%	45%	53%					N/A	47.3%	N/A
38 High 60% or more (4,8)	78%	88%	74%	70%	82%	78%	81%	80%					N/A	78.9%	N/A

Meter Occupancy Rates by Areas

36 Downtown 1, 2, 3, 4, 5, 8, 9, 11, 12, 13,													N/A	47.5%	N/A
37 UK Campus (6, 7, 10)													N/A	64.0%	N/A
38 Chevy Chase (15)													N/A	50.5%	N/A

Note Jul-19 Aug-19 Sep-19 Oct-19 Nov-19 Dec-19 Jan-20 Feb-20 Mar-20 Apr-20 May-20 Jun-20 TOTAL AVERAGE Percent of Total



**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	4,129					3,984	3,829	3,320
2 Actual Citations (exc voids & warnings)	3,243	3,808	3,506	4,095	3,877	3,742	3,889	3,920					3,760	3,526	3,040
3 Value of Actual Citations	\$ 78,335	\$ 90,405	\$ 86,095	\$ 97,855	\$ 89,945	\$ 87,075	\$ 88,480	\$ 94,230					\$ 89,053	\$ 88,698	\$ 85,601
4 Citations Paid	2,522	2,760	2,763	3,095	2,696	3,296	2,911	3,116					2,895	2,687	2,504
5 Percentage of Citations Paid	77.80%	72.50%	78.81%	75.60%	69.50%	88.10%	74.90%	79.50%					77.09%	76.74%	80.28%
6 Value of Citations Paid	\$ 71,101	\$ 76,720	\$ 80,911	\$ 89,090	\$ 74,869	\$ 95,092	\$ 81,500	\$ 86,396					\$ 81,960	\$ 76,608	\$ 70,919
7 Warnings Issued	141	316	121	165	211	158	161	152					178	247	195
8 Voids	55	50	42	57	41	52	67	57					53	51	74
9 Citation Void Percentage	1.6%	1.2%	1.1%	1.3%	0.9%	1.3%	1.6%	1.4%					1.3%	1.4%	2.3%
10 Meter Revenue Collected	\$ 94,297	\$ 101,821	\$ 111,701	\$ 121,716	\$ 100,008	\$ 97,800	\$ 96,458	\$ 108,520					\$ 104,040	\$ 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	\$ 5,712					\$ 5,068	\$ 4,228	\$ 4,121
12 RPP's Sold	710	734	119	89	26	33	43	26					223	167	2,136
13 Value of RPP Permits	\$ 7,100	\$ 7,340	\$ 1,190	\$ 890	\$ 260	\$ 330	\$ 430	\$ 260					\$ 2,225	\$ 1,673	\$ 1,436
14 Monthly Permit Revenue	\$ 5,864	\$ 7,154	\$ 6,673	\$ 8,228	\$ 4,987	\$ 7,593	\$ 10,026	\$ 5,129					\$ 6,956	\$ 6,117	\$ 6,150
15 Value of Bagged Meters	\$ 7,023	\$ 4,573	\$ 4,545	\$ 6,140	\$ 2,775	\$ 3,725	\$ 6,225	\$ 2,740					\$ 4,718	\$ 10,460	\$ 11,426
16 New Meters Added or Removed	-	-	(2)	(5)	8	(6)	(6)	-					(1)	1	0
17 Single Space Meters	810	770	752	751	759	686	644	644					727	875	946
18 Multi-Space Meters	48	55	58	58	62	68	71	71					61	41	37
19 Metered Space Count	1,273	1,267	1,265	1,260	1,268	1,262	1,256	1,256					1,263	1,271	1,272
20 Vehicles Booted	28	50	19	49	37	45	58	39					41	39	42
21 Booting Fees	\$ 2,070	\$ 2,970	\$ 1,890	\$ 2,160	\$ 1,590	\$ 4,590	\$ 2,660	\$ 3,540					\$ 2,684	\$ 3,064	\$ 3,221
22 Total Revenue Collected	\$ 187,454	\$ 200,578	\$ 206,910	\$ 228,223	\$ 184,489	\$ 209,130	\$ 197,299	\$ 206,584					\$ 202,583	\$ 190,376	\$ 181,929



LEXPARK VOID SUMMARY

Voided Citations By Officer

CY '20		Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	CAL YTD
Issuing Officer														
1	2013	-	-	1	-	1	2	4	1	5	-	-	1	15
2	2065	-	1	-	-	-	-	-	-	-	-	-	-	1
3	2081	10	4	5	4	4	4	7	7	-	6	3	-	54
4	2082	7	15	5	4	1	1	2	4	8	7	3	7	64
5	2098	-	-	-	2	-	-	1	1	1	-	-	-	5
6	2115	-	1	-	-	-	-	-	-	-	-	-	-	1
7	2117	-	-	-	-	-	-	-	-	-	1	-	-	1
8	2119	4	8	7	6	3	4	7	5	7	4	-	2	57
9	2120	7	13	4	14	2	12	10	6	6	7	9	7	97
10	2122	5	2	-	1	-	-	-	1	-	-	-	-	9
11	2124	-	1	-	-	-	-	-	-	-	-	-	-	1
12	2125	4	4	6	6	2	1	-	1	-	1	-	-	25
13	2130	-	1	-	-	-	-	-	-	-	-	-	-	1
14	2131	-	-	2	-	1	-	9	3	-	2	1	7	25
15	2132	-	-	-	-	3	-	-	-	-	-	-	-	3
16	2133	-	-	-	11	51	19	15	13	10	17	13	6	155
17	2137	-	-	-	-	-	-	-	8	5	7	1	6	27
18	2138	-	-	-	-	-	-	-	-	-	5	11	9	25
19	2140	-	-	-	-	-	-	-	-	-	-	-	7	7
20	% Voids	0.95%	1.53%	0.75%	1.08%	1.52%	1.33%	1.60%	1.20%	1.15%	1.32%	0.99%	1%	1.15%
21	Total	37	50	30	48	68	43	55	50	42	57	41	52	541
22	Total Citations	3,899	3,275	3,987	4,449	4,477	3,237	3,434	4,165	3,663	4,309	4,127	3,939	46,961

Voided Citations Summary By Reason

CY '20		Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	CAL YTD
Void Type														
23	Administrative	5	21	5	6	13	3	18	8	6	7	6	18	116
24	Ambiguous Mrkg /Missing Sign	-	-	-	-	-	-	-	-	-	-	-	-	-
25	Customer Walk Up	3	1	-	-	-	2	2	-	1	-	1	-	10
26	Duplicate	-	6	-	1	2	2	6	7	9	3	4	2	42
27	Meter Malfunction	2	-	1	-	-	-	-	4	2	1	1	-	11
28	Pay By Phone	18	16	15	23	16	13	18	12	9	23	10	15	188
29	Officer Error	7	3	9	17	36	20	7	16	13	23	16	15	182
30	Test	-	2	-	-	-	-	2	-	-	-	-	-	4
31	Visitor	1	-	-	-	1	1	-	-	-	-	1	-	4
32	Printer Error	-	1	-	-	-	1	1	-	-	-	-	-	3
33	Paid Other Luke	1	-	-	1	-	1	1	-	1	-	2	-	7
34	Void By Client Directive	-	-	-	-	-	-	-	3	1	-	-	2	6
35	Total	37	50	30	48	68	43	55	50	42	57	41	52	573



Citations Aging Report

Five-Year Report Ending March 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	2,166	1,231	966	905	1,839	4,395	8,117	7,148	8,695	983	36,445
Dollar Amt	\$66,155.00	\$49,150.00	\$38,655.00	\$34,430.00	\$78,160.00	\$184,120.00	\$368,150.52	\$271,075.86	\$336,774.50	\$37,090.00	\$1,463,760.88



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



OFF STREET BY THE NUMBERS
FY 2020

MONTHLY CARD HOLDERS BILLED	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
1 Victorian Square	383	382	388	389	381	384	374	381					383	378
2 Transit Center	1,079	1,061	1,062	1,065	1,067	1,043	1,046	1,055					1,060	1,107
3 Courthouse	224	241	242	243	245	239	240	240					239	224
4 Helix	400	396	395	394	387	384	381	384					390	384
5 TOTAL	2,086	2,080	2,087	2,091	2,080	2,050	2,041	2,060					2,072	2,093

TOTAL AVAILABLE FOR MONTHLY														
6 Victorian Square (384)	-	-	-	-	4	15	10	8					5	-
7 Transit Center (777)	-	-	-	-	-	5	9	15					4	4
8 Courthouse (518)	-	-	-	-	-	8	2	2					2	15
9 Helix (389)	-	-	-	-	7	5	6	16					4	4
10 TOTAL (2068)	-	-	-	-	11	33	27	41					14	23

SPECIAL EVENTS WORKED - VS														
11	3	5	6	8	11	10	12	18					9	9

VALIDATIONS SOLD - ALL GARAGES														
12	1,134	2,044	3,056	1,737	2,268	1,174	3,114	3,963					2,311	1,533

AVERAGE DAILY TRANSACTIONS														
13 Victorian Square	333	264	255	261	261	252	223	236					260	293
14 Transit Center	17	11	14	15	13	14	16	26					16	50
15 Courthouse	235	169	177	215	190	173	197	204					195	215
16 Helix	605	383	419	442	368	356	408	419					425	479
17 TOTAL	1,190	827	865	932	832	795	844	885					896	1,037

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

AVERAGE TRANSACTION AMOUNT														
23 Victorian Square	\$ 3.87	\$ 4.00	\$ 4.35	\$ 5.43	\$ 6.46	\$ 5.60	\$ 7.90	\$ 7.97					\$ 5.70	\$ 5.12
24 Transit Center	\$ 4.98	\$ 5.16	\$ 5.08	\$ 4.99	\$ 5.39	\$ 5.34	\$ 5.61	\$ 5.21					\$ 5.22	\$ 7.33
25 Courthouse	\$ 3.99	\$ 3.81	\$ 3.71	\$ 4.14	\$ 4.33	\$ 4.01	\$ 4.22	\$ 4.55					\$ 4.10	\$ 4.10
26 Helix	\$ 2.23	\$ 2.16	\$ 2.17	\$ 2.61	\$ 3.73	\$ 2.65	\$ 3.45	\$ 3.35					\$ 2.79	\$ 2.99
27 CUMULATIVE AVERAGE	\$ 3.77	\$ 3.78	\$ 3.83	\$ 4.29	\$ 4.98	\$ 4.40	\$ 5.30	\$ 5.27					\$ 4.45	\$ 4.89



OFF STREET BY THE NUMBERS Calendar 2019

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	CAL YTD AVG	FV '20 AVG	FV '19 AVG
MONTHLY CARD HOLDERS BILLED															
1 Victorian Square	387	387	386	376	387	383	383	382	388	389	381	384	384	385	378
2 Transit Center	1,120	1,092	1,096	1,097	1,089	1,087	1,079	1,061	1,062	1,065	1,067	1,043	1,080	1,063	1,107
3 Courthouse	226	223	225	224	224	221	224	241	242	243	245	239	231	239	224
4 Helix	382	385	385	376	410	405	400	396	395	394	387	384	392	393	384
5 TOTAL	2,115	2,087	2,092	2,073	2,110	2,096	2,086	2,080	2,087	2,091	2,080	2,050	2,087	2,079	2,093
TOTAL AVAILABLE FOR MONTHLY															
6 Victorian Square (384)	-	-	-	-	-	-	-	-	-	-	4	15	2	3	-
7 Transit Center (777)	-	-	-	-	-	-	-	-	-	-	-	-	0	1	4
8 Courthouse (518)	20	-	-	-	-	-	-	-	-	-	-	-	2	1	15
9 Helix (389)	-	-	-	-	-	-	-	-	-	-	7	5	1	2	4
10 TOTAL (2068)	20	-	-	-	-	-	-	-	-	-	11	33	5	7	23
11 SPECIAL EVENTS WORKED - VS	12	12	17	13	7	2	3	5	6	8	11	10	9	7	9
12 VALIDATIONS SOLD - ALL GARAGES	938	815	1,705	971	1,070	1,429	1,134	2,044	3,056	1,737	2,268	1,174	1,528	1,902	1,533
AVERAGE DAILY TRANSACTIONS															
13 Victorian Square	218	272	266	278	343	309	333	264	255	261	261	252	276	271	293
14 Transit Center	13	21	17	17	22	19	17	11	14	15	13	14	16	14	50
15 Courthouse	195	211	220	286	261	177	235	169	177	215	190	173	209	193	215
16 Helix	467	469	513	617	550	426	605	383	419	442	368	356	468	429	479
17 TOTAL	893	973	1,016	1,198	1,176	931	1,190	827	865	932	832	795	969	907	1,037
AVERAGE LENGTH OF STAY - HOURS															
18 Victorian Square	2.6	2.7	2.6	2.6	2.4	2.4	2.8	2.0	2.2	2.7	3.2	2.8	2.6	2.6	2.4
19 Transit Center	3.7	3.6	4.0	3.8	3.8	3.6	3.5	2.7	2.8	2.8	3.0	2.7	3.3	2.9	3.8
20 Courthouse	2.0	2.0	2.3	2.0	1.8	2.0	2.4	1.9	1.9	2.1	2.1	2.0	2.0	2.1	2.0
21 Helix	1.6	1.7	1.6	1.4	1.4	2.1	2.3	1.1	1.1	1.3	1.7	1.4	1.6	1.5	1.6
22 TOTAL	2.5	2.5	2.6	2.5	2.4	2.5	2.8	1.9	2.0	2.2	2.5	2.2	2.4	2.3	2.5
AVERAGE TRANSACTION AMOUNT															
23 Victorian Square	\$ 6.04	\$ 6.13	\$ 6.14	\$ 5.08	\$ 4.30	\$ 4.05	\$ 3.87	\$ 4.00	\$ 4.35	\$ 5.43	\$ 6.46	\$ 5.60	\$ 5.12	\$ 4.95	\$ 5.12
24 Transit Center	\$ 4.85	\$ 5.02	\$ 5.15	\$ 5.18	\$ 5.05	\$ 4.92	\$ 4.98	\$ 5.16	\$ 5.08	\$ 4.99	\$ 5.39	\$ 5.34	\$ 5.09	\$ 5.16	\$ 7.33
25 Courthouse	\$ 4.03	\$ 4.37	\$ 4.22	\$ 3.97	\$ 3.78	\$ 3.81	\$ 3.99	\$ 3.81	\$ 3.71	\$ 4.14	\$ 4.33	\$ 4.01	\$ 4.01	\$ 4.00	\$ 4.10
26 Helix	\$ 2.94	\$ 3.23	\$ 3.24	\$ 2.74	\$ 2.80	\$ 2.48	\$ 2.23	\$ 2.16	\$ 2.17	\$ 2.61	\$ 3.73	\$ 2.65	\$ 2.75	\$ 2.59	\$ 2.99
27 TOTAL	\$ 4.47	\$ 4.69	\$ 4.69	\$ 4.24	\$ 3.98	\$ 3.82	\$ 3.77	\$ 3.78	\$ 3.83	\$ 4.29	\$ 4.98	\$ 4.40	\$ 4.24	\$ 4.17	\$ 4.89

Aged Balances - 21081204 Courthouse Garage

Ending Balances as of 3/3/2020

Account	Current	30 day	60 Days	90 Days	Total Due	
56456 FAYETTE COUNTY SHERIFF	\$3,570.00	\$90.00	\$0.00	\$0.00	\$3,660.00	Will Email
95910 TANNERY LOCEY	\$70.00	\$70.00	\$0.00	\$0.00	\$140.00	Block card
96173 DEPT OF ADVOCACY	\$1,680.00	\$280.00	\$280.00	\$560.00	\$2,800.00	Will call
Report Totals	\$5,320.00	\$440.00	\$280.00	\$560.00	\$6,600.00	

Aged Balances - 21081201 Helix Garage

Ending Balances as of 3/3/2020

Account	Current	30 days	60 Days	90 Days	Total Due	
96262 JACKSON KELLY PLLC	\$720.00	\$720.00	\$720.00	\$0.00	\$2,160.00	Check is in the mail.
96450 GABRIEL JOHNSTON	\$20.00	\$20.00	\$0.00	\$0.00	\$40.00	Blocked.
Report Totals	\$740.00	\$740.00	\$720.00	\$0.00	\$2,200.00	

Aged Balances - 21081203 Transit Center Garage

Ending Balances as of 3/3/2020

Account	Current	30 day	60 Days	90 Days	Total Due	
96463 BOLTON ELIAS	\$65.00	\$65.00	\$0.00	\$0.00	\$130.00	Warning ticket
Report Totals	\$65.00	\$65.00	\$0.00	\$0.00	\$130.00	

Aged Balances - 21081202 Victorian Square Garage

Ending Balances as of 3/3/2020

Account	Current	30 days	60 Days	90 Days	Total Due	
56341 CROWE LLP	\$105.00	\$105.00	\$0.00	\$0.00	\$210.00	Will call
56435 VICTORIAN SQ LLC	\$2,520.00	\$90.00	\$0.00	\$0.00	\$2,610.00	Check in mail.
Report Totals	\$2,625.00	\$195.00	\$0.00	\$0.00	\$2,820.00	

Lexington & Fayette County Parking Authority
Statement of Net Position

Substantially All Disclosures Omitted

	As Of 01/31/20	As Of 01/31/19	Variance 01/31/20
Assets			
Current Assets			
Cash	\$ 1,872,471	\$ 1,882,353	\$ (9,882)
Cash-Change Fund	496	12,099	(11,603)
Accounts Receivable	39,667	23,199	16,468
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	1,056,866	968,691	88,174
Investments-BB&T-Unrealized G/L	459	(240)	699
Investments-BB&T-Accrued Interest	38,038	24,431	13,607
Total Restricted Cash & Equivalents	<u>4,595,363</u>	<u>4,492,882</u>	<u>102,480</u>
Total Current Assets	<u>6,692,720</u>	<u>6,568,111</u>	<u>124,609</u>
Non-Current Assets			
Capital Assets			
Land	7,585,094	7,585,094	0
Parking Facilities & Improvements	12,144,374	10,794,871	1,349,503
Equipment & Furniture	2,218,963	2,080,537	138,425
Construction In Progress	543,987	383,641	160,348
Computer Software	10,850	10,850	0
Total Capital Assets	<u>22,503,268</u>	<u>20,854,993</u>	<u>1,648,276</u>
Less: Accumulated Depreciation	<u>(4,305,326)</u>	<u>(3,604,127)</u>	<u>(701,200)</u>
Total Capital Assets, Net of Accumulated Depreciation	<u>18,197,942</u>	<u>17,250,866</u>	<u>947,076</u>
Total Non-Current Assets	<u>18,197,942</u>	<u>17,250,866</u>	<u>947,076</u>
Total Assets	<u>\$ 24,890,662</u>	<u>\$ 23,818,978</u>	<u>\$ 1,071,685</u>
Liabilities and Net Assets			
Current Liabilities			
Accounts Payable and Accrued Liabilities	\$ 232,296	\$ 261,671	\$ (29,376)
Compensated Absences	10,546	13,512	(2,964)
Deposits Payable	4,695	4,509	185
Note Payable	412,628	405,060	7,568
Deferred Revenue	28,600	0	28,600
Total Current Liabilities	<u>688,765</u>	<u>684,752</u>	<u>4,013</u>
Non-Current Liabilities			
Note Payable	2,616,905	3,030,272	(413,367)
Compensated Absences	10,547	13,511	(2,965)
Deposits Payable	3,400	3,038	363
Total Non-Current Liabilities	<u>2,630,852</u>	<u>3,046,821</u>	<u>(415,969)</u>
Total Liabilities	<u>3,319,617</u>	<u>3,731,573</u>	<u>(411,956)</u>
Net Position			
Capital Assets Net of Debt	15,168,409	13,815,534	1,352,876
Restricted-Garage Maintenance Reserve	1,095,363	994,549	100,813
Restricted-Capital Asset Mgmt Program	3,500,000	3,500,000	0
Unrestricted	1,807,273	1,777,322	29,952
Total Net Position	<u>21,571,045</u>	<u>20,087,405</u>	<u>1,483,641</u>
Total Liabilities and Net Assets	<u>\$ 24,890,662</u>	<u>\$ 23,818,978</u>	<u>\$ 1,071,685</u>

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 1/31/2020	Year To Date 1/31/2020
Cash Flows from Operating Activities		
Cash received from parking customers	\$ 407,388	\$ 2,792,235
Cash received from commercial property renters	6,722	30,805
Cash received from other sources (interest / misc)	9,654	62,920
Cash payments to suppliers for goods and services	(458,600)	(2,101,805)
Cash payments to employees for services	(2,319)	(159,087)
Cash payments of related party payables to LFUCG	(2,872)	(14,815)
Net Cash Provided by Operating Activities	(40,027)	610,253
Cash Flows from Noncapital Financing Activities		
Cash payments on Note Payable	(34,047)	(237,577)
Net Cash Used in Noncapital Financing Activities	(34,047)	(237,577)
Cash Flows from Capital and Investing Activities		
Net Changes in Restricted Investments	30,401	(21,232)
Purchases of Capital Assets	(48,322)	(628,763)
Funds received from grants	-	7,260
Net Changes in Capital and Investing Activities	(17,921)	(642,735)
Net Increase (Decrease) in Cash and Cash Equivalents	(91,995)	(270,059)
Cash and Cash Equivalents, Beginning of Period	1,964,962	2,143,026
Cash and Cash Equivalents, End of Period	\$ 1,872,967	\$ 1,872,967
Reconciliation of Operating Income to Net Cash Flows		
Provided by Operating Activities		
Change in Net Position	\$ 81,720	\$ 859,738
Adjustments to Reconcile Operating Income to Net Cash		
Provided by Operating Activities:		
Unrealized losses (gains) on investments	647	1,297
Depreciation and Amortization	59,780	420,016
Loss (gain) on Disposal of Assets	-	(9,383)
Funds received from grants	-	(7,259)
Changes in Assets and Liabilities:		
Accounts Receivable	467	1,413
Prepaid Expenses	-	(184,724)
Accrued Interest	(38,038)	(38,038)
Accounts Payable and Accrued Liabilities	(144,603)	(432,807)
Net Cash Provided by Operating Activities	\$ (40,027)	\$ 610,253

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 1/31/2020	Month End 1/31/2020	Variance 1/31/2020	FYTD 1/31/2020	FYTD 1/31/2020	Variance 1/31/2020	Annual Budget 6/30/2020	
	Actual	FYE Budget		Actual	FYE Budget		FYE Budget	
Revenue								
Revenue OnStreet								
1	Parking - Monthly Rental	\$ 10,456	\$ 8,167	\$ 2,289	\$ 78,550	\$ 57,169	\$ 21,381	\$ 98,004
2	Parking - Meter Collections	101,900	120,793	(18,893)	756,071	840,180	(84,109)	1,444,144
3	Parking - Fines	82,233	81,858	375	566,600	564,348	2,252	968,638
4	Total Revenue OnStreet	194,589	210,818	(16,229)	1,401,221	1,461,697	(60,476)	2,510,786
Revenue OffStreet								
5	Parking - Monthly Rental	111,091	112,920	(1,829)	781,023	790,440	(9,417)	1,355,400
6	Parking - Transient Rental	70,758	66,869	3,889	463,203	465,078	(1,875)	799,242
7	Parking - Event	27,631	31,550	(3,919)	121,470	147,000	(25,530)	208,500
8	Parking - Validations	2,524	3,906	(1,382)	24,038	27,156	(3,118)	46,686
9	Parking - Fines	175	0	175	280	0	280	0
10	Overage/Shortage/Fees	153	0	153	(414)	0	(414)	0
11	Total Revenue OffStreet	212,332	215,245	(2,913)	1,389,600	1,429,674	(40,074)	2,409,828
12	Commercial Property Rental	6,722	4,967	1,755	30,805	34,769	(3,964)	59,604
13	Miscellaneous Income	2,016	0	2,016	3,651	0	3,651	0
14	Total Revenue	415,659	431,030	(15,371)	2,825,277	2,926,140	(100,863)	4,980,218
Operating Expenses								
OnStreet Operating Expenses								
15	Lanier Operating Expenses	86,017	93,410	7,393	522,182	647,326	125,144	1,104,023
16	Property & Casualty Excess Insurance	0	0	0	995	1,440	445	1,440
17	Bank & Credit Card Fees	11,269	11,000	(269)	81,417	77,000	(4,417)	132,000
18	Total OnStreet Operating Expenses	97,286	104,410	7,124	604,594	725,766	121,172	1,237,463
OffStreet Operating Expenses								
19	Lanier Operating Expenses	96,648	94,667	(1,981)	449,017	666,178	217,161	1,112,657
20	Property & Casualty Excess Insurance	0	0	0	57,120	57,501	381	57,501
21	Bank & Credit Card Fees	4,301	4,584	283	31,642	32,088	446	55,008
22	Utilities	7,779	10,166	2,387	71,757	71,162	(595)	121,992
23	Interest Expense	5,682	6,667	985	40,530	46,667	6,136	80,000
24	Total OffStreet Operating Expenses	114,410	116,084	1,674	650,066	873,596	223,529	1,427,158
25	Personnel Expenses	36,583	25,872	(10,711)	197,947	181,104	(16,842)	310,464
Administrative Expenses								
26	Property & Casualty Excess Insurance	0	0	0	35,884	37,400	1,515	37,400
27	Bank & Credit Card Fees	769	0	(769)	759	0	(759)	0
28	Other Professional Services	23,596	18,950	(4,646)	89,082	132,650	43,568	227,400
29	Rent/Lease Expenses	875	876	0	6,131	6,132	2	10,512
30	Landline Phones	395	442	48	2,778	3,094	315	5,304
31	Business Travel & Training	3,279	1,625	(1,654)	12,223	11,375	(847)	19,500
32	Dues Subscriptions & Publications	1,650	258	(1,392)	2,435	1,806	(630)	3,096
33	Office Supplies	2,272	583	(1,690)	4,527	4,081	(445)	6,996
34	Office Machines & Equipment	0	208	208	0	1,456	1,456	2,496
35	Office Repairs & Maintenance	35	125	91	212	875	663	1,500
36	Mileage Expense	0	33	33	0	231	231	396
37	Operating Contingency	0	7,500	7,500	13,500	52,500	39,000	90,000
38	Total Administrative Expenses	32,871	30,600	(2,271)	167,531	251,600	84,069	404,600
39	Total Operating Expenses	281,150	276,966	(4,184)	1,620,138	2,032,066	411,928	3,379,685
Change in Net Position Before Capital & Other Financing								
40	Other Financing	134,509	154,064	(19,555)	1,205,139	894,074	311,065	1,600,533
Expenses For Capital Assets								
41	Depreciation & Amortization	59,780	56,601	(3,180)	420,016	396,208	(23,808)	679,214
42	Total Expenses For Capital Assets	59,780	56,601	(3,180)	420,016	396,208	(23,808)	679,214
Other Financing Sources								
43	Grants Received	0	0	0	7,260	0	7,260	0
44	Interest Income	7,638	9,000	(1,361)	59,269	63,000	(3,731)	108,000
45	Gain (Loss) on Disposal of Assets	0	0	0	9,383	0	9,383	0
46	Unrealized Gain / Loss on Investments	(647)	0	(647)	(1,297)	0	(1,297)	0
47	Total Other Financing Sources	6,991	9,000	(2,008)	74,615	63,000	11,615	108,000
48	Total Change in Net Position	\$ 81,720	\$ 106,463	\$ (24,743)	\$ 859,738	\$ 560,866	\$ 298,872	\$ 1,029,319

No assurance is provided on these financial statements.

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

Substantially All Disclosures Omitted

	FYTD 01/31/20 <small>Actual</small>	Year Ending 06/30/19 <small>Actual</small>	Year To Date 01/31/20 <small>Capital Expenditures</small>	FYTD 06/30/20 <small>Annual Cap Ex Budget</small>
Capital Assets				
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	543,988	128,249	415,738	0
Computer Software	10,850	10,850	0	0
Total Capital Assets	<u>22,503,269</u>	<u>21,865,122</u>	<u>638,146</u>	<u>2,698,250</u>

No assurance is provided on these financial statements.



LEXPARK
On-Street Financial Report
January 31, 2020
Location 21081200



Description	Current Actual	% of Total Revenue	Current Budget	Current Variance	YTD Actual	% of Total Revenue	YTD Budget	YTD Variance	
Revenue									
1 Meter Receipts	\$ 96,452	49%	\$ 112,790	\$ (16,338)	\$ 724,441	52%	\$ 784,159	\$ (59,718)	A.
2 Permit Sales/Monthly Permit Sales	\$ 10,456	5%	\$ 6,800	\$ 3,656	\$ 68,063	5%	\$ 529,068	\$ (461,006)	
3 Violation Tickets	\$ 79,573	41%	\$ 76,818	\$ 2,755	\$ 550,954	39%	\$ 56,021	\$ 494,933	
4 Bag Rental Fees	\$ 6,225	3%	\$ 8,003	\$ (1,778)	\$ 35,006	3%	\$ 35,280	\$ (274)	B.
5 Booting Fees	\$ 2,660	1%	\$ 5,040	\$ (2,380)	\$ 17,840	1%	\$ 64,000	\$ (46,160)	C.
6 Total Revenue	\$ 195,366		\$ 209,451	\$ (14,085)	\$ 1,396,304		\$ 1,468,528	\$ (72,224)	
Expenses									
Payroll									
7 Salaries & Wages	\$ 35,901		\$ 41,287	\$ 5,386	\$ 242,650		\$ 279,460	\$ 36,810	D.
8 Payroll Taxes	\$ 5,209		\$ 5,991	\$ 782	\$ 35,221		\$ 40,550	\$ 5,329	
9 Workers Comp Ins	\$ 2,244		\$ 2,580	\$ 337	\$ 15,171		\$ 17,466	\$ 2,295	
10 Liability Insurance	\$ 1,760		\$ 1,599	\$ (161)	\$ 11,357		\$ 11,196	\$ (161)	
11 Employee Health Insurance	\$ 5,643		\$ 5,070	\$ (573)	\$ 19,755		\$ 35,490	\$ 15,735	
12 Total Payroll	\$ 50,757	26%	\$ 56,528	\$ 5,771	\$ 324,154	23%	\$ 384,162	\$ 60,008	
Field									
13 Uniforms	\$ 150		\$ 250	\$ 100	\$ 675		\$ 1,500	\$ 825	
14 Hiring/Training	\$ 161		\$ 137	\$ (24)	\$ 1,016		\$ 960	\$ (56)	
15 Equipment	\$ -		\$ -	\$ -	\$ 61		\$ -	\$ (61)	
16 Vehicle Expense	\$ 1,917		\$ 1,280	\$ (637)	\$ 7,463		\$ 8,961	\$ 1,497	
17 EMS/IPS/PBP/CCS Service Fees	\$ 19,134		\$ 22,076	\$ 2,943	\$ 151,868		\$ 158,281	\$ 6,413	
18 Professional Services/Fees	\$ 947		\$ 517	\$ (430)	\$ 5,793		\$ 3,618	\$ (2,175)	
19 General Supplies	\$ 1,540		\$ 3,017	\$ 1,477	\$ 13,889		\$ 21,117	\$ 7,228	
20 Repairs - Maintenance	\$ 2,581		\$ 1,550	\$ (1,031)	\$ 25,006		\$ 10,850	\$ (14,156)	E.
21 Total Field	\$ 26,428	14%	\$ 28,827	\$ 2,399	\$ 205,771	15%	\$ 205,286	\$ (486)	
Office									
22 Communications/Telephones	\$ 1,298		\$ 1,391	\$ 93	\$ 13,808		\$ 11,149	\$ (2,659)	
23 Office Supplies	\$ 428		\$ 417	\$ (11)	\$ 851		\$ 833	\$ (17)	
24 Printing & Design/Ticket Purchase	\$ 32		\$ 548	\$ 517	\$ 10,626		\$ 3,838	\$ (6,788)	
25 Postage/Dues & Memberships	\$ 2,016		\$ 1,653	\$ (363)	\$ 8,681		\$ 9,404	\$ 723	
26 Employee Incentive	\$ -		\$ 175	\$ 175	\$ 85		\$ 1,225	\$ 1,140	
27 Total Office	\$ 3,142	2%	\$ 4,185	\$ 1,042	\$ 34,051	2%	\$ 26,449	\$ (7,601)	
Miscellaneous									
28 Customer Refund	\$ -		\$ -	\$ -	\$ 30		\$ -	\$ (30)	
29 Base Management Fee	\$ 1,465		\$ 1,465	\$ -	\$ 10,258		\$ 10,258	\$ -	
30 Management Incentive Fee	\$ 3,158		\$ 2,319	\$ (839)	\$ 19,402		\$ 16,233	\$ (3,169)	
31 Dues & Subscriptions	\$ 1,026		\$ 86	\$ (941)	\$ 3,981		\$ 4,939	\$ 957	
32 Total Miscellaneous	\$ 5,650	3%	\$ 3,870	\$ (1,780)	\$ 33,671	2%	\$ 31,430	\$ (2,242)	
33 Total Expenses	\$ 85,977	44%	\$ 93,410	\$ 7,432	\$ 597,647	43%	\$ 647,327	\$ 49,680	
34 Net Income (Loss)	\$ 109,389		\$ 116,041	\$ (6,653)	\$ 798,657		\$ 821,201	\$ (22,544)	

Variance Notes

A Meter revenues were projected higher than actuals due to rate increase, but it has not come to fruition yet but it is expected to increase over the duration of FY'20.

B Variance due to overall bagging requests YTD being below projected budgeted amounts that were based on prior year's performance when there was more construction in the area.

C Variance due to fewer than anticipated boots as well as the reduced boot fees resulting from using based on prior year's performance when there was more construction in the area.

D Variance due in part to not yet utilizing contingency funds for employee appreciation/bonus payouts.

E Variance due to out of warranty repair costs of \$711 & \$616 to repair IPS meters



LEXPARK
Garage Financial Report
January 31, 2020
Location 21081201..21081204



Description	Current Actual	% of Total Revenue	Current Budget	Current Variance	YTD Actual	% of Total Revenue	YTD Budget	YTD Variance
Revenue								
1 Monthly	\$ 139,310	58%	\$ 112,950	\$ 26,360	\$ 809,763	57%	\$ 790,650	\$ 19,113
2 Violation Tickets	\$ 110	0%	\$ 1,100	\$ (990)	\$ 280	0%	\$ 7,500	\$ (7,220)
3 Transient	\$ 69,126	29%	\$ 66,869	\$ 2,257	\$ 456,472	32%	\$ 464,898	\$ (8,426) A.
4 Stamp/Validation	\$ 2,525	1%	\$ 3,906	\$ (1,382)	\$ 24,038	2%	\$ 27,156	\$ (3,118)
5 Event	\$ 27,658	12%	\$ 31,550	\$ (3,892)	\$ 121,450	9%	\$ 147,000	\$ (25,550) B.
6 Total Revenue	\$ 238,728		\$ 216,375	\$ 22,353	\$ 1,412,002		\$ 1,437,204	\$ (25,202)
Expenses								
Payroll								
7 Salaries & Wages	\$ 32,494		\$ 39,346	\$ 6,852	\$ 197,754		\$ 266,623	\$ 68,868 C.
8 Payroll Taxes	\$ 4,715		\$ 5,709	\$ 994	\$ 28,694		\$ 38,687	\$ 9,993
9 Workers Comp Ins	\$ 2,031		\$ 2,459	\$ 428	\$ 12,360		\$ 16,664	\$ 4,304
10 Liability Insurance	\$ 2,948		\$ 2,948	\$ -	\$ 20,638		\$ 20,638	\$ -
11 Employee Health Insurance	\$ 3,459		\$ 5,501	\$ 2,042	\$ 3,981		\$ 38,510	\$ 34,529
12 Total Payroll	\$ 45,647	19%	\$ 55,964	\$ 10,316	\$ 263,427	19%	\$ 381,122	\$ 117,695
Field								
13 Uniforms	\$ 218		\$ 400	\$ 182	\$ 344		\$ 2,800	\$ 2,456
14 Hiring/Training	\$ 155		\$ 155	\$ -	\$ 1,082		\$ 1,082	\$ -
15 Repairs - Maintenance	\$ 1,841		\$ 2,500	\$ 659	\$ 38,207		\$ 39,500	\$ 1,293
16 Vehicle Expense	\$ 1,072		\$ 810	\$ (262)	\$ 7,429		\$ 5,670	\$ (1,759)
Equipment	\$ -		\$ -	\$ -	\$ 7,855		\$ -	\$ (7,855)
17 EMS/IPS/PBP/CCS Service Fees	\$ 11,416		\$ 4,135	\$ (7,281)	\$ 55,192		\$ 32,370	\$ (22,822) D.
Snow Removal	\$ 5,194		\$ 9,000	\$ 3,806	\$ 5,194		\$ 27,000	\$ 21,806
18 Professional Services/Fees	\$ 13,944		\$ 9,774	\$ (4,171)	\$ 52,199		\$ 67,017	\$ 14,818 E.
19 Repairs - Sweeper	\$ 158		\$ 619	\$ 461	\$ 1,263		\$ 3,098	\$ 1,835
20 General Supplies	\$ 4,245		\$ 4,167	\$ (79)	\$ 31,650		\$ 29,167	\$ (2,483)
21 Elevator Maintenance	\$ 4,443		\$ 1,667	\$ (2,776)	\$ 20,943		\$ 11,667	\$ (9,276) F.
22 Pressure Washing	\$ -		\$ -	\$ -	\$ -		\$ 20,660	\$ 20,660
23 Damages - Billable	\$ -		\$ -	\$ -	\$ 390		\$ -	\$ (390)
24 Total Field	\$ 42,687	18%	\$ 33,226	\$ (9,461)	\$ 221,748	16%	\$ 240,031	\$ 18,283
Office								
25 Communications	\$ 810		\$ 1,151	\$ 341	\$ 6,594		\$ 9,645	\$ 3,052
26 Office Supplies	\$ 430		\$ 221	\$ (209)	\$ 688		\$ 1,517	\$ 829
27 Printing & Design	\$ 772		\$ 618	\$ (154)	\$ 3,673		\$ 4,328	\$ 655
28 Postage	\$ 2,215		\$ 292	\$ (1,924)	\$ 6,545		\$ 2,042	\$ (4,503)
29 Total Office	\$ 4,228	2%	\$ 2,282	\$ (1,946)	\$ 17,500	1%	\$ 17,532	\$ 33
Miscellaneous								
30 Customer Refund	\$ 31		\$ -	\$ (31)	\$ 34		\$ -	\$ (34)
31 Base Management Fee	\$ 2,701		\$ 2,701	\$ -	\$ 18,909		\$ 18,909	\$ -
32 Dues & Subscriptions	\$ 1,403		\$ 342	\$ (1,061)	\$ 6,141		\$ 3,907	\$ (2,234) G.
33 Total Miscellaneous	\$ 4,135	2%	\$ 3,043	\$ (1,092)	\$ 25,084	2%	\$ 22,816	\$ (2,268)
34 Total Expenses	\$ 96,697	41%	\$ 94,515	\$ (2,183)	\$ 527,758	37%	\$ 661,500	\$ 133,743
35 Net Income (Loss)	\$ 142,031		\$ 121,860	\$ 20,170	\$ 884,244		\$ 775,703	\$ 108,541

Variance Notes

A The Helix, Transit, and Courthouse garage Transient had positive variance of \$5544 in January. The Vic Square was down \$3,855 for the month.

B Event revenue for the garages had a negative variance of \$3892, primarily because Vic Square event location had 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 2020 progresses.

D The Helix garage door installation expense of \$1631 (Congleton), Transit Center \$985 United Electric repair to elevator Cab/\$594 dumpster/& two Dec. Security expense (\$3528) are primary reasons of cc fee variance.

E The professional service fees variance is primarily due to the processing of two \$1291 Scheidt-Bachmann invoices

F We have a negative elevator maintenance variance due to a large Transit Center \$1110 invoice for Dec. 2019. Mechanic hours and two Courthouse full maintenance invoices paid in same month.

G Dues and Subscriptions variance due to two (2) YMCA invoices paid in same month. A large portion of our staff now using.

Lexington/ Fayette Co Parking Authority

Balance Sheet
January 31, 2020

ASSETS

Current Assets		
Cash - US Bank	\$ 18,234.03	
Total Current Assets		18,234.03
Property and Equipment		
Building Improvements	81,518.30	
Total Property and Equipment		81,518.30
Other Assets		
Total Other Assets		0.00
Total Assets	\$	<u>99,752.33</u>

LIABILITIES AND CAPITAL

Current Liabilities		
Tenant Deposits	\$ 5,165.63	
Total Current Liabilities		5,165.63
Long-Term Liabilities		
Total Long-Term Liabilities		0.00
Total Liabilities		5,165.63
Capital		
Beginning Balance Equity	30,139.26	
Capital Contribution, Net	(172,900.00)	
Retained Earnings	220,583.27	
Net Income	16,764.17	
Total Capital		<u>94,586.70</u>
Total Liabilities & Capital	\$	<u>99,752.33</u>

Lexington/ Fayette Co Parking Authority
Income Statement
Compared with Budget
For the Seven Months Ending January 31, 2020

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
Revenues						
Rental Income	\$ 4,776.91	\$ 4,743.00	33.91	26,900.89	\$ 26,801.00	99.89
Income - Utilities	559.10	300.00	259.10	1,466.60	1,150.00	316.60
Total Revenues	5,336.01	5,043.00	293.01	28,367.49	27,951.00	416.49
Cost of Sales						
Total Cost of Sales	0.00	0.00	0.00	0.00	0.00	0.00
Gross Profit	5,336.01	5,043.00	293.01	28,367.49	27,951.00	416.49
Expenses						
Property Management Fee	500.00	500.00	0.00	3,500.00	3,500.00	0.00
Repair & Maintenance	120.00	600.00	(480.00)	1,978.37	2,100.00	(121.63)
Postage	0.00	0.00	0.00	4.95	4.00	0.95
Commission expense	0.00	0.00	0.00	6,120.00	0.00	6,120.00
Total Expenses	620.00	1,100.00	(480.00)	11,603.32	5,604.00	5,999.32
Net Income	\$ 4,716.01	\$ 3,943.00	773.01	\$ 16,764.17	\$ 22,347.00	(5,582.83)

For Management Purposes Only

Lexington/ Fayette Co Parking Authority
Cash Disbursements Journal
For the Period From Jan 1, 2020 to Jan 31, 2020

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

Date	Check	Account ID	Account Description	Line Description	Debit Amount	Credit Amount
1/2/20	1149	500 100	Property Management Fee Cash - US Bank	Invoice: 7333 Schrader Commercial Properties, LLC	500.00	500.00
1/7/20	1150	511 100	Repair & Maintenance Cash - US Bank	Invoice: 4751 24/7 Locksmith, LLC	75.00	75.00
1/13/20	1151	511 100	<Undefined Account> Repair & Maintenance Cash - US Bank	Invoice: 7392 Invoice: 7392 Schrader Commercial Properties, LLC	45.00	45.00
	Total				<u>620.00</u>	<u>620.00</u>

Lexington/ Fayette Co Parking Authority
General Ledger
For the Period From Jan 1, 2020 to Jan 31, 2020

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	1/1/20			Beginning Balance			12,918.02
Cash - US Bank	1/2/20	1149	CDJ	Schrader Commercial Pr		500.00	
	1/7/20	1150	CDJ	24/7 Locksmith, LLC		75.00	
	1/13/20	1151	CDJ	Schrader Commercial Pr		45.00	
	1/22/20	012220	CRJ	Spotz, LLC	1,829.00		
	1/22/20	012220	CRJ	Crreatures of Whim	125.00		
	1/22/20	012220	CRJ	Crreatures of Whim	2,400.00		
	1/22/20	012220	CRJ	Savane Silver	1,376.91		
	1/22/20	012220	CRJ	Savane Silver	205.10		
				Current Period Change	5,936.01	620.00	5,316.01
	1/31/20			Ending Balance			18,234.03
155	1/1/20			Beginning Balance			81,518.30
Building Improvement	1/31/20			Ending Balance			81,518.30
231	1/1/20			Beginning Balance			-4,565.63
Tenant Deposits	1/22/20	012220	CRJ	Crreatures of Whim - De		600.00	
				Current Period Change		600.00	-600.00
	1/31/20			Ending Balance			-5,165.63
349	1/1/20			Beginning Balance			-30,139.26
Beginning Balance Eq	1/31/20			Ending Balance			-30,139.26
350	1/1/20			Beginning Balance			172,900.00
Capital Contribution,	1/31/20			Ending Balance			172,900.00
352	1/1/20			Beginning Balance			-220,583.27
Retained Earnings	1/31/20			Ending Balance			-220,583.27
400	1/1/20			Beginning Balance			-22,123.98
Rental Income	1/22/20	012220	CRJ	Spotz, LLC - Jan Rent		1,600.00	
	1/22/20	012220	CRJ	Crreatures of Whim - Jan		1,800.00	
	1/22/20	012220	CRJ	Savane Silver - Jan rent		1,376.91	
				Current Period Change		4,776.91	-4,776.91
	1/31/20			Ending Balance			-26,900.89
401	1/1/20			Beginning Balance			-907.50
Income - Utilities	1/22/20	012220	CRJ	Spotz, LLC - Electric 11		229.00	
	1/22/20	012220	CRJ	Crreatures of Whim - Ele		125.00	
	1/22/20	012220	CRJ	Savane Silver - Electric		205.10	
				Current Period Change		559.10	-559.10
	1/31/20			Ending Balance			-1,466.60
500	1/1/20			Beginning Balance			3,000.00
Property Management	1/2/20	1149	CDJ	Schrader Commercial Pr	500.00		
				Current Period Change	500.00		500.00
	1/31/20			Ending Balance			3,500.00

**Lexington/ Fayette Co Parking Authority
General Ledger
For the Period From Jan 1, 2020 to Jan 31, 2020**

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
511	1/1/20			Beginning Balance			1,858.37
Repair & Maintenance	1/7/20	1150	CDJ	24/7 Locksmith, LLC - In	75.00		
	1/13/20	1151	CDJ	Schrader Commercial Pr	45.00		
				Current Period Change	120.00		120.00
	1/31/20			Ending Balance			1,978.37
526	1/1/20			Beginning Balance			4.95
Postage	1/31/20			Ending Balance			4.95
528	1/1/20			Beginning Balance			6,120.00
Commission expense	1/31/20			Ending Balance			6,120.00

511

Lexington/ Fayette Co Parking Authority
Account Reconciliation
As of Jan 31, 2020
100 - Cash - US Bank
Bank Statement Date: January 31, 2020

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance	12,918.02
Add: Cash Receipts	5,936.01
Less: Cash Disbursements	(620.00)
Add (Less) Other	_____
Ending GL Balance	<u>18,234.03</u>
Ending Bank Balance	18,234.03
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>18,234.03</u></u>

LEXINGTON, KY 2015 LFCPA TEN-YEAR PARKING ANALYSIS APRIL 2015 - FINAL**PROPOSED TEN-YEAR ACTION ITEMS (updated 11/07/16) {12.28.18} {09/06/19} {03.06.20}**

The recommendations included in this report are generally organized into three (3) phases. Each phase improves elements of the parking system that work towards improving the public parking system in downtown Lexington.

PHASE 1 – 2015 & 2016**Task 1: INCREASE BICYCLE RACK PARKING, MAKING IT EASIER FOR LOCALS TO ENJOY DOWNTOWN WITHOUT PARKING A CAR***Purpose:*

- Encourage active lifestyles and provide alternative transportation options for those that visit, live, or work in downtown Lexington
- Reduce the dependence on and overbuilding of expensive parking supply

Action Items:

- Lighting, security, bike paths, and signage all need to be considered **{Bike P signage installed – Nov ‘15}**
- Determine the best locations for new bicycle racks, secure storage, and parklets **{Racks installed. 1st bike parklet on S. Limestone installed Oct ‘16}**
- Work with the downtown business and residential community to help promote bicycle usage **{bike repair station installed Apr ‘16s} {Air compressor purchased installed May ‘16} {Continue to attend bike share stakeholder meetings & Bicycle Pedestrian Advisory Committee meetings} {Attendance continues}**

Benefits:

- Reduced long-term investment in costly new parking supply
- Improved access to on-street supply for the intended users

Task 2: INCREASE ON-STREET AND OFF-STREET RATES**Sub-tasks:**

- Increase on-street hourly rates by \$.50 per hour **{LPA Board tabled for 1 year 03/10/16} {Board approved \$.50 increase at some \$1/hr. meters, generally the downtown core, starts March 1st, 2019} {DONE}**
- Increase off-street (garage) maximum daily rates by \$1.00 **{DONE: \$2 increase 01/04/15} {+\$2 increase 01.02.20}**
- Determine the average duration of stay at each facility and consider small increases to the corresponding facility rate band **{ALS established, monitoring & looking for opportunities} {+\$2 increase 01.02.20}**
- Increase Victorian Square permit pricing by \$10.00 for each permit type **{DONE: 11/01/15} {HX +\$5 01/01/17} {TC + \$5 01/01/18}**

Purpose:

- Provide downtown visitors with more short-term parking options by moving long-term parkers out of prime short-term spaces
- Bring the LFCPA managed parking garages closer to local, regional, and national average off-street rates
- Generate additional revenue that can be reinvested into the downtown parking system

Action Items:

- Communicate pricing changes to the local businesses and stakeholders initially, promoting the price changes

- Provide the larger Lexington community with advanced notice of any rate changes through the lexpark.org website, social media, and applicable media outlets
- Configure applicable hardware and software parking systems with the new rates and effective dates

Benefits:

- Improved access to short-term parking supply through better distribution of short-term and long-term parking demand
- Increased revenues generated from existing parking assets to fund additional, new parking assets

Task 3: INTRODUCE NEW GARAGE PERMIT TYPES

Purpose:

- Offer additional permit options for different potential user types
- Increase off-street garage utilization, both during peak and off-peak times
- Generate additional revenue that can be reinvested into the downtown parking system

Action Items:

- Implement and market the following permit types:
 - Evening Only Permits **{DONE: 10/01/15} {created marketing flyer 02.29.16} (SpotHero reservations)**
 - Parking Debit Cards (either use- or dollar-base decrementing permits) **{Add when upgrading PARCS}**
 - Day Permits (not 24/7; business hours only) **{Still investigating options} (SpotHero reservations)**
 - Frequent Parker Program **{Add when upgrading PARCS}**
 - Free / Reduced parking for ride-sharing vehicles **{Board suggested marketing this @ the Helix}**
 - Configure applicable hardware and software parking systems with the new permit types, rates, and effective times and dates

Benefits:

- Improved off-street garage utilization
- Provide long-term, generally employee, parkers with off-street parking options that are inexpensive and reward them for not parking on-street
- Increased revenues generated from existing parking assets to fund additional, new parking assets

Task 4: MIGRATION OF ALL CREDIT CARD ACCEPTING HARDWARE TO EMV COMPLIANT READERS

Purpose:

- Make sure the LFCPA parking system / hardware is compliant with upcoming (10/2015) EMV guidelines
- Reduce the cost and risk to LFCPA for processing credit cards
- Insure that LFCPA and its vendors implement a roadmap, timeline, and transition plan for EMV compliance

{Industry has not moved forward as most of our transactions are so small liability is very low, will look to upgrade when new PARCS equipment purchases are made. LEXPARK office credit card swipe machine accepts EMV cards}

Task 5: IMPROVE WAYFINDING, EXPAND THE RESIDENTIAL PARKING PERMIT PROGRAM, AND CONSIDER A PILOT PROGRAM FOR SHARED PARKING IN THE CHEVY CHASE NEIGHBORHOOD

Purpose:

- Provide area visitors with more short-term parking options by increasing available public supply through partnerships with private owners
- Protect the on-street spaces in neighborhoods for residential use, where appropriate

Action Items:

- **Implemented Blue P signage system, fall of 2015 {need to market and work with state on state roads}**
- Evaluate the availability of Chevy Chase residential neighborhood on-street spaces and the impact of new developments
- Work with the private supply owners to create a database of private parking space inventory that is available for public consumption **{research “parking broker” program} {Watching Jefferson St & 6th St. 03.06.20}**

Benefits:

- Prepare the area for increased development growth and the resulting parking demand
- Increase the efficiency and utilization of existing public and private parking supply

Task 6: STUDY THE POSSIBILITIES FOR A DOWNTOWN CAR-SHARE PROGRAM, COORDINATE WITH UK (UK RFP summer, 2016) {2018 Update: Car-share for downtown was a non-starter, Zip Car which is the UK Car share program didn't feel there was enough demand downtown unless it was subsidized}

PHASE 2 – 2017 TO 2020

Task 1: INCREASE ON-STREET OPERATIONS AND ENFORCEMENT HOURS UNTIL 8:00 PM MONDAY – FRIDAY. CONSIDER SATURDAY OPERATIONS AS WELL. {Discussed in April Board meeting - Louisville Parking Authority Director July'16} {LANIER Parking to assist with collection of usage and length of stay data for after hours meter use} {2 New after-hours studies completed in spring and summer of 2019, waiting for LANIER analysis} {Add'l after hour study using LPR vehicle is currently ongoing 03.06.20}

Purpose:

- Provide downtown evening visitors with more short-term parking options by moving long-term parkers out of prime short-term on-street spaces
- Generate additional revenue that can be reinvested into the downtown parking system
- Reduce the dependence on and overbuilding of expensive parking supply by better utilizing, available evening parking supply

Action Items:

- Communicate operational and enforcement hour changes to the local businesses and stakeholders initially, promoting the benefits of increased on-street turnover and availability
- Provide the larger Lexington community with advanced notice of any time changes through the leypark.org website, social media, and applicable media outlets
- Replace the free on-street parking option with free or reduced parking fees for off-street (garage) parking spaces
- Consider a 2-hour free after 5:00 PM rate schedule for LFCPA managed parking garages

Benefits:

- Reduced long-term investment in costly new parking supply
- Improved access to short-term on-street parking supply through better distribution of short-term and long-term parking demand
- Increased revenues generated from existing parking assets to fund additional, new parking assets

Task 2: WORK WITH THE DOWNTOWN DEVELOPMENT AUTHORITY TO DETERMINE THE APPROPRIATE METRICS FOR EVALUATING AND GRADING POTENTIAL PARKING SUPPLY ADDITIONS AND REQUIREMENTS RELATED TO NEW DEVELOPMENT OPPORTUNITIES {No movement on this task}

Purpose:

- Allow LFPCA and the parking system to be a catalyst for economic growth in Lexington, KY
- Provide flexibility to both LFPCA, the Downtown Development Authority, and potential developers / investors when evaluating the parking needs and requirements for upcoming economic development opportunities
- Reduce the dependence on and overbuilding of expensive parking supply

Action Items:

- Develop evaluation criteria that includes, but not limited to the following:
 - Walking Distance – Level of Service by patron type
 - Operating and Capital Costs
 - Structural Repair Budget Assumptions
 - Minimum Parking Structure Dimensions
 - Fee-In-Lieu (Payment In Lieu of Parking) options
 - Shared Parking opportunities:
 - Walker recommends the adoption of the base parking ratios developed by the Urban Land Institute, the Institute of Transportation Engineers (ITE), or the Parking Consultants Council of the National Parking Association

Benefits:

- Reduced long-term investment in costly new parking supply
- Remove parking supply as an impediment to economic development
- Improve the efficiency of the entire LFPCA parking system

Task 3: RE-ASSESS OVERALL DOWNTOWN PARKING SUPPLY AND DEMAND*Purpose:*

- Evaluate the construction of a new structured parking facility in Zones 1 or 2 **{Ongoing Conversation 03.06.20}**
- Increase public parking supply, as needed, based on changes demand characteristics

Action Items:

- Analyze the current parking system occupancy and utilization to determine timeline, space requirements, and location for a new parking garage **{Old Courthouse Renovation has increased current & future need} {2018 Update: Historic Courthouse is open and has well over 40 day time employees based there plus visitors}**
- Calculate the acquisition and construction costs for building additional supply **{Internal study began July '16} {Conversation continues} {Ongoing Conversation 03.06.20}**
- Determine funding sources

Benefits:

- Increased parking supply for both current and future parking demand
- Remove parking supply as an impediment to economic development

Task 4: RE-EVALUATE ON-STREET AND OFF-STREET RATES FOR CONTINUOUS MODEST INCREASES TO ADJUST FOR INFLATION AND ANY OTHER VARIABLES AFFECTING MARKET PRICING **{+\$2 trans. increase 01.02.20}****Sub-tasks:**

- Increase citation rates by \$10.00 **{RPPP Citation rates increase from \$20 to \$30 - approved Mar '18}**
- Consider a graduated or incentive based fine schedule for repeat offenders **{Graduated fines is being considered, 2018} {Need to re-start this topic again}**

Purpose:

- Provide downtown visitors with more short-term parking options by moving long-term parkers out of prime short-term spaces
- Bring the LFCPA managed parking garages closer to local, regional, and national average off-street rates
- Generate additional revenue that can be reinvested into the downtown parking system

Action Items:

- Review local market, comparative regional, and national average price points
- Determine the impact of a rate change to the local community and stakeholders
- Evaluate current parking system occupancy and utilization in order to implement rate changes that promote improved system efficiency

Benefits:

- Improved access to short-term parking supply through better distribution of short-term and long-term parking demand
- Increased revenues generated from existing parking assets to fund additional, new parking assets

Task 5: OUTLINE AND IMPLEMENT AN LFCPA DOWNTOWN SHARED PARKING PROGRAM*Purpose:*

- Improve the overall parking experience for all downtown Lexington visitors, residents, and employees
- Make all parking assets, public and private, more efficient through increased utilization
- Provide a monthly financial return to private parking supply owners
- Assist private parking supply owners' market and sell unused spaces

Action Items:

- Discuss the possible revenues and benefits to local private parking supply owners, and create a database of private parking space inventory that is available for public consumption
- Create a map of location rates by area or zone that would provide the private supply owners a guideline for potential monthly rates
- Market the available spaces to the public through providing physical signage, marketing pamphlets, email campaigns, and opening the inventory database up to the leypark.org website for potential patrons to search, find, and connect to available spaces
- Determine what services LFCPA is willing to provide in order to increase private supply owner participation

Benefits:

- Improved access to short-term parking supply through better distribution of short-term and long-term parking demand
- Revenue opportunities for private parking supply owners that have under-utilized spaces
- Reduced long-term investment in costly new parking supply

PHASE 3 – 2021 TO 2025 (removed from this working document in order to focus on Ph 1 & 2)

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 pink and red scheme for Valentine's 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 a blue and green scheme for Eating Disorders Awareness.
- The garage lighting system was programmed with a pink and white scheme for Amyloidosis Awareness.
- The garage lighting system was programmed with the standard multicolor scheme.

Transit Center Garage:

- DC Elevator is repairing an elevator with hydraulic problems. The repair involves 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:

- Jarboe Construction was the low bidder for the façade enhancement project, with a bid price of \$265,353. LPA has drafted the necessary contract documents and Jarboe Construction has begun work on the project.
- LPA will order the LED lighting components directly from Vincent Lighting Systems and provide the components to the contractor for installation by Walker Electric. This will help avoid any possible price markups associated with contractor procurement.
- DB General Contracting continued work on the expansion of the **LEXPARK** office. The project entails expanding the current **LEXPARK** office located at 122 N. Broadway into the adjoining 124 N Broadway space.

General Garage Notes:

- LPA posted an advertisement seeking bid documents from qualified contractors for the 2020 capital asset management plan repairs. LPA received bids from three contractors and following consultation with Walter P Moore chose RAM Construction Services for the project. Ram Construction Services was the low bidder for the project. The quoted price from Ram Construction Services, including a recommended contingency allowance is \$1,172,695.