

June 14, 2018 Board Meeting Agenda



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|-------|---|---------|
| I. | Call to Order/Welcome of Guests | Frazier |
| II. | Kimley Horn Presentation | Jones |
| III. | Approval of Minutes of May 17, 2018 LPA Board Meeting
<i>Board Action Required</i> | Frazier |
| IV. | Update on ED Activities
A. Executive Director Reports
B. Operational Reports
C. Life Insurance for LPA Staff | Means |
| V. | Approve LPA and LEXPARK April 2018 Financial Reports
and Schrader Commercial Reports
<i>Board Action Required</i> | Means |
| VI. | LPA FY2019 Budget | Means |
| VII. | LEXPARK Operations
A. Contract Negotiation Update
B. New Copier | Means |
| VIII. | On-Street
A. Requests for Permanent Meter Removal | Means |
| IX. | Off-Street (Garages)
A. Broadway Shoppes
B. Garage Updates | Means |
| X. | Comments
Comments from Commissioners/Advisory Committee Members | Frazier |
| XI. | Closed Session per KRS 61.810 | Frazier |

Next Meeting: July 12, 2018



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

BOARD MEETING MINUTES

May 17, 2018

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

Location: Lexington Public Library 140 East Main Street, Lexington KY 40507

Voting Members: Kenton Ball
Dee Dee Harbut
Wayne Masterman
Bill O'Mara
Trish Vertuca

Executive Director: Gary Means

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

Advisory Board: Michael Scales, University of Kentucky

Guests: Steve Bartley, RPS
Sheila Beck, DDAF
Matt Berry, RPS
Paul Dillon, RPS
Charles Stephenson, RPS

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 the March 2018 Minutes

Mr. Ball makes a motion to approve the minutes as amended. Ms. Vertuca seconds. The vote was unanimous, and the motion passed.

Item 3 – Update on ED Activities

A. Executive Director Report

Mr. Means presents the April 2018 Executive Director Report. LPA staff continue to work on the prospect of adding Tesla chargers to the Helix Garage.

B. Operational Reports

Mr. Means presents the April 2018 operations reports. He notes that paid legal meter occupancy measures increased from the previous month and have shown an upward trend all year. The value of actual citations measure doubled from March to April due to a campaign by the Lexington Police to better enforce handicap parking areas. Victorian Square Garage had an increase in the average number of daily transient

transactions for the month. Regarding the Garage aged balances report, Mr. Means informs the Commissioners that all accounts in Victorian Square have been paid and only one account is still owing in Helix.

C. LEXPARK Revenue Enhancements – Update

Mr. Means presents the update on revenue enhancements. The Commissioners ask for a meter rate increase proposal. Mr. Means responds that once the Kimley Horn report is complete, a proposal can be constructed. The Commissioners also ask that LPA staff present a proposal to LFUCG Council for an increase in the RPP annual permit rate.

D. RFP for Operational Audit and Best Practices

Mr. Means reports that the Kimley Horn draft report has been distributed to the Board. A web presentation of the findings will follow at the June Board Meeting.

E. RFP for On and Off-Street Management Agreement

Mr. Means continues to negotiate with Lanier. The Commissioners ask that the final version of the Kimley Horn report be shared with Lanier.

Item 4 – March 2018 Financial Reports

Mr. Means presents the March 2018 financials. The Off-Street report shows expenses under budget by \$117K for the year to date. The On-Street report shows expenses over budget by \$17K for the year, mostly due to an overage in Professional Services. Meter Collections continue to be strong and are over budget for the month and year. Citation fines have consistently been under budget for the year. The commercial properties are on budget. \$15K was moved out of the Schrader Commercial account in March for the third quarter distribution. All revenues combined are under budget for the year by \$48K. All expenses combined are also under budget by \$278K year to date. Ms. Vertuca asks about the change in event revenues from last year to this year. Mr. Means responds that attendance is down at all downtown events. Mr. Means presents the quarterly Revenue Less Expenses by location report. Helix is the only facility that is under budget, due to the large amount of depreciation it carries and the need for more staffing than other garages.

The Commissioners ask that LPA staff follow up next month with a recommendation for the annual garage maintenance designation. It is currently set to \$75 per space, however projections show that is not sufficient.

Mr. O'Mara makes a motion to approve the March 2018 financial reports. Mr. Masterman seconds. The vote was unanimous and the motion carried.

Item 5 – LPA FY19 Budget Update

Mr. Means informs the Commissioners that with the new contractor taking over in July and negotiations ongoing, it is challenging to create a solid budget for FY19. By consensus, the Commissioners agree that they would like to see a projected FY19 budget at the June Board meeting with the knowledge that budget amendments will need to be made.

Item 6 – On-Street

A. UK Meter Relocation Request

Mr. Scales reports that there is no update on this request. LFUCG has not yet approved the changes.

B. Request for Permanent Meter Removal

Mr. Means reports that the Commissioners voted on a cap rate via email. The spaces are valued at \$19,600 each. He expects a counter offer from Core Spaces.

Mr. Means presents two meter-bag requests to the Commissioners and recommends approval. Mr. Ball makes a motion to accept the staff recommendation and approve both meter bagging requests. Mr. O'Mara seconds. The vote was unanimous and the motion carried.

Item 7 – Off-Street*A. Broadway Shoppes*

There were no maintenance issues in the Broadway Shoppes during the month. Gretchen Reece has moved out of her space but continues to pay rent. No potential tenants have presented. Schrader Commercial is collecting quotes for HVAC replacement.

B. Garage Updates

Mr. Trammell reports the KU energy rebates related to LED lighting at Courthouse garage are processing. Mr. Trammell and Mr. Means met with representatives from Walter P. Moore; bid documents for CAMP work will be completed in the next couple weeks. The AOC has not responded to the proposal for capital expenses at the Courthouse Garage. Mr. Ball will reach out.

C. Equipment Change at Transit

Mr. Means presents an update on the project to go gateless at the Transit Center Garage. LPA staff is researching equipment options.

Item 8 – Town Branch Commons Update

Ms. Peacher and Mr. Baradaran present the updated vision for the Town Branch project. LFUCG may need some additional parking in LPA garages as the project will cause a loss of space in the Phoenix lot.

Mr. Ball makes a motion to enter closed session per KRS 61.810. Ms. Harbut seconds.

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

There being no further business brought before the Board, the meeting adjourned at 12:15pm.



June 7th, 2018
**Lexington & Fayette County
 Parking Authority
 Executive Directors Report
 May 2018**



Accomplishments

- Attended the CommerceLex Leadership visit to Boise ID and took some of the local parking professionals to lunch and we shared our various programs experiences
- Received full LPA Board approval to implement several revenue enhancement processes in the next fiscal year
- Received full LPA Board approval to move forward with the \$19,600 calculation for the permanent loss of metered spaces on South Upper Street

Meetings with LFUCG/LFCPA staff

- Worked with the LFUCG Citizens with Disabilities Committee and the GTV to produce a segment on how convenient our PayByPhone App would be for disabled parkers
- Meeting with Brandi Peacher regarding updates on the Town Branch Commons project and its effect on the LFUCG parking lot
- Meeting with LPA and LEXPARK staff on the proper handling of citations over 5 yrs old
- Attended the LPA May Board meeting
- Catch up meeting with Paul Dillon of Republic Parking
- Attended a Bike Share stakeholder meeting with LFUCG and new Bike Share company
- Met with Kara regarding our insurance package
- Met with Ed to plan what training sessions we would attend at the IPI Conference
- Held regular weekly meetings for both On-Street and Garage operations with Republic Parking (LEXPARK) staff

Meetings with External Individuals/Groups

- Meeting with developer of potential downtown development requiring parking
- Lunch with potential general manager of LEXPARK operator
- Meeting with 2nd Street Condo resident interested in on street permit program
- Attended a T2 Systems quarterly update for the Customer Advisory Board
- Meeting with CDP Engineers for an update on our Water Quality Grant project
- Phone all with SMARKING vender rep on updates in their activities
- Attended the May Bicycle Pedestrian Advisory Committee Meeting
- Phone call with Helen Sullivan of IPI regarding the new website created for the Accessible Parking Coalition a new national group that has been created

- Attended the CommerceLex Leadership visit to Boise ID and took some of the local parking professionals to lunch and we shared experiences
- Phone call with developer on the topic of the cost of permanent removal of on-street metered spaces
- On-line demo of MacKay Meters newest single space meter
- Phone call on our accounting processes with JPMorgan Chase
- Attended the High St YMCA May Board meeting
- Attended the May DLMD Board meeting
- Met with LFUCG reps and Cup of Commonwealth owner regarding potential parking arrangements during the major utility work phase in preparation for the Town Brand Commons project
- LPA staff met to review potential GMs for the parking operations at the **LEXPARK** office
- Attended a Town Branch Park Partners meeting
- LPA Staff and Lanier Rep meetings with potential GM candidates for the **LEXPARK** operations program
- On-line Demo with Parking Logix, a lot or garage counting system and data collector
- Meeting with DLP President Terry Sweeney and a few other DLMD board members
- Conference call with Spot Hero regarding transient parking reservations at the Victorian Square Garage
- Conference call with Kimley-Horn team and LPA staff regarding presentation to LPA board in June
- On-Line Demo of the newest POM meter ParkTel which accepts credit cards etc.
- Weekly project calls with SpotHero on roll out of new on-line reservation system, signage and marketing the program

Future Goals and Planned Activities

- Work with CDP Engineers and LFUCG to implement water quality improvements at the Helix using LFUCG \$240k grant
- Continue working on 10 year "Asset Management" Plan
- Re-start process to submit the Helix on Main for the Green Garage Certification now called ParkSmart Certification and is under the US Green Building Council
- Implement recommendations from Walker's 10-Year Analysis
- Continue to market the pay-by-phone program
- Continue to focus on the use of social media such as Twitter and Facebook to help get the positive word out about **LEXPARK**
- Continue planning media releases and related marketing information
- Continue holding weekly operations meetings with **LEXPARK** staff
- Attend various board and committee meetings that I serve on
- Continue meeting with various LFUCG departments as needed
- Continue meeting with the Downtown Lexington Partnership as needed
- Meet with Individuals and groups regarding the Parking Authority
- Work on agreed upon LFCPA goals

LFCPA and LEXPARK Key Performance Indicators

User-input variable cells.

Totals for underlying cells.

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CUSTOMER SUPPORT, PUBLIC OUTREACH and SERVICE PROVISION

Unique Visitors to Website
 LEXPARK Walk-In Customers
 LEXPARK Telephone Inquiries (Total)
 Reporting Inoperative Meters
 LUKE
 LPS
 POM
 Enforcement Complaint
 Other Inquiry including payments/ Just payments
 Pay by Phone questions or issues
 After 5 Parking questions
 Wrong Way Parking
 Garages

TOTAL CONTACTS
 Business Association Meetings Attended
 Neighborhood Association Meetings Attended
 Number of Merchants Visited
 Number of Institutional and/or Public Official Meetings
 Number of Parking Customers Contacted (Intercept surveys, survey document responses) (Analyst)

Parking Meter In-Service Rates (% of time)
 Single-Space Meters
 Multi-Space Meters

Average Response Time to Address Meter Complaint (Hours)
 Single-Space Meters (POM)
 Single-Space Meters (LPS)
 Multi-Space Meters (LUKE)

Number of Citation Appeal Hearings
 Number of Citations Dismissed or Reduced to Warning
 Number of Requested Citation Administrative Appeals
 Number of Citations Administratively Dismissed or Reduced to Warning

Note Jul-17 Aug-17 Sep-17 Oct-17 Nov-17 Dec-17 Jan-18 Feb-18 Mar-18 Apr-18 May-18 Jun-18 Standard TOTAL AVERAGE Percent of CY 2016

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Standard	TOTAL	AVERAGE	Percent of Total	CY 2016 AVERAGE
Unique Visitors to Website	2,383	2,760	2,518	2,892	2,453	2,257	2,385	2,291	2,401	2,482	2,218			27,040	2,458.2	N/A	2,435.1
LEXPARK Walk-In Customers	692	701	697	470	458	585	473	579	574	581	590			6400	581.8	N/A	443.1
LEXPARK Telephone Inquiries (Total)	2018	2045	2056	1959	1972	1923	1963	2024	1987	2141	2052			22140	2013	100%	187.1
Reporting Inoperative Meters	180	181	182	165	166	148	161	174	166	186	143			1852	168	8%	16.1
LUKE	50	57	63	50	53	44	50	48	44	50	43			550	50	2%	4.6
LPS	67	64	61	63	60	54	62	86	74	77	61			729	66	3.3%	6.1
POM	63	60	58	52	53	50	49	40	50	59	44			578	53	3%	4.6
Enforcement Complaint	2	1	0	0	0	0	0	0	0	0	0			4	0	0.0%	0.3
Other Inquiry including payments/ Just payments	692	701	697	563	570	545	558	560	551	645	635			6717	611	30%	59.1
Pay by Phone questions or issues	86	90	91	90	83	81	72	99	96	101	98			987	90	4%	8.1
After 5 Parking questions	0	0	0	0	0	0	0	0	0	0	0			0	0	0%	0.0
Wrong Way Parking	7	10	8	11	15	16	20	30	25	32	32			206	19	1%	1.8
Garages	871	881	896	965	972	984	991	987	983	991	996			10517	956.1	48%	840.1

Business Association Meetings Attended	24	28	23	27	23	20	29	29	36	23	24			286	26.0	100%	23.1
Neighborhood Association Meetings Attended	12	12	11	15	12	7	17	15	23	15	10			149	13.5	52%	11.1
Number of Merchants Visited	0	1	3	2	2	2	1	1	0	0	1			14	1.3	5%	0.1
Number of Institutional and/or Public Official Meetings	3	3	3	2	3	3	4	3	2	2	3			31	2.8	11%	3.1
Number of Parking Customers Contacted (Intercept surveys, survey document responses) (Analyst)	9	12	6	8	6	8	7	10	10	6	10			92	8.4	32%	7.1
Number of Parking Customers Contacted (Intercept surveys, survey document responses) (Analyst)	1	0	2	1	3	2	1	2	0	1	1			14	1.3	N/A	0.1

Parking Meter In-Service Rates (% of time)	99.7%	99.8%	99.6%	99.8%	99.8%	99.8%	99.9%	99.8%	99.9%	99.8%	99.9%			N/A	99.8%	N/A	99.7%
Single-Space Meters	99.9%	99.9%	99.9%	99.9%	99.9%	99.9%	99.9%	99.9%	99.9%	99.9%	99.9%			N/A	99.9%	N/A	99.7%

Average Response Time to Address Meter Complaint (Hours)	2.22	1.72	0.76	1.26	1.9	6.81	1.16	2.02	2.42	1.09	2.12			N/A	2.1	N/A	3.1
Single-Space Meters (POM)	2.82	2.44	5.23	2.22	2.72	3.07	2.24	2.95	1.79	2.25	1.77			N/A	2.7	N/A	5.1
Single-Space Meters (LPS)	2.9	1.66	1.07	2.16	3.04	1.05	1.29	1.15	2.47	0.99	1.27			N/A	1.7	N/A	2.1

Number of Citation Appeal Hearings	28	31	40	37	24	8	22	21	24	17	55			307	27.9	100%	32.1
Number of Citations Dismissed or Reduced to Warning	11	9	23	7	13	4	8	8	11	14	35			143	13.0	47%	10.1
Number of Requested Citation Administrative Appeals	117	193	169	219	130	92	139	122	132	218	240			1771	161.0	100%	166.1
Number of Citations Administratively Dismissed or Reduced to Warning	56	72	75	88	56	36	51	49	58	146	180			867	78.8	49%	54.1

PARKING MANAGEMENT EFFECTIVENESS

Number of Parking Activity Surveys Conducted (TOTAL)
 Parking Occupancy and Availability
 Parking Turnover
 Downtown Meter Turnover Rate
 Parking Vacancy Rate in Neighborhoods
 Meter Occupancy Rate by Survey
 Paid Legal Meter Occupancy Rate by Meter Revenue
 Safety Zone Violation Rate
 Loading Zone Violation Rate

Number of Parking Activity Surveys Conducted (TOTAL)	47	47	47	47	47	47	47	47	47	47	47			517	47.0	100%	46.1
Parking Occupancy and Availability	46	46	46	46	46	46	46	46	46	46	46			506	46.0	98%	45.1
Parking Turnover	1	1	1	1	1	1	1	1	1	1	1			11	1.0	2%	1.0
Downtown Meter Turnover Rate	202%	220%	199%	214%	189%	196%	219%	217%	190%	247%	212%			N/A	209.5%	N/A	217.1%
Parking Vacancy Rate in Neighborhoods	63%	72%	55%	64%	50%	60%	56%	63%	63%	62%	64%			N/A	61.1%	N/A	61.3%
Meter Occupancy Rate by Survey	45.0%	48%	51%	54%	56%	44%	49%	53%	55%	51%	34%			N/A	49.0%	N/A	45.5%
Paid Legal Meter Occupancy Rate by Meter Revenue	36.4%	30.6%	45.5%	43.6%	49.2%	45.6%	42.8%	52.6%	49.9%	52.7%	45.5%			N/A	44.9%	N/A	42.1%
Safety Zone Violation Rate	6.8%	7.2%	8.7%	6.6%	7.0%	6.40%	6.0%	10.5%	5.0%	6.6%	8.8%			N/A	7.2%	N/A	7.4%
Loading Zone Violation Rate	1.7%	2.3%	1.5%	1.6%	2.4%	2.1%	2.1%	2.1%	2.2%	2.3%	1.7%			N/A	2.0%	N/A	2.4%

PARKING OPERATIONS EFFICIENCY

Number of Parking Violation Surveys Conducted
 Violation Capture Rate (Meters & RPP)
 Total Net Patrol Hours
 Average Net Patrol Hours per Officer
 Number of Letters Mailed
 Total Amount Due from Top 20 Scottflaws
 Parking Ticket Collection Rate (1-year running average)

Number of Parking Violation Surveys Conducted	30	30	30	30	30	30	30	30	30	30	30			330	30.0	100%	30.1
Violation Capture Rate (Meters & RPP)	43%	25%	44%	34%	26%	35%	31%	34%	32%	27%	35%			N/A	33%	N/A	29%
Total Net Patrol Hours	785	878	821	991	784	715	854	711	692	697	565			8,493	772	N/A	77
Average Net Patrol Hours per Officer	131	154	137	165	112	118	142	118	138	116	141			N/A	134	N/A	13
Number of Letters Mailed	2,714	3,094	3,101	3,087	3,323	2,578	2,957	2,936	3,014	3,352	2,853			33,009	3,001	N/A	2,70
Total Amount Due from Top 20 Scottflaws	\$9,335	\$9,540	\$9,570	\$8,970	\$10,180	\$9,860	\$9,860	\$9,850	\$10,025	\$10,240	\$9,243			N/A	\$9,698	N/A	\$8,47
Parking Ticket Collection Rate (1-year running average)	78.55%	78.58%	79.56%	80.53%	80.89%	80.36%	80.19%	80.27%	81.00%	80.40%	80.93%			N/A	80.1%	N/A	74.7%

LFCPA and LEXPARK Key Performance Indicators

User-input variable cells.

Totals for underlying cells.

REVENUE STREAM INTEGRITY and SECURITY

Note

Jul-17 Aug-17 Sep-17 Oct-17 Nov-17 Dec-17 Jan-18 Feb-18 Mar-18 Apr-18 May-18 Jun-18

TOTAL AVERAGE Percent of Total

Field Inspections (with Contact)
 Canister Integrity
 Maintenance
 Collections
 Enforcement
 Coin Counting Observations

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	TOTAL	AVERAGE	Percent of Total
Canister Integrity	5	4	5	5	7	7	5	6	7	9	11	6	62	5.6	100%
Maintenance	1	0	0	0	1	0	0	0	0	0	0	0	2	0.2	3%
Collections	1	1	1	1	1	1	1	1	2	1	1	1	10	0.9	16%
Enforcement	0	1	0	0	1	2	1	1	2	0	1	1	10	0.9	16%
Coin Counting Observations	1	0	1	2	3	1	2	2	0	1	1	2	15	1.4	24%
	2	2	3	2	1	3	2	3	3	2	2	2	25	2.3	40%

Field Observations (Covert)

Vehicle Integrity
 Maintenance
 Collections
 Enforcement

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	TOTAL	AVERAGE	Percent of Total
Vehicle Integrity	10	7	8	7	8	7	9	10	9	11	11	11	97	7.8	100%
Maintenance	1	1	1	1	2	0	1	2	1	2	2	2	14	1.3	14%
Collections	3	2	2	2	2	3	2	3	3	3	3	3	28	2.5	29%
Enforcement	3	2	2	2	1	2	3	1	3	2	2	3	24	2.2	25%
	3	2	3	2	3	2	3	4	2	4	4	3	31	2.8	32%

Revenue Control Discrepancies Noted

Seal Integrity
 Lock Integrity
 Canister Integrity
 Key Integrity (e.g., not on locked ring, belt, etc.)
 Unlocked Vehicles
 Incomplete Coin Room Record
 Incomplete Key Control Documentation
 Failure to Notify of Location

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	TOTAL	AVERAGE	Percent of Total
Seal Integrity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A
Lock Integrity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A
Canister Integrity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A
Key Integrity (e.g., not on locked ring, belt, etc.)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A
Unlocked Vehicles	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A
Incomplete Coin Room Record	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A
Incomplete Key Control Documentation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A
Failure to Notify of Location	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A

Customer Satisfaction

Number of Parkers Responding
 Positive Response
 Negative Response
 Specific Complaints

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	TOTAL	AVERAGE	Percent of Total
Number of Parkers Responding	1	0	2	1	3	2	1	2	1	1	3	1	16	1	N/A
Positive Response	1	0	2	1	1	1	1	1	0	1	1	1	10	0.9	N/A
Negative Response	0	0	0	0	2	1	0	1	0	0	1	0	5	0	N/A
Specific Complaints	0	0	0	0	1	0	0	1	0	0	1	0	3	0	N/A

Revenue Tests

Number of Single-Space Meters Planted
 Value Planted
 Value Recovered
 Number of Multi-Space Meters Planted
 Value Planted
 Value Recovered

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	TOTAL	AVERAGE	Percent of Total
Number of Single-Space Meters Planted	1	0	0	0	0	0	0	0	0	0	0	0	1	0.1	N/A
Value Planted	\$0.50	0	0	0	0	0	0	0	0	0	0	0	\$0.50	\$0.50	N/A
Value Recovered	\$0.50	\$1.10	0	0	0	0	0	0	0	0	0	0	\$1.10	1.10	N/A
Number of Multi-Space Meters Planted	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A
Value Planted	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A
Value Recovered	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A

Average Meter Payment and Average Length of Stay

Average Meter Payment (LUKE & IPS)
 4 Hour Meters - Average Length of Stay (in minutes)
 2 Hour Meters - Average length of stay (in minutes)

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	TOTAL	AVERAGE	Percent of Total
Average Meter Payment (LUKE & IPS)	\$1.01	\$1.01	\$0.97	\$0.99	\$0.90	\$0.86	\$0.96	\$0.99	\$0.99	\$1.00	\$0.89	\$0.89	N/A	\$0.96	N/A
4 Hour Meters - Average Length of Stay (in minutes)	109	128	124	125	119	117	126	131	131	132	125	125	N/A	124	N/A
2 Hour Meters - Average length of stay (in minutes)	45	43	44	43	43	43	45	44	45	44	44	44	N/A	44	N/A

Credit Card Usage

LUKE (Percent of transactions)
 Average CC transaction
 IPS (Percent of transactions)
 Average CC transaction

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	TOTAL	AVERAGE	Percent of Total
LUKE (Percent of transactions)	55.0%	55.8%	57.0%	58.0%	59.0%	56.7%	68.3%	73.0%	72.0%	75.0%	67.0%	67.0%	N/A	63.3%	N/A
Average CC transaction	\$2.17	\$2.11	\$2.22	\$2.15	\$2.15	\$2.11	\$2.17	\$2.21	\$2.18	\$2.20	\$2.21	\$2.21	N/A	217.1%	N/A
IPS (Percent of transactions)	17.6%	17.9%	18.2%	17.0%	17.2%	18.2%	18.5%	18.5%	19.0%	18.6%	18.7%	18.7%	N/A	18.7%	N/A
Average CC transaction	\$1.32	\$1.33	\$1.32	\$1.32	\$1.33	\$1.31	\$1.34	\$1.31	\$1.34	\$1.33	\$1.33	\$1.33	N/A	\$1.33	N/A

Meter Occupancy Rates by Zones

Low 0-30% (9,12,13)
 Medium 30-60% (1,2,3,5,6,7,10,11,14,15,16)
 High 60% or more (4,8)

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	TOTAL	AVERAGE	Percent of Total
Low 0-30% (9,12,13)	33%	32%	34%	37%	32%	32%	28%	30.0%	35.0%	28.0%	13.0%	13.0%	N/A	30.4%	N/A
Medium 30-60% (1,2,3,5,6,7,10,11,14,15,16)	51%	42%	53%	58%	41%	41%	48%	55.0%	54.0%	54.0%	36.0%	36.0%	N/A	48.5%	N/A
High 60% or more (4,8)	69%	48%	66%	72%	67%	82%	89%	71.0%	76.0%	66.0%	70.0%	70.0%	N/A	70.5%	N/A

LEXARK On-Street By The Numbers FY18

CATEGORY	FY18												Current			
	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Ave. FY18	Ave. FY17	Ave. FY16	Ave. FY14
Number of Violations Cited	3,265	4,157	3,961	4,320	3,924	3,318	3,594	3,358	3,499	3,863	2,709		3,633	3,587	3,587	3,832
Number of Actual Citations (excludes voids & warnings)	2,866	3,594	3,684	3,958	3,530	3,095	3,188	3,075	3,184	3,551	2,525		3,295	3,312	3,373	3,608
Value of Actual Citations	\$66,635	\$79,475	\$83,965	\$85,365	\$73,395	\$63,525	\$68,810	\$68,235	\$77,615	\$154,905	\$75,305		81,566	\$74,589	\$75,350	\$54,123
Number of Citations Paid	2,246	2,713	2,640	3,390	2,784	2,513	2,576	2,593	2,806	2,504	2,302		2,642	2,499	2,609	2,928
Percentage of Citations Paid	78.37%	75.49%	71.66%	85.65%	78.87%	81.20%	80.80%	84.33%	88.13%	70.52%	91.17%		81%	76%	78%	81%
Value of Citations Paid	\$55,955	\$71,540	\$71,735	\$91,862	\$72,605	\$66,393	\$69,195	\$70,460	\$77,415	\$74,155	\$72,137		\$72,132	\$65,630	\$68,709	\$58,797
Number of Warnings Issued	329	486	220	280	334	166	276	226	142	244	137		258	362	190	199
Number of Voids	76	90	67	92	93	76	100	69	81	79	54		80	74	47	41
Percentage of Citations that were Voids	2.7%	2.5%	1.8%	2.3%	2.6%	2.3%	2.8%	2.1%	2.3%	2.0%	2.1%		2%	1.9%	1.4%	1.1%
Meter Revenue Collected	\$75,012	\$94,666	\$95,584	\$98,780	\$96,450	\$77,106	\$87,751	\$93,972	\$95,944	\$98,948	\$93,492		\$91,609	\$82,470	\$71,729	\$65,236
Average Meter Revenue Collected per Work Day	\$3,751	\$4,116	\$4,779	\$4,490	\$4,593	\$4,058	\$4,618	\$5,873	\$5,996	\$5,820	\$5,194		\$4,844	\$3,982	\$3,607	\$3,088
Number of RPP's Sold	521	814	166	53	25	9	35	37	27	83	32		1,802	1,739	1,657	1,408
Value of RPP Permits	\$5,210	\$8,140	\$1,660	\$530	\$250	\$90	\$350	\$370	\$270	\$830	\$320		\$1,638	\$1,449	\$1,381	\$1,426
Monthly Permit Revenue	\$5,811	\$7,116	\$6,597	\$5,899	\$5,671	\$6,480	\$7,483	\$5,164	\$6,341	\$6,417	\$8,510		\$6,499	\$5,741	\$3,706	\$3,779
Value of Bagged Meters	\$4,611	\$7,844	\$8,209	\$4,965	\$5,067	\$2,977	\$9,133	\$5,768	\$10,001	\$9,286	\$7,802		\$6,878	\$2,795	\$6,047	\$7,998
Number of New Meters Added	0	25	2	12	0	0	0	7	0	-1	1		4	4	0	4
Number of Single Space Meters	921	946	946	943	943	943	943	950	948	947	948		943	901	870	809
Number of Multi-space Meters	36	36	36	37	37	37	37	37	37	37	37		37	35	33	40
Number of Metered Spaces	1232	1257	1259	1269	1269	1269	1269	1276	1274	1273	1274		1,266	1,173	1,123	1,125
Vehicles Booted	40	24	32	55	47	40	49	40	59	40	59		44	37	37	43
Amount of Booting Fees	\$2,520	\$1,980	\$1,800	\$3,960	\$3,690	\$2,700	\$3,600	\$3,240	\$4,320	\$2,700	\$4,500		\$3,183	\$3,303	\$2,880	\$2,283
Total Revenue Collected	\$149,119	\$191,285	\$185,584	\$205,995	\$183,733	\$155,746	\$177,511	\$178,974	\$194,291	\$192,336	\$186,760	\$0	\$181,939	\$161,388	\$154,452	\$139,519

LEXPARK VOID SUMMARY

Voided Citations By Officer

FY'18	2017	2017	2017	2017	2017	2017	2017	2018	2018	2018	2018	2018	2018
Issuing Officer	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan	Feb	Mar	Apr	May	Jun	
2008					1								
2006													
2013		1			4				1	7	1		
2038									1				
2007					5								
2034					1								
2026									1				
2057					1								
2017								2					
2058								1					
2052					1								
2054					3						2		
2069					1								
2074								1		1			
2027					1								
2081		12				2	3	5		10	10		
2111		5	23	17	10	14	7	3					
2103	16	15	4	13	20	9	11	9	3				
2104							1						
2081	5		9	18	2				10				
2082	3	15	11	23	13	10	11	16	16	13	15		
2109	20	21	14	7	6	17	16	10	7	10	1		
2114					5								
2115						4	32	19	27	10	1		
2117										15			
2030										1	22		
2060					1								
2094							1						
2095	10	6											
2096													
2097	22	14	6	14	17	20	18	3	15	8	2		
2098										3			
2088		1			1					1			
2105													
% Voids	2.3%	2.2%	1.7%	2.1%	2.4%	2.3%	2.8%	2.1%	2.3%	2.0%	2.0%	#DIV/0!	
Total	76	90	67	92	93	76	100	69	81	79	54	0	
Total Citations	3265	4157	3961	4320	3924	3318	3594	3358	3499	3863	2709		

Voided Citations Summary By Reason

FY'18	2017	2017	2017	2017	2017	2017	2017	2018	2018	2018	2018	2018	2018
Void Type	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan	Feb	Mar	Apr	May	Jun	
Administrative	14	13	14	6	31	4	22	14	19	14	8		
Ambiguous Mrkg /Missing Sign								2		5			
Customer Walk Up	2	3				1	1		2		1		
Duplicate	4	5	1	8	2	6	4	3	1	1			
Meter Malfunction	3	1	1	5	2	4	2		2				
Pay By Phone	28	44	34	55	32	31	43	31	35	37	32		
Officer Error	23	24	17	17	23	29	27	18	20	22	12		
Test					1								
Visitor									1				
Printer Error	1												
Paid Other Luke	1				1	1	1		1				
Void By Client Directive				1	1			1			1		
Total	76	90	67	92	93	76	100	69	81	79	54	0	



Citations Aging Report

Five-Year Report Ending June 1, 2018

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	1,221	1,179	652	727	1,327	4,174	8,719	9,406	6,848	861	35,114
Dollar Amt	\$44,905.00	\$69,420.00	\$28,472.63	\$28,380.00	\$49,395.00	\$158,568.00	\$333,020.50	\$368,714.00	\$271,662.00	\$26,569.00	\$1,379,106.13



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Citations Aging Report

Five-Year Report Ending May 1, 2018

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	1,930	857	817	658	1,406	4,176	9,026	9,214	6,853	848	35,785
Dollar Amt	\$108,795.00	\$38,875.00	\$31,790.00	\$24,265.00	\$53,585.00	\$156,533.00	\$347,463.50	\$358,821.00	\$268,721.00	\$25,155.00	\$1,414,003.50

LEXPARK Garages By The Numbers (FY18)

CATEGORY	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	2018 AVG.	2017 AVG.
Number of Monthly Card Holders Billed - VS	350	348	358	365	358	362	365	372	377	377	376	376	364	348
Number of Monthly Card Holders Billed - TC	1,132	1,108	1,101	1,089	1,111	1,105	1,105	1,109	1,113	1,115	1,122	1,122	1,110	759
Number of Monthly Card Holders Billed - CH	244	239	238	237	237	249	252	255	248	244	247	247	245	170
Number of Monthly Card Holders Billed - HX	299	301	301	300	324	327	330	331	329	349	358	358	323	147
Number of Total Spaces - VS (384) # Available for Monthly	5	10	0	0	0	0	10	3	0	0	0	0	3	3
Number of Total Spaces - TC (777) # Available for Monthly	10	15	25	25	5	10	10	5	5	5	0	0	10	10
Number of Total Spaces - CH (518) # Available for Monthly	5	10	15	15	15	5	5	5	10	15	10	10	10	10
Number of Total Spaces - HX (389) # Available for Monthly	20	20	20	20	5	5	5	25	25	10	5	5	15	15
Number of Special Events Worked - VS	5	1	1	7	9	12	13	7	6	7	6	6	7	8
Average Daily Transaction - VS	363	302	306	329	287	321	249	295	358	378	339	339	321	330
Average Daily Transaction - TC	58	60	62	69	66	62	67	86	106	105	94	94	76	12
Average Daily Transaction - CH	182	179	194	197	182	170	188	187	221	213	214	214	193	162
Average Daily Transaction - HX	437	450	429	427	381	394	437	465	510	494	484	484	446	413
Total Daily Transactions All Garages	32,240	30,721	29,730	31,682	25,648	29,357	27,260	28,924	34,626	34,570	33,930	33,930	30,790	27,416
Average Length of Stay - VS	2.0	2.1	2.1	2.1	2.3	2.0	2.2	2.2	2.4	2.2	2.2	2.2	2.2	1.8
Average Length of Stay - TC	3.6	3.7	3.9	3.4	3.4	3.6	3.9	3.8	3.9	3.9	3.9	3.9	3.7	2.7
Average Length of Stay - CH	2.1	2.0	2.2	2.2	2.2	2.2	2.2	2.2	2.2	2.0	2.2	2.2	2.2	1.8
Average Length of Stay - HX	1.2	1.2	1.2	1.3	1.2	1.3	1.3	1.4	1.5	1.4	1.4	1.4	1.3	1.0
Number of Validations Sold All Garages	702	1,529	1,198	1,462	941	880	4,551	636	1,877	2,322			1,610	1,244
Average Transaction Amount - VS	\$3.92	\$4.00	\$3.98	\$4.02	\$5.71	\$4.36	\$4.71	\$4.80	\$4.90	\$4.52	\$4.55	\$4.55	\$4.50	\$3.32
Average Transaction Amount - TC	\$8.80	\$8.90	\$9.40	\$8.74	\$8.98	\$9.15	\$9.96	\$9.79	\$9.17	\$9.39	\$9.19	\$9.19	\$9.22	\$3.98
Average Transaction Amount - CH	\$4.33	\$4.30	\$4.38	\$4.55	\$4.48	\$4.56	\$4.59	\$4.39	\$4.43	\$4.16	\$4.54	\$4.54	\$4.43	\$3.02
Average Transaction Amount - HX	\$2.52	\$2.60	\$2.54	\$2.58	\$2.85	\$2.64	\$3.08	\$3.04	\$3.20	\$2.87	\$2.79	\$2.79	\$2.79	\$1.77

Garage Transient Revenue - Budget vs. Actual

	Helix			Courthouse		
	Actuals	Budget	Over/(Under)	Actuals	Budget	Over/(Under)
July	\$22,730	\$20,000	\$2,730	\$15,963	\$12,435	\$3,528
August	\$21,995	\$21,857	\$138	\$14,993	\$13,435	\$1,558
September	\$20,744	\$20,296	\$448	\$15,339	\$15,826	-\$487
October	\$20,738	\$25,741	-\$5,003	\$14,589	\$15,799	-\$1,210
November	\$19,764	\$20,465	-\$701	\$14,809	\$12,131	\$2,678
December	\$20,997	\$22,110	-\$1,113	\$14,081	\$11,186	\$2,895
January	\$23,687	\$22,812	\$875	\$15,361	\$14,237	\$1,124
February	\$22,884	\$24,862	-\$1,978	\$14,380	\$10,307	\$4,073
March	\$25,211	\$23,202	\$2,009	\$16,034	\$14,700	\$1,334
April	\$24,122	\$23,666	\$456	\$15,809	\$17,120	-\$1,311
May	\$25,674	\$19,856	\$5,818	\$16,348	\$16,053	\$295
June		\$20,307			\$16,053	
Totals	\$248,545	\$265,174	\$3,678	\$167,707	\$169,282	\$14,478
Monthly Average	22,595			15,246		

	Transit Center			Victorian Square		
	Actuals	Budget	Over/(Under)	Actuals	Budget	Over/(Under)
July	\$1,657	\$1,000	\$657	\$33,479	\$37,500	-\$4,021
August	\$1,924	\$2,255	-\$331	\$27,724	\$33,947	-\$6,223
September	\$1,706	\$2,027	-\$322	\$27,341	\$29,104	-\$1,763
October	\$2,230	\$2,651	-\$421	\$29,550	\$31,138	-\$1,588
November	\$2,781	\$3,962	-\$1,181	\$27,197	\$26,414	\$783
December	\$2,748	\$2,573	\$175	\$30,339	\$30,936	-\$597
January	\$2,093	\$3,427	-\$1,334	\$21,826	\$21,628	\$198
February	\$1,870	\$1,680	\$190	\$22,632	\$23,699	-\$1,067
March	\$1,896	\$1,439	\$457	\$28,461	\$25,664	\$2,797
April	\$1,538	\$2,988	-\$1,450	\$31,790	\$28,866	\$2,924
May	\$2,518	\$1,935	\$583	\$31,483	\$30,665	\$818
June		\$1,935			\$30,665	
Totals	\$22,959	\$27,872	-\$2,978	\$311,821	\$350,226	-\$7,740
Monthly Average	2,087			28,347		

Aged Balances - 6177-53 Transit Center Garage

Ending Balances as of 6/1/2018

Account	Current	30 Days	60 Days	90 Days	Total Due	
96120 Davis & Plomin Mechanical	\$260.00	\$260.00	\$0.00	\$0.00	\$520.00	PAID
Report Totals	\$260.00	\$260.00	\$0.00	\$0.00	\$520.00	

Aged Balances - 6177-55 Helix Garage

Ending Balances as of 6/1/2018

Account	Current	30 Days	60 Days	90 Days	Total Due	
96305 GRAY CONSTRUCTION	\$1,080.00	\$1,250.00	\$0.00	\$0.00	\$2,330.00	Processing Payment
Report Totals	\$1,080.00	\$1,250.00	\$0.00	\$0.00	\$2,330.00	

Aged Balances - 6177-54 Victoria Square Garage

Ending Balances as of 6/1/2018

Account	Current	30 Days	60 Days	90 Days	Total Due	
56352 CHARLES ARNOLD	\$270.00	\$255.00	\$0.00	\$0.00	\$525.00	PAID
96229 FIRST LEXINGTON CO	\$360.00	\$360.00	\$0.00	\$0.00	\$720.00	Emailing
Report Totals	\$630.00	\$615.00	\$0.00	\$0.00	\$1,245.00	

Aged Balances - 6177-56 Courthouse Garage

Ending Balances as of 6/1/2018

Account	Current	30 Days	60 Days	90 Days	Total Due	
59767 CABINET FOR HEALTH FAMILY	\$560.00	\$560.00	\$0.00	\$0.00	\$1,120.00	PAID
Report Totals	\$560.00	\$560.00	\$0.00	\$0.00	\$1,120.00	

LEXINGTON & FAYETTE COUNTY PARKING AUTHORITY

JULY 1, 2018 PROPOSAL

LIFE

	<u>Option 1 Guardian*</u>	<u>Option 2 The Standard</u>	<u>Option 3 Nationwide</u>	<u>Option 4 Reliance Standard</u>	<u>Option 5 Sun Life</u>	<u>Option 6 Principal**</u>
LIFE / AD&D						
Benefit Amount	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Guarantee Issue Amount	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
	35% at age 65; 60% at age 70; 75% at age 75; 85% at age 80	35% at age 65; 50% at age 70; 65% at age 75	35% at age 65; 50% at age 70; 70	50% at age 70; terminates at retirement	33% at age 65; 50% at age 70	35% at age 65; 50% at age 70
Reduction Schedule (reduces by)	2 years	3 Years	3 Years	3 Years	3 Years	2 Years
Rate Guarantee	75% of eligible	100% of eligible	100% of eligible	All but one must be insured	100%	50% of eligible
Participation Requirement	50%	100%	50% - 100%	0% - 100%	100%	50%
Minimum Employer Contribution						
Edward Trammell	\$14.50	\$12.65	\$19.75	\$21.00	\$16.50	\$22.38
Kara Pearson	\$4.25	\$4.43	\$3.50	\$6.25	\$5.00	\$22.38
Gary Means	\$14.50	\$12.65	\$19.75	\$21.00	\$16.50	\$22.38
Premium rate per \$1,000						
Volume	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Estimated Monthly Premium	\$33.25	\$29.73	\$43.00	\$48.25	\$38.00	\$67.14
Estimated Annual Premium	\$399.00	\$356.70	\$516.00	\$579.00	\$456.00	\$805.68

* Rates are based on a package sale.
 **Due to size of group each employee must complete a Statement of Health for Underwriting and the group must purchase a minimum of 2 of the product offerings.
 This benefit description is intended to be a brief outline of coverage. The entire provisions of benefits and exclusions are contained in the Group Contract, Certificate and Schedule of Benefits. In the event of a conflict between the Group Contract and this description, the terms of the Group Contract will prevail.
Presented by PHIL BROWN INSURANCE AGENCY, INC

LEXINGTON & FAYETTE COUNTY PARKING AUTHORITY

JULY 1, 2018 PROPOSAL

DISABILITY

	Option A	Option B	Option C	Option D	Option E	Option F
SHORT TERM DISABILITY	Guardian*	Nationwide	The Standard**	Reliance Standard	Sun Life	Principal***
Elimination Period (accident/sickness)	1st day / 8th day	1st day / 8th day	1st day / 8th day	1st day / 8th day	1st day / 8th day	1st day / 8th day
Benefit Duration	13 weeks	13 weeks	13 weeks	13 weeks	13 weeks	26 weeks
Weekly Benefit Amount	60% up to \$1,000	60% up to \$850	66.67% up to \$500	60% up to \$1,500	60% up to \$1,000	60% up to \$900
Pre-existing Condition	3 months prior / 12 months insured	3 months prior / 12 months insured	6 months prior / 24 months insured	3 months prior / 6 months insured	3 months prior / 12 months insured	3 months prior / 12 months insured
Rate Guarantee	2 Years	3 Years	3 Years	3 Years	3 Years	2 Years
Participation Requirement	100% of eligible employees	100% of eligible employees	100% of eligible employees	All but one must be insured	100%	100% of eligible employees
Minimum Employer Contribution	100%	50% - 100%	100%	0% - 100%	0%	100%
Edward Trammell	\$24.43	\$32.38	\$26.50	\$35.42	\$43.48	\$40.92
Kara Pearson	\$17.65	\$27.82	\$23.00	\$36.37	\$18.56	\$74.90
Gary Means	\$40.00	\$45.05	\$26.50	\$73.76	\$71.20	\$60.30
Estimated STD Monthly Premium	\$82.08	\$105.25	\$76.00	\$145.55	\$133.24	\$176.12
Estimated STD Annual Premium	\$984.96	\$1,263.00	\$912.00	\$1,746.60	\$1,598.88	\$2,113.44

LONG TERM DISABILITY

	Not available for this size group					
Elimination Period	90 days	90 days	90 days	90 days	90 days	180 days
Benefit Duration	5 Year / Reducing Benefit Duration	5 Year	5 Year	SSNRA / Reducing Benefit Duration	SSNRA / Reducing Benefit Duration	SSNRA / Reducing Benefit Duration
Monthly Benefit Amount	60% up to \$4,000	66.67% up to \$6,000	60% up to \$7,500	60% up to \$5,000	60% up to \$6,000	60% up to \$6,000
Definition of Disability	2 Year Own Occ	2 Year Own Occ	3 Years	3 Year Own Occ	2 Year Own Occ	2 Year Own Occ
Rate Guarantee	3 Years	3 Years	3 Years	3 Years	3 Years	2 Years
Participation Requirement	100% of eligible employees	100% of eligible employees	100% of eligible employees	All but one must be insured	All but one must be insured	100% of eligible employees
Minimum Employer Contribution	50% - 100%	100%	100%	0% - 100%	0%	100%
Edward Trammell	\$47.20	\$57.83	\$63.08	\$85.13	\$85.13	\$58.66
Kara Pearson	\$13.52	\$17.96	\$23.17	\$25.72	\$25.72	\$50.99
Gary Means	\$71.34	\$120.40	\$131.33	\$160.78	\$160.78	\$122.15
Estimated LTD Monthly Premium	\$132.06	\$196.19	\$217.58	\$271.63	\$271.63	\$231.80
Estimated LTD Annual Premium	\$1,584.72	\$2,354.28	\$2,610.96	\$3,259.56	\$3,259.56	\$2,781.60

*Rates are based on a package sale with Basis Life.

**If only STD is purchased, then the maximum benefit period will change to 180 days and the plan will be re-rated.

***Due to size of group each employee must complete a Statement of Health for Underwriting and the group must purchase a minimum of 2 of the product offerings.

This benefit description is intended to be a brief outline of coverage. The entire provisions of benefits and exclusions are contained in the Group Contract, Certificate and Schedule of Benefits. In the event of a conflict between the Group Contract and this description, the terms of the Group Contract will prevail.

Presented by PHIL BROWN INSURANCE AGENCY, INC

Lexington & Fayette County Parking Authority
Statement of Net Position

Substantially All Disclosures Omitted

	As Of 04/30/18	As Of 04/30/17	Variance 04/30/18
Assets			
Current Assets			
Cash	\$ 3,252,021	\$ 4,075,093	\$ (823,071)
Cash-Change Fund	12,000	12,000	0
Accounts Receivable	26,317	46,424	(20,107)
Restricted Cash & Cash Equivalents			
Cash-Restricted	5,142	0	5,141
Cash-US Bank-Construction Fund	0	1	(1)
Cash-US Bank-Sinking Fund Reserve	0	473	(474)
Cash-US Bank-Garage Maintenance Reserve	0	274,414	(274,413)
Cash-US Bank-Debt Service Reserve	0	448,519	(448,519)
Investments-BB&T-Restricted Cash	2,000,000	0	2,000,000
Investments-BB&T-Garage Maintenance Reserve	430,095	0	430,096
Investments-Unrealized G/L-BB&T	640	0	639
Total Current Assets	5,726,215	4,856,924	869,291
Non-Current Assets			
Capital Assets			
Land	7,585,095	7,585,094	0
Parking Facilities & Improvements	10,688,235	10,688,236	0
Equipment & Furniture	2,028,809	1,942,086	86,723
Construction In Progress	41,204	39,453	1,751
Computer Software	10,850	10,850	0
Total Capital Assets	20,354,193	20,265,719	88,474
Less: Accumulated Depreciation	(3,110,723)	(2,440,113)	(670,610)
Total Capital Assets, Net of Accumulated Depreciation	17,243,470	17,825,606	(582,136)
Total Non-Current Assets	17,243,470	17,825,606	(582,136)
Total Assets	\$ 22,969,685	\$ 22,682,530	\$ 287,155
Liabilities and Net Assets			
Current Liabilities			
Accounts Payable and Accrued Liabilities	\$ 159,497	\$ 159,017	\$ 480
Compensated Absences	10,263	14,229	(3,966)
Deposits Payable	1,657	5,781	(4,124)
Note Payable	357,545	379,969	(22,423)
Total Current Liabilities	528,962	558,996	(30,033)
Non-Current Liabilities			
Note Payable	3,376,339	4,184,814	(808,475)
Compensated Absences	10,263	14,228	(3,966)
Deposits Payable	5,890	0	5,889
Total Non-Current Liabilities	3,392,492	4,199,042	(806,552)
Total Liabilities	3,921,454	4,758,038	(836,585)
Net Position			
Capital Assets Net of Debt	13,509,585	13,260,823	248,762
Restricted-Capital Projects	5,141	28,838	(23,696)
Restricted-Debt Service	0	448,518	(448,518)
Restricted-Garage Maintenance Reserve	430,736	274,414	156,321
Restricted-Capital Asset Mgmt Program	2,000,000	0	2,000,000
Unrestricted	3,102,769	3,911,899	(809,129)
Total Net Position	19,048,231	17,924,492	1,123,740
Total Liabilities and Net Assets	\$ 22,969,685	\$ 22,682,530	\$ 287,155

No assurance is provided on these financial statements.

Lexington and Fayette County Parking Authority
Statement of Cash Flows

Substantially All Disclosures Omitted

	Month To Date 4/30/2018	Year To Date 4/30/2018
	<u> </u>	<u> </u>
Cash Flows from Operating Activities		
Cash received from parking customers	\$ 409,268	\$ 3,682,198
Cash received from commercial property renters	8,684	81,297
Cash received from grants	-	14,620
Cash payments to suppliers for goods and services	(205,895)	(2,048,311)
Cash payments to employees for services	(19,305)	(229,980)
Cash payments of related party payables to LFUCG	(1,727)	(39,704)
Net Cash Provided by Operating Activities	<u>191,025</u>	<u>1,460,120</u>
 Cash Flows from Noncapital Financing Activities		
Cash payments on Note Payable	(31,867)	(767,897)
Net Cash Used in Noncapital Financing Activities	<u>(31,867)</u>	<u>(767,897)</u>
 Cash Flows from Capital and Investing Activities		
Net Changes in Restricted Investments	(373)	287,134
Purchases of Capital Assets	(12,250)	(63,231)
Net Changes in Capital and Investing Activities	<u>(12,623)</u>	<u>223,903</u>
 Net Increase (Decrease) in Cash and Cash Equivalents	146,535	916,126
Cash and Cash Equivalents, Beginning of Period	<u>3,117,486</u>	<u>2,347,895</u>
Cash and Cash Equivalents, End of Period	<u><u>\$ 3,264,021</u></u>	<u><u>\$ 3,264,021</u></u>
 Reconciliation of Operating Income to Net Cash Flows		
Provided by Operating Activities		
Change in Net Position	\$ 148,544	\$ 1,120,632
Adjustments to Reconcile Operating Income to Net Cash		
Provided by Operating Activities:		
Depreciation and Amortization	54,886	557,738
Changes in Assets and Liabilities:		
Accounts Receivable	4,089	20,423
Accounts Payable and Accrued Liabilities	(16,494)	(238,673)
Net Cash Provided by Operating Activities	<u><u>\$ 191,025</u></u>	<u><u>\$ 1,460,120</u></u>

No assurance is provided on these financial statements.

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

Substantially All Disclosures Omitted

	Month End 4/30/2018	Month End 4/30/2018	Variance 4/30/2018	FYTD 4/30/2018	FYTD 4/30/2018	Variance 4/30/2018	Annual Budget 6/30/2018	
	Actual	FYE Budget		Actual	FYE Budget		FYE Budget	
Revenue								
Revenue OnStreet								
1	Parking - Monthly Rental	7,247	4,138	3,109	80,613	79,654	959	88,454
2	Parking - Meter Collections	108,244	94,219	14,025	936,207	880,636	55,572	1,045,116
3	Parking - Fines	76,900	72,927	3,973	739,081	822,518	(83,438)	981,848
4	Overage/Shortage/Fees	0	0	0	(1)	0	0	0
5	Citation Payment to LFUCG	0	0	0	0	0	0	(22,500)
6	Total Revenue OnStreet	192,391	171,284	21,107	1,755,900	1,782,808	(26,907)	2,092,918
Revenue OffStreet								
7	Parking - Monthly Rental	116,507	104,078	12,429	1,015,152	1,040,780	(25,629)	1,248,936
8	Parking - Transient Rental	78,239	72,640	5,599	685,905	674,651	11,253	812,120
9	Parking - Event	8,021	25,000	(16,979)	133,847	191,300	(57,452)	192,250
10	Parking - Validations	9,928	1,720	8,208	69,242	38,715	30,526	42,755
11	Overage/Shortage/Fees	93	0	93	1,729	0	1,730	0
12	Total Revenue OffStreet	212,788	203,438	9,350	1,905,875	1,945,446	(39,572)	2,296,061
13	Commercial Property Rental	8,684	8,083	601	81,297	80,834	464	97,000
14	Grants Received	0	0	0	14,620	0	14,619	0
15	Miscellaneous Income	0	67	(67)	449	666	(218)	800
16	Total Revenue	413,863	382,872	30,991	3,758,141	3,809,754	(51,614)	4,486,779
Operating Expenses								
OnStreet Operating Expenses								
17	Republic Operating Expenses	57,413	63,411	5,998	626,483	636,344	9,862	779,616
18	Property & Casualty Excess Insurance	0	0	0	1,440	1,768	328	1,768
19	Bank & Credit Card Fees	12,062	9,167	(2,896)	92,435	91,666	(768)	110,000
20	Operating Contingency	0	0	0	4,500	0	(4,500)	0
21	Total OnStreet Operating Expenses	69,475	72,578	3,102	724,858	729,778	4,922	891,384
OffStreet Operating Expenses								
22	Republic Operating Expenses	75,195	70,548	(4,646)	658,988	772,918	113,929	920,015
23	Property & Casualty Excess Insurance	0	0	0	57,623	57,624	0	57,624
24	Bank & Credit Card Fees	5,151	4,667	(484)	46,260	46,666	407	56,000
25	Other Professional Services	0	0	0	118	0	(118)	0
26	Utilities	7,220	10,834	3,614	107,485	108,344	859	130,013
27	Interest Expense	7,862	6,079	(1,784)	62,131	60,783	(1,348)	72,940
28	Total OffStreet Operating Expenses	95,428	92,128	(3,300)	932,605	1,046,335	113,729	1,236,592
29	Personnel Expenses	19,779	23,850	4,072	233,417	238,500	5,083	286,200
Administrative Expenses								
30	Property & Casualty Excess Insurance	0	0	0	35,606	35,600	(6)	35,600
31	Bank & Credit Card Fees	0	0	0	24	0	(24)	0
32	Other Professional Services	14,917	18,858	3,942	96,968	188,584	91,616	226,300
33	Rent/Lease Expenses	759	767	7	7,592	7,666	74	9,200
34	Landline Phones	389	458	69	3,897	4,583	687	5,500
35	Business Travel & Training	0	1,600	1,600	10,381	16,000	5,619	19,200
36	Dues Subscriptions & Publications	0	268	268	1,811	2,684	871	3,220
37	Office Supplies	434	834	400	4,155	8,333	4,179	10,000
38	Office Machines & Equipment	0	216	217	1,450	2,167	716	2,600
39	Office Repairs & Maintenance	38	125	86	210	1,250	1,041	1,500
40	Mileage Expense	0	34	34	0	333	333	400
41	Operating Contingency	0	7,508	7,508	7,500	75,083	67,583	90,100
42	Total Administrative Expenses	16,537	30,668	14,131	169,594	342,283	172,689	403,620
43	Total Operating Expenses	201,219	219,224	18,005	2,060,474	2,356,896	296,423	2,817,796
Change in Net Position Before Capital & Other								
44	Financing	212,644	163,648	48,996	1,697,667	1,452,858	244,809	1,668,983
Expenses For Capital Assets								
45	Depreciation & Amortization	54,886	55,471	584	557,738	554,707	(3,031)	665,648
46	Parking Repairs & Maintenance	9,587	34,608	25,022	21,299	346,083	324,784	415,300
47	Total Expenses For Capital Assets	64,473	90,079	25,606	579,037	900,790	321,753	1,080,948
Other Financing Sources								
48	Interest Income	373	0	373	2,002	0	2,002	0
49	Total Other Financing Sources	373	0	373	2,002	0	2,002	0
50	Total Change in Net Position	\$ 148,544	\$ 73,569	\$ 74,975	\$ 1,120,632	\$ 552,068	\$ 568,564	\$ 588,035

No assurance is provided on these financial statements.



ON-STREET FINANCIAL REPORT - APRIL 2018

Line	Revenue	Actual	%of total Rev.	Budget	Variance	Year to Date	%of total Rev.	Budget YTD	Variance
\$ 1	Meter Receipts	\$ 98,827		\$ 92,869	\$ 5,958	\$ 867,528		\$ 859,011	\$ 8,517
\$ 2	Permit Sales/ Monthly Permit Sales	\$ 7,247		\$ 4,138	\$ 3,109	\$ 80,625		\$ 79,654	\$ 971
\$ 3	Violation Tickets	\$ 74,285		\$ 69,867	\$ 4,418	\$ 708,911		\$ 790,384	\$ (81,473)
\$ 4	Bag Rental Fees	\$ 9,322		\$ 1,350	\$ 7,972	\$ 67,897		\$ 21,625	\$ 46,272
\$ 5	Booting Fees	\$ 2,700		\$ 3,060	\$ (360)	\$ 30,531		\$ 32,134	\$ (1,603)
						\$ -			
\$ 6	Total Revenue	\$ 192,381		\$ 171,284	\$ 21,097	\$ 1,755,492		\$ 1,782,808	\$ (27,316)
\$ 7	Expenses								
\$ 8	Salaries & Wages	\$ 29,475		\$ 31,602	\$ (2,127)	\$ 299,253		\$ 316,024	\$ (16,771)
\$ 9	Payroll Taxes	\$ 3,703		\$ 3,792	\$ (89)	\$ 37,280		\$ 37,923	\$ (643)
\$ 10	Workers Comp Ins	\$ 2,093		\$ 2,215	\$ (122)	\$ 21,247		\$ 22,084	\$ (837)
\$ 11	Liability Insurance	\$ 522		\$ 522	\$ -	\$ 5,220		\$ 5,220	\$ -
\$ 12	Employee Health Insurance	\$ 607		\$ 1,500	\$ (893)	\$ 8,681		\$ 15,000	\$ (6,319)
\$ 13	Employee Bond	\$ -		\$ -	\$ -	\$ 802		\$ 2,300	\$ (1,498)
\$ 14	Total Payroll & Related	\$ 36,400	19%	\$ 39,632	\$ (3,231)	\$ 372,483	21%	\$ 398,551	\$ (26,068)
\$ 15	Uniforms	\$ 261		\$ 262	\$ (1)	\$ 3,439		\$ 2,620	\$ 819
\$ 16	Hiring/Training	\$ 63		\$ 80	\$ (18)	\$ 813		\$ 800	\$ 13
\$ 17	Armored Car	\$ 230		\$ 198	\$ 33	\$ 3,693		\$ 1,975	\$ 1,718
\$ 18	Equipment & tools	\$ 989		\$ 650	\$ 339	\$ 16,829		\$ 6,500	\$ 10,329
\$ 19	Vehicle expense			\$ 35	\$ (35)	\$ -		\$ 350	\$ (350)
\$ 20	EMS/IPS Service Fee	\$ 8,964		\$ 8,302	\$ 663	\$ 95,247		\$ 83,018	\$ 12,229
\$ 21	Handheld Cell Phone Fees/T2			\$ 140	\$ (140)	\$ -		\$ 1,400	\$ (1,400)
\$ 22	Professional Services			\$ 2,472	\$ (2,472)	\$ 48,806		\$ 24,720	\$ 24,086
\$ 23	Fuel	\$ 223		\$ 279	\$ (56)	\$ 2,009		\$ 2,791	\$ (782)
\$ 24	Towing			\$ 24	\$ (24)	\$ -		\$ 240	\$ (240)
\$ 25	General Supplies	\$ 4,357		\$ 2,741	\$ 1,616	\$ 24,027		\$ 27,408	\$ (3,381)
\$ 26	Repairs	\$ 590		\$ 1,758	\$ (1,168)	\$ 14,145		\$ 17,580	\$ (3,435)
\$ 27	Total Field Expenses	\$ 15,677	8%	\$ 16,940	\$ (1,263)	\$ 209,008	12%	\$ 169,402	\$ 39,606
\$ 28	Cell Phone	\$ -		\$ -	\$ -	\$ -		\$ -	\$ -
\$ 29	Communications/Telephones	\$ 943		\$ 1,200	\$ (257)	\$ 12,526		\$ 12,000	\$ 526
\$ 30	Insurance			\$ -	\$ -	\$ -		\$ -	\$ -
\$ 31	Office Supplies	\$ 393		\$ 456	\$ (63)	\$ 5,570		\$ 4,560	\$ 1,010
\$ 32	Printing & Design/Ticket Purchase	\$ 300		\$ 850	\$ (550)	\$ 5,089		\$ 8,500	\$ (3,411)
\$ 33	Postage/Dues & Memberships	\$ 1,217		\$ 1,500	\$ (283)	\$ 16,992		\$ 15,000	\$ 1,992
\$ 34	Computers & Software			\$ 200	\$ (200)	\$ 527		\$ 2,000	\$ (1,473)
\$ 35	Employee Incentive			\$ 300	\$ (300)	\$ 518		\$ 3,000	\$ (2,482)
\$ 36	Total Office Expense	\$ 2,853	1%	\$ 4,506	\$ (1,653)	\$ 41,222	2%	\$ 45,060	\$ (3,838)
\$ 37	Base Management Fee	\$ 2,333		\$ 2,333	\$ (0)	\$ 23,330		\$ 23,333	\$ (3)
\$ 38	Management Incentive Fee			\$ -	\$ -	\$ -		\$ -	\$ -
	Processing Fees	\$ 150		\$ -	\$ 150	\$ 1,350		\$ -	\$ 1,350
\$ 39	Total Misc. Expenses	\$ 2,483	1%	\$ 2,333	\$ 150	\$ 24,680	1%	\$ 23,333	\$ 1,347
\$ 40	Total Operating Expenses	\$ 57,413		\$ 63,411	\$ (5,998)	\$ 647,393		\$ 636,346	\$ 11,047
\$ 41	Net Operating Income (Loss)	\$ 134,968				\$ 1,108,099			

Variance Notes

A Mk5 single space Meters Purchased

B Fluctuation and higher volume of credit card transactions

C Midwest Security invoice. 62 parking meter locks purchased

E Year to Date variance is due to: Insurance Claim- Luke on South Upper was hit and had to be replaced, cost \$9,382.52

F Year to date Vairiance is due to: Flex YEARLY Basic Subscription of \$16, 660.79. Flex YEARLY enforcement of \$6,232.05. Quarterly Flex Handheld Software Subscription \$5643.91

G



OFF STREET FINANCIAL REPORT APRIL 2018

Line	Revenue	Actual	%of total Rev.	Budget	Variance	Year to Date	%of total Rev.	Budget YTD	Variance
\$ 1	Monthly	\$ 115,148		\$104,078	\$ 11,070	\$ 1,036,480		\$ 1,040,780	\$ (4,301)
\$ 2	Transient	\$ 73,259		\$72,640	\$ 619	\$ 674,854		\$ 674,651	\$ 203
\$ 3	Stamp/Validation	\$ 9,928		\$1,720	\$ 8,208	\$ 69,243		\$ 38,715	\$ 30,528
\$ 4	Event	\$ 8,020		\$25,000	\$ (16,980)	\$ 135,172		\$ 191,300	\$ (56,128)
\$ 5	Income Adjustments	\$ 78		\$ -	\$ 78	\$ 377		\$ -	\$ 377
\$ 6	Total Revenue	\$ 206,433		\$ 203,438	\$ 2,995	\$ 1,916,126		\$ 1,945,446	\$ (29,320)
\$ 7	Expenses								
\$ 8	Salaries & Wages	\$ 26,748		\$29,331	\$ (2,583)	\$ 269,497		\$ 293,309	\$ (23,812)
\$ 9	Payroll Taxes	\$ 3,202		\$3,520	\$ (318)	\$ 33,753		\$ 35,197	\$ (1,444)
\$ 10	Workers Comp Ins	\$ 1,899		\$2,376	\$ (477)	\$ 19,135		\$ 23,758	\$ (4,623)
\$ 11	Liability Insurance	\$ 1,933		\$1,933	\$ -	\$ 19,330		\$ 19,330	\$ -
\$ 12	Employee Health Insurance	\$ 1,872		\$1,682	\$ 190	\$ 17,678		\$ 16,820	\$ 858
\$ 13	Employee Bond	\$ -		\$ -	\$ -	\$ 2,882		\$ 1,920	\$ 962
\$ 14	Total Payroll & Related	\$ 35,654	17%	\$ 38,841	\$ (3,188)	\$ 362,275	19%	\$ 390,334	\$ (28,060)
\$ 15	Uniforms	\$ -		\$280	\$ (280)	\$ 2,217		\$ 2,800	\$ (583)
\$ 16	Hiring/Training	\$ 61		\$176	\$ (116)	\$ 964		\$ 1,760	\$ (797)
\$ 17	Security	\$ -		\$ -	\$ -	\$ -		\$ -	\$ -
\$ 18	Repairs/maintenance	\$ 4,783		\$ 8,000	\$ (3,217)	\$ 57,268		\$ 100,770	\$ (43,502)
\$ 19	Vehicle Expense	\$ 93		\$ 80	\$ 13	\$ 93		\$ 800	\$ (707)
\$ 20	Equipment	\$ 31		\$ 600	\$ (569)	\$ 1,919		\$ 6,000	\$ (4,081)
\$ 21	Snow Removal	\$ 975		\$ -	\$ 975	\$ 28,002		\$ 44,740	\$ (16,738)
\$ 22	Professional Services	\$ 18,982		\$ 9,446	\$ 9,536	\$ 94,001		\$ 94,458	\$ (458)
\$ 23	Fuel	\$ 236		\$ 300	\$ (64)	\$ 2,058		\$ 3,000	\$ (942)
\$ 24	Sweeper Repairs	\$ 613		\$ 440	\$ 173	\$ 748		\$ 4,400	\$ (3,652)
\$ 25	General Supplies	\$ 7,913		\$ 4,832	\$ 3,081	\$ 40,192		\$ 48,320	\$ (8,128)
\$ 26	Elevator Maintenance	\$ 1,644		\$ 2,618	\$ (974)	\$ 24,049		\$ 26,178	\$ (2,128)
\$ 27	Total Field Expenses	\$ 35,329	17%	\$ 26,772	\$ 8,558	\$ 251,509	13%	\$ 333,226	\$ (81,717)
\$ 28	Armored Car	\$ 230		\$ 196	\$ 34	\$ 3,693		\$ 1,960	\$ 1,733
\$ 29	Office Repairs	\$ -		\$ -	\$ -	\$ -		\$ -	\$ -
\$ 30	Taxes/Licences/Fees	\$ -		\$ -	\$ -	\$ -		\$ -	\$ -
\$ 31	Communications	\$ 1,405		\$ 1,200	\$ 205	\$ 13,392		\$ 12,000	\$ 1,392
\$ 32	Misc.	\$ -		\$ -	\$ -	\$ -		\$ -	\$ -
\$ 33	Office Supplies	\$ 437		\$ 456	\$ (19)	\$ 5,522		\$ 4,558	\$ 964
\$ 34	Printing & Design	\$ -		\$ 280	\$ (280)	\$ 709		\$ 2,800	\$ (2,091)
\$ 35	Postage	\$ 57		\$ 720	\$ (663)	\$ 2,242		\$ 7,200	\$ (4,958)
\$ 36	Total Office Expense	\$ 2,129	1%	\$ 2,852	\$ (723)	\$ 25,558	1%	\$ 28,518	\$ (2,960)
\$ 37	Base Management Fee	\$ 2,083		\$ 2,083	\$ -	\$ 20,830		\$ 20,840	\$ (10)
\$ 38	Management Incentive Fee	\$ -		\$ -	\$ -	\$ -		\$ -	\$ -
\$ 39	Total Misc. Expenses	\$ 2,083	1%	\$ 2,083	\$ -	\$ 20,830	1%	\$ 20,840	\$ (10)
\$ 40	Total Monthly Expenses	\$ 75,195	36%	\$ 70,548	\$ 4,647	\$ 660,172	34%	\$ 772,918	\$ (112,746)
\$ 41	Net Operating Income (Loss)	\$ 131,239				\$ 1,255,955			

Variance Notes

A Remaining March Invoices

B Feb S&B Monthly maintenance invoice \$5,687.00 was held back until pending projects were completed. Transit garage police watch contubuted to variance

C S&B Chip coins invoice \$2, 896.68 was held back until pending projects were completed.

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Lexington/ Fayette Co Parking Authority

Balance Sheet
April 30, 2018

ASSETS

Current Assets		
Cash - US Bank	\$	<u>26,762.63</u>
Total Current Assets		26,762.63
Property and Equipment		
Building Improvements		<u>40,657.30</u>
Total Property and Equipment		40,657.30
Other Assets		
Total Other Assets		<u>0.00</u>
Total Assets	\$	<u><u>67,419.93</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Tenant Deposits	\$	<u>1,765.63</u>
Total Current Liabilities		1,765.63
Long-Term Liabilities		
Total Long-Term Liabilities		<u>0.00</u>
Total Liabilities		1,765.63
Capital		
Beginning Balance Equity	30,139.26	
Capital Contribution, Net	(107,900.00)	
Retained Earnings	80,190.70	
Net Income	<u>63,224.34</u>	
Total Capital		<u>65,654.30</u>
Total Liabilities & Capital	\$	<u><u>67,419.93</u></u>

Lexington/ Fayette Co Parking Authority
Income Statement
Compared with Budget
For the Ten Months Ending April 30, 2018

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
Revenues						
Rental Income	\$ 6,115.41	\$ 6,115.41	0.00	\$ 62,177.24	\$ 60,704.42	1,472.82
Income - Utilities	1,233.69	900.00	333.69	8,508.36	9,970.00	(1,461.64)
Rent Late Fee	73.65	0.00	73.65	811.36	225.00	586.36
Total Revenues	7,422.75	7,015.41	407.34	71,496.96	70,899.42	597.54
Cost of Sales						
Total Cost of Sales	0.00	0.00	0.00	0.00	0.00	0.00
Gross Profit	7,422.75	7,015.41	407.34	71,496.96	70,899.42	597.54
Expenses						
Property Management Fee	500.00	500.00	0.00	5,000.00	5,000.00	0.00
Repair & Maintenance	0.00	135.00	(135.00)	3,267.97	3,465.00	(197.03)
Postage	0.00	0.00	0.00	4.65	12.00	(7.35)
Total Expenses	500.00	635.00	(135.00)	8,272.62	8,477.00	(204.38)
Net Income	\$ 6,922.75	\$ 6,380.41	\$ 542.34	\$ 63,224.34	\$ 62,422.42	\$ 801.92

**Lexington/ Fayette Co Parking Authority
Cash Disbursements Journal
For the Period From Apr 1, 2018 to Apr 30, 2018**

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
4/2/18	1089	500	Invoice: LexPark - 1804	500.00	
		100	Schrader Commercial Properties, LLC		500.00
	Total			<u>500.00</u>	<u>500.00</u>

Lexington/ Fayette Co Parking Authority
General Ledger
For the Period From Apr 1, 2018 to Apr 30, 2018

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	4/1/18			Beginning Balance			19,839.88
	4/2/18	1089	CDJ	Schrader Commer		500.00	
	4/13/18	041318	CRJ	Georgettes and Ch	1,765.63		
	4/13/18	041318	CRJ	Georgettes and Ch	55.02		
	4/16/18	041618	CRJ	Clawdaddy's	429.48		
	4/24/18	042418	CRJ	Savane Silver	1,349.91		
	4/24/18	042418	CRJ	Savane Silver	186.17		
	4/27/18	042718	CRJ	The Sweet Spot	1,527.05		
	4/27/18	042718	CRJ	The Sweet Spot	285.29		
	4/30/18	043018	CRJ	Clawdaddy's	1,472.82		
	4/30/18	043018	CRJ	Clawdaddy's	73.65		
	4/30/18	043018	CRJ	Clawdaddy's	277.73		
				Current Period Cha	7,422.75	500.00	6,922.75
	4/30/18			Ending Balance			26,762.63
155 Building Improvement	4/1/18			Beginning Balance			40,657.30
	4/30/18			Ending Balance			40,657.30
231 Tenant Deposits	4/1/18			Beginning Balance			-1,765.63
	4/30/18			Ending Balance			-1,765.63
349 Beginning Balance Eq	4/1/18			Beginning Balance			-30,139.26
	4/30/18			Ending Balance			-30,139.26
350 Capital Contribution,	4/1/18			Beginning Balance			107,900.00
	4/30/18			Ending Balance			107,900.00
352 Retained Earnings	4/1/18			Beginning Balance			-80,190.70
	4/30/18			Ending Balance			-80,190.70
400 Rental Income	4/1/18			Beginning Balance			-56,061.83
	4/13/18	041318	CRJ	Georgettes and Ch		1,765.63	
	4/24/18	042418	CRJ	Savane Silver - Inv		1,349.91	
	4/27/18	042718	CRJ	The Sweet Spot - I		1,527.05	
	4/30/18	043018	CRJ	Clawdaddy's - Invoi		1,472.82	
				Current Period Cha		6,115.41	-6,115.41
	4/30/18			Ending Balance			-62,177.24
401 Income - Utilities	4/1/18			Beginning Balance			-7,274.67
	4/13/18	041318	CRJ	Georgettes and Ch		55.02	
	4/16/18	041618	CRJ	Clawdaddy's - Utilit		429.48	
	4/24/18	042418	CRJ	Savane Silver - Util		186.17	
	4/27/18	042718	CRJ	The Sweet Spot - E		285.29	
	4/30/18	043018	CRJ	Clawdaddy's - Elec		277.73	
				Current Period Cha		1,233.69	-1,233.69
	4/30/18			Ending Balance			-8,508.36
405	4/1/18			Beginning Balance			-737.71

Lexington/ Fayette Co Parking Authority
General Ledger
For the Period From Apr 1, 2018 to Apr 30, 2018

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
Rent Late Fee	4/30/18	043018	CRJ	Clawdaddy's - April		73.65	
				Current Period Cha		73.65	-73.65
	4/30/18			Ending Balance			-811.36
500	4/1/18			Beginning Balance			4,500.00
Property Management	4/2/18	1089	CDJ	Schrader Commer	500.00		
				Current Period Cha	500.00		500.00
	4/30/18			Ending Balance			5,000.00
511	4/1/18			Beginning Balance			3,267.97
Repair & Maintenance	4/30/18			Ending Balance			3,267.97
526	4/1/18			Beginning Balance			4.65
Postage	4/30/18			Ending Balance			4.65

Lexington/ Fayette Co Parking Authority
Account Reconciliation
As of Apr 30, 2018
100 - Cash - US Bank
Bank Statement Date: April 30, 2018

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance	19,839.88
Add: Cash Receipts	7,422.75
Less: Cash Disbursements	(500.00)
Add (Less) Other	_____
Ending GL Balance	<u>26,762.63</u>
Ending Bank Balance	26,762.63
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>26,762.63</u></u>

Lexington & Fayette County Parking Authority
FY19 On-Street, Garages and Admin. Proposed Budget

06.08.18

Revenues:	Actual FY2017	Budget FY2018	Forecast FY2018	Budget FY2019	Variance
On-Street:					
Parking - Monthly Rental	98,029	88,500	93,825	93,825	
Parking - Meter Collections	1,074,879	1,045,100	1,101,925	1,126,642	24,717
Parking - Fines	980,005	981,800	864,643	876,030	11,387
Recovery - Prop Loss					
Citation Payments to LFUCG	(20,130)	(22,500)			
Garages:					
Parking - Monthly Rental	1,009,502	1,248,900	1,258,248	1,296,000	37,752
Parking - Transient Rental	816,184	812,100	817,842	832,892	15,050
Parking - Event	196,609	192,300	137,322	141,404	4,082
Parking - Validations	81,558	42,800	73,282	38,564	(34,718)
Parking - Fines	(10)				
Parking - Refunds/Over/Short	3,622	-	10,770	9,306	(1,464)
Retail Space Rental	87,167	97,000	96,912	83,000	(13,912)
Recovery - Prop Loss					
Other:					
Interest					
Miscellaneous	\$5,400	\$800	\$15,070	\$0	(15,070)
Total Revenues:	4,332,815	4,486,800	4,469,839	4,497,663	27,824
Expenses:					
Administrative:					
Non-Civil Svc Salaries				\$236,981	
Pension Cont.				\$10,790	
Fringe Benefits				\$27,800	
Other Benefits				\$18,130	
Total Personnel, Admin:	271,051	286,200	285,188	293,701	8,513
Professional and Contract Svcs	122,418	\$226,300	124,751	\$227,400	102,649
Rent/Lease Charges	9,110	\$9,200	9,109	\$9,200	91
Telecommunications	4,939	\$5,500	35,606	\$36,700	1,094
Gen.Ins.-GL, WC, Pub.Officials, Unemp.	30,651	\$35,600	24	\$0	(24)
Business Travel/Training	14,114	\$19,200	4,679	\$5,300	621
Operating Supplies & Expenses	5,488	\$10,000	14,581	\$19,200	4,619
Equipment Less Than \$5000	3,048	\$2,600	2,616	\$3,100	484
Repairs And Maintenance	192	\$1,500	6,219	\$8,500	2,281
Vehicle And Equipment Fuel		\$400	1,450	\$2,500	1,050
Dues/Subscriptions/Publication	1,435	\$3,220	547	\$1,500	953
Bank Fees	87	\$0		\$400	400
Contingency (2% of revenue)		\$90,100	\$7,500	\$90,000	82,500
Total Operating, Admin:	191,482	403,620	207,082	403,800	196,718
On-Street:					
Operating	859,037	891,400	901,714	1,064,635	162,921
Total Operating, On-Street:	859,037	891,400	901,714	1,064,635	162,921
Garages:					
Operating -Victorian Square			262,767	306,138	43,371
Operating -Transit Center			338,169	348,703	10,534
Operating -Courthouse			238,911	270,288	31,377
Operating -Helix			232,237	270,120	37,883
Total Operating, Garages:	1,197,161	1,236,592	1,072,084	1,195,249	123,165
Total Operating Expenses:	2,518,731	2,817,812	2,466,068	2,957,385	491,317
Net Income (Loss) from Operations (before Capital and Other Financing)	1,814,084	1,668,988	2,003,771	1,540,278	(463,493)
Capital Expenses: *					
Depreciation	706,294	665,648	671,880	676,000	4,120
Capital	29,290	415,300	361,714	2,000,000	1,638,286
Total Capital Expenses:	735,584	1,080,948	1,033,594	2,676,000	1,642,406
Other Financing Sources (Uses):					
Asset expenses eliminated	(17,561)				
Income On Investments	624		\$1,875		(\$1,875)
Gain (Loss) on Sale of Cap. Assests					
Change in Net Assets	\$1,061,563	\$588,040	\$972,052	(\$1,135,722)	(\$2,107,774)

Capital Expenses: * See accompanying 10yr CapEx spreadsheet



May 18, 2018

Lexington & Fayette County Parking Authority
162 East Main, Suite 212
Lexington KY, 40507

Gary,

We appreciate your time working with us towards a solution for the buyout of three parking spaces on Upper Street to allow for vehicular access to our new project. We have taken the valuation into great consideration and feel that \$19,600/space is above market value. Our research shows that all three valuation methods lead to a lower value – cost, income, and sales comparison approach. We value the three spaces at \$29,943 (\$9,981 per space) based upon an average of the below income and sales comparison approaches. Please see below for more support on our valuation methodology.

Sales Comparison Approach

The most appropriate comparable for these three parking spaces is our purchase of the surface parking lot at 500 S Upper Street for \$4,550,000, or \$84/square foot. Applying this metric to the size of typical parking space would equal \$13,641/space (\$84/SF x 9' x 18'). This valuation is misleadingly high, because we did not value the parking lot based on its current use. We valued it based on a higher and better use of a mixed-use development. The appraised value as of August 2, 2017 was \$3,500,000 based on comparable land sales. Applying this per square foot number to the square footage of a typical parking space would result in a value of **\$10,530/space**.

Replacement Cost Approach

Replacement cost is not likely a good method to use for surface parking lot. It's worth noting though that the cost of building structured parking in a concrete structure is less than \$15,000/space across the country. In Lexington, KY, the cost is estimated at **\$12,000/space** for structured parking in a concrete deck.

Income Approach

This valuation method is difficult since there are not many sale comparables of income-producing surface parking lots in the Lexington area to base the capitalization rate upon. Due to the lack of comparables in Lexington, we would like to point to a recent comparable in Indianapolis, IN though. The site is located at 301 E. Washington Street, which is in the CBD of a city with more than twice the population and three times the gross domestic product for the metropolitan area than the Lexington, KY. This property sold for a 9.89% capitalization rate in August of 2017. Applying this capitalization rate to \$980 of net income results in a valuation of \$9,909/space. We believe that there should be a discount for the subject as compared to this sales comparable though. We estimate this discount to be 50 basis points based on the lack of colocation of spaces in one central location as well as Lexington being a more tertiary market as compared to Indianapolis from an institutional investment perspective. As seen in Exhibit A, this capitalization rate would value the current net income at **\$9,432/space**.

Sincerely,

A handwritten signature in black ink, appearing to read "Chad J. Matesi".

Chad J. Matesi



Exhibit A

Sales Comparison Approach

Address	Value	Value PSF
500 S Upper	\$3,500,000	\$65

Size of Parking Space (9'x18')	162 SF
Appraised Value PSF	\$65
Value Per Space	\$10,530

Income Approach

Net Income	\$980
Cap Rate	10.39%
Value Per Space	\$9,432

Average of both Approaches

Sales Approach - Value	\$10,530
Income Approach - Value	\$9,432
Average - Value Per Space	\$9,981

MAYOR JIM GRAY

**LEXINGTON**JEFFERY NEAL
DIRECTOR
TRAFFIC ENGINEERING

June 1, 2018

Mr. Gary Means
Executive Director
Lexington & Fayette County Parking Authority
162 East Main Street, Suite 212
Lexington, Kentucky 40507

Re: Bolivar Street Parking Removal Request

Dear Mr. Means:

The Lexington-Fayette Urban County Government, Division of Traffic Engineering requests the removal of five (5) parking spaces along the north side of Bolivar between Plunket and South Mill.

The recent completion of Oliver Lewis Way changed traffic patterns and required lane assignment changes resulting in significant backups on westbound Bolivar Street during much of the day. The change will improve storage, traffic flow and circulation in the area by adding vehicular capacity at the intersection of South Broadway at Bolivar.

Thank you for your consideration in this matter.

Sincerely,



Jeffery Neal, P.E.

Encl

C: Dowell Hoskins-Squier, P.E., Commissioner of Environmental Quality and Public Works
Jim Woods, P.E, P.L.S., Deputy Director of Traffic Engineering
Roger Mulvaney, P.E., P.T.O.E., Traffic Engineering Manager
David Filiatreau, P.E., P.T.O.E., Traffic Signal Systems Manager



Exhibit - Map



Garage Updates

Helix Garage:

- The garage lighting system was programmed with a red, white and blue scheme for Memorial Day.
- The garage lighting system was programmed with the standard multicolor scheme for the remainder of the month.

Victorian Square Garage:

- LPA has submitted the necessary application for the KU energy rebates related to the LED tube retrofit.

Courthouse Garage:

- LPA has submitted the necessary application for the KU energy rebates related to the LED tube retrofit.

Broadway Shoppes:

- Gretchen Reece has enlisted the services of Block & Lot, to find a new tenant to sublease the space from Georgettes and Chiffons. Schrader Commercial Properties has informed LPA that all primary lease terms still apply to Gretchen Reece and the owner (LFCPA) must provide written consent to sublease to any potential subtenant per article 15 of the primary lease. Gretchen Reece informed Schrader Commercial Properties that rent payments will continue to Georgettes and Chiffons and utilities to LFCPA until the space is leased.
- There were no maintenance issues to report.

General Garage Notes:

- Sunil Puri and Josh Caron from Walter P Moore have submitted for review, construction documents related to the structural and waterproofing items contained within the Capital Asset Management Plan. Construction documents related to the mechanical, electrical and plumbing items associated with the Capital Asset Management Plan will be delivered from Paladin Engineers. Walter P Moore will assist LPA in the review of bid responses and provide construction administration services during the restoration repair phase of the project.
- LPA is awaiting the reply from AOC regarding the proposed restoration costs associated with the Capital Asset Management Plan for the Courthouse Garage for FY2019 and FY2020. LPA submitted the list of restoration items to AOC for review in late March. The AOC legal department is currently reviewing the documents and has advised they will provide an answer to LPA by the end of June.
- LPA conferred with Walter P Moore regarding best practices related to budgeting for capital asset management plans on a per-space cost basis. LPA proposes an increase of the current per-space amount from \$75 to \$210 per-space. The new per-space maintenance reserve fund amount was calculated by first deducting 50% of the twenty-year cost projections for the Courthouse Garage from the total projected cost of the CAMP, reflecting the AOC agreement. The twenty-year cost total of the CAMP is then estimated to be \$13.8M. LPA has allocated an additional \$3M in cash to the CAMP over the next three fiscal years and forecasts an additional 20% cost savings to be found in contractor bids related to the repairs, creating a projected per space annual reserve fund amount of \$210 per space. The new fund amount will generate \$434,500 annually or \$8.69M over the projected twenty-year CAMP timeline. The newly proposed reserve fund is in line with the \$200-\$225 per space budget amount advised by Walter P Moore.