

# May 9, 2019 Board Meeting Agenda



- |       |   |                   |
|-------|---|-------------------|
| I.    | Call to Order/Welcome of Guests   | Frazier           |
| II.   | Motorized Scooter Update  | Thompson          |
| III.  | Approval of Minutes of April 11, 2019 LPA Board Meeting<br><i>Board Action Required</i>   | Frazier           |
| IV.   | Update on ED Activities<br>A. Executive Director Reports<br>B. Operational Reports  | Means             |
| V.    | Present LPA and LEXPARK March 2019 Financial Reports<br>and Schrader Commercial Reports   | Means             |
| VI.   | LPA and LEXPARK FY20 Operations Budget Approval<br>A. Health Insurance Enhancement for LEXPARK Staff<br>B. YMCA Corporate Member Discount<br>C. Short Term & Long Term Disability for LPA Staff<br><i>Board Action Required</i> | Means             |
| VII.  | Off-Street (Garages)<br>A. Broadway Shoppes – Leasing Update<br>B. Garage Updates   | Means<br>Trammell |
| VIII. | Current Events Related to Corporate Governance  | Means             |
| IX.   | Comments<br>Comments from Commissioners/Advisory Committee Members  | Frazier           |
| X.    | Closed Session per KRS 61.810   | Frazier           |

**Next Meeting: June 13, 2019**



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

**BOARD MEETING MINUTES**

**April 11, 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:** Beverly Fortune  
 Chris Goodson, Lanier  
 Justin Hubbard, DDAF  
 Justin Jun, 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 – Pedway Enhancements**

Ms. Fortune gives a presentation on public art enhancements to downtown pedways. Several downtown businesses are contributing to the project and a non-profit will be set up to take ownership of the pedways once the project is complete. Mr. Ball makes a motion to approve a one-time donation in the amount of \$40K to come from LPA contingency funds. Mr. Masterman seconds. The vote was unanimous, and the motion carried. Mr. Frazier also requests that LPA get the glass repaired in the pedway connecting Victorian Square Garage to The Square.

**Item 3 – Approval of March 2019 Minutes**

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

#### **Item 4 – Update on ED Activities**

##### *A. Executive Director Report*

Mr. Means presents the March 2019 Executive Director report.

##### *B. Operational Reports*

Mr. Means presents the March 2019 operations reports. Mr. Smith notes that meter in-service rates and response time measures meet or exceed goal. Mr. Means notes that credit card usage is increasing across all facilities. Meter revenue increased due to the rate increase. On-Street aged balances are holding steady. Transient revenue for March is ahead of budget. A new version of the garage aged balances is distributed which includes the Broadway Shoppes.

#### **Item 5 – February 2019 Financial Reports**

Mr. Means presents the February 2019 financials. He notes the category of Off-Street repairs and maintenance, which is under budget for the year and says he expects more expenditures in this category now that Spring has arrived. Overall, Off-Street expenses are under budget for the month and year. On-Street expenses are under budget for the month, but over budget for the year. Meter revenue fell under budget for the month, but it is still ahead of budget for the year. Garage transient revenues continue to fall behind budget. Ms. Vertuca requests analysis of why LPA financials have an extra \$90K in On-Street not reflected on Lanier financials. Ms. Vertuca makes a motion to approve the February 2019 financials. Mr. Masterman seconds. The vote was unanimous, and the motion carried.

#### **Item 6 – LEXPARK FY20 Operations Budget Approval**

Mr. Means presents the proposed budget for the LEXPARK program. After extended discussion of payroll and benefits, the Commissioners ask that the budget be brought back in May with options for covering a greater portion of employee health insurance. The Commissioners also request bi-annual staffing reports from Lanier.

#### **Item 7 – On-Street**

##### *A. Meter Bag Proposal*

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

#### **Item 8 – Off-Street**

##### *A. Broadway Shoppes*

Tom Rogers continues to refuse to execute a personal guaranty, which was a condition of his renewal. By consensus, the Commissioners agree to refer the matter to an attorney.

##### *B. Garage Updates*

Mr. Trammell reports that the Helix water quality project is completed. RAM is working on an expansion joint on the roof of the Helix. Mr. Trammell presents a rendering of potential public art and safety enhancements to the Victorian Square garage. By consensus, the Commissioners agree.

#### **Item 9 – LPA Office Lease Renewal**

Mr. Ball makes a motion to authorize Mr. Means to execute a lease renewal for LPA office space from LFUCG. Ms. Vertuca seconds. With Mr. Holbrook recusing, the vote was unanimous, and the motion carried.

Mr. Means presents a lease renewal with KU. The Commissioners give input and ask that the proposal be brought back in front of them.

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



May 1, 2019  
**Lexington & Fayette County  
 Parking Authority  
 Executive Directors Report  
 April 2019**



### **Accomplishments**

- Gained full LPA board approval to move forward with selecting an architect to help us design an installation at the Victorian Square Garage which would contain both safety and art related features, with enhanced lighting
- Successfully completed the water quality grant project with CDP Engineers and EC Mathews at the Helix garage. Communications and Educational materials are still to come
- I was honored to be re-elected by my industry peers, to the Board of Directors of the International Parking and Mobility Institute for another 2-year term.

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

- Kara Pearson, Justin Jun and I met to discuss our procedures for late fee escalations after a hearing decision is made
- Phone call budget meeting with Justin Hubbard regarding FY20 budget formatting
- Conference call with LPA staff and Lanier staff regarding FY20 budget strategies and timelines
- Ed and I met with Chris Taylor in Planning to look at future options where we could collaborate on projects in areas such as the 4<sup>th</sup> street corridor, Jefferson Street and the distillery district
- Participated in a practice run through with Lanier Parking for an upcoming webinar I would be presenting on
- Attended the April LPA board meeting
- Board meeting follow-up breakfast with LPA staff
- Kara Pearson organized a luncheon with our volunteer hearing officers and Kenton Ball represented our board to thank them for their service to our community
- Lunch with Kara Pearson and Nicole Lawson in celebration of Admin Appreciation Day
- Nicole, Kara and I met with the LFUCG dept. of General Services team regarding our billing processes
- Another conference call with LPA staff and Lanier staff regarding FY20 budget strategies and timelines
- Met with LFUCG Bike/Ped coordinator regarding the upcoming permit process that will be presented to council regarding shared mobility (Ex: bikes and scooters)
- 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

- Ed Trammell and I held a conference call with our engineers at Walter P Moore to discuss a change order request from RAM construction
- Attended a Gratz Park Neighborhood meeting regarding their RPPP regulations
- Attended the April LFUCG Bike Pedestrian Advisory Committee meeting
- Ed and I met with LexTran and Greyhound bud representatives regarding future considerations to house the Greyhound bus service at the LexTran area of the Transit Center Garage
- Along with CDP Engineers and EC Mathews, Ed and I conducted a punch list walk-thru of the water quality project at the Helix Garage
- Phone call with new PayByPhone sales person regarding the history of PayByPhone in Lexington
- Presented a webinar presentation on Food Truck Strategies for municipalities to the Lanier team as a part of their monthly Municipal Parking Best Practices series
- Ed and I met with our contractors to discuss the lighting issues at the bus platform in the Transit Center Garage
- Conference call with Walker Parking consultants regarding our frictionless parking installation at the Transit Center garage
- Ed and I met with John Hackworth, president of the Gratz Park Neighborhood association regarding their wishes for changes to their RPPP regulations
- LPA staff and LEXPARK staff held conference call with Infotrafic Project Proposal for the digital rate signs we discussed last board meeting
- Ed and I met with UK representatives regarding the UK LFUCG land swap and updates on their timing and options
- Along with LPA Board Chair Jim Frazier attended another meeting with downtown stakeholders regarding pedway lighting suggestions
- Check in phone call with a sales executive with T2 regarding their service and our upcoming order of 27 LUKE Cosmo meters
- LPA staff and Lanier staff attended an on-line training session with GENETEC our fixed and mobile License Plate Recognition (LPR) provider, regarding their reporting capabilities and other features
- Met with Ethan from DLP regarding future Short St. entertainment district improvements and upcoming enhancements to our Victorian Square Garage
- Met with Bluegrass Airport Ex. Director regarding Uber/Lyft effect on their parking and their planned expansion of their parking lot
- IPMI Board of Directors call
- LPA staff and Lanier staff attended an on-line training session with PayByPhone regarding their reporting capabilities and other features
- IPMI Board of Directors, Executive Committee call
- Participated in an IPMI Accessible Parking Coalition Advisory Committee call
- 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 complete the 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
- 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 LFCPA goals

LFCPA and LEXPARK Key Performance Indicators

User-Input variable cells.

Totals for underlying cells.

CUSTOMER SUPPORT, PUBLIC OUTREACH and SERVICE PROVISION

	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Standard	TOTAL	AVERAGE	Percent of Total	FY 2018 AVERAGE
1 Unique Visitors to Website	2,260	3,181	2,694	2,954	2,666	2,470	2,433	2,611	2,819	3,158				27,246	2,724.6	N/A	2,460.1
2 LEXPARK Walk-In Customers	601	650	657	655	667	676	670	661	652	648				6537	653.7	N/A	582.8
3 LEXPARK Telephone Inquiries (Total)	1912	1907	1894	1893	2013	1997	1960	1939	1884	1878				19277	1928	100%	2016
4 Reporting Inoperative Meters	135	133	127	133	126	123	125	122	127	121				1272	127	7%	166
5 LUKE	41	43	40	42	40	42	40	37	40	25				371	37	2%	49
6 IPS	55	50	61	59	53	50	45	44	40	39				496	50	2.6%	66
7 POM	39	40	32	32	33	31	27	20	14	10				278	28	1%	52
8 Enforcement Complaint	0	0	0	0	0	0	0	0	0	0				0	0	0.0%	0
9 Other Inquiry including payments/ just payments	653	659	661	663	659	657	650	659	636	639				6536	654	34%	613
10 Pay by Phone questions or issues	98	95	91	89	91	94	89	84	77	75				883	88	5%	91
11 After 5 Parking questions	0	0	0	0	0	0	0	0	0	0				0	0	0%	0
12 Wrong Way Parking	27	24	20	17	14	11	9	6	3	4				135	14	1%	20
13 Garages	999	996	989	991	997	989	975	967	962	969				9834	983.4	51%	959.5

14 TOTAL CONTACTS	24	37	23	37	25	21	34	27	32	31				291	29.1	100%	26.3
15 Business Association Meetings Attended	11	15	15	21	14	9	15	16	20	15				151	15.1	52%	14.2
16 Neighborhood Association Meetings Attended	1	3	0	1	0	0	0	0	3	3				11	1.1	4%	1.3
17 Number of Merchants Visited	0	3	2	5	3	4	3	2	4	2				27	2.7	9%	2.7
18 Number of Institutional and/or Public Official Meetings	12	16	6	10	8	8	16	9	5	12				102	10.2	35%	8.2

19 Number of Parking Customers Contacted (Intercept surveys, survey document responses) (Analyst)	1	1	0	0	2	2	1	0	0	1				8	0.8	N/A	1.3
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20 Parking Meter In-Service Rates (% of time)	99.9%	99.8%	99.9%	99.7%	99.7%	99.8%	99.8%	99.0%	99.9%	99.9%				N/A	99.7%	N/A	99.8%
21 Single-Space Meters Multi-Space Meters	99.9%	99.9%	99.8%	99.9%	99.9%	99.8%	99.9%	99.9%	99.9%	99.9%				N/A	99.9%	N/A	99.9%

22 Average Response Time to Address Meter Complaint (Hours)	1.15	1.08	1.09	2.73	2.46	1.51	1.79	5.21	1.35	2				N/A	2.0	N/A	2.1
23 Single-Space Meters (POM)	2.04	2.54	2.29	2.52	3.13	1.9	1.93	8.65	1.45	1.39				N/A	2.8	N/A	2.6
24 Multi-Space Meters (LUKE)	1.03	0.9	1.77	3.18	2.33	3.68	1.32	1.71	1.19	1.57				N/A	1.9	N/A	1.6

25 Number of Citation Appeal Hearings	26	30	34	37	28	8	31	19	21	21				255	25.5	100%	28.8
26 Number of Citations Dismissed or Reduced to Warning	14	5	13	19	14	0	12	11	7	5				100	10.0	39%	13.3
27 Number of Requested Citation Administrative Appeals	151	306	211	206	208	131	223	147	193	230				2006	200.6	100%	166.3
28 Number of Citations Administratively Dismissed or Reduced to Warning	96	152	114	110	114	58	113	74	83	110				1024	102.4	51%	82.8

PARKING MANAGEMENT EFFECTIVENESS

29 Number of Parking Activity Surveys Conducted (TOTAL)	47	47	47	47	47	47	47	47	47	47				470	47.0	100%	47.0
30 Parking Occupancy and Availability	46	46	46	46	46	46	46	46	46	46				460	46.0	98%	46.0
31 Parking Turnover	1	1	1	1	1	1	1	1	1	1				10	1.0	2%	1.0
32 Downtown Meter Turnover Rate	177%	195%	213%	231%	222%	181%	201%	177%	200%	217%				N/A	201.4%	N/A	210.8%
33 Parking Vacancy Rate in Neighborhoods	77%	67%	59%	57%	59%	65%	61%	54%	49%	58%				N/A	60.6%	N/A	62.3%
34 Meter Occupancy Rate by Survey	42%	47%	49%	49%	43%	41%	47%	51%	51%	51%				N/A	47.1%	N/A	48.4%
35 Paid Legal Meter Occupancy Rate by Meter Revenue	40.0%	45.0%	49.7%	50.8%	51.0%	46.2%	46.0%	46.1%	47.1%	50.5%				N/A	47.2%	N/A	44.6%
36 Safety Zone Violation Rate	7.1%	13.5%	8.3%	8.6%	9.3%	9.70%	9.4%	7.7%	7.5%	6.6%				N/A	8.8%	N/A	7.2%
37 Loading Zone Violation Rate	1.9%	2.1%	1.4%	1.4%	1.9%	1.7%	2.0%	2.4%	1.2%	1.7%				N/A	1.8%	N/A	2.0%

PARKING OPERATIONS EFFICIENCY

38 Number of Parking Violation Surveys Conducted	30	30	30	30	30	30	30	30	30	30				300	30.0	100%	30.0
39 Violation Capture Rate (Meters & RPP)	54%	30%	36%	35%	43%	38%	53%	29%	30%	44%				N/A	39%	N/A	33%
40 Total Net Patrol Hours	584	828	596	752	715	628	835	708	714	870				7,230	723	N/A	769
41 Average Net Patrol Hours per Officer	117	138	119	125	119	105	119	118	143	140				N/A	124	N/A	133
42 Number of Letters Mailed	1,629	1,676	1,585	2,308	3,057	2,966	2,591	2,271	2,181	2,961				23,225	2,323	N/A	3,002
43 Total Amount Due from Top 20 Scofflaws	\$9,205	\$9,335	\$9,430	\$9,360	\$9,450	\$9,730	\$5,005	\$9,540	\$9,460	\$9,505				N/A	\$9,002	N/A	\$9,676
44 Parking Ticket Collection Rate (1-year running average)	79.57%	78.71%	78.37%	77.41%	77.22%	77.57%	77.47%	77.12%	76.10%	76.29%				N/A	77.6%	N/A	80.1%

Note Jul-18 Aug-18 Sep-18 Oct-18 Nov-18 Dec-18 Jan-19 Feb-19 Mar-19 Apr-19 May-19 Jun-19 Standard

TOTAL AVERAGE Percent of Total FY 2018 AVERAGE

LFCPA and LEXPARK Key Performance Indicators

User-input variable cells.

Totals for underlying cells.

69

REVENUE STREAM INTEGRITY and SECURITY		Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	TOTAL	AVERAGE	Percent of Total
1	Field Inspections (with Contact)	7	6	5	7	4	3	8	4	4	5			53	5.3	100%
2	Canister Integrity	2	0	0	1	0	0	2	0	0	1			6	0.6	11%
3	Maintenance Collections	0	2	1	2	0	0	2	2	1	0			10	1.0	19%
4	Enforcement	0	0	1	0	0	0	1	0	0	0			2	0.2	4%
5	Coin Counting Observations	2	2	1	2	2	2	1	0	1	2			15	1.5	28%
6		3	2	2	2	2	1	2	2	2	2			20	2.0	38%
7	Field Observations (Covert)	13	8	7	6	9	10	9	10	9	10			91	8.8	100%
8	Vehicle Integrity	1	1	2	1	1	1	2	1	1	2			13	1.3	14%
9	Maintenance Collections	4	3	1	1	2	2	3	3	4	3			26	2.6	29%
10	Enforcement	4	2	1	1	2	2	1	2	2	2			19	1.9	21%
11		4	2	3	3	4	5	3	4	2	3			33	3.3	36%
12	Revenue Control Discrepancies Noted	0	0	0	0	0	0	0	0	0	0			0	N/A	N/A
13	Equipment Integrity	0	0	0	0	0	0	0	0	0	0			0	N/A	N/A
14	Incomplete Coin Room Record	0	0	0	0	0	0	0	0	0	0			0	N/A	N/A
15	Incomplete Key Control Documentation	0	0	0	0	0	0	0	0	0	0			0	N/A	N/A
16	Failure to Notify of Location	0	0	0	0	0	0	0	0	0	0			0	N/A	N/A
17	Customer Satisfaction													7	1	N/A
18	Number of Parkers Responding	2	1	1	0	0	2	0	0	0	1			2	0.2	N/A
19	Positive Response	0	1	0	0	0	1	0	0	0	0			5	1	N/A
20	Negative Response	2	0	1	0	0	1	0	0	0	1			5	1	N/A
21	Specific Complaints	0	0	0	0	0	0	0	0	0	0			0	N/A	N/A
22	Revenue Tests													3	0.3	N/A
23	Number of Single-Space Meters Planted	1	0	1	1	0	0	0	0	0	0			3	\$0.45	N/A
24	Value Planted	\$0.50		\$0.50	\$0.35									\$1.35	\$	N/A
25	Value Recovered	\$0.80		\$0.50	\$0.35									\$1.65	\$	N/A
26	Number of Multi-Space Meters Planted	0	0	0	0	0	0	0	0	0	0			0	N/A	N/A
27	Value Planted													\$0.00	N/A	N/A
28	Value Recovered													\$0.00	N/A	N/A
29	Average Meter Payment and Average Length of Stay															
27	Average Meter Payment (LUKE & IPS)	\$0.88	\$0.89	\$0.97	\$1.02	\$1.03	\$0.94	\$1.04	\$1.10	\$1.26	\$1.32			N/A	\$1.05	N/A
28	4 Hour Meters - Average Length of Stay (in minutes)	125	126	130	122	117	108	119	128	116	110			N/A	120	N/A
29	2 Hour Meters - Average length of stay (in minutes)	43	44	42	44	46	45	46	46	55	55			N/A	47	N/A
30	Credit Card Usage and Forms of Payment															
30	LUKE (Credit Card Percent of transactions)	64.0%	64.0%	71.0%	67.5%	66.9%	60.0%	64.0%	69.3%	68.0%	70.0%			N/A	66.5%	N/A
31	Average CC transaction	\$2.33	\$2.33	\$2.24	\$2.18	\$2.12	\$1.80	\$1.98	\$1.91	\$2.77	\$2.31			N/A	219.7%	N/A
33	IPS (percent of transactions)	17.1%	17.9%	18.1%	18.7%	20.3%	33.0%	34.0%	35.0%	40.0%	40.0%			N/A		
34	Average CC transaction	\$1.33	\$1.32	\$1.34	\$1.36	\$1.36	\$1.35	\$1.33	\$1.74	\$1.73	\$1.71			N/A		
35	Pay by Phone (this shows as a CC transaction for IPS and LUKE)															
36	Meter Occupancy Rates by Zones															
36	Low 0-30% (9,12,13)	19%	20%	23%	27%	20%	25%	24%	29%	33%	30%			N/A	25.0%	N/A
37	Medium 30-60% (1,2,3,5,6,7,10,11,14,15,16)	47%	53%	49%	50%	46%	42%	49%	51%	52%	53%			N/A	49.2%	N/A
38	High 60% or more (4,8)	63%	67%	63%	56%	57%	60%	76%	81%	69%	71%			N/A	66.3%	N/A

Note Jul-18 Aug-18 Sep-18 Oct-18 Nov-18 Dec-18 Jan-19 Feb-19 Mar-19 Apr-19 May-19 Jun-19 TOTAL AVERAGE Percent of Total



**LEX PARK** 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	3,987	4,448			3,823	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	3,712	4,177			3,508	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	\$91,920	\$101,160			88,926	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	2,817	3,041			2,622	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%	75.90%	72.80%			75%	80%	76%	78%	75%
Value of Citations Paid	\$55,895	\$78,840	\$65,099	\$77,497	\$74,206	\$75,122	\$80,986	\$72,021	\$81,374	\$84,798			\$74,584	\$70,919	\$65,630	\$68,709	\$68,744
Number of Warnings Issued	129	548	244	251	201	270	291	176	249	229			259	195	362	190	397
Number of Voids	59	87	49	52	49	45	37	50	30	48			51	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%	0.8%	1.0%			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	\$112,790	\$126,423			\$92,535	\$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	\$4,065	\$4,076	\$5,371	\$5,746			\$4,216	\$5,206	\$3,982	\$3,607	\$3,736
Number of RPP's Sold	700	916	108	59	31	17	45	26	34	9			1,945	2,136	1,739	1,657	1,652
Value of RPP Permits	\$7,000	\$9,160	\$1,080	\$590	\$310	\$170	\$450	\$260	\$340	\$90			\$1,945	\$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	\$7,025	\$7,050			\$6,072	\$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	\$7,085	\$16,899			\$10,144	\$11,426	\$2,795	\$6,047	\$2,600
Number of New Meters Added	-3	8	3	0	-1	1	0	0	0	0			1	0	4	0	1
Number of Single Space Meters	943	955	955	889	855	867	867	838	834	834			884	946	901	870	885
Number of Multi-space Meters	36	36	36	38	42	43	43	44	44	44			41	37	35	33	35
Number of Metered Spaces	1,269	1,277	1,280	1,271	1,270	1,269	1,269	1,269	1,265	1,265			1,270	1,272	1,173	1,123	1,154
Vehicles Booted	25	40	16	48	57	40	41	41	39	44			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	\$2,970	\$3,240			\$2,960	\$3,221	\$3,303	\$2,880	\$3,381
<b>Total Revenue Collected</b>	<b>\$156,967</b>	<b>\$188,066</b>	<b>\$171,026</b>	<b>\$206,313</b>	<b>\$186,783</b>	<b>\$163,348</b>	<b>\$186,277</b>	<b>\$173,523</b>	<b>\$211,584</b>	<b>\$238,500</b>			<b>\$188,239</b>	<b>\$181,929</b>	<b>\$161,388</b>	<b>\$154,452</b>	<b>\$165,361</b>

# 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			1			
2038												
2007												
2034												
2026												
2057												
2017												
2058												
2052												
2054												
2069												
2074		2										
2027												
2081	16	16	6	10	9	6	10	1	5	4		
2111												
2103				1								
2104												
2082	7	13	8	3	4	4	7	15	5	4		
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	7	6		
2097		1		2								
2098										2		
2088												
2122	2	26	11	3	1	7	5	2		1		
2120	14	15	11	6	13	8	7	13	4	14		
2105												
2124						9		1				
2125						1	4	4	6	6		
2065								1				
2131									2			
2133										11		
% Voids	2%	1.70%	1.29%	1%	1%	1%	1%	1%	1%	1%	#DIV/0!	#DIV/0!
Total	59	87	49	52	40	44	37	46	30	31	0	0
Total Citations	2660	5,101	3,808	4255	3497	3498	3899	3,276	3,987	4448		

## 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	5	6		
Ambigious Mrkg /Missing Sign						1						
Customer Walk Up	4		3		1	2	3	1				
Duplicate	3	5	6	2	3	2		6		1		
Meter Malfunction	1	1	1	3	1	1	2		1			
Pay By Phone	28	39	19	20	24	23	18	16	15	23		
Officer Error	11	17	6	8	11	6	7	3	9	17		
Test						2		2				
Visitor	1						1					
Printer Error				1				1				
Paid Other Luke	1	3			1		1			1		
Void By Client Directive												
Total	59	87	49	52	49	45	37	50	30	48	0	0



# Citations Aging Report

## Five-Year Report Ending May 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	2,203	1,080	838	817	1,426	4,840	7,385	8,601	9,142	752	37,084
Dollar Amt	\$69,386.00	\$44,011.67	\$34,030.00	\$33,380.00	\$63,739.52	\$205,471.00	\$304,195.86	\$331,393.50	\$357,086.00	\$28,306.00	\$1,470,999.55



# Citations Aging Report

## Five-Year Report Ending April 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	1,901	1,005	863	723	1,627	4,673	7,490	8,789	8,840	860	36,771
Dollar Amt	\$58,376.00	\$39,155.00	\$34,500.00	\$31,254.52	\$66,745.00	\$208,476.00	\$295,115.86	\$339,668.50	\$345,627.00	\$32,315.00	\$1,451,232.88

# 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	386	376			376	373
Number of Monthly Card Holders Billed - TC	1,123	1,110	1,127	1,121	1,113	1,108	1,120	1,092	1,096	1,097			1,111	1,115
Number of Monthly Card Holders Billed - CH	247	215	211	212	229	227	226	223	225	224			224	248
Number of Monthly Card Holders Billed - HX	372	360	387	379	381	382	382	385	385	376			379	347
Number of Total Spaces - VS (384) # Available for Monthly	0	0	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	0	0			5	8
Number of Total Spaces - CH (518) # Available for Monthly	33	30	27	26	25	20	20	0	0	0			18	13
Number of Total Spaces - HX (389) # Available for Monthly	25	18	0	5	0	0	0	0	0	0			5	14
Number of Special Events Worked - VS	3	4	5	6	7	18	12	12	17	13			10	7
Average Daily Transaction - VS	336	338	315	292	278	272	218	272	266	278			287	335
Average Daily Transaction - TC	73	103	87	107	92	33	13	21	17	17			56	92
Average Daily Transaction - CH	195	211	207	237	207	174	195	211	220	286			214	205
Average Daily Transaction - HX	497	478	389	511	437	399	467	469	513	617			478	486
Total Daily Transactions All Garages	34,173	35,069	30,011	35,566	30,413	27,239	27,746	27,316	31,499	26,396			30543	32,950
Average Length of Stay - VS	2.3	2.1	2.1	2.3	2.6	2.6	2.6	2.7	2.6	2.6			2.5	2.2
Average Length of Stay - TC	3.9	4.0	3.9	3.8	3.4	3.8	3.7	3.6	4.0	3.8			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	2.3	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			1.6	1.4
Number of Validations Sold All Garages	2,756	1,904	691	2,473	2,533	1,105	938	815	1,705	971			1,589	2,510
Average Transaction Amount - VS	\$4.17	\$4.42	\$4.61	\$5.20	\$5.89	\$5.38	\$6.04	\$6.13	\$6.14	\$5.08			\$5.31	\$4.60
Average Transaction Amount - TC	\$10.03	\$9.61	\$9.75	\$9.31	\$9.53	\$9.60	\$4.85	\$5.02	\$5.15	\$5.18			\$7.80	\$9.47
Average Transaction Amount - CH	\$3.63	\$4.10	\$4.18	\$4.29	\$4.49	\$4.30	\$4.03	\$4.37	\$4.22	\$3.97			\$4.16	\$4.34
Average Transaction Amount - HX	\$2.59	\$3.03	\$3.94	\$2.97	\$2.91	\$2.97	\$2.94	\$3.23	\$3.24	\$2.47			\$3.03	\$2.96

**Aged Balances - 6177-53 Transit Center Garage**

Ending Balances as of 5/1/2019

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

**Aged Balances - 6177-55 Helix Garage**

Ending Balances as of 5/1/2019

Account	Current	30 Days	60 Days	90 Days	Total Due	
96262 JACKSON KELLY PLLC	\$660.00	\$660.00	\$0.00	\$0.00	\$1,320.00	Will Email
96316 PACIFIC PULMONARY SERVICES	\$240.00	\$240.00	\$0.00	\$0.00	\$480.00	Sorting out credit card info
<b>Report Totals</b>	<b>\$900.00</b>	<b>\$900.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,800.00</b>	

**Aged Balances - 6177-54 Victoria Square Garage**

Ending Balances as of 5/1/2019

Account	Current	30 Days	60 Days	90 Days	Total Due	
56341 CROWELL LP	\$105.00	\$105.00	\$0.00	\$0.00	\$210.00	Will Call
56352 CHARLES ARNOLD	\$270.00	\$270.00	\$0.00	\$0.00	\$540.00	Will call
56909 STURGILL TURNER BARKER	\$2,520.00	\$2,520.00	\$0.00	\$0.00	\$5,040.00	Will Call
96184 NTRA INC	\$1,350.00	\$1,350.00	\$0.00	\$0.00	\$2,700.00	Will Call
<b>Report Totals</b>	<b>\$4,245.00</b>	<b>\$4,245.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,490.00</b>	

**Aged Balances - 6177-56 Courthouse Garage**

Ending Balances as of 5/1/2019

Account	Current	30 Days	60 Days	90 Days	Total Due	
96173 DEPT OF ADVOCACY	\$1,400.00	\$70.00	\$70.00	\$280.00	\$1,820.00	Working out parker change with State
96383 SHERONN CONNER	\$70.00	\$70.00	\$0.00	\$0.00	\$140.00	Blocked card/ tried to email
<b>Report Totals</b>	<b>\$1,470.00</b>	<b>\$140.00</b>	<b>\$70.00</b>	<b>\$280.00</b>	<b>\$1,960.00</b>	

**Broadway Shoppes**

Ending Balances as of 4/1/2019

	Current	30 Days	60 Days	90 Days	Total Due
CLAWDADDY'S	\$1,771.22	\$1,758.75	\$1,810.29	\$3,534.72	\$8,874.98

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

Substantially All Disclosures Omitted

	As Of 03/31/19	As Of 03/31/18	Variance 03/31/19
<b>Assets</b>			
Current Assets			
Cash	\$ 2,058,554	\$ 3,105,486	\$ (1,046,932)
Cash-Change Fund	12,099	12,000	99
Accounts Receivable	40,114	30,406	9,709
Prepaid Expenses	157,578	0	157,577
Restricted Cash & Cash Equivalents			
Cash-Restricted	0	2,005,141	(2,005,141)
Investments-BB&T-Restricted Cash	3,500,000	0	3,500,000
Investments-BB&T-Garage Maintenance Reserve	984,772	430,211	554,561
Investments-BB&T-Unrealized G/L	(625)	152	(777)
Investments-BB&T-Accrued Interest	24,376	0	24,376
Total Restricted Cash & Equivalents	<u>4,508,523</u>	<u>2,435,504</u>	<u>2,073,019</u>
Total Current Assets	<u>6,776,868</u>	<u>5,583,396</u>	<u>1,193,472</u>
Non-Current Assets			
Capital Assets			
Land	7,585,094	7,585,094	0
Parking Facilities & Improvements	10,794,872	10,688,236	106,636
Equipment & Furniture	2,079,337	2,028,809	50,528
Construction In Progress	800,527	28,954	771,573
Computer Software	10,850	10,850	0
Total Capital Assets	<u>21,270,680</u>	<u>20,341,943</u>	<u>928,737</u>
Less: Accumulated Depreciation	<u>(3,712,951)</u>	<u>(3,055,837)</u>	<u>(657,114)</u>
Total Capital Assets, Net of Accumulated Depreciation	<u>17,557,729</u>	<u>17,286,106</u>	<u>271,623</u>
Total Non-Current Assets	<u>17,557,729</u>	<u>17,286,106</u>	<u>271,623</u>
<b>Total Assets</b>	<b><u>\$ 24,334,598</u></b>	<b><u>\$ 22,869,502</u></b>	<b><u>\$ 1,465,096</u></b>
<b>Liabilities and Net Assets</b>			
Current Liabilities			
Accounts Payable and Accrued Liabilities	\$ 492,912	\$ 175,990	\$ 316,922
Compensated Absences	13,511	10,263	3,248
Deposits Payable	3,099	1,658	1,441
Note Payable	405,060	357,545	47,515
Total Current Liabilities	<u>914,582</u>	<u>545,456</u>	<u>369,126</u>
Non-Current Liabilities			
Note Payable	2,962,884	3,408,206	(445,322)
Compensated Absences	13,512	10,263	3,248
Deposits Payable	3,037	5,890	(2,852)
Total Non-Current Liabilities	<u>2,979,433</u>	<u>3,424,359</u>	<u>(444,926)</u>
Total Liabilities	<u>3,894,015</u>	<u>3,969,815</u>	<u>(75,800)</u>
Net Position			
Capital Assets Net of Debt	14,189,784	13,520,354	669,430
Restricted-Capital Projects	0	5,141	(5,141)
Restricted-Garage Maintenance Reserve	1,008,524	430,363	578,161
Restricted-Capital Asset Mgmt Program	3,500,000	2,000,000	1,500,000
Unrestricted	1,742,275	2,943,829	(1,201,555)
Total Net Position	<u>20,440,583</u>	<u>18,899,687</u>	<u>1,540,896</u>
<b>Total Liabilities and Net Assets</b>	<b><u>\$ 24,334,598</u></b>	<b><u>\$ 22,869,502</u></b>	<b><u>\$ 1,465,096</u></b>

No assurance is provided on these financial statements.

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

Substantially All Disclosures Omitted

	Month To Date 3/31/2019	Year To Date 3/31/2019
	<u>                    </u>	<u>                    </u>
<b>Cash Flows from Operating Activities</b>		
Cash received from parking customers	\$ 429,758	\$ 3,563,908
Cash received from commercial property renters	15,452	70,070
Cash received from grants	-	13,711
Cash payments to suppliers for goods and services	(11,787)	(1,599,514)
Cash payments to employees for services	(33,991)	(229,103)
Cash payments of related party payables to LFUCG	(1,711)	(16,477)
<b>Net Cash Provided by Operating Activities</b>	<u><b>397,721</b></u>	<u><b>1,802,595</b></u>
 <b>Cash Flows from Noncapital Financing Activities</b>		
Cash payments on Note Payable	(34,030)	(299,807)
<b>Net Cash Used in Noncapital Financing Activities</b>	<u><b>(34,030)</b></u>	<u><b>(299,807)</b></u>
 <b>Cash Flows from Capital and Investing Activities</b>		
Net Changes in Restricted Investments	15,678	(552,269)
Purchases of Capital Assets	(233,850)	(914,302)
<b>Net Changes in Capital and Investing Activities</b>	<u><b>(218,172)</b></u>	<u><b>(1,466,571)</b></u>
 <b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	<b>145,519</b>	<b>36,217</b>
<b>Cash and Cash Equivalents, Beginning of Period</b>	<u><b>1,925,134</b></u>	<u><b>2,034,436</b></u>
<b>Cash and Cash Equivalents, End of Period</b>	<u><u><b>\$ 2,070,653</b></u></u>	<u><u><b>\$ 2,070,653</b></u></u>
 <b>Reconciliation of Operating Income to Net Cash Flows</b>		
<b>Provided by Operating Activities</b>		
Change in Net Position	\$ 210,638	\$ 1,242,174
<b>Adjustments to Reconcile Operating Income to Net Cash</b>		
<b>Provided by Operating Activities:</b>		
Unrealized losses (gains) on investments	(219)	(1,042)
Depreciation and Amortization	54,412	495,115
Loss (gain) on Disposal of Assets	-	(15,090)
<b>Changes in Assets and Liabilities:</b>		
Accounts Receivable	(8,948)	28,403
Prepaid Expenses	-	(157,577)
Accrued Interest	(24,376)	(24,376)
Accounts Payable and Accrued Liabilities	166,214	234,988
<b>Net Cash Provided by Operating Activities</b>	<u><u><b>\$ 397,721</b></u></u>	<u><u><b>\$ 1,802,595</b></u></u>

No assurance is provided on these financial statements.



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

Substantially All Disclosures Omitted

	Month End 3/31/2109	Month End 3/31/2109	Variance 3/31/2109	FYTD 3/31/2109	FYTD 3/31/2109	Variance 3/31/2109	Annual Budget 6/30/2019	
	Actual	FYE Budget		Actual	FYE Budget		FYE Budget	
<b>Revenue</b>								
Revenue OnStreet								
1	Parking - Monthly Rental	\$ 7,365	\$ 6,611	\$ 754	\$ 78,491	\$ 73,378	\$ 5,113	\$ 97,738
2	Parking - Meter Collections	119,866	117,143	2,723	963,175	918,654	44,521	1,224,748
3	Parking - Fines	83,888	82,971	917	673,611	673,785	(174)	880,029
4	Total Revenue OnStreet	211,119	206,725	4,394	1,715,277	1,665,817	49,460	2,202,515
Revenue OffStreet								
5	Parking - Monthly Rental	111,447	108,000	3,447	1,003,352	966,000	37,352	1,290,000
6	Parking - Transient Rental	73,547	73,812	(265)	555,027	612,238	(57,211)	837,262
7	Parking - Event	38,286	11,250	27,036	224,514	138,536	85,978	148,693
8	Parking - Validations	4,281	3,031	1,250	36,341	31,252	5,089	38,592
9	Parking - Fines	260	0	260	260	0	260	0
10	Overage/Shortage/Fees	(234)	0	(234)	734	0	734	0
11	Total Revenue OffStreet	227,587	196,093	31,494	1,820,228	1,748,026	72,202	2,314,547
12	Commercial Property Rental	15,452	6,917	8,535	70,070	62,253	7,817	83,004
13	Grants Received	0	0	0	13,711	0	13,711	0
14	Miscellaneous Income	49	0	49	1,229	0	1,229	0
15	Total Revenue	454,207	409,735	44,472	3,620,515	3,476,096	144,419	4,600,066
<b>Operating Expenses</b>								
OnStreet Operating Expenses								
16	Lanier Operating Expenses	69,019	77,536	8,517	714,471	703,168	(11,303)	943,238
17	Property & Casualty Excess Insurance	0	0	0	1,437	1,437	0	1,437
18	Bank & Credit Card Fees	11,773	9,333	(2,440)	96,350	83,997	(12,353)	111,996
19	Total OnStreet Operating Expenses	80,792	86,869	6,077	812,258	788,602	(23,656)	1,056,671
OffStreet Operating Expenses								
20	Lanier Operating Expenses	68,782	80,109	11,327	567,657	707,530	139,873	947,693
21	Property & Casualty Excess Insurance	0	0	0	57,432	57,432	0	57,432
22	Bank & Credit Card Fees	4,048	4,841	793	39,422	43,569	4,147	58,092
23	Utilities	9,893	11,020	1,127	88,921	99,180	10,259	132,240
24	Interest Expense	5,699	6,917	1,218	57,760	62,250	4,490	83,000
25	Total OffStreet Operating Expenses	88,422	102,887	14,465	811,192	969,961	158,769	1,278,457
26	Personnel Expenses	24,329	24,475	146	224,109	220,275	(3,834)	293,700
Administrative Expenses								
27	Property & Casualty Excess Insurance	0	0	0	37,348	37,311	(37)	37,311
28	Bank & Credit Card Fees	0	0	0	178	0	(178)	0
29	Other Professional Services	2,612	18,950	16,338	60,988	170,550	109,563	227,400
30	Rent/Lease Expenses	759	767	8	6,833	6,903	69	9,204
31	Landline Phones	393	442	48	3,522	3,978	456	5,304
32	Business Travel & Training	971	1,600	630	9,526	14,400	4,874	19,200
33	Dues Subscriptions & Publications	0	258	258	2,721	2,322	(399)	3,096
34	Office Supplies	190	708	517	4,496	6,372	1,876	8,496
35	Office Machines & Equipment	0	208	208	1,662	1,872	210	2,496
36	Office Repairs & Maintenance	41	125	85	867	1,125	258	1,500
37	Mileage Expense	0	33	33	0	297	297	396
38	Operating Contingency	(436)	7,500	7,935	303	67,500	67,197	90,000
39	Total Administrative Expenses	4,530	30,591	26,060	128,444	312,630	184,186	404,403
40	Total Operating Expenses	198,073	244,822	46,748	1,976,003	2,291,468	315,465	3,033,231
Change in Net Position Before Capital &								
41	Other Financing	256,134	164,913	91,220	1,644,512	1,184,628	459,884	1,566,835
<b>Expenses For Capital Assets</b>								
42	Depreciation & Amortization	54,412	53,874	(538)	495,115	484,866	(10,249)	646,488
44	Total Expenses For Capital Assets	54,412	53,874	(538)	495,115	484,866	(10,249)	646,488
<b>Other Financing Sources</b>								
45	Interest Income	8,697	0	8,697	76,645	0	76,645	0
46	Gain (Loss) on Disposal of Assets	0	0	0	15,090	0	15,090	0
47	Unrealized Gain / Loss on Investments	219	0	220	1,042	0	1,042	0
48	Total Other Financing Sources	8,916	0	8,917	92,777	0	92,777	0
49	<b>Total Change in Net Position</b>	<b>\$ 210,638</b>	<b>\$ 111,039</b>	<b>\$ 99,599</b>	<b>\$ 1,242,174</b>	<b>\$ 699,762</b>	<b>\$ 542,412</b>	<b>\$ 920,347</b>

No assurance is provided on these financial statements.

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

**18**  
Substantially All Disclosures Omitted

	OnStreet Year To Date 03/31/19	Victorian Square Garage Year To Date 03/31/19	Transit Center Garage Year To Date 03/31/19	Courthouse Garage Year To Date 03/31/19	Helix Garage Year To Date 03/31/19	All Locations Year To Date 03/31/19
<b>Revenue</b>						
Parking - Monthly Rental	\$ 78,491	\$ 307,971	\$ 438,900	\$ 110,770	\$ 145,711	\$ 1,081,843
Parking - Transient Rental	0	205,330	13,043	136,675	199,978	555,027
Parking - Event	0	219,221	4,194	2	1,099	224,514
Parking - Validations	0	15,932	7,126	165	13,118	36,342
Parking - Meter Collections	963,175	0	0	0	0	963,175
Parking - Fines	673,611	0	0	260	0	673,870
Overage/Shortage/Fees	0	648	27	(4)	64	734
Total Revenue	1,715,277	749,102	463,290	247,868	359,970	3,535,505
<b>Operating Expenses</b>						
Lanier Operating Expenses	714,471	98,526	224,075	134,062	110,995	1,282,127
Property & Casualty Excess Insurance	1,437	14,922	26,507	395	15,608	58,869
Bank & Credit Card Fees	96,350	15,018	1,826	17,680	4,898	135,773
Utilities	0	24,071	31,451	25,515	7,885	88,921
Interest Expense	0	1,444	10,397	1,444	44,475	57,759
Total Operating Expenses	812,258	153,981	294,256	179,096	183,861	1,623,449
Net parking revenue before depreciation and amortization	903,019	595,121	169,034	68,772	176,109	1,912,056
Depreciation & Amortization	44,358	60,578	141,621	34,053	209,159	489,770
<b>Net parking revenue</b>	<b>\$ 858,661</b>	<b>\$ 534,543</b>	<b>\$ 27,413</b>	<b>\$ 34,719</b>	<b>\$ (33,050)</b>	<b>\$ 1,422,286</b>

No assurance is provided on these financial statements.

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

Substantially All Disclosures Omitted

	FYTD 03/31/19 <small>Actual</small>	Year Ending 06/30/18 <small>Actual</small>	Year To Date 03/31/19 <small>Capital Expenditures</small>	FYTD 06/30/19 <small>Annual Cap Ex Budget</small>
<b>Capital Assets</b>				
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	800,527	46,544	753,983	0
Computer Software	10,850	10,850	0	0
Capital Expenditure - Budget	0	0	0	1,943,208
<b>Total Capital Assets</b>	<b>21,270,680</b>	<b>20,341,289</b>	<b>929,391</b>	<b>1,943,208</b>

No assurance is provided on these financial statements.



## March 2019

### ON-STREET FINANCIAL REPORT



	Actual	%of total Rev.	Budget	Variance		Year to Date	%of total Rev.	Budget YTD	Variance
<b>REVENUE</b>									
1	Meter Receipts	\$ 112,790	53%	\$ 104,641	\$ 8,148	\$ 814,207	50%	\$ 845,435	\$ (31,228)
2	Permit Sales/ Monthly Permit Sales	\$ 7,365	3%	\$ 6,611	\$ 754	\$ 73,767	5%	\$ 73,378	\$ 389
3	Violation Tickets	\$ 81,008	38%	\$ 78,435	\$ 2,573	\$ 645,149	40%	\$ 644,561	\$ 588
4	Bag Rental Fees	\$ 7,085	3%	\$ 12,501	\$ (5,416)	\$ 65,846	4%	\$ 73,219	\$ (7,373)
5	Booting Fees	\$ 2,880	1%	\$ 4,536	\$ (1,656)	\$ 24,294	1%	\$ 29,224	\$ (4,930)
6	<b>Total Revenue</b>	<b>\$ 211,128</b>		<b>\$ 206,725</b>	<b>\$ 4,403</b>	<b>\$ 1,623,263</b>		<b>\$ 1,665,816</b>	<b>\$ (42,553)</b>
<b>EXPENSES</b>									
7	Salaries & Wages	\$ 35,709		\$ 36,230	\$ 521	\$ 319,385		\$ 320,764	\$ 1,379
8	Payroll Taxes	\$ 5,088		\$ 5,536	\$ 448	\$ 47,525		\$ 49,004	\$ 1,479
9	Workers Comp Ins	\$ 2,192		\$ 2,385	\$ 193	\$ 16,663		\$ 21,107	\$ 4,444
10	Liability Insurance	\$ 5,025		\$ 1,599	\$ (3,425)	\$ 19,424		\$ 14,395	\$ (5,029)
11	Employee Health Insurance	\$ 1,291		\$ 4,521	\$ 3,230	\$ 22,695		\$ 40,018	\$ 17,323
12	<b>Total Payroll &amp; Related</b>	<b>\$ 49,305</b>	<b>23%</b>	<b>\$ 50,271</b>	<b>\$ 966</b>	<b>\$ 425,692</b>	<b>26%</b>	<b>\$ 445,288</b>	<b>\$ 19,595</b>
13	Uniforms	\$ 750		\$ 174	\$ (576)	\$ 3,327		\$ 1,569	\$ (1,758)
14	Hiring/Training	\$ 30		\$ 30	\$ -	\$ 1,743		\$ 266	\$ (1,477)
15	Armored Car	\$ (529)		\$ 348	\$ 877	\$ -		\$ 3,132	\$ 3,132
16	Equipment	\$ 1,145		\$ 1,030	\$ (115)	\$ 13,512		\$ 14,767	\$ 1,255
17	Vehicle Expense	\$ 648		\$ 1,379	\$ 730	\$ 4,048		\$ 12,409	\$ 8,361
18	EMS/IPS/PBP/CCS Service Fees	\$ 3,296		\$ 8,886	\$ 5,590	\$ 77,373		\$ 79,974	\$ 2,601
19	Professional Services	\$ 2,308		\$ 5,000	\$ 2,692	\$ 93,099		\$ 45,000	\$ (48,099)
20	Fuel	\$ 226		\$ 162	\$ (65)	\$ 785		\$ 1,456	\$ 671
21	Towing	\$ -		\$ 10	\$ 10	\$ 270		\$ 90	\$ (180)
22	General Supplies	\$ 1,498		\$ 2,500	\$ 1,003	\$ 22,598		\$ 22,500	\$ (98)
23	Repairs	\$ 1,166		\$ 1,500	\$ 334	\$ 4,572		\$ 20,500	\$ 15,928
24	<b>Total Field Expenses</b>	<b>\$ 10,538</b>	<b>5%</b>	<b>\$ 21,018</b>	<b>\$ 10,480</b>	<b>\$ 221,326</b>	<b>14%</b>	<b>\$ 201,662</b>	<b>\$ (19,664)</b>
25	Communications/Telephones	\$ 3,121		\$ 1,350	\$ (1,771)	\$ 14,708		\$ 12,150	\$ (2,558)
26	Office Supplies	\$ -		\$ 315	\$ 315	\$ 705		\$ 2,839	\$ 2,134
27	Printing & Design/Ticket Purchase	\$ 2,942		\$ 357	\$ (2,585)	\$ 10,208		\$ 3,210	\$ (6,998)
28	Postage/Dues & Memberships	\$ 1,462		\$ 1,667	\$ 205	\$ 9,800		\$ 15,003	\$ 5,203
29	Employee Incentive	\$ -		\$ 167	\$ 167	\$ 550		\$ 1,503	\$ 953
30	<b>Total Office Expense</b>	<b>\$ 7,525</b>	<b>4%</b>	<b>\$ 3,856</b>	<b>\$ (3,669)</b>	<b>\$ 35,972</b>	<b>2%</b>	<b>\$ 34,705</b>	<b>\$ (1,267)</b>
31	Customer Refund	\$ -		\$ -	\$ -	\$ 39		\$ -	\$ (39)
32	Base Management Fee	\$ 390		\$ 1,465	\$ 1,075	\$ 12,039		\$ 13,189	\$ 1,150
33	Management Incentive Fee	\$ 1,536		\$ 925	\$ (611)	\$ 20,977		\$ 8,325	\$ (12,652)
34	Dues & Subscriptions	\$ (275)		\$ -	\$ 275	\$ 550		\$ -	\$ (550)
35	<b>Total Misc. Expenses</b>	<b>\$ 1,651</b>	<b>1%</b>	<b>\$ 2,390</b>	<b>\$ 739</b>	<b>\$ 33,605</b>	<b>2%</b>	<b>\$ 21,514</b>	<b>\$ (12,091)</b>
36	<b>Total Operating Expenses</b>	<b>\$ 69,019</b>	<b>33%</b>	<b>\$ 77,536</b>	<b>\$ 8,517</b>	<b>\$ 716,595</b>	<b>44%</b>	<b>\$ 703,169</b>	<b>\$ (13,427)</b>
37	<b>Net Operating Income (Loss)</b>	<b>\$ 142,108</b>		<b>\$ 129,189</b>	<b>\$ 12,920</b>	<b>\$ 906,667</b>		<b>\$ 962,647</b>	<b>\$ (55,980)</b>

#### Variance Notes



## March 2019

### GARAGE FINANCIAL REPORT



	Actual	%of total Rev.	Budget	Variance		Year to Date	%of total Rev.	Budget YTD	Variance	
<b>REVENUE</b>										
1	Monthly		\$ 110,378	49%	\$ 108,000	\$ 2,378	\$ 998,092	55%	\$ 969,000	\$ 29,092
2	Transient		\$ 73,120	32%	\$ 72,812	\$ 308	\$ 559,906	31%	\$ 614,237	\$ (54,330)
3	Stamp/Validation		\$ 4,542	2%	\$ 3,031	\$ 1,511	\$ 36,579	2%	\$ 31,249	\$ 5,330
4	Event		\$ 38,286	17%	\$ 11,250	\$ 27,036	\$ 222,668	12%	\$ 138,536	\$ 84,132
5	<b>Total Revenue</b>		<b>\$ 226,325</b>		<b>\$ 195,093</b>	<b>\$ 31,232</b>	<b>\$ 1,817,246</b>		<b>\$ 1,753,022</b>	<b>\$ 64,224</b>
<b>EXPENSES</b>										
6	Salaries & Wages		\$ 25,565		\$ 27,593	\$ 2,028	\$ 203,781		\$ 247,995	\$ 44,214
7	Payroll Taxes		\$ 3,802		\$ 4,004	\$ 201	\$ 30,550		\$ 35,984	\$ 5,434
8	Workers Comp Ins		\$ 1,638		\$ 1,725	\$ 87	\$ 13,157		\$ 15,500	\$ 2,343
9	Liability Insurance		\$ 2,948		\$ 2,948	\$ -	\$ 26,535		\$ 26,535	\$ -
10	Employee Health Insurance		\$ 677		\$ 3,270	\$ 2,593	\$ 10,856		\$ 29,387	\$ 18,531
11	<b>Total Payroll &amp; Related</b>	<b>15%</b>	<b>\$ 34,630</b>		<b>\$ 39,539</b>	<b>\$ 4,909</b>	<b>\$ 284,879</b>	<b>16%</b>	<b>\$ 355,401</b>	<b>\$ 70,521</b>
12	Uniforms		\$ 194		\$ 321	\$ 128	\$ 6,843		\$ 2,892	\$ (3,951)
13	Hiring/Training		\$ 54		\$ 54	\$ -	\$ 1,707		\$ 490	\$ (1,217)
14	Repairs - Maintenance		\$ 1,764		\$ 8,333	\$ 6,569	\$ 14,918		\$ 74,989	\$ 60,071
15	Vehicle Expense		\$ 196		\$ -	\$ (196)	\$ 2,559		\$ 9,000	\$ 6,441
16	Equipment		\$ 254		\$ 976	\$ 722	\$ 2,739		\$ 8,787	\$ 6,048
17	Snow Removal		\$ 11,704		\$ 6,000	\$ (5,704)	\$ 48,626		\$ 32,000	\$ (16,626)
18	Professional Services/Fees		\$ 9,093		\$ 12,083	\$ 2,990	\$ 118,434		\$ 108,747	\$ (9,687)
19	Fuel		\$ 219		\$ 241	\$ 22	\$ 722		\$ 2,513	\$ 1,791
20	Repairs-Sweeper		\$ -		\$ 350	\$ 350	\$ 2,548		\$ 3,151	\$ 603
21	General Supplies		\$ 3,749		\$ 4,667	\$ 918	\$ 31,686		\$ 42,003	\$ 10,318
22	Elevator Maintenance		\$ 2,638		\$ 2,257	\$ (381)	\$ 13,367		\$ 20,313	\$ 6,946
23	Damages Billable		\$ 105		\$ -	\$ (105)	\$ 1,529		\$ -	\$ (1,529)
24	<b>Total Field Expenses</b>	<b>13%</b>	<b>\$ 29,969</b>		<b>\$ 35,283</b>	<b>\$ 5,314</b>	<b>\$ 245,676</b>	<b>14%</b>	<b>\$ 304,885</b>	<b>\$ 59,208</b>
25	Armored Car		\$ -		\$ 329	\$ 329	\$ -		\$ 2,964	\$ 2,964
26	Communications		\$ 387		\$ 710	\$ 323	\$ 5,363		\$ 6,390	\$ 1,027
27	Office Supplies		\$ 42		\$ 582	\$ 540	\$ 794		\$ 5,234	\$ 4,439
28	Printing & Design		\$ 1,019		\$ 657	\$ (361)	\$ 1,587		\$ 5,916	\$ 4,329
29	Postage		\$ 333		\$ 251	\$ (82)	\$ 2,597		\$ 2,253	\$ (344)
30	<b>Total Office Expense</b>	<b>1%</b>	<b>\$ 1,781</b>		<b>\$ 2,529</b>	<b>\$ 749</b>	<b>\$ 10,341</b>	<b>1%</b>	<b>\$ 22,757</b>	<b>\$ 12,416</b>
31	Customer Refund		\$ -		\$ -	\$ -	\$ 179		\$ -	\$ (179)
32	Base Management Fee		\$ 2,676		\$ 2,701	\$ 25	\$ 24,211		\$ 24,311	\$ 100
33	Management Incentive Fee		\$ -		\$ -	\$ -	\$ -		\$ -	\$ -
34	Dues & Subscriptions		\$ (275)		\$ -	\$ 275	\$ 104		\$ -	\$ (104)
35	<b>Total Misc. Expenses</b>	<b>1%</b>	<b>\$ 2,401</b>		<b>\$ 2,701</b>	<b>\$ 300</b>	<b>\$ 24,494</b>	<b>1%</b>	<b>\$ 24,311</b>	<b>\$ (183)</b>
36	<b>Total Operating Expenses</b>	<b>30%</b>	<b>\$ 68,781</b>		<b>\$ 80,053</b>	<b>\$ 11,272</b>	<b>\$ 565,391</b>	<b>31%</b>	<b>\$ 707,353</b>	<b>\$ 141,963</b>
37	<b>Net Operating Income (Loss)</b>		<b>\$ 157,544</b>		<b>\$ 115,040</b>	<b>\$ 42,504</b>	<b>\$ 1,251,855</b>		<b>\$ 1,045,668</b>	<b>\$ 206,187</b>

#### Variance Notes

Lexington/ Fayette Co Parking Authority

Balance Sheet  
March 31, 2019

ASSETS

Current Assets		
Cash - US Bank	\$ 32,589.90	
Total Current Assets		32,589.90
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>82,650.20</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	52,370.21	
Total Capital		<u>80,884.57</u>
Total Liabilities & Capital	\$	<u>82,650.20</u>

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

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
<b>Revenues</b>						
Rental Income	\$ 10,723.56	\$ 6,235.00	\$ 4,488.56	\$ 52,065.82	\$ 55,163.00	\$ (3,097.18)
Income - Utilities	2,898.09	1,000.00	1,898.09	5,491.33	8,530.00	(3,038.67)
Rent Late Fee	379.09	74.00	305.09	1,234.48	666.00	568.48
<b>Total Revenues</b>	<b>14,000.74</b>	<b>7,309.00</b>	<b>6,691.74</b>	<b>58,791.63</b>	<b>64,359.00</b>	<b>(5,567.37)</b>
<b>Cost of Sales</b>						
Total Cost of Sales	0.00	0.00	0.00	0.00	0.00	0.00
<b>Gross Profit</b>	<b>14,000.74</b>	<b>7,309.00</b>	<b>6,691.74</b>	<b>58,791.63</b>	<b>64,359.00</b>	<b>(5,567.37)</b>
<b>Expenses</b>						
Property Management Fee	500.00	500.00	0.00	4,500.00	4,500.00	0.00
Repair & Maintenance	52.50	477.00	(424.50)	1,916.37	2,931.00	(1,014.63)
Postage	2.05	2.00	0.05	5.05	7.00	(1.95)
<b>Total Expenses</b>	<b>554.55</b>	<b>979.00</b>	<b>(424.45)</b>	<b>6,421.42</b>	<b>7,438.00</b>	<b>(1,016.58)</b>
<b>Net Income</b>	<b>\$ 13,446.19</b>	<b>\$ 6,330.00</b>	<b>\$ 7,116.19</b>	<b>\$ 52,370.21</b>	<b>\$ 56,921.00</b>	<b>(4,550.79)</b>

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

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

<b>Date</b>	<b>Check #</b>	<b>Account ID</b>	<b>Line Description</b>	<b>Debit Amoun</b>	<b>Credit Amoun</b>
3/1/19	1116	500 100	Invoice: 030119 Schrader Commercial Properties, LLC	500.00	500.00
3/12/19	1117	511 100	Invoice: 7072 Schrader Commercial Properties, LLC	52.50	52.50
3/27/19	1118	526 100	reimburse SCP for 1st qtr postage Schrader Commercial Properties, LLC	2.05	2.05
	<b>Total</b>			<u><u>554.55</u></u>	<u><u>554.55</u></u>



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

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

Account ID Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
100 Cash - US Bank	3/1/19			Beginning Balance			19,143.71
	3/1/19	1116	CDJ	Schrader Commercial Prope		500.00	
	3/5/19	030519	CRJ	The Sweet Spot	8,948.35		
	3/12/19	1117	CDJ	Schrader Commercial Prope		52.50	
	3/13/19	031319	CRJ	Georgettes and Chiffons, LL	1,765.63		
	3/13/19	031319	CRJ	Georgettes and Chiffons, LL	112.29		
	3/13/19	031319	CRJ	Savane Silver	251.09		
	3/19/19	031919	CRJ	Savane Silver	1,376.91		
	3/26/19	032619	CRJ	Clawdaddy's	1,472.82		
	3/26/19	032619	CRJ	Clawdaddy's	73.65		
	3/27/19	1118	CDJ	Schrader Commercial Prope		2.05	
				Current Period Change	14,000.74	554.55	13,446.19
	<b>3/31/19</b>			<b>Ending Balance</b>			<b>32,589.90</b>
155 Building Improvement	3/1/19			Beginning Balance			50,060.30
	<b>3/31/19</b>			<b>Ending Balance</b>			<b>50,060.30</b>
231 Tenant Deposits	3/1/19			Beginning Balance			-1,765.63
	<b>3/31/19</b>			<b>Ending Balance</b>			<b>-1,765.63</b>
349 Beginning Balance Eq	3/1/19			Beginning Balance			-30,139.26
	<b>3/31/19</b>			<b>Ending Balance</b>			<b>-30,139.26</b>
350 Capital Contribution,	3/1/19			Beginning Balance			157,900.00
	<b>3/31/19</b>			<b>Ending Balance</b>			<b>157,900.00</b>
352 Retained Earnings	3/1/19			Beginning Balance			-156,275.10
	<b>3/31/19</b>			<b>Ending Balance</b>			<b>-156,275.10</b>
400 Rental Income	3/1/19			Beginning Balance			-41,342.26
	3/5/19	030519	CRJ	The Sweet Spot - Invoice: 02		6,108.20	
	3/13/19	031319	CRJ	Georgettes and Chiffons, LL		1,765.63	
	3/19/19	031919	CRJ	Savane Silver - Invoice: 130		1,376.91	
	3/26/19	032619	CRJ	Clawdaddy's - Invoice: 128 /		1,472.82	
				Current Period Change		10,723.56	-10,723.56
	<b>3/31/19</b>			<b>Ending Balance</b>			<b>-52,065.82</b>
401 Income - Utilities	3/1/19			Beginning Balance			-2,593.24
	3/5/19	030519	CRJ	The Sweet Spot - Invoice: 02		2,534.71	
	3/13/19	031319	CRJ	Georgettes and Chiffons, LL		112.29	
	3/13/19	031319	CRJ	Savane Silver - Electric 1/		251.09	
				Current Period Change		2,898.09	-2,898.09
	<b>3/31/19</b>			<b>Ending Balance</b>			<b>-5,491.33</b>
405 Rent Late Fee	3/1/19			Beginning Balance			-855.39
	3/5/19	030519	CRJ	The Sweet Spot - Invoice: 02		305.44	
	3/26/19	032619	CRJ	Clawdaddy's - Late Fee - Ja		73.65	
				Current Period Change		379.09	-379.09

**Lexington/ Fayette Co Parking Authority  
General Ledger  
For the Period From Mar 1, 2019 to Mar 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
	<b>3/31/19</b>			<b>Ending Balance</b>			<b>-1,234.48</b>
500 Property Management	3/1/19			Beginning Balance			4,000.00
	3/1/19	1116	CDJ	Schrader Commercial Prope	500.00		
				Current Period Change	500.00		500.00
	<b>3/31/19</b>			<b>Ending Balance</b>			<b>4,500.00</b>
511 Repair & Maintenance	3/1/19			Beginning Balance			1,863.87
	3/12/19	1117	CDJ	Schrader Commercial Prope	52.50		
				Current Period Change	52.50		52.50
	<b>3/31/19</b>			<b>Ending Balance</b>			<b>1,916.37</b>
526 Postage	3/1/19			Beginning Balance			3.00
	3/27/19	1118	CDJ	Schrader Commercial Prope	2.05		
				Current Period Change	2.05		2.05
	<b>3/31/19</b>			<b>Ending Balance</b>			<b>5.05</b>

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

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance	19,143.71
Add: Cash Receipts	14,000.74
Less: Cash Disbursements	(554.55)
Add (Less) Other	_____
Ending GL Balance	<u>32,589.90</u>
Ending Bank Balance	32,589.90
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>32,589.90</u></u>

## Garage Updates

### Helix Garage:

- The garage lighting system was programmed with a blue and white scheme for the UK football Blue-White game.
- The garage lighting system was programmed with a pastel scheme for Easter.
- The garage lighting system was programmed with a green scheme for Earth Day.
- The garage lighting system was programmed with an orange scheme for the work-zone safety awareness.
- The garage lighting system was programmed with a purple scheme for sarcoidosis awareness.
- 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. All concrete repairs have been completed. The remaining item in the repair scope involves the application of the traffic bearing membrane. The membrane work will occur in the coming weeks as weather permits.
- LPA has selected Walker Electric to install additional lighting fixtures in the Helix Garage. The fixtures will be added to more dimly lit areas of the garage to enhance the customer experience and improve safety.

### Transit Center Garage:

- RAM Construction Services continued repair and maintenance work associated with the capital asset management plan. The remaining repair items involve structural beam repairs on level 5 and the installation of a new expansion joint on the level 6.
- LPA has selected Walker Electric to install additional lighting fixtures in the Transit Center Garage. The fixtures will be added to more dimly lit areas of the garage to enhance the customer experience and improve safety.
- The exhaust fans included in the MEP portion of the current CAMP repair and maintenance cycle are being installed. RAM Construction Services is awaiting the delivery of the associated control systems. The new fans will be automatically controlled by O and CO sensors; improving energy efficiency and assuring safe air quality throughout the underground facility.
- LPA is acquiring quotes for the replacement of a back-up generator for the Transit Center Garage. In the event of a power outage, the generator supplies power to the sump pumps located in the lower level of the garage, protecting level 1 of the garage and the elevator sump pits. The existing generator is obsolete and inoperable. An associated mechanical transfer switch has also failed. The generator is an action item on the current capital asset management plan repair cycle.

### Courthouse Garage:

- RAM Construction Services is completing repair and maintenance work associated with the capital asset management plan.
- DC Elevator continued the elevator upgrade project. The upgrades are necessary due to the obsolescence of the current elevator controllers and components. The work is being staged in a way that ensures one cab will always be in operation. The AOC has agreed to reimburse LPA 50% of the cost of the repairs.

### Victorian Square Garage:

- RAM Construction has completed all concrete repairs. The remaining item in the repair scope involves the application of the traffic bearing membrane. The membrane work will occur in the coming weeks as weather permits.

### Broadway Shoppes:

- There were no maintenance issues to report.