

March 14, 2019 Board Meeting Agenda



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|-------|---|-------------------|
| I. | Call to Order/Welcome of Guests | Frazier |
| II. | Approval of Minutes of February 14, 2019 LPA Board Meeting
<i>Board Action Required</i> | Frazier |
| III. | Update on ED Activities
A. Executive Director Reports
B. Operational Reports
C. LEXPARK After Hours & Holiday Coverage | Means |
| IV. | Present LPA and LEXPARK January 2019 Financial Reports
and Schrader Commercial Reports | Means |
| V. | On-Street
A. Meter Rate Increase –Update
B. Proposed Phase-Out of All Non-Reporting Meters
<i>Board Action Required</i> | Means |
| VI. | Off-Street (Garages)
A. Broadway Shoppes – Leasing Update
B. CAMP Projections Update
C. Garage Updates
D. Transit Garage Gateless Project | Means
Trammell |
| VII. | Comments
Comments from Commissioners/Advisory Committee Members | Frazier |
| VIII. | Closed Session per KRS 61.810 | Frazier |

Next Meeting: April 11, 2019



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

BOARD MEETING MINUTES

January 10, 2019

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

Location: 162 East Main Street, Lexington KY 40507

Voting Members: Kenton Ball
Wesley Holbrook (proxy for 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

LFCPA Advisory Board: Steve Kelly

Guests: Chris Goodson, Lanier
Justin Hubbard, DDAF
Justin Jun, Lanier
Juan Lewis, Lanier
Steven Taff, Lanier

Item 1 – Call to Order:

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

Item 2 – Approval of the January 10, 2019 Meeting Minutes

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

Item 3 – Update on ED Activities

A. Executive Director Report

Mr. Means presents the January 2019 Executive Director Report. Construction began on the water quality project at Helix Garage. Mr. Means also presents a handout on electronic signage in the garages.

B. Operational Reports

Mr. Means presents the January 2019 operations reports. There was an increase in loading zone violations for the month. The capture rate showed a large increase, but this is due to street sweeping and is therefore an outlier. Mr. Holbrook asked about the decrease in the amount due from the Top 20 scofflaws. Mr. Jun

will research further. The number of citations written increased over the prior month and collections rates are right at goal. Voids continue to fall below industry standards. Ninety new parkers will be added to Courthouse from Gray Construction. All accounts listed on the aged balance report have caught up. Ms. Vertuca asks that the Broadway Shoppes be added to the aged balance report.

C. ED Travel Update

Mr. Means presents his travel costs through January 2019.

D. Diversity Statement

By consensus, the Commissioners approve the statement.

Item 4 – December 2018 Financial Reports

Mr. Means presents the December 2018 financials. Garage salaries are under budget due to vacant positions. Mr. Ball asks that planned monthly expenses be recorded as prepays. Garage transient revenue continues to fall under budget, LPA staff intend to further research this trend. Event revenue exceeds budget for both the month and year. At Ms. Vertuca's request, Mr. Hubbard will review and clarify the way capital expenses are recorded on the Budget vs. Actual report. Ms. Vertuca makes a motion to approve the December 2018 financials as presented. Mr. Holbrook seconds. The vote was unanimous, and the motion carried.

Item 5 – Downtown Public Parking Inventory

Mr. Means presents an updated inventory.

Item 6 – Parking Broker and Distillery District Communications

Mr. Means discusses the possibility of working with the Distillery District on their parking issues.

Item 7 – On-Street

A. Meter Rate Increase – Update

The meter rate increase will be implemented on March 1, 2019. Media coverage has been satisfactory.

B. POM Phase-Out

Mr. Means presents a proposal to phase out all POM meters next fiscal year. Estimated costs are \$168K.

Item 8 – Off-Street

A. Broadway Shoppes

Mr. Means discusses the upcoming lease renewals at Broadway Shoppes. The Sweet Spot plans to close and will not renew their lease. Tom Rogers would like to renew his lease, but he owes several months of rent and utilities. By consensus, the Commissioners agree that Mr. Rogers may extend his lease only if he will personally guarantee the lease and all past due rent must be paid by May 30th.

B. CAMP Projections Update

Mr. Trammell presents an update of CAMP expenditures and projections.

C. Garage Updates

Mr. Trammell reports that CAMP work at Transit Center and Courthouse continues. An additional repair has been discovered at Transit Center. LPA received payment from KLC for the claim related to arson damage at Helix.

C. Transit Center Gateless Project

Mr. Means informs the Commissioners that installation is complete. Full implementation of enforcement is in progress.

Mr. Ball makes a motion to go into closed session per KRS 61.810. Mr. Masterman seconds. The vote was unanimous, and the motion carried.

Mr. Masterman makes a motion to exit closed session. Ms. Vertuca seconds. The vote was unanimous, and the motion carried.

There being no further business brought before the Board, the meeting adjourned at noon.



March 8th, 2019
**Lexington & Fayette County
 Parking Authority
 Executive Directors Report
 February 2019**



Accomplishments

- Published a press release on February 5th regarding our meter rate increase to start on March 1st.
- 3 Favorable interviews; Radio, TV and Newspaper regarding our meter rate increase
- Successful water quality grant project kick-off with EC Mathews at the Helix garage, project moving along quickly with no real issues, the pervious concrete (which allows rain water to seep through) was poured in the center of the Helix circle
- Our staff along with an outside design team produced our LPA FY18 Annual Report, Kara Pearson lead the way!
- **LEXPARK** team replaced informational meter stickers at meters where the meter increase would take place and were ready to go for the March 1, change

Meetings with LFUCG/LFCPA staff

- Attended the February LFUCG Bicycle Pedestrian Advisory Committee meeting
- LPA & Lanier Staff met to plan signage mounting locations at the TC garage
- Attended a LFUCG Shared Mobility Advisory Committee Meeting
- Our LPA Staff and Lanier Staff held a conference call with Vanessa Rath, University of Nebraska Omaha, who had recently converted a garage from gated to gateless
- Met with Lanier team and executives to discuss the meter rate increase and future effects of UK/LFUCG land swap
- Attended the February LPA board meeting
- Board meeting follow-up breakfast with LPA staff
- Ed, myself and Justin Jun met with Lexington Police to discuss integrations with our LPR system to assist with identifying locations of vehicles of interest for the Police
- Conference call with our garage LPR system installer and our staff regarding technical options and programs
- Ed and I met with LexTran and LFUCG reps regarding additional design ideas for the façade of the Transit Center Garage
- Held regular weekly meetings for both On-Street and Garage operations with Republic Parking (**LEXPARK**) staff
- Held weekly “transition” calls with LPA, **LEXPARK** and Lanier corporate staff

Meetings with External Individuals/Groups

- Along with LPA Board Chair Jim Frazier, met with Terry Sweeney on downtown plans and programs
- Radio interview with WEKU regarding our upcoming meter rate increase
- Interview with the Herald Leader regarding our upcoming meter rate increase
- Interview with WKYT Ch27 regarding our upcoming meter rate increase
- Conference call with ParkAware a smart parking technology company that uses sensors in parking spaces to produce and collect useful data
- IPMI Executive Committee call
- IPMI Board of Directors call
- Attended a Central Library Open house featuring consultants work on possible renovations and programming changes to their building
- Ed and I participated in a check-in call with a representative from Scheidt & Bachmann our gate equipment supplier
- TV interview with UK Student Network regarding our meter rate increase
- Along with LPA Board Chair Jim Frazier attended another meeting with downtown stakeholders regarding pedway lighting suggestions
- Hosted a construction update meeting with CDP Engineers and EC Mathews regarding our Helix Garage water quality grant project
- IPMI Conference call to prep for the upcoming Accessible Parking Webinar where I will be a co-presenter
- Planning meeting for the upcoming “Emerge Lexington” conference where I will be on a panel discussing the future of traffic and transportation
- Update phone call with Jamie Schrader regarding current status of tenants of the Broadway Shops
- Attended a Downtown Lexington Partnership advisory board meeting
- Meeting with area PARCS installer and our local managers
- Attended the High Street YMCA annual giving campaign, board training
- Held a monthly check-in call with our team and SpotHero representative

Future Goals and Planned Activities

- Continue working on transitioning the Transit Center garage from a gated to gateless facility with enforcement integrations
- Work with CDP Engineers, EC Mathews and LFUCG to oversee water quality improvements at the Helix using LFUCG \$240k grant
- Continue working on recommendations from the Kimley-Horn Operations and Best Practices Audit
- 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

LFCA and LEXARK Key Performance Indicators

User-input variable cells.

Totals for underlying cells.

6

REVENUE STREAM INTEGRITY and SECURITY	
1	Field Inspections (with Contact)
2	Canister Integrity
3	Maintenance Collections
4	Enforcement
5	Coin Counting Observations
6	
7	Field Observations (Covert)
8	Vehicle Integrity
9	Maintenance Collections
10	Enforcement
11	
12	Revenue Control Discrepancies Noted
13	Equipment Integrity
14	Incomplete Coin Room Record
15	Incomplete Key Control Documentation
16	Failure to Notify of Location
17	Customer Satisfaction
18	Number of Parkers Responding
19	Positive Response
20	Negative Response
21	Specific Complaints
22	Revenue Tests
23	Number of Single-Space Meters Planted
24	Value Planted
25	Value Recovered
26	Number of Multi-Space Meters Planted
	Value Planted
	Value Recovered
27	Average Meter Payment and Average Length of Stay
28	Average Meter Payment (LUKE & IPS)
29	4 Hour Meters - Average Length of Stay (in minutes)
	2 Hour Meters - Average length of stay (in minutes)
30	Credit Card Usage and Forms of Payment
31	LUKE (Credit Card Percent of transactions)
32	Average CC transaction
	Pay by Phone
33	IPS (percent of transactions)
34	Average CC transaction
35	Pay by Phone
36	Meter Occupancy Rates by Zones
37	Low 0-30% (9,12,13)
38	Medium 30-60% (1,2,3,5,6,7,10,11,14,15,16)
	High 60% or more (4,8)

	Note												TOTAL	AVERAGE	Percent of Total
	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19			
1	7	6	5	7	4	3	8	4	10	9	10	4	44	5.5	100%
2	2	0	0	1	0	0	2	0	0	0	0	0	5	0.6	11%
3	0	2	1	2	0	0	2	0	0	0	0	0	9	1.1	20%
4	0	0	1	0	0	0	1	0	0	0	0	0	2	0.3	5%
5	2	2	1	2	2	2	1	1	0	0	0	0	12	1.5	27%
6	3	2	2	2	2	1	2	2	1	2	2	2	16	2.0	36%
7	13	8	7	6	9	10	9	10	10	9	10	4	72	8.8	100%
8	1	1	2	1	1	1	2	1	1	2	1	1	10	1.3	14%
9	4	3	1	1	2	2	3	3	3	2	3	2	19	2.4	26%
10	4	2	1	1	2	2	1	2	2	1	2	2	15	1.9	21%
11	4	2	3	3	4	5	3	4	4	3	4	4	28	3.5	39%
12	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A
13	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A
14	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A
15	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A
16	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A
17	2	1	1	0	0	2	0	0	0	0	0	0	6	1	N/A
18	0	1	0	0	0	1	0	0	0	0	0	0	2	0.3	N/A
19	2	0	1	0	0	1	0	0	0	0	0	0	4	1	N/A
20	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A
21	1	0	1	1	0	0	0	0	0	0	0	0	3	0.4	N/A
22	\$0.50	\$0.50	\$0.50	\$0.35									\$1.35	\$0.45	N/A
23	\$0.80	\$0.50	\$0.35										\$1.65	0.55	N/A
24	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A
25													\$0.00	N/A	N/A
26														N/A	N/A
27	\$0.88	\$0.89	\$0.97	\$1.02	\$1.03	\$0.94	\$1.04	\$1.10					N/A	\$0.98	N/A
28	125	126	130	122	117	108	119	128					N/A	122	N/A
29	43	44	42	44	46	45	46	46					N/A	45	N/A
30	64.0%	64.0%	71.0%	67.5%	66.9%	60.0%	64.0%	69.3%					N/A	65.8%	N/A
31	\$2.33	\$2.33	\$2.24	\$2.18	\$2.12	\$1.80	\$1.98	\$1.91					N/A	211.1%	N/A
32	17.1%	17.9%	18.1%	18.7%	20.3%	33.0%	34.0%	35.0%							
33	\$1.33	\$1.32	\$1.34	\$1.36	\$1.36	\$1.35	\$1.33	\$1.74							
34															
35															
36	19%	20%	23%	27%	20%	25%	24%	29%					N/A	23.4%	N/A
37	47%	53%	49%	50%	46%	42%	49%	51%					N/A	48.4%	N/A
38	63%	67%	63%	56%	57%	60%	76%	81%					N/A	65.4%	N/A

LEXPARK On-Street By The Numbers FY19

CATEGORY	Current																
	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Ave. FY19	Ave. FY18	Ave. FY17	Ave. FY16	Ave. FY15
Number of Violations Cited	2,846	5,101	3,808	4,134	3,497	3,232	3,899	3,276					3,724	3,320	3,587	3,587	3,883
Number of Actual Citations (excludes voids & warnings)	2,660	4,477	3,511	3,717	3,263	2,926	3,571	3,061					3,398	3,040	3,312	3,373	3,404
Value of Actual Citations	\$70,255	\$117,485	\$91,755	\$87,460	\$86,405	\$78,160	\$89,185	\$75,470					87,022	85,601	\$74,589	\$75,350	\$77,587
Number of Citations Paid	2,023	2,915	2,373	2,759	2,495	2,502	2,842	2,456					2,546	2,504	2,499	2,609	2,556
Percentage of Citations Paid	76.05%	65.11%	67.59%	74.20%	76.50%	85.50%	79.50%	80.20%					76%	80%	76%	78%	75%
Value of Citations Paid	\$55,895	\$78,840	\$65,099	\$77,497	\$74,206	\$75,122	\$80,986	\$72,021					\$72,458	\$70,919	\$65,630	\$68,709	\$68,744
Number of Warnings Issued	129	548	244	251	201	270	291	176					264	195	362	190	397
Number of Voids	59	87	49	52	49	45	37	50					54	74	74	47	81
Percentage of Citations that were Voids	2.1%	1.7%	1.3%	1.3%	1.4%	1.4%	1.1%	1.5%					1%	2%	1.9%	1.4%	2.1%
Meter Revenue Collected	\$75,035	\$88,357	\$88,650	\$103,487	\$90,263	\$73,453	\$85,365	\$81,525					\$85,767	\$88,777	\$82,470	\$71,729	\$81,800
Average Meter Revenue Collected per Work Day	\$4,169	\$3,842	\$2,955	\$4,499	\$4,103	\$3,339	\$2,754	\$2,912					\$3,571	\$5,206	\$3,982	\$3,607	\$3,736
Number of RPP's Sold	700	916	108	59	31	17	45	26					1,902	2,136	1,739	1,657	1,652
Value of RPP Permits	\$7,000	\$9,160	\$1,080	\$590	\$310	\$170	\$450	\$260					\$2,378	\$1,436	\$1,449	\$1,381	\$2,751
Monthly Permit Revenue	\$5,111	\$5,570	\$5,645	\$6,194	\$6,419	\$3,643	\$8,038	\$6,023					\$5,830	\$6,150	\$5,741	\$3,706	\$6,086
Value of Bagged Meters	\$11,721	\$3,169	\$8,808	\$15,125	\$11,266	\$8,260	\$8,378	\$10,725					\$9,682	\$11,426	\$2,795	\$6,047	\$2,600
Number of New Meters Added	-3	8	3	0	-1	1	0	0					1	0	4	0	1
Number of Single Space Meters	943	955	955	889	855	867	867	838					896	946	901	870	885
Number of Multi-space Meters	36	36	36	38	42	43	43	44					40	37	35	33	35
Number of Metered Spaces	1,269	1,277	1,280	1,271	1,270	1,269	1,269	1,269					1,272	1,272	1,173	1,123	1,154
Vehicles Booted	25	40	16	48	57	40	41	41					39	42	37	37	38
Amount of Booting Fees	\$2,205	\$2,970	\$1,744	\$3,420	\$4,320	\$2,700	\$3,060	\$2,970					\$2,924	\$3,221	\$3,303	\$2,880	\$3,381
Total Revenue Collected	\$156,967	\$188,066	\$171,026	\$206,313	\$186,783	\$163,348	\$186,277	\$173,523					\$179,038	\$181,929	\$161,388	\$154,452	\$165,361

LEXPARK VOID SUMMARY

Voided Citations By Officer

FY'18	2018	2018	2018	2018	2018	2018	2019	2019	2019	2019	2019	2019
Issuing Officer	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2008												
2013	2	4	3	1	1	1						
2038												
2007												
2034												
2026												
2057												
2017												
2058												
2052												
2054												
2069												
2074		2										
2027												
2081		16	6		9			1				
2111												
2103				1								
2104												
2081	16			10		6	10	4				
2082	7	13	8	3	4	4	7	15				
2109	1	1			1							
2114												
2115				4								
2117	1	1		1								
2130								1				
2060												
2094												
2095						1						
2119	16	7	10	16	11	7	4	8				
2097		1		2								
2098												
2088												
2122	2	26	11	3	1	7	5	2				
2120	14	15	11	6	13	8	7	13				
2105												
2124						9		1				
2125						1	4	4				
2065								1				
% Voids	2%	1.70%	1.29%	1%	1%	1%	1%	2%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Total	59	87	49	52	40	44	37	50	0	0	0	0
Total Citations	2660	5,101	3,808	4255	3497	3498	3899	3,276				

Voided Citations Summary By Reason

FY'18	2018	2018	2018	2018	2018	2018	2019	2019	2019	2019	2019	2019
Void Type	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Administrative	10	22	14	18	8	8	5	21				
Ambiguous Mrkg /Missing Sign						1						
Customer Walk Up	4		3		1	2	3	1				
Duplicate	3	5	6	2	3	2		6				
Meter Malfunction	1	1	1	3	1	1	2					
Pay By Phone	28	39	19	20	24	23	18	16				
Officer Error	11	17	6	8	11	6	7	3				
Test						2		2				
Visitor	1						1					
Printer Error				1				1				
Paid Other Luke	1	3			1		1					
Void By Client Directive												
Total	59	87	49	52	49	45	37	50	0	0	0	0



Citations Aging Report

Five-Year Report Ending March 1, 2019

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	1,686	1,085	776	823	1,867	4,360	7,617	8,948	8,749	628	36,539
Dollar Amt	\$54,250.00	\$42,440.00	\$34,344.52	\$33,610.00	\$76,360.00	\$203,706.00	\$289,270.86	\$345,269.50	\$341,841.00	\$24,360.00	\$1,445,451.88



Citations Aging Report

Five-Year Report Ending February 1, 2019

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	1,837	921	812	924	2,228	3,877	7,741	9,048	8,570	530	36,488
Dollar Amt	\$58,610.00	\$39,590.84	\$32,905.00	\$36,160.00	\$93,376.00	\$182,220.00	\$292,450.86	\$348,939.50	\$335,236.00	\$21,335.00	\$1,440,823.20

LEXPARK Garages By The Numbers (FY19)

CATEGORY	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	2019 AVG.	2018 AVG.
Number of Monthly Card Holders Billed - VS	372	369	371	371	371	373	387	387					375	373
Number of Monthly Card Holders Billed - TC	1,123	1,110	1,127	1,121	1,113	1,108	1,120	1,092					1,114	1,115
Number of Monthly Card Holders Billed - CH	247	215	211	212	229	227	226	223					224	248
Number of Monthly Card Holders Billed - HX	372	360	387	379	381	382	382	385					379	347
Number of Total Spaces - VS (384) # Available for Monthly	0	0	0	0	0	0	0	0					0	2
Number of Total Spaces - TC (777) # Available for Monthly	25	20	0	0	0	0	0	0					6	8
Number of Total Spaces - CH (518) # Available for Monthly	33	30	27	26	25	20	20	0					23	13
Number of Total Spaces - HX (389) # Available for Monthly	25	18	0	5	0	0	0	0					6	14
Number of Special Events Worked - VS	3	4	5	6	7	18	12	12					8	7
Average Daily Transaction - VS	336	338	315	292	278	272	218	272					290	335
Average Daily Transaction - TC	73	103	87	107	92	33	13	21					66	92
Average Daily Transaction - CH	195	211	207	237	207	174	195	211					205	205
Average Daily Transaction - HX	497	478	389	511	437	399	467	469					456	486
Total Daily Transactions All Garages	34,173	35,069	30,011	35,566	30,413	27,239	27,746	27,316					30942	32,950
Average Length of Stay - VS	2.3	2.1	2.1	2.3	2.6	2.6	2.6	2.7					2.4	2.2
Average Length of Stay - TC	3.9	4.0	3.9	3.8	3.4	3.8	3.7	3.6					3.8	3.9
Average Length of Stay - CH	2.1	1.5	2.0	2.1	2.2	2.1	2.0	2.0					2.0	2.2
Average Length of Stay - HX	1.4	2.0	1.5	1.4	1.7	1.5	1.6	1.7					1.6	1.4
Number of Validations Sold All Garages	2,756	1,904	691	2,473	2,533	1,105	938	815					1,652	2,510
Average Transaction Amount - VS	\$4.17	\$4.42	\$4.61	\$5.20	\$5.89	\$5.38	\$6.04	\$6.13					\$5.23	\$4.60
Average Transaction Amount - TC	\$10.03	\$9.61	\$9.75	\$9.31	\$9.53	\$9.60	\$4.85	\$5.02					\$8.46	\$9.47
Average Transaction Amount - CH	\$3.63	\$4.10	\$4.18	\$4.29	\$4.49	\$4.30	\$4.03	\$4.37					\$4.17	\$4.34
Average Transaction Amount - HX	\$2.59	\$3.03	\$3.94	\$2.97	\$2.91	\$2.97	\$2.94	\$3.23					\$3.07	\$2.96

Proposed After-Hours Communications Policy

(LFCPA follows LFUCG Holidays Observed)

New Year's Day. (The first day of January)
 Martin Luther King, Jr. Day. (The third Monday in January)
 Presidents Day. (The third Monday in February)
 Memorial Day. (The last Monday in May)
 Independence Day. (The fourth day of July)
 Labor Day. (The first Monday in September)
 Thanksgiving Day. (The fourth Thursday in November)
 Friday after Thanksgiving Day. (The fourth Friday in November)
 Christmas Eve. (The twenty-fourth day of December)
 Christmas Day. (The twenty-fifth day of December)

Holidays as it related to LEXPARK Operations:

Holidays by coverage:

Type A:

New Year's Day. (The first day of January)
 Independence Day. (The fourth day of July)
 Thanksgiving Day. (The fourth Thursday in November)
 Friday after Thanksgiving Day. (The fourth Friday in November)
 Christmas Eve. (The twenty-fourth day of December)
 Christmas Day. (The twenty-fifth day of December)

Type B:

Martin Luther King, Jr. Day. (The third Monday in January)
 Presidents Day. (The third Monday in February)
 Memorial Day. (The last Monday in May)
 Labor Day. (The first Monday in September)

Type A Holidays (New Year's Day, Independence Day, Thanksgiving Day, Friday after Thanksgiving Day, Christmas Eve, Christmas Day) have **no** On-Street Enforcement, all Garages are free to the public (if garage has gates, they are to be raised) and the LEXPARK office is closed. Phones and intercoms are forwarded to an answering service or command center. A manager must be on-call and responsive.

Type B Holidays (Martin Luther King, Jr. Day, Presidents Day, Memorial Day, Labor Day) are holidays with no time limit or meter enforcement, however enforcement of all other parking rules shall occur on these days. The Victorian Square Garage is open, the other three garages are free to the public (if garage has gates, they are to be raised) and the LEXPARK office can be closed to walk-in customers. There must be staff present in the office from 8am to 5pm to answer phones and intercoms from the garages. A manger must be on-call and responsive.

After Hours Phone Procedures:

The LEXPARK office phone 859-231-7275 is advertised on all meters, all garage equipment, website and other printed materials. This phone shall be answered Monday through Friday 8am – 5pm by an on-site staff member. Holiday coverage is explained above. After normal business hours, the office phone should be programmed with a greeting explaining how to leave a non-emergency message but that includes an emergency phone number. This emergency phone shall always be answered by an on-site staff member or forwarded to an on-call manager (24/7).

Lexington & Fayette County Parking Authority
Statement of Net Position

Substantially All Disclosures Omitted

	As Of 01/31/19	As Of 01/31/18	Variance 01/31/19
Assets			
Current Assets			
Cash	\$ 1,882,353	\$ 2,827,399	\$ (945,046)
Cash-Change Fund	12,099	12,000	99
Accounts Receivable	23,199	32,013	(8,813)
Prepaid Expenses	157,578	0	157,577
Restricted Cash & Cash Equivalents			
Cash-Restricted	0	2,005,141	(2,005,141)
Cash-US Bank-Sinking Fund Reserve	0	685	(685)
Cash-US Bank-Garage Maintenance Reserve	0	429,339	(429,339)
Cash-US Bank-Debt Service Reserve	0	448,519	(448,519)
Investments-BB&T-Restricted Cash	3,500,000	0	3,500,000
Investments-BB&T-Garage Maintenance Reserve	968,691	0	968,691
Investments-BB&T-Unrealized G/L	(240)	0	(240)
Investments-BB&T-Accrued Interest	24,431	0	24,431
Total Restricted Cash & Equivalents	<u>4,492,882</u>	<u>2,883,684</u>	<u>1,609,198</u>
Total Current Assets	<u>6,568,111</u>	<u>5,755,096</u>	<u>813,015</u>
Non-Current Assets			
Capital Assets			
Land	7,585,094	7,585,094	0
Parking Facilities & Improvements	10,794,871	10,688,236	106,635
Equipment & Furniture	2,079,337	2,028,809	50,528
Construction In Progress	384,841	18,274	366,566
Computer Software	10,850	10,850	0
Total Capital Assets	<u>20,854,993</u>	<u>20,331,263</u>	<u>523,729</u>
Less: Accumulated Depreciation	<u>(3,604,127)</u>	<u>(2,946,063)</u>	<u>(658,063)</u>
Total Capital Assets, Net of Accumulated Depreciation	<u>17,250,866</u>	<u>17,385,200</u>	<u>(134,334)</u>
Total Non-Current Assets	<u>17,250,866</u>	<u>17,385,200</u>	<u>(134,334)</u>
Total Assets	<u>\$ 23,818,978</u>	<u>\$ 23,140,296</u>	<u>\$ 678,681</u>
Liabilities and Net Assets			
Current Liabilities			
Accounts Payable and Accrued Liabilities	\$ 261,671	\$ 165,297	\$ 96,374
Compensated Absences	13,512	10,263	3,249
Deposits Payable	4,509	1,657	2,852
Note Payable	405,060	383,049	22,011
Total Current Liabilities	<u>684,752</u>	<u>560,266</u>	<u>124,486</u>
Non-Current Liabilities			
Note Payable	3,030,272	3,896,943	(866,670)
Compensated Absences	13,511	10,263	3,248
Deposits Payable	3,038	5,889	(2,852)
Total Non-Current Liabilities	<u>3,046,821</u>	<u>3,913,095</u>	<u>(866,274)</u>
Total Liabilities	<u>3,731,573</u>	<u>4,473,361</u>	<u>(741,788)</u>
Net Position			
Capital Assets Net of Debt	13,815,534	13,105,209	710,325
Reserve-Sinking Fund	0	684	(685)
Restricted-Capital Projects	0	5,142	(5,141)
Restricted-Debt Service	0	448,519	(448,519)
Restricted-Garage Maintenance Reserve	992,882	429,339	563,543
Restricted-Capital Asset Mgmt Program	3,500,000	2,000,000	1,500,000
Unrestricted	1,778,989	2,678,042	(899,054)
Total Net Position	<u>20,087,405</u>	<u>18,666,935</u>	<u>1,420,469</u>
Total Liabilities and Net Assets	<u>\$ 23,818,978</u>	<u>\$ 23,140,296</u>	<u>\$ 678,681</u>

No assurance is provided on these financial statements.

Lexington and Fayette County Parking Authority
Statement of Cash Flows

Substantially All Disclosures Omitted

	<u>Month To Date</u> <u>1/31/2019</u>	<u>Year To Date</u> <u>1/31/2019</u>
Cash Flows from Operating Activities		
Cash received from parking customers	\$ 404,785	\$ 2,759,423
Cash received from commercial property renters	6,121	46,660
Cash received from grants	-	13,712
Cash payments to suppliers for goods and services	(265,735)	(1,505,999)
Cash payments to employees for services	(29,208)	(174,070)
Cash payments of related party payables to LFUCG	(2,536)	(12,490)
Net Cash Provided by Operating Activities	<u>113,427</u>	<u>1,127,236</u>
Cash Flows from Noncapital Financing Activities		
Cash payments on Note Payable	(33,296)	(232,419)
Net Cash Used in Noncapital Financing Activities	<u>(33,296)</u>	<u>(232,419)</u>
Cash Flows from Capital and Investing Activities		
Net Changes in Restricted Investments	16,862	(536,186)
Purchases of Capital Assets	(69,556)	(498,615)
Net Changes in Capital and Investing Activities	<u>(52,694)</u>	<u>(1,034,801)</u>
Net Increase (Decrease) in Cash and Cash Equivalents	27,437	(139,984)
Cash and Cash Equivalents, Beginning of Period	1,867,015	2,034,436
Cash and Cash Equivalents, End of Period	<u>\$ 1,894,452</u>	<u>\$ 1,894,452</u>
Reconciliation of Operating Income to Net Cash Flows		
Provided by Operating Activities		
Change in Net Position	\$ 137,067	\$ 888,996
Adjustments to Reconcile Operating Income to Net Cash		
Provided by Operating Activities:		
Unrealized losses (gains) on investments	(901)	(1,427)
Depreciation and Amortization	54,412	386,290
Loss (gain) on Disposal of Assets	(15,090)	(15,090)
Changes in Assets and Liabilities:		
Accounts Receivable	11,359	45,318
Prepaid Expenses	-	(157,578)
Accrued Interest	(24,431)	(24,431)
Accounts Payable and Accrued Liabilities	(48,989)	5,158
Net Cash Provided by Operating Activities	<u>\$ 113,427</u>	<u>\$ 1,127,236</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 1/31/2019	Month End 1/31/2019	Variance 1/31/2019	FYTD 1/31/2019	FYTD 1/31/2019	Variance 1/31/2019	Annual Budget 6/30/2019	
	Actual	FYE Budget		Actual	FYE Budget		FYE Budget	
Revenue								
Revenue OnStreet								
1	Parking - Monthly Rental	\$ 8,488	\$ 7,833	\$ 655	\$ 64,844	\$ 61,233	\$ 3,611	\$ 97,738
2	Parking - Meter Collections	93,772	101,029	(7,257)	751,023	698,366	52,657	1,224,748
3	Parking - Fines	82,425	73,451	8,974	515,521	515,648	(127)	880,029
4	Total Revenue OnStreet	184,685	182,313	2,372	1,331,388	1,275,247	56,141	2,202,515
Revenue OffStreet								
5	Parking - Monthly Rental	113,716	108,000	5,716	780,190	750,000	30,190	1,290,000
6	Parking - Transient Rental	57,553	64,974	(7,421)	428,212	471,533	(43,321)	837,262
7	Parking - Event	31,949	21,325	10,624	143,485	104,286	39,199	148,693
8	Parking - Validations	5,397	5,406	(9)	29,921	25,978	3,943	38,592
9	Overage/Shortage/Fees	125	0	125	909	0	909	0
10	Total Revenue OffStreet	208,740	199,705	9,035	1,382,717	1,351,797	30,920	2,314,547
11	Commercial Property Rental	6,121	6,917	(796)	46,660	48,419	(1,759)	83,004
12	Grants Received	0	0	0	13,712	0	13,712	0
13	Miscellaneous Income	50	0	50	1,150	0	1,150	0
14	Total Revenue	399,596	388,935	10,661	2,775,627	2,675,463	100,164	4,600,066
Operating Expenses								
OnStreet Operating Expenses								
15	Lanier Operating Expenses	87,164	77,536	(9,628)	580,558	551,674	(28,884)	943,238
16	Property & Casualty Excess Insurance	0	0	0	1,437	1,437	0	1,437
17	Bank & Credit Card Fees	9,837	9,333	(504)	73,769	65,331	(8,438)	111,996
18	Total OnStreet Operating Expenses	97,001	86,869	(10,132)	655,764	618,442	(37,322)	1,056,671
OffStreet Operating Expenses								
19	Lanier Operating Expenses	73,436	79,821	6,385	428,276	549,609	121,333	947,693
20	Property & Casualty Excess Insurance	0	0	0	57,432	57,432	0	57,432
21	Bank & Credit Card Fees	4,234	4,841	607	31,130	33,887	2,757	58,092
22	Utilities	11,211	11,020	(191)	68,724	77,140	8,416	132,240
23	Interest Expense	6,434	6,917	483	45,688	48,417	2,728	83,000
24	Total OffStreet Operating Expenses	95,315	102,599	7,284	631,250	766,485	135,234	1,278,457
25	Personnel Expenses	31,434	24,475	(6,959)	177,926	171,325	(6,600)	293,700
Administrative Expenses								
26	Property & Casualty Excess Insurance	0	0	0	37,348	37,311	(37)	37,311
27	Bank & Credit Card Fees	0	0	0	178	0	(178)	0
28	Other Professional Services	3,541	18,950	15,409	52,848	132,650	79,802	227,400
29	Rent/Lease Expenses	759	767	8	5,314	5,369	54	9,204
30	Landline Phones	393	442	48	2,736	3,094	359	5,304
31	Business Travel & Training	55	1,600	1,545	6,381	11,200	4,819	19,200
32	Dues Subscriptions & Publications	652	258	(394)	1,470	1,806	335	3,096
33	Office Supplies	2,466	708	(1,757)	4,048	4,956	909	8,496
34	Office Machines & Equipment	0	208	208	1,662	1,456	(206)	2,496
35	Office Repairs & Maintenance	62	125	63	412	875	463	1,500
36	Mileage Expense	0	33	33	0	231	231	396
37	Operating Contingency	0	7,500	7,500	139	52,500	52,361	90,000
38	Total Administrative Expenses	7,928	30,591	22,663	112,536	251,448	138,912	404,403
39	Total Operating Expenses	231,678	244,534	12,856	1,577,476	1,807,700	230,224	3,033,231
Change in Net Position Before Capital &								
40	Other Financing	167,918	144,401	23,517	1,198,151	867,763	330,388	1,566,835
Expenses For Capital Assets								
41	Depreciation & Amortization	54,411	53,874	(537)	386,290	377,118	(9,172)	646,488
42	Parking Repairs & Maintenance	0	161,934	161,934	0	1,133,538	1,133,538	1,943,208
43	Total Expenses For Capital Assets	54,411	215,808	161,397	386,290	1,510,656	1,124,366	2,589,696
Other Financing Sources								
44	Interest Income	7,569	0	7,569	60,618	0	60,617	0
45	Gain (Loss) on Disposal of Assets	15,090	0	15,090	15,090	0	15,090	0
46	Unrealized Gain / Loss on Investments	901	0	901	1,427	0	1,428	0
47	Total Other Financing Sources	23,560	0	23,560	77,135	0	77,135	0
48	Total Change in Net Position	\$ 137,067	\$ (71,407)	\$ 208,474	\$ 888,996	\$ (642,893)	\$ 1,531,889	\$ (1,022,861)

No assurance is provided on these financial statements.

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

Proposed Report
Will replace line 42 in budget 2019 actual comparison

Substantially All Disclosures Omitted

	FYTD 01/31/2019 <small>Actual</small>	Year Ending 06/30/2018 <small>Actual</small>	Year To Date 01/31/2019 <small>Capital Expenditures</small>	FYTD 06/30/2019 <small>Annual Cap Ex Budget</small>
Capital Assets				
Land	7,585,094	7,585,094	0	0
Parking Facilities & Improvements	10,794,872	10,794,872	0	0
Equipment & Furniture	2,079,337	1,903,929	175,408	0
Construction In Progress	384,840	46,544	338,296	0
Computer Software	10,850	10,850	0	0
Capital Expenditure - Budget	0	0	0	1,943,208
Total Capital Assets	20,854,993	20,341,289	513,704	1,943,208

No assurance is provided on these financial statements.



January 2019 ON-STREET FINANCIAL REPORT



Line		Actual	%of total Rev.	Budget	Variance		Year to Date	%of total Rev.	Budget YTD	Variance
REVENUE										
1	Meter Receipts	\$ 85,365	46%	\$ 89,613	\$ (4,248)		\$ 619,592	50%	\$ 644,858	\$ (25,266)
2	Permit Sales/ Monthly Permit Sales	\$ 8,488	5%	\$ 7,833	\$ 655		\$ 60,120	5%	\$ 61,233	\$ (1,114)
3	Violation Tickets	\$ 76,306	41%	\$ 69,671	\$ 6,635		\$ 492,910	40%	\$ 494,362	\$ (1,452)
4	Bag Rental Fees	\$ 11,438	6%	\$ 11,416	\$ 22		\$ 48,036	4%	\$ 53,508	\$ (5,472)
5	Booting Fees	\$ 3,060	2%	\$ 3,780	\$ (720)		\$ 18,444	1%	\$ 21,286	\$ (2,842)
6	Total Revenue	\$ 184,656		\$ 182,313	\$ 2,343		\$ 1,239,102		\$ 1,275,246	\$ (36,145)
EXPENSES										
7	Salaries & Wages	\$ 33,610		\$ 36,230	\$ (2,620)		\$ 250,263		\$ 250,957	\$ (694)
8	Payroll Taxes	\$ 4,815		\$ 5,536	\$ (721)		\$ 37,675		\$ 38,343	\$ (668)
9	Workers Comp Ins	\$ 2,074		\$ 2,385	\$ (311)		\$ 12,420		\$ 16,515	\$ (4,095)
10	Liability Insurance	\$ 1,844		\$ 1,599	\$ 245		\$ 12,800		\$ 11,196	\$ 1,604
11	Employee Health Insurance	\$ 1,370		\$ 4,521	\$ (3,151)		\$ 20,034		\$ 31,312	\$ (11,278)
12	Total Payroll & Related	\$ 43,713	24%	\$ 50,271	\$ (6,558)		\$ 333,192	27%	\$ 348,323	\$ (15,130)
13	Uniforms	\$ -		\$ 174	\$ (174)		\$ 2,577		\$ 1,220	\$ 1,356
14	Hiring/Training	\$ 30		\$ 30	\$ -		\$ 467		\$ 207	\$ 260
15	Armored Car	\$ -		\$ 348	\$ (348)		\$ -		\$ 2,436	\$ (2,436)
16	Equipment	\$ 1,379		\$ 1,030	\$ 349		\$ 12,367		\$ 12,708	\$ (340)
17	Vehicle Expense	\$ 800		\$ 1,379	\$ (579)		\$ 3,080		\$ 9,651	\$ (6,571)
18	EMS/IPS/PBP/CCS Service Fees	\$ 7,790		\$ 8,886	\$ (1,096)		\$ 66,366		\$ 62,202	\$ 4,164
19	Professional Services	\$ 23,428		\$ 5,000	\$ 18,428	A	\$ 86,997		\$ 35,000	\$ 51,997
20	Fuel	\$ 54		\$ 162	\$ (108)		\$ 504		\$ 1,132	\$ (628)
21	Towing	\$ -		\$ 10	\$ (10)		\$ 270		\$ 70	\$ 200
22	General Supplies	\$ 364		\$ 2,500	\$ (2,136)		\$ 19,414		\$ 17,500	\$ 1,914
23	Repairs	\$ 492		\$ 1,500	\$ (1,008)		\$ 3,406		\$ 17,500	\$ (14,094)
24	Total Field Expenses	\$ 34,336	19%	\$ 21,018	\$ 13,318		\$ 195,448	16%	\$ 159,626	\$ 35,821
25	Communications/Telephones	\$ 950		\$ 1,350	\$ (400)		\$ 11,392		\$ 9,450	\$ 1,942
26	Office Supplies	\$ 137		\$ 315	\$ (178)		\$ 566		\$ 2,208	\$ (1,642)
27	Printing & Design/Ticket Purchase	\$ 2,233		\$ 357	\$ 1,876		\$ 6,744		\$ 2,496	\$ 4,248
28	Postage/Dues & Memberships	\$ 1,262		\$ 1,667	\$ (405)		\$ 7,627		\$ 11,669	\$ (4,042)
29	Employee Incentive	\$ 300		\$ 167	\$ 133		\$ 550		\$ 1,169	\$ (619)
30	Total Office Expense	\$ 4,881	3%	\$ 3,856	\$ 1,025		\$ 26,879	2%	\$ 26,993	\$ (114)
31	Customer Refund	\$ 25		\$ -	\$ 25		\$ 25		\$ -	\$ 25
32	Base Management Fee	\$ 1,465		\$ 1,465	\$ -		\$ 10,208		\$ 10,258	\$ (50)
33	Management Incentive Fee	\$ 2,744		\$ 925	\$ 1,819		\$ 16,931		\$ 6,475	\$ 10,456
34	Total Misc. Expenses	\$ 4,234	2%	\$ 2,390	\$ 1,844		\$ 27,164	2%	\$ 16,733	\$ 10,431
35	Total Operating Expenses	\$ 87,164	47%	\$ 77,536	\$ 9,628		\$ 582,683	47%	\$ 551,675	\$ 31,008
36	Net Operating Income (Loss)	\$ 97,493		\$ 104,777	\$ (7,284)		\$ 656,419		\$ 723,572	\$ (67,153)

Variance Notes

A	Payments made to Citation Collection Services as well as T2 and IPS dating back to May of 2017 were paid in January when Lanier became aware of their late status. 8 invoices for CCS totalling \$3,889.9 and 12 invoices for T2 RovR totalling \$4,658 being the largest factors for the amount shown.
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January 2019 GARAGE FINANCIAL REPORT



Line		Actual	%of total Rev.	Budget	Variance		Year to Date	%of total Rev.	Budget YTD	Variance
REVENUE										
1	Monthly	\$ 129,916	58%	\$ 108,000	\$ 21,916		\$ 775,415	56%	\$ 753,000	\$ 22,415
2	Transient	\$ 57,621	26%	\$ 64,474	\$ (6,853)		\$ 433,667	31%	\$ 475,032	\$ (41,365)
3	Stamp/Validation	\$ 5,397	2%	\$ 5,406	\$ (9)		\$ 29,899	2%	\$ 25,975	\$ 3,923
4	Event	\$ 31,944	14%	\$ 21,325	\$ 10,619		\$ 141,738	10%	\$ 104,286	\$ 37,452
5	Total Revenue	\$ 224,878		\$ 199,204	\$ 25,674		\$ 1,380,718		\$ 1,358,293	\$ 22,425
EXPENSES										
6	Salaries & Wages	\$ 22,973		\$ 27,376	\$ (4,403)		\$ 155,502		\$ 194,541	\$ (39,039)
7	Payroll Taxes	\$ 3,439		\$ 3,972	\$ (533)		\$ 23,365		\$ 28,228	\$ (4,863)
8	Workers Comp Ins	\$ 1,481		\$ 1,711	\$ (230)		\$ 10,062		\$ 12,159	\$ (2,097)
9	Liability Insurance	\$ 2,948		\$ 2,948	\$ -		\$ 20,638		\$ 20,638	\$ -
10	Employee Health Insurance	\$ 818		\$ 3,244	\$ (2,426)		\$ 9,610		\$ 23,053	\$ (13,443)
11	Total Payroll & Related	\$ 31,659	14%	\$ 39,252	\$ (7,593)		\$ 219,178	16%	\$ 278,618	\$ (59,440)
12	Uniforms	\$ -		\$ 321	\$ (321)		\$ 6,649		\$ 2,249	\$ 4,400
13	Hiring/Training	\$ 54		\$ 54	\$ -		\$ 381		\$ 381	\$ -
14	Repairs - Maintenance	\$ 4,125		\$ 8,333	\$ (4,208)		\$ 6,538		\$ 58,327	\$ (51,789)
15	Vehicle Expense	\$ 667		\$ 976	\$ (310)		\$ 3,890		\$ 15,834	\$ (11,944)
16	Equipment	\$ -		\$ -	\$ -		\$ -		\$ -	\$ -
17	Snow Removal	\$ 15,312		\$ 6,000	\$ 9,312	A	\$ 27,449		\$ 20,000	\$ 7,449
18	Professional Services/Fees	\$ 16,985		\$ 12,083	\$ 4,902	B	\$ 98,685		\$ 84,581	\$ 14,104
19	Fuel	\$ 54		\$ 241	\$ (187)		\$ 448		\$ 2,030	\$ (1,582)
20	Repairs-Sweeper	\$ -		\$ 350	\$ (350)		\$ -		\$ 2,451	\$ (2,451)
21	General Supplies	\$ 1,235		\$ 4,667	\$ (3,432)		\$ 26,797		\$ 32,669	\$ (5,872)
22	Elevator Maintenance	\$ -		\$ 2,257	\$ (2,257)		\$ 9,232		\$ 15,799	\$ (6,567)
23	Total Field Expenses	\$ 38,432	17%	\$ 35,283	\$ 3,149		\$ 180,070	13%	\$ 234,322	\$ (54,251)
24	Armored Car	\$ -		\$ 329	\$ (329)		\$ -		\$ 2,305	\$ (2,305)
25	Communications	\$ 388		\$ 710	\$ (322)		\$ 4,183		\$ 4,970	\$ (787)
26	Office Supplies	\$ 137		\$ 582	\$ (444)		\$ 614		\$ 4,071	\$ (3,457)
27	Printing & Design	\$ -		\$ 657	\$ (657)		\$ 673		\$ 4,602	\$ (3,929)
28	Postage	\$ -		\$ 251	\$ (251)		\$ 2,264		\$ 1,751	\$ 513
29	Total Office Expense	\$ 525	0%	\$ 2,529	\$ (2,005)		\$ 7,734	1%	\$ 17,698	\$ (9,964)
30	Customer Refund	\$ 119		\$ -	\$ 119		\$ 169		\$ -	\$ 169
31	Base Management Fee	\$ 2,701		\$ 2,701	\$ -		\$ 18,859		\$ 18,909	\$ (50)
32	Management Incentive Fee	\$ -		\$ -	\$ -		\$ -		\$ -	\$ -
33	Total Misc. Expenses	\$ 2,820	1%	\$ 2,701	\$ 119		\$ 19,028	1%	\$ 18,909	\$ 119
34	Total Operating Expenses	\$ 73,436	33%	\$ 79,766	\$ (6,330)		\$ 426,011	31%	\$ 549,548	\$ (123,537)
35	Net Operating Income (Loss)	\$ 151,442		\$ 119,439	\$ 32,003		\$ 954,707		\$ 808,745	\$ 145,962

Variance Notes

A	Snow removal and de-icing for the operation was a top priority in an effort to minimize the dangers of slip and falls and other associated dangers. 23 invoices from SL paid for the months of November, December, and January we paid in January when they were received.
B	Missing payments made to Progressive Property Solutions (security) for the transit center were caught up in January. The Transit Center LPR install also took place with a larger payment to the electricians installing the equipment and removing the original hardware was made.

Lexington/ Fayette Co Parking Authority

Balance Sheet
January 31, 2019

ASSETS

Current Assets		
Cash - US Bank	\$ 13,147.91	
Total Current Assets		13,147.91
Property and Equipment		
Building Improvements	50,060.30	
Total Property and Equipment		50,060.30
Other Assets		
Total Other Assets		0.00
Total Assets	\$	<u>63,208.21</u>

LIABILITIES AND CAPITAL

Current Liabilities		
Tenant Deposits	\$ 1,765.63	
Total Current Liabilities		1,765.63
Long-Term Liabilities		
Total Long-Term Liabilities		0.00
Total Liabilities		1,765.63
Capital		
Beginning Balance Equity	30,139.26	
Capital Contribution, Net	(157,900.00)	
Retained Earnings	156,275.10	
Net Income	32,928.22	
Total Capital		<u>61,442.58</u>
Total Liabilities & Capital	\$	<u>63,208.21</u>

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

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
Revenues						
Rental Income	\$ 4,881.17	\$ 6,116.00	(1,234.83)	\$ 35,281.08	\$ 42,812.00	(7,530.92)
Income - Utilities	211.32	1,000.00	(788.68)	2,289.81	6,530.00	(4,240.19)
Rent Late Fee	88.28	74.00	14.28	708.09	518.00	190.09
Total Revenues	<u>5,180.77</u>	<u>7,190.00</u>	<u>(2,009.23)</u>	<u>38,278.98</u>	<u>49,860.00</u>	<u>(11,581.02)</u>
Cost of Sales						
Total Cost of Sales	0.00	0.00	0.00	0.00	0.00	0.00
Gross Profit	<u>5,180.77</u>	<u>7,190.00</u>	<u>(2,009.23)</u>	<u>38,278.98</u>	<u>49,860.00</u>	<u>(11,581.02)</u>
Expenses						
Property Management Fee	500.00	500.00	0.00	3,500.00	3,500.00	0.00
Repair & Maintenance	522.00	250.00	272.00	1,847.76	2,204.00	(356.24)
Postage	0.00	0.00	0.00	3.00	5.00	(2.00)
Total Expenses	<u>1,022.00</u>	<u>750.00</u>	<u>272.00</u>	<u>5,350.76</u>	<u>5,709.00</u>	<u>(358.24)</u>
Net Income	<u>\$ 4,158.77</u>	<u>\$ 6,440.00</u>	<u>(2,281.23)</u>	<u>\$ 32,928.22</u>	<u>\$ 44,151.00</u>	<u>(11,222.78)</u>

For Management Purposes Only

Lexington/ Fayette Co Parking Authority
Cash Disbursements Journal
For the Period From Jan 1, 2019 to Jan 31, 2019

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

Date	Check #	Account I	Line Description	Debit Amount	Credit Amount
1/3/19	1110	500 100	Invoice: 010119 Schrader Commercial Properties, LLC	500.00	500.00
1/9/19	1111	511 100	Invoice: 7042 Schrader Commercial Properties, LLC	45.00	45.00
1/21/19	1113	511 100	Invoice: 6853 Allstate Heating and Cooling, Inc.	477.00	477.00
1/31/19		350 100	2nd Qtr 2019 Draw Lexington Parking Authority	10,000.00	10,000.00
	Total			11,022.00	11,022.00

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

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

Account ID Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
100	1/1/19			Beginning Balance			18,989.14
Cash - US Bank	1/3/19	1110	CDJ	Schrader Commer		500.00	
	1/9/19	1111	CDJ	Schrader Commer		45.00	
	1/10/19	011019	CRJ	Savane Silver	1,349.91		
	1/10/19	011019	CRJ	Georgettes and Ch	1,765.63		
	1/10/19	011019	CRJ	Georgettes and Ch	1,765.63		
	1/10/19	011019	CRJ	Georgettes and Ch	88.28		
	1/10/19	011019	CRJ	Georgettes and Ch	41.58		
	1/21/19	1113	CDJ	Allstate Heating an		477.00	
	1/22/19	012219	CRJ	Savane Silver	169.74		
	1/31/19		CDJ	Lexington Parking		10,000.00	
				Current Period Cha	5,180.77	11,022.00	-5,841.23
	1/31/19			Ending Balance			13,147.91
155	1/1/19			Beginning Balance			50,060.30
Building Improvement	1/31/19			Ending Balance			50,060.30
231	1/1/19			Beginning Balance			-1,765.63
Tenant Deposits	1/31/19			Ending Balance			-1,765.63
349	1/1/19			Beginning Balance			-30,139.26
Beginning Balance Eq	1/31/19			Ending Balance			-30,139.26
350	1/1/19			Beginning Balance			147,900.00
Capital Contribution,	1/31/19		CDJ	Lexington Parking	10,000.00		
				Current Period Cha	10,000.00		10,000.00
	1/31/19			Ending Balance			157,900.00
352	1/1/19			Beginning Balance			-156,275.10
Retained Earnings	1/31/19			Ending Balance			-156,275.10
400	1/1/19			Beginning Balance			-30,399.91
Rental Income	1/10/19	011019	CRJ	Savane Silver - Inv		1,349.91	
	1/10/19	011019	CRJ	Georgettes and Ch		1,765.63	
	1/10/19	011019	CRJ	Georgettes and Ch		1,765.63	
				Current Period Cha		4,881.17	-4,881.17
	1/31/19			Ending Balance			-35,281.08
401	1/1/19			Beginning Balance			-2,078.49
Income - Utilities	1/10/19	011019	CRJ	Georgettes and Ch		41.58	
	1/22/19	012219	CRJ	Savane Silver - Ele		169.74	
				Current Period Cha		211.32	-211.32
	1/31/19			Ending Balance			-2,289.81
405	1/1/19			Beginning Balance			-619.81
Rent Late Fee	1/10/19	011019	CRJ	Georgettes and Ch		88.28	
				Current Period Cha		88.28	-88.28
	1/31/19			Ending Balance			-708.09

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

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

Account ID Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
500 Property Management	1/1/19			Beginning Balance			3,000.00
	1/3/19	1110	CDJ	Schrader Commer	500.00		
				Current Period Cha	500.00		500.00
	1/31/19			Ending Balance			3,500.00
511 Repair & Maintenance	1/1/19			Beginning Balance			1,325.76
	1/9/19	1111	CDJ	Schrader Commer	45.00		
	1/21/19	1113	CDJ	Allstate Heating an	477.00		
				Current Period Cha	522.00		522.00
	1/31/19			Ending Balance			1,847.76
526 Postage	1/1/19			Beginning Balance			3.00
	1/31/19			Ending Balance			3.00

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

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance		18,989.14
Add: Cash Receipts		5,180.77
Less: Cash Disbursements		(11,022.00)
Add (Less) Other		_____
Ending GL Balance		<u>13,147.91</u>
Ending Bank Balance		13,147.91
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>13,147.91</u></u>

Capital Expenditure Request for FY20

From the June 2018 Kimley Horn Parking Audit and Best Practices Assessment:

2.1 Replace outdated POM meters

- LEXPARK should consider replacing some or all of the outdated POM meters with IPS single space meters. The decision on where to replace these meters should be based on occupancy observations and demands so that meter technology is implemented where it is most needed. Replaced POM meters could be re-introduced in areas of moderate demand where there are no meters today or could simply be retired.

As we proposed for consideration in the February 2019 board meeting, LPA and LEXPARK staff are requesting approval of approximately \$168,000 for the purchase of 28 LUKE Cosmo meters. These meters would be used to replace all our non-reporting POM meters which takes our entire meter inventory to the “smart meter” level. Better customer service, reliability and most importantly audit capability would be the anticipated results.

In order to budget appropriately and plan the order and installation program, we request your approval at this time.

Following this request is a two-page sales sheet for the proposed new meter.

Please let us know if you have any questions.

Luke[®] Cosmo Multi-Space Pay Station

For On-Street Parking Environments

Luke[®] Cosmo is a multi-space pay station designed specifically for on-street parking in communities and cities, big and small. Luke Cosmo—short for 'cosmopolitan'—features the shallowest parking cabinet available in the market today. With its slender profile, Luke Cosmo is pedestrian and maintenance-friendly with easy access for servicing. Powered by an integrated solar panel and 4G LTE communications, it is designed for high performance in the on-street environment. Luke Cosmo accepts coins and credit cards and features an intuitive top-to-bottom payment flow. Luke Cosmo is built with the robust T2 Luke pay station platform and integrates with Digital Iris, T2's cloud-based backend software. Luke Cosmo exceeds customer service expectations and delivers superior performance.

Luke Cosmo Features for Parkers

- Range of convenient payment options, such as coins, credit cards, smart cards, passcards (value cards, campus cards), coupons, and Pay-by-Phone services
- Top-to-bottom payment flow makes it easy and intuitive to use
- Contactless payments for rapid parking transactions
- Extend-by-Phone service provides expiration reminders and the ability to add time via mobile phone
- 38-key full alphanumeric keypad with illumination for easy license plate entry
- Large color screen that is easy to read
- Prompts in multiple languages
- Ability to pay for parking or add time using any pay station in the system
- Coin escrow refunds consumers' money upon a cancelled transaction
- Easily recognizable design identifies machine as a parking pay station

Luke Cosmo Features for Parking Operators

- Separate maintenance and collections compartments for enhanced security
- Theft-resistant design to protect coins and internal components
- Service-friendly design reduces maintenance costs
- Patented enhanced locking mechanism and electronic lock support for added security
- PCI compliant and PA-DSS validated system ensures credit card data security
- Certified EMV card reader with Point-to-Point Encryption (P2PE) for mitigating the liability shift for counterfeit card fraud and exceptional card transaction security (T2 SecurePay)
- Pay-and-Display, Pay-by-Space, and Pay-by-License Plate on the same pay station
- Remote configuration of rates and policies saves time and money
- Integration with leading parking technology partners for a complete solution
- Flexible rate structures and diverse payment options can increase revenue
- Reduced collection costs with a large coin canister
- Real-time credit card processing to reduce processing fees and eliminate bad debt
- Real-time reporting and alarming
- Complete audit trail and rich analytics



Luke Cosmo Specifications



Standard

Charcoal
Gray

Premium

Jet
BlackPebble
GrayRacing
GreenMarine
BlueCitrus
Yellow

Cabinet:	12-gauge cold rolled steel protected with an anti-corrosion coating
Payment Options:	Coins, credit cards, contactless payments, smart cards, value cards, campus cards, coupons, Pay-by-Phone services; coin escrow optional; no bill acceptance
Card Reader:	Cards are not ingested – no moving parts; reads Tracks 1, 2, and 3 of all magnetic stripe cards conforming to ISO 7810 and 7811; reads and writes to chip-based smart cards conforming to ISO 7810 and 7816; optional EMV certified P2PE card reader available (T2 SecurePay)
Printer:	2" receipt width
Display:	Color backlit LCD with 640 x 480 resolution
Keypad:	38-key alphanumeric with tactile buttons
Locks:	Can be re-keyed twice without removal of lock cylinder; electronic locks optional
Access:	Separate compartments for maintenance and collections
Communication Options:	LTE, GSM, Ethernet
Environmental Requirements:	-4°F to 140°F (-20°C to 60°C) *Relative humidity: up to 95%
Power:	Integrated solar panel
Operational Modes:	Pay-and-Display, Pay-by-Space, Pay-by-License Plate
Multilingual Support:	Up to four languages using Roman or non-Roman characters
Audible Alarm:	Senses shock and vibration
Color:	Charcoal gray; additional colors optional
Standards:	ADA compliant, PCI compliant, PA-DSS validated



T2 Systems is the largest parking technology provider in North America, with more than 24 years in the parking management industry and currently serving thousands of parking professionals. T2 integrates the best people, processes, and technology for powerful, high performance, and secure parking solutions. Its open technology and processes are used to manage more than 200 million parking transactions for over 2 billion dollars annually across all 50 states and ten provinces in Canada. Customers rely on T2 for multi-space pay stations, permit management, enforcement, LPR, PARCS, vehicle counting, citation services, and event parking.

To learn more about T2's reliable and innovative parking and transportation solutions, visit [T2systems.com](https://www.t2systems.com).

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Garage Updates

Helix Garage:

- The garage lighting system was programmed with a blue and white scheme for UK basketball games.
- The garage lighting system was programmed with a red scheme for the Heart Ball.
- 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 disorder awareness.
- The garage lighting system was programmed with a pink and red scheme for Valentine's Day
- The garage lighting system was programmed with the standard multicolor scheme.
- RAM Construction Services continued repair and maintenance work associated with the capital asset management plan.
- WP Moore will provide construction details for the replacement of an expansion joint on the top level of the garage. The existing expansion joint has failed, allowing water infiltration between the columns of the structure. The resulting leak is causing issues in the Police Department Bio-Bay and County Clerk storage rooms located at ground level.
- LPA Consulted with RAM Construction Services and Byron Electric Co., regarding the installation locations of additional lighting fixtures at the Helix Garage. The fixtures will be added to more dimly lit areas of the garage, enhancing the customer experience and improving safety.

Transit Center Garage:

- RAM Construction Services continued repair and maintenance work associated with the capital asset management plan.
- Following an exploration by RAM Construction Services to determine the cause of water infiltration into the lower levels of the garage, LPA consulted with WP Moore regarding a failed expansion joint discovered on the rooftop level. The existing expansion joint has failed, allowing water infiltration into the retaining wall and connecting beams below, causing damage to structural beams and beam pockets. WP Moore will present LPA with a cost estimate for the repair of the expansion joint. The beam repairs were included in the current repair cycle.
- LPA Consulted with RAM Construction Services and Byron Electric Co., regarding the installation locations of additional lighting fixtures at the Helix Garage. The fixtures will be added to more dimly lit areas of the garage, enhancing the customer experience and improving safety.

Courthouse Garage:

- RAM Construction Services continued repair and maintenance work associated with the capital asset management plan.
- LPA approved DC Elevator to make the necessary upgrades to the elevators, totaling \$129,000. The upgrades are necessary due to the obsolescence of the current elevator controllers and components. The project is slated to begin on March 18th. The work will be staged in a way that ensures one cab will always be in operation. The AOC has agreed to reimburse the LPA for 50% of the cost of the repairs.

Broadway Shoppes:

- There were no maintenance issues to report.

General Garage Notes:

- LPA submitted a list of FY2019 and FY2020 garage restoration items to the AOC in late March. The restoration items are associated with the LPA capital asset management plan. In a letter to LPA received October 19th, 2018, the AOC has agreed to reimburse LPA up to \$109,809 in Fiscal Year 2019 and \$105,823 in Fiscal Year 2020 upon receipt of documentation demonstrating the actual costs associated with the approved items.