

May 13, 2021 Board Meeting Agenda



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|-------|--|----------|
| I. | Call to Order/Welcome of Guests | Frazier |
| II. | Approval of Minutes of March 2021 LPA Board Meeting
<i>Board Action Required</i> | Frazier |
| III. | Update on ED Activities
A. Executive Director Reports
B. Operational Reports
C. COVID-19 Update | Means |
| IV. | Approve LPA and LEXPARK March Financial Reports
and Schrader Commercial Reports
<i>Board Action Required</i> | Means |
| V. | On-Street
A. Curbside Spaces/Outdoor Expansion Areas – Program Extension
B. Meter Bag Request | Means |
| VI. | Off-Street (Garages)
A. Garage Updates
B. State of Downtown Parking During COVID | Trammell |
| VII. | Downtown Lexington Partnership Updates | Sweeney |
| VIII. | Visit Lex Updates | Schickel |
| IX. | Comments
Comments from Commissioners/Advisory Committee Members | Frazier |

Next Meeting: June 10, 2021

Lexington & Fayette County Parking Authority

Board Meeting Minutes
April 8, 2021

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

Location: ZOOM Webinar

Voting Members: Kenton Ball
Dee Dee Harbut
Erin Hensley
Trish Vertuca

Executive Director: Gary Means

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

LFCPA Advisory Board: Christine Brown
Thomas Pettit
Terry Sweeney

Guests: Mark Doering, Reef
Chris Goodson, Reef
Justin Hubbard, DDAF
Julie Schickel, VistLex

Item 1 – Call to Order:

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

Item 2 – Approval of February 2021 Minutes

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

Item 3 – Update on ED Activities

A. Executive Director Report

Mr. Means presents the Executive Director Report. **LEXPARK** is now mailing letters to those who are cited in the Transit Center Garage. **LEXPARK** and LPA staff completed QPR training with New Vista. Garage monthly parker billing has moved to a cloud-based platform that integrates with Flash equipment.

B. Operational Reports

Mr. Means presents the March operational reports. The number of actual citations increased from the prior month. The void percentage decreased from the prior month. Meter revenue collected in March was significantly higher than February and in fact March was the strongest meter revenue month of the fiscal year so far. Website visitors also increased from the prior month. Telephone inquiries regarding the garage as garage equipment are increasing as more people are using the facilities and the new equipment. LPA



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continues to monitor credit card usage at the meters. In the campus area, about 75% of meter transactions are paid with a credit card versus the rest of downtown which is about 25%.

C. COVID-19 Update

Mr. Means presents the Revenue Stream Comparison report. He notes there was an extra monthly parking payment in January so the drop off in February is not as steep as it appears. He also notes that while February is relatively the same as January, activity will begin to increase in March.

Item 4 – Financial Reports

Mr. Means presents the February financial reports. Mr. Doering reviews variances on the REEF reports. Meter collection revenue and garage transient revenue are Down around \$150,000 under budget for the year. Monthly parking, both On-Street and Off-Street are in good shape as is citations. Commercial property tenants are paying their rent. Year to date LPA is \$106,000 behind budget for all revenues, and nearly half of that is from February. REEF expenses are under budget both month and year to date which helps with overall net position. LPA continues to monitor bank and credit card fees. Ms. Vertuca asks if March revenues are closer to budget and Mr. Means responds that they are. Ms. Hensley asks if LPA is eligible for PPP funding. Mr. Ball responds no and that LPA did work with an attorney to determine eligibility. Ms. Vertuca makes a motion to accept the February financial reports as presented. Ms. Hensley seconds. The vote was unanimous, and the motion carried.

Item 5 – On-Street

A. Curbside Pick Up Spaces/Outdoor Expansion Areas

Mr. Means presents an update on Curbside Pickup Spaces.

B. Lexington Public Library Request

Mr. Means presents a request by the Lexington Public Library to keep their curbside pickup spaces through June. By consensus the commissioners agree.

Item 6 – Off-Street

A. Garage Updates

Mr. Trammell presents the garage updates. The traffic coating was removed from Victorian Square Garage, and the contractor is waiting on a stretch of dry, warm weather to reapply. Courthouse Garage is getting its masonry joints resealed. Concrete work was completed on the stairs.

Item 9 – Visit Lex Updates

Hotel occupancy rates during the Boy's Sweet 16 and spring break were good. It is unknown what affect Keeneland will have since there is a limit on attendance.

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



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April 30th, 2021
**Lexington & Fayette County
 Parking Authority
 Executive Directors Report
 April 2021**



Accomplishments

- Worked with MetroNet to complete the installation of internet service at the Helix on Main Garage and our LPA Offices, we now have Victorian Square and the Helix on MetroNet and the Courthouse Garage on Spectrum, and both the LPA Offices and LEXPARK offices on MetroNet
- Received full LPA Board approval to extend the Outdoor Seating Expansion program at no charge through October 31, 2021
- Worked with Kara and our RFP for Accounting Services selection committee (including Commissioner Trish Vertuca) to review the two proposals from two very qualified firms, and DDAF who is our current accounting firm was selected for another 3-year term
- Was interviewed by a Washington DC TV station reporter regarding issues with ADA parking
- As a continued response to COVID-19 maintained the curbside pickup spaces for downtown restaurants for the full month of March

Meetings with LFUCG/LFCPA staff

- Attended the April LFUCG Bike & Ped Advisory Committee meeting (via ZOOM)
- Met with 3rd Dist. CM Hannah LeGris and her Legislative Aide regarding curb management strategies
- Attended a “Mornings w/Planning” ZOOM session where they discussed Parking Reform related to parking minimum requirements with developments, etc.
- Attended another Bike Lane Task Force (now Curb Management Task Force) meeting with 3 council members and Bike/Ped coordinator Scott Thompson to discuss strategies of the pilot program we will be partnering on over the summer
- Ed and I along with the local REEF team and some expert executives from REEF held a TEAMS meeting to discuss the optimization of T2 permits and T2 collections
- Attended the LPA RFP for Outsourced Accounting selection committee meeting
- Scott Thompson with LFUCG (Bike/Ped) and I met with POPULUS to scope our partnership and goals for the upcoming pilot program on curb management
- Ed hosted a TEAMS meeting with our LPA team and the LEXPARK (REEF) team regarding the ongoing projects within the scope of the Flash Parking equipment installation and operations strategies
- Mark Doering and I met to discuss our FY22 budget, focusing on labor at this point
- Ed and I met with CM Bledsoe and her Legislative Aide (ZOOM) regarding a RPPP study we just conducted near Lexington Catholic HS
- Continued weekly (TEAMS) meetings with LPA staff only

- Held regular weekly (TEAMS) meetings for On-Street and Garage operations with REEF Parking (LEXPARK) staff
- Held regular Bi-monthly conference calls with LPA & LEXPARK local staff and REEF corporate staff and municipal experts

Meetings with External Individuals/Groups

- Our team met with Flash Parking regarding the process of integrating our PARIS billing system with the Flash operations system
- I was interviewed by the marketing team from PayByPhone as they are doing a series on community involvement with some of their clients
- Kara, Ed and I met with our marketing firm Zipie to go over the previous months reports and discuss upcoming marketing strategies
- Conference call with Mark Martin from Flash parking as he leads a team that will transition in and take over from the installation group to assist us with ongoing projects
- Ed and I were both deposed on a case from a former tenant of the Broadway Shops that has been going on for over 6 years
- Linden and I met by way of ZOOM with a member of the Main Street Baptist Church who had questions about parking demand, parking availability in downtown and the possibility of and the catalyst for future projects
- Met with Katherine Beaty with TEZ (text2pay) regarding signage options for the TC garage and on-street signs at or near our LUKE locations
- Jonathan Evens with Flash parking met with our team at the LEXPARK office to go over the features of the Flash system and ways we can assist our parkers for an even better parking experience, we will have a follow up training with him in the near future
- Attended the April Downtown Lexington Partnership board meeting on ZOOM
- Attended a webinar titled Managing Micromobility: How Policies, Fees, and Incentives Can Drive Program Success
- Ed, myself and Mark Doering participated in a kick-off or discovery call with the group who will be working with us to finalize the Flash installation and move us forward with our operational needs
- Attended a ZOOM meeting with the International Parking & Mobility Institute (IPMI) Board of Directors
- Attended an IPMI webinar on Teleworking and the impacts good and bad on parking organizations
- 2nd ZOOM meeting with several national leaders in the areas of planning, transportation and parking, to discuss Accessible Streetscape Design Principles with the end goal of writing a white paper or best practices document
- Upon selecting DDAF to renew their accounting contract with LPA, Kara, Ed and I met with the DDAF team to discuss a go-forward plan with possible enhancements
- I was interviewed by a Washington DC TV station reporter regarding issues with ADA parking

- Catch up call with Steve Resnick formerly with Lanier Parking and now with TEZ (text2pay) regarding the updates of new equipment and software integrations here in Lexington
- Catch up call with Brett Wood who formerly worked with Kimley-Horn and performed an operations study for us
- Met with an IPS Meter salesperson who covers this territory and lives in Georgetown, KY
- Met with Dudley Webb on updates regarding the garage that collapsed and possible future plans
- WKU and Bowling Green KY representatives set up a ZOOM call with me to discuss our Scooter program here in Lexington
- TEAMS meeting with high level executive with REEF Parking
- Linden, Charles and I met with two reps from PayByPhone to discuss reporting and integration challenges
- Phone conversation with our real estate attorney regarding past and current development conversations
- Our team and representatives from Flash parking started a new version of our weekly (TEAMS) meetings to discuss final implementations and other side bar tasks
- Ed and I held weekly teleconference meetings with our Walter P Moore engineers and Volunteer Restoration, the company working on our 2020/2021 CAMP repairs

Future Goals and Planned Activities

- Work with Flash Parking on finalizing the implementation of our new PARCS (Garage Equipment)
- Continue working on the Transit Center garage from gated to gateless, enforcement fully in place now, space count sign integrations is left to complete
- Continue to market the pay-by-phone program (especially as “touchless option)
- Continue working on recommendations from the Kimley-Horn Operations and Best Practices Audit
- Continue working on 10-year Capital Asset Management Plan
- Implement recommendations from Walker Consultants’ 10-Year Analysis
- Re-start process to submit the Helix on Main for the Green Garage Certification now called ParkSmart and is under the US Green Building Council
- Continue to focus on the use of social media such as Twitter and Facebook to help get the positive word out about **LEXPARK**
- Continue planning media releases and related marketing information
- Continue holding weekly operations meetings with **LEXPARK** staff
- Attend various board and committee meetings that I serve on
- Continue meeting with various LFUCG departments as needed
- Continue meeting with the Downtown Lexington Partnership as needed
- Meet with Individuals and groups regarding the Parking Authority
- Work on agreed upon Lexington Parking Authority goals
- As time allows, I review training sessions from IPMI virtual conferences which are free and available for one year following the sessions

LFCPA and LEXPARK Key Performance Indicators

User-input variable cells.

Totals for underlying cells.

REVENUE STREAM INTEGRITY and SECURITY		Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	TOTAL	AVERAGE	Percent of Total
1	Field Inspections (with Contact)	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	#DIV/0!
2	Canister Integrity	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	#DIV/0!
3	Maintenance Collections	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	#DIV/0!
4	Enforcement	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	#DIV/0!
5	Coin Counting Observations	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	#DIV/0!
6		0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	#DIV/0!
7	Field Observations (Covert)	13	13	10	14	16	9	10	12	12	12	1		109	12.1	100%
8	Vehicle Integrity	0	2	1	2	4	2	3	5	1	1	1		21	2.1	19%
9	Maintenance Collections	3	3	2	3	3	2	3	2	2	3	3		26	2.6	24%
10	Enforcement	4	3	2	2	3	1	1	0	1	2	2		19	1.9	17%
11		6	5	5	7	6	4	3	5	8	6	6		55	5.5	50%
12	Revenue Control Discrepancies Noted	0	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		0	N/A	N/A
14	Incomplete Coin Room Record	0	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		0	N/A	N/A
16	Failure to Notify of Location	0	0	0	0	0	0	0	0	0	0	0		0	N/A	N/A
17	Customer Satisfaction	0	0	0	0	0	0	0	0	0	0	0		0	N/A	N/A
18	Number of Parkers Responding	0	0	0	0	0	0	0	0	0	0	0		0	N/A	N/A
19	Positive Response	0	0	0	0	0	0	0	0	0	0	0		0	N/A	N/A
20	Negative Response	0	0	0	0	0	0	0	0	0	0	0		0	N/A	N/A
21	Specific Complaints	0	0	0	0	0	0	0	0	0	0	0		0	N/A	N/A
22	Revenue Tests	0	0	0	0	0	0	0	0	0	0	0		0	N/A	N/A
23	Number of Single-Space Meters Planted	0	0	0	0	0	0	0	0	0	0	0		0	N/A	N/A
24	Value Planted	0	0	0	0	0	0	0	0	0	0	0		0	N/A	N/A
25	Number of Multi-Space Meters Planted	0	0	0	0	0	0	0	0	0	0	0		0	N/A	N/A
26	Value Planted	0	0	0	0	0	0	0	0	0	0	0		0	N/A	N/A
27	Value Recovered	0	0	0	0	0	0	0	0	0	0	0		0	N/A	N/A
28	Average Meter Payment and Average Length of Stay	\$0.98	\$0.99	\$1.23	\$1.23	\$1.21	\$1.09	\$1.19	\$1.29	\$1.26	\$1.24			N/A	\$1.17	N/A
29	Average Meter Payment (LUKE & IPS)													N/A	#DIV/0!	N/A
30	2 Hour Meters - Average length of stay (in minutes)													N/A	#DIV/0!	N/A
31	Credit Card Usage and Forms of Payment	56.0%	64.0%	56.1%	67.0%	70.0%	64.7%	52.0%	75.5%	75.0%	74.0%			N/A	65.4%	N/A
32	LUKE (Credit Card Percent of transactions)	\$1.91	\$2.22	\$2.25	\$2.24	\$2.21	\$1.93	\$2.10	\$2.35	\$2.24	\$2.22			N/A	\$2.2	N/A
33	Average CC transaction	21.0%	46.3%	43.8%	48.6%	46.5%	44.4%	26.0%	45.4%	26.0%	25.6%			N/A	37.4%	N/A
34	IPS (CC as a percent of transactions)	\$1.80	\$1.78	\$1.77	\$1.77	\$1.77	\$1.70	\$1.77	\$1.71	\$1.77	\$1.74			N/A	175.8%	N/A
35	Average CC transaction	14.0%	14.0%	15.8%	16.7%	14.7%	13.6%	16.0%	23.0%	21.0%	16.5%			N/A	16.5%	N/A
36	Pay by Phone (as a meter payment transaction)															
37	Meter Occupancy Rates by Zones	10%	11%	7%	5%	5%	6%	13%	11%	15%	12%			N/A	9.5%	N/A
38	Low 0-30% (9, 12, 13)	26%	25%	28%	24%	22%	25%	30%	31%	32%	27%			N/A	27.0%	N/A
	Medium 30-60% (1, 2, 3, 5, 6, 7, 10, 11, 14, 15, 16)	44%	47%	50%	54%	55%	47%	50%	52%	56%	59%			N/A	51.4%	N/A
	High 60% or more (4, 8)															
36	Meter Occupancy Rates by Areas	31%	37%	40%	46%	47%	33%	44%	50%	58%	54%			N/A	44.0%	N/A
37	Downtown 1, 2, 3, 4, 5, 8, 9, 11, 12, 13.	4%	15%	33%	28%	35%	42%	16%	24%	31%	28%			N/A	25.6%	N/A
38	UK Campus (6, 7, 10)	9%	12%	26%	15%	13%	11%	15%	18%	14%	20%			N/A	15.3%	N/A
	Chevy Chase (15)															

Note: Jul-20, Aug-20, Sep-20, Oct-20, Nov-20, Dec-20, Jan-21, Feb-21, Mar-21, Apr-21, May-21, Jun-21, TOTAL, AVERAGE, Percent of Total



**ON STREET BY THE NUMBERS
FY 2021**

	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	FY 2021 AVG	FY 20 AVG	FY 19 AVG
1 Violations Cited	2,511	3,342	3,455	3,193	2,597	2,148	2,459	1,687	3,398	3,419			2,821	3,345	3,829
2 Actual Citations (exc voids & warnings)	2,392	3,038	3,277	3,015	2,459	2,020	2,319	1,587	3,269	3,247			2,662	3,125	3,526
3 Value of Actual Citations	\$ 45,980	\$ 68,365	\$ 72,770	\$ 69,105	\$ 59,040	\$ 50,810	\$ 51,455	\$ 41,595	\$ 73,655	\$ 70,135			\$ 60,291	\$ 72,995	\$ 88,698
4 Citations Paid	1,929	2,051	2,264	2,221	2,661	2,034	1,949	1,408	2,318	2,600			2,144	2,461	2,687
5 Percentage of Citations Paid	80.60%	67.50%	69.10%	73.70%	108.20%	94.70%	79.30%	83.50%	70.90%	76.05%			80.35%	82.57%	76.74%
6 Value of Citations Paid	\$ 52,160	\$ 56,039	\$ 61,570	\$ 62,205	\$ 85,572	\$ 63,289	\$ 56,390	\$ 45,685	\$ 65,006	\$ 72,410			\$ 62,033	\$ 69,596	\$ 76,608
7 Warnings Issued	99	266	144	134	119	117	123	70	115	133			132	176	247
8 Voids	20	38	34	40	29	14	18	55	28	46			32	50	51
9 Citation Void Percentage	0.8%	1.1%	0.9%	1.3%	1.1%	0.7%	0.7%	3.3%	0.8%	1.3%			1.2%	1.5%	1.4%
10 Meter Revenue Collected	\$ 44,204	\$ 55,055	\$ 59,352	\$ 58,187	\$ 45,314	\$ 35,966	\$ 40,804	\$ 35,152	\$ 61,892	\$ 69,787			\$ 50,571	\$ 81,861	\$ 92,456
11 Avg Meter Rev Collected per Work Day	\$ 1,922	\$ 2,622	\$ 2,826	\$ 2,645	\$ 2,517	\$ 1,713	\$ 2,148	\$ 1,850	\$ 2,691	\$ 3,172			\$ 2,411	\$ 3,975	\$ 4,228
12 RPP's Sold	398	681	118	60	34	35	40	11	24	23			142	163	167
13 Value of RPP Permits	\$ 3,980	\$ 6,810	\$ 1,180	\$ 600	\$ 340	\$ 350	\$ 400	\$ 110	\$ 240	\$ 230			\$ 1,424	\$ 1,630	\$ 1,673
14 Monthly Permit Revenue	\$ 9,638	\$ 10,053	\$ 5,915	\$ 9,103	\$ 5,220	\$ 7,204	\$ 11,880	\$ 11,880	\$ 9,110	\$ 8,121			\$ 8,812	\$ 6,654	\$ 6,117
15 Value of Bagged Meters	\$ 2,890	\$ 4,615	\$ 4,437	\$ 1,978	\$ 4,097	\$ 6,700	\$ 525	\$ 2,730	\$ 565	\$ 1,845			\$ 3,038	\$ 5,300	\$ 10,460
16 New Meters Added or Removed	-	-	-	-	-	(7)	-	-	-	-			(1)	(1)	1
17 Single Space Meters	644	644	672	672	672	648	648	648	648	648			654	699	875
18 Mult-Space Meters	71	71	72	72	72	72	72	72	72	72			72	65	41
19 Metered Space Count	1,256	1,256	1,268	1,268	1,268	1,261	1,261	1,261	1,261	1,261			1,262	1,261	1,271
20 Vehicles Booted	64	36	33	30	28	14	34	22	30	39			33	29	39
21 Booting Fees	\$ 6,030	\$ 2,880	\$ 2,880	\$ 2,610	\$ 2,295	\$ 4,040	\$ 2,790	\$ 1,710	\$ 2,599	\$ 3,240			\$ 3,107	\$ 2,123	\$ 3,064
22 Total Revenue Collected	\$ 118,901	\$ 135,452	\$ 135,334	\$ 134,683	\$ 142,837	\$ 117,548	\$ 112,789	\$ 97,267	\$ 139,412	\$ 155,633			\$ 128,986	\$ 190,376	\$ 181,929



LEXPARK VOID SUMMARY

Voided Citations By Officer

FY 2021		Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	AVERAGE
Issuing Officer														
1	2013	-	-	-	5	1	1	-	1	1	-			1
2	21081203	-	-	-	-	-	-	1	30	6	26			6
3	2081	2	2	4	3	3	2	1	2	2	10			3
4	2082	2	2	2	2	4	1	2	10	4	3			3
5	2098	-	-	-	-	-	-	-	-	-	-			-
6	2115	-	-	-	-	-	-	-	-	-	-			-
7	2017	-	-	-	-	-	-	-	-	1	-			0
8	2119	-	-	-	-	-	-	-	-	-	-			-
9	2120	2	1	3	1	2	2	1	4	2	-			2
10	2122	-	-	-	-	-	-	-	-	-	-			-
11	2124	-	-	-	-	-	-	-	-	-	-			-
12	2125	-	-	-	-	-	-	-	-	-	-			-
13	(2130) 2142	-	12	6	5	-	1	3	1	-	1			3
14	2131	-	-	-	1	-	-	-	-	-	-			0
15	2141	5	4	8	4	7	3	6	6	6	5			5
16	2133	4	9	2	9	7	-	-	-	3	-			3
17	2137	2	4	3	1	1	-	-	-	-	-			1
18	2138	3	4	6	9	4	4	4	1	3	1			4
19	2140	-	-	-	-	-	-	-	-	-	-			-
20	% Voids	0.80%	1.14%	0.98%	1.25%	1.12%	0.65%	0.73%	3.26%	0.82%	1.35%			1.21%
21	Total	20	38	34	40	29	14	18	55	28	46			32
22	Total Citations	2,511	3,342	3,455	3,193	2,597	2,148	2,459	1,687	3,398	3,419			2,821

Voided Citations Summary By Reason

FY 2021		Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	AVERAGE
Void Type														
23	Administrative	3	20	18	24	10	4	9	34	14	32			17
24	Ambiguous Mrkg /Missing Sign	-	-	1	-	-	-	-	-	-	-			0
25	Customer Walk Up	-	3	-	-	1	-	-	-	-	-			0
26	Duplicate	2	3	5	3	2	1	2	-	3	3			2
27	Meter Malfunction	1	1	1	1	-	-	1	-	-	-			1
28	Pay By Phone	4	4	4	5	9	7	3	12	6	8			6
29	Officer Error	4	6	2	5	5	2	1	-	5	3			3
30	Test	3	-	-	-	-	-	2	-	-	-			1
31	Visitor	-	-	-	-	-	-	-	-	-	-			-
32	Printer Error	-	-	-	-	-	-	-	-	-	-			-
33	Paid Other Luke	-	-	1	1	1	-	-	-	-	-			0
34	Void By Client Directive	3	1	2	1	1	-	-	9	-	-			2
35	TOTAL	20	38	34	40	29	14	18	55	28	46			32



Citations Aging Report

Five-Year Report Ending May 1, 2021

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	1,642	931	446	490	945	2,982	7,842	8,219	6,912	746	31,155
Dollar Amt	\$47,550.00	\$37,165.00	\$18,955.00	\$19,675.00	\$42,295.00	\$119,095.00	\$324,101.00	\$352,730.52	\$288,817.86	\$27,113.00	\$1,277,497.38



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Citations Aging Report

Five-Year Report Ending April 1, 2021

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	1,637	554	592	413	1,112	2,710	8,435	7,934	6,995	779	31,161
Dollar Amt	\$50,015.00	\$23,650.00	\$23,250.00	\$18,085.00	\$47,025.00	\$108,660.00	\$348,461.00	\$342,640.52	\$287,555.86	\$28,825.00	\$1,278,167.38



**OFF STREET BY THE NUMBERS
FY 2021**

MONTHLY CARD HOLDERS BILLED	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	FY 2021 AVG	FY 20 AVG
	1 Victorian Square	348	343	344	350	366	386	371	379	376	379			364
2 Transit Center	968	967	966	963	963	982	990	999	1,009	1,009			982	1,054
3 Courthouse	210	240	237	237	237	238	246	232	234	234			235	233
4 Helix	386	380	390	384	384	370	372	368	367	357			376	388
5 TOTAL	1,912	1,930	1,937	1,934	1,950	1,976	1,979	1,978	1,986	1,979			1,956	2,051

TOTAL AVAILABLE FOR MONTHLY	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	FY 2021 AVG	FY 20 AVG
6 Victorian Square (384)	84	89	64	58	42	22	37	29	32	29			49	18
7 Transit Center (777)	102	101	102	105	105	86	78	69	59	59			87	12
8 Courthouse (518)	41	11	14	14	14	13	5	19	17	17			17	11
9 Helix (389)	14	20	10	16	16	30	28	32	33	43			24	8
10 TOTAL (2068)	241	221	190	193	177	151	148	149	141	148			176	49

11 SPECIAL EVENTS WORKED - VS	-	-	-	-	-	-	-	-	-	-	-	-	-	6
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12 VALIDATIONS SOLD - ALL GARAGES	495	263	710	1,762	137	331	181	225	545	578			523	1,606
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AVERAGE DAILY TRANSACTIONS	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	FY 2021 AVG	FY 20 AVG
13 Victorian Square	68	72	75	82	71	36	66	75	105	132			78	192
14 Transit Center	2	4	4	4	4	2	3	2	5	5			4	11
15 Courthouse	73	67	63	61	44	17	18	14	24	29			41	148
16 Helix	151	153	138	152	180	58	25	23	46	151			108	312
17 TOTAL	294	296	280	299	299	113	112	114	180	317			230	663

AVERAGE LENGTH OF STAY - HOURS	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	FY 2021 AVG	FY 20 AVG
18 Victorian Square	1.9	2.0	2.1	2.5	1.8	1.5	1.2	1.1	1.0	1.1			1.6	2.3
19 Transit Center	2.6	3.4	3.3	3.2	2.8	3.1	2.7	2.9	3.1	3.3			3.0	2.8
20 Courthouse	2.0	2.3	2.6	2.5	2.2	1.9	1.9	1.9	1.7	2.0			2.1	2.0
21 Helix	1.1	1.1	1.3	1.3	1.2	1.3	1.3	1.4	1.2	0.9			1.2	1.5
22 CUMULATIVE AVERAGE	1.9	2.2	2.3	2.4	2.0	1.9	1.8	1.8	1.8	1.8			2.0	2.2

AVERAGE TRANSACTION AMOUNT	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	FY 2021 AVG	FY 20 AVG
23 Victorian Square	\$ 6.18	\$ 6.59	\$ 6.86	\$ 9.86	\$ 5.92	\$ 4.81	\$ 4.43	\$ 4.57	\$ 5.44	\$ 5.86			\$ 6.05	\$ 5.80
24 Transit Center	\$ 4.83	\$ 6.08	\$ 5.96	\$ 5.72	\$ 5.21	\$ 5.75	\$ 5.15	\$ 5.18	\$ 5.81	\$ 6.22			\$ 5.59	\$ 5.13
25 Courthouse	\$ 4.09	\$ 4.67	\$ 5.20	\$ 5.07	\$ 4.44	\$ 3.99	\$ 3.83	\$ 3.81	\$ 3.44	\$ 3.89			\$ 4.24	\$ 4.26
26 Helix	\$ 3.44	\$ 3.46	\$ 3.96	\$ 3.89	\$ 3.60	\$ 3.89	\$ 3.84	\$ 4.29	\$ 3.97	\$ 2.79			\$ 3.71	\$ 3.53
27 CUMULATIVE AVERAGE	\$ 4.64	\$ 5.20	\$ 5.50	\$ 6.14	\$ 4.79	\$ 4.61	\$ 4.31	\$ 4.46	\$ 4.67	\$ 4.69			\$ 4.90	\$ 4.68

Aged Balances - 21081204 Courthouse Garage
Ending Balances as of 5/4/2021

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Aged Balances - 21081201 Helix Garage
Ending Balances as of 5/4/2021

Account	Current	30 Days	60 Days	90 Days	Total Due	
Report Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Account	Current	30 Days	60 Days	90 Days	Total Due	
96305 GRAY CONSTRUCTION	\$1,800.00	\$0.00	\$0.00	\$1,860.00	\$3,660.00	EMAILING
Report Totals	\$1,800.00	\$0.00	\$0.00	\$1,860.00	\$3,660.00	

Aged Balances - 21081203 Transit Center Garage
Ending Balances as of 5/4/2021

Account	Current	30 Days	60 Days	90 Days	Total Due	
Report Totals	\$1,170.00	\$1,170.00	\$0.00	\$0.00	\$2,340.00	
Account	Current	30 Days	60 Days	90 Days	Total Due	
56304 COMMUNITY TRUST BANK ATTN:KIM	\$1,170.00	\$1,170.00	\$0.00	\$0.00	\$2,340.00	EMAILING
Report Totals	\$1,170.00	\$1,170.00	\$0.00	\$0.00	\$2,340.00	

Aged Balances - 21081202 Victorian Square Garage
Ending Balances as of 5/4/2021

Account	Current	30 Days	60 Days	90 Days	Total Due	
Report Totals	\$630.00	\$630.00	\$360.00	\$180.00	\$1,800.00	
Account	Current	30 Days	60 Days	90 Days	Total Due	
95885 BIG ECHO CREATIVE	\$180.00	\$180.00	\$180.00	\$180.00	\$720.00	WILL CALL AGAIN
95942 PONCER WILLIAM	\$90.00	\$90.00	\$90.00	\$0.00	\$270.00	BLOCKED ACCOUNT
96470 NICOLE STEPHENSON	\$180.00	\$180.00	\$0.00	\$0.00	\$360.00	BLOCKED ACCOUNT
96492 Rhiannon Woehler	\$90.00	\$90.00	\$0.00	\$0.00	\$180.00	BLOCKED ACCOUNT
96547 Joshua Broyles	\$90.00	\$90.00	\$90.00	\$0.00	\$270.00	BLOCKED ACCOUNT
Report Totals	\$630.00	\$630.00	\$360.00	\$180.00	\$1,800.00	

Lexington and Fayette County Parking Authority
Statement of Net Position

Substantially All Disclosures Omitted

	As Of 03/31/21	As Of 03/31/20	Variance 03/31/21
Assets			
Current Assets			
Cash	\$ 687,592	\$ 2,008,165	\$ (1,320,572)
Cash-Change Fund	8,860	495	8,364
Accounts receivable	17,283	8,542	8,740
REEF Advance	158,965	184,723	(25,758)
Restricted cash and cash equivalents			
Investments-Truist - Restricted Cash	0	3,500,000	(3,500,000)
Investments-Truist - Short-Term CAMP*	1,600,000	0	1,600,000
Investments-Truist - Long-Term CAMP*	1,900,000	0	1,900,000
Investments-Truist - Garage Maintenance Reserve	156,097	1,093,237	(937,139)
Investments-Truist - Unrealized G/L	301	0	301
Investments-Truist - Accrued Interest	4,064	13,859	(9,795)
Total Restricted Cash & Equivalents	<u>3,660,462</u>	<u>4,607,096</u>	<u>(946,633)</u>
Total Current Assets	<u>4,533,162</u>	<u>6,809,021</u>	<u>(2,275,859)</u>
Non-Current Assets			
Capital Assets			
Land	7,585,094	7,585,094	0
Buildings and improvements	12,777,194	12,144,374	632,820
Equipment and furniture	2,278,903	2,226,163	52,740
Construction in progress	2,097,789	734,370	1,363,419
Computer software	10,850	10,850	0
Total Capital Assets	<u>24,749,830</u>	<u>22,700,851</u>	<u>2,048,979</u>
Less: Accumulated Depreciation	<u>(5,155,031)</u>	<u>(4,425,116)</u>	<u>(729,915)</u>
Total Capital Assets, Net of Accumulated Depreciation	<u>19,594,799</u>	<u>18,275,735</u>	<u>1,319,064</u>
Total Non-Current Assets	<u>19,594,799</u>	<u>18,275,735</u>	<u>1,319,064</u>
Total Assets	<u>\$ 24,127,961</u>	<u>\$ 25,084,756</u>	<u>\$ (956,795)</u>
Liabilities and Net Assets			
Current Liabilities			
Accounts payable and accrued liabilities	\$ 204,510	\$ 262,365	\$ (57,855)
Compensated absences	9,059	10,547	(1,488)
Deposits payable	1,657	4,695	(3,038)
Note payable	420,360	412,627	7,733
Deferred Revenue	0	42,900	(42,901)
Total Current Liabilities	<u>635,586</u>	<u>733,134</u>	<u>(97,549)</u>
Non-Current Liabilities			
Note payable	2,124,318	2,548,264	(423,944)
Compensated absences	9,059	10,546	(1,488)
Deposits Payable	3,072	3,400	(328)
Total Non-Current Liabilities	<u>2,136,449</u>	<u>2,562,210</u>	<u>(425,760)</u>
Total Liabilities	<u>2,772,035</u>	<u>3,295,344</u>	<u>(523,309)</u>
Net Position			
Capital Assets Net of Debt	17,050,121	15,314,845	1,735,276
Restricted-Garage Maintenance Reserve	160,462	1,107,095	(946,633)
Restricted-Capital Asset Mgmt Program	0	3,500,000	(3,500,000)
Restricted - Short-Term CAMP*	1,600,000	0	1,600,000
Restricted - Long-Term CAMP*	1,900,000	0	1,900,000
Unrestricted	645,343	1,867,472	(1,222,129)
Total Net Position	<u>21,355,926</u>	<u>21,789,412</u>	<u>(433,486)</u>
Total Liabilities and Net Assets	<u>\$ 24,127,961</u>	<u>\$ 25,084,756</u>	<u>\$ (956,795)</u>

No assurance is provided on these financial statements. *Capital Asset Management Plan

Lexington and Fayette County Parking Authority
Statement of Cash Flows

Substantially All Disclosures Omitted

	Month To Date 3/31/2021	Year To Date 3/31/2021
Cash Flows from Operating Activities		
Payments received from parking customers	\$ 295,620	\$ 2,257,131
Cash received from commercial property renters	5,887	50,957
Cash received from grants	-	-
Payments to suppliers for goods and services	(192,658)	(1,780,375)
Payments to employees for services	(38,143)	(233,279)
Payments to LFUCG	(1,665)	(16,830)
Net Cash Provided by Operating Activities	69,041	277,604
Cash Flows from Capital and Related Financing Activities		
Payments on note payable	(35,407)	(313,133)
Purchases of capital assets	(57,955)	(1,777,834)
Net Cash Used in Capital and Related Financing Activities	(93,362)	(2,090,967)
Cash Flows From Investing Activities		
Purchase of certificates of deposits	-	1,465,729
Income earned on restricted cash and cash equivalents	4,063	21,847
Net Cash Used in Investing Activities	4,063	1,487,576
Net Increase (Decrease) in Cash and Cash Equivalents	(20,258)	(325,787)
Cash and Cash Equivalents, Beginning of Period	716,710	1,022,239
Cash and Cash Equivalents, End of Period	\$ 696,452	\$ 696,452
Reconciliation of Change in Net Position to Net Cash Provided by Operating Activities		
Change in net position	\$ 22,720	\$ (125,935)
Adjustments to Reconcile Change in Net Position to Net Cash Provided by Operating Activities:		
Depreciation and amortization	60,036	540,838
(Gain) on disposal of assets	-	-
Interest on certificates of deposit	(4,123)	(21,847)
Change in Assets and Liabilities:		
Accounts receivable	36,361	(2,544)
REEF Advance	-	25,758
Accounts payable and accrued liabilities	(45,953)	(135,504)
Security deposits	-	(1,600)
Compensated absences	-	(1,562)
Net Cash Provided by Operating Activities	\$ 69,041	\$ 277,604

No assurance is provided on these financial statements.

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

Substantially All Disclosures Omitted

	Month End 3/31/2021	Month End 3/31/2021	Variance 3/31/2021	FYTD 3/31/2021	FYTD 3/31/2021	Variance 3/31/2021	Annual Budget 6/30/2021	
	Actual	FYE Budget		Actual	FYE Budget		FYE Budget	
Revenue								
Revenue OnStreet								
1	Parking - Monthly Rental	\$ 9,310	\$ 7,661	\$ 1,649	\$ 87,012	\$ 76,731	\$ 10,281	\$ 98,000
2	Parking - Meter Collections	62,458	87,501	(25,043)	466,913	642,801	(175,888)	900,000
3	Parking - Fines	66,212	62,687	3,525	561,389	500,260	61,129	700,000
4	Overage/Shortage/Fees	0	0	0	2	0	2	0
5	Total Revenue OnStreet	137,980	157,849	(19,869)	1,115,316	1,219,792	(104,476)	1,698,000
Revenue OffStreet								
6	Parking - Monthly Rental	96,981	91,666	5,315	955,344	824,994	130,350	1,099,996
7	Parking - Transient Rental	22,003	46,326	(24,323)	171,532	351,741	(180,209)	490,001
8	Parking - Validations	1,916	3,489	(1,573)	16,491	28,100	(11,609)	38,002
9	Parking - Fines	190	0	190	634	0	634	0
10	Overage/Shortage/Fees	188	0	188	358	0	358	0
11	Total Revenue OffStreet	121,278	141,481	(20,203)	1,144,359	1,204,835	(60,476)	1,627,999
12	Commercial Property Rental	5,887	3,250	2,637	50,957	29,250	21,707	39,000
13	Miscellaneous Income	89	0	89	238	0	238	0
14	Total Revenue	265,234	302,580	(37,346)	2,310,870	2,453,877	(143,007)	3,364,999
Operating Expenses								
OnStreet Operating Expenses								
15	REEF Operating Expenses	74,948	83,414	8,466	689,196	769,906	80,710	1,010,971
16	Property & Casualty Excess Insurance	0	0	0	1,584	995	(589)	995
17	Bank & Credit Card Fees	4,797	9,583	4,786	44,582	86,247	41,665	114,996
18	Total OnStreet Operating Expenses	79,745	92,997	13,252	735,362	857,148	121,786	1,126,962
OffStreet Operating Expenses								
19	REEF Operating Expenses	52,261	75,304	23,043	591,048	669,691	78,643	896,611
20	Property & Casualty Excess Insurance	0	0	0	55,384	57,121	1,737	57,121
21	Bank & Credit Card Fees	1,435	3,750	2,315	10,230	33,750	23,520	45,000
22	Other Professional Services	1,895	0	(1,895)	1,895	0	(1,895)	0
23	Utilities	9,597	10,165	568	84,027	91,485	7,458	121,980
24	Interest Expense	4,322	5,024	702	44,434	45,216	782	60,288
25	Total OffStreet Operating Expenses	69,510	94,243	24,733	787,018	897,263	110,245	1,181,000
26	Personnel Expenses	29,037	26,199	(2,838)	235,878	235,791	(87)	314,388
Administrative Expenses								
27	Property & Casualty Excess Insurance	0	0	0	32,360	38,000	5,640	38,000
28	Bank & Credit Card Fees	24	0	(24)	3,788	0	(3,788)	0
29	Other Professional Services	2,659	19,367	16,708	93,025	174,303	81,278	232,404
30	Rent/Lease Expenses	876	876	0	7,883	7,884	1	10,512
31	Landline Phones	415	442	27	3,690	3,978	288	5,304
32	Business Travel & Training	0	1,150	1,150	3,767	10,350	6,583	13,800
33	Dues Subscriptions & Publications	75	475	400	2,164	4,275	2,111	5,700
34	Office Supplies	197	583	386	1,937	5,247	3,310	6,996
35	Office Machines & Equipment	0	208	208	0	1,872	1,872	2,496
36	Office Repairs & Maintenance	0	125	125	128	1,125	997	1,500
37	Mileage Expense	0	33	33	0	297	297	396
38	Operating Contingency	0	2,500	2,500	6,750	22,500	15,750	30,000
39	Total Administrative Expenses	4,246	25,759	21,513	155,492	269,831	114,339	347,108
40	Total Operating Expenses	182,538	239,198	56,660	1,913,750	2,260,033	346,283	2,969,458
Change in Net Position Before Capital &								
41	Other Financing	82,696	63,382	19,314	397,120	193,844	203,276	395,541
Expenses For Capital Assets								
42	Depreciation & Amortization	60,035	63,250	3,215	540,838	569,250	28,412	759,000
43	Total Expenses For Capital Assets	60,035	63,250	3,215	540,838	569,250	28,412	759,000
Other Financing Sources								
44	Interest Income	464	3,500	(3,036)	19,530	31,500	(11,970)	42,000
45	Unrealized Gain / Loss on Investments	(405)	0	(405)	(1,747)	0	(1,747)	0
46	Total Other Financing Sources	59	3,500	(3,441)	17,783	31,500	(13,717)	42,000
47	Total Change in Net Position	\$ 22,720	\$ 3,632	\$ 19,088	\$ (125,935)	\$ (343,906)	\$ 217,971	\$ (321,459)

No assurance is provided on these financial statements.

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

Substantially All Disclosures Omitted

	FYTD 03/31/21 <small>Actual</small>	Year Ending 06/30/20 <small>Actual</small>	Year To Date 03/31/21 <small>Capital Expenditures</small>	FYTD 06/30/21 <small>FY21 CapEx Budget</small>
Capital Assets				
Land	7,585,094	7,585,094	0	0
Buildings and improvements	12,777,195	12,773,257	3,938	2,254,224
Equipment and furniture	2,278,902	2,278,903	0	24,000
Construction in progress	2,097,789	323,892	1,773,896	0
Computer software	10,850	10,850	0	0
Total Capital Assets	<u>24,749,830</u>	<u>22,971,996</u>	<u>1,777,834</u>	<u>2,278,224</u>

No assurance is provided on these financial statements.

Lexington and Fayette County Parking Authority
Parking Revenue Less Expenses
Fiscal Year to Date As of March 31, 2021

	OnStreet Year To Date 03/31/21	Victorian Square Garage Year To Date 03/31/21	Transit Center Garage Year To Date 03/31/21	Courthouse Garage Year To Date 03/31/21	Helix Garage Year To Date 03/31/21
Revenue					
Parking - Monthly Rental	\$ 87,012	\$ 290,158	\$ 399,842	\$ 124,373	\$ 140,972
Parking - Transient Rental	0	70,256	5,458	31,262	64,556
Parking - Validations	0	9,171	0	0	7,320
Parking - Meter Collections	466,913	0	0	0	0
Parking - Fines	561,389	20	584	0	30
Overage/Shortage/Fees	2	685	(488)	81	79
Total Revenue	1,115,316	370,290	405,396	155,716	212,957
Operating Expenses					
REEF Operating Expenses	689,196	186,358	198,594	85,085	121,012
Property & Casualty Excess Insurance	1,584	14,439	25,366	375	15,205
Bank & Credit Card Fees	44,582	3,132	2,144	1,803	3,149
Other Professional Services	0	0	0	0	1,895
Utilities	0	24,912	26,078	26,231	6,806
Interest Expense	0	1,111	7,998	1,111	34,214
Total Operating Expenses	735,362	229,952	260,180	114,605	182,281
Net parking revenue before depreciation and amortization	379,954	140,338	145,216	41,111	30,676
Depreciation & Amortization	44,894	59,186	163,320	32,546	233,935
Net parking revenue	\$ 335,060	\$ 81,152	\$ (18,104)	\$ 8,565	\$ (203,259)

No assurance is provided on these financial statements.



LEXPARK
On-Street Financial Report
March 31, 2021
Location 21081200



Description	Current Actual	% of Total Revenue	Current Budget	Current Variance		YTD Actual	% of Total Revenue	YTD Budget	YTD Variance
Revenue									
1 Meter Receipts	\$ 61,893	45%	\$ 82,129	\$ (20,236)	A	\$ 435,934	39%	\$ 592,874	\$ (156,939)
2 Permit Sales/Monthly Permit Sales	\$ 9,310	7%	\$ 7,661	\$ 1,649		\$ 87,077	8%	\$ 76,731	\$ 10,345
3 Violation Tickets	\$ 63,613	46%	\$ 60,535	\$ 3,078		\$ 533,525	48%	\$ 482,105	\$ 51,420
4 Bag Rental Fees	\$ 565	0%	\$ 5,372	\$ (4,807)	A	\$ 27,967	3%	\$ 49,927	\$ (21,960)
5 Booting Fees	\$ 2,599	2%	\$ 2,152	\$ 447		\$ 27,834	3%	\$ 18,154	\$ 9,680
6 Total Revenue	\$ 137,980		\$ 157,850	\$ (19,870)		\$ 1,112,337		\$ 1,219,791	\$ (107,454)
Expenses									
Payroll									
7 Salaries & Wages	\$ 29,900		\$ 37,639	\$ 7,739		\$ 297,035		\$ 324,808	\$ 27,773
8 Payroll Taxes	\$ 4,339		\$ 5,461	\$ 1,123		\$ 43,100		\$ 47,130	\$ 4,030
9 Workers Comp Ins	\$ 1,869		\$ 2,352	\$ 484		\$ 18,565		\$ 20,300	\$ 1,736
10 Liability Insurance	\$ 1,599		\$ 1,599	\$ -		\$ 14,819		\$ 14,395	\$ (424)
11 Employee Health Insurance	\$ 4,734		\$ 5,833	\$ 1,099		\$ 46,512		\$ 52,494	\$ 5,982
12 Total Payroll	\$ 42,441	31%	\$ 52,885	\$ 10,444	B	\$ 420,030	38%	\$ 459,127	\$ 39,097
Field									
13 Uniforms	\$ -		\$ 82	\$ 82		\$ 636		\$ 740	\$ 104
14 Hiring/Training	\$ 140		\$ 140	\$ -		\$ 1,449		\$ 1,256	\$ (192)
15 Vehicle Expense	\$ 1,285		\$ 1,269	\$ (16)		\$ 11,113		\$ 11,424	\$ 311
16 EMS/IPS/PBP/CCS Service Fees	\$ 12,754		\$ 13,808	\$ 1,054		\$ 140,123		\$ 161,661	\$ 21,538
17 Professional Services/Fees	\$ 1,514		\$ 1,257	\$ (257)		\$ 12,746		\$ 11,315	\$ (1,431)
18 Fuel	\$ -		\$ -	\$ -		\$ 404		\$ -	\$ (404)
19 General Supplies	\$ 3,815		\$ 2,658	\$ (1,157)		\$ 12,770		\$ 23,921	\$ 11,151
20 Repairs - Maintenance	\$ 5,873		\$ 2,600	\$ (3,273)	D	\$ 23,063		\$ 23,400	\$ 337
21 Total Field	\$ 25,380	18%	\$ 21,814	\$ (3,566)		\$ 202,303	18%	\$ 233,716	\$ 31,413
Office									
22 Communications/Telephones	\$ 668		\$ 1,262	\$ 594		\$ 8,976		\$ 11,358	\$ 2,382
23 Office Supplies	\$ 198		\$ 132	\$ (66)		\$ 1,100		\$ 1,189	\$ 89
24 Printing & Design/Ticket Purchase	\$ 497		\$ 762	\$ 265		\$ 4,733		\$ 6,857	\$ 2,124
25 Postage/Dues & Memberships	\$ 861		\$ 940	\$ 79		\$ 10,260		\$ 8,460	\$ (1,800)
26 Employee Incentive	\$ -		\$ 175	\$ 175		\$ -		\$ 1,575	\$ 1,575
27 Total Office	\$ 2,224	2%	\$ 3,271	\$ 1,047		\$ 25,068	2%	\$ 29,438	\$ 4,370
Miscellaneous									
Customer Refund	\$ 90		\$ -	\$ (90)		\$ 90		\$ -	\$ (90)
28 Base Management Fee	\$ 1,465		\$ 1,465	\$ -		\$ 13,189		\$ 13,189	\$ -
29 Management Incentive Fee	\$ 2,305		\$ 2,771	\$ 466		\$ 23,778		\$ 24,566	\$ 787
30 Dues & Subscriptions	\$ 537		\$ 1,208	\$ 670		\$ 4,034		\$ 9,870	\$ 5,836
31 Total Miscellaneous	\$ 4,398	3%	\$ 5,444	\$ 1,046		\$ 41,091	4%	\$ 47,625	\$ 6,533
32 Total Expenses	\$ 74,443	54%	\$ 83,414	\$ 8,971		\$ 688,492	62%	\$ 769,906	\$ 81,413
33 Net Income (Loss)	\$ 63,536		\$ 74,436	\$ (10,899)		\$ 423,845		\$ 449,885	\$ (26,041)

Variance Notes

- A.** Meter Receipt variance of \$20,236 is due to the ongoing COVID-19 restrictions. The Bag Rental Fees experienced a negative variance of \$4807 primarily due to fewer construction projects in March.
- B.** Total Payroll expense has a positive variance of \$10,444 this month (\$39,097 YTD) due to not re-hiring staff that vacated their positions.
- C.** The positive General Supplies Variance of \$11,151 YTD is due to IPS battery replacements, cleaning supplies and fuel expenses being down a bit this year. We anticipate additional expenses in this category the remainder of the fiscal year because we are awaiting a shipment of batteries and other supplies.
- D.** Repairs and Maintenance has a negative variance of \$3,273 this month due to payment of LUKE controller invoices of \$1652 & \$3284 respectively.



LEXPARK
Garage Financial Report
March 31, 2021
Location 21081201..21081204



Description	Current Actual	% of Total Revenue	Current Budget	Current Variance		YTD Actual	% of Total Revenue	YTD Budget	YTD Variance	
Revenue										
1 Monthly	\$ 122,473	83%	\$ 77,789	\$ 44,683	A	\$ 953,192	83%	\$ 825,000	\$ 128,192	A
2 Violation Tickets	\$ 190	0%	\$ -	\$ 190		\$ 664	0%	\$ -	\$ 664	
3 Transient	\$ 22,192	15%	\$ 46,327	\$ (24,135)	B	\$ 172,442	15%	\$ 351,743	\$ (179,301)	
4 Stamp/Validation	\$ 1,916	1%	\$ 3,489	\$ (1,573)		\$ 16,491	1%	\$ 28,100	\$ (11,609)	
5 Total Revenue	\$ 146,770		\$ 127,605	\$ 19,165		\$ 1,142,789		\$ 1,204,842	\$ (62,053)	
Expenses										
Payroll										
6 Salaries & Wages	\$ 25,833		\$ 32,025	\$ 6,192		\$ 218,263		\$ 277,288	\$ 59,025	
7 Payroll Taxes	\$ 3,748		\$ 4,647	\$ 898		\$ 31,670		\$ 40,234	\$ 8,565	
8 Workers Comp Ins	\$ 1,615		\$ 2,002	\$ 387		\$ 13,642		\$ 17,331	\$ 3,689	
9 Liability Insurance	\$ 2,948		\$ 2,948	\$ -		\$ 26,623		\$ 26,535	\$ (88)	
10 Employee Health Insurance	\$ 3,142		\$ 6,857	\$ 3,716		\$ 25,962		\$ 61,716	\$ 35,754	
11 Total Payroll	\$ 37,286	25%	\$ 48,479	\$ 11,193	C	\$ 316,159	28%	\$ 423,103	\$ 106,944	C
Field										
12 Uniforms	\$ -		\$ 93	\$ 93		\$ 183		\$ 835	\$ 652	
13 Hiring/Training	\$ 157		\$ 157	\$ -		\$ 1,419		\$ 1,417	\$ (2)	
14 Repairs - Maintenance	\$ 6,713		\$ 1,350	\$ (5,363)	D	\$ 37,791		\$ 12,150	\$ (25,641)	D
15 Vehicle Expense	\$ 1,072		\$ 1,088	\$ 16		\$ 9,387		\$ 9,792	\$ 405	
16 EMS/IPS/PBP/CCS Service Fees	\$ (6,720)		\$ 340	\$ 7,060	E	\$ 51,838		\$ 32,495	\$ (19,343)	
17 Snow Removal	\$ 1,406		\$ 6,000	\$ 4,594		\$ 35,994		\$ 30,000	\$ (5,994)	
18 Professional Services/Fees	\$ 2,766		\$ 5,909	\$ 3,143		\$ 52,749		\$ 50,678	\$ (2,071)	
19 Fuel	\$ 202		\$ 170	\$ (32)		\$ 1,337		\$ 1,526	\$ 189	
20 Repairs - Sweeper	\$ -		\$ -	\$ -		\$ 2,274		\$ 2,225	\$ (49)	
21 General Supplies	\$ 2,037		\$ 2,997	\$ 961		\$ 7,660		\$ 26,974	\$ 19,314	
22 Elevator Maintenance	\$ 1,621		\$ 1,731	\$ 110		\$ 24,103		\$ 15,582	\$ (8,521)	F
23 Total Field	\$ 9,254	6%	\$ 19,835	\$ 10,581		\$ 224,734	20%	\$ 183,675	\$ (41,059)	
Office										
24 Communications	\$ 753		\$ 1,423	\$ 670		\$ 7,885		\$ 12,807	\$ 4,922	
25 Office Supplies	\$ 53		\$ 149	\$ 96		\$ 1,183		\$ 1,340	\$ 157	
26 Printing & Design	\$ -		\$ 859	\$ 859		\$ 115		\$ 7,732	\$ 7,617	
27 Postage	\$ 909		\$ 1,060	\$ 151		\$ 8,004		\$ 9,540	\$ 1,536	
28 Total Office	\$ 1,716	1%	\$ 3,491	\$ 1,776		\$ 17,187	2%	\$ 31,420	\$ 14,233	
Miscellaneous										
29 Base Management Fee	\$ 2,701		\$ 2,701	\$ -		\$ 24,309		\$ 24,309	\$ -	
30 Dues & Subscriptions	\$ 765		\$ 798	\$ 33		\$ 5,928		\$ 7,184	\$ 1,256	
32 Total Miscellaneous	\$ 3,466	2%	\$ 3,499	\$ 33		\$ 30,237	3%	\$ 31,493	\$ 1,256	
33 Total Expenses	\$ 51,722	35%	\$ 75,305	\$ 23,583		\$ 588,317	51%	\$ 669,691	\$ 81,374	
34 Net Income (Loss)	\$ 95,048		\$ 52,300	\$ 42,748		\$ 554,471		\$ 535,151	\$ 19,320	

Variance Notes

A The Monthly positive Variance of \$44,683 is primarily due to Gray Construction paying twice by accident; \$26,285 in the Transit and \$5580 in the Helix. In addition, we gained new monthly parkers at the Vic resulting in a \$1,000.00 increase in revenue there.

B The Transient Variance of \$24,135 is due to the continued poor business climate of COVID-19 and its restrictions. We anticipated more office visitors and better evening business by now. This negative variance % has been consistent each month during the 1st 9 months of this fiscal year.

C The positive \$11,193 Total Payroll variance (\$106,944 YTD) is primarily due to using fewer garage employees during the Pandemic. We have not replaced 4 full time garage employees due to COVID.

D The \$5363 negative Repairs and Maintenance variance is primarily due to Transit Center sprinkler repairs to Accelerators of \$3451.31 & \$2481.87 for an emergency sprinkler repair. The YTD variance of \$25,641 is primarily due to a Transit \$2900 elevator floor replacement along with a \$1740 elevator room heater plus the \$10k

E The positive EMS/IPS/PBP/CCS Service Fees (aka software applications) variance of \$7060 is due to a refund for an overpayment on the former Scheidt & Bachman service contract.

F The \$8521 Elevator Maintenance YTD negative variance is primarily due to vandalism at the Transit Center Garage.

Lexington/ Fayette Co Parking Authority

Balance Sheet
 March 31, 2021

ASSETS

Current Assets		
Cash - US Bank	\$	<u>7,762.34</u>
Total Current Assets		7,762.34
Property and Equipment		
Building Improvements		<u>81,518.30</u>
Total Property and Equipment		81,518.30
Other Assets		<u> </u>
Total Other Assets		<u>0.00</u>
Total Assets	\$	<u><u>89,280.64</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Tenant Deposits	\$	<u>1,800.00</u>
Total Current Liabilities		1,800.00
Long-Term Liabilities		<u> </u>
Total Long-Term Liabilities		<u>0.00</u>
Total Liabilities		1,800.00
Capital		
Beginning Balance Equity		30,139.26
Capital Contribution, Net		(225,300.00)
Retained Earnings		250,388.11
Net Income		<u>32,253.27</u>
Total Capital		<u>87,480.64</u>
Total Liabilities & Capital	\$	<u><u>89,280.64</u></u>

Lexington/ Fayette Co Parking Authority
Income Statement
Compared with Budget
For the Nine Months Ending March 31, 2021

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
Revenues						
Rental Income	\$ 3,368.79	\$ 3,278.40	\$ 90.39	\$ 36,127.01	\$ 31,272.20	\$ 4,854.81
Income - Utilities	722.43	410.00	312.43	1,726.63	1,825.00	(98.37)
Total Revenues	4,091.22	3,688.40	402.82	37,853.64	33,097.20	4,756.44
Cost of Sales						
Total Cost of Sales	0.00	0.00	0.00	0.00	0.00	0.00
Gross Profit	4,091.22	3,688.40	402.82	37,853.64	33,097.20	4,756.44
Expenses						
Property Management Fee	500.00	500.00	0.00	4,500.00	4,500.00	0.00
Office Supplies	0.00	0.00	0.00	17.74	18.00	(0.26)
Repair & Maintenance	0.00	200.00	(200.00)	1,079.33	2,070.00	(990.67)
Postage	1.65	3.00	(1.35)	3.30	9.00	(5.70)
Commission expense	0.00	0.00	0.00	0.00	2,880.00	(2,880.00)
Total Expenses	501.65	703.00	(201.35)	5,600.37	9,477.00	(3,876.63)
Net Income	\$ 3,589.57	\$ 2,985.40	\$ 604.17	\$ 32,253.27	\$ 23,620.20	\$ 8,633.07

Lexington/ Fayette Co Parking Authority
Cash Disbursements Journal
For the Period From Mar 1, 2021 to Mar 31, 2021

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

Date	Check #	Account ID	Account Description	Line Description	Debit Amount	Credit Amount
3/1/21	1176	500 100	Property Management Fee Cash - US Bank	Invoice: 7577 Schrader Commercial Properties, LLC	500.00	500.00
3/29/21	e-032921	350 100	Capital Contribution, Net Cash - US Bank	3rd Qtr Distribution Lexington Parking Authority	10,000.00	10,000.00
3/29/21	1177	526 100	Postage Cash - US Bank	Invoice: 032921 Schrader Commercial Properties, LLC	1.65	1.65
Total					10,501.65	10,501.65

Lexington/ Fayette Co Parking Authority
General Ledger
For the Period From Mar 1, 2021 to Mar 31, 2021

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	3/1/21			Beginning Balance			14,172.77
	3/1/21	1176	CDJ	Schrader Commer		500.00	
	3/15/21	031521	CRJ	Savane Silver	1,404.45		
	3/15/21	031521	CRJ	Savane Silver	276.21		
	3/15/21	031521	CRJ	Savane Silver	258.21		
	3/15/21	031521	CRJ	Lynna Nguyen	2,152.35		
	3/29/21	e-032921	CDJ	Lexington Parking		10,000.00	
	3/29/21	1177	CDJ	Schrader Commer		1.65	
				Current Period Cha	4,091.22	10,501.65	-6,410.43
	3/31/21			Ending Balance			7,762.34
155 Building Improvement	3/1/21			Beginning Balance			81,518.30
	3/31/21			Ending Balance			81,518.30
231 Tenant Deposits	3/1/21			Beginning Balance			-1,800.00
	3/31/21			Ending Balance			-1,800.00
349 Beginning Balance Eq	3/1/21			Beginning Balance			-30,139.26
	3/31/21			Ending Balance			-30,139.26
350 Capital Contribution,	3/1/21			Beginning Balance			215,300.00
	3/29/21	e-032921	CDJ	Lexington Parking	10,000.00		
				Current Period Cha	10,000.00		10,000.00
	3/31/21			Ending Balance			225,300.00
352 Retained Earnings	3/1/21			Beginning Balance			-250,388.11
	3/31/21			Ending Balance			-250,388.11
400 Rental Income	3/1/21			Beginning Balance			-32,758.22
	3/15/21	031521	CRJ	Savane Silver - Inv		1,404.45	
	3/15/21	031521	CRJ	Lynna Nguyen - Inv		1,964.34	
				Current Period Cha		3,368.79	-3,368.79
	3/31/21			Ending Balance			-36,127.01
401 Income - Utilities	3/1/21			Beginning Balance			-1,004.20
	3/15/21	031521	CRJ	Savane Silver - Ele		276.21	
	3/15/21	031521	CRJ	Savane Silver - Ele		258.21	
	3/15/21	031521	CRJ	Lynna Nguyen - El		188.01	
				Current Period Cha		722.43	-722.43
	3/31/21			Ending Balance			-1,726.63
500 Property Management	3/1/21			Beginning Balance			4,000.00
	3/1/21	1176	CDJ	Schrader Commer	500.00		
				Current Period Cha	500.00		500.00
	3/31/21			Ending Balance			4,500.00
509 Office Supplies	3/1/21			Beginning Balance			17.74

**Lexington/ Fayette Co Parking Authority
General Ledger
For the Period From Mar 1, 2021 to Mar 31, 2021**

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
	3/31/21			Ending Balance			17.74
511 Repair & Maintenance	3/1/21			Beginning Balance			1,079.33
	3/31/21			Ending Balance			1,079.33
526 Postage	3/1/21			Beginning Balance			1.65
	3/29/21	1177	CDJ	Schrader Commer Current Period Cha	1.65 1.65		1.65
	3/31/21			Ending Balance			3.30

Lexington/ Fayette Co Parking Authority
Account Reconciliation
As of Mar 31, 2021
100 - Cash - US Bank
Bank Statement Date: March 31, 2021

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance	14,172.77
Add: Cash Receipts	4,091.22
Less: Cash Disbursements	(10,501.65)
Add (Less) Other	_____
Ending GL Balance	<u>7,762.34</u>
Ending Bank Balance	7,762.34
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>7,762.34</u></u>

Kara Pearson

From: Brett Pierce <brett@wellsandwells.com>
Sent: Friday, May 07, 2021 2:56 PM
To: Gary Means; angela.hall; David Leone; Kara Pearson
Cc: Will Manager
Subject: Re: Bagging of meter 82509
Attachments: WELLS&WELLS.pdf

Hi Gary,

Please consider this email formal request to lease the metered spaces under Kiosk #82509 on the 500 Block of Jersey St located between Pine and Winslow St. We are requesting all 6 spaces beginning 5/17/2021 -thru- 8/1/2021. We were recently granted approval and paid for these spaces for the first month (May 17th - June 17th). Receipt attached. We will be using the spaces for dumpster placement and contractor parking for a repair project inside of 500 S. Upper St. My understanding is that you will present this request in a board meeting held on Tuesday May 11th. Please let me know if you need additional information. Thank you for considering.

Garage Updates

Garage Lighting Schemes:

- The garage lighting systems were programmed with a purple scheme for National Crime Victim's Rights Week.
- The garage lighting systems were programmed with an orange scheme for National Workzone Safety Awareness.
- The garage lighting systems were programmed with a green scheme for Earth Day.
- The garage lighting systems were programmed with the standard multicolor scheme.

Victorian Square Garage:

- LPA is consulting with Volunteer Restoration and Walter P Moore regarding the schedule for applying the new waterproof traffic coating in the entry/exit plazas up to level 2. The garage must be closed for this repair item as no vehicles or pedestrians can be on the coating during the application process. The process is dependent on dry and warm weather conditions and will require three days to apply and cure.
- LPA will consult with local nurseries to replace plants in the LIVEWALL system that did not survive the winter. As a cost saving measure, LPA will handle the planting in-house.

Transit Center Garage:

- LPA is consulting with WP Moore and Volunteer Restoration to determine the location for additional drains in the garage. There are several areas of ponding water on levels 5 and 6, creating a safety hazard for garage users, as well as the potential for damage to the concrete deck and post tension cables. The new drains are part of the current repair cycle and will be installed in the coming weeks.
- Volunteer Restoration is awaiting the arrival of new steel step pans that will be used to repair badly deteriorated stair treads in the East stair tower.

Courthouse Garage:

- The replacement of masonry joint sealant on the garage façade is nearing completion by Volunteer Restoration.
- Volunteer Restoration cleaned and repainted a structural steel beam in the secure parking area for judges.

General Garage Notes:

REMAINING FY21 CAPITAL PROJECT COMMITMENTS

	WALTER P MOORE	VOLUNTEER RESTORATION	FLASH PARKING	
Total Contract Amount	49,000	1,127,575	694,354	
Invoiced to Date	43,100	704,208	694,354	
Remaining Balance	5,900	423,367	0	429,267 TOTAL