



June 8, 2023 Board Meeting Agenda

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|-------|---|----------|
| I. | Call to Order/Welcome of Guests | Frazier |
| II. | Comments | Frazier |
| | a. Public Comment | |
| | b. Comments from Commissioners/Advisory Board Members | |
| III. | Partner Organization Updates | |
| | a. DLMD Updates | Frazier |
| | b. Downtown Lexington Partnership Updates | McDaniel |
| | c. VisitLex Updates | Schickel |
| IV. | Approval of Minutes May 2023 LPA Board Meeting
<i>Board Action Required</i> | Frazier |
| V. | Update on ED Activities | Means |
| | a. Executive Director Reports | |
| | b. Operational Reports | |
| | c. COVID-19 Update | |
| VI. | Approval of LPA and LEXPARK April 2023 Financial Reports
and Schrader Commercial Reports
<i>Board Action Required</i> | Means |
| VII. | Budget Amendment Policy
<i>Board Action Required</i> | Pearson |
| VIII. | Contingency Fund Policy
<i>Board Action Required</i> | Pearson |
| IX. | Traditional Bank Signer
<i>Board Action Required</i> | Pearson |
| X. | On-Street | Trammell |
| | a. Valet Permits | |
| XI. | Off-Street (Garages) | Trammell |
| | a. Garage Update | |
| | b. Security Updates | |
| | c. Letter of Support for Removal of Main Street Pedway | |

Next Meeting: July 13, 2023

Lexington & Fayette County Parking Authority

Board Meeting Minutes
May 11, 2023

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

Location: 201 East Main Street, Ste. 900

Voting Members: Kenton Ball
Laura Boison
Erin Hensley
Thomas Pettit
Cathy Taylor

Advisory Board: Liza Betz
Allen McDaniel
Michael Scales

Executive Director: Gary Means

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

Guests: Mark Doering, PCI
Todd Dorsey, T2
Jack Skelton, PCI
Charles Stephenson, PCI
Bonita Weber, DDAF

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 – Comments

There were no comments.

Item 3 – Partner Organization Updates

A. DLMD Updates

Mr. Frazier reports that DLP is now managing DLMD programming after Carla Blanton stepped down.

B. DLP Updates

Mr. McDaniel reports that Mayfest will take place during the weekend of May 13 and 14. Thursday Night Live is also in full swing.

Item 4 – Approval of March 2023 Board Meeting Minutes

Mr. Pettit makes a motion to approve the April 2023 board minutes as Ms. Hensley seconds. The vote was unanimous, and the motion carried.



Lexington & Fayette County Parking Authority
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Item 5 – Update on ED Activities

A. Executive Director Report

Mr. Means presents the Executive Director Report. He notes that PCI assisted LPA in applying for a renewal of APO accreditation, this time with distinction.

B. Operational Reports

Mr. Means presents the March 2023 operations reports. Mr. Smith reports that meter up-times exceed 98%. Citation collection dropped for the month but remains strong for the year. Average daily transactions increased in Victorian Square Garage from the prior month.

C. COVID-19 Update

Mr. Means goes over some of the organizational challenges related to COVID-19.

Item 6 – Financial Reports

Mr. Means presents the March 2023 financials. Mr. Doering goes over the variances on the PCI reports. Mr. Means notes page 21, which is a quarterly look at each facility's revenues and expenses. Helix Garage now shows a modest positive net revenue since the Truist loan was paid off. March total revenues exceeded budget and expenses were on par with budget. Mr. Pettit makes a motion to approve the February 2023 financials. Mr. Ball seconds. The vote was unanimous, and the motion carried.

Item 7 – FY24 Proposed Budget

Mr. Means presents the proposed budget for the upcoming fiscal year 2024. After much discussion, Mr. Ball makes a motion to approve the budget as amended. Ms. Hensley seconds. The vote was unanimous, and the motion carried. Mr. Frazier and Mr. Means will present the budget to LFUCG Council for final approval.

Ms. Hensley suggests the creation of a Budget Amendment policy and a Contingency Fund policy. LPA staff will draft both documents and present them at the next board meeting.

Item 8 - Garages

A. Garage Updates

Mr. Trammell presents the garage updates. Post tension repairs were completed at the Transit Center Garage. This was part of scheduled CAMP maintenance. The sign on the Victorian Square Garage was also repaired during the month. Bennett & Pless was selected from a competitive RFP process to create an updated Capital Asset Management Plan.

B. Security Updates

Mr. Trammell reports that after hours security operations continue to operate smoothly. Camera installation has begun in the Victorian Square Garage.

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



Lexington & Fayette County Parking Authority
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May 31st, 2023
**Lexington & Fayette County
 Parking Authority
 Executive Directors Report
 May 2023**



Accomplishments

- Received full LPA Board approval for the proposed FY24 LPA & LEXPARK budget
- The LPA CAMP RFP selection committee selected Bennet and Pless as our engineer for our next 10-year CAMP assessment
- We heard from IPMI leadership, that after hours and hours of work put into documentation, our organization met all the criteria for APO (Accredited Parking Organization) “with Distinction”. LEXPARK will be recognized on the main stage at this year’s IPMI Conference and Expo in Ft. Worth, this is an amazing accomplishment, we appreciate the help from PCI’s Rafael Abanilla
- Following the February 9th adopted enforcement hours of Mon-Fri 9am-7pm, we continue to distribute courtesy warnings during the two extended hours of 5p-7p Mon-Fri until June 30th, as a part of our public educational outreach

Meetings with LFUCG/LFCPA staff

- Met with the LPA CAMP RFP Selection Committee including LPA Vice Chair Kenton Ball to finalize our decision on which firm to select based on scoring
- Budget meeting with PCI General Manager, Mark Doering
- Follow up meeting with Mark Doering on LEXPARK budgets
- Attended via ZOOM, the May MPO Bicycle and Pedestrian Advisory Committee meeting
- Attended LPA’s May Board meeting
- Council meeting preparation call with LPA Chair Jim Frazier
- Ed, Kara, Jack Skelton and I, held a Executive Director transition meeting via TEAMS
- Attended the May 23rd council work session where LPA Board Chair Jim Frazier presented our FY24 budget – we only received one question and it was about the state legislative decision that now requires us to present to council
- Attended a very nice going away luncheon with most of our current board members and a couple from the past
- Held a special Operations meeting with the LEXPARK team and our staff regarding any ongoing projects that needed to be updated
- Worked with Kara on transitioning the LPA credit card out of my name
- Continue to hold weekly in-person meetings for On-Street and Garage operations with PCI Municipal Services (LEXPARK) staff

Meetings with External Individuals/Groups

- Meeting with VADE representative Paul Dillon and Owner Matty Schaefer
- Introduction demo to a company called PAVE Mobility, a camera based data and enforcement company
- Met with local mechanical group called Amteck regarding their EV Charger program
- Working lunch with DLP President Allen McDaniel
- Marketing meeting
- LPA CAMP follow up call
- Another meeting with VADE regarding the proposed pilot program
- Attended an online Garage Safety Symposium titled “How Safe are Your Parking Facilities?” most was focused on restoration and structural safety and we do very well in that area
- Another follow up meeting on our decision regarding the CAMP RFP
- Catch up meeting with a good friend who works for a parking software & mobile payment company called HONK
- Casey Jones with FLASH parking visited us here in Lexington for our Quarterly Business review on all things FLASH parking and LPA
- Continued monthly check-in meetings with PayByPhone account reps
- Our team and representatives from Flash parking continued our bi-monthly (TEAMS) meetings to discuss final implementations and other side bar tasks
- Our team and our Security company continued our bi-monthly meetings
- Continued our monthly check in meetings with our T2 Systems account rep, these meetings are attended by several **LEXPARK** and LPA team members

Future Goals and Planned Activities

- Update **LEXPARK** website (in progress)
- Issue RFP for Strategic Plan and LPA Employee handbook creation
- Continue improving gateless operations at the Transit Center garage, space count sign integration is the last integration piece
- Continue implementing recommendations from the Kimley-Horn Operations & Best Practices Audit
- Continue working on 10-year Capital Asset Management Plan
- Implement recommendations from Walker Consultants’ 10-Year Analysis
- Continue to market our mobile payment options (especially as “touchless” option)
- Continue to focus on the use of social media such as Twitter, Facebook and Instagram 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
- Continue meeting with various LFUCG departments as needed
- Continue meeting with the Downtown Lexington Partnership as needed
- Meet with Individuals and groups regarding the Parking Authority
- Work on agreed upon Lexington Parking Authority goals

LFCPA and LEXPARK Key Performance Indicators

User-input variable cells.

Totals for underlying cells.

Note	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Standard	TOTAL	AVERAGE	Percent of Total	CY 2022 AVERAGE	
CUSTOMER SUPPORT, PUBLIC OUTREACH and SERVICE PROVISION																		
1	2,088	3,618	3,370	3,126	2,993	3,628	3,936	3,806	3,803	3,565	3,066			36,999	3,363.5	N/A	3,588	
2	98	254	129	119	79	103	100	51	56	63	66			1118	101.6	N/A	105	
3	943	1357	1183	1323	1028	1379	943	827	787	785	881			11436	1040	N/A	965	
4	0	0	0	0	0	0	0	0	0	0	0			6	0	0%	0	
5	9	18	14	7	7	3	5	10	6	7	11			97	9	1%	17	
6	14	23	19	17	9	5	8	5	8	7	9			124	11	1.1%	25	
8	0	0	0	0	0	0	0	0	0	0	0			0	0	0.0%	0	
9	0	433	210	245	238	177	209	192	202	172	157			2235	203	20%	167	
10	77	9	4	6	0	0	0	0	0	0	0			96	8.73	1%	12	
11	0	0	0	0	0	0	0	0	0	0	0			0	0	0%	0	
12	2	0	0	0	0	0	0	0	0	0	0			2	0	0%	1	
13	841	874	936	1,048	774	1,194	716	620	571	599	704			8877	807.0	78%	735	
14	21	19	16	14	15	24	26	23	28	25	17			228	20.7	100%	22.5	
15	15	11	13	9	8	12	14	11	13	15	12			133	12.1	58%	13.1	
16	0	0	0	1	0	0	2	1	1	1	1			6	0.5	3%	0.33	
17	2	2	1	2	0	4	4	0	4	1	0			20	1.8	9%	15	
18	4	6	2	2	7	8	6	11	10	9	4			69	6.3	30%	7.6	
19	0	0	0	0	0	2	0	0	0	1	2			5	0	N/A	0.16	
Parking Meter In-Service Rates (% of time)																		
20	99.8%	99.9%	99.8%	99.9%	99.8%	99.9%	99.8%	99.8%	99.7%	99.8%	99.8%		98-99% (A)	N/A	99.8%	N/A	99.7%	
21	99.9%	99.9%	99.8%	99.9%	99.9%	99.9%	99.9%	99.8%	99.8%	99.8%	99.9%		98-99% (A)	N/A	99.9%	N/A	99.3%	
Average Response Time to Address Meter Complaint (Hours)																		
23	3.17	2.42	3.47	3	2.01	2.21	4.52	2.28	4.31	5.8	5.08			N/A	3.5	N/A	3	
24	4.52	2.21	2.63	3.26	2.25	2.51	3.7	3.25	5.19	5.8	3.81			N/A	3.6	N/A	3.86	
25	5	9	16	18	14	4	4	15	16	12	11			124	11.3	100%	10.66	
26	3	2	5	8	10	1	2	10	3	4	3			51	4.6	41%	4.08	
27	118	115	107	91	88	80	81	122	96	92	88			1078	98.0	100%	132.5	
28	53	49	38	29	39	26	37	59	46	31	40			447	40.6	41%	51.66	
PARKING MANAGEMENT EFFECTIVENESS																		
29	31	31	31	31	31	31	31	31	31	31	31			341	31.0	100%	31	
30	30	30	30	30	30	30	30	30	30	30	30			330	30.0	97%	30	
31	1	1	1	1	1	1	1	1	1	1	1			11	1.0	3%	1	
32	176%	166%	198%	222%	213%	178%	189%	211%	245%	222%	217%		67-140% (B)	N/A	203.4%	N/A	201%	
33	69%	58%	53%	60%	51%	55%	62%	56%	61%	50%	65%			N/A	58.2%	N/A	58%	
34	33%	37%	31%	28%	33%	29%	35%	32%	31%	36%	29%		93-95% (C)	N/A	32.2%	N/A	35%	
35	29.0%	26.9%	30.3%	26.7%	29.0%	27.6%	23.5%	33.8%	27.1%	28.0%	23.0%		60-85% (D)	N/A	27.7%	N/A	29.6%	
36	6.60%	6.30%	8.40%	6.30%	7.00%	5.40%	5.40%	4.00%	4.20%	6.10%	3.80%		25-33% (E)	N/A	5.8%	N/A	7%	
37	0.80%	1.5%	1.3%	1.0%	1.2%	2.2%	1.50%	1.6%	0.9%	0.5%	1.2%			N/A	1.2%	N/A	1.18%	
PARKING OPERATIONS EFFICIENCY																		
38	30	30	30	30	30	30	30	30	30	30	30			330	30.0	100%	30	
39	13%	9%	7%	12%	8%	6%	8%	14%	9%	13%	7%		10-25% (F)	N/A	10%	N/A	14%	
40	748	643	560	521	555	642	727	683	633	546	610			6,868	624	N/A	717	
41	125	107	140	130	111	128	146	137	158	137	153			N/A	134	N/A	128	
42	3,940	3,161	5,824	4,522	3,493	6,418	4,354	3,553	3,829	3,699	3,563			46,356	4,214	N/A	4,511	
43	\$14,358	\$14,652	\$16,131	\$14,780	\$15,337	\$14,808	\$15,069	\$15,781	\$15,547	\$14,541	\$14,413			N/A	\$15,038	N/A	\$13,491	
44	80.51%	81.44%	81.87%	84.04%	84.72%	84.53%	84.37%	85.17%	85.17%	85.15%	83.64%			N/A	83.7%	N/A	80%	

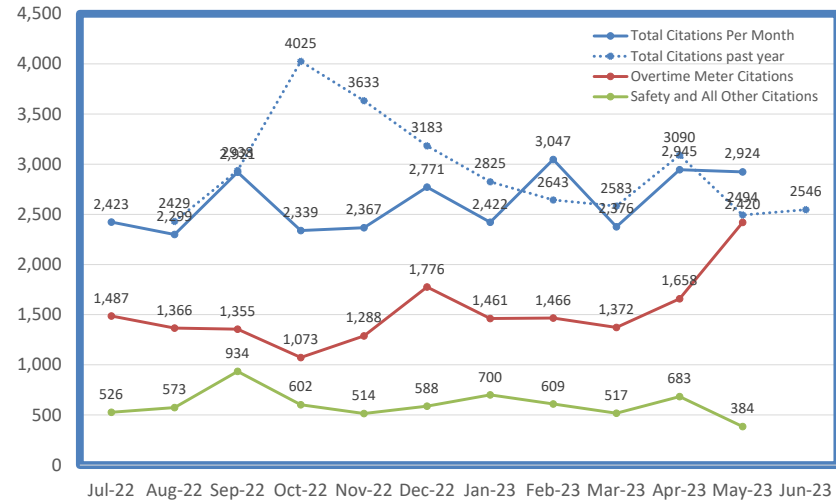
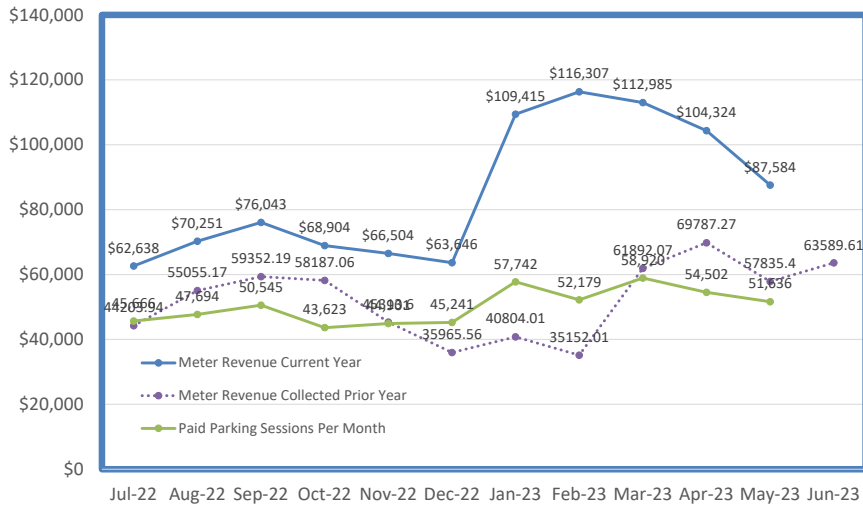
LFCPA and LEXPARK Key Performance Indicators

User-input variable cells.

Totals for underlying cells.

REVENUE STREAM INTEGRITY and SECURITY	Note	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	TOTAL	AVERAGE	Percent of Total
Activity Levels																
21	Paid Parking Sessions Per Month	45,666	47,694	50,545	43,623	44,901	45,241	57,742	52,179	58,920	54,502	51,636		552,649.0	50,240.8	N/A
22	Meter Revenue Collected Per Month	\$62,638	\$70,251	\$76,043	\$68,904	\$66,504	\$63,646	\$109,415	\$116,307	\$112,985	\$104,324	\$87,584		\$938,600	\$85,327	N/A
23	Total Citations Per Month	2,423	2,299	2,921	2,339	2,367	2,771	2,422	3,047	2,376	2,945	2,924		28,834	2,621.3	N/A
24	Overtime Meter Citations	1,487	1,366	1,355	1,073	1,288	1,776	1,461	1,466	1,372	1,658	2,420		16,722	1,520.2	N/A
25	Safety and All Other Citations	526	573	934	602	514	588	700	609	517	683	384		6,630	602.7	N/A
25	Quality of Life	354	285	538	78	417	296	125	188	359	510	405		3,555	323.2	N/A
26	Value of Citations	\$53,285	\$51,030	\$73,265	\$50,290	\$49,110	\$56,445	\$58,790	\$54,715	\$50,150	\$63,865	\$57,550		\$618,495	\$56,227	N/A
Camera Observations																
27	Rate of Compliance	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%		0%	0%	N/A
28	Violation Capture Rate	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%		0%	0%	N/A
29	Minutes Paid	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%		0%	0%	N/A
30	Minutes not paid	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%		0%	0%	N/A
Average Meter Payment																
31	Average Meter Payment (LUKE & IPS)	\$1.31	\$1.34	\$1.33	\$1.44	\$1.44	\$1.35	\$1.89	\$1.94	\$1.80	\$1.84	\$1.71		N/A	\$1.58	N/A
32	Multi Space Meters - Average Meter Payment	\$1.79	\$1.70	\$1.88	\$1.93	\$1.96	\$1.82	\$2.50	\$2.55	\$2.45	\$2.64	\$2.32		N/A	\$2.14	N/A
33	Single Space Meters - Average Meter Payment	\$0.94	\$0.93	\$0.92	\$0.92	\$0.90	\$0.91	\$1.27	\$1.27	\$1.17	\$1.16	\$1.19		N/A	\$1.05	N/A
Credit Card Usage and Forms of Payment																
34	LUKE (Credit Card Percent of transactions)	45.0%	44.0%	44.0%	44.0%	44.9%	45.0%	46.3%	46.3%	46.9%	46.6%	48.0%		N/A	45.5%	N/A
35	Average CC transaction	\$1.96	\$2.00	\$2.13	\$2.14	\$2.13	\$2.00	\$2.71	\$2.77	\$2.67	\$2.69	\$256.00		N/A	\$25.4	N/A
36	IPS (CC as a percent of transactions)	25.2%	25.3%	25.7%	25.6%	23.5%	24.8%	30.0%	31.0%	28.7%	28.1%	28.2%		N/A	26.9%	N/A
37	Average CC transaction	\$1.71	\$1.71	\$1.71	\$1.71	\$1.70	\$1.70	\$2.32	\$2.32	\$2.19	\$2.19	\$2.19		N/A	\$1.95	N/A
38	Pay by Phone (as a meter payment transaction)	17.4%	21.0%	18.9%	13.7%	21.4%	19.4%	24.6%	27.5%	22.7%	22.1%	21.4%		N/A	20.9%	N/A
39	T2 text to pay	2.7%	3.2%	4.1%	4.0%	3.9%	3.3%	4.0%	5.5%	4.8%	5.1%	4.2%		N/A	4.1%	N/A
Meter Occupancy Rates by Zones																
40	Low 0-30% (9,12,13)	8%	10%	7%	10%	8%	4%	11%	7%	10%	6%	7%		N/A	8.0%	N/A
41	Medium 30-60% (1,2,3,5,6,7,10,11,14,15,16)	21%	13%	15%	12%	20%	16%	18%	23%	21%	17%	17%		N/A	17.5%	N/A
42	High 60% or more (4,8)	68%	65%	60%	68%	62%	61%	55%	59%	66%	60%	57%		N/A	61.9%	N/A
Meter Occupancy Rates by Areas																
43	Downtown 1, 2, 3, 4, 5, 8, 9, 11, 12, 13,	60%	62%	55%	51%	48%	55%	64%	60%	62%	67%	61%		N/A	58.6%	N/A
44	UK Campus (6, 7, 10)	28%	37%	40%	39%	42%	38%	45%	48%	45%	44%	50%		N/A	41.5%	N/A
45	Chevy Chase (15)	21%	18%	22%	26%	20%	31%	35%	29%	26%	31%	22%		N/A	25.5%	N/A

Meter Revenue and Citations Per Month





**ON STREET BY THE NUMBERS
FY 2023**

	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	FY 2023 AVG	FY 22 AVG	FY 21 AVG
1 Violations Cited	2,642	2,584	3,090	2,494	2,546	3,018	3,398	3,047	2,923	2,945	2,951		2,876	3,251	2,794
2 Actual Citations (exc voids & warnings)	2,463	2,327	2,945	2,362	2,384	2,801	2,456	2,408	2,377	2,518	2,443		2,499	3,033	2,638
3 Value of Actual Citations	\$ 54,010	\$ 51,030	\$ 73,265	\$ 50,290	\$ 49,110	\$ 56,445	\$ 58,790	\$ 54,715	\$ 50,265	\$ 54,550	\$ 48,755		\$ 54,657	\$ 67,460	\$ 58,783
4 Citations Paid	1,932	1,964	2,246	2,428	2,075	2,444	1,982	2,036	2,139	1,974	2,087		2,119	2,443	2,146
5 Percentage of Citations Paid	78.40%	84.40%	76.30%	102.79%	87.00%	87.20%	80.70%	84.60%	90.00%	78.40%	70.70%		83.68%	80.54%	80.95%
6 Value of Citations Paid	\$ 52,634	\$ 51,801	\$ 65,753	\$ 74,433	\$ 60,703	\$ 67,409	\$ 58,678	\$ 59,861	\$ 58,108	\$ 54,793	\$ 56,303		\$ 60,043	\$ 69,376	\$ 61,593
7 Warnings Issued	145	259	130	102	132	188	911	596	568	447	488		361	191	130
8 Voids	43	25	24	34	35	30	35	45	20	24	23		31	36	34
9 Citation Void Percentage	1.60%	1.0%	0.8%	1.4%	1.4%	0.1%	1.0%	1.5%	0.7%	0.8%	0.8%		1.0%	1.1%	1.4%
10 Meter Revenue Collected	\$ 62,638	\$ 70,251	\$ 76,043	\$ 68,904	\$ 66,504	\$ 63,646	\$ 110,923	\$ 116,307	\$ 112,985	\$ 104,324	\$ 95,076		\$ 86,145	\$ 75,192	\$ 52,261
11 Avg Meter Rev Collected per Work Day	\$ 2,847	\$ 3,193	\$ 3,621	\$ 3,281	\$ 3,325	\$ 3,182	\$ 5,282	\$ 6,121	\$ 4,912	\$ 5,216	\$ 4,322		\$ 4,119	\$ 3,574	\$ 2,457
12 RPPP's Sold	703	737	145	47	34	36	38	31	30	11	24		167	150	136
13 Value of RPP Permits	\$ 7,030	\$ 7,370	\$ 1,450	\$ 470	\$ 336	\$ 359	\$ 377	\$ 329	\$ 318	\$ 102	\$ 254		\$ 1,672	\$ 1,491	\$ 1,356
14 Monthly Permit Revenue	\$ 7,318	\$ 7,512	\$ 6,850	\$ 13,153	\$ 9,315	\$ 5,030	\$ 11,877	\$ 8,050	\$ 9,705	\$ 7,270	\$ 10,396		\$ 8,771	\$ 8,129	\$ 8,489
15 Value of Bagged Meters	\$ 2,485	\$ 2,040	\$ 1,927	\$ 14,820	\$ 1,820	\$ 10,250	\$ 17,193	\$ 8,173	\$ 2,192	\$ 6,432	\$ 3,482		\$ 6,438	\$ 12,667	\$ 3,482
16 New Meters Added or Removed	(91)	2	6	1	-	-	-	-	-	-	-		(7)	5	-
17 Single Space Meters	486	462	422	422	422	422	422	422	422	422	422		431	527	654
18 Mult-Space Meters	96	88	95	95	95	95	97	97	97	97	97		95	90	72
19 Metered Space Count	1,199	1,201	1,207	1,208	1,208	1,208	1,208	1,208	1,208	1,208	1,208		1,206	1,289	1,263
20 Vehicles Booted	25	21	40	103	85	77	78	54	78	56	61		62	38	34
21 Booting Fees	\$ 2,070	\$ 1,890	\$ 3,600	\$ 9,270	\$ 7,650	\$ 6,930	\$ 7,020	\$ 4,860	\$ 7,020	\$ 5,040	\$ 5,490		\$ 5,531	\$ 3,315	\$ 3,100
22 Total Revenue Collected	\$ 134,174	\$ 140,864	\$ 155,622	\$ 181,050	\$ 146,327	\$ 153,623	\$ 206,068	\$ 197,579	\$ 190,328	\$ 177,961	\$ 171,001		\$ 168,600	\$ 170,169	\$ 130,281



LEXPARK VOID SUMMARY

Voided Citations By Officer

FY 2023		Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	AVERAGE
Issuing Officer														
1	2013	2	1	3	7	-	-	1	1	-	-	-	-	1
2	21081203	-	-	1	-	-	1	1	-	-	2	1	-	1
3	2081	2	1	-	8	1	1	2	4	2	6	2	-	3
4	2082	3	6	5	9	11	10	5	10	5	4	12	-	7
5	2098	-	-	-	-	-	-	-	-	-	-	-	-	-
6	2111	-	-	-	-	-	-	-	-	-	-	-	-	-
7	2117	-	-	-	-	-	-	-	-	1	-	-	-	0
8	2119	-	-	1	-	1	-	-	-	-	-	-	-	0
9	2120	5	1	-	-	-	1	-	-	1	-	-	-	1
10	2122	-	-	-	-	-	-	-	-	-	-	-	-	-
11	2124	-	-	-	-	-	-	-	-	-	-	-	-	-
12	2147	-	-	-	-	5	14	15	19	4	1	-	-	6
13	(2130) 2142	-	-	-	-	-	-	-	-	-	-	-	-	-
14	2146	-	-	-	2	14	3	4	9	4	4	3	-	4
15	2141	2	3	7	2	3	-	7	2	1	7	5	-	4
16	2133	-	-	-	-	-	-	-	-	2	-	-	-	0
17	2137	-	-	-	-	-	-	-	-	-	-	-	-	-
18	2138	10	4	5	6	-	-	-	-	-	-	-	-	2
19	2145	19	9	2	-	-	-	-	-	-	-	-	-	3
20	% Voids	1.63%	0.97%	0.78%	1.36%	1.37%	0.99%	1.03%	1.48%	0.68%	0.81%	0.78%	-	1.08%
21	Total	43	25	24	34	35	30	35	45	20	24	23	-	31
22	Total Citations	2,642	2,584	3,090	2,494	2,546	3,018	3,398	3,047	2,923	2,945	2,951	-	2,876

Voided Citations Summary By Reason

FY 2023		Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	AVERAGE
Void Type														
23	Administrative	13	9	14	7	4	-	4	6	4	5	3	-	6
24	TC Garage - mthly or pd when leaving	-	1	-	9	-	1	1	-	-	2	1	-	1
25	Customer Walk Up	1	-	-	1	1	1	-	-	-	1	-	-	0
26	Duplicate	1	2	3	2	3	6	11	3	2	3	3	-	4
27	Meter Malfunction	2	-	-	1	1	6	3	6	4	1	-	-	2
28	Pay By Phone	-	1	-	-	-	-	-	-	-	-	2	-	0
29	Officer Error	26	12	4	12	25	15	15	29	9	10	13	-	15
30	Test	-	-	-	-	-	-	-	-	-	-	-	-	-
31	Visitor	-	-	-	-	-	-	-	-	-	-	-	-	-
32	Printer Error/Stolen/Flex Error	-	-	3	1	-	1	-	-	-	-	-	-	1
33	Paid Other Luke	-	-	-	-	-	-	1	1	1	2	1	-	1
34	Void By Client Directive	-	-	-	1	1	-	-	-	-	-	-	-	0
35	TOTAL	43	25	24	34	35	30	35	45	20	24	23	-	31



Citations Aging Report

Five-Year Report Ending June 1, 2023

Category	1-30	31-60	61-90	91-120	121-180	6M-1Y	1Y-2Y	2Y-3Y	3Y-4Y	4Y	Totals
TOTALS											
Count	1,036	639	370	505	907	2,485	5,906	5,196	6,736	741	24,521
Dollar Amt	\$29,660.00	\$24,255.00	\$13,880.00	\$20,620.00	\$38,663.75	\$114,270.00	\$267,802.80	\$226,788.79	\$286,489.25	\$29,246.25	\$1,051,675.84



Citations Aging Report

Five-Year Report Ending May 1, 2023

Category	1-30	31-60	61-90	91-120	121-180	6M-1Y	1Y-2Y	2Y-3Y	3Y-4Y	4Y	Totals
TOTALS											
Count	1,173	479	545	470	820	2,689	5,848	5,217	6,901	979	25,121
Dollar Amt	\$33,765.00	\$18,070.00	\$22,240.00	\$19,100.00	\$33,440.00	\$124,675.00	\$263,810.30	\$227,441.29	\$292,688.00	\$41,236.25	\$1,076,465.84



OFF STREET BY THE NUMBERS FY 2023

	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	FY 2023 AVG	FY 22 AVG
MONTHLY CARD HOLDERS BILLED														
1 Victorian Square	386	393	395	406	402	385	418	420	423	429	433		408	396
2 Transit Center	1,081	1,085	1,086	1,086	1,087	1,086	1,087	1,088	1,094	1,099	1,108		1,090	1,075
3 Courthouse	231	251	267	230	243	241	243	238	240	240	261		244	224
4 Helix	380	406	407	415	413	413	420	412	406	397	387		405	399
5 TOTAL	2,078	2,135	2,155	2,137	2,145	2,125	2,168	2,158	2,163	2,165	2,189		2,147	2,094
Hospitality Rate (\$20 Included Above)														
	25	25	24	24	29	33	72	84	80	79	84		51	21
TOTAL AVAILABLE FOR MONTHLY														
6 Victorian Square (384)	25	18	16	5	9	26	13	11	8	2	2		12	15
7 Transit Center (777)	2	-	-	-	-	9	8	7	-	-	-		2	-
8 Courthouse (518)	20	-	-	21	9	11	20	25	17	17	7		13	27
9 Helix (389)	26	-	-	-	4	4	-	8	14	23	13		8	10
10 TOTAL (2068)	73	18	16	26	22	50	41	51	39	42	22		36	52
SPECIAL EVENTS WORKED - VS														
11	5	9	9	15	17	17	17	15	17	18	6		13	8
VALIDATIONS SOLD - ALL GARAGES														
12	310	1,140	607	421	760	425	730	640	1,565	2,776	2,586		1,087	1,078
AVERAGE DAILY TRANSACTIONS														
13 Victorian Square	315	280	252	285	222	246	219	219	259	317	277		263	236
14 Transit Center	7	6	8	12	11	9	13	14	11	7	7		10	8
15 Courthouse	129	127	146	147	113	103	129	130	152	131	137		131	109
16 Helix	334	360	330	344	285	292	323	343	388	344	371		338	251
17 TOTAL	785	773	736	788	631	650	684	706	810	799	792		741	604
AVERAGE LENGTH OF STAY - HOURS														
18 Victorian Square	1.3	1.9	2.0	2.4	2.7	2.5	2.8	2.7	2.5	2.4	2.3		2	2
19 Transit Center	2.9	3.1	2.9	2.4	2.7	2.3	2.2	2.3	3.0	2.5	2.8		3	3
20 Courthouse	1.6	2.1	2.4	2.0	2.0	2.1	2.1	2.2	2.1	2.2	2.3		2	2
21 Helix	0.7	0.7	0.8	0.8	0.8	0.7	0.8	0.9	0.9	0.9	0.9		1	1
22 CUMULATIVE AVERAGE	1.6	1.9	2.0	1.9	2.0	1.9	1.9	2.0	2.1	2.0	2.1		1.9	2.0
AVERAGE TRANSACTION AMOUNT														
23 Victorian Square	\$ 4.99	\$ 6.01	\$ 6.00	\$ 7.12	\$ 7.84	\$ 7.37	\$ 8.13	\$ 8.12	\$ 7.59	\$ 7.34	\$ 6.97		\$ 7.04	\$ 7.59
24 Transit Center	\$ 5.79	\$ 6.16	\$ 5.46	\$ 4.61	\$ 5.31	\$ 4.63	\$ 4.65	\$ 4.82	\$ 5.71	\$ 4.96	\$ 5.60		\$ 5.25	\$ 5.21
25 Courthouse	\$ 3.64	\$ 4.15	\$ 3.81	\$ 3.97	\$ 4.09	\$ 4.23	\$ 4.21	\$ 4.40	\$ 4.29	\$ 4.46	\$ 4.52		\$ 4.16	\$ 3.23
26 Helix	\$ 2.14	\$ 2.21	\$ 2.33	\$ 2.33	\$ 2.28	\$ 2.20	\$ 2.27	\$ 2.52	\$ 2.61	\$ 2.56	\$ 2.53		\$ 2.36	\$ 2.59
27 CUMULATIVE AVERAGE	4.1	4.6	4.4	4.5	4.9	4.6	4.8	5.0	5.1	4.8	4.9		\$ 4.70	\$ 4.66

Aged Balances - 51-301 Victorian Square Garage

Ending Balances as of 6/2/2023

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

Aged Balances - 53-301 Courthouse Garage

Ending Balances as of 6/2/2023

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

Aged Balances - 54-301 Helix Garage

Ending Balances as of 6/2/2023

Account	Current	30 Days	60 Days	90 Days	Total Due
100029 Legal Aid Of the Bluegrass	\$260.00	\$0.00	\$0.00	\$260.00	\$520.00
Report Totals	\$260.00	\$0.00	\$0.00	\$260.00	\$520.00

HAVE EMAILED, LOOKING INTO MISSED PMT

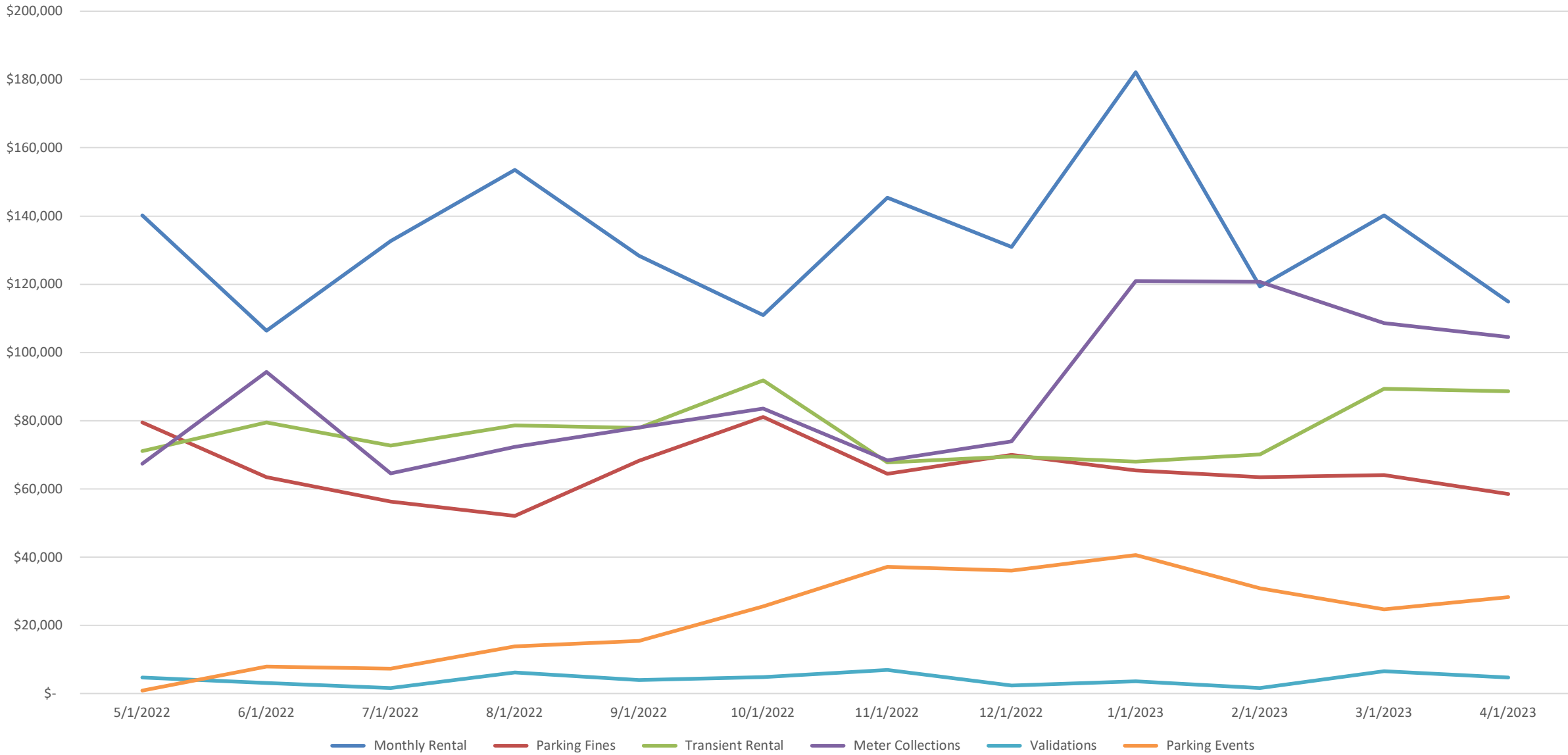
Aged Balances - 52-301 Transit Center Garage

Ending Balances as of 6/2/2023

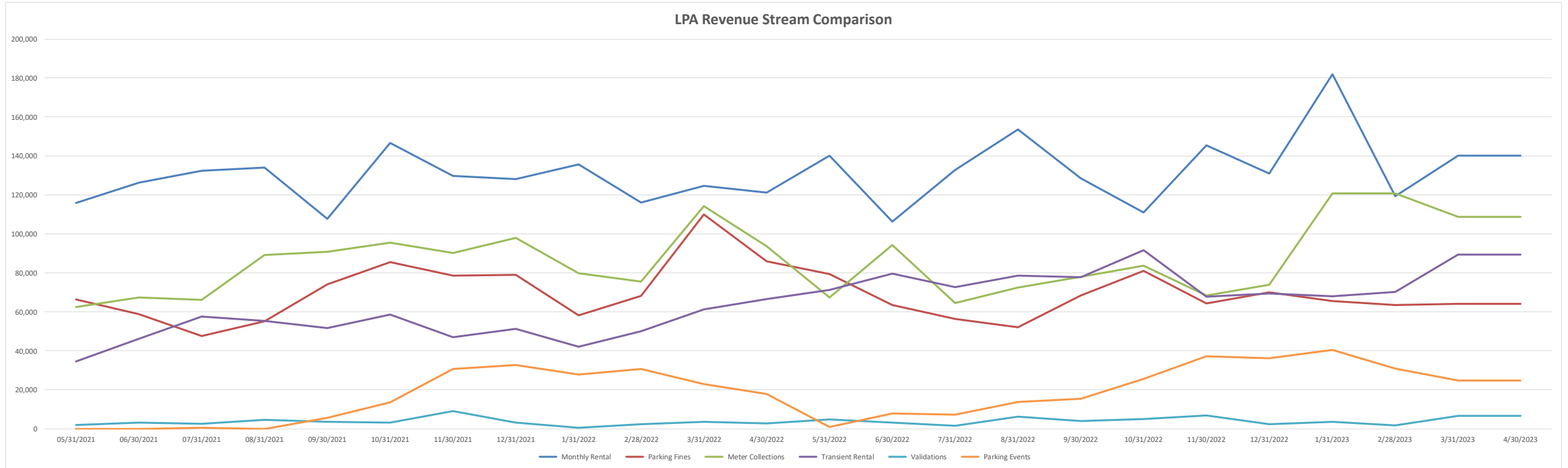
Account	Current	30 Days	60 Days	90 Days	Total Due
56330 GRAY CONSTRUCTION	\$18,868.00	\$0.00	\$0.00	\$18,020.00	\$36,888.00
Report Totals	\$18,868.00	\$0.00	\$0.00	\$18,020.00	\$36,888.00

HAVE EMAILED, LOOKING INTO MISSED PMT

LPA Revenue Stream Comparison



	5/31/2022	6/30/2022	7/31/2022	8/31/2022	9/30/2022	10/31/2022	11/30/2022	12/31/2022	1/31/2023	2/28/2023	3/31/2023	4/30/2023
Monthly Rental	\$ 140,202	\$ 106,308	\$ 132,708	\$ 153,508	\$ 128,402	\$ 110,898	\$ 145,383	\$ 130,985	\$ 182,054	\$ 119,380	\$ 140,195	\$ 114,917
Parking Fines	79,437	63,394	56,223	51,993	68,273	81,021	64,364	69,915	65,463	63,444	64,016	58,548
Transient Rental	71,105	79,512	72,688	78,601	77,812	91,767	67,752	69,431	67,993	70,087	89,314	88,662
Meter Collections	67,400	94,288	64,548	72,346	77,932	83,555	68,364	73,906	120,846	120,680	108,647	104,476
Validations	4,730	3,107	1,538	6,105	3,904	4,859	6,850	2,294	3,617	1,642	6,513	4,669
Parking Events	870	7,850	7,257	13,758	15,432	25,524	37,175	36,055	40,495	30,873	24,661	28,268



	05/31/2021	06/30/2021	07/31/2021	08/31/2021	09/30/2021	10/31/2021	11/30/2021	12/31/2021	1/31/2022	2/28/2022	3/31/2022	4/30/2022	5/31/2022	6/30/2022	7/31/2022	8/31/2022	9/30/2022	10/31/2022	11/30/2022	12/31/2022	1/31/2023	2/28/2023	3/31/2023	4/30/2023
Monthly Rental	115,791	126,245	132,367	134,065	107,719	146,625	129,800	128,114	135,554	116,142	124,706	121,080	140,202	106,308	132,708	153,508	128,402	110,898	145,383	130,985	182,054	119,380	140,195	140,195
Parking Fines	66,362	58,753	47,586	55,116	74,050	85,553	78,469	78,981	58,141	68,139	109,936	85,901	79,437	63,394	56,223	51,993	68,273	81,021	64,364	69,915	65,463	63,444	64,016	64,016
Meter Collections	62,449	67,316	66,182	89,095	90,858	95,531	90,159	97,843	79,802	75,453	114,160	93,659	67,400	94,288	64,548	72,346	77,932	83,555	68,364	73,906	120,846	120,680	108,647	108,647
Transient Rental	34,569	46,141	57,464	55,298	51,582	58,477	46,957	51,223	42,078	49,962	61,143	66,513	71,105	79,512	72,688	78,601	77,812	91,767	67,752	69,431	67,993	70,087	89,314	89,314
Validations	1,872	3,018	2,420	4,537	3,601	3,018	9,049	3,079	549	2,194	3,425	2,699	4,730	3,107	1,538	6,105	3,904	4,859	6,850	2,294	3,617	1,642	6,513	6,513
Parking Events	0	0	363	0	5,610	13,480	30,578	32,703	27,872	30,580	22,935	17,773	870	7,850	7,257	13,758	15,432	25,524	37,175	36,055	40,495	30,873	24,661	24,661

Lexington and Fayette County Parking Authority
Statement of Net Position

16

Substantially All Disclosures Omitted

	As Of 04/30/23	As Of 04/30/22	Variance 04/30/23
Assets			
Current Assets			
Cash	\$ 1,871,468	\$ 1,722,580	\$ 148,888
Cash-Change Fund	7,400	7,418	(18)
Accounts receivable	139,673	278,012	(138,339)
REEF Advance	0	162,776	(162,776)
Restricted cash and cash equivalents			
Investments-Truist - Short-Term CAMP*	516,980	1,510,484	(993,504)
Investments-Truist - Long-Term CAMP*	1,900,000	1,900,000	0
Investments-Truist - Garage Maintenance Reserve	18,590	2,143	16,447
Investments-Truist - Unrealized G/L	(3,656)	(7,442)	3,786
Investments-Truist - Accrued Interest	26,990	1,500	25,490
Total Restricted Cash & Equivalents	<u>2,458,904</u>	<u>3,406,685</u>	<u>(947,781)</u>
Total Current Assets	<u>4,477,445</u>	<u>5,577,471</u>	<u>(1,100,026)</u>
Non-Current Assets			
Capital Assets			
Land	7,585,095	7,585,095	0
Buildings and improvements	14,453,207	14,566,312	(113,105)
Equipment and furniture	3,097,836	3,090,090	7,746
Construction in progress	746,679	27,040	719,639
Computer software	10,850	10,850	0
Right-of-Use Asset LFUCG 2022 lease	46,030	20,857	25,173
Total Capital Assets	<u>25,939,697</u>	<u>25,300,244</u>	<u>639,453</u>
Less: Accumulated Depreciation and Amortization	<u>(6,816,728)</u>	<u>(6,097,449)</u>	<u>(719,278)</u>
Total Capital Assets, Net of Accumulated Depreciation	<u>19,122,969</u>	<u>19,202,795</u>	<u>(79,825)</u>
Total Non-Current Assets	<u>19,122,969</u>	<u>19,202,795</u>	<u>(79,825)</u>
Total Assets	<u>\$ 23,600,414</u>	<u>\$ 24,780,266</u>	<u>\$ (1,179,851)</u>
Total Liabilities, Deferred Inflows of Resources, and Net Position			
Current Liabilities			
Accounts payable and accrued liabilities	\$ 333,094	\$ 190,039	\$ 143,055
Compensated absences	10,414	10,666	(252)
Sales Tax Payable	16,317	0	16,317
Deposits payable	3,457	3,457	0
Note payable	0	428,260	(428,260)
Deferred Revenue	24,700	22,880	1,820
Total Current Liabilities	<u>387,982</u>	<u>655,302</u>	<u>(267,320)</u>
Non-Current Liabilities			
Note payable	0	1,655,226	(1,655,226)
Lease Liability	15,037	10,516	4,520
Compensated absences	10,413	10,666	(252)
Deposits Payable	3,254	3,254	0
Total Non-Current Liabilities	<u>28,704</u>	<u>1,679,662</u>	<u>(1,650,958)</u>
Total Liabilities	<u>416,686</u>	<u>2,334,964</u>	<u>(1,918,278)</u>
Deferred Inflow of Resources			
Deferred Inflow of Resources	71,962	227,494	(155,531)
Net Position			
Capital Assets Net of Debt	19,154,314	17,108,793	2,045,520
Restricted - Garage Maintenance Reserve	41,924	(3,799)	45,723
Restricted - Short-Term CAMP*	516,981	1,510,485	(993,504)
Restricted - Long-Term CAMP*	1,900,000	1,900,000	0
Unrestricted	1,498,547	1,702,328	(203,781)
Total Net Position	<u>23,111,766</u>	<u>22,217,807</u>	<u>893,958</u>
Total Liabilities, Deferred Inflows of Resources, and Net Position	<u>\$ 23,600,414</u>	<u>\$ 24,780,265</u>	<u>\$ (1,179,851)</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 4/30/2023	Year To Date 4/30/2023
Cash Flows from Operating Activities		
Payments received from parking customers	\$ 390,158	\$ 3,999,010
Cash received from commercial property renters	2,159	65,671
Payments to suppliers for goods and services	(81,446)	(2,041,887)
Payments to employees for services	(8,723)	(331,903)
Payments to LFUCG	(1,240)	(20,746)
	300,908	1,670,145
Cash Flows from Capital and Related Financing Activities		
Payments on note payable	-	(2,011,564)
Purchases of capital assets	(163,381)	(550,917)
	(163,381)	(2,562,481)
Cash Flows From Investing Activities		
Purchase of certificates of deposits	-	943,867
Income earned on restricted cash and cash equivalents	28,066	88,074
	28,066	1,031,941
	165,593	139,605
Cash and Cash Equivalents, Beginning of Period	1,713,275	1,739,263
	\$ 1,878,868	\$ 1,878,868
Reconciliation of Change in Net Position to Net Cash Provided by Operating Activities		
Change in net position	\$ 137,397	\$ 878,417
Adjustments to Reconcile Change in Net Position to Net Cash Provided by Operating Activities:		
Depreciation and amortization	65,076	658,983
(Gain) on disposal of assets	-	-
Interest on certificates of deposit	(39,115)	(88,075)
Change in Assets and Liabilities:		
Accounts receivable	(9,429)	26,757
Accounts payable and accrued liabilities	146,979	197,087
Security deposits	-	-
Compensated absences	-	(3,024)
	300,908	1,670,145
	\$ 300,908	\$ 1,670,145

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 4/30/2023 Actual	Month End 4/30/2023 FYE Budget	Variance 4/30/2023	FYTD 4/30/2023 Actual	FYTD 4/30/2023 FYE Budget	Variance 4/30/2023	Annual Budget 6/30/2023 FYE Budget	
Revenue								
Revenue OnStreet								
1	Parking - Monthly Rental	\$ 6,955	\$ 10,795	\$ (3,840)	\$ 107,250	\$ 109,920	\$ (2,670)	\$ 124,970
2	Parking - Meter Collections	104,476	116,505	(12,029)	895,312	890,229	5,083	1,078,240
3	Parking - Citations	58,487	85,028	(26,541)	642,799	773,603	(130,804)	936,658
4	Overage/Shortage	0	0	0	5	0	5	0
5	Total Revenue OnStreet	169,918	212,328	(42,410)	1,645,366	1,773,752	(128,386)	2,139,868
Revenue OffStreet								
6	Parking - Monthly Rental	107,963	116,630	(8,667)	1,251,180	1,167,700	83,480	1,400,960
7	Parking - Transient Rental	88,661	77,734	10,927	774,094	699,573	74,521	852,041
8	Parking - Event	28,268	25,100	3,168	259,498	228,700	30,798	233,300
9	Parking - Validations	4,669	3,400	1,269	41,991	34,000	7,991	40,800
10	Parking - Citations	60	225	(165)	460	2,250	(1,790)	2,700
11	Overage/Shortage	48	0	48	(341)	0	(341)	0
12	Total Revenue OffStreet	229,669	223,089	6,580	2,326,882	2,132,223	194,659	2,529,801
13	Commercial Property Rental	2,159	7,083	(4,924)	65,671	70,833	(5,162)	85,000
14	Miscellaneous Income	0	0	0	5	0	5	0
15	Total Revenue	401,746	442,500	(40,754)	4,037,924	3,976,808	61,116	4,754,669
Operating Expenses								
OnStreet Operating Expenses								
16	PCI Operating Expenses	58,730	81,250	22,519	804,287	867,337	63,050	1,067,330
17	Property & Casualty Excess Insurance	0	0	0	2,074	2,073	(1)	2,073
18	Bank & Credit Card Fees	9,433	10,000	568	78,603	100,000	21,397	120,000
19	Total OnStreet Operating Expenses	68,163	91,250	23,087	884,964	969,410	84,446	1,189,403
OffStreet Operating Expenses								
20	PCI Operating Expenses	92,974	75,000	(17,974)	925,760	789,617	(136,144)	1,022,120
21	Property & Casualty Excess Insurance	0	0	0	58,917	58,917	1	58,917
22	Bank & Credit Card Fees	4,367	3,583	(784)	37,606	35,833	(1,773)	43,000
23	Utilities	10,334	10,167	(168)	108,548	101,666	(6,882)	122,000
24	Interest Expense	0	3,707	3,707	25,312	37,068	11,756	44,481
25	Total OffStreet Operating Expenses	107,675	92,457	(15,219)	1,156,143	1,023,101	(133,042)	1,290,518
26	Personnel Expenses	25,353	28,616	3,264	287,503	286,167	(1,336)	343,400
Administrative Expenses								
27	Property & Casualty Excess Insurance	0	0	0	22,433	22,350	(83)	22,350
28	Bank & Credit Card Fees	136	500	364	4,212	5,000	787	6,000
29	Other Professional Services	9,809	19,442	9,633	115,812	194,416	78,605	233,300
30	Rent/Lease Expenses	0	1,065	1,065	0	10,653	10,653	12,783
31	Telephone & Internet Service	134	300	166	2,565	3,000	435	3,600
32	Business Travel & Training	0	1,617	1,616	9,853	16,167	6,313	19,400
33	Dues Subscriptions & Publications	0	358	359	3,914	3,583	(330)	4,300
34	Office Supplies	60	583	523	5,189	5,833	645	7,000
35	Office Machines & Equipment	0	209	208	4,513	2,083	(2,431)	2,500
36	Office Repairs & Maintenance	28	125	98	274	1,250	977	1,500
37	Interest Expense	40	0	(40)	516	0	(516)	0
38	Operating Contingency	0	7,500	7,500	63,718	75,000	11,281	90,000
39	Total Administrative Expenses	10,207	31,699	21,492	232,999	339,335	106,336	402,733
40	Total Operating Expenses	211,398	244,022	32,624	2,561,609	2,618,013	56,404	3,226,054
Change in Net Position Before Capital &								
41	Other Financing	190,348	198,478	(8,130)	1,476,315	1,358,795	117,520	1,528,615
Expenses For Capital Assets								
42	Depreciation & Amortization	64,027	64,742	715	648,495	647,423	(1,072)	776,907
43	Lease Amortization	1,049	0	(1,049)	10,488	0	(10,488)	0
44	Total Expenses For Capital Assets	65,076	64,742	(334)	658,983	647,423	(11,560)	776,907
Other Financing Sources								
45	Interest Income	7,422	0	7,422	47,130	0	47,130	0
46	Interest Revenue from Leases	462	0	462	3,105	0	3,105	0
47	Unrealized Gain (Loss) on Investments	4,241	0	4,241	10,850	0	10,850	0
48	Total Other Financing Sources	12,125	0	12,125	61,085	0	61,085	0
49	Total Change in Net Position	\$ 137,397	\$ 133,736	\$ 3,661	\$ 878,417	\$ 711,372	\$ 167,045	\$ 751,708

No assurance is provided on these financial statements.

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

Substantially All Disclosures Omitted

	FYTD 04/30/23 <small>Actual</small>	Year Ending 06/30/22 <small>Actual</small>	Year To Date 04/30/23 <small>Capital Expenditures</small>	FYTD 06/30/23 <small>FY23 CapEx Budget</small>
Capital Assets				
Land	7,585,094	7,585,094	0	0
Buildings and improvements	14,453,208	14,566,313	(113,105)	510,000
Equipment and furniture	3,097,835	3,093,452	4,383	57,000
Construction in progress	746,680	111,564	635,116	0
Computer software	10,850	10,850	0	0
Right-of-Use Asset LFUCG 2022 lease	46,029	46,029	0	0
Total Capital Assets	25,939,696	25,413,302	526,394	567,000

No assurance is provided on these financial statements.



Lexington And Fayette County Parking Authority
Monthly Management Report
L301 Consolidated Off-street



For the Month Ending Apr 30, 2023

	Period to Date						Year to Date			
	Actual	% of Rev	Budget	Fav (Unfav)	% of Fav		Actual	% of Rev	Budget	Fav (Unfav)
Revenue										
Transient	96,196	37%	77,734	18,462	24%	A	798,097	34%	699,573	98,524
Permit/Monthly Billing	132,165	50%	116,630	15,535	13%		1,261,781	53%	1,167,700	94,081
Stamp/Validation Billing	4,949	2%	3,400	1,549	46%		42,379	2%	34,000	8,379
Events	29,964	11%	25,100	4,864	19%	B	269,923	11%	228,700	41,223
Violation & Booting Revenue	60	0%	225	(165)	-73%		500	0%	2,250	(1,750)
Over & Short	51	0%	-	51	100%		(63)	0%	-	(63)
Total Revenue	263,385		223,089	40,296	29%		2,372,617		2,132,223	240,394
Payroll										
Salaries & Wages	30,400		33,795	3,395	10%		312,913		337,952	25,039
Employee Incentive	158		-	(158)	-100%		2,611		-	(2,611)
Payroll Taxes	4,256		5,427	1,171	22%		43,977		54,277	10,300
Workers Comp Ins	2,310		2,623	312	12%		23,612		26,223	2,611
Employee Health Ins	4,498		3,873	(625)	-16%		37,594		38,730	1,136
Liability Insurance	3,883		3,883	(0)	0%		38,830		38,829	(1)
Total Payroll	45,505	53%	49,601	4,096	8%		459,537	52%	496,010	36,473
Field										
Uniform	-		250	250	100%		1,407		2,500	1,093
Hiring/Training	-		167	167	100%		348		1,667	1,318
Repairs - Off-Street	11,768		3,947	(7,821)	-198%	C	108,041		39,470	(68,571)
Vehicle Expense	360		600	240	40%		1,171		6,000	4,829
Software Application	-		3,790	3,790	100%		9,923		37,900	27,977
Snow Removal	-		-	-	100%		12,651		28,556	15,905
Professional Services/Fees	20,132		10,830	(9,302)	-86%	D	140,863		121,544	(19,319)
Fuels	137		188	51	27%		1,068		2,014	946
Repairs - Sweeper	-		167	167	100%		1,060		1,663	603
General Supplies	907		1,484	577	39%		15,150		14,847	(304)
Elevator Maintenance	2,061		2,608	547	21%		76,450		26,074	(50,376)
Total Field	35,365	41%	24,030	(11,335)	-47%		368,134	42%	282,234	(85,900)
Office										
Communications	1,519		990	(529)	-53%		14,463		8,871	(5,593)
Office Supplies	-		500	500	100%		5,029		5,000	(29)
Printing & Design	60		83	23	28%		686		837	152
Postage	364		575	211	37%		1,393		5,750	4,357
Total Office	1,944	2%	2,148	205	2%		21,571	3%	20,458	(1,114)
Miscellaneous										
Base Management Fee	2,500		2,500	-	0%		25,000		25,000	-
Incentive Management Fee	-		750	750	100%		-		7,500	7,500
Dues & Subscription	-		542	542	100%		3,675		5,419	1,744
Total Miscellaneous	2,500	3%	3,792	1,292	34%		28,675	3%	37,919	9,244
Total Expenses	85,314	100%	79,571	(5,900)	-7%		877,917	100%	836,621	(43,907)
Net Results From PCI Ops	178,071		143,518	34,396	24%		1,494,700		1,295,602	196,486

A. Transient Revenue is over budget \$18k this month & displays a positive variance of \$98,524 YTD. Helix accounts for \$56k/Vic\$26k.

B. Events showed a positive variance of \$4635 this mth & \$41k YTD. We took advantage of staffing every Opera House/Rupp Event.

C. Garage Repairs experienced a \$7821 negative variance. We paid Certa-Pro to paint the walls of our new Transit Ctr stairwells.

D. Professional Services was over budget \$9302 primarily due to unbudgeted Vic Sq. security (\$5488). In addition, we moved \$2k from on-street to correct the Paycom payroll expense being charged solely to on-street over the year & it is now spread out to garages as well.



Lexington And Fayette County Parking Authority
Monthly Management Report
L301 - 80 - On-Street



For the Month Ending Apr 30, 2023

	Period to Date				Year to Date			
	Actual	% of Rev	Budget	Fav (Unfav)	Actual	% of Rev	Budget	Fav (Unfav)
Revenue								
Permit/Monthly Billing	7,372	4%	10,795	(3,423)	104,219	6%	109,920	(5,701)
Meter Receipts	103,786	59%	109,505	(5,720) A	848,787	51%	804,229	44,558
Bag Rental Fees	6,432	4%	10,795	(4,363)	70,959	4%	91,160	(20,201)
Violation & Booting Revenue	58,488	33%	85,028	(26,541) B	644,223	39%	773,604	(129,381)
Over & Short	538	0%	-	538	2,772	0%	-	2,772
Total Revenue	176,615		216,123	(39,508)	1,670,960		1,778,913	(107,953)
Expenses								
Payroll								
Salaries & Wages	29,437		35,914	6,477	321,924		359,142	37,218
Employee Incentive	101		1,000	899	3,576		10,000	6,424
Payroll Taxes	4,121		5,671	1,550	46,577		56,713	10,136
Workers Comp Ins	2,237		2,730	493	23,012		27,298	4,286
Employee Health Ins	3,959		5,000	1,041	33,344		50,000	16,656
Liability Insurance	2,166		2,167	0	21,665		21,667	2
Total Payroll	42,022	74%	52,482	10,460	450,098	57%	524,821	74,722
Field								
Uniform	169		250	81	4,147		2,500	(1,647)
Hiring/Training	549		200	(349)	1,037		2,000	963
Repairs - On-Street	-		5,355	5,355 C	46,104		53,550	7,446
Vehicle Expense	2,449		2,150	(299)	25,219		21,500	(3,719)
Software Application	9,848		13,400	3,552 D	142,946		183,843	40,897
Professional Services/Fees	(2,501)		625	1,876 E	24,171		6,250	(17,921)
Fuels	273		100	(173)	1,398		1,000	(398)
General Supplies	467		1,000	533	10,182		15,000	4,818
Total Field	11,254	18%	23,080	11,826	255,204	32%	285,643	30,439
Office								
Communications	1,347		1,113	(234)	8,391		11,124	2,734
Office Supplies	-		250	250	4,345		2,500	(1,845)
Printing & Design	-		500	500	14,316		5,000	(9,316)
Postage	23		1,000	977	15,897		10,000	(5,897)
Total Office	1,371	2%	2,863	1,492	42,948	6%	28,624	(14,324)
Miscellaneous								
Base Management Fee	2,000		2,000	-	20,000		20,000	-
Incentive Management Fee	1,416		500	(916)	16,580		5,000	(11,580)
Dues & Subscription	-		325	325	3,258		3,250	(8)
Total Miscellaneous	3,416	6%	2,825	(591)	39,838	5%	28,250	(11,588)
Total Expenses	58,062	100%	81,250	23,188	788,087	100%	867,338	79,250
Net Results from PCI Ops	118,553		134,873	(62,696)	882,873		911,576	(28,702)

A The Meter Receipts line item had a negative variance of \$5720 this month but we are a positive \$44k YTD.

B Violation & Booting Revenue is a negative variance of \$26,541. We envisioned Sat. hours & evening business to start in Jan.

C There were no on-street repair expenses in April resulting in a positive \$5355 variance

D Software Applications shows a positive \$41k variance YTD due to not using the Verge application to-date.

E Pro Services has a positive variance due to a \$2501 PayCom payroll credit. The expense was spread out to All locations.

Lexington/ Fayette Co Parking Authority
Balance Sheet
April 30, 2023

ASSETS

Current Assets		
Cash - US Bank	\$	<u>16,914.83</u>
Total Current Assets		16,914.83
Property and Equipment		
Building Improvements		<u>81,518.30</u>
Total Property and Equipment		81,518.30
Other Assets		
Total Other Assets		<u>0.00</u>
Total Assets	\$	<u><u>98,433.13</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Tenant Deposits	\$	<u>3,782.00</u>
Total Current Liabilities		3,782.00
Long-Term Liabilities		
Total Long-Term Liabilities		<u>0.00</u>
Total Liabilities		3,782.00
Capital		
Beginning Balance Equity	30,139.26	
Capital Contribution, Net	(333,700.00)	
Retained Earnings	351,447.22	
Net Income	<u>46,764.65</u>	
Total Capital		<u>94,651.13</u>
Total Liabilities & Capital	\$	<u><u>98,433.13</u></u>

Lexington/ Fayette Co Parking Authority
Statement of Cash Flow
For the Ten Months Ended April 30, 2023

	Current Month	Year to Date
Cash Flows from operating activities		
Net Income	\$ 96.20	\$ 46,764.65
Adjustments to reconcile net income to net cash provided by operating activities		
Total Adjustments	<u>0.00</u>	<u>0.00</u>
Net Cash provided by Operations	<u>96.20</u>	<u>46,764.65</u>
 Cash Flows from investing activities		
Used For		
Net cash used in investing	<u>0.00</u>	<u>0.00</u>
 Cash Flows from financing activities		
Proceeds From		
Used For		
Capital Contribution, Net	<u>(17,000.00)</u>	<u>(38,000.00)</u>
Net cash used in financing	<u>(17,000.00)</u>	<u>(38,000.00)</u>
Net increase <decrease> in cash	<u>\$ (16,903.80)</u>	<u>\$ 8,764.65</u>
 Summary		
Cash Balance at End of Period	\$ 16,914.83	\$ 16,914.83
Cash Balance at Beg of Period	<u>(33,818.63)</u>	<u>(8,150.18)</u>
Net Increase <Decrease> in Cash	<u>\$ (16,903.80)</u>	<u>\$ 8,764.65</u>

Lexington/ Fayette Co Parking Authority
Income Statement
Compared with Budget
For the Ten Months Ending April 30, 2023

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
Revenues						
Rental Income	\$ 3,945.64	\$ 5,437.00	(1,491.36)	\$ 54,097.83	\$ 54,099.86	(2.03)
Income - Utilities	113.70	235.00	(121.30)	3,611.77	3,125.30	486.47
Total Revenues	<u>4,059.34</u>	<u>5,672.00</u>	<u>(1,612.66)</u>	<u>57,709.60</u>	<u>57,225.16</u>	<u>484.44</u>
Cost of Sales						
Total Cost of Sales	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Gross Profit	<u>4,059.34</u>	<u>5,672.00</u>	<u>(1,612.66)</u>	<u>57,709.60</u>	<u>57,225.16</u>	<u>484.44</u>
Expenses						
Property Management Fee	551.78	500.00	51.78	5,051.78	5,000.00	51.78
Office Supplies	33.54	0.00	33.54	134.16	33.54	100.62
Repair & Maintenance	1,159.50	0.00	1,159.50	3,503.86	830.00	2,673.86
Tax, License & Fees	0.00	0.00	0.00	27.74	0.00	27.74
Postage	0.00	0.00	0.00	9.09	8.00	1.09
Commission expense	2,218.32	0.00	2,218.32	2,218.32	0.00	2,218.32
Total Expenses	<u>3,963.14</u>	<u>500.00</u>	<u>3,463.14</u>	<u>10,944.95</u>	<u>5,871.54</u>	<u>5,073.41</u>
Net Income	<u>\$ 96.20</u>	<u>\$ 5,172.00</u>	<u>(5,075.80)</u>	<u>\$ 46,764.65</u>	<u>\$ 51,353.62</u>	<u>(4,588.97)</u>

For Management Purposes Only

Lexington/ Fayette Co Parking Authority
Cash Disbursements Journal
For the Period From Apr 1, 2023 to Apr 30, 2023

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
4/5/23	e-040523	350 100	Capital Contribution, Net Cash - US Bank	3rd QTR 2023 Distribution Lexington Parking Authority	17,000.00	17,000.00
4/5/23	1246	528 100	Commission expense Cash - US Bank	Invoice: 8738 SCHRADER COMMERCIAL PROPERTIES, LLC	2,218.32	2,218.32
4/5/23	1247	509 100	Office Supplies Cash - US Bank	Invoice: 8663 Schrader Commercial Properties, LLC	33.54	33.54
4/5/23	1248	500 100	Property Management Fee Cash - US Bank	Invoice: 8360 SCHRADER COMMERCIAL PROPERTIES, LLC	551.78	551.78
4/5/23	1249	511 100	Repair & Maintenance Cash - US Bank	Invoice: 107063 Creatures of Whim	360.00	360.00
4/19/23	1250	511 100	Repair & Maintenance Cash - US Bank	Invoice: 8709 SCHRADER COMMERCIAL PROPERTIES, LLC	22.50	22.50
4/19/23	1251	511 100	Repair & Maintenance Cash - US Bank	Invoice: 108056 Lex-Rooter Sewer & Drain Cleaning	300.00	300.00
4/26/23	1252	511 100	Repair & Maintenance Cash - US Bank	Invoice: 12590 Allstate Heating and Cooling, Inc.	477.00	477.00
	Total				20,963.14	20,963.14

Lexington/ Fayette Co Parking Authority
General Ledger
For the Period From Apr 1, 2023 to Apr 30, 2023

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	4/1/23			Beginning Balance			33,818.63
	4/5/23	e-040523	CDJ	Lexington Parking		17,000.00	
	4/5/23	1246	CDJ	SCHRADER COM		2,218.32	
	4/5/23	1247	CDJ	Schrader Commer		33.54	
	4/5/23	1248	CDJ	SCHRADER COM		551.78	
	4/5/23	1249	CDJ	Creatures of Whim		360.00	
	4/5/23	040523	CRJ	Lynna Nguyen	3,945.64		
	4/19/23	1250	CDJ	SCHRADER COM		22.50	
	4/19/23	1251	CDJ	Lex-Rooter Sewer		300.00	
	4/20/23	042023	CRJ	Savane Silver	113.70		
	4/26/23	1252	CDJ	Allstate Heating an		477.00	
				Current Period Cha	4,059.34	20,963.14	-16,903.80
	4/30/23			Ending Balance			16,914.83
155 Building Improvement	4/1/23			Beginning Balance			81,518.30
	4/30/23			Ending Balance			81,518.30
231 Tenant Deposits	4/1/23			Beginning Balance			-3,782.00
	4/30/23			Ending Balance			-3,782.00
349 Beginning Balance Eq	4/1/23			Beginning Balance			-30,139.26
	4/30/23			Ending Balance			-30,139.26
350 Capital Contribution,	4/1/23			Beginning Balance			316,700.00
	4/5/23	e-040523	CDJ	Lexington Parking	17,000.00		
				Current Period Cha	17,000.00		17,000.00
	4/30/23			Ending Balance			333,700.00
352 Retained Earnings	4/1/23			Beginning Balance			-351,447.22
	4/30/23			Ending Balance			-351,447.22
400 Rental Income	4/1/23			Beginning Balance			-50,152.19
	4/5/23	040523	CRJ	Lynna Nguyen - Inv		3,945.64	
				Current Period Cha		3,945.64	-3,945.64
	4/30/23			Ending Balance			-54,097.83
401 Income - Utilities	4/1/23			Beginning Balance			-3,498.07
	4/20/23	042023	CRJ	Savane Silver - Util		113.70	
				Current Period Cha		113.70	-113.70
	4/30/23			Ending Balance			-3,611.77
500 Property Management	4/1/23			Beginning Balance			4,500.00
	4/5/23	1248	CDJ	SCHRADER COM	551.78		
				Current Period Cha	551.78		551.78
	4/30/23			Ending Balance			5,051.78
509 Office Supplies	4/1/23			Beginning Balance			100.62
	4/5/23	1247	CDJ	Schrader Commer	33.54		

Lexington/ Fayette Co Parking Authority
General Ledger
For the Period From Apr 1, 2023 to Apr 30, 2023

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
	4/30/23			Current Period Cha Ending Balance	33.54		33.54 134.16
511 Repair & Maintenance	4/1/23			Beginning Balance			2,344.36
	4/5/23	1249	CDJ	Creatures of Whim	360.00		
	4/19/23	1250	CDJ	SCHRADER COM	22.50		
	4/19/23	1251	CDJ	Lex-Rooter Sewer	300.00		
	4/26/23	1252	CDJ	Allstate Heating an	477.00		
	4/30/23			Current Period Cha Ending Balance	1,159.50		1,159.50 3,503.86
512 Tax, License & Fees	4/1/23			Beginning Balance			27.74
	4/30/23			Ending Balance			27.74
526 Postage	4/1/23			Beginning Balance			9.09
	4/30/23			Ending Balance			9.09
528 Commission expense	4/1/23			Beginning Balance			
	4/5/23	1246	CDJ	SCHRADER COM	2,218.32		
	4/30/23			Current Period Cha Ending Balance	2,218.32		2,218.32 2,218.32

Lexington/ Fayette Co Parking Authority
Account Reconciliation
As of Apr 30, 2023
100 - Cash - US Bank
Bank Statement Date: April 30, 2023

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance		33,818.63
Add: Cash Receipts		4,059.34
Less: Cash Disbursements		(20,963.14)
Add (Less) Other		<u> </u>
Ending GL Balance		<u>16,914.83</u>
Ending Bank Balance		17,574.83
Add back deposits in transit		<u> </u>
Total deposits in transit		
(Less) outstanding checks		
	Apr 5, 2023 1249	(360.00)
	Apr 19, 2023 1251	<u>(300.00)</u>
Total outstanding checks		(660.00)
Add (Less) Other		<u> </u>
Total other		
Unreconciled difference		<u>0.00</u>
Ending GL Balance		<u><u>16,914.83</u></u>

From time to time, the Lexington & Fayette County Parking Authority (LFCPA) may have a need to amend its annual budget. Per KRS 67A.921 all budget amendments must be presented to LFUCG City Council for approval. This policy defines what measures LFCPA will use to determine if a budget amendment is necessary and establishes that budget amendments will be evaluated on a quarterly basis.

1. If, upon evaluation, the year-to-date variance (budget to actual) of a revenue account exceeds 25% of the annual budgeted amount for that revenue account, an amendment is required.
2. If, upon evaluation, the year-to-date variance (budget to actual) of an expenditure account reflects an overspend that exceeds 15% of the annual budgeted amount for that expenditure account, an amendment is required.

For the purposes of necessary but unexpected or unbudgeted expenses, the Lexington & Fayette County Parking Authority is defining its use of a Contingency Account which will be established in monthly financial statements as a part of the current fiscal year budget. Further, the retention of any unused Contingency Account savings will be applied to either the Garage Maintenance Reserve or a Capital Asset Management Reserve for future capital expenditures. The following directives will be observed:

1. The Contingency Account shall be funded at five percent (5%) of the current budgeted annual total revenues.
2. A Contingency Allocation will be included in each year's annual budget with additional allocations authorized at the board's discretion. At no time shall the Lexington Fayette County Parking Authority begin a new fiscal year with an allocation less than the 5% unless waived by the board.
3. Budgeted operating dollars shall be pursued prior to utilizing any monies from the Contingency Account.
4. Monies in the Contingency Account may be used for the following:
 - a. Unanticipated or unforeseen extraordinary needs of an emergency nature; for example, costs related to a natural disaster or calamity or other emergency as defined in state or local law, or an unexpected significant liability occurs;
 - b. Revenue stabilization to balance the budget in the event of an unanticipated revenue shortfall; or
 - c. Unanticipated situations of an unusual nature involving non-recurring expenditure(s).
5. Any excess funds remaining unspent from the Contingency Account at the end of

the year will be retained for future capital repairs in a separate Garage Maintenance Reserve or Capital Asset Management Reserve.

6. All expenditures from the Contingency Account must be approved by the Executive Director and all expenditures from either the Garage Maintenance Reserve or Capital Asset Management Reserve must be approved by a vote of the board.

Draft

Garage Updates

Garage & Pedway Lighting Schemes:

- Green for Mental Health Month
- Purple for World LUPUS Day
- Magenta for National Eosinophil Awareness
- Red, white & blue for Memorial Day
- Standard daily multicolor scheme

Transit Center Garage:

- Structural Restoration Services, formerly Everclear Enterprises, completed a post tension cable repair on a beam that was part of repairs performed in 2020. The repair was covered under warranty.

Victorian Square Garage:

- Vincent Lighting Systems has identified additional defective fixtures on the pedway and garage façade. LPA is awaiting an update from Vincent Lighting regarding the plan for repair and/or replacement.

Helix Garage:

- An LED fixture along the helix ramp was knocked loose from its junction box causing the failure of additional lights from level 4 to level 6. The fixture has been reinstalled, but the affected lights are not receiving data. LPA has reached out to Vincent Lighting Systems to schedule a service call.

General Garage Notes:

- LPA notified Bennett & Pless of their selection for the Capital Asset Management Plan RFP. The Capital Asset Management Plan is a forward-looking document forecasting maintenance and repair projects for garages over the next ten years. The necessary contract documents and project timeline are being completed. The total fee for the study and creation of the document is \$94,200.
- CAMP related drain repairs are complete in Victorian Square Garage, Courthouse Garage, and Helix Garage. Repairs are ongoing at the Transit Center Garage.
- CAMP related painting of drainpipes was completed at Victorian Square Garage. Painting continues at Courthouse Garage, with Transit Center and the Helix scheduled to follow.



Garage Security:

- Installation of the garage security camera system continued in Victorian Square Garage. Installation of conduit and cable is complete. Cameras and related hardware were delivered on May 25, with installation beginning in the coming days.
- Installation will follow at the Transit Center Garage and lastly, the Helix Garage.
- While there are no incidents to report related to the security services provided by Signal 88 at the Transit Center Garage and Victorian Square Garage, Signal 88 has recently encountered some staffing issues at Victorian Square Garage. LPA has expressed concern to Signal 88 management regarding the staffing issues. LPA is seeking a quote from the Sheriff's Department to reimplement security coverage by off-duty officers.

Dear LFUCG and interested stakeholders,

The new owner of 325 West Main, formerly Triangle Center and Festival Market has determined that the removal of the pedway crossing above Main Street between Broadway and Mill Street is necessary to bring the vision of the property to life for Lexington. The Lexington & Fayette County Parking Authority's (LFCPA) interest in this pedway is indicated by our Victorian Square parking garage's attachment to 325 West Main.

LFCPA, the Hilton, and 325 West Main are three stakeholders in the Main Street pedway. LFCPA values each of its customers and the critical role it plays to ensure convenient, reliable and affordable parking for the city of Lexington. As such, LFCPA takes seriously the request to consider its interest in the Main Street pedway as well as the pedway's role in the overall connectedness and efficiency of the city.

After consideration of each of these factors, LFCPA has determined that the pedway across Main Street is not material in its operations or the overall parking connectedness of Lexington.

Additionally, LFCPA notes that the pedway blocks the beautiful view of Triangle Park, Central Bank Center and Rupp Arena. It further takes pedestrians off the sidewalks resulting in a lack of foot traffic and decreased economic activity. It is not ADA compliant or easily navigated by visitors.

We recommend that the pedway be removed to allow for the redevelopment of 325 West Main which will bring significant activity to the center of Lexington. We believe the result will be a more vibrant and livable Lexington.

Respectfully,

The Lexington & Fayette County Parking Authority Board of Commissioners