

September 8, 2022 Board Meeting Agenda



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|-------|--|------------|
| I. | Call to Order/Welcome of Guests | Frazier |
| II. | Partner Organization Updates | |
| | a. DLMD Updates | Frazier |
| | b. Downtown Lexington Partnership Updates | Farnsworth |
| | c. VisitLex Updates | Schickel |
| III. | Approval of Minutes of August 2022 LPA Board Meeting
<i>Board Action Required</i> | Frazier |
| IV. | KLC Insurance Coverage Presentation | Graves |
| V. | Update on ED Activities | Means |
| | a. Executive Director Reports | |
| | b. Operational Reports | |
| | c. COVID-19 Update | |
| VI. | Presentation of Draft LPA and LEXPARK July 2022 Financial Reports
and Schrader Commercial Reports | Means |
| VII. | Revenue Enhancements Updates | Means |
| VIII. | On-Street | Means |
| | a. Proposed New Immobilization Policy | |
| IX. | Off-Street (Garages) | Trammell |
| | a. Garage Update | |
| | b. Security Updates | |
| X. | Comments | Frazier |
| | a. Comments from Commissioners/Advisory Committee Members | |
| XI. | Closed Session Per KRS 61.810(1) (c) | Frazier |

Next Meeting: October 13, 2022

Lexington & Fayette County Parking Authority

Board Meeting Minutes
August 11, 2022

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

Location: ZOOM Meeting

Voting Members: Kenton Ball
Laura Boison
Erin Hensley
Thomas Pettit

Advisory Board: Michael Scales

Executive Director: Gary Means

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

Guests: Mark Doering, PCI
Justin Hubbard, DDAF
Julie Schickel, VisitLex
Jack Skelton, PCI
Charles Stephenson, PCI
Jon Rouse, PCI
Laura Farnsworth, DLP

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 – DLMD Updates

Mr. Frazier reports the DLMD has reallocated some funds to help fund extra security at Tandy Park.

Item 3 – DLP Updates

Ms. Farnsworth reports that there will be a press conference prior to Thursday Night Live to announce the Breeder's Cup Festival. LPA marketing firm, Wiser Strategies, is collaborating with the DLP to help publicize Horsemania.

Item 4 – Visit Lex Updates

Ms. Schickel reports on current vacancies at Visit Lex, so the staff is shorthanded currently but preparing for a busy fall season.

Item 5 – Approval of June 2022 Minutes



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

Item 6 – Update on ED Activities

A. Executive Director Report

Mr. Means presents the Executive Director Report. The UK-LFUCG land swap has gone into effect. Meters and signs have been removed from the affected areas. The PCI contract has begun and LEXPARK staff are being on-boarded by PCI HR.

B. Operational Reports

Mr. Means presents the May 2022 operations reports. Mr. Means notes that RPP Permits are renewed in July, August, and September. Voids are under three percent which is industry standard. July showed a decrease in On-Street activity, but this normal since UK students have left for the summer.

C. COVID-19 Update

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

Item 7 – Financial Reports

Mr. Means presents the REEF and Schrader Commercial June 2022 financials. Mr. Doering summarizes variances on the REEF reports. Mr. Means notes that LPA commercial properties ended the year with both revenues and expenses lining up with budget. June 2022 draft LPA financials will be available at the September meeting and will remain in draft status until completion of the audit.

Item 8 – Revenue Enhancement Proposed Plans

Mr. Means presents updates to the revenue enhancement plans. Items in green have been completed.

Item 9 - Garages

A. Garage Updates

Mr. Trammell presents the garage updates. The Transit Center stair replacement project has begun. Regarding storm damage at the Courthouse Garage, KLC approved \$60,000 of the estimated \$90,000 of repairs. It is possible that the AOC will assist on the remaining \$30,000. After the recent rains, the lobbies at Victorian Square Garage flooded and rendered both elevators unusable. Repairs are estimated at \$65,000. The LEXPARK office has acquired a golf cart to assist any customers unable to use the stairs. Mr. Frazier asks what can be done to keep this issue from reoccurring. Mr. Trammell responds that drains are being cleaned and a new sealant could help. He also notes that a maintenance plan is being created for the LEXPARK staff. Mr. Ball asks to see the plan once completed and also asks if drains can be added to the CAMP repairs. Ms. Boison asks if LPA insurance is at industry standard. LPA staff will ask a representative from KLC to present coverage information at the next board meeting. Mr. Trammell reports that a local company, DB Construction, won the bid for CAMP repairs. Documents for the Mechanical repairs will be ready by the end of August and include work on drains. There is currently no ETA for repairs of pedway lighting.



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B. Security Updates

Mr. Trammell reports that the Transit Center Garage has had fewer issues since hiring the new security company. The Sheriff staff are very helpful at Victorian Square Garage. Ms. Boison suggests research into voice activated cameras that can be monitored and used to communicate with individuals in the garage.

Item 11 – Closed Session

Mr. Ball makes a motion to enter closed session per KRS 61.810(1)(c). Mr. Pettit seconds. The vote was unanimous, and the motion carried.

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

Mr. Ball makes a motion to authorize the Chair to enter into negotiations and execute any and all documents necessary to effectuate the easements and any other clean up documents regarding the Triangle Center building and the Victorian Square parking garage. Ms. Hensley seconds. Ms. Boison abstains. The motion carried.

There being no further business brought before the Board, the meeting adjourned at 12:00PM.



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ORGANIZATION®



September 2nd, 2022
**Lexington & Fayette County
 Parking Authority
 Executive Directors Report
 August 2022**



Accomplishments

- Following our full board approval of the various revenue enhancement strategies, we implemented the planned monthly parking increases at Courthouse, Helix and Victorian Square Garages
- Following our full board approval of the various revenue enhancement strategies, we implemented the planned transient (daily/hourly) rate increase at the Courthouse Garage
- Following our full board approval of the various revenue enhancement strategies, we implemented the planned transient rate increase on Saturdays (using the M-F rate) at the Victorian Square Garage
- Following our full board approval of the various revenue enhancement strategies, we implemented the planned monthly parking increases at Courthouse, Helix and Victorian Square Garages
- Finalized the LPA Budgets and submitted them to our accounting firm DDAF for implementation
- Increased the meter time limits from 2 hours to 3 hours on the block in front of the KY theatre

Meetings with LFUCG/LFCPA staff

- Participated in a TEAMS meeting with LFUCG staff from Planning and Traffic Engineering regarding Planning's proposed Zoning Ordinance Text Amendment to remove parking minimums from their Ordinance, the idea is to encourage more development by not requiring so many parking spaces
- ZOOM meeting with LEXPARK and PCI exec's regarding our proposed reduction of scofflaw criteria from 3 or more outstanding citations to 2 or more
- LPA Board Chair Jim Frazier and I attended, at the Mayors request, a downtown safety stakeholder meeting via ZOOM
- Attended the LPA August Board meeting
- LPA Staff gathered for an LPA Board meeting follow up and working breakfast
- Mark Doering and I met to finalize our FY23 budget with a few expense changes and revenue enhancement changes
- Our team and the PCI team met by way of TEAMS to discuss our organizations timing on the reaccreditation for our APO Status (we will go for the Accredited Parking Organization "with Distinction" this time)
- Held regular weekly (TEAMS) meetings for On-Street and Garage operations with PCI Municipal Services (LEXPARK) staff

- Continue to hold weekly “transition” ZOOM meetings w/ PCI Municipal Solutions exec. team

Meetings with External Individuals/Groups

- A consultant (former executive) of T2 Systems scheduled an online meeting with me to discuss my thoughts on Curb Management
- Scott Thompson (LFUCG Bike/Ped Coordinator) and I had a ZOOM meeting with a representative from POPULUS the software the city uses to manage the scooter program and they have a curb management tool as well
- ZOOM meeting with a group called ParkEngage (touchless parking)
- Another Curb Management company called Automotus who is already working with a couple other peer cities with Curb Management pilot programs is reaching out to us and we had a ZOOM meeting with them
- Along with LEXPARK staff met with our IPS (single space meters) account rep
- Was interviewed by the Minnesota Star Tribune regarding parking garage vs. parking ramp nomenclature (slow news day)
- Phone conversation with Dougie Allen owner of Creaux, located just down the street from our Victorian Square Garage, we discussed downtown safety challenges
- Attended the Breeders Cup Press Conference at Tandy Park
- Our team, the LEXPARK team met with our Transit Center security company as a check in and update meeting
- Had an online meeting with the Parking director for the city of Omaha to discuss current operations and curb management strategies
- Attended the August DLP Board of Directors meeting, held at LexLIVE
- Ed and I met with SP+ Management regarding downtown safety
- Met with a company called Instrumental, who assist (for a fee) organizations with finding grant opportunities
- Attended a webinar on the topic of Travel and Expense reimbursements from an accounting and HR perspective
- Phone call with Chris Goodson from REEF parking to discuss final expense recap
- Phone call with Cindy Campbell Training Specialist for IPMI regarding potential State & Regional Association meeting appearances
- Ed, Linden and I had a meeting with VADE the company that has cameras for monitoring curbside usage
- Our T2 Account rep stopped by for a visit with our LEXPARK team and myself
- Met online with representatives from the city of Ashland KY, who had a lot of questions on our meter and enforcement programs
- Check in online meeting with the president of Automotus and long time industry colleague
- Met with owner of new coffee shop located on Maxwell
- Our team and representatives from Flash parking continued our bi-monthly (TEAMS) meetings to discuss final implementations and other side bar tasks
- Continued holding monthly calls with our PayByPhone account representative

Future Goals and Planned Activities

- Continue working on the Transit Center garage from gated to gateless, enforcement is fully in place, space count sign integration is left to complete
- Continue to market our mobile payment options (especially as “touchless” option)
- Continue working on recommendations from the Kimley-Horn Operations and Best Practices Audit
- Continue working on 10-year Capital Asset Management Plan
- Implement recommendations from Walker Consultants’ 10-Year Analysis
- Re-start process to submit the Helix on Main for the Green Garage Certification now called ParkSmart and is under the US Green Building Council
- Continue to focus on the use of social media such as Twitter, Facebook and now 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
- Attend various board and committee meetings that I serve on
- Continue meeting with various LFUCG departments as needed
- Continue meeting with the Downtown Lexington Partnership as needed
- Meet with Individuals and groups regarding the Parking Authority
- Work on agreed upon Lexington Parking Authority goals

LFCPA and LEXPARK Key Performance Indicators

		Totals for underlying cells.											Standard	TOTAL	AVERAGE	Percent of Total	FY 2021 AVERAGE		
User-input variable cells.		Note	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22					
CUSTOMER SUPPORT, PUBLIC OUTREACH and SERVICE PROVISION																			
1	Unique Visitors to Website (users)		3,090	3,362	3,933	4,209	4,149	3,282	2,088	3,618						27,731	3,466.4	N/A	3,588
2	LEXPARK Walk-In Customers		105	45	62	50	79	33	98	254						726	90.8	N/A	105
3	LEXPARK Telephone Inquiries (Total)		798	912	1202	1189	963	848	943	1357						8212	1026.50	1	965
4	Reporting Inoperative Meters		0	0	0	0	0	0	0	0						0	0	0%	0
5	LUKE		15	21	19	18	13	10	9	18						123	15	1%	17
6	IPS		24	30	37	18	12	17	14	23						175	22	2.1%	25
8	Enforcement Complaint		0	0	0	0	0	0	0	0						0	0	0.0%	0
9	Other Inquiry including payments/ just payments		192	80	238	58	186	112	0	433						1299	162	16%	167
10	Pay by Phone questions or issues		6	12	50	10	6	0	77	9						170	21.25	2%	12
11	After 5 Parking questions		0	0	0	0	0	0	0	0						0	0	0%	0
12	Wrong Way Parking		1	3	1	1	2	2	0	0						10	1	0%	1
13	Garages		560	769	857	1,084	744	707	2	874						5597	699.6	68%	735
14	TOTAL CONTACTS		20	21	30	34	23	21	21	19						189	23.6	100%	22.5
15	Business Association Meetings Attended		12	12	15	21	16	10	15	11						112	14.0	59%	13.1
16	Neighborhood Association Meetings Attended		0	0	1	2	0	0	0	0						3	0.4	2%	0.33
17	Number of Merchants Visited		0	0	1	4	1	3	2	2						13	1.6	7%	15
18	Number of Institutional and/or Public Official Meetings		8	9	13	7	6	8	4	6						61	7.6	32%	7.6
19	Number of Parking Customers Contacted (intercept surveys, survey document responses) (Analyst)		0	0	0	0	0	0	0	0						0	-	N/A	0.16
20	Parking Meter In-Service Rates (% of time)																		
21	Single-Space Meters		99.8%	99.8%	99.8%	99.9%	99.9%	99.9%	99.8%	99.9%					98-99% (A)	N/A	99.9%	N/A	99.7%
21	Multi-Space Meters		99.4%	98.8%	99.9%	99.8%	99.9%	99.7%	99.9%	99.9%					98-99% (A)	N/A	99.7%	N/A	99.3%
23	Average Response Time to Address Meter Complaint (Hours)																		
24	Single-Space Meters (IPS)		1.82	2.77	2.17	1.84	2.32	2.08	3.17	2.42						N/A	2.3	N/A	3
24	Multi-Space Meters (LUKE)		4.47	3.19	3.87	2.78	1.55	4.73	4.52	2.21						N/A	3.4	N/A	3.86
25	Number of Citation Appeal Hearings		10	10	11	5	8	7	5	9						65	8.1	100%	10.66
26	Number of Citations Dismissed or Reduced to Warning		1	2	10	4	3	3	3	2						28	3.5	43%	4.08
27	Number of Requested Citation Administrative Appeals		100	140	111	207	150	101	118	115						1042	130.3	100%	132.5
28	Number of Citations Administratively Dismissed or Reduced to Warning		33	50	78	108	53	40	53	49						464	58.0	45%	51.66
PARKING MANAGEMENT EFFECTIVENESS																			
29	Number of Parking Activity Surveys Conducted (TOTAL)		31	31	31	31	31	31	31	31						248	31.0	100%	31
30	Parking Occupancy and Availability		30	30	30	30	30	30	30	30						240	30.0	97%	30
31	Parking Turnover		1	1	1	1	1	1	1	1						8	1.0	3%	1
32	Downtown Meter Turnover Rate		186%	233%	168%	239%	211%	187%	176%	166%					67-140% (B)	N/A	195.8%	N/A	201%
33	Parking Vacancy Rate in Neighborhoods		52%	55%	59%	51%	61%	66%	69%	58%						N/A	58.9%	N/A	58%
34	Meter Occupancy Rate by Survey		37%	39%	33%	37%	35%	29%	33%	37%					93-95% (C)	N/A	35.0%	N/A	35%
35	Paid Legal Meter Occupancy Rate by Meter Revenue		24.7%	29.5%	29.0%	35.2%	26.0%	29.0%	29.0%	26.9%					60-85% (D)	N/A	28.7%	N/A	29.6%
36	Safety Zone Violation Rate		5.90%	8.20%	5.80%	6.50%	5.30%	6.50%	6.60%	6.30%					25-33% (E)	N/A	6.4%	N/A	7%
37	Loading Zone Violation Rate		1.5%	1.1%	1.0%	1.4%	1.1%	1.2%	0.80%	1.5%						N/A	1.2%	N/A	1.18%
PARKING OPERATIONS EFFICIENCY																			
38	Number of Parking Violation Surveys Conducted		30	30	30	30	30	30	30	30						240	30.0	100%	30
39	Violation Capture Rate (Meters & RPP)		23%	19%	11%	17%	10%	15%	13%	9%					10-25% (F)	N/A	15%	N/A	14%
40	Total Net Patrol Hours		697	773	916	686	689	771	748	643						5,923	740	N/A	717
41	Average Net Patrol Hours per Officer		116	129	153	137	138	129	125	107						N/A	129	N/A	128
42	Number of Letters Mailed		3,172	6,982	8,057	6,107	6,631	4,705	3,940	3,161						42,755	5,344	N/A	4,511
43	Total Amount Due from Top 20 Scofflaws		\$13,660	\$14,074	\$14,049	\$14,658	\$14,796	\$14,343	\$14,358	\$14,652						N/A	\$14,324	N/A	\$13,491
44	Parking Ticket Collection Rate (1-year running average)		79.09%	78.39%	80.00%	80.27%	80.81%	80.54%	80.51%	80.74%						N/A	80.0%	N/A	80%

LFCPA and LEXPARK Key Performance Indicators

User-input variable cells.

Totals for underlying cells.

REVENUE STREAM INTEGRITY and SECURITY		Note	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	TOTAL	AVERAGE	Percent of Total
1	Field Inspections (with Contact)		0	0	3	2	7	5	11	5					33	4.1	100%
2	Canister Integrity		0	0	0	0	1	0	2	0					3	0.4	9%
3	Maintenance		0	0	1	0	1	1	2	1					6	0.8	18%
4	Collections		0	0	1	0	1	1	2	0					5	0.6	15%
5	Enforcement		0	0	0	1	2	1	4	3					11	1.4	33%
6	Coin Counting Observations		0	0	1	1	2	2	1	1					8	1.0	24%
7	Field Observations (Covert)		13	13	10	12	10	11	10	7					86	10.8	100%
8	Vehicle Integrity		2	1	1	3	1	2	1	0					11	1.4	13%
9	Maintenance		4	3	3	2	3	3	3	2					23	2.9	27%
10	Collections		3	3	1	1	2	1	2	1					14	1.8	16%
11	Enforcement		4	6	5	6	4	5	4	4					38	4.8	44%
12	Revenue Control Discrepancies Noted		0	0	0	0	0	0	0	0					0	N/A	N/A
13	Equipment Integrity		0	0	0	0	0	0	0	0					0	N/A	N/A
14	Incomplete Coin Room Record		0	0	0	0	0	0	0	0					0	N/A	N/A
15	Incomplete Key Control Documentation		0	0	0	0	0	0	0	0					0	N/A	N/A
16	Failure to Notify of Location		0	0	0	0	0	0	0	0					0	N/A	N/A
17	Customer Satisfaction																
18	Number of Parkers Responding		0	0	0	0	0	0	0	0					0	N/A	N/A
19	Positive Response		0	0	0	0	0	0	0	0					0	N/A	N/A
	Negative Response		0	0	0	0	0	0	0	0					0	N/A	N/A
21	Activity Levels																
22	Paid Parking Events Per Month		38,118	44,917	58,969	46,821	47,924	50,175	45,666	47,694					380,284.0	47,535.5	N/A
23	Overtime Citations Total Value		\$20,865	\$25,230	\$30,060	\$27,630	\$26,730	\$23,055	\$22,395	\$22,170					\$198,135	24,766.9	N/A
	Overtime Parking Citations Per Month		1,457	1,606	2,009	1,828	1,782	1,537	1,493	1,478					13190	\$1,648.75	N/A
24	Camera Observations																
25	Rate of Compliance		0	0	0	0	0	0	0	0					0	N/A	N/A
26	Violation Capture Rate		0	0	0	0	0	0	0	0					0%	N/A	N/A
27	Minutes Paid		70%	0	0	0	0	0	0	0					70%	\$0.09	N/A
	Minutes not paid		30%	0	0	0	0	0	0	0							
28	Average Meter Payment																
29	Average Meter Payment (LUKE & IPS)		\$1.50	\$1.53	\$1.47	\$1.43	\$1.31	\$1.31	\$1.31	\$1.34					N/A	\$1.40	N/A
30	Multi Space Meters - Average Meter Payment		\$2.12	\$2.15	\$2.02	\$1.98	\$1.81	\$1.78	\$1.79	\$1.70					N/A	\$1.92	N/A
	Single Space Meters - Average Meter Payment		\$0.99	\$0.96	\$0.98	\$0.97	\$0.94	\$0.96	\$0.94	\$0.93					N/A	\$0.96	N/A
31	Credit Card Usage and Forms of Payment																
32	LUKE (Credit Card Percent of transactions)		52.7%	50.0%	47.0%	52.0%	47.0%	45.7%	45.0%	59.0%					N/A	49.8%	N/A
33	Average CC transaction		\$2.32	\$2.25	\$2.13	\$2.11	\$1.97	\$2.02	\$1.96	\$2.00					N/A	\$2.1	N/A
34	IPS (CC as a percent of transactions)		24.8%	25.0%	25.0%	25.8%	26.0%	26.0%	25.2%	25.3%					N/A	25.4%	N/A
35	Average CC transaction		\$1.80	\$1.76	\$1.77	\$1.77	\$1.67	\$1.74	\$1.71	\$1.71					N/A	174.1%	N/A
36	Pay by Phone (as a meter payment transaction)		13.9%	21.6%	21.5%	23.0%	18.0%	16.3%	17.4%	21.0%					N/A	19.1%	N/A
37	T2 text to pay		2.0%	2.6%	3.0%	3.8%	1.9%	2.2%	2.7%	3.2%					N/A	2.7%	N/A
36	Meter Occupancy Rates by Zones																
37	Low 0-30% (9,12,13)		11%	7%	11%	3%	6%	10%	8%	10%					N/A	8.3%	N/A
38	Medium 30-60% (1,2,3,5,6,7,10,11,14,15,16)		19%	18%	16%	23%	22%	25%	21%	13%					N/A	19.6%	N/A
	High 60% or more (4,8)		59%	65%	69%	70%	72%	70%	68%	65%					N/A	67.3%	N/A
36	Meter Occupancy Rates by Areas																
37	Downtown 1, 2, 3, 4, 5, 8, 9, 11, 12, 13,		55%	51%	62%	69%	61%	65%	60%	62%					N/A	60.6%	N/A
38	UK Campus (6, 7, 10)		39%	47%	40%	44%	38%	34%	28%	37%					N/A	38.4%	N/A
	Chevy Chase (15)		18%	26%	17%	22%	18%	20%	21%	18%					N/A	20.0%	N/A



ON STREET BY THE NUMBERS
Calendar

	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Calendar AVG	FY '20 AVG	FY '19 AVG	FY '18 AVG
1 Violations Cited	2,398	3,294	4,002	3,633	3,183	2,825	2,642	2,584					3,070	3,345	3,829	3,320
2 Actual Citations (exc voids & warnings)	2,276	3,049	3,708	3,355	2,995	2,659	2,463	2,327					2,854	3,125	3,526	3,040
3 Value of Actual Citations	\$ 50,445	\$ 70,335	\$ 76,640	\$ 75,235	\$ 60,850	\$ 57,810	\$ 54,010	\$ 51,030					\$ 62,044	\$ 72,995	\$ 88,698	\$ 85,601
4 Citations Paid	1,882	2,286	3,333	2,674	2,660	2,185	1,932	1,964					2,365	2,461	2,687	2,504
5 Percentage of Citations Paid	82.70%	75.00%	89.90%	79.70%	88.80%	82.20%	78.40%	76.00%					81.59%	82.57%	76.74%	80.28%
6 Value of Citations Paid	\$ 56,831	\$ 66,197	\$ 93,874	\$ 74,994	\$ 70,878	\$ 59,833	\$ 52,634	\$ 51,801					\$ 65,880	\$ 69,596	\$ 76,608	\$ 70,919
7 Warnings Issued	109	194	279	257	168	142	145	259					194	176	247	195
8 Voids	16	80	21	23	27	27	43	25					33	50	51	74
9 Citation Void Percentage	0.7%	2.4%	0.5%	0.6%	0.9%	0.96%	1.60%	1.0%					1.1%	1.5%	1.4%	2.3%
10 Meter Revenue Collected	\$60,875	\$ 69,731	\$ 90,104	\$ 88,324	\$ 66,773	\$ 66,490	\$ 62,638	\$ 70,251					\$ 71,898	\$ 81,861	\$ 92,456	\$ 88,777
11 Avg Meter Rev Collected per Work Day	\$ 3,044	\$ 3,670	\$ 3,918	\$ 4,206	\$ 3,180	\$ 3,022	\$ 3,132	\$ 3,054					\$ 3,403	\$ 3,752	\$ 4,228	\$ 4,121
12 RPPP's Sold	53	14	18	12	14	34	703	737					198	163	167	2,136
13 Value of RPP Permits	\$ 530	\$ 128	\$ 172	\$ 112	\$ 126	\$ 340	\$ 7,030	\$ 7,370					\$ 1,976	\$ 1,630	\$ 1,673	\$ 1,436
14 Monthly Permit Revenue	\$ 7,446	\$ 6,700	\$ 7,511	\$ 9,168	\$ 6,278	\$ 6,833	\$ 7,318	\$ 7,512					\$ 7,346	\$ 6,654	\$ 6,117	\$ 6,150
15 Value of Bagged Meters	\$ 19,745	\$ 6,260	\$ 23,775	\$ 3,140	\$ 2,945	\$ 27,590	\$ 2,485	\$ 2,040					\$ 10,998	\$ 5,300	\$ 10,460	\$ 11,426
16 New Meters Added or Removed	-	(1)	(1)	-	(1)	-	(91)	2					(12)	(1)	1	0
17 Single Space Meters	492	492	492	492	492	492	486	462					488	699	875	946
18 Mult-Space Meters	96	96	96	96	96	96	96	88					95	65	41	37
19 Metered Space Count	1,291	1,291	1,290	1,290	1,290	1,290	1,199	1,201					1,268	1,261	1,271	1,272
20 Vehicles Booted	35	31	60	48	39	39	25	21					37	29	39	42
21 Booting Fees	\$ 2,970	\$ 2,310	\$ 4,740	\$ 4,380	\$ 3,780	\$ 4,000	\$ 2,070	\$ 1,890					\$ 3,268	\$ 2,123	\$ 3,064	\$ 3,221
22 Total Revenue Collected	\$ 148,396	\$ 151,327	\$ 220,176	\$ 180,118	\$ 150,779	\$ 165,086	\$ 134,174	\$ 140,864	\$ -	\$ -	\$ -	\$ -	\$ 161,365	\$ 190,376	\$ 181,929	\$ 161,388



LEXPARK VOID SUMMARY

Voided Citations By Officer

	CY '22												
	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	CAL YTD
1	Issuing Officer												
1	2013	1	1	-	-	-	1	2	1				6
2	21081203	-	52	5	1	3	-	-	-				61
3	2081	2	3	2	9	10	3	2	1				32
4	2082	2	4	2	5	3	1	3	6				26
5	2098	-	-	-	-	-	-	-	-				-
6	2111	1	-	-	-	-	-	-	-				1
7	2117	4	1	5	-	-	-	-	-				10
8	2119	-	-	-	-	-	-	-	-				-
9	2120	-	-	2	4	1	1	5	1				14
10	2122	-	-	-	-	-	-	-	-				-
11	2124	-	-	-	-	-	-	-	-				-
12	2125	-	-	-	-	-	-	-	-				-
13	(2130) 2142	-	1	-	-	-	-	-	-				1
14	2131	-	-	-	-	-	-	-	-				-
15	2141	3	7	4	2	2	2	2	3				25
16	2133	-	1	-	1	-	-	-	-				2
17	2137	-	1	-	-	-	-	-	-				1
18	2138	3	9	1	-	8	5	10	4				40
19	2145	-	-	-	1	-	14	19	9				43
20	% Voids	0.67%	2.43%	0.52%	0.63%	0.85%	0.96%	1.63%	0.97%				0.73%
21	Total	16	80	21	23	27	27	43	25	-	-	-	179
22	Total Citations	2,398	3,294	4,002	3,633	3,183	2,825	2,642	2,584				24,561

Voided Citations Summary By Reason

	CY '22												
	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	CAL YTD
23	Void Type												
23	Administrative	5	7	3	4	6	6	13	9				53
24	TC Garage - mthly or pd when leaving	-	51	4		-	-	1					56
25	Customer Walk Up	1	1	-		2	1	-					5
26	Duplicate	2	4	6	2	3	2	1	2				22
27	Meter Malfunction	2	-	-	8	3	2	2	-				17
28	Pay By Phone	3	10	2	1	4	-	-	1				21
29	Officer Error	3	4	5	6	10	15	26	12				81
30	Test	-	-	1	1	-	-	-	-				2
31	Visitor	-	3	-		-	-	-	-				3
32	Printer Error/Stolen/Flex Error	-	-	-	1	1	-	-	-				2
33	Paid Other Luke	-	-	-		-	-	-	-				-
34	Void By Client Directive	-	-	-		-	-	-	-				-
35	Total	16	80	21	23	27	27	43	25	-	-	-	262



Citations Aging Report

Five-Year Report Ending July 1, 2022

Category	1-30	31-60	61-90	91-120	121-180	6M-1Y	1Y-2Y	2Y-3Y	3Y-4Y	4Y	Totals
TOTALS											
Count	1,280	856	714	630	1,125	3,379	5,558	6,784	8,086	838	29,250
Dollar Amt	\$39,630.00	\$31,565.00	\$28,095.00	\$25,140.00	\$49,368.12	\$149,346.24	\$238,043.89	\$282,373.50	\$345,504.27	\$34,850.00	\$1,223,916.02



Citations Aging Report

Five-Year Report Ending August 1, 2022

Category	1-30	31-60	61-90	91-120	121-180	6M-1Y	1Y-2Y	2Y-3Y	3Y-4Y	4Y	Totals
TOTALS											
Count	1,217	774	733	701	1,263	3,217	5,598	6,607	7,780	1,127	29,017
Dollar Amt	\$34,035.00	\$31,800.00	\$27,040.00	\$27,605.00	\$56,562.50	\$144,382.49	\$240,396.39	\$273,681.00	\$331,623.02	\$48,530.00	\$1,215,655.40



OFF STREET BY THE NUMBERS Calendar 2021

	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	CAL YTD AVG	FY '22 AVG	FY '21 AVG
MONTHLY CARD HOLDERS BILLED															
1 Victorian Square	399	384	377	376	387	389	386	393					386	386	407
2 Transit Center	1,075	1,075	1,075	1,079	1,077	1,082	1,081	1,085					1,079	1,079	1,074
3 Courthouse	227	227	227	223	243	230	231	251					232	232	218
4 Helix	405	394	397	401	387	381	380	406					394	394	403
5 TOTAL	2,106	2,080	2,076	2,079	2,094	2,082	2,078	2,135	-	-	-	-	1,394	1,394	2,102
TOTAL AVAILABLE FOR MONTHLY															
6 Victorian Square (384)	12	27	34	35	24	22	25	18					25	25	5
7 Transit Center (777)	-	-	-	-	-	-	2	-					0	0	-
8 Courthouse (518)	24	24	24	28	8	21	20	-					19	19	33
9 Helix (389)	5	16	13	9	23	29	26	-					15	15	4
10 TOTAL (2068)	41	67	71	72	55	72	73	18	-	-	-	-	39	39	42
11 SPECIAL EVENTS WORKED - VS	12	14	14	11	-	4	5	-	-	-	-	-	5	5	6
12 VALIDATIONS SOLD - ALL GARAGES	1,815	348	660	622	1,175	1,149	310	1,140					902	902	1,194
AVERAGE DAILY TRANSACTIONS															
13 Victorian Square	150	211	264	303	306	330	315	280					270	270	212
14 Transit Center	5	9	9	6	5	7	7	6					7	7	8
15 Courthouse	89	103	127	128	129	142	129	127					122	122	99
16 Helix	234	283	372	315	321	381	334	360					325	325	184
17 TOTAL	478	606	772	752	761	860	785	773					723	723	503
AVERAGE LENGTH OF STAY - HOURS															
18 Victorian Square	2.6	2.5	2.1	1.6	0.8	1.1	1.3	1.9					1.7	1.7	2.0
19 Transit Center	2.6	2.5	3.1	2.6	2.4	2.9	2.9	3.1					2.8	2.8	3.0
20 Courthouse	1.5	1.6	1.5	1.6	1.5	1.6	1.6	2.1					1.6	1.6	2.0
21 Helix	0.7	0.7	0.8	0.7	0.7	0.7	0.7	0.7					0.7	0.7	1.0
22 TOTAL	1.9	1.8	1.9	1.6	1.4	1.6	1.6	1.9					1.7	1.7	1.7
AVERAGE TRANSACTION AMOUNT															
23 Victorian Square	\$ 9.40	\$ 9.47	\$ 8.01	\$ 7.57	\$ 6.25	\$ 6.78	\$ 4.99	\$ 6.01					\$ 7.31	\$ 7.31	\$ 7.27
24 Transit Center	\$ 5.03	\$ 5.06	\$ 5.37	\$ 4.74	\$ 4.71	\$ 5.36	\$ 5.79	\$ 6.16					\$ 5.28	\$ 5.28	\$ 5.38
25 Courthouse	\$ 3.03	\$ 3.11	\$ 3.07	\$ 3.26	\$ 3.07	\$ 3.61	\$ 3.64	\$ 4.15					\$ 3.37	\$ 3.37	\$ 3.26
26 Helix	\$ 2.17	\$ 2.26	\$ 2.38	\$ 2.22	\$ 2.20	\$ 2.42	\$ 2.14	\$ 2.21					\$ 2.25	\$ 2.25	\$ 2.90
27 TOTAL	4.9	5.0	4.7	4.4	4.1	4.5	4.1	4.6					\$ 4.55	\$ 4.55	\$ 4.70

Aged Balances - 53-301 Courthouse Garage

Ending Balances as of 9/1/2022

Account	Current	30 Days	60 Days	90 Days	Total Due	
56462 FAYETTE COUNTY SCHOO	\$75.00	\$75.00	\$70.00	\$0.00	\$220.00	HAD TO GET PO, PROCESSING INVOICES
Report Totals	\$75.00	\$75.00	\$70.00	\$0.00	\$220.00	

Aged Balances - 54-301 Helix Garage

Ending Balances as of 9/1/2022

Account	Current	30 Days	60 Days	90 Days	Total Due	
96305 GRAY CONSTRUCTION	\$1,820.00	\$1,680.00	\$0.00	\$0.00	\$3,500.00	EMAILED, WORKING ON GETTING PROCESSED
Report Totals	\$1,820.00	\$1,680.00	\$0.00	\$0.00	\$3,500.00	

Aged Balances - 52-301 Transit Center Garage

Ending Balances as of 9/1/2022

Account	Current	30 Days	60 Days	90 Days	Total Due	
56302 KENTUCKY UTILITIES	\$14,307.50	\$12,732.50	\$0.00	\$0.00	\$27,040.00	EMAILED, WORKING ON GETTING PROCESSED
56330 GRAY CONSTRUCTION	\$17,000.00	\$17,000.00	\$0.00	\$0.00	\$34,000.00	EMAILED, WORKING ON GETTING PROCESSED
Report Totals	\$31,307.50	\$29,732.50	\$0.00	\$0.00	\$61,040.00	

Aged Balances - 51-301 Victorian Square Garage

Ending Balances as of 9/1/2022

Account	Current	30 Days	60 Days	90 Days	Total Due	
95799 LRC	\$90.00	\$90.00	\$0.00	\$0.00	\$180.00	EMAILED, CALLED NO RESPONSE, WILL BLOCK
96414 MINNER, VINES & MONCUS INJURY	\$1,350.00	\$145.00	\$0.00	\$0.00	\$1,495.00	WILL EMAIL
100183 Kylie Konar	\$20.00	\$20.00	\$0.00	\$0.00	\$40.00	BLOCKED, EMAILED
Report Totals	\$1,460.00	\$255.00	\$0.00	\$0.00	\$1,715.00	

LEXINGTON, KY 2015 LFCPA TEN-YEAR PARKING ANALYSIS APRIL 2015 - FINAL

PROPOSED TEN-YEAR ACTION ITEMS (updated 11/07/16) {12.28.18} {09/06/19} {03.06.20} {03.04.22}{09.02.22}

The Walker Consultants recommendations included in this report are generally organized into three (3) phases. Each phase improves elements of the parking system that work towards improving the public parking system in downtown Lexington.

PHASE 1 – 2015 & 2016

Task 1: INCREASE BICYCLE RACK PARKING, MAKING IT EASIER FOR LOCALS TO ENJOY DOWNTOWN WITHOUT PARKING A CAR

Purpose: Encourage active lifestyles and provide alternative transportation options for those that visit, live, or work in downtown Lexington. Reduce the dependence on and overbuilding of expensive parking supply

Action Items:

- Lighting, security, bike paths, and signage all need to be considered {Bike P signage installed – Nov '15}
- Determine the best locations for new bicycle racks, secure storage, and parklets {Racks installed. 1st bike parklet on S. Limestone installed Oct '16} {Learning lesson: Racks mounted on street, subject to vehicle damage, interfere w/street sweeping}
- Work with the downtown business and residential community to help promote bicycle usage {bike repair station installed Apr '16s} {Air compressor purchased installed May '16} {Continue to attend bike share stakeholder meetings & Bicycle Pedestrian Advisory Committee meetings} {Attendance continues} {""}{""}

Benefits: Reduced long-term investment in costly new parking supply. Improved access to on-street supply for the intended users

Task 2: INCREASE ON-STREET AND OFF-STREET RATES

Sub-tasks:

- Increase on-street hourly rates by \$.50 per hour {LPA Board tabled for 1 year 03/10/16} {Board approved \$.50 increase at some \$1/hr. meters, generally the downtown core, starts March 1st, 2019} {DONE} {Considering increase as of 01.01.23}
- Increase off-street (garage) maximum daily rates by \$1.00 {DONE: \$2 increase 01/04/15} {+\$2 increase 01.02.20} {Matched HX & VS rates at the CH Aug'22}
- Determine the average duration of stay at each facility and consider small increases to the corresponding facility rate band {ALS established, monitoring & looking for opportunities} {+\$2 increase 01.02.20}
- Increase Victorian Square permit pricing by \$10.00 for each permit type {DONE: 11/01/15} {HX +\$5 01/01/17} {TC + \$5 01/01/18} {HX & CH + \$5 08.01.22}

Purpose: Provide downtown visitors with more short-term parking options by moving long-term parkers out of prime short-term spaces. Bring the LFCPA managed parking garages closer to local, regional, and national average off-street rates. Generate additional revenue that can be reinvested into the downtown parking system

Action Items:

- Communicate pricing changes to the local businesses and stakeholders initially, promoting the price changes
- Provide the larger Lexington community with advanced notice of any rate changes through the lexpark.org website, social media, and applicable media outlets
- Configure applicable hardware and software parking systems with the new rates and effective dates

Benefits: Improved access to short-term parking supply through better distribution of short-term and long-term parking demand. Increased revenues generated from existing parking assets to fund additional, new parking assets

Task 3: INTRODUCE NEW GARAGE PERMIT TYPES

Purpose: Offer additional permit options for different potential user types. Increase off-street garage utilization, both during peak and off-peak times. Generate additional revenue that can be reinvested into the downtown parking system

Action Items:

- Implement and market the following permit types:
 - Evening Only Permits **{DONE: 10/01/15} {created marketing flyer 02.29.16} (SpotHero reservations)**
 - Parking Debit Cards (either use- or dollar-base decrementing permits) **{Add when upgrading PARCS} {DONE}**
 - Day Permits (not 24/7; business hours only) **{Still investigating options} (SpotHero reservations) {DONE}**
 - Frequent Parker Program **{Add when upgrading PARCS} {Investigating Possibilities}**
 - Free / Reduced parking for ride-sharing vehicles **{Board suggested marketing this @ the Helix} {2022?}**
 - Configure applicable hardware and software parking systems with the new permit types, rates, and effective times and dates

Benefits: Improved off-street garage utilization. Provide long-term, generally employee, parkers with off-street parking options that are inexpensive and reward them for not parking on-street. Increased revenues generated from existing parking assets to fund additional, new parking assets

Task 4: MIGRATION OF ALL CREDIT CARD ACCEPTING HARDWARE TO EMV COMPLIANT READERS

Purpose: Make sure the LFCPA parking system / hardware is compliant with upcoming (10/2015) EMV guidelines. Reduce the cost and risk to LFCPA for processing credit cards. Insure that LFCPA and its vendors implement a roadmap, timeline, and transition plan for EMV compliance

{Industry has not moved forward as most of our transactions are so small liability is very low, will look to upgrade when new PARCS equipment purchases are made. LEXPARK office credit card swipe machine accepts EMV cards} {Current upgrade Expense and transaction fees outweigh actual liability}

Task 5: IMPROVE WAYFINDING, EXPAND THE RESIDENTIAL PARKING PERMIT PROGRAM, AND CONSIDER A PILOT PROGRAM FOR SHARED PARKING IN THE CHEVY CHASE NEIGHBORHOOD

Purpose: Provide area visitors with more short-term parking options by increasing available public supply through partnerships with private owners. Protect the on-street spaces in neighborhoods for residential use, where appropriate

Action Items:

- **Implemented Blue P signage system, fall of 2015 {need to market and work with state on state roads}**
- Evaluate the availability of Chevy Chase residential neighborhood on-street spaces and the impact of new developments
- Work with the private supply owners to create a database of private parking space inventory that is available for public consumption **{research "parking broker" program} {Watching Jefferson St & 6th St. 03.06.20}**

Benefits: Prepare the area for increased development growth and the resulting parking demand. Increase the efficiency and utilization of existing public and private parking supply

Task 6: STUDY THE POSSIBILITIES FOR A DOWNTOWN CAR-SHARE PROGRAM, COORDINATE WITH UK (UK RFP summer, 2016) {2018 Update: Car-share for downtown was a non-starter, Zip Car which is the UK Car share program didn't feel there was enough demand downtown unless it was subsidized}

PHASE 2 – 2017 TO 2020

Task 1: INCREASE ON-STREET OPERATIONS AND ENFORCEMENT HOURS UNTIL 8:00 PM MONDAY – FRIDAY. CONSIDER SATURDAY OPERATIONS AS WELL. {Discussed in April Board meeting - Louisville Parking Authority Director July'16} {LANIER Parking to assist with collection of usage and length of stay data for after hours meter use} {2 New after-hours studies completed in spring and summer of 2019, waiting for LANIER analysis} {Add'l after hour study using LPR vehicle is currently ongoing 03.06.20} {COVID tabled, restarting study Spring '22} {Proposing change to 9a-9p to begin 01.01.22}

Purpose: Provide downtown evening visitors with more short-term parking options by moving long-term parkers out of prime short-term on-street spaces. Generate additional revenue that can be reinvested into the downtown parking system. Reduce the dependence on and overbuilding of expensive parking supply by better utilizing, available evening parking supply

Action Items:

- Communicate operational and enforcement hour changes to the local businesses and stakeholders initially, promoting the benefits of increased on-street turnover and availability
- Provide the larger Lexington community with advanced notice of any time changes through the lexpark.org website, social media, and applicable media outlets
- Replace the free on-street parking option with free or reduced parking fees for off-street (garage) parking spaces
- Consider a 2-hour free after 5:00 PM rate schedule for LFCPA managed parking garages

Benefits: Reduced long-term investment in costly new parking supply. Improved access to short-term on-street parking supply through better distribution of short-term and long-term parking demand. Increased revenues generated from existing parking assets to fund additional, new parking assets

Task 2: WORK WITH THE DOWNTOWN DEVELOPMENT AUTHORITY TO DETERMINE THE APPROPRIATE METRICS FOR EVALUATING AND GRADING POTENTIAL PARKING SUPPLY ADDITIONS AND REQUIREMENTS RELATED TO NEW DEVELOPMENT OPPORTUNITIES {No movement on this task}

Purpose: Allow LFCPA and the parking system to be a catalyst for economic growth in Lexington, KY. Provide flexibility to both LFCPA, the Downtown Development Authority, and potential developers / investors when evaluating the parking needs and requirements for upcoming economic development opportunities. Reduce the dependence on and overbuilding of expensive parking supply

Action Items:

- Develop evaluation criteria that includes, but not limited to the following: Walking Distance – Level of Service by patron type, Operating and Capital Costs, Structural Repair Budget Assumptions, Minimum Parking Structure Dimensions, Fee-In-Lieu (Payment In Lieu of Parking) options, Shared Parking opportunities: Walker recommends the adoption of the base parking ratios developed by the Urban Land Institute, the Institute of Transportation Engineers (ITE), or the Parking Consultants Council of the National Parking Association

Benefits: Reduced long-term investment in costly new parking supply. Remove parking supply as an impediment to economic development. Improve the efficiency of the entire LFCPA parking system

Task 3: RE-ASSESS OVERALL DOWNTOWN PARKING SUPPLY AND DEMAND

Purpose: Evaluate the construction of a new structured parking facility in Zones 1 or 2 {Ongoing Conversation 03.06.20}. Increase public parking supply, as needed, based on changes demand characteristics

Action Items:

- Analyze the current parking system occupancy and utilization to determine timeline, space requirements, and location for a new parking garage **{Old Courthouse Renovation has increased current & future need}** **{2018 Update: Historic Courthouse is open and has well over 40 day time employees based there plus visitors}**
- Calculate the acquisition and construction costs for building additional supply **{Internal study began July'16}** **{Conversation continues}** **{Ongoing Conversation 03.06.20}**
- Determine funding sources

Benefits: Increased parking supply for both current and future parking demand. Remove parking supply as an impediment to economic development

Task 4: RE-EVALUATE ON-STREET AND OFF-STREET RATES FOR CONTINUOUS MODEST INCREASES TO ADJUST FOR INFLATION AND ANY OTHER VARIABLES AFFECTING MARKET PRICING **{+\$2 trans. increase 01.02.20}****{HX & CH Monthly + \$5 08.01.22}** **{Matched HX & VS rates at the CH Aug'22}**

Sub-tasks:

- Increase citation rates by \$10.00 **{RPPP Citation rates increase from \$20 to \$30 - approved Mar '18}**
- Consider a **graduated or incentive based fine schedule for repeat offenders** **{Graduated fines is being considered, 2018}** **{Need to re-start this topic again}** **{Need to re-start this topic again}** **{Proposed for October '22}**

Purpose: Provide downtown visitors with more short-term parking options by moving long-term parkers out of prime short-term spaces. Bring the LFCPA managed parking garages closer to local, regional, and national average off-street rates. Generate additional revenue that can be reinvested into the downtown parking system

Action Items:

- Review local market, comparative regional, and national average price points
- Determine the impact of a rate change to the local community and stakeholders
- Evaluate current parking system occupancy and utilization in order to implement rate changes that promote improved system efficiency

Benefits: Improved access to short-term parking supply through better distribution of short-term and long-term parking demand. Increased revenues generated from existing parking assets to fund additional, new parking assets

Task 5: OUTLINE AND IMPLEMENT AN LFCPA DOWNTOWN SHARED PARKING PROGRAM

Purpose: Improve the overall parking experience for all downtown Lexington visitors, residents, and employees. Make all parking assets, public and private, more efficient through increased utilization. Provide a monthly financial return to private parking supply owners. Assist private parking supply owners' market and sell unused spaces

Action Items:

- Discuss the possible revenues and benefits to local private parking supply owners, and create a database of private parking space inventory that is available for public consumption
- Create a map of location rates by area or zone that would provide the private supply owners a guideline for potential monthly rates
- Market the available spaces to the public through providing physical signage, marketing pamphlets, email campaigns, and opening the inventory database up to the leypark.org website for potential patrons to search, find, and connect to available spaces
- Determine what services LFCPA is willing to provide in order to increase private supply owner participation

Benefits: Improved access to short-term parking supply through better distribution of short-term and long-term parking demand. Revenue opportunities for private parking supply owners that have under-utilized spaces. Reduced long-term investment in costly new parking supply

PHASE 3 – 2021 TO 2025 (removed in order to focus on Ph 1 & 2) {Added back 03.04.22}

Task 1: AS ON-STREET HARDWARE IS REPLACED, CONSIDER HOW DEMAND BASED PRICING MECHANISMS WITH NEW TECHNOLOGY CAN HELP MANAGE AND DISTRIBUTE DEMAND

Purpose: Improve the overall parking experience for all downtown Lexington visitors, residents, and employees. Make all parking assets, public and private, more efficient through increased utilization. Bring the LFCPA managed parking garages closer to local, regional, and national average off-street rates. Generate additional revenue that can be reinvested into the downtown parking system. {We are testing “asset light” where we have less hardware on street and rely on mobile payments for more meter transactions} (“Asset Light” strategies are carefully implemented)

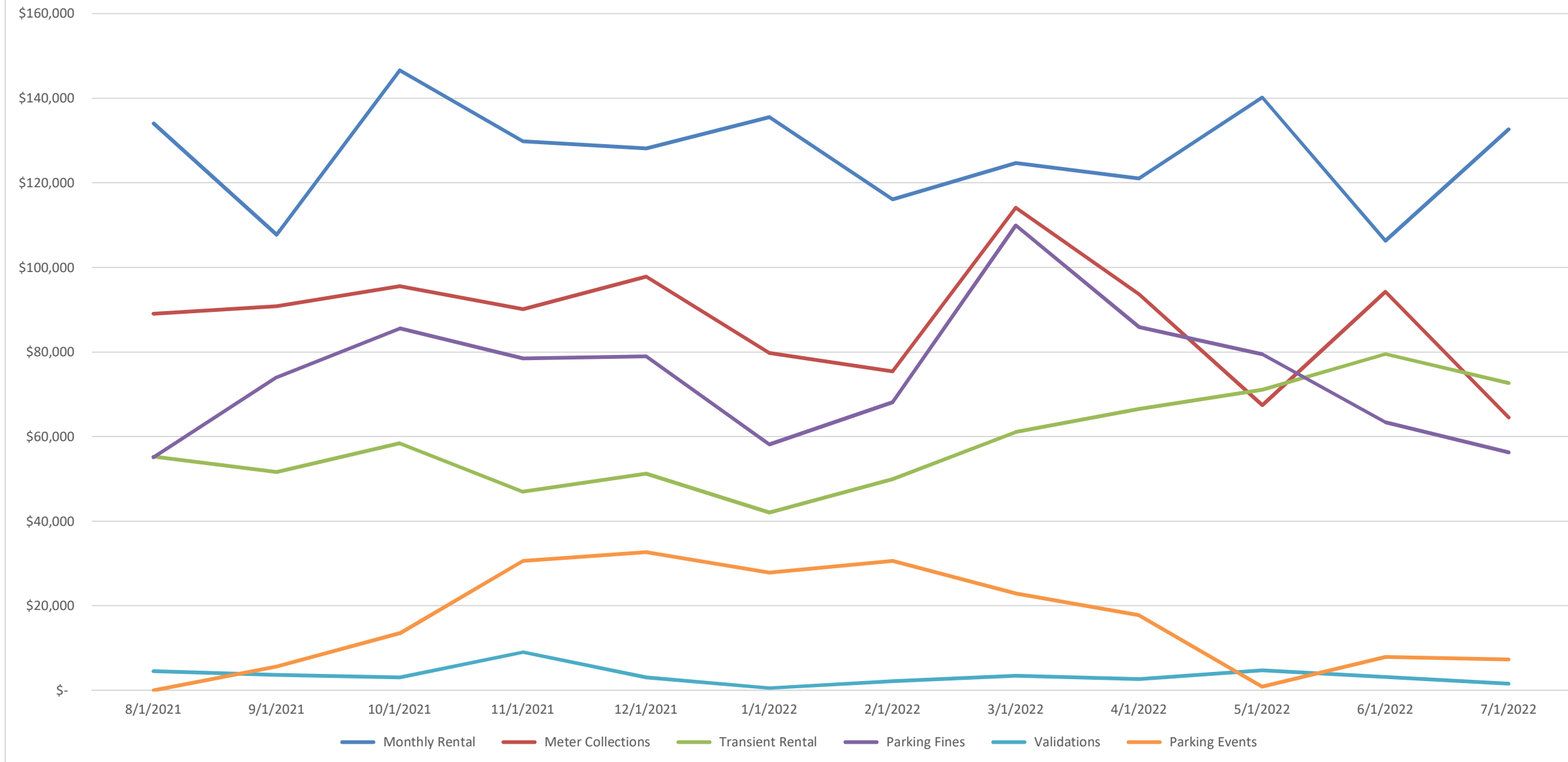
Task 2: RE-ASSESS OVERALL DOWNTOWN PARKING SUPPLY AND DEMAND ALONG WITH UNIQUE CHARACTERISTICS OF SPECIFIC DOWNTOWN AREAS TO DETERMINE POTENTIAL NEEDS AND LOCATIONS FOR NEW PARKING STRUCTURES

Purpose: Evaluate the construction of a new structured parking facility based on new or projected demand increases. Increase public parking supply, as needed, based on changes demand characteristics.

Task 3: CONTINUE TO EVALUATE LOCAL AND NATIONAL TRENDS RELATED TO SINGLE-OCCUPANCY VEHICLE USAGE AND CHANGES MODAL TRENDS, WHICH CAN IMPACT CURRENT AND FUTURE PARKING DEMAND CHARACTERISTICS

Purpose: Reduced long-term investment in costly new parking supply. Understand and react to changes in demand drivers that affect utilization and investment into current and future parking assets

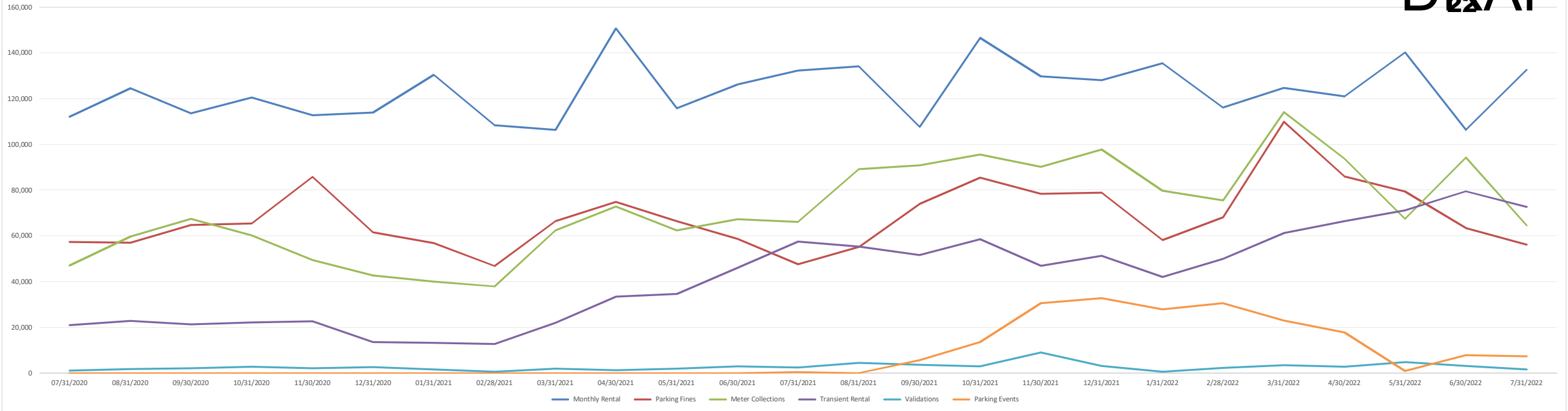
LPA Revenue Stream Comparison



	8/31/2021	9/30/2021	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
Monthly Rental	\$ 134,065	\$ 107,719	\$ 146,625	\$ 129,800	\$ 128,114	\$ 135,554	\$ 116,142	\$ 124,706	\$ 121,080	\$ 140,202	\$ 106,308	\$ 132,708
Meter Collections	89,095	90,858	95,531	90,159	97,843	79,802	75,453	114,160	93,659	67,400	94,288	64,548
Transient Rental	55,298	51,582	58,477	46,957	51,223	42,078	49,962	61,143	66,513	71,105	79,512	72,688
Parking Fines	55,116	74,050	85,553	78,469	78,981	58,141	68,139	109,936	85,901	79,437	63,394	56,223
Validations	4,537	3,601	3,018	9,049	3,079	549	2,194	3,425	2,699	4,730	3,107	1,538
Parking Events	-	5,610	13,480	30,578	32,703	27,872	30,580	22,935	17,773	870	7,850	7,257

LPA Revenue Stream Comparison

DRAFT



	07/31/2020	08/31/2020	09/30/2020	10/31/2020	11/30/2020	12/31/2020	01/31/2021	02/28/2021	03/31/2021	04/30/2021	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
Monthly Rental	112,116	124,494	113,515	120,440	112,780	114,009	130,397	108,315	106,291	150,702	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
Parking Fines	57,304	57,084	64,733	65,409	85,815	61,524	56,905	46,848	66,402	74,917	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
Meter Collections	47,090	59,671	67,486	60,176	49,417	42,662	40,063	37,890	62,458	72,885	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
Transient Rental	20,888	22,895	21,365	22,199	22,633	13,496	13,300	12,754	22,004	33,355	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
Validations	1,116	1,706	2,067	2,859	2,072	2,529	1,655	572	1,916	1,259	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
Parking Events	0	0	0	0	0	0	0	0	0	0	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

Lexington and Fayette County Parking Authority
Statement of Net Position

Substantially All Disclosures Omitted

	As Of 06/30/22	As Of 06/30/21	Variance 06/30/22
Assets			
Current Assets			
Cash	\$ 1,731,863	\$ 701,283	\$ 1,030,580
Cash-Change Fund	7,400	8,832	(1,432)
Accounts receivable	20,807	58,066	(37,258)
REEF Advance	0	162,776	(162,777)
Restricted cash and cash equivalents			
Investments-Truist - Short-Term CAMP*	1,510,484	1,600,000	(89,516)
Investments-Truist - Long-Term CAMP*	1,900,000	1,900,000	0
Investments-Truist - Garage Maintenance Reserve	3,045	159,751	(156,706)
Investments-Truist - Unrealized G/L	(14,507)	60	(14,567)
Investments-Truist - Accrued Interest	3,750	1,069	2,681
Total Restricted Cash & Equivalents	<u>3,402,772</u>	<u>3,660,880</u>	<u>(258,108)</u>
Total Current Assets	<u>5,162,842</u>	<u>4,591,837</u>	<u>571,005</u>
Non-Current Assets			
Capital Assets			
Land	7,585,094	7,585,094	0
Buildings and improvements	14,566,312	14,612,813	(46,500)
Equipment and furniture	3,093,453	2,973,257	120,195
Construction in progress	111,564	0	111,564
Computer software	10,850	10,850	0
Total Capital Assets	<u>25,367,273</u>	<u>25,182,014</u>	<u>185,259</u>
Less: Accumulated Depreciation	<u>(6,161,411)</u>	<u>(5,391,854)</u>	<u>(769,557)</u>
Total Capital Assets, Net of Accumulated Depreciation	<u>19,205,862</u>	<u>19,790,160</u>	<u>(584,298)</u>
Total Non-Current Assets	<u>19,205,862</u>	<u>19,790,160</u>	<u>(584,298)</u>
Total Assets	<u>\$ 24,368,704</u>	<u>\$ 24,381,997</u>	<u>\$ (13,293)</u>
Liabilities and Net Assets			
Current Liabilities			
Accounts payable and accrued liabilities	\$ 94,622	\$ 464,575	\$ (369,952)
Compensated absences	13,784	11,558	2,225
Deposits payable	3,458	1,657	1,800
Note payable	432,274	424,289	7,986
Total Current Liabilities	<u>544,138</u>	<u>902,079</u>	<u>(357,941)</u>
Non-Current Liabilities			
Note payable	1,579,290	2,015,015	(435,725)
Compensated absences	13,784	11,559	2,225
Deposits Payable	3,254	3,734	(480)
Total Non-Current Liabilities	<u>1,596,328</u>	<u>2,030,308</u>	<u>(433,980)</u>
Total Liabilities	<u>2,140,466</u>	<u>2,932,387</u>	<u>(791,921)</u>
Net Position			
Capital Assets Net of Debt	17,194,299	17,350,856	(156,557)
Restricted-Garage Maintenance Reserve	(7,713)	160,880	(168,592)
Restricted - Short-Term CAMP*	1,510,485	1,600,000	(89,516)
Restricted - Long-Term CAMP*	1,900,000	1,900,000	0
Unrestricted	1,631,167	437,874	1,193,293
Total Net Position	<u>22,228,238</u>	<u>21,449,610</u>	<u>778,628</u>
Total Liabilities and Net Assets	<u>\$ 24,368,704</u>	<u>\$ 24,381,997</u>	<u>\$ (13,293)</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

	<u>Month To Date</u> <u>6/30/2022</u>	<u>Year To Date</u> <u>6/30/2022</u>
Cash Flows from Operating Activities		
Payments received from parking customers	\$ 372,251	\$ 4,425,556
Cash received from commercial property renters	7,210	84,955
Payments to suppliers for goods and services	(386,293)	(2,707,069)
Payments to employees for services	(34,905)	(332,635)
Payments to LFUCG	(2,009)	(22,985)
	<u>(43,746)</u>	<u>1,447,822</u>
Cash Flows from Capital and Related Financing Activities		
Payments on note payable	(35,932)	(427,740)
Purchases of capital assets	(33,886)	(244,684)
	<u>(69,818)</u>	<u>(672,424)</u>
Cash Flows From Investing Activities		
Purchase of certificates of deposits	3,268	258,108
Income earned on restricted cash and cash equivalents	481	(4,358)
	<u>3,749</u>	<u>253,750</u>
Net Increase (Decrease) in Cash and Cash Equivalents	(109,815)	1,029,148
Cash and Cash Equivalents, Beginning of Period	1,849,078	710,115
Cash and Cash Equivalents, End of Period	\$ 1,739,263	\$ 1,739,263
Reconciliation of Change in Net Position to Net Cash Provided by Operating Activities		
Change in net position	\$ 6,936	\$ 778,628
Adjustments to Reconcile Change in Net Position to Net Cash Provided by Operating Activities:		
Depreciation and amortization	67,014	828,981
(Gain) on disposal of assets	-	-
Interest on certificates of deposit	(481)	4,358
Change in Assets and Liabilities:		
Accounts receivable	17,717	37,259
REEF Advance	162,776	162,776
Accounts payable and accrued liabilities	(303,944)	(369,950)
Security deposits	-	1,320
Compensated absences	6,236	4,450
	<u>6,236</u>	<u>4,450</u>
Net Cash Provided by Operating Activities	\$ (43,746)	\$ 1,447,822

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 6/30/2022 Actual	Month End 6/30/2022 FYE Budget	Variance 6/30/2022	FYTD 6/30/2022 Actual	FYTD 6/30/2022 FYE Budget	Variance 6/30/2022	Annual Budget 6/30/2022 FYE Budget	
Revenue								
Revenue OnStreet								
1	Parking - Monthly Rental	\$ 7,173	\$ 7,390	\$ (217)	\$ 118,600	\$ 101,253	\$ 17,347	\$ 101,253
2	Parking - Meter Collections	94,288	75,849	18,438	1,054,429	983,628	70,801	983,628
3	Parking - Fines	63,284	63,474	(190)	881,184	814,572	66,612	814,572
4	Total Revenue OnStreet	164,745	146,713	18,031	2,054,213	1,899,453	154,760	1,899,453
Revenue OffStreet								
5	Parking - Monthly Rental	99,135	103,860	(4,725)	1,404,079	1,383,630	20,449	1,383,630
6	Parking - Transient Rental	79,511	61,364	18,149	691,316	593,015	98,300	593,015
7	Parking - Event	7,850	3,737	4,112	190,613	122,827	67,787	122,827
8	Parking - Validations	3,107	2,014	1,093	42,405	33,316	9,090	33,316
9	Parking - Fines	110	0	110	3,519	0	3,518	0
10	Overage/Shortage/Fees	76	0	76	2,152	0	2,153	0
11	Total Revenue OffStreet	189,789	170,975	18,815	2,334,084	2,132,788	201,297	2,132,788
12	Commercial Property Rental	7,210	7,100	110	84,955	85,200	(246)	85,200
13	Miscellaneous Income	37	0	37	642	0	642	0
14	Total Revenue	361,781	324,788	36,993	4,473,894	4,117,441	356,453	4,117,441
Operating Expenses								
OnStreet Operating Expenses								
15	REEF Operating Expenses	105,377	117,963	12,586	1,078,972	1,029,422	(49,550)	1,029,422
16	Property & Casualty Excess Insurance	0	0	0	1,567	844	(723)	844
17	Bank & Credit Card Fees	6,592	7,000	408	93,611	91,436	(2,175)	91,436
18	Total OnStreet Operating Expenses	111,969	124,963	12,994	1,174,150	1,121,702	(52,448)	1,121,702
OffStreet Operating Expenses								
19	REEF Operating Expenses	104,950	69,677	(35,273)	897,891	923,894	26,003	923,894
20	Property & Casualty Excess Insurance	0	0	0	54,208	54,208	1	54,208
21	Bank & Credit Card Fees	3,437	2,865	(572)	42,499	35,837	(6,662)	35,837
22	Utilities	13,515	9,250	(4,264)	121,514	111,000	(10,515)	111,000
23	Landline Phones	0	0	0	80	0	(80)	0
24	Interest Expense	3,797	4,371	573	49,016	52,468	3,452	52,468
25	Total OffStreet Operating Expenses	125,699	86,163	(39,536)	1,165,208	1,177,407	12,199	1,177,407
26	Personnel Expenses	31,144	26,677	(4,467)	343,498	324,401	(19,097)	324,401
Administrative Expenses								
27	Property & Casualty Excess Insurance	0	0	0	24,163	24,200	37	24,200
28	Bank & Credit Card Fees	30	25	(5)	4,426	5,400	975	5,400
29	Other Professional Services	9,854	19,334	9,480	96,714	232,000	135,285	232,000
30	Rent/Lease Expenses	1,065	875	(190)	10,699	10,510	(189)	10,510
31	Landline Phones	283	275	(8)	3,351	3,300	(50)	3,300
32	Business Travel & Training	641	1,250	609	11,027	15,000	3,972	15,000
33	Dues Subscriptions & Publications	0	475	475	1,586	5,700	4,114	5,700
34	Office Supplies	(166)	584	750	3,127	7,000	3,873	7,000
35	Office Machines & Equipment	0	208	208	0	2,500	2,500	2,500
36	Office Repairs & Maintenance	0	125	125	208	1,500	1,293	1,500
37	Mileage Expense	0	33	33	0	400	400	400
38	Operating Contingency	4,043	4,168	125	20,019	50,000	29,980	50,000
39	Total Administrative Expenses	15,750	27,352	11,602	175,320	357,510	182,190	357,510
40	Total Operating Expenses	284,562	265,155	(19,407)	2,858,176	2,981,020	122,844	2,981,020
Change in Net Position Before Capital & Other Financing								
41	Other Financing	77,219	59,633	17,586	1,615,718	1,136,421	479,297	1,136,421
Expenses For Capital Assets								
42	Depreciation & Amortization	67,014	68,869	1,855	828,982	826,440	(2,541)	826,440
43	Total Expenses For Capital Assets	67,014	68,869	1,855	828,982	826,440	(2,541)	826,440
Other Financing Sources								
44	Interest Income	1,528	260	1,268	6,458	3,000	3,458	3,000
45	Unrealized Gain / Loss on Investments	(4,797)	0	(4,796)	(14,566)	0	(14,567)	0
46	Total Other Financing Sources	(3,269)	260	(3,528)	(8,108)	3,000	(11,109)	3,000
47	Total Change in Net Position	\$ 6,936	\$ (8,976)	\$ 15,913	\$ 778,628	\$ 312,981	\$ 465,647	\$ 312,981

No assurance is provided on these financial statements.

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

Substantially All Disclosures Omitted

	FYTD 06/30/22 <small>Actual</small>	Year Ending 06/30/21 <small>Actual</small>	Year To Date 06/30/22 <small>Capital Expenditures</small>	FYTD 06/30/22 <small>FY22 CapEx Budget</small>
Capital Assets				
Land	7,585,094	7,585,094	0	0
Buildings and improvements	14,566,313	14,612,813	(46,500)	1,257,250
Equipment and furniture	3,093,452	2,973,257	120,195	132,000
Construction in progress	111,564	0	111,564	0
Computer software	10,850	10,850	0	0
Total Capital Assets	<u>25,367,273</u>	<u>25,182,014</u>	<u>185,259</u>	<u>1,389,250</u>

No assurance is provided on these financial statements.

Lexington and Fayette County Parking Authority
Parking Revenue Less Expenses
Fiscal Year to Date As of June 30, 2022

Substantially All Disclosures Omitted

	OnStreet Year To Date 06/30/22	Victorian Square Garage Year To Date 06/30/22	Transit Center Garage Year To Date 06/30/22	Courthouse Garage Year To Date 06/30/22	Helix Garage Year To Date 06/30/22
Revenue					
Parking - Monthly Rental	\$ 118,600	\$ 428,916	\$ 604,863	\$ 170,186	\$ 200,114
Parking - Transient Rental	0	320,058	23,827	126,995	220,435
Parking - Event	0	182,116	2,474	553	5,471
Parking - Validations	0	24,086	171	1,826	16,323
Parking - Meter Collections	1,054,429	0	0	0	0
Parking - Fines	881,184	500	2,773	200	45
Overage/Shortage/Fees	0	381	1,787	1	(17)
Total Revenue	2,054,213	956,057	635,895	299,761	442,371
Operating Expenses					
REEF Operating Expenses	1,078,972	309,385	289,439	133,677	165,391
Property & Casualty Excess Insurance	1,567	0	39,064	365	14,778
Bank & Credit Card Fees	93,610	15,771	9,325	6,298	11,106
Utilities	0	31,630	44,416	36,129	9,339
Landline Phones	0	0	0	80	0
Interest Expense	0	1,226	8,823	1,225	37,742
Total Operating Expenses	1,174,149	358,012	391,067	177,774	238,356
Net parking revenue before depreciation and amortization	880,064	598,045	244,828	121,987	204,015
Depreciation & Amortization	76,264	126,884	245,102	56,902	315,261
Net parking revenue	\$ 803,800	\$ 471,161	\$ (274)	\$ 65,085	\$ (111,246)

No assurance is provided on these financial statements.

Lexington and Fayette County Parking Authority
Statement of Net Position

Substantially All Disclosures Omitted

	As Of 07/31/22	As Of 07/31/21	Variance 07/31/22
Assets			
Current Assets			
Cash	\$ 1,875,761	\$ 734,915	\$ 1,140,846
Cash-Change Fund	7,400	8,832	(1,432)
Accounts receivable	48,878	31,429	17,449
REEF Advance	0	162,776	(162,777)
Restricted cash and cash equivalents			
Investments-Truist - Short-Term CAMP*	1,510,484	1,510,485	0
Investments-Truist - Long-Term CAMP*	1,900,000	1,900,000	0
Investments-Truist - Garage Maintenance Reserve	3,181	0	3,181
Investments-Truist - Unrealized G/L	(15,988)	(149)	(15,839)
Investments-Truist - Accrued Interest	6,443	495	5,948
Total Restricted Cash & Equivalents	<u>3,404,120</u>	<u>3,410,831</u>	<u>(6,710)</u>
Total Current Assets	<u>5,336,159</u>	<u>4,348,783</u>	<u>987,376</u>
Non-Current Assets			
Capital Assets			
Land	7,585,094	7,585,094	0
Buildings and improvements	14,566,312	14,612,812	(46,500)
Equipment and furniture	3,093,453	3,106,028	(12,575)
Construction in progress	217,341	0	217,341
Computer software	10,850	10,850	0
Total Capital Assets	<u>25,473,050</u>	<u>25,314,784</u>	<u>158,266</u>
Less: Accumulated Depreciation	<u>(6,226,935)</u>	<u>(5,465,543)</u>	<u>(761,392)</u>
Total Capital Assets, Net of Accumulated Depreciation	<u>19,246,115</u>	<u>19,849,241</u>	<u>(603,126)</u>
Total Non-Current Assets	<u>19,246,115</u>	<u>19,849,241</u>	<u>(603,126)</u>
Total Assets	<u>\$ 24,582,274</u>	<u>\$ 24,198,024</u>	<u>\$ 384,250</u>
Liabilities and Net Assets			
Current Liabilities			
Accounts payable and accrued liabilities	\$ 347,240	\$ 332,916	\$ 14,324
Compensated absences	11,926	11,559	367
Deposits payable	3,457	1,657	1,800
Note payable	432,275	424,288	7,986
Deferred Revenue	23,400	22,750	650
Total Current Liabilities	<u>818,298</u>	<u>793,170</u>	<u>25,127</u>
Non-Current Liabilities			
Note payable	1,543,171	1,979,665	(436,493)
Compensated absences	11,925	11,558	367
Deposits Payable	3,254	5,054	(1,800)
Total Non-Current Liabilities	<u>1,558,350</u>	<u>1,996,277</u>	<u>(437,926)</u>
Total Liabilities	<u>2,376,648</u>	<u>2,789,447</u>	<u>(412,799)</u>
Net Position			
Capital Assets Net of Debt	17,270,671	17,445,289	(174,618)
Restricted-Garage Maintenance Reserve	(6,364)	346	(6,710)
Restricted - Short-Term CAMP*	1,510,484	1,510,484	0
Restricted - Long-Term CAMP*	1,900,000	1,900,000	0
Unrestricted	1,530,835	552,458	978,377
Total Net Position	<u>22,205,626</u>	<u>21,408,577</u>	<u>797,049</u>
Total Liabilities and Net Assets	<u>\$ 24,582,274</u>	<u>\$ 24,198,024</u>	<u>\$ 384,250</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 <u>7/31/2022</u>
Cash Flows from Operating Activities	
Payments received from parking customers	\$ 306,994
Cash received from commercial property renters	7,253
Payments to suppliers for goods and services	(30,835)
Payments to employees for services	(1,940)
Payments to LFUCG	<u>(2,121)</u>
Net Cash Provided by Operating Activities	279,351
Cash Flows from Capital and Related Financing Activities	
Payments on note payable	(36,119)
Purchases of capital assets	<u>(105,777)</u>
Net Cash Used in Capital and Related Financing Activities	(141,896)
Cash Flows From Investing Activities	
Purchase of certificates of deposits	(1,348)
Income earned on restricted cash and cash equivalents	<u>7,791</u>
Net Cash Used in Investing Activities	6,443
Net Increase (Decrease) in Cash and Cash Equivalents	143,898
Cash and Cash Equivalents, Beginning of Period	<u>1,739,263</u>
Cash and Cash Equivalents, End of Period	<u>\$ 1,883,161</u>
Reconciliation of Change in Net Position to Net Cash Provided by Operating Activities	
Change in net position	\$ (24,646)
Adjustments to Reconcile Change in Net Position to Net Cash Provided by Operating Activities:	
Depreciation and amortization	65,525
(Gain) on disposal of assets	-
Interest on certificates of deposit	(7,791)
Change in Assets and Liabilities:	
Accounts receivable	(28,071)
Accounts payable and accrued liabilities	274,334
Security deposits	-
Compensated absences	<u>-</u>
Net Cash Provided by Operating Activities	<u>\$ 279,351</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 7/31/2021 Actual	Month End 7/31/2021 FYE Budget	Variance 7/31/2021	Annual Budget 6/30/2021 FYE Budget
Revenue				
Revenue OnStreet				
1	\$ 14,348	\$ 13,983	\$ 365	\$ 124,970
2	64,547	66,118	(1,571)	1,078,240
3	56,223	45,077	11,146	936,658
4	<u>135,118</u>	<u>125,178</u>	<u>9,940</u>	<u>2,139,868</u>
Revenue OffStreet				
5	118,360	116,630	1,730	1,400,960
6	72,688	55,467	17,221	852,041
7	7,257	0	7,257	233,300
8	1,538	3,400	(1,862)	40,800
9	0	225	(225)	2,700
10	103	0	103	0
11	<u>199,946</u>	<u>175,722</u>	<u>24,224</u>	<u>2,529,801</u>
12	7,253	7,083	170	85,000
13	<u>342,317</u>	<u>307,983</u>	<u>34,334</u>	<u>4,754,669</u>
Operating Expenses				
OnStreet Operating Expenses				
14	63,451	98,830	35,379	1,067,330
15	2,073	2,073	0	2,073
16	7,577	10,000	2,423	120,000
17	<u>73,101</u>	<u>110,903</u>	<u>37,802</u>	<u>1,189,403</u>
OffStreet Operating Expenses				
18	91,005	72,339	(18,666)	1,022,120
19	58,917	58,917	0	58,917
20	3,819	3,583	(236)	43,000
21	6,942	10,167	3,225	122,000
22	3,611	3,707	96	44,481
23	<u>164,294</u>	<u>148,713</u>	<u>(15,581)</u>	<u>1,290,518</u>
24	27,769	28,616	848	343,400
Administrative Expenses				
25	22,349	22,350	0	22,350
26	1,267	500	(766)	6,000
27	6,977	19,442	12,464	233,300
28	1,065	1,065	0	12,783
29	288	300	12	3,600
30	0	1,617	1,616	19,400
31	449	358	(90)	4,300
32	230	584	354	7,000
33	0	208	208	2,500
34	18	125	107	1,500
35	4,980	7,500	2,520	90,000
36	<u>37,623</u>	<u>54,049</u>	<u>16,425</u>	<u>402,733</u>
37	<u>302,787</u>	<u>342,281</u>	<u>39,494</u>	<u>3,226,054</u>
Change in Net Position Before Capital & Other				
38	39,530	(34,298)	73,828	1,528,615
Expenses For Capital Assets				
38	65,524	64,742	(782)	776,907
39	<u>65,524</u>	<u>64,742</u>	<u>(782)</u>	<u>776,907</u>
Other Financing Sources				
40	2,830	0	2,830	0
41	(1,482)	0	(1,481)	0
42	<u>1,348</u>	<u>0</u>	<u>1,349</u>	<u>0</u>
43	<u>\$ (24,646)</u>	<u>\$ (99,040)</u>	<u>\$ 74,395</u>	<u>\$ 751,708</u>

No assurance is provided on these financial statements.

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

Substantially All Disclosures Omitted

	FYTD 07/31/22 <small>Actual</small>	Year Ending 06/30/22 <small>Actual</small>	Year To Date 07/31/22 <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	14,566,313	14,566,313	0	510,000
Equipment and furniture	3,093,452	3,093,452	0	57,000
Construction in progress	217,341	111,564	105,777	0
Computer software	10,850	10,850	0	0
Total Capital Assets	25,473,050	25,367,273	105,777	567,000

No assurance is provided on these financial statements.

PCI Municipal Services, LLC
 Monthly Management Report
 Lexpark
 L301 Consolidated Off Street

Lexington and Fayette County Parking Authority
 Gary A Means
 162 East Main Street, Suite 212
 Lexington, KY 40507

For The Month Ending Jul 31, 2022

	Period to Date					Year to Date			
	Actual	% of Revenue	Budget	Fav (Unfav)		Actual	% of Revenue	Budget	Fav (Unfav)
Revenue									
Transient	72,674.08	33%	55,467.00	17,207.08	A	72,674.08	33%	55,467.00	17,207.08
Permit/Monthly Billing	138,481.50	63%	116,630.00	21,851.50	B	138,481.50	63%	116,630.00	21,851.50
Stamp/Validation Billing	2,173.00	1%	3,400.00	(1,227.00)		2,173.00	1%	3,400.00	(1,227.00)
Events	7,016.53	3%	-	7,016.53	C	7,016.53	3%	-	7,016.53
Meter Receipts	-	0%	-	-		-	0%	-	-
Bag Rental Fees	-	0%	-	-		-	0%	-	-
Violation & Booting Revenue	-	0%	225.00	(225.00)		-	0%	225.00	(225.00)
Over & Short	218.00	0%	-	218.00		218.00	0%	-	218.00
Total Revenue	220,563.11		175,722.00	44,841.11		220,563.11		175,722.00	44,841.11
Add: Beginning A/R									
Permits	16,035.00					16,035.00			
Validation	4,573.00					4,573.00			
Total Beginning A/R	20,608.00					20,608.00			
Subtract: Ending A/R									
Permits	30,650.00					30,650.00			
Validation	5,148.00					5,148.00			
Total Ending A/R	35,798.00					35,798.00			
Total Net Revenue	205,373.11					205,373.11			
Expenses									
Payroll									
Salaries & Wages	30,335.28		33,795.47	3,460.19	D	30,335.28		33,795.47	3,460.19
Payroll Taxes	4,246.93		5,427.32	1,180.39		4,246.93		5,427.32	1,180.39
Workers Comp Ins	2,305.48		2,622.66	317.18		2,305.48		2,622.66	317.18
Employee Health Ins	3,803.97		3,872.96	68.99		3,803.97		3,872.96	68.99
Liability Insurance	3,883.00		3,882.66	(0.34)		3,883.00		3,882.66	(0.34)
Total Payroll	44,574.66	77%	49,601.07	5,026.41		44,574.66	77%	49,601.07	5,026.41
Field									
Uniform	-		250.00	250.00		-		250.00	250.00
Hiring/Training	-		166.65	166.65		-		166.65	166.65
Repairs - On-Street	-		-	-		-		-	-
Repairs - Off-Street	2,650.00		3,947.00	1,297.00		2,650.00		3,947.00	1,297.00
Vehicle Expense	345.00		600.00	255.00		345.00		600.00	255.00
Ems/lps/Pbp/Ccs Services Fee	130.00		3,790.00	3,660.00	E	130.00		3,790.00	3,660.00
Snow Removal	-		-	-		-		-	-
Professional Services/Fees	4,562.30		3,774.05	(788.25)		4,562.30		3,774.05	(788.25)
Fuels	-		176.48	176.48	E	-		176.48	176.48
Repairs - Sweeper	-		166.65	166.65		-		166.65	166.65
General Supplies	2,232.72		1,484.16	(748.56)		2,232.72		1,484.16	(748.56)
Elevator Maintenance	-		2,607.91	2,607.91	E	-		2,607.91	2,607.91
Total Field	9,920.02	17%	16,962.90	7,042.88		9,920.02	17%	16,962.90	7,042.88
Office									
Communications	-		825.35	825.35	E	-		825.35	825.35
Office Supplies	717.60		500.00	(217.60)		717.60		500.00	(217.60)
Printing & Design	96.61		83.34	(13.27)		96.61		83.34	(13.27)
Postage	125.40		574.92	449.52		125.40		574.92	449.52
Employee Incentive	-		-	-		-		-	-
Total Office	939.61	2%	1,983.61	1,044.00		939.61	2%	1,983.61	1,044.00
Miscellaneous									
Base Management Fee	2,000.00		2,500.00	500.00		2,000.00		2,500.00	500.00
Incentive Management Fee	-		750.00	750.00		-		750.00	750.00
Dues & Subscription	364.05		541.67	177.62		364.05		541.67	177.62
Total Miscellaneous	2,364.05	4%	3,791.67	1,427.62		2,364.05	4%	3,791.67	1,427.62
Total Expenses	57,798.34	100%	72,339.25	14,540.91		57,798.34	100%	72,339.25	14,540.91
Net Income	147,574.77		103,382.75	44,192.02		147,574.77		103,382.75	44,192.02

Variance Notes

- A** The Transient Parking positive variance of \$17,207 continues to be a good story. The Vic Square night garage business accounts for \$10,344 of the surplus and the Helix accounts for \$5199. The Helix increase appears to be driven by the daytime business.
- B** The Monthly Parking positive variance of \$21,852 is due entirely to the Transit Center Garage and the timing of the quarterly payment from LFUCG. The other 3 garage were very close to hitting budget.
- C** The Events positive variance of \$7,017 is due to some unexpected Opera House events that occurred in July. This had a positive effect at
- D** The positive Salary & Wages variance of \$3,460 is primarily due to a staffing shortage of approximately 2 full time team members. We budgeted for a full staff and hope to hire 1 of the 2 open positions this week.
- E** We have a positive variances in most Field and Office expenses due to the transition from Reef Parking to PCI Municipal Services. It took a bit of time to receive new invoices, set up new accounts, etc.

PCI Municipal Services, LLC
 Monthly Management Report
 Lexpark
 L301 Consolidated On Street

Lexington and Fayette County Parking Authority
 Gary A Means
 162 East Main Street, Suite 212
 Lexington, KY 40507

For The Month Ending Jul 31, 2022

	Period to Date					Year to Date			
	Actual	% of Revenue	Budget	Fav (Unfav)		Actual	% of Revenue	Budget	Fav (Unfav)
Revenue									
Transient	-	0%	-	-		-	0%	-	-
Permit/Monthly Billing	14,347.69	11%	13,983.00	364.69		14,347.69	11%	13,983.00	364.69
Stamp/Validation Billing	-	0%	-	-		-	0%	-	-
Events	-	0%	-	-		-	0%	-	-
Meter Receipts	62,628.01	46%	57,118.00	5,510.01	A	62,628.01	46%	57,118.00	5,510.01
Bag Rental Fees	2,485.00	2%	9,000.00	(6,515.00)	B	2,485.00	2%	9,000.00	(6,515.00)
Violation & Booting Revenue	56,329.27	41%	45,077.00	11,252.27	C	56,329.27	41%	45,077.00	11,252.27
Over & Short	29.50	0%	-	29.50		29.50	0%	-	29.50
Total Revenue	135,819.47		125,178.00	10,641.47		135,819.47		125,178.00	10,641.47
Expenses									
Payroll									
Salaries & Wages	32,414.63		35,914.23	3,499.60	D	32,414.63		35,914.23	3,499.60
Payroll Taxes	4,538.05		5,671.33	1,133.28		4,538.05		5,671.33	1,133.28
Workers Comp Ins	2,463.51		2,729.82	266.31		2,463.51		2,729.82	266.31
Employee Health Ins	3,373.32		5,000.00	1,626.68		3,373.32		5,000.00	1,626.68
Liability Insurance	2,166.47		2,166.67	0.20		2,166.47		2,166.67	0.20
Total Payroll	44,955.98	69%	51,482.05	6,526.07		44,955.98	69%	51,482.05	6,526.07
Field									
Uniform	-		250.00	250.00		-		250.00	250.00
Hiring/Training	-		200.00	200.00		-		200.00	200.00
Repairs - On-Street	2,276.48		5,355.00	3,078.52	E	2,276.48		5,355.00	3,078.52
Repairs - Off-Street	-		-	-		-		-	-
Vehicle Expense	2,168.59		2,150.00	(18.59)		2,168.59		2,150.00	(18.59)
Ems/Ips/Pbp/Ccs Services Fee	5,002.38		30,980.75	25,978.37	F	5,002.38		30,980.75	25,978.37
Snow Removal	-		-	-		-		-	-
Professional Services/Fees	1,998.17		625.00	(1,373.17)		1,998.17		625.00	(1,373.17)
Fuels	-		100.00	100.00		-		100.00	100.00
Repairs - Sweeper	-		-	-		-		-	-
General Supplies	-		1,000.00	1,000.00		-		1,000.00	1,000.00
Elevator Maintenance	-		-	-		-		-	-
Total Field	11,445.62	18%	40,660.75	29,215.13		11,445.62	18%	40,660.75	29,215.13
Office									
Communications	-		1,112.00	1,112.00		-		1,112.00	1,112.00
Office Supplies	636.36		250.00	(386.36)		636.36		250.00	(386.36)
Printing & Design	756.18		500.00	(256.18)		756.18		500.00	(256.18)
Postage	2,521.32		1,000.00	(1,521.32)		2,521.32		1,000.00	(1,521.32)
Employee Incentive	-		1,000.00	1,000.00		-		1,000.00	1,000.00
Total Office	3,913.86	6%	3,862.00	(51.86)		3,913.86	6%	3,862.00	(51.86)
Miscellaneous									
Base Management Fee	2,500.00		2,000.00	(500.00)		2,500.00		2,000.00	(500.00)
Incentive Management Fee	1,939.50		500.00	(1,439.50)		1,939.50		500.00	(1,439.50)
Dues & Subscription	322.83		325.00	2.17		322.83		325.00	2.17
Total Miscellaneous	4,762.33	7%	2,825.00	(1,937.33)		4,762.33	7%	2,825.00	(1,937.33)
Total Expenses	65,077.79	100%	98,829.80	33,752.01		65,077.79	100%	98,829.80	33,752.01
Net Income	70,741.68		26,348.20	44,393.48		70,741.68		26,348.20	44,393.48

Variance Notes

- A** The Meter Receipts positive variance of \$5510 indicates a good start to our new Fiscal year budget.
- B** The Bag Rental Fees negative variance of \$6515 is due to the seasonal nature of receiving the fees for the High Street garage construction. Willburn is the General Contractor and they typically pay quarterly; we were recently paid in June.
- C** Violation Tickets and booting fees are combined under one category this year. We had a great month in producing a positive variance of \$11,252 over budget.
- D** We experienced a positive Salary & Wages variance of \$3500 due to losing our LPR driver Will. He found a position with another company that is paying him significantly higher wages.
- E** The positive Repairs & Maintenance variance of \$3079 is due to our IPS repair expenses not hitting yet this fiscal year. We anticipate some meter repair expenses hitting within the next month or two.
- F** The software fees positive variance of \$25,978 is due to transitioning from Reef to PCI; time needed to receive invoices, set up accounts, etc.

Lexington/ Fayette Co Parking Authority
Balance Sheet
July 31, 2022

ASSETS

Current Assets		
Cash - US Bank	\$	<u>13,258.73</u>
Total Current Assets		13,258.73
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>94,777.03</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	(295,700.00)	
Retained Earnings	351,447.22	
Net Income	<u>5,108.55</u>	
Total Capital		<u>90,995.03</u>
Total Liabilities & Capital	\$	<u><u>94,777.03</u></u>

Lexington/ Fayette Co Parking Authority
Income Statement
Compared with Budget
For the One Month Ending July 31, 2022

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
Revenues						
Rental Income	\$ 5,406.86	\$ 5,407.00	(0.14)	\$ 5,406.86	\$ 5,407.00	(0.14)
Income - Utilities	201.69	235.00	(33.31)	201.69	235.00	(33.31)
Total Revenues	<u>5,608.55</u>	<u>5,642.00</u>	<u>(33.45)</u>	<u>5,608.55</u>	<u>5,642.00</u>	<u>(33.45)</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>5,608.55</u>	<u>5,642.00</u>	<u>(33.45)</u>	<u>5,608.55</u>	<u>5,642.00</u>	<u>(33.45)</u>
Expenses						
Property Management Fee	500.00	500.00	0.00	500.00	500.00	0.00
Repair & Maintenance	0.00	200.00	(200.00)	0.00	200.00	(200.00)
Total Expenses	<u>500.00</u>	<u>700.00</u>	<u>(200.00)</u>	<u>500.00</u>	<u>700.00</u>	<u>(200.00)</u>
Net Income	<u>\$ 5,108.55</u>	<u>\$ 4,942.00</u>	<u>166.55</u>	<u>\$ 5,108.55</u>	<u>\$ 4,942.00</u>	<u>166.55</u>

Lexington/ Fayette Co Parking Authority
Statement of Cash Flow
For the one Month Ended July 31, 2022

	Current Month	Year to Date	
Cash Flows from operating activities			
Net Income	\$ 5,108.55	\$ 5,108.55	
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>5,108.55</u>	<u>5,108.55</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			
Net cash used in financing	<u>0.00</u>	<u>0.00</u>	
Net increase <decrease> in cash	<u>\$ 5,108.55</u>	<u>\$ 5,108.55</u>	
 Summary			
Cash Balance at End of Period	\$ 13,258.73	\$ 13,258.73	
Cash Balance at Beg of Period	<u>(8,150.18)</u>	<u>(8,150.18)</u>	
Net Increase <Decrease> in Cash	<u>\$ 5,108.55</u>	<u>\$ 5,108.55</u>	

Lexington/ Fayette Co Parking Authority
Cash Disbursements Journal
For the Period From Jul 1, 2022 to Jul 31, 2022

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
7/8/22	1220	500 100	Property Management Fee Cash - US Bank	Invoice: 7676 Schrader Commercial Properties, LLC	500.00	500.00
	Total				<u>500.00</u>	<u>500.00</u>

Lexington/ Fayette Co Parking Authority
General Ledger
For the Period From Jul 1, 2022 to Jul 31, 2022

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	7/1/22			Beginning Balance			8,150.18
	7/8/22	1220	CDJ	Schrader Commer		500.00	
	7/26/22	072622	CRJ	Lynna Nguyen	3,945.64		
	7/26/22	072622	CRJ	Lynna Nguyen	158.22		
	7/26/22	072622	CRJ	Savane Silver	1,461.22		
	7/26/22	072622	CRJ	Savane Silver	43.47		
				Current Period Cha	5,608.55	500.00	5,108.55
	7/31/22			Ending Balance			13,258.73
155 Building Improvement	7/1/22			Beginning Balance			81,518.30
	7/31/22			Ending Balance			81,518.30
231 Tenant Deposits	7/1/22			Beginning Balance			-3,782.00
	7/31/22			Ending Balance			-3,782.00
349 Beginning Balance Eq	7/1/22			Beginning Balance			-30,139.26
	7/31/22			Ending Balance			-30,139.26
350 Capital Contribution,	7/1/22			Beginning Balance			295,700.00
	7/31/22			Ending Balance			295,700.00
352 Retained Earnings	7/1/22			Beginning Balance			-351,447.22
	7/31/22			Ending Balance			-351,447.22
400 Rental Income	7/1/22			Beginning Balance			
	7/26/22	072622	CRJ	Lynna Nguyen - Inv		1,963.64	
	7/26/22	072622	CRJ	Lynna Nguyen - Inv		1,982.00	
	7/26/22	072622	CRJ	Savane Silver - Inv		1,461.22	
				Current Period Cha		5,406.86	-5,406.86
	7/31/22			Ending Balance			-5,406.86
401 Income - Utilities	7/1/22			Beginning Balance			
	7/26/22	072622	CRJ	Lynna Nguyen - Jul		158.22	
	7/26/22	072622	CRJ	Savane Silver - Jul		43.47	
				Current Period Cha		201.69	-201.69
	7/31/22			Ending Balance			-201.69
500 Property Management	7/1/22			Beginning Balance			
	7/8/22	1220	CDJ	Schrader Commer	500.00		
				Current Period Cha	500.00		500.00
	7/31/22			Ending Balance			500.00

Lexington/ Fayette Co Parking Authority
Account Reconciliation
As of Jul 31, 2022
100 - Cash - US Bank
Bank Statement Date: July 31, 2022

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance	8,150.18
Add: Cash Receipts	5,608.55
Less: Cash Disbursements	(500.00)
Add (Less) Other	_____
Ending GL Balance	<u>13,258.73</u>
Ending Bank Balance	13,258.73
Add back deposits in transit	_____
Total deposits in transit	
(Less) outstanding checks	_____
Total outstanding checks	
Add (Less) Other	_____
Total other	
Unreconciled difference	<u>0.00</u>
Ending GL Balance	<u><u>13,258.73</u></u>

LEXPARK Revenue Enhancement Tasks/Ideas

09.01.22

	Revenue Enhancement Name	Enhancement Description	Enhancement Process	Person Responsible	Items Needed	Status	Target Date	Potential			
	On-Street									per/mo	FY impact
1	BUSINESS PERMITS	MARKET NEW AREAS - LOOK FOR RATE INCREASE OPPORTUNITIES	IMPLIMENT MARKETING PLAN AND DATE TO START NOTIFICATIONS	CHARLES/RUSS Nicole/Shane	Marketing Materials - Rate Change notifications	Identified 5 areas for rate change, look for other opportunities, East Short?	Began September 1st, 2022	\$5,220	\$435	\$4,350	
2	RPP RATE CHANGE	Increase Residential Parking Permit Annual Fees Current - \$10 yr Proposed - \$20 yr	Need LFUCG Council Approval, then communciate with current RPPP residents	LPA Staff	Rate Survey Support & Data to bring before Council	LPA BOC approved. Need to draft resolution for LPA and then bring to LFUCG Council	As soon as we can get it before council, they are sold annually, so little effect this FY	\$19,390	\$1,616	\$1,616	
4	Escalating Citation Rates	Also known as Graduated Fines, has been recommended in previous consultant reports	Need Examples/Survey	Gary, Mark, Nicole, Charles - T2	Need to review ordinances to see if council needs to approve	Board Approved	October 1st, 2022	\$35,000	\$2,917	\$26,250	
5	Citation Rate Increase		Need Rate Survey			Board asked for survey & more info.	October 1st, 2022	\$108,130	\$9,011	\$81,098	
6	Adjust Meter Hours / Days of Enforcement	Current 8a-5p M-F Propose 9a-9p M-Sat	Need Examples from other communities, have some in consultants reports		Meet with Mayor's Staff and Council Members, Press release etc.	Board Approved	January 1st, 2023	\$148,000	\$12,333	\$74,000	
7	Meter Rate Increase	Consider Meter Rate increases either across the board or by zones	Need Rate Survey Jack S. to assist with projections		Meet with Key Stakeholders, Mayor's office, Council etc.	Board asked for survey & more info.	January 1st, 2023	\$150,240	\$12,520	\$75,120	
8	Install Meters in New Areas	Potential Meter Areas: In front of the Grey Line on Loudon, 2 Blocks of Jefferson St, Far East end of Short St., Meadowthorpe	Need to discuss pros/cons internally. Would need to meet with Key Stakeholders in each area	Gary/Charles		Board Approved	Phased in	\$2,000	\$167	\$1,000	
9	Lower Scofflaw Threshold for Immobilizations	Reduce threshold from 3 unpaid citation with first notice, to 2 unpaid citations with second notice	Reset the query in T2 Flex data base to alert PCOs for immobilization eligible vehicles	Jack S., Gary, Mark, Nicole, Charles - T2		Board Approved	September 1st, 2022	\$36,000	\$3,000	\$30,000	
	GARAGES										
1	EVENT VIP Spaces	FIRST IN/OUT - RESERVED VIP SPACES IN GARAGE	CONE OFF 7 SPACES PRIOR TO EVENT - MARKET WITH SIGNAGE - INCLUDE IN SpotHero/ParkWhiz	Maruice Hunter	CONES/SIGN S/SPOT HERO/ PARKWHIZ	Need to Re-start	Immediately (DONE)	\$3,600	\$300	\$3,300	
2	Increase After 5pm Rate (Victorian Square & Helix)	Enter After 5pm is currently \$3 max, suggest increasing to \$5 max	Assess impact by calculating current \$3 tix x \$5	All	Signs	Board Approved	Began September 1st, 2022	\$114,000	\$9,500	\$95,000	
3	Increase Transient Rates (Courthouse Garage)	Currently CH garage is on a 30 minute rate increment with a daily max of \$10, increase to match VS & HX with \$12 max and 20 minute increments	Jack Skelton is working on projections for us	Mark Doering / Nicole Lawson	Signs / Validations	Board Approved	Begins Monday August 8, 2022	\$57,200	\$4,767	\$52,433	
4	Increase Cash price for Events	Motivate Event parkers to move to credit card or reservations. Example: Large Event/UK Game \$25 if cash, \$22 if cc or reservation	Need to officially document our new rates that we decided on in last weeks meeting	Maruice Hunter	CONES / SIGNS / SPOT HERO / PARKWHIZ	Board Approved / need to come up with projections 13%incr.	Began September 1st, 2022	\$24,000	\$2,000	\$20,000	
5	Consider Weekday Rates on Saturday at Victorian Square	Currently Saturday's and Sunday's have a \$3 max, consider going to the M-F, \$12 max	Asses impact by calculating current tickets by rate and time x the new proposed rates	Nicole Lawson		Board Approved	Begins Saturday August 6, 2022	\$36,000	\$3,000	\$33,000	
6	Reduce Turn around grace period in Garages	Currently 10 minutes is provided as a grace period. Consider reducing this to 5 minutes		Nicole Lawson		Board Approved	Began Monday June 27, 2022	\$8,000	\$667	\$8,000	
7	Increase Monthly Rate Courthouse Garage	Currently \$70, increase to \$75 September 1st	Asses which accounts can be increased and provide 60 day notice	Nicole Lawson		Board Approved	August 1st	\$10,500	\$875	\$9,625	
8	Increase Monthly Rate Helix	Currently \$60, increase to \$65 September 1st	Asses which accounts can be increased and provide 60 day notice	Nicole Lawson		Board Approved	August 1st	\$5,160	\$430	\$4,730	
9	Increase Monthly Rate Vic Square Reserved	Currently \$105, increase to \$110 September 1st	Asses which accounts can be increased and provide 60 day notice	Nicole Lawson		Board Approved	August 1st	\$1,140	\$95	\$1,045	
						ANNUAL	TOTAL	\$763,580		\$520,567	



POLICY ON VEHICLE IMMOBILIZATION

Revised: September 2022

Purpose

The Lexington & Fayette County Parking Authority (LFCPA) is charged by the Council of the Urban County Government with managing the On-Street parking within the Lexington, Kentucky. Well-managed parking is essential for the continued quality of life, customer satisfaction and economic development of downtown Lexington.

On-street, short-term parking is essential for the customers who come downtown to shop, visit a business, government agency, or enjoy a restaurant. Proper enforcement of parking regulations ensures availability of this parking. Enforcement encompasses not only the issuance of citations for parking violations, but also the collection of these penalties to encourage maximum compliance with parking regulations, and consequent availability of parking.

Unfortunately, even though they may be cited for violations, some individuals may still not obey the parking regulations, and it is essential to implement a policy of immobilization as the ultimate penalty to encourage compliance.

Criteria for Eligible Vehicles

Vehicles which are subject to immobilization are subject to the following criteria:

- Must have accumulated two (2) or more unpaid parking citations
 - Per KRS 82.615 – USPS First Class letter listing the violations, process for requesting a hearing, and the outcomes for failure to respond must be sent to the last known address of the registered owner of the vehicle as listed on the certificate of title, and the owner has seven (7) days to respond from the date of the letter.
 - For each citation a violator receives, **LEXPARK** automatically sends a letter via USPS First-Class mail after 5 days if the citation is not responded to, and a second letter, via USPS First-Class mail, after an additional 7 days of nonresponse. A third letter is sent 30 days after non-response to the second letter.
 - By the time a violator has reached eligibility for immobilization of their vehicle, they would have had at least seven (7) letters via USPS First-Class sent to the “last known address of the registered owner of the vehicle.”
 - Therefore, vehicles become eligible for immobilization seven (7) days after the date of the USPS First-Class letter sent to the “the last known address of the registered owner of the vehicle as listed on the certificate of title” denoting scofflaw status. Also reference KRS 186A.235.
- Any vehicle for which the immobilization device remains in place for 24 hours without full payment of outstanding fines or in the process of making payment, shall be towed and held for payment by the LFUCG towing contractor.
- Any vehicle for which the outstanding fines and penalties exceed \$750 shall be immobilized and towed and held for payment by the LFUCG towing contractor after at 4:30 P.M. on the same day of immobilization.

- Immobilization shall consist of either a Barnacle (apparatus that is applied to the windshield) a wheel lock, designated in this policy as a “boot”, or by impounding the vehicle by towing.

Procedure for Identifying Eligible Vehicles

While writing a ticket, the LEXPARK enforcement agents, using a handheld ticket writer will be alerted by the handheld that the vehicle is a scofflaw (more than two parking citations are unpaid).

LEXPARK agents not in the process of issuing a citation may also identify vehicles that belong to scofflaws, based on personal knowledge, third party complaint, when e-chalking, or by checking the citation database.

When a possible scofflaw is identified, the agent is to proceed with the Scofflaw Immobilization Policy as follows, finishing issuance of a citation if appropriate:

Procedure

1. Confirmation. The enforcement agent will call the LEXPARK Office to confirm that the vehicle is still a scofflaw. Upon verification of the vehicle status, the LEXPARK agent should request that the staff installing the immobilization device be dispatched to immobilize the vehicle. The agent should give the make, model, and color of the vehicle to the LEXPARK Office, along with the current location of the vehicle. The agent should then proceed on with regular duty.

2. Exemptions. For the following vehicles, approval from the LEXPARK Parking Office must be obtained before proceeding with the immobilization:

Governmental vehicles

Vehicles with a handicapped plate or hangtag

Vehicles with diplomatic plates

Other such vehicles as may be designated by LEXPARK

3. Placement of Device. First, the LEXPARK agent will place the immobilization device on the driver's side of the vehicle, (if deploying a boot) with a preference for the front tire, if accessible. If it is not accessible, the device will be placed on a passenger-side tire of the vehicle. The location of the device and the device number is to be noted on the Immobilization Form. Barnacles will be affixed to the windshield of the vehicle.

4. Immediate Impoundment. Any vehicle for which an excess of \$750 is owed in unpaid parking citations shall be booted. If all fines and penalties are not paid by 4:30 P.M. of that same day, the vehicle shall be towed as soon as it is convenient for the City towing contractor to impound the vehicle. Customers owing a large amount of money to the city may be more likely to attempt to remove the device themselves; therefore, those vehicles should be towed as soon as possible.

5. Immobilization Form. A separate form, in a format and with wording approved by the LFCPA will be placed on the on the driver's side window. The form will indicate:

- that the device has been placed on the vehicle due to unpaid parking citations
- that **all citations must be paid** to have the device removed
- that unauthorized removal may result in damage to the vehicle
- that unauthorized removal will damage public property, which is a criminal offense
- a telephone number to call for removal
- the device number being used

- 6. Vehicle Owner Arrival.** If the vehicle owner arrives after the device is installed, the LEXPARK boot agent shall instruct the vehicle owner how to pay the citations and have the device removed. If the vehicle owner arrives while the device is being installed, the agent shall attempt to continue to install the device, unless the vehicle owner becomes confrontational, upon which the agent will stop installing the device and depart.
- 7. Photo Enforcement.** All vehicles immobilized shall be digitally photographed, with photos made of the booted wheel (if applicable), and any visible defect to the vehicle (dents, scratches, etc.)
- 8. Leaving Immobilized Vehicle Location.** Once the original ticket is issued, the device is in place, and the Immobilization Form is affixed, the LEXPARK agent should call the LEXPARK office and inform them the vehicle is immobilized. The agent can then leave the vehicle. The LEXPARK office will enter the "immobilization" information into the appropriate area in T2.
- 9. Removal of Device.** Scofflaw vehicles are not to be released until the **full** amount of **all** outstanding parking tickets, penalties and boot fees have been paid. **At no time does a LEXPARK enforcement or boot agent receive funds.** Device removal should only be made by the Agent (with the exception of Barnacles) after receiving such instruction and an authorization code by the LEXPARK Office.
- 10. Payment of Fees.** During regular working hours (8 A.M.-5 P.M. Monday-Friday), in order to have an immobilization device removed, (with the exception of Barnacles) an individual must make full payment either to the LEXPARK Office in person, or by telephone, if a valid credit card is available to be used for payment. All outstanding unpaid citations contained in the parking program database, including any unpaid citations received prior to July 1, 2005, must be paid along with any late penalties, along with a boot fee. Between the hours of 5 P.M. to 8:00 A.M. payment **can only be made via telephone to the towing contractor.** [Need to add language about payment plans]
- 11. Immobilization Fee.** A fee, as approved by LFCPA, will be accessed to remove the immobilization device.
- 12. Logging and Reporting** – The LEXPARK Office staff shall keep a log of all immobilizations called in by the enforcement agents. This log shall be reconciled daily and monthly against payments made, vehicles towed, or devices removed. A summary of this log shall be provided by LEXPARK in its monthly report to LEXPARK, or more frequent upon request.

This policy shall be placed in effect as of _____ (Date) _____.

Executive Director

(Date)
by Action of LFCPA Board

References:**KRS 82.615 Response to notice.**

- (1) Any person who receives notice of a parking violation shall respond to such notice as provided in this section within seven (7) days of the date of the notice, by either paying the fine set forth in the notice or requesting a hearing pursuant to KRS 82.620.
- (2) If the owner of a vehicle cited for a parking violation has not responded to the notice within seven (7) days as provided in subsection (1) of this section, the local government shall send a second notice by regular, first-class mail of the United States Postal Service to the last known address of the registered owner of the vehicle as listed on the certificate of title. Such notice shall state that if the owner of the vehicle does not respond to the notice by either paying the fine or by requesting in writing a hearing pursuant to KRS 82.620, within seven (7) days of the receipt of the notice, the owner shall be deemed to have waived his right to a hearing and the determination that a violation was committed shall be considered final. Any person who fails to request a hearing or pay the fine within the seven (7) days shall be deemed to have refused to pay the fine levied by the citation.
- (3) The registered owner of a vehicle at the time the violation occurred shall be liable for all fines, fees and penalties which he has refused to pay.

Effective: June 8, 2011 History: Amended 2011 Ky. Acts ch. 95, sec. 5, effective June 8, 2011. -- Created 1984 Ky. Acts ch. 416, sec. 4, effective July 13, 1984.

KRS 186A.235 Owner to notify clerk of residence or name change.

- (1) Whenever any person after making application for or obtaining a certificate of registration or title for a vehicle, shall move from the address named in the application or shown upon a registration card or certificate of title, such person shall within fifteen (15) days thereafter notify the county clerk of the county in which he resides in writing of his old and new addresses as well as the current license number of all vehicles currently registered or titled in his name. The county clerk shall immediately enter such change into the automated system.

Garage Updates

Garage & Pedway Lighting Schemes:

- Purple for Spinal Muscular Atrophy Awareness
- Blue & White for UK Student Move-In
- Green for LFUCG Domestic & Sexual Violence Prevention Program, Green Dot Lexington
- Red, White, Blue, Black, Red, & Green to commemorate US relations with Afghanistan
- Standard daily multicolor scheme

Transit Center Garage:

- Everclear Enterprises is nearing completion of the east stair tower system.
- The east stair tower system has been inspected by both the LFUCG Building Inspector and Fire Marshall and will be reopened to the public following completion of final punch list items.
- Demolition of the west stair tower system will begin immediately upon reopening of the east tower.
- The total contract price for the project is \$335,300.

Courthouse Garage:

- High winds associated with storms on the evening of March 30 caused damage to the Courthouse Garage suicide deterrent fence and building masonry cap along the South facade of the garage.
- The low bid of \$91,745, was submitted by DB General Contracting for the repairs. KLC Insurance is issuing a check for \$60,465 to cover masonry and fencing damage along the Short Street side of the garage. The remaining \$31,280 involves the suicide prevention deterrent along the Barr Street side of the facility. The adjuster with KLC agreed with Yeiser Structural that fencing along the Barr Street side of the facility should be retrofitted with the new anchoring system, but since the fence was not damaged by the storm KLC will not include that portion of the quote in their claim reimbursement.
- The AOC has agreed to reimburse LPA for 50% of the additional \$31,280 cost for repairs.

Victorian Square Garage:

- Heavy rain on July 27 created flooding in the Victorian Square Garage. Water entered both elevator shafts, causing extensive damage to the travel cables, door operator boards, electronic door edges, selector devices, COP switches and call buttons, interlocks, car top SRU boards, emergency light unit and inspection stations. The quote for repairs by DC Elevator totals \$65,400.
- DC Elevator began work on the first elevator cab and is nearing completion of the repairs. They will begin work on the second cab as soon as parts arrive.
- The LEXPARK staff is utilizing a golf cart on site for any customers needing assistance while the elevators are inoperable.
- LPA has submitted a claim to KLC for the water damage. The original quote along with supporting photos showing the damage have been shared with the adjuster and LPA is awaiting further instruction from KLC.

General Garage Notes:

- LPA solicited bids for the CAMP structural repair package. Bid proposals were received from Everclear Enterprises and DB General Contracting. The proposals were evaluated by Walter P Moore and DB general Contracting has been selected with the low bid of \$85,771. Walter P Moore is drafting the necessary contract documents. Repair items at the Transit Center Garage include concrete repairs, a post tension cable repair, handrail coating and painting. Also included in the package is exterior sealant work at the Courthouse Garage.
- Staggs and Fisher expect completion of the MEP (mechanical, electrical, and plumbing) repair and maintenance bid package by August 31, 2022. Staggs and Fisher will serve as the local consulting engineer for the MEP project.